

EINDECKYODO












英德集团

EINDEC CORPORATION LIMITED



SUSTAINABILITY REPORT 2018

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This sustainability report is prepared by **Eindec Corporation Limited** (“**Company**”) and its contents have been reviewed by the Company’s sponsor, **ZICO Capital Pte. Ltd.** (“**Sponsor**”), in accordance with Rule 226(2)(b) of the Singapore Exchange Securities Trading Limited (“**SGX-ST**”) Listing Manual Section B: Rules of Catalyst.

This sustainability report has not been examined or approved by the SGX-ST and the SGX-ST assumes no responsibility for the contents of this sustainability report, including the correctness of any of the statements or opinions made or reports contained in this sustainability report.

The contact person for the Sponsor is Ms Alice Ng, Director of Continuing Sponsorship, ZICO Capital Pte. Ltd. at 8 Robinson Road #09-00 ASO Building, Singapore 048544, telephone (65) 6636 4201.

EINDECKYODO 英德集团

Eindec Corporation Limited (“**Eindec**” or “**Company**”, and together with its subsidiaries, the “**Group**”) is a regional clean air environmental technology solutions manufacturer and distributor with customised proprietary products for residential, commercial and industrial customers.

Established since 1984, the Group has expertise in design, manufacturing and distribution capabilities in cleanroom equipment as well as heating, ventilation and air-conditioning (“**HVAC**”) equipment for the real estate sector.

Tapping on its technological expertise and customisation capabilities in cleanroom and HVAC equipment and systems, the Group broadened its product range to include air purification systems under its “Eindec” and “Kyodo” proprietary brands. These air purification systems are designed, manufactured and sold in the Southeast Asia region and People’s Republic of China (“**PRC**”).

Headquartered in Singapore, the Group operates a manufacturing facility in Malaysia and carries out its product research and development in Singapore. The Group has also established offices in the PRC.

Eindec was listed on the Singapore Exchange Securities Trading Limited (“**SGX-ST**”) on 15 January 2016 under stock code 42Z.

AIR PURIFICATION AND VENTILATION

AIR PURIFIER

Equipped with 4 stages of filtration, our air purifiers captures up to 99% of allergens and purifies PM 2.5. Perfect for residential and commercial usages with low power consumption, ultra quiet operation and easy maintenance.



FRESH AIR PURIFICATION & VENTILATION SYSTEM

Provides fresh clean air through a sophisticated technology for residential, commercial and industrial usage. With its small footprint, easy installation and maintenance, Eindec aims to provide “Quality Air, Quality Living”

HVAC

GRILLES & DIFFUSERS

Provide a thermally comfortable temperature, humidity, air cleanliness and freshness that is evenly distribute within a confined space in the building to satisfy operational conditions for machinery or processes.



DAMPERS & VAV TERMINAL UNIT

Used to vary the volume of air passing through a confined cross section by varying the cross-sectional area to maintain comfortable temperatures for people and business equipment.



CLEAN ROOM

FAN FILTER UNIT

A self-contained ceiling unit used in turbulent mixing and laminar flow cleanroom applications that delivers high quality air filtration and air movement performance in clean room.



AIR SHOWER

Designed to your specific requirements with high degree of flexibility. Using air jet blowing to removing fine particles on your clean room clothing and footwear before you enter into the cleanroom.

FIRE/SMOKE, MARINE DAMPER

To compliment the comprehensive range of automatic fire and smoke dampers and associated controls, provide the complete solution for shipboard air conditioning and ventilation systems fire safety engineering strategies.



Board Statement

The board of directors (“**Board**” or “**Directors**”) of Eindec is pleased to present the annual sustainability report for the financial year ended 31 December 2018 (“**FY2018**”).

This sustainability report is prepared with reference to the guidelines of Global Reporting Initiative (“**GRI**”) and in compliance with Rules 711A and 711B of the SGX-ST Listing Manual Section B: Rules of Catalist as well as the SGX-ST’s Sustainability Reporting Guide. We have chosen the GRI framework as it is a well-known and globally-recognised sustainability reporting standard.

