



**SUSTAINABILITY
REPORT 2018**

SINWA LIMITED

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BOARD STATEMENT



Sustainability is the crux of the success of any enterprise, especially enterprises with the conviction to achieve triple bottomline, namely 'People, Planet, Profit', for the benefits of both private enterprise and society.

At Sinwa Limited, we are committed to uphold the highest standards of Environment, Social and Governance (ESG) practices within our organisation. While we are taking our first steps in the sustainability journey, we have embraced our corporate social responsibility with conviction and fervour.

We believe our sustainable growth and success is only possible with the sustainable development of the communities we operate in, be it social, business or national communities.

Driving long term sustainability is our vision. Centred on our key material issues, we have charted a four-pronged approach to our sustainable development roadmap. We will endeavour to set ourselves on the journey of achieving a good balance between financial growth and ESG performance.

Corporate social responsibility is in the DNA of our organisation. As a market leader in the marine, offshore supply and logistics industry, we demonstrate our commitment through the adoption of responsible business practices. The Group is committed to complying with all applicable laws and regulations in the markets we operate in. The Board expects all Group's employees to be vigilant to maintain the corporate values and high quality of the Group's products and services.

Over the years, we have taken the lead to actively support community and education programmes such as BizLink since 2011.

Moving forward, we believe that investment in human capital is the key to the long term sustainable success of Sinwa Group. Therefore, we are committed to invest in strengthening our staff training and development roadmap, as well as enhancing the environmental sustainability of our operations.

SIM YONG TENG
Executive Chairman

SCOPE OF REPORT



At Sinwa Limited ("**Sinwa**"), we recognise the importance of sustainability to our business. As we embark on our journey of sustainability reporting, the challenges and material issues that are important to our stakeholders, our strategy in managing these challenges and issues, and how we have performed in terms of our key performance indicators are highlighted in this report.

During the year, we adopted a formal reporting approach by applying the international reporting framework, Global Reporting Initiative ("GRI") Standards, in preparing our inaugural sustainability report.

For reference to the GRI Content Index, please refer to Page 20-25.

OUR STRATEGIC APPROACH TO SUSTAINABILITY

With our vision and corporate values in mind, we aim to integrate sustainability into the businesses of Sinwa so that it is systematic and seamless. Where possible, we incorporate sustainability considerations in our decision-making processes.

Our sustainability efforts are led by our senior management who ensures that the Company's business objectives are in line with our commitments to sustainable development. Senior management is responsible for on-going communication to the Board of Directors.

Sinwa's senior management has determined focus areas where Sinwa can have the greatest economic, environmental and social impact, as well as the areas that are most important to our stakeholders.

Sinwa has taken efforts to seek the opinion of internal and external stakeholders formally and informally. We aspire to understand the needs and expectations of our key stakeholders and strive to build mutually beneficial relationships.

GOVERNANCE STRUCTURE



Reporting Boundaries and Standards

The report is also prepared in accordance with GRI Principles for defining report content, including:

- **Materiality:** focusing on issues that impact business growth and are of utmost importance to stakeholders;
- **Stakeholder Inclusiveness:** responding to stakeholder expectations and interests;
- **Sustainability Context:** presenting performance in the wider context of sustainability; and
- **Completeness:** including all information that is of significant economic, environmental and social impact to enable stakeholders to assess the Company's performance.

We use a consolidated operating approach to determine organisational boundaries. Our data is an aggregation of our operation in Singapore for the first year. As this is our first report, our base year is 2017.

Report Period and Scope

This report covers data and information from 1 January 2017 to 31 December 2017 and discusses Sinwa's achievements and performance towards Environmental, Social and Governance ("ESG") issues. This report has been prepared in accordance with the GRI Standards: Core Option.

As part of our environmental conservation efforts, current electronic edition of the report is available at: www.sinwa.com.sg.

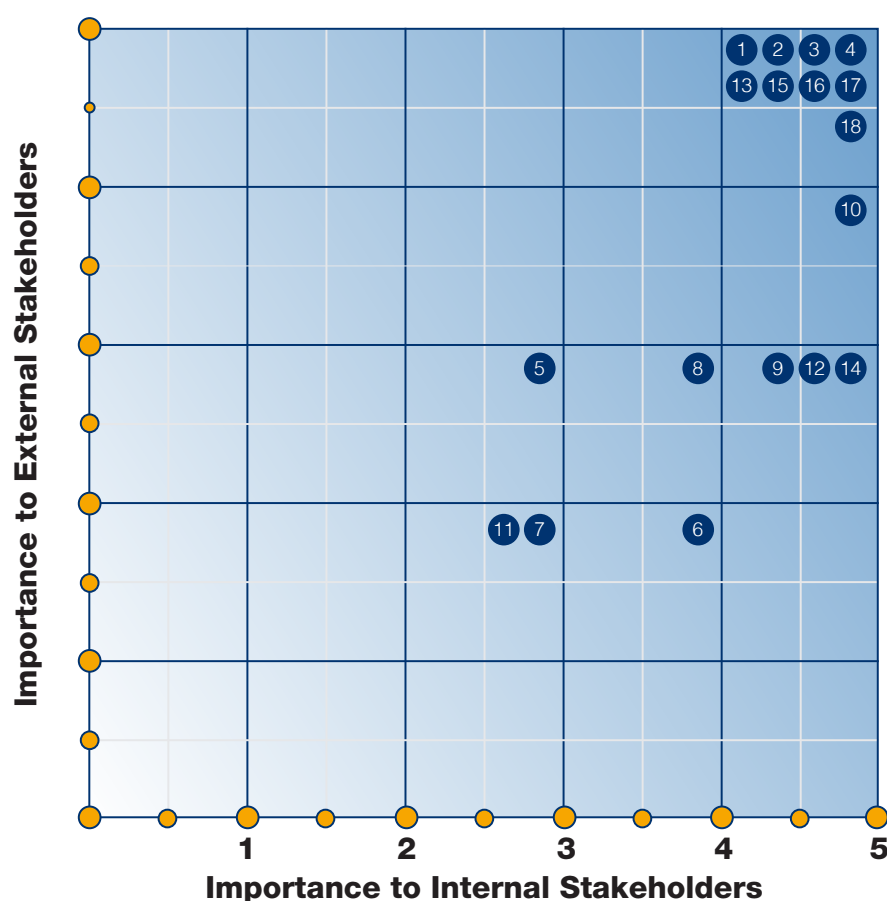
ACCOUNTABILITY TO STAKEHOLDERS

We strive to be a responsible corporate citizen by working closely with our stakeholders to understand their concerns and feedbacks. The stakeholder engagement provides valuable information for our sustainability reporting, particularly in determining the material

environmental and social issues. We will continue to engage our external stakeholders more extensively to identify areas that are material, sustainable and necessary for future development.

