



**BROADWAY INDUSTRIAL GROUP LIMITED**  
**SUSTAINABILITY REPORT 2020**

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## BOARD STATEMENT

The Board is pleased to present Broadway Industrial Group Limited's (referred to as "Broadway" or the "Group") Sustainability Report ("Report") for the financial year ended 31 December 2020. The Report presents data and information relating to the Environmental, Social and Governance ("ESG") factors that are material to the Group, references the Global Reporting Initiative ("GRI") standards, and conforms with the Singapore Exchange Securities Trading Limited's ("SGX-ST") sustainability reporting requirements.

Through its wholly-owned subsidiary, BIGL Asia Pte. Ltd., and its subsidiaries (together with the Company, "BIGL"), BIGL is one of the leaders in the manufacturing of precision components and assemblies and a key provider of actuator arms, assemblies and other related parts mainly for the global hard disk drive ("HDD") business. BIGL has its manufacturing facilities spread across 4 locations in China and Thailand while being headquartered in Singapore, and employs a workforce of more than 3,500 people.

Amidst the declining backdrop of the HDD industry in recent years, the Group has considered the longer-term prospects and financial position of the business by acquiring an equity stake in its robotic cleaning business and entering into arrangements for the proposed disposal of its HDD business. If the proposed disposal materialises, these structural changes to the Group's business will have an impact on our sustainability performance and achievement of targets set in this Report.

The Board is responsible for the oversight of the management of the Group's sustainability performance and is supported by the management of the Company ("Management") and the sustainability task force established to implement sustainability initiatives. The Board identifies material ESG topics necessary to ensure that sustainability is embedded in our policies and procedures and is in line with our business strategy. The Board is also involved in the formulation and approval of the targets for each material ESG topic. The Board will undertake a review of the ESG topics upon the completion of the proposed disposal of the Group's HDD business.

The Board aims to create positive transformation by seeking growth, yet continuing to provide oversight and guidance to Management in strategy implementation for the attainment of sustainability goals and objectives in the Group's operations. In the past year, the COVID-19 pandemic has impacted companies and industries across the globe. At Broadway, we were prompt in implementing COVID-19 related measures in accordance with the local regulations to ensure that the health and safety of our workforce and communities were protected. We continue to monitor changes to these regulations to ensure the continued safety of all our stakeholders. During this time, we continue to engage and contribute through various community development programmes such as the "Helping Hands Coronavirus (COVID-19) Campaign" while adhering to the safe distancing and protective measures.

This Report showcases our continuing efforts towards providing solutions to address global sustainable development objective. The Board is grateful towards all the stakeholders for contributing to our journey of transformation towards sustainability.

## ABOUT THIS REPORT

### Report Scope and Boundary

This is our fourth Sustainability Report presenting our sustainability performance for the period from 1<sup>st</sup> January 2020 to 31<sup>st</sup> December 2020 (“2020”). We view reporting on non-financial parameters as an important means of communication with our stakeholders as it provides a glance into the Group’s governance, strategy, performance and prospects. The businesses covered under the reporting boundary are BIGL Technologies (Thailand) Co., Ltd. (“BTH”) and BIGL Technologies (Wuxi) Co., Ltd. (“BWX”), which are the top revenue contributors of the Group.

### Reporting Standards and Compliance Requirements

This Report is aligned with the reporting requirements of the SGX-ST Listing Rules Practice Note 7.6 Sustainability Reporting Guide, and is prepared with reference to the GRI Standards (2016), one of the global best practice guides for reporting on ESG factors.

This Report references the following GRI Standards in line with the identified material topics:

Material Topic	GRI Topic	GRI Disclosure
Energy	GRI 302: Energy 2016	Disclosure 302-3 <i>Energy Intensity</i>
Regulatory Compliance	GRI 307: Environmental Compliance 2016	Disclosure 307-1 <i>Non-compliance with environmental laws and regulations</i>
Training and Education	GRI 404: Training and Education 2016	Disclosure 404-3 <i>Percentage of employees receiving regular performance and career development reviews</i>
Regulatory Compliance	GRI 419: Socioeconomic Compliance 2016	Disclosure 419-1 <i>Non-compliance with laws and regulations in the social and economic area</i>

The data presented in this Report corresponds to the operations mentioned in the reporting boundary, while the financial data presented covers the Group. We publish our sustainability reports annually, with the last published report for the financial year ended 31 December 2019. Our sustainability reports are available on our corporate website<sup>1</sup>.

Feedback from our concerned stakeholders is of utmost importance to us as it will enable us to continuously improve our policies, processes and performance.

#### Queries may be directed to:

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<sup>1</sup> [https://www.bw-grp.com/investor\\_relations\\_home.htm](https://www.bw-grp.com/investor_relations_home.htm)

**SUSTAINABILITY AT BROADWAY**

At Broadway, we follow our five-pronged sustainability approach to expand our business and achieve our overarching goals. The components of our sustainability strategy include Economic Performance, Environmental Responsibilities, Labour Practices, Health and Safety, and Sustainability Governance. Through the holistic management and integration of these components, we strive to generate positive economic, environmental and social impacts for our stakeholders.

With an increase in consumer awareness and education, the consumers are predominantly concerned with the environmental and social impacts of the products they purchase, particularly in the electronics industry where sustainability issues affect global value chains. It is therefore vital to remain sensitive to consumer demands and needs along our supply chain to serve our customers sustainably and continue to succeed in our business viably.

Adhering to the robust Responsible Business Alliance (“RBA”) Code of Conduct, we uphold the same level of common standards that our major customer and all new suppliers also adhere to. The adoption of the RBA Code of Conduct as the overarching management strategy of our ESG issues allows us to follow a standardised framework for managing our ESG concerns and fulfil the expectations of our stakeholders.

<b>Broadway’s Sustainability Approach</b>	
<b>Economic Performance</b>	We strive to continue to deliver healthy economic performance to our stakeholders by adapting to changes and capitalising on opportunities.
<b>Environmental Responsibilities</b>	We endeavour to conserve natural resources to reduce our environmental impact.
<b>Labour Practices</b>	We treat our employees with dignity and respect. We also support employee development through training.
<b>Health and Safety</b>	We are committed to providing a safe working environment for our employees.
<b>Sustainability Governance</b>	We conduct our business with high levels of integrity and accountability. We also ensure that our major customer and all new suppliers adhere to a common code of conduct set by the RBA.

## MANAGING BUSINESS CONTINUITY DURING COVID-19

As we navigate through the different phases of the COVID-19 pandemic and the consequent economic and social impacts across different geographies, our priority is always to safeguard and support our employees and our communities. We will continue to monitor and adapt to the COVID-19 related measures and review the new working protocols implemented in line with the local government regulations.

The Board is kept informed on the Group's performance at least quarterly, along with the potential impacts from the COVID-19 pandemic on our business operations. Management also updates the Board on timely actions undertaken to mitigate the negative impacts caused by the COVID-19 pandemic.

The COVID-19 pandemic and the aftermath of the pandemic have caused and continue to cause disruptions resulting in uncertainties surrounding the Group's business, including affecting its relationships with its existing and future customers, suppliers and employees, and which had and may continue to have an adverse effect on its financial position, financial performance of operations, cash flows and prospects for the foreseeable future. Other entities are also evolving. These uncertainties gave rise to difficulties in making an accurate assessment by Management of the future financial impacts on the Group. Management will continue to closely monitor the further economic development and its impact.