The Board oversees the management and monitoring of these factors and takes them into consideration in the determination of the Group’s strategic direction and policies.

This sustainability report highlights the key economic, environmental, social and governance (“**EESG**”) related initiatives carried throughout a 12-month period, from 1 January to 31 December 2018, focusing on our manufacturing facility in Malaysia and operations in Singapore, being the two significant operations of the Group.

In defining our reporting content, we applied GRI’s principles defining report content by considering the Group’s activities, impacts and substantive expectations and interests of its stakeholders. We observed a total of four principles, including materiality, stakeholder inclusiveness, sustainability index and completeness. For reporting quality, we observed principles of balance, comparability, accuracy, timeliness, clarity and reliability.

The EESG data and information provided have not been verified by an independent third party. This sustainability report is done in good faith and to the best of our knowledge.

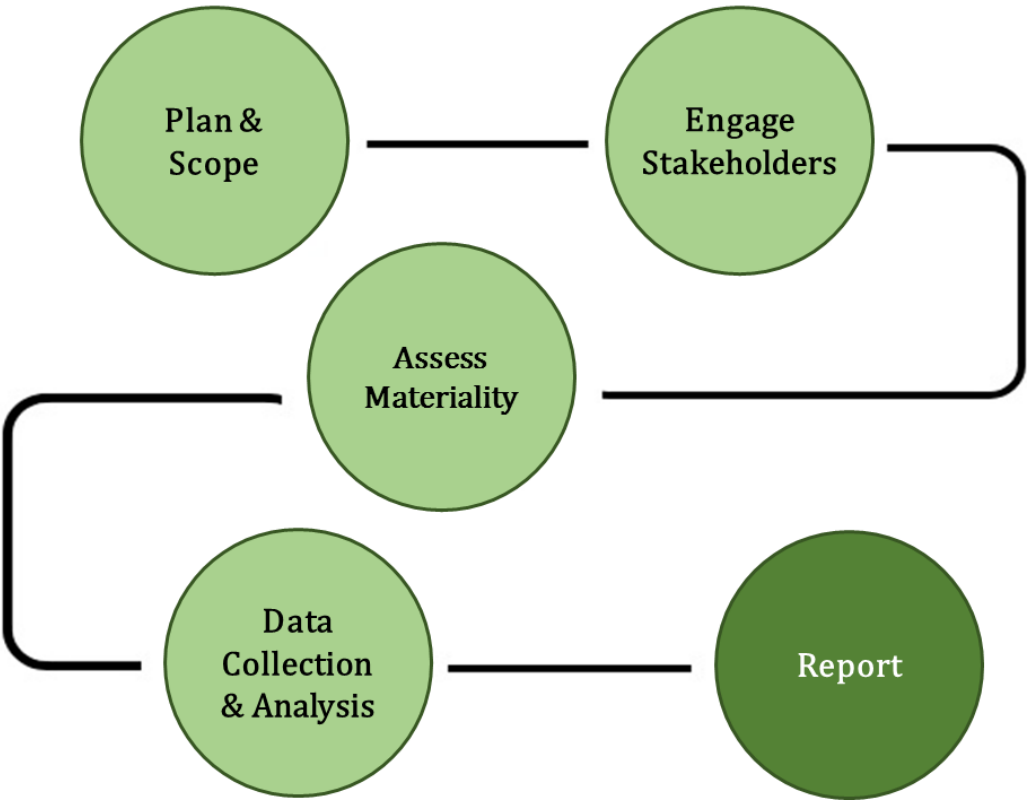
This sustainability report will not be printed as part of our environmental conservation efforts. The electronic copy is available at www.eindec.com.sg and www.sgx.com

We welcome feedback from our stakeholders with regards to our sustainability efforts as this enables us to consistently improve our policies, systems and results. Please send your comments and suggestions to enquiry@eindec.com.sg

Zhang Wei

Non-Executive Chairman

30 May 2019



We take a strategic and comprehensive approach towards sustainability as we acknowledge the importance of effective EESG strategy and management across the business operations.