Our Key Stakeholders	How We Engage Them	Key Topics
Customers	<ul style="list-style-type: none"> • Informal feedbacks • Public forums • Informal surveys conducted by management staff 	<ul style="list-style-type: none"> • Product features, value proposition of Sinwa • Customer feedback
Shareholders and Financial Community	<ul style="list-style-type: none"> • Results briefing at least half yearly • Annual General Meeting • Emails and tele-conferences 	<ul style="list-style-type: none"> • Financial results • Key business developments such as divestment or new acquisitions, and entering new related businesses. • Investor relations
Employees	<ul style="list-style-type: none"> • Periodic townhall meetings • Performance appraisals • Team bonding and company events • Internal communication through emails and social media 	<ul style="list-style-type: none"> • Information update by management • Staff
Suppliers	<ul style="list-style-type: none"> • Regular meetings • Emails and telephone calls 	<ul style="list-style-type: none"> • Feedbacks on their products and services • Information of their new product or service
Government and Regulatory Agencies	<ul style="list-style-type: none"> • Consultations • Discussions 	<ul style="list-style-type: none"> • Regulatory and industry standards and guidelines
Local Community	<ul style="list-style-type: none"> • Community outreach activities 	<ul style="list-style-type: none"> • Partner with local not-for-profit charitable organisations to identify the target beneficiaries
Media	<ul style="list-style-type: none"> • Media releases • Regular communication through emails and teleconferences 	<ul style="list-style-type: none"> • Financial results • Key developments such as business updates

OUR MATERIALITY MATRIX



ECONOMIC	5 Economic Contribution to Society
	6 Wages and Local Hiring
GOVERNANCE	1 Legal Compliance and Governance
	2 Anti-Corruption and Anti-Fraud
	3 Service Quality & Responsibility
ENVIRONMENTAL	4 Health & Safety (Employee/Public)
	8 Water Conservation
	7 Environmental Impact Assessment and Mitigation
	9 Energy Efficiency
SOCIAL	10 Diversity and Equal Opportunity
	11 Training and Education
	12 Business Partners Engagement
	13 Stakeholders Engagement
	14 Labour-Management Relations
	15 Procurement Practices
	16 Customer Privacy & Data Protection
	17 Protection of Intellectual Property
	18 Customer Satisfaction

OUR SUSTAINABILITY VISION

ECONOMIC

- Generate good return to shareholders
- Drive cost leadership & operational efficiency
- Maintain market leadership position
- Drive consistent business prospects through organic growth & acquisition

ENVIRONMENTAL

- Promote a strong environmental friendly culture
- Environmental conservation through adopting Reduce, Reuse and Recycle, along with energy efficient practices

SOCIAL

- Build a resilient organisation and caring society
- Promote greater support for the corporate philanthropy and corporate volunteerism in society
- Build partnership and bonds with stakeholders
- Drive employee development focusing on KPIs, training and employee engagement programme

GOVERNANCE

- Focus on risk management by having good corporate governance and well-developed policies and procedures which are periodically checked for compliance
- Compliance management with all applicable laws and regulations.

ECONOMIC

CORPORATE PROFILE

Established in the 1960s, Sinwa Limited is now Asia Pacific's leading marine, offshore supply and logistics company servicing the marine and offshore industry in Singapore, China, Thailand and Australia.

Its three core businesses are as follows:

KEY BUSINESSES



MARINE & OFFSHORE SUPPLY

- Supply of Deck & Engine Stores, Provisions, Drydock Assistance and Catering to the Marine & Offshore Industry



LOGISTICS & AGENCY

- General Shipping Agency Service
- Warehousing
- Freight Forwarding



SAFETY & INDUSTRIAL

- LAMPS Agent and Distributor of Wolf and Raytec Explosion Proof Safety Lighting for South East Asia.

Sinwa is ISO 9001, ISO 14001, OHSAS 18001 and bizSAFE (Level Star) certified. As we continue on our path of expansion, we are undeterred by the challenges of the subdued operating environment and remain steadfast in our aim to provide our clients reliable, competitive and efficient services. These tough conditions were

a test of our operational resolve but we were successful in delivering an exceptional set of results. We emerged with strengthened operational capabilities which have better positioned us to capture further viable opportunities in the region.

VISION STATEMENT

To be a service-focused, reliability driven Marine, Offshore Supply and Logistics Company delivering reliable service and quality products on time, every time

MISSION STATEMENT

We continuously challenge our employees to exceed customers' expectations

COMPANY MOTTO

Reliability is our business

ECONOMIC

ECONOMIC CONTRIBUTION TO SOCIETY

At present, we operate in more than 100 ports in 11 locations in Australia, China, Thailand and Singapore. Each port is operated by one of our teams of professional operations staff and overseen by Sinwa Corporate Office. We manage our operations in accordance to our sustainability principles. We work closely with our business partners and operation staff to identify and consider any sustainability opportunities and risks that may arise.

Sustainability trends such as climate change, resource scarcity and demographic changes shape the competitive environment in which companies like Sinwa operate by introducing long term sustainability opportunities and recognising risks. We therefore view our business performance beyond short term gains and financial bottomline. Our conviction is to achieve a balanced triple bottomline (People, Planet, Profit) for sustained growth for the organisation and the communities we operate in.

The success of our business is highly dependent on the commitment of our management and staff. Their knowledge, professional expertise and their job satisfaction are key to our economic sustainability.

More importantly, we strive to contribute positively to the society through our economic presence by serving as Asia Pacific's leading marine, offshore supply and logistics company servicing

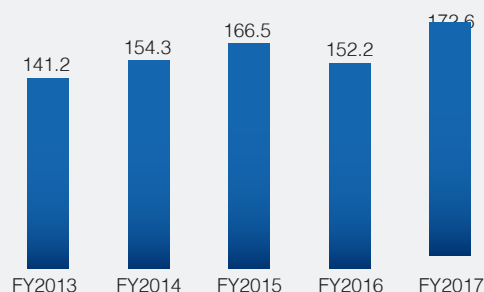
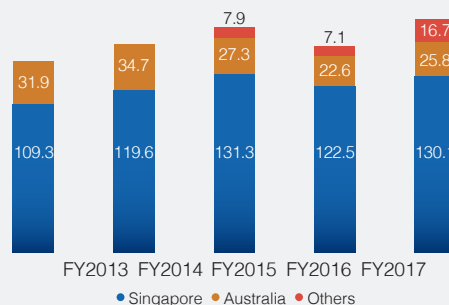
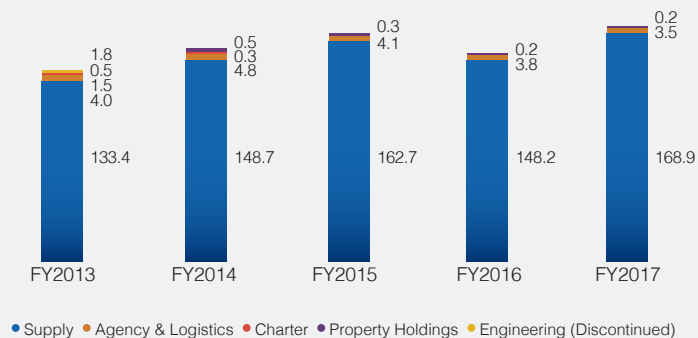
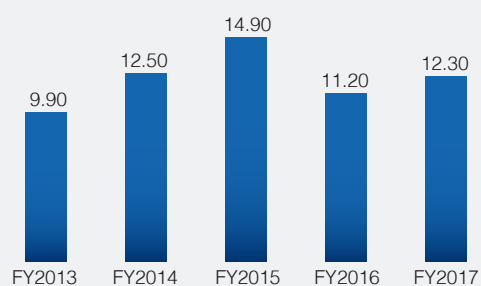
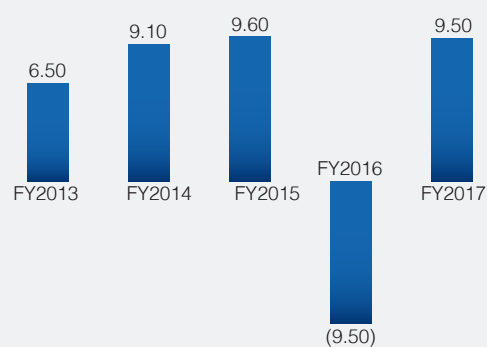
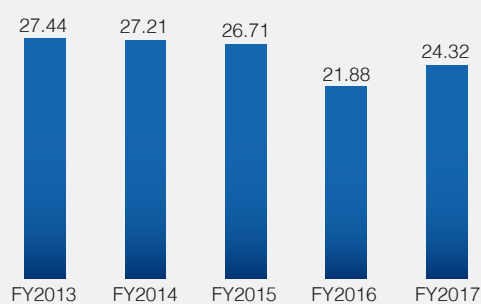
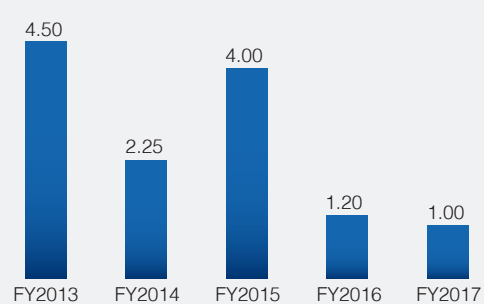
the marine and offshore industry in Singapore, China, Thailand and Australia, while maintaining good stewardship of the resources we manage and generating good shareholders' value.

