

# SUSTAINABILITY REPORT

## FY2023



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#### MESSAGE FROM THE BOARD

#### Dear Stakeholders,

On behalf of MeGroup Ltd. (the "**Company**" or "**MeGroup**", and together with its subsidiaries, the "**Group**"), we are pleased to present our fourth annual sustainability report for the financial year ended 31 March 2023 ("**FY2023**"). This report highlights our ongoing commitment to engaging in responsible business practices, while outlining the steps we have taken to address various environmental, social and governance ("**ESG**") challenges over the past year.

The Board of Directors has considered sustainability issues in setting the strategic direction for the Group. As part of the materiality re-assessment that was conducted in FY2023, we have determined the material ESG factors that are relevant to our operations, by assessing the significance and impact, potential risks and opportunities associated with each factor. The Board actively oversees the management and monitoring of these material ESG factors, ensuring their integration into our decision-making processes.

As an organisation, we understand the importance of fostering an inclusive and equitable work environment that values diversity and provides equal opportunities for all. We are continually striving to build a workforce that reflects the communities we serve, and we are proud of the progress we have made in this area.

We recognize that businesses play an important role in supporting international goals of achieving net-zero emissions. For MeGroup, we have installed solar panels at our primary manufacturing facility in Balakong, Malaysia, and we will be allocating a minimum of 15% of all land area at the Northern Manufacturing Hub in Kedah, Malaysia to green, vegetated spaces. By integrating green spaces and environmentally friendly technologies in our facility, we aim to reduce our carbon footprint, while contributing towards a healthier ecosystem.

Maintaining the highest standards of governance and ethical conduct, including robust anticorruption measures and stringent data privacy practices, is a core principle at MeGroup. Throughout the reporting period, we have strengthened the internal controls we have in place on corruption and data privacy risks. These efforts have helped us maintain a corruption-free culture, uphold our reputation as a responsible corporate citizen, and safeguard the privacy and data security of our customers, employees, and stakeholders.

We would like hereby to express our gratitude to all our stakeholders for their continued support, engagement, and valuable feedback. Sustainability is an ongoing journey, and our collective efforts play a vital role in driving positive change along the way. Together, we can chart a path towards a more sustainable and inclusive future.

Sincerely,

The Board of Directors

MeGroup Ltd.

### **ABOUT THIS REPORT**

In this report, we present key information about MeGroup's sustainability performance, initiatives, and progress over the past year.

#### **Reporting Scope**

Incorporated in the Republic of Singapore on 7 February 2018, the Group is headquartered in Singapore, with most of our operations based in Malaysia. This year, we have expanded the scope of this report to encompass not only the Group's upstream manufacturing operations in Balakong and Kulim, but also our downstream retail dealerships across other regions of Malaysia. Accordingly, all entities covered in our financial reporting have been included in our sustainability reporting, showcasing our commitment to advancing in our sustainability journey.

In FY2023, we conducted a comprehensive materiality reassessment, examining the key sustainability issues and impacts that are most relevant and significant to our business and stakeholders. By doing so, we ensure that our sustainability reporting focuses on the areas that truly matter, enabling us to address the evolving needs and expectations of our stakeholders effectively.

While external assurance has not been sought for our report, we have made efforts to provide accurate and reliable data, utilising both quantitative and qualitative information to present a comprehensive view of our sustainability performance. The Company has engaged its internal auditors to complete an internal review of the Group's sustainability reporting process for FY2023.

This report is published annually, with the last report published on 12 July 2022. Data and information from past reporting cycles have also been included as a comparative reference where available, and no restatements of information has been made in this report.

#### **Reporting Standards**

This report has been prepared with reference to the Global Reporting Initiative ("**GRI**") Standards, which provides comprehensive guidance on sustainability reporting, to ensure the consistency, comparability, and credibility of our disclosures.

This report also adheres to the requirements set forth in the Singapore Exchange ("**SGX**") Listing Rules 711A and 711B. We also take reference from the SGX Practice Note 7F Sustainability Reporting Guide, which denotes the best practices that listed companies may adhere to.

We have not yet included climate-related disclosures that are aligned with the recommendations of Task Force on Climate-related Financial Disclosure ("**TCFD**") in this Report, as we are still in the process of establishing our climate reporting framework. Given that the Company has been classified under the 'Transportation' industry, we plan to commence climate reporting for the financial year ended 31 March 2025.