The business conduct was greatly impacted due to the pandemic. However, the business activities were conducted with due safety precautions and vigilance. The travel of our employees of both the facilities was hindered because of the pandemic and this was tackled by following the border control measures and quarantine protocols of the various countries while prioritising the safety of our employees. All non-essential travels were discouraged, and travel declarations were to be made in compliance with the local government regulations.

Despite the negative outlook and uncertainty, the Company was able to mitigate the impacts of the COVID-19 pandemic by reducing costs, streamlining processes, improving productivity and strengthening quality performance through the restructuring and consolidation of our HDD operations. As a result, there was minimal impact to our productions in China and Thailand. We did not face any issue of labour shortage despite the COVID-19 outbreak and we continue to meet the level of production and customer satisfaction. Nonetheless, the increase in global freight and transportation costs as well as masks and glove prices have impacted us, like many other companies.

During the onset of the pandemic, we took immediate actions by setting up committees in each site, implementing a COVID-19 pandemic emergency preparedness and response plan, and communicating preventive measures to our stakeholders. To ensure business continuity, the COVID-19 prevention and control committee is tasked, inter alia, to implement and execute the response plan and monitor and update on the developments in their respective jurisdictions. Each committee comprises the emergency control team, recovery team, internal/external communication team, transportation team, and risk assessment and screening team, working together to ensure a holistic execution of the response plan. We take a strong view and will take strict actions against our employees for any breach of preventive measures. We actively communicate with our employees and ensure that they follow the preventive measures strictly. We will continue to monitor the situation to ensure the safety of our employees and to ensure business continuity in the interests of the Group and our stakeholders.

The safety and well-being of our stakeholders is of paramount importance. Following the outbreak of the COVID-19 pandemic, we had implemented mandatory health and safety protocols issued by the government agencies for our employees. The precautionary guidelines were also extended to our visitors and suppliers. Employees, visitors and suppliers were required to wear their masks at all times and also had to screen and declare their temperature before entering BIGL premises. BIGL provides the necessary protective equipment, such as face masks and alcohol sanitisers, to our employees, and conducts regular training sessions to brief our employees on the best practices to help prevent COVID-19 in the workplace. Other safety and precautionary measures include telecommuting only if necessary, implementing team segregation and staggered working hours, and recording information for contact tracing purposes. In addition, the common factory areas and employee transportation are cleaned daily by 70% isopropyl alcohol.

### COVID-19 Protocols

In line with our COVID-19 pandemic emergency preparedness and response plan, we ensure that our employees follow the daily health and safety protocols strictly.

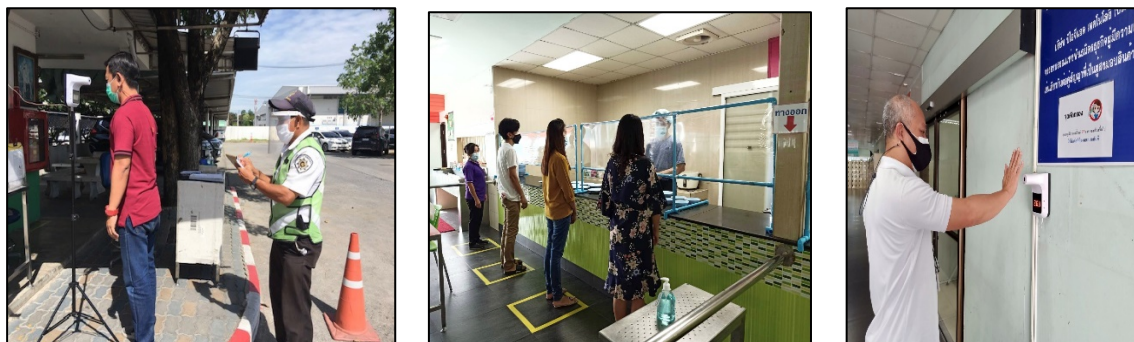


Figure: Employees undergoing Health & Safety Protocols

### Social Initiatives during COVID-19 Pandemic

Broadway is an advocate of giving back to the community to create a happier, more inclusive society, and hopes that such initiatives will inculcate the gift of sharing in our employees.

In May 2020, BTH held a “Helping Hands Coronavirus (COVID-19) Campaign” where our employees donated basic sustenance to ‘The Pantry of Sharing’ in Ayutthaya province. The campaign was well received by both our employees and the beneficiaries, and had instilled a caring heart in our employees to give and share with the community.



Figure: Helping Hands Coronavirus Campaign<sup>2</sup>

<sup>2</sup> The campaign was held during the COVID-19 pandemic, where all COVID-19 guidelines were strictly followed. The wearing of mask was mandatory throughout the campaign and safe distancing measures were observed.





## STAKEHOLDER ENGAGEMENT AND MATERIALITY ASSESSMENT




### Stakeholder Engagement

We believe that through strong collaboration with our stakeholders, sustainability can be fully and integrated into the Group's business operations. We identify key stakeholders as parties who are either significantly affected by or have the capacity to significantly influence our activities and operations. We constantly engaged with the various stakeholders over the course of the year in an open two-way dialogue to maintain lasting and mutually beneficial relationships.

Our open and transparent dialogues with our stakeholders have been the greatest source of inputs for our development activities. By understanding the evolving needs of our stakeholders, we strive to stay relevant and agile in the changing market. On our journey ahead, we plan to explore deeper by integrating sustainability into our regular communications with stakeholders at every level, thus strengthening our mechanism to identify business challenges and opportunities.

In line with the COVID-19 restrictions, Broadway held its first virtual Annual General Meeting in 2020 and continued to engage with our stakeholders amidst the pandemic.

Stakeholders	What They Expect from Us	Engagement Methods	Frequency
<b>Employees</b> 	<ul style="list-style-type: none"> <li>▪ To work in a safe and inclusive environment</li> <li>▪ To be updated on our latest strategic developments and feel empowered</li> <li>▪ To develop professionally and grow expertise</li> <li>▪ To maintain work-life balance</li> </ul>	<ul style="list-style-type: none"> <li>▪ Safety talks</li> <li>▪ Safety Newsletter</li> <li>▪ Employee Tea Party</li> <li>▪ Suggestion Box (employee feedback channels)</li> <li>▪ Diet Committee Meeting</li> <li>▪ Training and career development programmes</li> <li>▪ Happy Workplace Project (engagement and CSR activities)</li> <li>▪ Long Service Award</li> </ul>	<ul style="list-style-type: none"> <li>▪ Annually</li> <li>▪ Monthly</li> <li>▪ Every 2 weeks</li> <li>▪ Throughout the year</li> <li>▪ Every 2 months</li> <li>▪ Throughout the year</li> <li>▪ Every 2 months</li> <li>▪ 10, 15 and 20 years for BTH</li> </ul>
<b>Investors / Shareholders</b> 	<ul style="list-style-type: none"> <li>▪ To disseminate accurate and timely information on our progress and profitability, with updates on future plans</li> <li>▪ To disclose ESG performance</li> <li>▪ To operate business ethically</li> <li>▪ To keep up to date with customer and market trends</li> </ul>	<ul style="list-style-type: none"> <li>▪ Release of financial results and other relevant disclosures through SGXNet and Broadway's corporate website</li> <li>▪ Investors Relations policy published on Broadway's corporate website</li> <li>▪ Annual General Meeting</li> </ul>	<ul style="list-style-type: none"> <li>▪ Throughout the year</li> <li>▪ Annually</li> </ul>