Our business model focuses on cost leadership without compromising our service level and highest priority on customer's interest. We seek organic growth from the existing outlets as well as through the acquisition of new businesses that reap good returns.

We strive to maintain our market position by ensuring we gain the trust of our customers and their families, and continually build our reputation and brand name in marine, offshore supply and logistics industry in Asia Pacific.

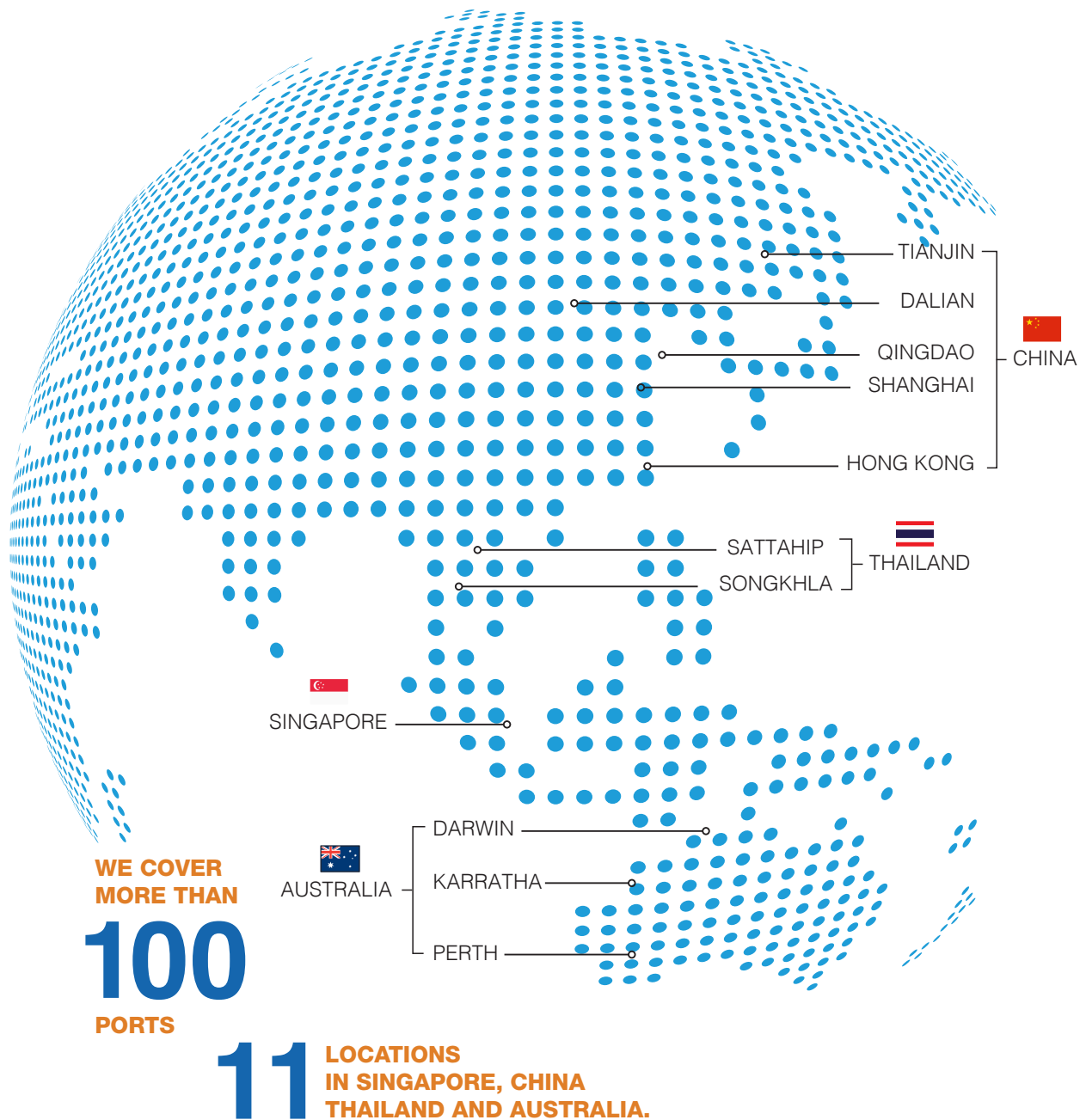
In today's highly volatile business environment, Sinwa has, beyond sustained earnings, diligently embraced prudent financial management, capitalised on our assets and investments, and remained focused on growth strategies, to enhance shareholders' value.

For more information on Sinwa's financial and business performance, please refer to financial highlights in page 9 and the financial report in the annual report.

REVENUE (S\$million)**REVENUE - GEOGRAPHICAL SEGMENTS** (S\$million)**REVENUE - BUSINESS SEGMENTS** (S\$million)**EBITDA** (S\$million)**NET PROFIT** (S\$million)**NET ASSETS VALUE PER SHARE** (cents)**DIVIDEND PER SHARE** (cents)

ECONOMIC

OUR PORT OPERATION



GOVERNANCE

LEGAL COMPLIANCE AND CORPORATE GOVERNANCE

Corporate governance and compliance have always been one of the top priorities for the Company.

The decision-making process in the Company is strictly in line with legal and regulatory requirements and in compliance with the Code of Corporate Governance issued by Monetary Authority of Singapore and the Companies Act (Chapter 50) of Singapore issued by the Accounting and Corporate Regulatory Authority (ACRA).