#### Feedback Channel

We encourage readers to provide feedback and engage with us on our sustainability journey. By collaborating with our stakeholders, we can further enhance our sustainability efforts, address emerging challenges, and embrace opportunities for continuous improvement.

For further inquiries or to engage with us on sustainability-related matters, please reach out to us at <u>admin@mnsb.me-grp.com</u>.

### SUSTAINABILITY AT MEGROUP

Sustainability is an integral part of our corporate vision and strategy. We recognise the importance of balancing economic growth with environmental stewardship and social responsibility. By integrating sustainable practices into our operations, we aim to create long-term value for our stakeholders while mitigating the potential environmental and social impacts associated with the automotive industry.

#### Sustainability Governance

To ensure effective management and implementation of our sustainability initiatives, we have implemented a governance structure that emphasises accountability and strategic leadership.

Setting the tone from the top, the Board of Directors provides strategic oversight and guidance on sustainability matters. They actively monitor our sustainability performance, endorse our material topics, and provide support and resources to advance the Group's sustainability agenda. To broaden their understanding of sustainability issues and keep abreast of the latest regulatory developments, all Directors have completed the mandatory training on sustainability, as prescribed by SGX.

Our dedicated Sustainability Committee, led by key management executives, takes on the responsibility of formulating and implementing our sustainability strategy, setting ambitious targets, and reviewing the Group's sustainability performance. Meanwhile, the sustainability team, comprising cross-functional representatives from various departments, work together to execute sustainability initiatives at the operational level, helping the Group make progress towards its ESG goals.

In support of long-term value creation for our stakeholders, we strive to proactively identify, assess, and mitigate the sustainability risks and challenges faced by the Group. We adhere to the precautionary principle and respect human rights in all that we do, and we are committed to reducing any adverse impacts stemming from our business activities.



## SUSTAINABILITY AT MEGROUP (CONTINUED)

#### Stakeholder Engagement

At MeGroup, we understand that stakeholder engagement is a continuous and essential process that is integral to the success of our business. We value the diverse perspectives and insights provided by our stakeholders, as they contribute to our decision-making processes and guide our sustainability priorities.

Throughout the year, we engage with a range of key stakeholders who have a material impact on our operations or have the potential to be impacted by our business. By keeping our stakeholders informed on our sustainability goals, plans, and progress while actively seeking their feedback, we can identify and prioritise the sustainability issues that matter most to them, fostering mutual understanding and collaboration.

Stakeholders	Engagement Channels	Topics of Interest	Our Response	
Employees	<ul> <li>Performance appraisal</li> <li>Training</li> <li>Dialogues</li> </ul>	<ul> <li>Career advancement opportunities</li> <li>Comprehensive benefits and fair remuneration</li> <li>Workplace health and safety</li> </ul>	<ul> <li>Implemented HR policies to promote fair employment practices</li> <li>Held regular internal meetings to review health and safety issues</li> <li>Sponsored employees to attend courses, seminars and conferences</li> <li>Organised team building activities for employees</li> </ul>	
Customers	<ul> <li>Feedback and engagement sessions</li> <li>Dialogues, consultations and meetings</li> </ul>	<ul> <li>Competitive pricing</li> <li>Timely delivery of products and services</li> <li>Technical expertise</li> <li>Stringent quality control</li> </ul>	<ul> <li>Achieved ISO 9001 and IATF 16949 certification as part of our quality assurance process</li> <li>Held regular internal meetings to review customers' requirements and monitor the status of their orders</li> </ul>	
Government and Regulators	<ul> <li>Scheduled or adhoc site visits</li> <li>Meetings and seminars</li> </ul>	Environmental and socio-economic compliance	<ul> <li>Ensure adherence to applicable laws and regulations</li> <li>Meeting the relevant authorities as and when necessary</li> </ul>	
Shareholders and Investors	<ul> <li>Annual General Meeting</li> <li>Annual reports</li> <li>Periodic announcements on SGXNET and our website</li> </ul>	<ul> <li>Financial returns and long-term shareholders value</li> <li>Transparency and corporate governance</li> </ul>	<ul> <li>Providing relevant and prompt disclosure on Group's financial announcements and corporate developments</li> <li>Implementing robust risk management and corporate governance practices</li> </ul>	

Our stakeholder engagement efforts over the past year are summarised in the following table.