Stakeholders	What They Expect from Us	Engagement Methods	Frequency
<b>Customers</b> 	<ul style="list-style-type: none"> <li>To be supplied with products of good quality</li> <li>To fulfil customers' ESG management requirements, such as compliance with the RBA Code of Conduct</li> </ul>	<ul style="list-style-type: none"> <li>Strategy alignment meeting with key customers</li> <li>Quarterly Business Review / Quarterly Quality score Review (QQR)</li> <li>Process Management Plan Audit</li> <li>Quantitative Project Management data upload</li> </ul>	<ul style="list-style-type: none"> <li>Quarterly</li> <li>Quarterly</li> <li>Quarterly</li> <li>Daily</li> </ul>
<b>Suppliers</b> 	<ul style="list-style-type: none"> <li>To engage in collaborative partnership for mutual growth</li> <li>To streamline procurement workflows, clearly defining expectations</li> </ul>	<ul style="list-style-type: none"> <li>Quality on-site audits</li> <li>QQR score review</li> <li>Incoming Quality Assurance Review</li> </ul>	<ul style="list-style-type: none"> <li>Annually</li> <li>Quarterly</li> <li>Daily</li> </ul>
<b>Local Communities</b> 	<ul style="list-style-type: none"> <li>To be a responsible and caring corporate citizen, serving the local communities</li> </ul>	<ul style="list-style-type: none"> <li>CSR activities</li> </ul>	<ul style="list-style-type: none"> <li>Quarterly</li> </ul>

As a commitment to constantly improve on our quality, we meet regularly with our suppliers and send surveys to them to gather feedback and to implement positive changes. We also arrange plant visits for our suppliers and customers and conduct frequent audits to ensure quality improvements.

### Materiality Assessment






We identify material topics that provide insight into our stakeholder concerns as well as the internal and external risk factors that may impact our business. The material ESG issues help us to focus on issues at the conjunction of our business goals and stakeholders' expectations. An assessment of materiality hence allows us to identify most relevant aspects, which aids in defining our sustainability goals and their alignment with our business aspirations.

The assessment of material topics is a steady process which helps our organisation determine the topics depending on the relevance to create value to our business. We determine our reporting boundaries based on the impacts where we have active control over as our material factors have impacts all along the value chain.

We undertake an annual review through a structured process to prioritise the key topics material to our stakeholders and the Group across the economic, environmental and social bottom lines. This process was in line with the GRI Standards Materiality Principle and therefore the factors determined formed the basis of our sustainability efforts and reporting.

Selection	Assessment	Prioritisation
<ul style="list-style-type: none"> <li>Emerging global and local sustainability trends</li> <li>Sustainability topics identified by our peers</li> <li>Review of our impacts</li> <li>Identification of topics based on risks and opportunities at an organisational level</li> </ul>	<ul style="list-style-type: none"> <li>Material topics were shortlisted based on the significance of their economic, environmental and social impacts and substantive influence on the assessments and decisions of our stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Interaction with functional heads and senior management representatives in the organisation</li> <li>Inputs from internal and external stakeholders</li> </ul>

The Group adopts a two-pronged approach to determine the material factors by considering any changes in the internal business activities as well as the external local and global sustainability landscape. This year, the Board reviewed the 7 selected material factors and considered them against the backdrop of the previous years. Taking into consideration our current business operations and the sustainability landscape, the existing 7 ESG factors are still considered to be relevant and material to our business. These are shown in the following table, in alignment with our sustainability strategy:

Economic Performance	Environmental Responsibilities	Labour Practices	Health and Safety	Sustainability Governance
<ul style="list-style-type: none"> <li>Economic Performance</li> </ul> 	<ul style="list-style-type: none"> <li>Energy</li> <li>Waste and Effluents</li> </ul> 	<ul style="list-style-type: none"> <li>Training and Education</li> </ul> 	<ul style="list-style-type: none"> <li>Occupational Health and Safety</li> </ul> 	<ul style="list-style-type: none"> <li>Regulatory Compliance</li> <li>Supplier Environmental and Social Assessment</li> </ul> 

**SUSTAINABILITY PERFORMANCE**
**Key Performance at Glance**

	2020	2019
<b>Energy</b>		
Direct Energy (GJ)	486.23	553.00
Indirect Energy (GJ)	86,380.98	90,840.24
<b>Waste and Effluents</b>		
Hazardous Waste (MT)	22.54 <sup>3</sup>	16.28
Non-Hazardous Waste (MT)	567.23	1,014.89
<b>Occupational Health and Safety</b>		
Number of Workplace Fatalities	Zero Fatalities	
Number of Workplace Injuries	2	4
<b>Regulatory Compliance</b>	Zero incidents of non-compliance with laws and regulations around environment and socio-economic areas	
<b>Supplier Environmental and Social Assessment</b>	100% of new suppliers to comply with the RBA Code of Conduct	

<sup>3</sup> Please refer to the section on 'Waste and Effluents' in this Report for more information.

## ECONOMIC PERFORMANCE

At Broadway, we strive to pursue excellent economic performance in conjunction with sustainable ESG performance. We continue to grow and evolve, creating value by building competitive global-scale businesses and delivering increased shareholder value.

Further details of our 2020 financial performance can be found in BIGL's 2020 Annual Report, which is available at both our corporate website at [https://www.bw-grp.com/annual\\_reports.htm](https://www.bw-grp.com/annual_reports.htm) and the SGX website at <https://www.sgx.com/securities/company-announcements>.

## ENVIRONMENTAL RESPONSIBILITIES

Our commitment to environmental sustainability focuses on reducing negative impacts on the planet and ensuring our long-term financial viability. Climate action and management of energy, water and waste are the key elements of our environmental responsibility across our business operations. In planning and implementing various activities, we focus on mitigating any negative impacts to the environment.

Our efforts embrace opportunities and focus on tackling global sustainability challenges. We strive to achieve the highest standards of environmental compliance by ensuring that our environmental policy entails a systematic approach to environmental management planning to achieve continual performance improvement.

To manage our environmental performance, we have been implementing ISO 14001: 2015 Environment Management System Standards since October 2005. Our current certificate is the recertification by BSI which will expire in April 2024. We aim to ensure 100% compliance with all environmental regulatory requirements. Our environmental performance is reviewed quarterly by Management which includes the review of the progress against environmental KPIs. During the period covered by this Report, we did not receive any significant fines or sanctions for non-compliance with environmental legislations.

To ensure a robust environment management system, we have defined 3 focus areas: Energy, Water conservation, Waste and effluents management.

### Energy

As part of our focus on sustainability, we recognise that such efforts should be ongoing and therefore, we aim at minimising energy consumption to reduce carbon footprint and drive transformation towards efficient energy operations. Our business operations are reliant majorly on the consumption of energy, mainly in the form of electricity used for the operations of machines and air-conditioning. Non-renewable fuels like diesel are also used for backup generators, however, their use is minimal. Therefore, energy is a critical resource for the continued operations of our business and is hence one of our focus areas to mitigate environmental footprints.

We have an Environmental Policy implemented by Management, articulating the Group's commitment to reduce our impact and systematically help us in managing our energy performance at each of our sites. We also continue to follow our energy masterplan which tracks targeted KPIs along energy reduction initiatives. We closely monitor the status of activities planned for energy reduction and efficiency through daily checks and monthly analytical reports.

Energy conservation plans from various departments are considered to set a goal to reduce energy consumption. We also provide training to our employees on guidelines for energy conservation.