The Company has not received any correspondences or notifications in relation to any non-compliance of legal and regulatory requirements or the Code of Corporate Governance from any government and regulatory agencies in FY2017. The Audit Committee received no whistle-blowing letters during the year.

ETHICS & INTEGRITY

We promote an ethical and act with integrity culture throughout the Company. We seek to conduct our business in an ethical manner and in compliance with the best practices in the marine, offshore supply and logistics industry. All Directors, operations and management staff are required to fully comply with our principles set in our Employee Handbook and employment contract.

The Employee Handbook details our expected standards of employee's professional behaviour towards our business partners whom we have business dealings with, to the people in the society whom we serve as customers and towards each other as employees of the Company. Above all, we are inculcated with strong corporate values to act with integrity.

ANTI-CORRUPTION AND ANTI-FRAUD

With zero-tolerance policy to bribery and corruption, we have put in place effective monitoring and management control systems to detect bribery, fraud or other malpractice activities directly at the source. We have established a whistle-blowing mechanism for employees and any other concerned stakeholders such as customers and their families, suppliers, competitors and contractors.

A direct whistle-blowing channel has also been implemented to enable our employees to get direct access to our Chief Executive Officer. By doing so, our stakeholders can be assured that all reports or suspicions of potential breaches of our Employee guidelines are taken seriously by the Group. Our external stakeholders can reach our Executive Director, Ms Tan Lay Ling, via telephone or email.

COMPLIANCE WITH LAWS AND REGULATIONS

The Group is proactive in ensuring its compliance with all relevant laws and regulations. Our management team is responsible to review and monitor the Group's policies and practices in respect to legal and regulatory requirements across all operations. Any non-compliance of the relevant laws and regulations and the proposed resolutions will be reported to the Board of Directors on a quarterly basis.

The Group has put in place policies and procedures to ensure compliance with the relevant laws and regulations, particularly those relating to Maritime Port of Authority of Singapore (MPA). At the corporate level, we also ensure that we are in compliance, both in substance and in spirit, with the Listing Rules of SGX-ST, Securities and Futures Act and Singapore Companies Act.

Any new enactment of or changes to the relevant laws and regulations will be communicated to all operations and management staff via emails and small group meetings. Such communication is necessary to ensure that all staff are aware of the changes and can carry out the necessary steps

GOVERNANCE

and actions to ensure compliance.

While we seek to leverage our data to serve our customers responsibly, we adhere and uphold the Personal Data Protection Act 2012 ("PDPA"). We have put in place policies to ensure we are in compliance with PDPA and we respect our customers' choices in respect of their personal data and the protection of our customers' privacy. There is no incidence of product and service misinformation and labelling or marketing communications reported.

RISK MANAGEMENT

The Group recognises the importance of risk management and how business risks may adversely affect Sinwa's business performance.

While it is the responsibility of the Audit Committee, as delegated by the Board of Directors, to oversee the effectiveness of our risk management and internal controls, the core function of the internal audit is coordinated by our Chief Financial Officer who reports to the Audit Committee on a regular basis.

SUPPLY CHAIN & PROCUREMENT PRACTICES

Our supply chain constitutes mainly the suppliers for our marine, offshore supply and logistics businesses for all our 100 port operations. We have maintained a strong partnership with the suppliers for our marine, offshore supply and logistics businesses.

We believe in transparency in our supply chain and our approach is to positively engage with suppliers if we identify any issues. Any non-compliance with the guidelines of local and international regulatory bodies will result in us in not embarking on or discontinuing the procurement and business relationship with them.

SERVICE QUALITY AND RESPONSIBILITY

For a marine, offshore supply and logistics service provider like Sinwa, our service quality and responsibility to our customers ranks high for the sustainable success of the Company. We are committed to provide reliable and high quality marine, offshore supply and logistics products to our customers and every vessel we service. We emphasise on service excellence to every customer.

Our operations and professional staff serve our customers professionally and ethically.

ENVIRONMENT

We believe our business has low impact on the environment. Nevertheless, we strive to embrace environmental sustainability by managing environmental conservation through adopting 'Reduce', 'Re-use', 'Recycle' and energy efficient practices.

WATER AND ENERGY CONSERVATION

In Singapore, we tap on the water supply provided by Public Utilities Board and dispose used water into the public sewage system. In other ports, we rely on both public and private water utilities service providers.

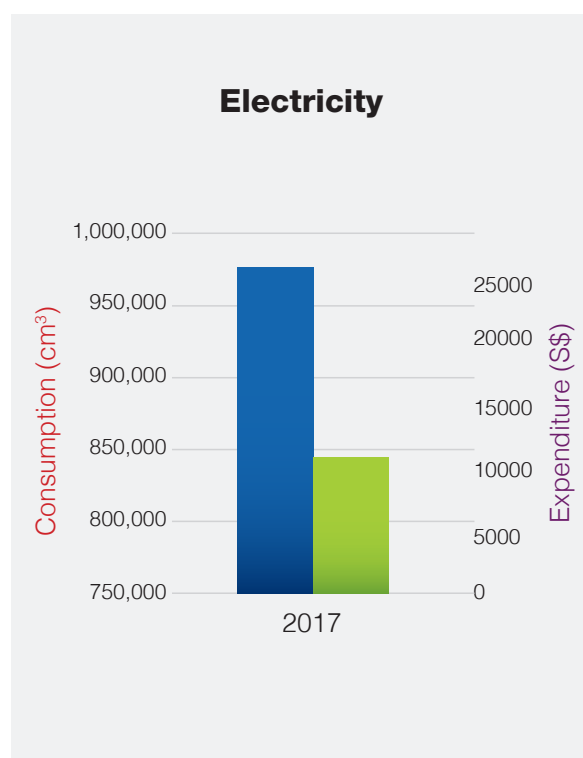
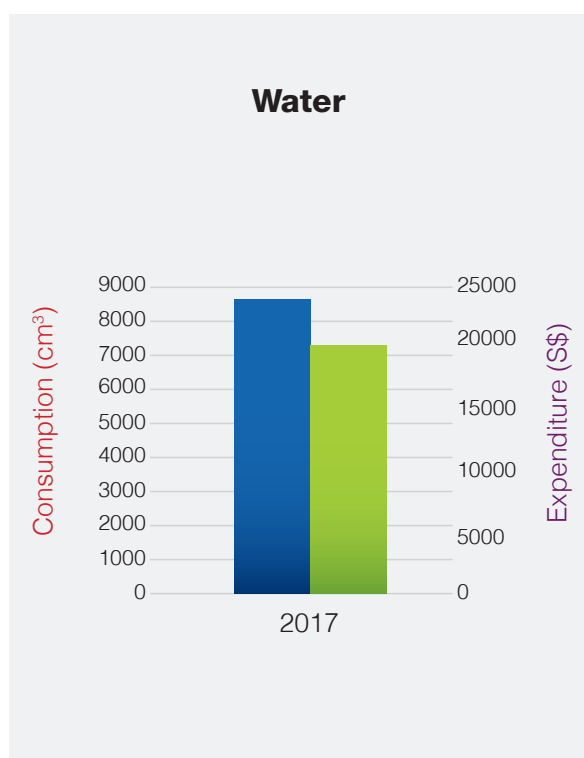
As part of our initial efforts, we will align our environmental performance in our Singapore operations to key evaluation criteria for water consumption and energy conservation for both electricity and diesel consumption.