In addition to the above, the Group has been an active member of the Singapore Business Federation since its listing in Singapore in 2018. By learning from our peer and industry experts, we are better able to benchmark our performance against industry standards while staying updated on the latest sustainability trends, technologies, and strategies.

## SUSTAINABILITY AT MEGROUP (CONTINUED)

#### Materiality Assessment

Our materiality assessment process serves as the foundation for integrating ESG considerations into our core business strategy. By identifying the areas that matter most to our stakeholders, we actively foster a more responsible and resilient organisation that is well-positioned to navigate evolving challenges and seize new opportunities.

The Group undertook the following steps to arrive at the list of material factors for reporting

- 1. **Identification**: Based on stakeholder input, industry research and regulatory requirements, we identified a comprehensive list of potential ESG issues that may impact our business and stakeholders.
- 2. **Prioritisation**: The Sustainability Committee evaluates the identified issues based on their significance, both in terms of their potential impact on our business and their importance to our stakeholders.
- 3. **Validation**: The results of our materiality assessment is presented to the Board for validation and endorsement, to ensure alignment with our overall business strategy and goals.
- 4. **Review:** In subsequent reporting cycles, sustainability topics are reviewed and updated to ensure their continued relevance and significance considering evolving stakeholder expectations and global sustainability trends.

In FY2023, we conducted a comprehensive reassessment to identify the material sustainability topics that are most relevant to our business and stakeholders. Through this reassessment process, we refined our understanding of the key issues that have the greatest impact on our operations and the expectations of our stakeholders. The following topics emerged as significant material concerns across the Group:

Material Topics	Potential and/or Actual Negative and Positive Impacts on Economy, Environment, People	
Ethics and Anti-Corruption (GRI 205: 2016)	Corruption and unethical practices may lead to legal penalties, fines, and lawsuits, resulting in significant financial implications and reputational damage.	
Customer Data Privacy (GRI 418: 2016)	By establishing a robust data protection system, we can avoid privacy breaches, effectively prevent identity theft and fraudulent activities, and maintain the trust of our stakeholders.	
Employee Engagement (GRI 401: 2016)	Failure to attract qualified candidates can hinder productivity and innovation, while high turnover rates result in increased recruitment costs and loss of institutional knowledge.	
Talent Development (GRI 404: 2016)	Investing in our employees' personal and professional growth improves employee satisfaction and enhances productivity, leading to increased competitiveness and growth for the Group.	
Diversity and Inclusion (GRI 405: 2016)	Providing equal opportunities for participation at all levels of the organisation positively impacts employee engagement, fostering innovation, creativity, and greater inclusivity.	
Workplace Health and Safety (GRI 403: 2018)	Promoting a strong safety culture throughout our operations reduces the risk of workplace accidents, injuries, and illnesses that would lead to increased medical expenses, legal liabilities and higher insurance premiums.	
Energy and GHG Emissions (GRI 302: 2016)	Minimizing energy usage by adopting renewable energy and implementing greener solutions improves resource management and reduces greenhouse gas emissions.	

### **OUR FOCUS AREAS**

#### Ethics and Anti-Corruption Practices

At MeGroup, we are committed to maintaining the highest standards of ethical conduct across all aspects of our operations. In accordance with the Malaysian Anti-Corruption Commission (Amendment) Act 2018 and Singapore's Prevention of Corruption Act, the Group takes a zero-tolerance approach to bribery and corruption and is committed to acting professionally, fairly and with integrity in all its business dealings and relationships.

Our Code of Conduct serves as a guiding framework for all employees. It covers a wide range of topics, including but not limited to honesty, integrity, fairness, respect for human rights, and compliance with applicable laws and regulations. All employees are expected to adhere to the Code of Conduct, and regular training programs are conducted to reinforce these principles.

As part of our Whistleblowing Policy, we have an established anonymous reporting mechanism to encourage employees and stakeholders to report any suspected acts of corruption or ethical misconduct. We ensure that whistleblowers are protected from retaliation and that their concerns are promptly and thoroughly investigated. If any of our employees are found to be non-compliant with our anti-corruption and anti-bribery principles, they may face disciplinary action or termination.