With the combined efforts of our teams and stakeholders, we strive to effectively manage social and environmental associated risks and opportunities. We strive to continuously enhance our sustainability approach and performance through regular policy and operations reviews to positively contribute to our business growth in the long term and create value for our stakeholders and customers.

The Group's manufacturing operations involved the interactions of both internal and external stakeholders. Thus, it is important for the Group to establish effective communication among the stakeholders through regular engagement and various communication platforms, to achieve mutually beneficial goals.

The Group is committed to establish a mutually beneficial relationship with our stakeholders via various channels and platforms to develop a deeper understanding of their concerns.

Our engagements with our key stakeholders are summarised below:

Key Stakeholders	Engagement Platform	Stakeholder's Expectations	Our Approach
Internal			
Board of Directors	<ul style="list-style-type: none"> Board meetings Regular updates via electronic communications (emails, phone calls) 	<ul style="list-style-type: none"> Ensure that the internal policies and systems are effective and implemented throughout the organisation 	<ul style="list-style-type: none"> Regular update on corporate activities, developments, and financial performance Seek advice and approvals from the Board on all material proposed developments
Employees	<ul style="list-style-type: none"> Regular internal communications through meetings and electronic communications (emails, phone calls) Training & development programmes Recreational activities Employee feedback 	<ul style="list-style-type: none"> Career growth Training opportunities Competitive remuneration and benefits Pleasant and safe working environment 	<ul style="list-style-type: none"> Ensure effective implementation of internal systems and policies Regular meetings to review on health and safety Sponsor employees to attend courses and conferences regularly Formal and informal get-togethers to strengthen working relationships among employees Annual review on performance