Our energy performance for the reporting year is as follows:

**2020 Performance**

**Energy Consumption**

- Direct energy consumption:<sup>4</sup> 486.23 GJ
- Indirect energy consumption:<sup>5</sup> 86,380.98 GJ

**Energy Intensity**

- Energy intensity: 0.89 MJ/unit of production

**2020 Performance against 2020 Target**

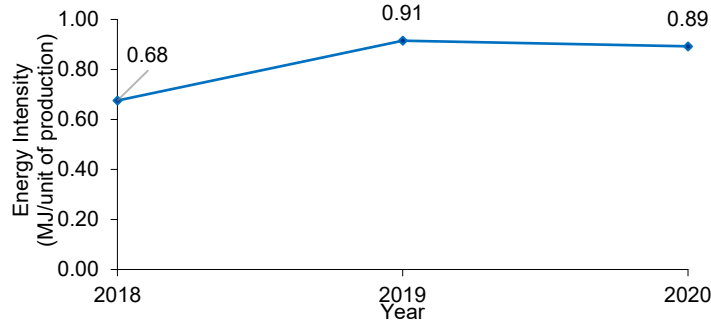
**Energy Intensity**

- Reduce energy intensity by 10% from 2019 levels
- Not achieved as a result of product mix changes towards longer machining cycle time

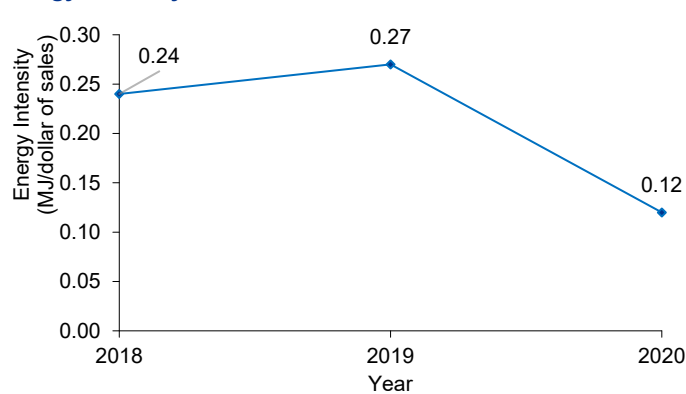
**2021 Target**

- Reduce energy intensity per dollar of sales by 10% from 2020 levels

**Energy Intensity**



**Energy Intensity**



In terms of energy intensity per dollar value of sales, the above decrease in energy intensity translates to a 56% reduction, from 0.27 MJ/unit per dollar of sales in 2019 to 0.12 MJ/unit per dollar of sales in 2020. Per unit of production, the Company achieved a 2% overall reduction in energy intensity. The product sales mix has evolved in 2020 as compared to 2019 with BIGL manufacturing and selling more products that require longer manufacturing process cycle time. These products with longer manufacturing process cycle time consume more electricity for machining and washing than the other products. We will strive towards a 10% reduction in energy intensity per dollar value of sales target for the forthcoming year.

<sup>4</sup> Direct Energy: Total fuel consumption within the Group from non-renewable sources, in joules or multiples, and including fuel types used.

<sup>5</sup> Indirect energy: Electricity purchased from vendors for operational purposes.

The implementation of strategic interventions to enhance energy efficiency is one of our key focus areas. As part of our continuous improvement, various energy efficiency initiatives were in place during the year including:

- Replacement of fluorescent lamps in the factory to Light-Emitting Diode (“LED”)
- Replacement of air-conditioning split type units to chilled water type
- Regular maintenance of all equipment to ensure optimal performance and reduce energy consumption
- Regular maintenance to reduce the speed of FFU to maintain some FCU & OAC units for standby support

**BTH: Replaced the lighting from spotlight (HPS) to LED flood light at car park**

The replacement of the spotlight to the LED light in the car park has reduced our energy consumption. The spotlight type is more expensive and has higher energy consumption than the LED flood light type which achieves the same level of brightness while consuming less energy. It had led us to save THB 64,750 while reducing 18,877 Kwh of energy per year.

**Water Conservation**

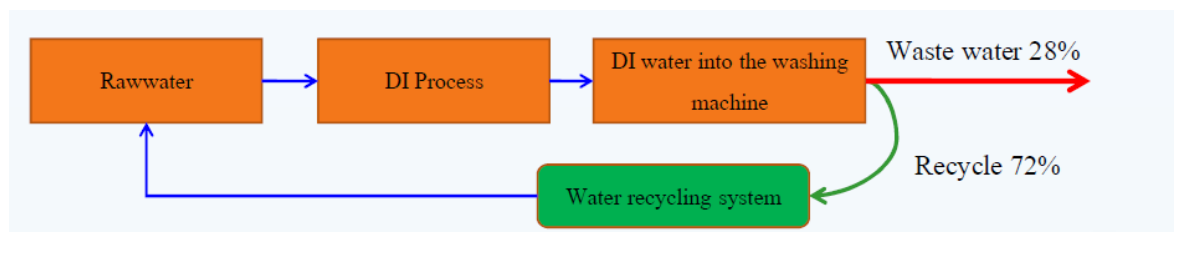
Our Environmental Policy also focuses on reducing water wastage and seeks opportunities to implement water discharge system in order to reduce water consumption. We endeavour to maximise water efficiency in our processes by monitoring and recording raw water usage, using recycled water, etc. This allows us to better track our consumption and alert the team on any potential leakages in the piping systems.

Precision manufacturing requires high-purity water for cleaning by removing ions in raw water through a de-ionising process. We have a sophisticated water recycling system which allows us to recycle 25% of inlet raw water to the factories. We have also implemented various initiatives for water conservation and recycling as mentioned below:

- Installation of water-efficient fittings to recycle Deionised (DI) water
- Reuse water rejects for floor cleaning purposes in the toilets
- Recycle wastewater from DI water station for toilet flushing
- Maintenance of piping system to ensure there is no leakage and facilitate regulated monitoring to record every shift for the raw water usage from each water meter in the factories

**Recycle of wastewater from Washing machine (JCS)**

Raw water from underground storage tank undergoes DI process at filtering contamination station. Then, this DI water from washing machine is processed and recycled by using sophisticated technology. It helps in recycling 72% DI water.



## Waste and Effluents

We are driven towards reducing waste in our daily operations as we aim to continue improving the efficiency of our operations. In line with our efforts on environmental sustainability, we implement waste minimisation initiatives through the “3R” approach, which promotes “Reduce, Reuse, and Recycle”.

Waste is inevitably produced at a number of stages in the manufacturing process. We have provisioned for waste collection in our offices and factories to minimise the environmental impacts. The waste generated is constantly monitored across our business operations, with a single focus on reducing waste generation at the source. Before the disposal of waste, it is treated appropriately to avoid harm to the environment and human health.

At BIGL, waste generated is broadly categorised into:

- **Recyclables** including paper, carton boxes, metal scrap, plastics, electronics, pallets and shipping trays;
- **Non-recyclables** including general waste and process waste; and
- **Hazardous waste** including chemicals and heavy metals.