To supplement the Group's Whistleblowing Policy and Human Resource Manual, we have established a comprehensive Anti-Corruption and Anti-Bribery Policy over the past year to reduce the Group's exposure to bribery and corruption risks. Under this policy, employees will be required to complete a yearly conflict of interest declaration form, from FY2024 onwards. The policy has been made available on the Company's website, at <a href="https://me-grp.com/wp-content/uploads/2023/05/MeGroup-Ltd\_Anti-Bribery-and-Corruption-Policy-and-Procedures.pdf">https://me-grp.com/wp-content/uploads/2023/05/MeGroup-Ltd\_Anti-Bribery-and-Corruption-Policy-and-Procedures.pdf</a>.

To manage corruption risks effectively, we have integrated these risks within our Group's Enterprise Risk Management framework. As part of this framework, a thorough review of all our operations for exposure to bribery and corruption risks is performed annually. In doing so, we ensure that corruption risks are identified, assessed, and addressed systematically across our organisation.

We are pleased to share that over the past reporting period, there has been zero whistleblowing reports received by the Audit Committee, zero confirmed incidents of corruption, and zero significant instances of non-compliance with laws and regulations. We target to maintain this record in the years to come.

#### Customer Data Privacy

We are committed to complying with all applicable data privacy laws in the countries where we operate, including the Personal Data Protection Act 2012 in Singapore and the Personal Data Protection Act 2010 in Malaysia. By continuously reviewing and enhancing our data privacy practices, we can better adapt to emerging threats and evolving regulations.

To safeguard the confidentiality, integrity, and availability of our employees' and customers' personal data throughout its lifecycle, we have implemented various systems and procedures that govern the collection, handling, and storage of information throughout its lifecycle.

We obtain personal data from customers and all potential employees through transparent and lawful means, ensuring that appropriate consent is obtained before collecting any personal information. We also employ robust data handling practices to protect customer data from unauthorized access, disclosure, alteration, or destruction. In addition, we have implemented access controls to restrict data access to authorized personnel only, ensuring that personal data is accessible on a need-to-know basis.

Over the course of FY2023, the Personal Data Protection Commissioner of Malaysia issued a reminder to one of our subsidiaries to make stringent its standard operating procedures regarding a substantiated complaint they received on the disclosure of a customer's personal data without their consent. Accordingly, we have conducted a refresher training for all front-line staff on our standard operating procedures, during which we have reiterated the importance of maintaining data confidentiality and security. Moving forward, we will continue to stay vigilant and observe compliance with all applicable laws and regulations, as we target to receive zero substantiated complaints concerning breaches of customer privacy and losses of customer data in the future.

By sustaining our customer data privacy and cybersecurity efforts, we aim to strengthen the trust and confidence our customers place in us. We believe that protecting personal data is not only a legal and ethical obligation but also a critical aspect of building sustainable and long-lasting relationships with our valued customers.

#### Energy and GHG Emissions

Reducing our energy consumption and minimizing our carbon footprint is a key part of our sustainability strategy. By prioritizing renewable energy adoption and energy efficiency, we can achieve greater cost savings for the Group while contributing towards a greener future for all.

As we continuously evaluate and implement energy-efficient technologies and practices across our facilities, manufacturing processes, and transportation systems, we will also actively seek opportunities to incorporate renewable energy sources into our operations.

Since installing on-site solar panels at Balakong Main Manufacturing Plant in FY2022, we were able to generate 324,769 kWh of renewable solar energy for our own consumption in FY2023. We have thus achieved our goal for FY2023, which was to have renewable energy make up at least 10% of our overall energy mix. Having included our retail dealerships within the impact boundary for this topic this year, we purchased an additional 2,504,000 kWh of electricity from the national grid<sup>1</sup> across the Group.



The Group's greenhouse gas ("GHG") emissions mainly comprise of Scope 1 emissions from the use of motor fuel and Scope 2 emissions from electricity consumption. As we continue to work on building our internal data collection capabilities, we aim to disclose more quantitative information on the Group's GHG inventory in our next report. This will enable us to identify trends, set targets, and assess the effectiveness of our energy management and emission reduction efforts.