Stakeholder Engagement

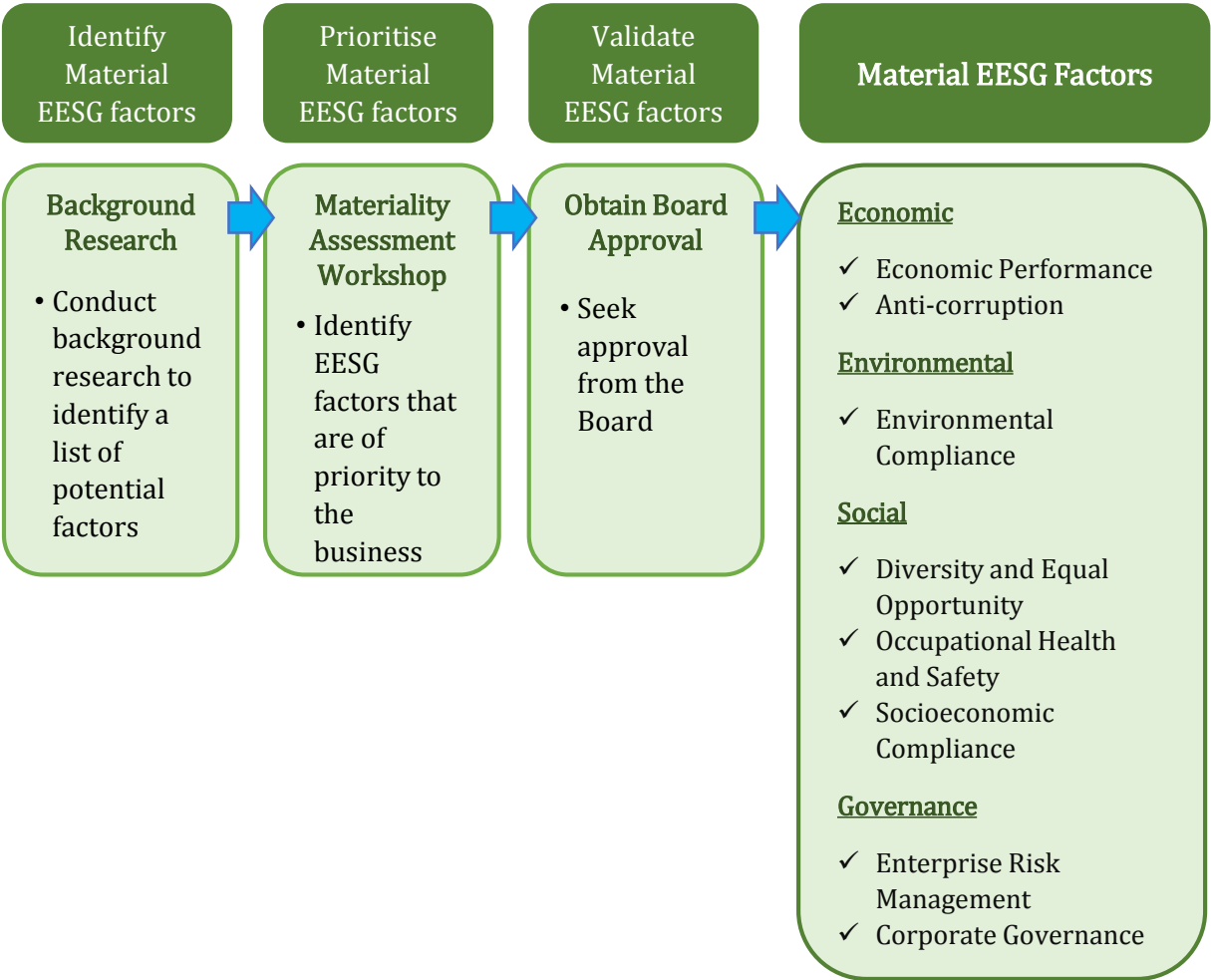
Key Stakeholders	Engagement Platform	Stakeholder's Expectations	Our Approach
External			
Shareholders & Investors	<ul style="list-style-type: none"> • Announcements on SGXNET • Annual general meeting or extraordinary general meeting • Company website • Annual report 	<ul style="list-style-type: none"> • Higher financial returns • Industry conditions and prospects • Market presence • Profitability • Transparency and corporate governance 	<ul style="list-style-type: none"> • Ensure all public disclosures on corporate results and developments are factual, timely and accurate to provide fair and equitable treatment to all shareholders
Customers	<ul style="list-style-type: none"> • Customer feedback via surveys, dialogue sessions, and meetings • Regular follow-up via calls and face-to-face meetings • Email enquiries • Networking events 	<ul style="list-style-type: none"> • Quality control • On-time delivery, installation and post-project services • Technical support • Reasonable payment terms • Competitive pricing 	<ul style="list-style-type: none"> • Product and quality certifications to ensure consistent level of product quality • Active follow-ups with customers on product applications and requirements • Update customers on new products • Provide timely feedback to customers
Government & Regulators	<ul style="list-style-type: none"> • Meetings • Electronic communications • Through external professionals and agencies • Announcements on SGXNET 	<ul style="list-style-type: none"> • Regulatory compliance • Occupational health & safety • Environmental issues • Social issues 	<ul style="list-style-type: none"> • Ensure compliance with applicable laws • Meeting relevant authorities as and when necessary

Our sustainability process begins with the identification of relevant aspect. Relevant aspects are then prioritised to identify potential material factors which are subject to validation. The end result of this process is a list of material factors in this sustainability report.

We conducted the materiality assessment under the guidance of an external consultant, together with key personnel from the respective departments within the Group. In addition, the Group adopts a matrix-based approach based on the likelihood and impact of occurrences to address the Company’s sustainability risk profile and priority issues. We shall use this method to monitor our risk profile on regular basis. Going forward, materiality review will be conducted every year, incorporating inputs from stakeholder engagements.

In order to determine if an aspect is material, we assessed its potential impact on the economy, environment and society and its influence on the stakeholders. Material aspects were identified and prioritised through internal workshops together with senior management of the Group and guidance from our consultant. Peer reviews and social impact assessments were performed at site level.