### 2020 Performance

#### Waste

- Hazardous waste: 22.54 MT<sup>6</sup>
- Non-hazardous waste: 567.2 MT

#### Compliance

- Zero incidents of non-compliance with laws and regulations concerning waste management / disposal

### 2020 Performance against 2020 Target

#### Waste Management Compliance

- Zero incidents of non-compliance with laws and regulations concerning waste management / disposal
- Achieved

### 2021 Target

- Zero incidents of non-compliance with laws and regulations concerning waste management / disposal

We are guided by an internal waste management policy which allows us to standardise the definition of each waste category and specify the corresponding storage and disposal methods. The handling of each waste type is colour-coded and clearly delegated to the respective departments. Hazardous waste is handled with extra precaution and we are careful to follow all regulations where relevant. We also carry out weekly audits and perform regular checks to ensure that our policies are adhered to and the waste disposal is conducted through authorised agencies. In addition, we also constantly work to improve our environmental management system. One of the ways we reduce our waste is by improving our packaging designs, and we have implemented a system for packaging, particularly our pallets, for reuse. As a policy, we recycle 100% of our recyclable waste.

We have engaged Hitech Industrial Estate, a third-party specialist, for BTH and the Environmental Protection Agency for BWX, in alignment with the local governments’ directives to monitor our effluents and ensure that our wastewater quality meets the statutory environmental requirements on an annual basis. Our water conservation initiatives are aimed towards reducing water requirements in our operations and reducing discharge of wastewater via recycling technologies.

<sup>6</sup> Regarding the increment in hazardous waste, a new national solid waste pollution prevention and control law dated 30 September 2020 was released. Hence, BWX reconstructed its post-assessment report guidelines based on the law pertaining to the environmental impact on solid waste in 2020, effectively allowing the increase in the types and quantity of hazardous waste.



## LABOUR PRACTICES

### Talent Retention

We treat our employees as a vital part of the Group and so our employees are our top priority. We believe in providing equal opportunities and fair labour practices for all and endeavour to create an inclusive work environment. Diversity is key in enabling a creative and productive workforce, and we employ qualified candidates without discrimination of gender, age, ethnicity, religion, marital status, sexual orientation, trade union association or national origin. The agile, diverse and resilient workforce is an integral aspect of BIGL's continued success.

#### a) New Hires

We recognise the importance of talent retention to ensure the quality of our productivity and reduce unnecessary costs of hiring new talent. As such, we strive to foster an inclusive and nurturing working environment and continually invest in our employees to develop employee talent. BTH implements an annual performance review and evaluation for employees who have worked with the company for at least 6 months and have displayed outstanding performance, or are highly-skilled and professional. BWX also provides employees with promotion opportunities after 6 months with the company.

In the manufacturing industry, it is not uncommon to have more females as they are physically more suited to handle small component precision products, as well as a younger workforce. Nonetheless, BIGL endorses a diverse working environment and prohibits any form of discrimination, including gender discrimination.

BTH and BWX hired a total of 359 new employees in 2020, with a ratio of about 56% male hires. The average age of our employees is 35 years old which is a good age to create a vibrant, energetic and dynamic working environment. BIGL bases our employee hire rate on the sales volume, production plan and IE function calculation. There was an increase in BIGL's 2020 sales volume and an expansion of production plans, which explains the increase in new hires. To control our turnover rate, we organise engagement activities and two-way communication initiatives with our employees such as Human Resource Shift Meeting, Lunch with Management, our 'Better Together' Newsletter, a communication board and a suggestion box.

Human Resource Shift Meeting is a two-way communication project to increase the communication channels, to share information, and training and listen to the employee feedback for improvement.



Figure: Human Resource Shift Meeting in Progress<sup>7</sup>

<sup>7</sup> The shift meetings that took place during the COVID-19 pandemic strictly adhered to all COVID-19 guidelines. The wearing of mask was mandatory throughout the exercise, and safe distancing measures were observed.

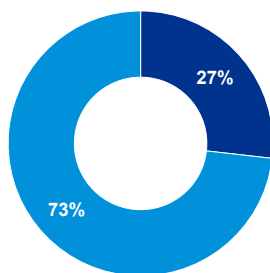
Lunch with Management is another initiative to build a happy workplace and, in turn, improve productivity and quality. For the successful implementation of this initiative, we had set up 3 groups for lunch with Management to facilitate two-way communications with employees to gather feedback and work towards improvement.



Figure: Lunch with Management Initiative<sup>8</sup>

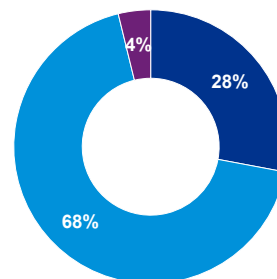
As of 31<sup>st</sup> December 2020, BIGL had a total of 2,071 full-time employees in BTH and BWX.

**Employees - By Gender**



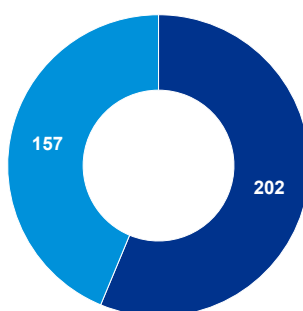
■ Male ■ Female

**Employees - By Age**



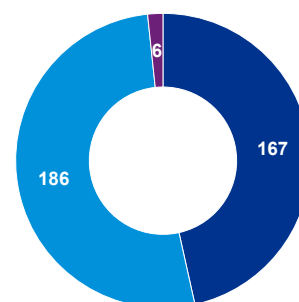
■ < 30 years old ■ 30 - 50 years old ■ > 50 years old

**New Employee Hires - By Gender**



■ Male ■ Female

**New Employee Hires - By Age**



■ < 30 years old ■ 30 - 50 years old ■ > 50 years old

Our governance systems consider essential elements like diversity and experience. Keeping these factors in mind, our BIGL Board consists of 5 Directors, of whom 1 is female.

Our employee compensation is aligned with the market and we provide a range of benefits to our employees such as medical care, paid annual leave and gifts during traditional festivals.

<sup>8</sup> The initiative took place during the COVID-19 pandemic. Masks were only removed for the purpose of photo taking and all COVID-19 guidelines were followed.

**b) Employee Turnover**

A high rate of employee turnover can indicate levels of uncertainty and dissatisfaction among employees. Turnover results affect the human and intellectual capital of an organisation and can impact productivity while bearing direct cost implications. We strive to reward our employees fairly based on their abilities, performance, contributions and experience. In accordance with the local government incentives, we have implemented a “Perfect Attendance” initiative to reward employees with full attendance an incentive to foster and reward good behaviours.

We monitor the employee turnover through monthly reports generated by the Human Resource Department. This helps Management to have a better understanding of the rate and reasons for employee turnover, thereby enabling the Group to improve or make necessary adjustments to our practices.

**Employee Well-Being**

The Group recognises the importance of family and goes beyond our workplace environment to continue fostering an inclusive and compassionate space by celebrating festivals and holidays with each other.

On Buddhist Lent Day, we offered Buddhist Lent candles to make merit and bring good fortune for the year. In addition, we hosted a “Poem from Heart’ contest for Mother’s Day to show appreciation to all mothers.

Due to the COVID-19 pandemic, we celebrated Songkran Festival, the Thai New Year’s national holiday, in 2020 differently with a social message. We continuously stress the importance of our employees staying responsible, safe and healthy during the COVID-19 pandemic for their loved ones. We encouraged employees to avoid travelling and held a contest where we invited them to capture, tag and share #SafeCOVID19 and #STAYHOMESTAYS SAFE during the Songkran Festival. We are heartened that employees were able to enjoy the festival and their moods were not hampered by the COVID-19 restrictions.



Figure: Songkran festival being celebrated via STAYHOMESTAYS SAFE Campaign

We are proud to have employees who exhibit excellent performance and attitude. As such, we show our appreciation for their hard work and dedication.