We are also pleased to share that we have achieved our target of having zero incidents of noncompliance and penalties pertaining to environmental-related issues in FY2023, and we aim to maintain this record in FY2024. The Board and Management continue to review and improve upon our current environmental management systems to ensure that all our activities and operations comply with regulatory and customer requirements.

<sup>&</sup>lt;sup>1</sup> Data Source: Utility bills

#### Employee Engagement

Our employees are our most valuable asset, and their dedication, skills, and passion are essential to achieving long-term business growth for MeGroup.

As of 31 March 2023, the Group employed a total of 172 employees for its upstream manufacturing operations (FY2022: 131 employees) and 166 employees for its downstream retail dealerships (FY2022: 159 employees). A breakdown of our employees, all based in Malaysia, by employment type and gender is as follows:

	Permanent, Full-time Employees <sup>2</sup>	Temporary, Part-time Employees <sup>3</sup>	
Male	219	20	
Female	93	6	

We regularly conduct internal salary benchmarking exercises to ensure the fairness and market competitiveness of our remuneration packages. All full-time employees also receive complimentary healthcare services and parental leave benefits. Owing to the relatively high-risk nature of their work, certain of our employees fall under the ambit of Malaysia's Social Security Organisation ("**SOCSO**"). Accordingly, they are provided with security protection social insurance through various schemes, including the Employment Injury Scheme and the Invalidity Scheme.

As part of our employee engagement efforts, we celebrate major festivals and hold monthly birthday gatherings to promote a friendly and cohesive atmosphere in the workplace. We also organise regular team-building activities, recreational sports events, and annual dinners to encourage teamwork and camaraderie among employees.



<sup>&</sup>lt;sup>2</sup> Full-time employment is defined as a work arrangement where an employee is expected to work a predetermined number of hours per week, typically around 40 hours per week.

<sup>&</sup>lt;sup>3</sup> Temporary or Part Time employees refer to a work arrangement where the employee's hours of work are not fixed or may be limited in duration, and their compensation are commission-based.

#### Employee Engagement (Continued)

Across the reporting period, the Group recorded a new hire rate of 51.0% and an employee turnover rate of 26.8%. We will be closely monitoring these metrics every month as an indicator of the effectiveness of our recruitment and retention strategies. While we remain committed to creating a positive work environment for our employees, we plan on setting a quantitative target for this topic in our upcoming report, given that FY2023 marks the first year we are disclosing these figures.



#### Talent Development

To build a future-ready workforce, we provide our employees with ample opportunities for ongoing learning and development. Through internal courses and on-the-job training, we aim to enhance our workforce's technical and functional competencies.

Under our upstream manufacturing division, our training initiatives are closely tied to the competency requirements associated with specific job designations and scopes. To ensure that our employees have the necessary skills to excel in their roles and contribute to the overall success of the Group, we tailor our training programs to the specific training needs of our manufacturing personnel.

Within the downstream retail sector, the brand principals we work with play a crucial role in providing training programs to our employees. These training programs are conducted on a periodic basis to keep our retail staff updated on each brand's latest product offerings and emerging industry trends.



A breakdown of average training hours by gender and employee category is as follows:

Across the Group, all employees with more than a year of service will undergo an annual performance appraisal, whereby a comprehensive evaluation of each employee's contributions, achievements, and areas for improvement is completed. To provide our new hires with timely feedback and guidance, new employees who have been with the Group for more than six months are also subject to a one-off career development review, either during the confirmation process or within the appraisal period, as appropriate. Based on the appraisal results, we make fair and transparent decisions regarding career advancement opportunities, including promotions, salary adjustments, and annual performance bonuses.

In FY2023, 100% of all employees, regardless of gender or employment category received their performance and career development reviews, and we target to achieve this in FY2024 as well.

#### Diversity and Inclusion

At MeGroup, we are firmly committed to fostering a work environment that is diverse, inclusive, and collegiate. We strive to build a workforce that represents a diverse range of backgrounds and experiences, as we believe that the Group will benefit from the different perspectives and ideas that each individual brings to the workplace.

We are dedicated to attracting individuals who align with our corporate values of inclusivity and openmindedness. When hiring new employees, we base our decisions solely on merit, without any form of discrimination related to gender, race, language abilities, or any other characteristic protected by law. To maintain fairness and transparency throughout the recruitment process, we also include pay ranges for each role in our job notices, while carefully excluding any discriminatory language.