Following polling exercise involving key personnel from various departments and validation from our Board, the following eight (8) material EESG factors have been selected:



Economic Performance

- **Achieve sustainable growth through strengthening our presence in Asia Pacific and China, focus in streamlining operational efficiencies and continue to innovate our products and systems across our three product segments.**

Eindec has implemented initiatives to reinvent its traditional equipment manufacturing business into an environmental air protection solutions provider for the real estate sector comprising residential, commercial and industrial properties.

The Group recorded a 26.0% year-on-year decline in revenue from S\$14.1 million for the financial year ended 31 December 2017 (“FY2017”) to S\$10.4 million for FY2018. This was due to lower contributions from all product segments, particularly the Air Purification (“AP”) segment.

In FY2018, the continuous tightening of the real estate sector, specifically residential properties, by the Chinese government, saw revenue for the Group’s AP segment fell 60.2%, from S\$3.1 million in FY2017 to S\$1.2 million in FY2018. Revenue from the Group’s Cleanroom Equipment (“CRE”) segment slid 26.8%, from S\$5.7 million in FY2017 to S\$4.2 million in FY2018, on the back of the slowdown in the private sector construction activities. Slowdown in the Singapore real estate sector in prior years affected the Group’s HVAC segment, which registered a 7.4% decline, from S\$4.8 million in FY2017 to S\$4.5 million in FY2018.

For detailed financial results, please refer to the following sections in our Annual Report for FY2018, which can be downloaded from SGXNET:

- Financial Review, pages 7 to 9
- Financial Statements, pages 52 to 119

At Eindec, we aim to create value and better solutions for clean air control management in buildings with a full suite of airflow and air quality management solutions for our customers. We believe prudent cost management and constant innovation of our established environmental air products and solutions through technological advancement will continue to place our established brand names, “Eindec” and “Kyodo” at the forefront of the air environmental protection industry. We are also capable of providing consultancy, design customisation and equipment manufacture, installation and after-sales maintenance services.

Performance in FY2018

- Achieved the target set for FY2018.
- Reduced operating expenses by 13.7% from S\$6.7 million in FY2017 to S\$5.8 million in FY2018 with better cost management.
- Established strategic collaboration with Aire-Max to broaden market reach.

Target for FY2019*

- Continue to enhance the efforts in improving operational efficiency to achieve cost reduction.
- Continue the efforts in exploring other growth opportunities to drive growth for the Group.

**financial year ending 31 December*

Anti-corruption

- **Conduct our business with integrity and transparency with no compromise on corruption.**

The Group has zero tolerance on fraudulent and corrupt practices that may disrupt business operations and impede the growth of the business.

To effectively monitor anti-corruption practices, the Group adopts several policies such as the Conduct and Discipline Policy, the Conflict of Interest Policy, and the Fraud and Whistle-Blowing Policy, to prevent, govern and facilitate the reporting of any illegal or unethical practices in the organisation.

For FY2018, there was no incident of non-compliance with the relevant laws and regulations. There was also no non-compliance relating to bribery, extortion, fraud and money laundering.

Performance in FY2018

- Achieved the target set for FY2018.
- Recorded no incident of non-compliance with the relevant laws and regulations that cover corruption, bribery, extortion, fraud and money laundering.
- Implemented employee declaration on conflict of interest.

Target for FY2019

- Continue to maintain no incident of non-compliance with the relevant laws and regulations involving corruption, bribery, extortion, fraud and money laundering.
- Monitor and update the records on employee declaration on conflict of interest.

Fraud and Whistle-Blowing Policy

The Group has implemented a Fraud and Whistle-Blowing policy whereby a designated mailing address and email address are provided for all employees to raise concerns about possible improprieties in matters of financial reporting or other matters which they become aware and to ensure that:

- I. independent investigations are carried out in an appropriate and timely manner;
- II. appropriate action is taken to correct the weakness in internal controls and policies which allowed the perpetration of fraud and/ or misconduct and to prevent a recurrence; and
- III. administrative, disciplinary, civil and/or criminal actions that are initiated following the completion of investigations are appropriate, balance and fair, while providing reassurance that employees will be protected from reprisals or victimisation for whistle-blowing in good faith and without malice.