While we take conscientious efforts to conserve water and electricity, we are currently reviewing our utilisation rates and will implement measures to reduce the utilisation rates.

There is no case of non-compliance with environmental laws and regulations reported.

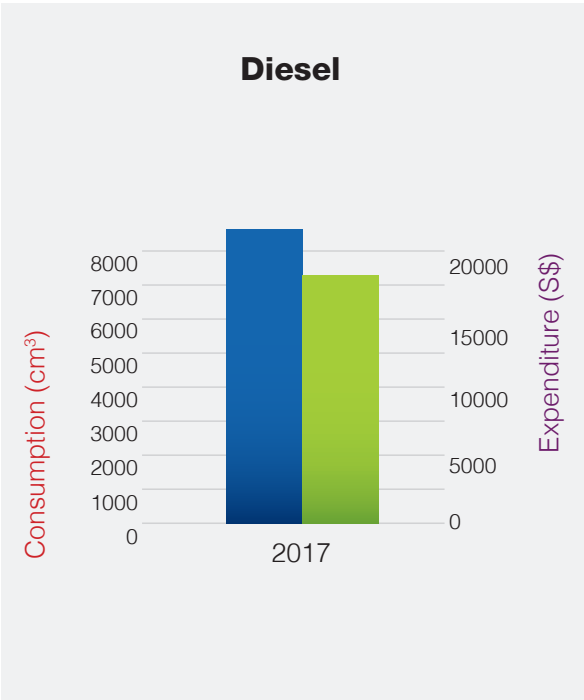
Water	2017
Consumption (cm ³)	8,510
Expenditure (S\$)	20,025

Electricity	2017
Consumption (KWh)	985,339
Expenditure (S\$)	165,583



ENVIRONMENT

Diesel	2017
Consumption (litres)	102,233
Expenditure (S\$)	81,280



PAPER USAGE

We have launched our Go-Green initiatives across all our operations and Corporate Office. The implemented initiatives aim to encourage the “Reduce, Reuse and Recycle” of papers through the following ways:

- ‘Reduce’ the use of papers by sending the printers to print on double-sides of each piece of paper and print only when necessary.
- ‘Re-use’ single-side printed papers for non-confidential and draft documents. We plan to roll out the daily operations reports to be electronic and paperless.

We are looking into recycling all used papers, printed materials and collaterals by donating to authorised recycling companies.



SOCIAL

PEOPLE

Pivotal to our success is our people performing at their best. We value the vital contributions by all employees towards sustaining Sinwa's long term success. To underscore our care and commitment towards our employees, Sinwa drives a holistic human resource ("HR") strategy focused on fair remuneration and equal opportunities, training and development, employee wellness and engagement, and work-life harmony. We are taking progressive steps to go beyond compliance with labour laws in Singapore to develop and implement policies and staff engagement programmes that aim to help employees build long-term, fulfilling careers with Sinwa.

DIVERSITY & OPPORTUNITY

Identifying, recognising and rewarding quality employees is essential in our hiring and retention strategy. We advocate fair employment practices by ensuring equal opportunities for recruitment, fair compensation, career progression and training opportunities. We provide fair employment opportunities to all, regardless of age, gender, race, or nationality. Sinwa advocates a policy of harnessing diversity in human resource as evidenced by a fair distribution of employees from different nationalities and age groups to support our key markets in Singapore, Thailand and Australia.

Local hiring is emphasized as 72% of Sinwa's employees are mainly citizens of the 3 key countries it operates in. Australia and Thailand have above 93% of local citizens. Singapore is the only country with a proportion of employees of foreign nationalities of 40%.

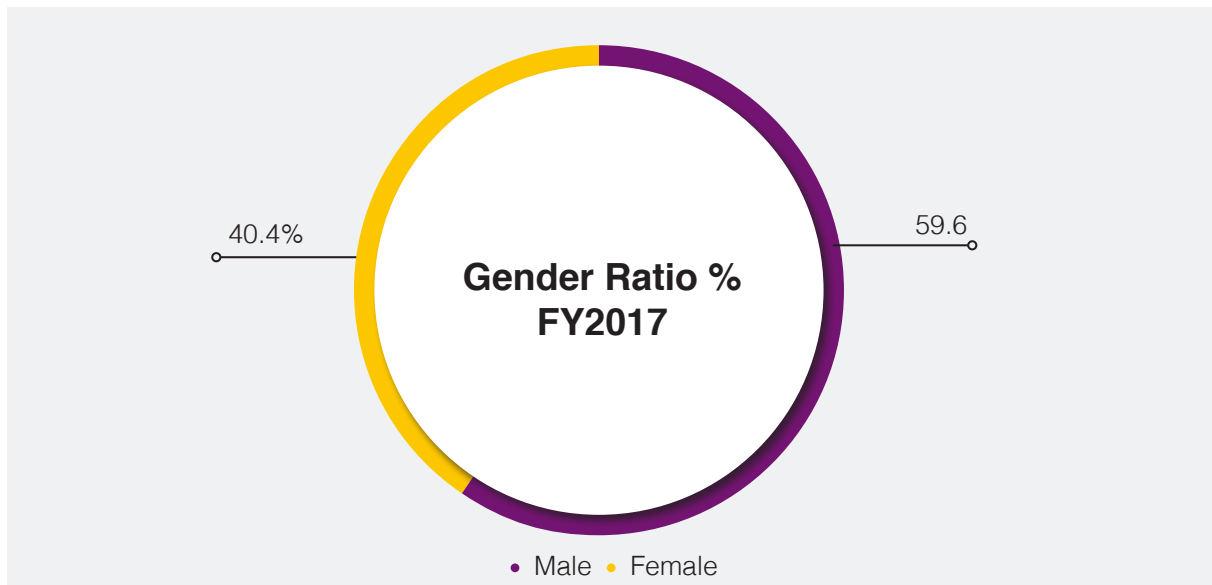


SOCIAL

We advocate gender diversity in our Board, with one female director among our 6 Board members, Ms Tan Lay Ling.