**BTH: “THANK YOU” token of appreciation**

In December 2020, BTH rewarded a “THANK YOU” token of appreciation gift to all employees (including outsourced labour) for achieving the monthly target for the highest sales. Employees were motivated to continue their positive contributions to BIGL.



Figure: Employees receiving their Token of Appreciation<sup>9</sup>

**BTH: ‘We Care’ Initiative**

The BTH ‘We Care’ initiative endeavors to share smile, good health and happiness with our employees. We visit employees to send our blessings and good wishes when they deliver to newborn or undergo surgery at hospital. We also send our condolences to employees during the bereavement of their family members.



Figure: Initiative under BTH ‘We Care’<sup>10</sup>

BWX also organised various events to spread happiness and build cohesion among our employees, including lunch with Management, the celebration of Mid-Autumn Festival, and team bonding games. During the year, BWX revamped the staff canteen to create and advocate a warm, clean and efficient work environment for our employees. To ensure the safety of our employees, BWX distributed masks, performed temperature monitoring and did regular disinfection of workplaces. Furthermore, emotional support was extended to our employees through the dissemination of training materials that included critical information such as relevant hotlines for the centers of disease control, and kept open communication channels via the company’s official social network accounts to successfully mitigate the crisis.

<sup>9</sup> The tokens of appreciation and gifts under the BTH “We Care” Initiative were handed out during the COVID-19 pandemic. Masks were only removed for the purpose of photo taking and all COVID-19 guidelines were followed.

## Training and Education

Training and education of our employees is crucial to helping them stay relevant in the dynamic market. It also helps in upskilling themselves for making advancements of their personal career goals. Training thus keeps the workforce equipped for meeting the ever-changing demands of the market. It is both a responsibility and an opportunity for our business to provide our employees with internal and external training supports that will bolster our growth and their career progression.

### 2020 Performance

#### Employee Performance Reviews

- 100% of eligible employees received regular performance reviews

### 2020 Performance against 2020 Targets

#### Employee Performance Reviews

- 100% of eligible employees receiving regular performance reviews • Achieved
- Achieve an average of 6 training hours per year for each employee • Achieved

### 2021 Targets

- 100% of eligible employees receiving regular performance reviews
- Achieve an average of 6 training hours per year for each employee

We provide a variety of learning and development programmes to cater to the dynamic learning needs of our employees. These training programmes cover broad range of topics such as management and leadership expertise, professional skills training, software and languages. In 2020, our employees received an average of 6 training hours per employee. The trainings conducted at both BTH and BWX were in accordance with BIGL's 2020 Yearly Training Plan. Hence, they were in compliance with the safety law, ISO requirements, and BIGL's group policies. To ensure utmost quality, there were both internal and external trainers to conduct these training sessions.

The various trainings that were conducted for employees at both facilities include:

Employee Training	
<b>Sexual harassment prevention and workplace bullying</b>	To prevent sexual harassment and bullying in workplace, 18 supervisors attended the sexual harassment prevention and workplace bullying training in September 2020.
<b>First Aid Training</b>	The first aid team and 15 supervisors attended the training in October 2020. The objective was to facilitate the understanding of the basic concepts of first aid.
<b>Forklift Training</b>	Forklift training was conducted for employees to be well equipped with the safety laws and the know-how to operate forklifts safely. The Ministry of Labour has announced that forklifts must only be operated by trained forklift drivers.
<b>Chemical Spill Training</b>	In October 2020, a total of 18 employees attended Chemical Spill training class. Employees who used chemicals were required to attend and complete the training.
<b>Fire Training</b>	Three courses on fire training were held in 2020, with a total participation of 108 employees. The purpose of the training was to increase employees' skills, knowledge and know-how to use a fire extinguisher and follow the fire evacuation plan.
<b>Advance Excel Training</b>	In November 2020, 17 employees attended a class on Advanced Pivot Table and Chart Excel 2016 and learnt about pivot tables and charts as tools to aid them in their work.



Figure<sup>10</sup>:  
 (Left) Sexual Harassment Prevention and Workplace Bullying Training  
 (Right) First Aid Training



Figure:  
 (Left) Chemical Spill Training  
 (Right) Basic Fire Fighting Training

To further support the professional career development of our employees, annual performance reviews are conducted to communicate employees’ performance and career goals. In 2020, 100% of our employees received feedback on their performance with suggestions for improvement from their supervisors.

**BTH: Employee Training**

An employee training on ‘Quality Awareness’ and BIGL Values, Code of Conduct, Workplace Harassment was conducted in September 2020 to ensure that our employees are regularly updated on the Group’s various policies.



Figure: ‘Quality Awareness’ Employee Training

<sup>10</sup> The employee trainings depicted in the figures were held during the COVID-19 pandemic. All COVID-19 guidelines were followed. Employees maintained safe distancing and the wearing of mask was mandatory throughout the trainings.

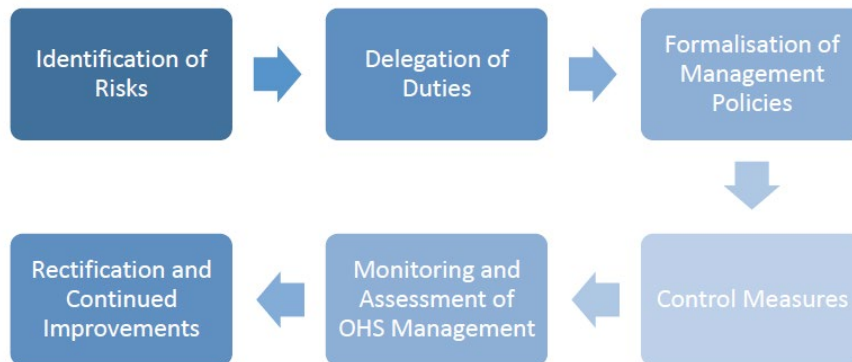
## HEALTH AND SAFETY

Occupational health and safety (“OHS”) is an integral topic for the smooth functioning of our business operations. Due to the nature of our business in electronic manufacturing, we recognise that our employees may be exposed to a certain degree of health and safety risks and as a responsible employer, we are committed to ensuring that these risks are mitigated and managed. Awareness of the potential safety hazards is the first step towards preventing them and it is only through knowledge that we can address and implement ways of prevention. We strive to provide a safe, healthy and conducive work environment for all our employees and aim to minimise all work-related injuries. The manufacturing locations of BIGL adhere to the OHS Manual which is based on OHSAS 18001 standards as well as the national safety standards of the respective operating locations. In addition, each site has a Safety Committee.

The following flow chart outlines our management process about OHS. While OHS responsibilities are shared among all departments, the manual specifies the responsibilities of each department for specific OHS issues, thus bringing about transparency and accountability. We have also taken initiatives such as integrating OHS training in onboarding programmes and encouraging all employees to take ownership of their health and safety and take actions to improve the OHS management system.

Since 2020 was an uncertain year, our Group also came up with a COVID-19 response plan to mitigate health risks which includes the following steps:

- Pandemic emergency response team organisation
- Role & responsibility of epidemic emergency response team
- Prevention plan before the emergency
- Emergency response and suspension plan
- Recovery plan after emergency
- Communication



Each Safety Committee has specific responsibilities to prioritise the health and safety of our employees by ensuring policies and procedures are implemented effectively. Each Safety Committee comprises the General Manager, the OHS Management Representative, the Management Committee, the ISO 45001 Steering Committee, supervisors and operators. All parties are responsible for the aspects of the OHS management system that they have control over and ensure our operations are in accordance with the OHS policies, objectives and programme. This includes hazard identification, risk assessment and control, and compliance of OHS legal and other requirements.