Environmental Compliance

- **Care for the environment by going beyond regulatory requirements to minimise our carbon footprint.**

We recognise the role that we play in the management of our operations and their impact on the environment. As a responsible corporation, we are committed to govern and minimise our environmental footprint to contribute to the climate change cause.

Our disposal of wastes, rejected finished goods, defective raw materials, and machinery and equipment, were guided by customs rules and regulations applicable to Licensed Manufacturing Warehouse under the Malaysian Customs Act. We engaged a third-party service provider to dispose all our scraps and wastages.

Within office operations, we have implemented two-sided printing and the use of recycled paper for printing as part of our environmental conservation efforts.

We are pleased to disclose that there were no violation of laws and regulations in the environmental aspect during the year under review.

Performance in FY2018

- Achieved the target set for FY2018.
- Recorded no incident of non-compliance with the relevant laws and regulations for environmental protection, which could result in internal disciplinary action or public allegation.

Target for FY2019

- Continue to maintain no incident of non-compliance with the relevant laws and regulations on environmental protection.

Diversity and Equal Opportunity

- Commit to nurturing a workplace that advocates fairness, justice, respect and inclusiveness regardless of race, religion or nationality, as our diverse workforce reflects the diversity of markets and customers we serve.

Employees are important assets in our businesses. Discretionary incentives are granted to eligible employees based on their performances and contributions of individual employees to the Group. Remuneration policies and packages are reviewed regularly to ensure that compensation and benefits are in line with the industry. This helps the Group in its recruitment and retention of talents.

Eindeck does not discriminate its employees or potential recruits according to their race, age, gender, religion, ethnicity, facial attractiveness, physical impairments, sexual preference, political viewpoints or nationality. As of 31 December 2018, we have a total of 105 employees (101 in FY2017).

The demographics of our employees in the Group are as follows:

Location	Gender		Age (years)			Years of Service		
	Male	Female	< 30	30 - 50	> 50	< 10	10 - 20	> 20
Singapore	63%	37%	18%	45%	37%	58%	18%	24%
Malaysia	51%	49%	13%	64%	23%	67%	18%	15%
China	71%	29%	21%	75%	4%	100%	-	-

In FY2018, the Human Resource department took the initiatives to organise events including get-together during festive seasons to foster better understanding amongst colleagues at informal occasions.



Chinese New Year Dinner in March 2018



BBQ gathering at Labrador Park in November 2018



Christmas Celebration in December 2018

Performance in FY2018

- Satisfied with results on target set for FY2018.
- Three gatherings for employees were organised.

Target for FY2019

- To hold at least four gatherings for employees in the year.

Occupational Health and Safety

- **Manage health and safety risks to provide a healthy and safe working environment to our employees.**

We are committed to provide a healthy and safe working environment by managing our health and safety risks through various policies and procedures such as Office Environment, Office Order and Safety Management Policy, Employee Behaviour and Responsibilities Guidelines, and bought employee liability insurance, accident and injury insurance, and hospitalisation and surgery insurance for our employees.

Our offices are cleaned on a daily basis and air purifiers are placed in offices to safeguard the comfort and health of the working and living environment. Our employees are constantly being reminded on safety precautions in our facilities.



Our employees are encouraged to do annual health checks to monitor their well-being.

Eindec employs a variety of measures to ensure the health and safety of all our staff. In FY2018, we sponsored our employees to attend the following courses to equip themselves with the necessary knowledge and skills required for their roles and responsibilities:

Courses Attended	Number of Days
Building Construction Supervisors Safety Course	4
Workplace Safety and Health in Construction Sites	2

Performance in FY2018

- Achieved target set for FY2018.
- No incident of significant work related injuries and fatalities.
- No incident of non-compliance with the relevant laws and regulations relating to occupational health and safety.