There is a fair gender ratio between the male and female employees. We ensure that fair work practices and remuneration are ascertained

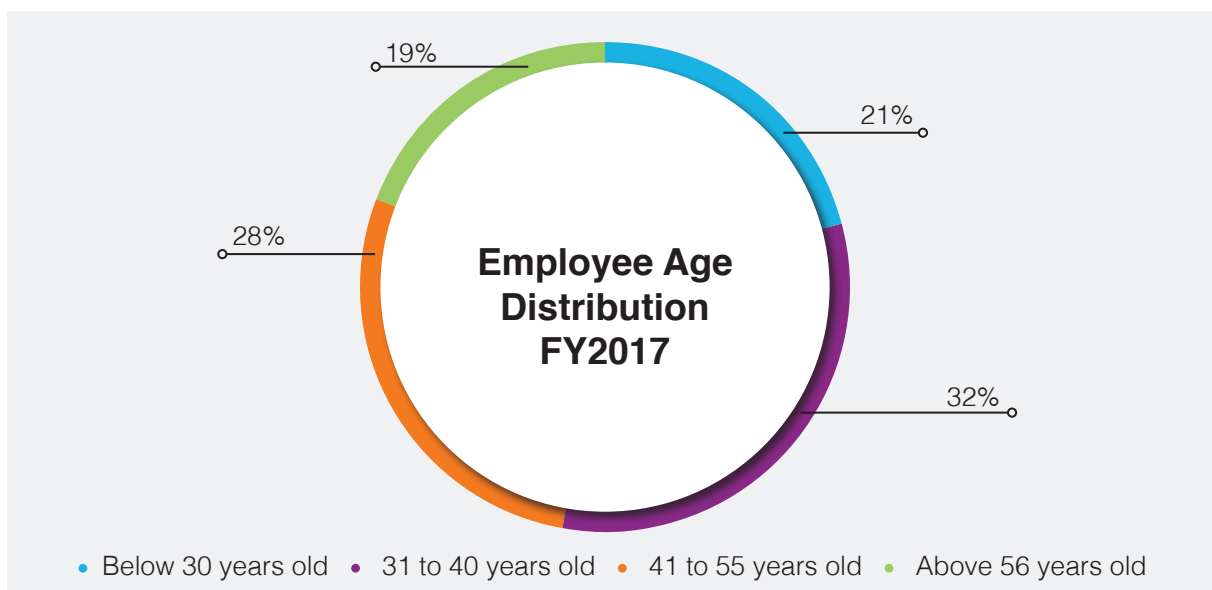
based on individual work performance and not on any gender consideration. No form of discrimination is tolerated within our organisation. There is no incident of discrimination and corrective actions taken.



FAIR & OPEN EMPLOYMENT POLICY

SINWA maintains a policy of fair and open employment policy through providing fair employment opportunities to both young and

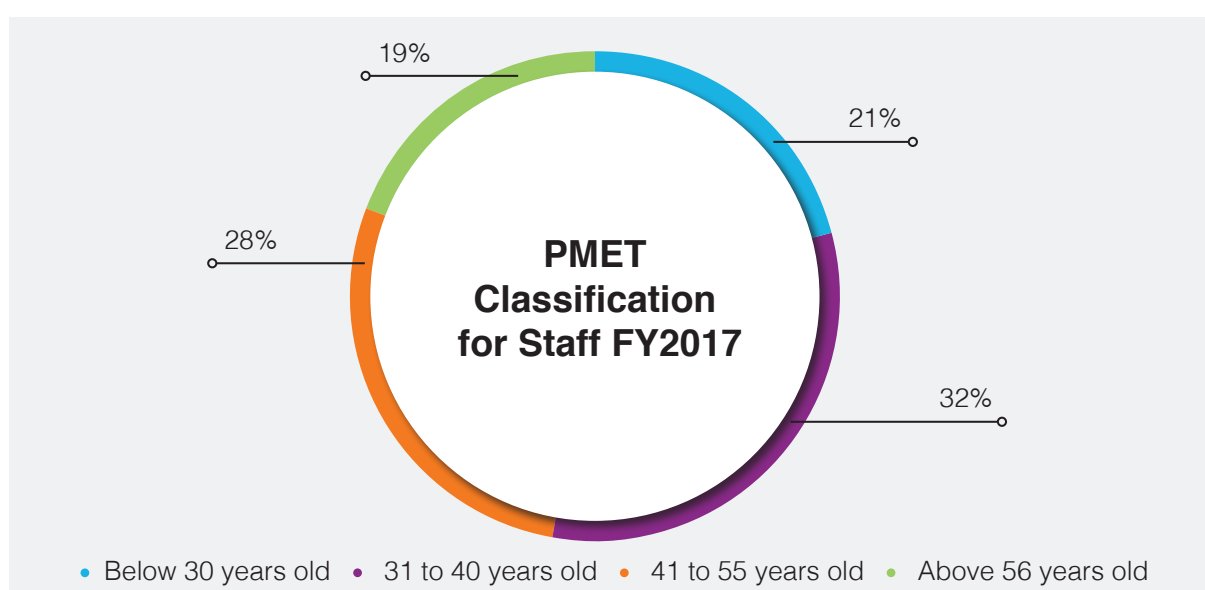
older workers above age 56 years old. Its workforce has a good balance of age distribution, with 53.5% under the 40 year old group.



Our strategy for recruitment and retention of talents includes cooperation with professional institutions, talent pool development and retention, and mechanisms for reporting staff grievances.

In terms of employee skills profile, we have maintained a fair proportion of professional and management team to lead and drive the business growth in our three business segments.

Our business is highly dependent on senior experienced staff who have been in the marine, offshore supply and logistics businesses for over 10-20 years. Through the organic growth of complementary businesses over the years, we have also strengthened the retention of our pool of senior staff whose professional expertise and strong customer relationship has been critical in the sustainable success of our marine supply business.



HIGH TALENT RETENTION RATE

We are continuously recruiting talents, particularly younger talents and grooming them through mentorship and on-the-job training programme.