A breakdown of the Board of Directors<sup>4</sup>, senior management and employees, by gender and age groups, is as follows:

As part of the automotive industry, we recognize that there may be gender imbalances, with a higher representation of males in certain roles. However, we are determined to create a level playing field for all individuals, regardless of gender or any other characteristic. We actively seek opportunities to address these industry challenges and promote equal opportunities for everyone within our organisation.

Our ultimate objective is to foster an inclusive and diverse workforce where everyone feels valued and respected. We are therefore pleased to share that there were zero reports of discrimination made within or against the Group in FY2023, and we target to maintain zero cases of discrimination in FY2024. All employees are encouraged to bring any questions or concerns to the attention of their supervisor, without fear of reprisal. Any reports of workplace harassment or discrimination will be promptly redirected to our Human Resources department, which is responsible for resolving such issues in a fair and unbiased manner.

<sup>&</sup>lt;sup>4</sup> Inclusive of four independent directors, who do not have a direct employment relationship with the Company.

#### Workplace Health and Safety

Occupational health and safety are a top priority in our organisation. Over the course of our day-today operations, our employees are exposed a wide range of health and safety hazards, including the use of hazardous chemical substances, unsafe equipment, and machineries. To ensure the well-being of our employees, contractors, and all individuals involved in our operations, we consistently strive to minimize the risk of accidents, injuries, and illnesses.

Guided by our comprehensive safety management system, we are committed to achieving Workplace Safety and Health ("**WSH**") excellence by:

- ensuring full compliance with applicable WSH legislations, regulations, and voluntary standards, particularly those issued by the Department of Occupational Safety and Health ("DOSH");
- consistently establishing and maintaining our WSH management performance;
- operating and maintaining our facilities to prevent and minimise risks to the health and safety of our employees and surrounding communities; and
- communicating our WSH policy to all relevant parties.

For our upstream manufacturing operations, whereby workplace health and safety remain a major consideration, we have established both an Employee Health and Safety Committee and a Fire Safety Committee to oversee the implementation of our WSH management plan. These committees comprise representatives from the relevant departments, with advisory support from the Group's registered safety officers. Quarterly WSH meetings are held to identify and remediate hazards, respond to incidents, and organize relevant trainings.

All relevant Heads of Departments ("**HODs**") also conduct safety briefings every morning to remind workers on the safety protocols they are expected to abide by. On-the-job training is provided for fire safety, machinery operation, and proper usage of personal protective equipment ("**PPE**"), and work permits are issued to the relevant staff to ensure that all activities are carried out safely.

We also conduct daily inspections of equipment such as press machines, rollers, forklifts, electrical devices, and fire safety equipment to ensure their proper functioning. Employees are highly encouraged to inform their supervisors if they encounter or witness hazardous situations at work, and follow-up actions will be taken to mitigate or reduce these risks, where applicable.

For all permanent and confirmed local staff, we conduct yearly check-ups, including in-house examinations and visits to clinics for X-ray procedures. In addition, we offer complimentary first aid training, facilitated by external training providers, for workers on the weekends.

Across our downstream retail dealerships, we closely adhere to all safety guidelines established by the brand principals. Within our workshops, all heavy equipment has their license renewed by DOSH every year to ensure that they are in working order and safe to operate. In addition, all our showrooms have proper fire management systems in place, with fire extinguishers and hydrants installed at appropriate locations. We also maintain sufficient fire insurance coverage to cover potential losses.

#### Workplace Health and Safety (Continued)

The Group is pleased to announce that we successfully achieved our target of receiving zero complaints from the relevant regulatory bodies on our WSH practices in FY2023. In addition, there were zero cases of fatalities, high-consequence and/ or recordable work-related injuries throughout the reporting period, nor any cases of work-related ill health or industrial accidents within our facilities.

For FY2024, we aim to achieve zero complaints from the relevant regulatory bodies on our WSH practices and zero cases pertaining to workplace health and safety. To sustain our commitment to zero cases, we will continue our proactive approach through ongoing risk control monitoring, including regular safety operating procedures, comprehensive training, and daily briefings for all members of our operations team. These efforts will contribute to the Group's overarching goal of maintaining a safe and incident-free working environment.

#### **GRI CONTENT INDEX**

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#### GRI 1: Foundation 2021

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