Target for FY2019

- To maintain no incident of significant work-related injuries and fatalities.
- To maintain no incident of non-compliance with the relevant laws and regulations relating to occupational health and safety, providing a safe working environment and protecting employees from occupational hazards.

Socioeconomic Compliance

- **Operate our business in compliance with the relevant social and economic laws and regulations through internal checks and balances.**

We pride ourselves in having good corporate governance and observing compliance with applicable laws and regulations. The Group is committed to conduct the business with integrity and safeguarding the interest of all our stakeholders, both internal and external.

Performance in FY2018

- Achieved target set for FY2018.
- Recorded no incident of non-compliance with the relevant laws and regulations in the social and economic area that could potentially result in internal disciplinary action or public allegation.

Target for FY2019

- To maintain no incident of non-compliance with the relevant laws and regulations in the social and economic area that could potentially result in internal disciplinary action or public allegation.

Corporate Governance

The Board and the management of Eindec are committed to the best practices in corporate governance to ensure sustainability of the Group's operations. We believe that our constant drive for corporate excellence will allow us to establish a more transparent, accountable and equitable system, thereby increasing the value of the Company and its value to our shareholders.

Please refer to the Company's Annual Report 2018 from pages 13 to 44 for details of the Group's corporate governance principles and practices.

Enterprise Risk Management

The Board has overall responsibility for the establishment and oversight of the Group's risk management framework.

The Group had engaged third party professional to establish the Group's Risk Control Assurance Framework. Risk management policies have been established to identify and analyse the key risks faced by the Group, to set appropriate risk limits and controls, develop a risk control matrix and to implement procedures to monitor and report risks and adherence to limits.

Risk management policies and systems are reviewed regularly to reflect changes in market conditions and the Group's activities. The Group, through its training and management standards and procedures, aims to develop a disciplined and constructive control environment whereby all employees understand their roles and obligations.

The Audit Committee of the Company oversees how the management monitors compliance with the Group's risk management policies and procedures, and from time to time, reviews the adequacy of the risk management framework in relation to the risks faced by the Group. The Audit Committee is assisted in its oversight role by internal auditor. The internal auditor undertakes both regular and ad-hoc reviews of the Group's risk management controls and procedures, and reports its findings to the Audit Committee.

The Group aims to perform its risk assessment at least once per year, either internally or with the assistance of a third party professional as determined by the Audit Committee.

GRI Standards Content Index

GRI Standards	Disclosure	Reference / Description
GRI 101: Foundation 2016		
GENERAL DISCLOSURE		
GRI 102: General Disclosures	102-1	Name of organisation Eindec Corporation Limited
	102-2	Activities, brands, products and services Sustainability Report 2018 (“SR”) – Corporate Profile, page 3
	102-3	Location of headquarters Singapore
	102-4	Location of operations Singapore, Malaysia, China
	102-5	Ownership and legal form Annual Report 2018 (“AR”)– Statistics of Shareholdings, pages 120 to 121
	102-6	Markets served AR – Operations Review, page 4
	102-7	Scale of the organisation AR – Financial Review, page 7 SR – Social, page 12
	102-8	Information on employees and other workers SR – Social, page 12
	102-9	Supply chain SR – Corporate Profile, page 3
	102-10	Significant changes to the organisation and its supply chain AR – Letter to Shareholders, pages 2 to 3 SR – Economic, page 9 Eindec formed strategic collaboration to expand market reach
	102-11	Precautionary Principle or approach Eindec supports the intent of the Precautionary Principle, but has not expressed a specific commitment.
	102-12	External initiatives None
	102-13	Membership of associations Eindec is a member of Singapore Business Federation and Federation of Malaysian Manufacturers
	102-14	Statement from senior decision maker SR – Board Statement, page 4
	102-16	Values, principles, standards and norms of behaviour AR – Corporate Governance pages 13 to 44
	102-18	Governance structure AR – Corporate Governance pages 13 to 44
	102-40	List of stakeholder groups SR – Stakeholder Engagement, pages 6 to 7
	102-41	Collective bargaining agreements None
	102-42	Identifying and selecting stakeholders SR – Stakeholder Engagement, pages 6 to 7
	102-43	Approach to stakeholder engagement SR – Stakeholder Engagement, pages 6 to 7
	102-44	Key topics and expectations raised SR – Stakeholder Engagement, pages 6 to 7
	102-45	Entities included in the consolidated financial statements AR – Notes to Financial Statements, pages 79 to 80