Our Safety Committees also consistently monitor the effectiveness of the OHS system and conduct regular internal audits. All non-conformities and incidents are reported to Management, and corrective and preventive actions are taken by the relevant parties immediately.

#### 2020 Performance

##### Occupational Health and Safety

- Zero workplace injuries resulting in a fatality or permanent injury

#### 2020 Performance against 2020 Target

##### Occupational Health and Safety

- Zero workplace injuries resulting in a fatality or permanent injury
- Achieved

#### 2021 Target

- Zero workplace injuries resulting in a fatality or permanent injury

We are proud to report that in 2020, there were no workplace fatalities, and we continue to commit to maintaining this in 2021.

	2020	2019
Number of Workplace Fatalities <i>Number of workplace deaths</i>	–	–
Accident Frequency Rate (AFR) <sup>11</sup> <i>Number of lost-time injuries per million man-hours worked</i>	0.34	0.66
Accident Severity Rate (ASR) <sup>12</sup> <i>Number of lost days per million man-hours worked</i>	10.38	10.22
Absentee Rate <sup>13</sup> <i>Number of absentee days per employee per year</i>	2.61 <sup>14</sup>	2.18

We conduct regular internal audits and reviews from Management related to the OHS management system to ensure that it is constantly upgraded, efficiently maintained and properly executed. Relevant reviews and feedback are then communicated to our employees and other relevant interested parties. We also conduct various safety initiatives to create awareness amongst our employees like safety slogan activities and safe driving campaigns.

<sup>11</sup> Accident Frequency Rate (as per Ministry of Manpower of Singapore) = *Number of Lost-time Injuries / Number of Man-hours Worked* × 1,000,000. A lost-time injury is a workplace injury that results in at least 1 day of medical leave.

<sup>12</sup> Accident Severity Rate (as per Ministry of Manpower of Singapore) = *Number of Lost Days / Number of Man-hours Worked* × 1,000,000. A lost day is a day of medical leave as a result of a lost-time injury.

<sup>13</sup> Absentee Rate = *Number of Absentee Days / Employee Headcount*  
An absentee day is a day of medical leave because of incapacity of any kind, not just as the result of work-related injury or disease, excluding permitted leave absences such as holidays, study, maternity or paternity leave, and compassionate leave.

<sup>14</sup> There was an increase in absentee rate as BWX was required to operate in compliance with the local government's epidemic control response to COVID-19 during festive periods to mitigate potential outbreaks.



The identification of risks is a key step in the process of cultivating a safe and healthy work environment. Regular checks are conducted around the workplace to identify the areas of potential risks. Based on experience and regular site visits, we have categorised occupational hazards into 5 different risk levels based on a matrix of:

- Possibility of occurrence;
- Frequency of exposure for employees; and
- Severity of consequence.

Once risks are identified, we strengthen our preparedness by conducting regular checks and arranging contingency plans. For example, for all chemicals, we obtain a Material Safety Data Sheet from our suppliers, which documents the potential hazards (health, fire, reactivity and environmental) of each chemical product and how to work with the products safely. Moreover, labelling of chemicals and its subsequent dangers are signposted to manage any potential hazards. All relevant employees are trained to understand how to handle the chemicals and the standard safety procedures in chemical storage, transportation and utilisation.

We conduct annual fire drills and perform monthly safety patrols in our factories. Any practices that raise possible concerns are recorded and follow-up remediation is monitored and tracked to minimise hazards and control risks. We also regularly upgrade our equipment to provide our employees with all the necessary safety equipment required to perform their job functions safely. Additionally, we also educate our employees on the potential health risks and safety hazards in the work environment to spread awareness and reduce any potential risks. We conduct annual first aid trainings, including classroom demonstrations, for our employees. All these were done by undertaking preventive measures and following the health and safety protocols like wearing of masks and sanitisation.

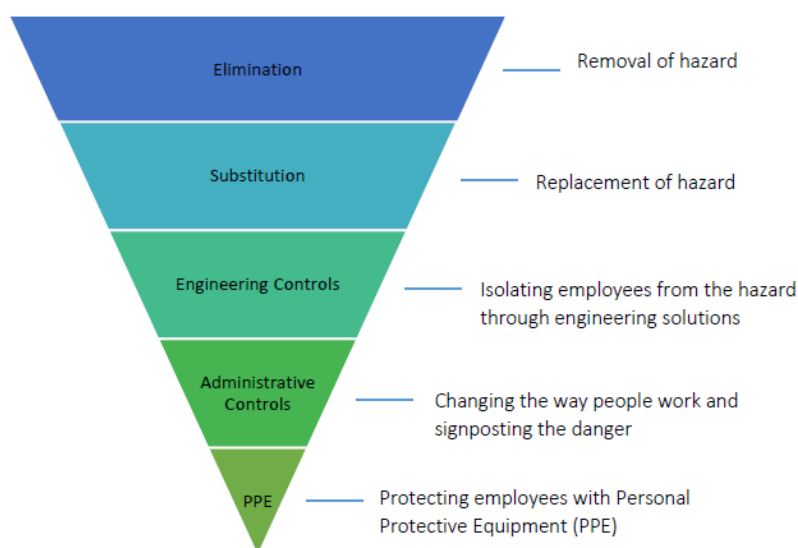


Figure: BWX Annual Fire Safety Training and Emergency Drill<sup>15</sup>

With the onsite of COVID-19, BIGL continued to focus on our employees' training and education. All trainings held during the pandemic adhered to stringent rules that were in line with the local governments' protocols. The wearing of mask was mandatory for all participants and safe distancing measures were observed.

<sup>15</sup> The training as depicted in the photo was held in September 2020. All COVID-19 guidelines were followed.

All risks categorised as “Highly Dangerous” and above will need to be registered and approved by Management. Targeted action plans are also tailored to mitigate those risks, as illustrated in the Hierarchy of Controls chart below:



Should an incident or non-conformity occur, we evaluate the need for corrective actions to eliminate the root cause and preventive actions to mitigate the further incidents. Further action is taken to assess any new or changed hazards and review the effectiveness of the corrective actions.

We also consider the protection of contractors who work in our premises but are not under our direct employment. We work with our business partners to increase the safety of the contractors and their workers by defining and applying the OHS criteria and ensuring the requirements of their respective OHS management systems are met.

## SUSTAINABILITY GOVERNANCE

Our sustainability governance model provides a foundation to integrate our sustainability priorities with the corporate agenda. To ensure oversight by Management of our material ESG topics, sustainability governance is integrated into various corporate governance structures throughout the Group – from Board-level committees to management-level group functions and business units.

The Sustainability Steering Committee (the “Committee”) oversees our positions and practices on sustainability issues, principally in relation to social, environmental and ethical matters that affect shareholders and other key stakeholders. Chaired by the CEO of the Company, Mr. Tan Choon Hoong, the Committee has oversight of our sustainability performance. The Sustainability Working Committee includes management heads from the Human Resource, Facility, Quality, and Finance departments of BTH and BWX, as well as other shared services and data owners. The Committee meets at least once every half a year.