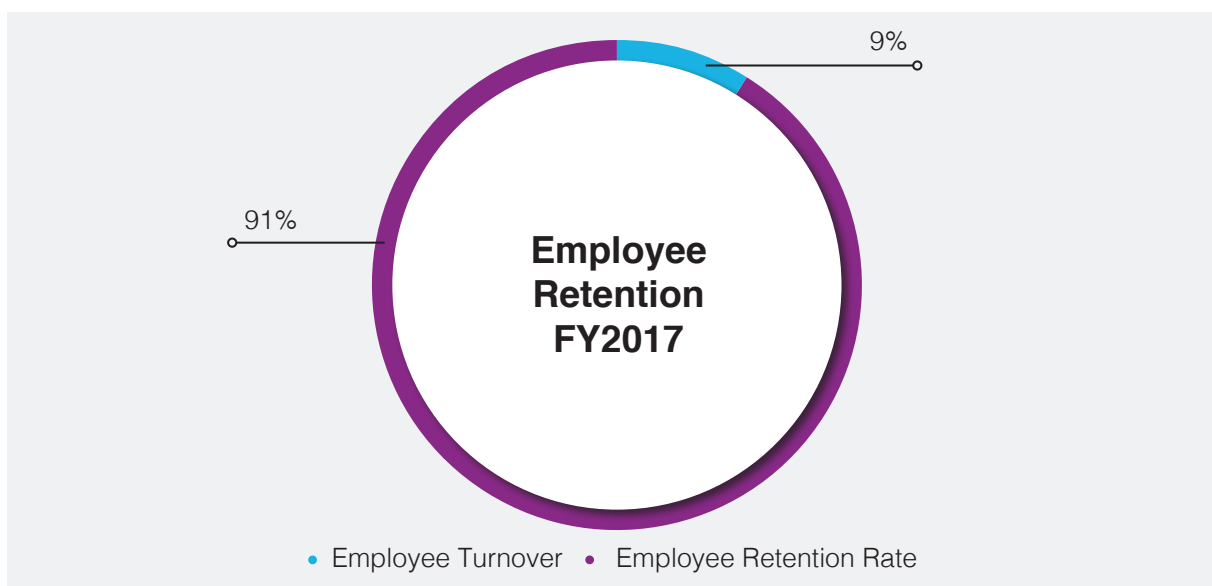
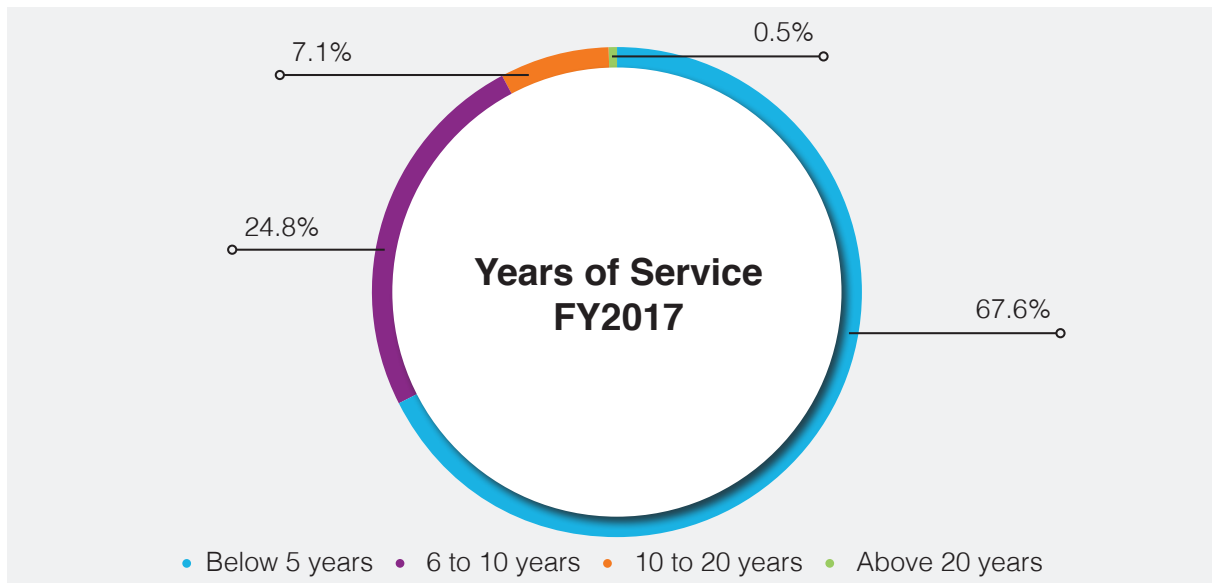
Our recruitment policy is based on meritocracy and the pre-requisite skills and academic qualifications required to perform the required job scope. During recruitment, we have implemented stringent shortlisting process to ensure we recruit people with the same values as we do.

We focus on retention of talents by providing fair and sustainable financial and non-financial incentives, and learning and development opportunities. Our compensation and benefits policies (including parental leave) are determined by guidelines proposed by our Human Resource and approved by the Remuneration Committee

of our Board. All our staff undergo annual performance reviews and receive periodic performance feedbacks from their superiors.

We practise equal opportunities for skills training and career development for all staff and this has contributed to our high retention rate of 91% in 2017. We rely on our team of full-time employees to deliver our service to our customers.

SOCIAL



EMPLOYEE WELLNESS & BENEFITS

The Company also contributes to Central Provident Fund Scheme and obtains medical benefits such as Hospitalisation & Surgical Plan for all our staff. We provide maternity as well as paternity leave in accordance to the recommendations of the Ministry of Manpower of Singapore.

In 2017, the overall turnover rate of 22.4%, with the highest attrition rate at 41.4% in Australia. We have no temporary or part-time employees.

There is no non-compliance with laws and regulations in the social and economic area.

HEALTH AND SAFETY

The Sinwa group is committed to embracing the highest standards of Workplace, Safety and Health ("WSH") and environmental practices and inculcating the best practices in the Sinwa group. We are guided by the steadfast commitment to our employees for a safe working environment in which one can work and excel with full confidence.

The management team provides clear direction within the organisation on the value of an effective occupational health and safety management approach to foster risk-free and environmentally-friendly premises. We are building the environmental awareness and green practices to lead the group in adhering to all WSH regulations as stipulated by the Ministry of Manpower ("MOM"), Maritime Port of Authority of Singapore ("MPA") and all the port authorities of the national jurisdictions we operate in.

Our operations are closely monitored and reviewed by our appointed safety officers, who ensure all employees comply to the codes of practice and safety procedures they have set out. Our emphasis on promoting workers' health and improving occupational safety has resulted in low numbers of accidents in our workplace and we will continue to uphold our mandate to target zero injuries and fatalities amongst our workforce.

LABOUR-MANAGEMENT RELATIONS

It is important to have effective communication between management and employees, so that employees are more engaged with the organisation, and have a more positive attitude towards their work and loyalty to Sinwa Group. They are provided with frequent management updates and adequate notice period regarding operational changes.

We often engage our employees in the following ways: Weekly Meetings Port Managers have weekly meetings with the management team to discuss about operations review.

- Quarterly Meetings

Management conducts quarterly meetings for Board of Directors to discuss on business development and finance.

- Informal Small Group Meetings

Meetings are often held by management to listen and understand our employees' concerns and grievances.

INFORMATION TECHNOLOGY & DATA PROTECTION

The nature of our marine supplies business warrants high level of security and confidentiality of our clients' personal data as well as the business transactions they have undertaken.

We adhere strictly to the guidelines set by the Personal Data Protection Act (PDPA). We have invested to ensure our proprietary IT system meets the highest standards for IT security.

There is no complaints concerning breaches of customer privacy and losses of customer data.

CORPORATE SOCIAL RESPONSIBILITY

Being a responsible corporate citizen, we believe in giving back to the society. While we strive to achieve our business goals, we also believe in playing our part in serving our local community.

Since 2011, we have partnered with Bizlink Centre, a Non-Profit Organisation that provides employment services for disadvantaged people. We engaged Bizlink Centre for data entry works on a regular basis and is committed to continue our support for the Centre.

Bizlink Centre was in 1985 entrusted by then Ministry of Community Development and Singapore Council of Social Service to implement employment aid programmes. We assent to their mission statement, "To reach out to people with disabilities in Singapore and to assist them in achieving independence, dignity and integration into mainstream society through open and sheltered employment" and are proud to be associated with their quest. Sinwa will continue to seek ways to participate in meaningful initiatives in making positive differences to the community.

Our employees have also been providing volunteering services to low income families by donating daily necessities to these families.