GRI Standards Content Index

GRI Standards	Disclosure		Reference / Description
GENERAL DISCLOSURE			
GRI 102: General Disclosures	102-46	Defining report content and topic boundaries	SR – Board Statement, page 4
	102-47	List of material topics	SR – Board Statement, page 4
	102-48	Restatement of information	None
	102-49	Changes in reporting	None
	102-50	Reporting period	SR – Board Statement, page 4
	102-51	Date of most recent previous report	16 November 2018
	102-52	Reporting cycle	Annual
	102-53	Contact point for questions about the report	SR – Board Statement, page 4
	102-54	Claims if reporting in accordance with the GRI Standards	SR – Board Statement, page 4
	102-55	GRI content index	SR – GRI Standards Content Index, pages 17 to 18
	102-56	External Assurance	We may seek external assurance in the future.
MATERIAL TOPICS			
GRI 201: Economic performance	201-1	Direct economic value generated and distributed	SR – Economic Performance, page 9
GRI 205: Anti-corruption	205-2	Communication and training about anti-corruption policies and procedures	SR – Anti-corruption, page 10
GRI 307: Environmental compliance	307-1	Non-compliance with environmental laws and regulations	SR – Environmental Compliance, page 11
GRI 403: Occupational health and safety	403-2	Types of injury and rates of injury, occupational diseases, lost	SR – Occupational Health and Safety, page 14
GRI 405: Diversity and equal opportunity	405-1	Diversity of governance bodies and employees	SR – Diversity and Equal Opportunity, pages 12 to 13
GRI 419: Socioeconomic Compliance	419-1	Non-compliance with laws and regulations in the social and economic area	SR – Socioeconomic Compliance, page 15

BOARD OF DIRECTORS

Zhang Wei

Non-Executive Chairman

See Yen Tarn

Independent Director

Wong Chee Meng Lawrence

Independent Director

Jeffrey Ong Shen Chieh

Independent Director

AUDIT COMMITTEE

See Yen Tarn (Chairman)

Wong Chee Meng Lawrence

Jeffrey Ong Shen Chieh

NOMINATING COMMITTEE

Jeffrey Ong Shen Chieh (Chairman)

See Yen Tarn

Wong Chee Meng Lawrence

REMUNERATION COMMITTEE

Wong Chee Meng Lawrence (Chairman)

See Yen Tarn

Jeffrey Ong Shen Chieh

PRINCIPAL PLACE OF BUSINESS AND

REGISTERED ADDRESS

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Email: enquiry@eindec.com.sg

COMPANY SECRETARY

Shirley Tan Sey Liy (ACIS)

EXTERNAL AUDITORS

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Partner-in-charge: Loo Kwok Chiang, Adrian

(Public Accountants and Chartered Accountants

Singapore)

(Appointed since financial year ended 31 Dec 2016)

SPONSOR

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Singapore 048544

SHARE REGISTRAR AND WARRANT AGENT

RHT Corporate Advisory Pte. Ltd.

9 Raffles Place #29-01

Republic Plaza Tower 1

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PRINCIPAL BANKER

United Overseas Bank Limited

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UOB Plaza

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INVESTOR RELATIONS

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EINDECKYODO

—— 英德集团 ——

EINDEC CORPORATION LIMITED

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(Incorporated in the Republic of Singapore)

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