The Committee’s primary responsibilities include:

- Reviewing and reporting to the Board on Broadway’s sustainability approach, standards, priorities and goals, and overseeing Group-level policies and practices on sustainability matters to attain those standards and goals;
- Overseeing, reviewing and evaluating sustainability performance against the material topics prioritised;
- Reviewing and advising the Board on Broadway’s public reporting about the Group’s performance on sustainability matters; and
- Presenting the Sustainability Report for the Board’s approval.

## Regulatory Compliance

We believe that compliance with regulatory laws has become a catalyst for corporate governance, and a robust statutory compliance system is vital for the effective conduct of our business operations. We ensure that the appropriate business processes and adequate tools are in place for adherence with all statutory obligations.

Any corruption cases that are linked to us will cause reputational damage and break the trust of our stakeholders. Therefore, we have our Code of Conduct which defines our commitment to conducting business with integrity. The prevention of corruption is managed through the set-up of anti-corruption policies, covering topics such as the employment of relatives, receipt of gifts and entertainment, as well as conflicts of interest. The employees are made aware of these policies through employee orientation, and such content is included in the Employee Handbook. All employees need to declare any conflicts of interest or activities pertaining to fraud annually. Our Whistleblowing Policy also protects our employees if they were to report any improprieties in good faith. There were no reported cases of corruption in 2020.

### 2020 Performance

#### Anti-Corruption

- Zero incidents of corruption

#### Compliance with Laws and Regulations

- Zero incidents of non-compliance with laws and regulations around environment and socio-economic areas

### 2020 Performance against 2020 Targets

#### Anti-Corruption

- Zero incidents of corruption
- Achieved

#### Compliance with Laws and Regulations

- Zero incidents of non-compliance with laws and regulations around environment and socio-economic areas
- Achieved

### 2021 Targets

- Zero incidents of corruption
- Zero incidents of non-compliance with laws and regulations with laws and regulations around environment and socio-economic areas

It is our constant endeavour to ensure compliance with regulatory norms. As with our other business risks, we include regulatory risks into the framework of risks that we assess, monitor and manage. We adhere to relevant environmental and socio-economic laws, which govern a range of issues like effluent discharge, labour practices, health and safety, as well as intellectual property and privacy. A robust ESG management system helps us to reinforce ESG policies and monitor compliance. As a further commitment to ensuring compliance, BTH and BWX each have a dedicated environmental, health and safety engineer responsible for monitoring legal compliance quarterly. In the event a gap or risk is observed, corrective actions will be taken immediately.

There were no cases of significant fines or non-monetary sanctions for non-compliance with laws and regulations in the environmental and socio-economic aspects in 2020.

## Supplier Environmental and Social Assessment

### 2020 Performance

#### Percentage of new suppliers that were screened using environmental and social criteria

- 100% of new suppliers to comply with the RBA Code of Conduct

### 2020 Performance against 2020 Target

#### Percentage of new suppliers that were screened using environmental and social criteria

- 100% of new suppliers to comply with the RBA Code of Conduct
- Achieved

### 2021 Target

- 100% of key suppliers to comply with the RBA Code of Conduct

We strive to grow our business and, at the same time, drive environmental and social progress beyond the boundaries of our Group and add sustainability to the supply chain of the various materials. As we engage with various suppliers for our material needs, we will have to ensure that the materials obtained are of high quality. In order to manage both quality and ESG impacts, we require that suppliers meet certain standards such as the RBA Code of Conduct.

With higher expectations placed on corporate responsibility by consumers, almost all our key customers have joined the RBA's network to push the sustainability agenda within the electronics industry. As a Tier 1 supplier of electronic parts, we are expected to be held accountable to the common code of conduct of RBA. In turn, we have exercised similar due diligence processes on our suppliers. We also ensure that our suppliers meet other standards like "Electronic Industry Citizenship Coalition Code of Conduct (EICC)" which aptly caters to the needs of our customers' requirements.

This supplier assessment is integral to our risk management. We have a set of policies and procedures in place to screen our suppliers and support them in adopting the RBA Code of Conduct. In 2020, 4 suppliers were assessed as per the ISO and RBA requirements. This assessment criteria are reviewed on a yearly basis. We also keep a track record on the changes of our suppliers to facilitate due diligence and meet our customers' expectations.

Prior to formal engagements, we will socialise RBA-related expectations with our suppliers by conducting training programmes and communicating the code requirements. An RBA Code of Conduct Checklist will have to be completed, and a Letter of Commitment will have to be signed. For assurance purposes, we conduct random on-site visits and audits for the shortlisted suppliers for RBA compliance. Moreover, we strengthen monitoring of key suppliers by mandating the RBA Validated Assessment Process, which is completed by third-party independent auditors. We also conduct a background check of our suppliers for relevant qualifications. In 2020, we have screened 100% of our new suppliers using environmental and social criteria.

**CORPORATE SOCIAL RESPONSIBILITY**

The physical and mental well-being of our employees is important and cannot be compromised as it is crucial for the long-term success of the organisation. Their well-being requires corporate attention and we strive to provide our employees with a positive, united and friendly team atmosphere. Not only do we host an annual team meeting to thank our employees, we also celebrate employee birthdays and hold parties for frontline production employees. These activities promote employee communication and increase teamwork spirit and corporate cohesion in a relaxed environment.

**Annual Party**



Figure: Annual Party held in Thailand<sup>16</sup>

We are dedicated to our role in bringing positive impact to the society in which we operate and create shared value. We encourage an environment of volunteerism and ensure that our employees participate in various initiatives as a part of our corporate social responsibility. Focused on building sustainable business practices, we firmly believe that our continued success depends on our communities and partners, and we are committed to invest in and engage them. In 2020, we have undertaken various interventions to promote inclusivity and reached out to communities where we live and operate in. Some of our initiatives are described below.

**Blood Donation**

We understand the significance of contribution of each member to the community. We collaborate with the Sena Hospital to arrange for a Blood Donation Drive on a quarterly basis. Blood donations by employees are voluntary. In 2020, around 120 of our employees participated in the blood donation, contributing approximately 27,900 cc of blood to those in need. We are thankful that our employees continue to spread love and kindness during the COVID-19 pandemic.



Figure: Blood Donation Drive

<sup>16</sup> The annual party as depicted in the photos was held in January 2020, prior to the COVID-19 pandemic that hit Thailand.

## Charity Market

We organised the annual Charity Market in October 2020. 10 teams came together setting up food, secondhand clothes and games stalls. All preventive measures were strictly followed before attending the event. The safety protocols included were temperature checks and hand cleaning with sanitiser before and after the event. During the event, masks were mandatory and social distancing was maintained. More than 450 employees participated in the Charity Market. The entire proceeds of THB 140,200 were donated to the Employee Aid Project to help needy employees and to fund CSR activities. This has also fostered cohesion between employees.



Figure: Charity Market organized to help those in need<sup>17</sup>

## Charity Event on Christmas Eve

We organised a charity event on Christmas eve as it marked the third day after the winter solstice. Our BWX team, including the General Manager, visited 40 of our special needs friends to send warmth and greeting during the festive season. Using the donations collected from the auction organised by BWX, our employees purchased gifts for our friends according to their wish lists. Some of the items on their wish lists include quilts, gloves and radio.



Figure: Charity Event on Christmas Eve to help those in need

While the ongoing COVID-19 pandemic restricts our ability to organise events with large crowds, we will continue to place corporate social responsibility within our organisational agenda and contribute to our communities in other ways that we can in the forthcoming year.

<sup>17</sup> The Charity Market was held in October 2020 during the COVID-19 pandemic. Masks were only removed for the purpose of photo taking and all COVID-19 guidelines were followed.