GRI

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102-37	Stakeholders' involvement in remuneration	17
102-38	Annual total compensation ratio	N.A.
102-39	Percentage increase in annual total compensation ratio	N.A.
Stakeholder Engagement		
102-40	List of stakeholder groups	4
102-41	Collective bargaining agreements	N.A.
102-42	Identifying and selecting stakeholders	4
102-43	Approach to stakeholder engagement	4
102-44	Key topics and concerns raised	4
Reporting Practice		
102-45	Entities included in the consolidated financial statements	7,10
102-46	Defining report content and topic Boundaries	3
102-47	List of material topics	5
102-48	Restatements of information	N.A. This is our first report
102-49	Changes in reporting	N.A. This is our first
102-50	Reporting period	3
102-51	Date of most recent report	3
102-52	Reporting cycle	3
102-53	Contact point for questions regarding the report	3
102-54	Claims of reporting in accordance with the GRI Standards	3
102-55	GRI content index	20-25
102-56	External assurance	N.A.
Management Approach		
103-1	Explanation of the material topic and its Boundary	3
103-2	The management approach and its components	1,3
103-3	Evaluation of the management approach	1,3

Topic - Specific Standard Disclosures		Page reference
Category: Economic		
Aspect: Economic Performance		
201-1	Direct economic value generated and distributed	43291
201-2	Financial implications and other risks and opportunities due to climate change	8
201-3	Defined benefit plan obligations and other retirement plans	17
201-4	Financial assistance received from government	
Aspect: Market Presence		
202-1	Ratios of standard entry level wage by gender compared to local minimum wage	N.A. There is no local minimum wage for our industry.
202-2	Proportion of senior management hired from the local community	17
Aspect: Indirect Economic Impacts		
203-1	Infrastructure investments and services supported	N.A.
203-2	Significant indirect economic impacts	N.A.
Aspect: Procurement Practices		
204-1	Proportion of spending on local suppliers	12
Aspect: Anti-corruption		
205-1	Operations assessed for risks related to corruption	11
205-2	Communication and training about anti-corruption policies and procedures	11
205-3	Confirmed incidents of corruption and actions taken	11
Aspect: Anti-competitive Behavior		
206-1	Legal actions for anti-competitive behavior, anti-trust, and monopoly practices"	N.A.
Category: Environmental		
Aspect: Materials		
301-1	Materials used by weight or volume	N.A.
301-2	Recycled input materials used	N.A.
301-3	Reclaimed products and their packaging materials	N.A.
Aspect: Energy		
302-1	Energy consumption within the organization	13
302-2	Energy consumption outside of the organization	N.A.
302-3	Energy intensity	N.A.
302-4	Reduction of energy consumption	This will be addressed in the next report
302-5	Reductions in energy requirements of products and services	This will be addressed in the next report
Aspect: Water		
303-1	Water withdrawal by source	13
303-2	Water sources significantly affected by withdrawal of water	N.A.
303-3	Water recycled and reused	

Topic - Specific Standard Disclosures		Page reference
Aspect: Biodiversity		
304-1	Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	N.A.
304-2	Significant impacts of activities, products, and services on biodiversity	N.A.
304-3	Habitats protected or restored	N.A.
304-4	IUCN Red List species and national conservation list species with habitats in areas affected by operations	N.A.
Aspect: Emissions		
305-1	Direct (Scope 1) GHG emissions	This will be addressed in the next report
305-2	Energy indirect (Scope 2) GHG emissions	This will be addressed in the next report
305-3	Other indirect (Scope 3) GHG emissions	This will be addressed in the next report
305-4	GHG emissions intensity	This will be addressed in the next report
304-5	Reduction of GHG emissions	This will be addressed in the next report
305-6	Emissions of ozone-depleting substances (ODS)	This will be addressed in the next report
305-7	"Nitrogen oxides (NOX), sulfur oxides (SOX), and other significant air emissions"	This will be addressed in the next report
Aspect: Effluents and Waste		
306-1	Water discharge by quality and destination	This will be addressed in the next report
306-2	Waste by type and disposal method	This will be addressed in the next report
306-3	Significant spills	This will be addressed in the next report
306-4	Transport of hazardous waste	This will be addressed in the next report
306-5	Water bodies affected by water discharges and/or runoff	This will be addressed in the next report
Aspect: Environmental Compliance		
307-1	Non-compliance with environmental laws and regulations	13
Aspect: Supplier Environmental Assessment		
308-1	New suppliers that were screened using environmental criteria	N.A.
308-2	Negative environmental impacts in the supply chain and actions taken	N.A.
Category: Social		
Aspect: Employment		
401-1	New employee hires and employee turnover	17-18
401-2	Benefits provided to full-time employees that are not provided to temporary or part-time employees	We only have full-time employees
401-3	Parental leave	17
Aspect: Labor/Management Relations		
402-1	Minimum notice periods regarding operational changes	19
Aspect: Occupational Health and Safety		
403-1	Workers representation in formal joint management-worker health and safety committees	18-19
403-2	Types of injury and rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities	19

Topic - Specific Standard Disclosures		Page reference
Aspect: Occupational Health and Safety		
403-3	Workers with high incidence or high risk of diseases related to their occupation	N.A.
404-4	Health and safety topics covered in formal agreements with trade unions	N.A.
Aspect: Training and Education		
404-1	Average hours of training per year per employee	This will be addressed in the next report
404-2	Programs for upgrading employee skills and transition assistance programs	This will be addressed in the next report
404-3	Percentage of employees receiving regular performance and career development reviews	This will be addressed in the next report
Aspect: Diversity and Equal Opportunity		
405-1	Diversity of governance bodies and employees	15-16
405-2	Ratio of basic salary and remuneration of women to men	
Aspect: Non-discrimination		
406-1	Incidents of discrimination and corrective actions taken	16
Aspect: Freedom of Association and Collective Bargaining		
407-1	Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk	N.A.
Aspect: Child Labor		
408-1	Operations and suppliers at significant risk for incidents of child labor	N.A.
Aspect: Forced or Compulsory Labor		
409-1	Operations and suppliers at significant risk for incidents of forced or compulsory labor	N.A.
Aspect: Security Practices		
410-1	Security personnel trained in human rights policies or procedures	N.A.
Aspect: Rights of Indigenous Peoples		
411-1	Incidents of violations involving rights of indigenous peoples	N.A.
Aspect: Human Rights Assessment		
412-1	Operations that have been subject to human rights reviews or impact assessments	N.A.
412-2	Employee training on human rights policies or procedures	N.A.
412-3	Significant investment agreements and contracts that include human rights clauses or that underwent human rights screening	N.A.
Aspect: Local Communities		
413-1	Operations with local community engagement, impact assessments, and development programs	19
413-2	Operations with significant actual and potential negative impacts on local communities	N.A.
Aspect: Supplier Social Assessment		
414-1	New suppliers that were screened using social criteria	N.A.
414-2	Negative social impacts in the supply chain and actions taken	N.A.

Topic - Specific Standard Disclosures		Page reference
Aspect: Public Policy		
415-1	Political contributions	N.A.
Aspect: Customer Health and Safety		
416-1	Assessment of the health and safety impacts of product and service categories	18-19
416-2	Incidents of non-compliance concerning the health and safety impacts of products and services	19
Aspect: Marketing and Labeling		
417-1	Requirements for product and service information and labeling	11-12
417-2	Incidents of non-compliance concerning product and service information and labeling	11-12
417-3	Incidents of non-compliance concerning marketing communications	11-12
Aspect: Customer Privacy		
418-1	Substantiated complaints concerning breaches of customer privacy and losses of customer data	19
Aspect: Socioeconomic Compliance		
419-1	Non-compliance with laws and regulations in the social and economic area	18



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