



TTJ HOLDINGS LIMITED
Sustainability Report 2018

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Board Statement

We are pleased to present to you our inaugural Sustainability Report for the financial year ended 31 July 2018 (“FY2018”).

As one of Singapore’s leading steel fabricators, we acknowledge the need to address the impacts of the Environmental, Social and Governance (ESG) factors into our business roadmap while we continue to pursue projects and explore opportunities to develop a sustainable revenue stream for the group and also to all our stakeholders.

In this challenging environment, the Board remains committed in our operations and has considered sustainability issues as part of its strategic formulation, determined the material sustainability factors, and overseen the management and monitoring of the material factors in this report.

We thank our suppliers, customers, and other stakeholders that have contributed in one way or another to the Group’s sustainable development.

Mr Teo Hock Chwee

Chairman and Managing Director

About Us

Established in 1981 and listed on the Mainboard of the Singapore Stock Exchange on 1 April 2010, T T J Holdings Limited (“T T J” or the “Group”) is widely acknowledged as one of the largest structural steel fabricators in Singapore.

The Group, equipped with a S1-grading by the Singapore Structural Steel Society and a Specialist Builder license for structural steelwork by the Building and Construction Authority of Singapore (“BCA”), has two fabrication facilities in Singapore and Johor, Malaysia, respectively, with a combined annual production capacity of 42,000 tonnes for normal structural steel. As a reputed leading structural steel specialist, T T J’s both facilities are specially designed around an in-line production concept based on Computerised Numerically Controlled (“CNC”) machineries. In addition, T T J’s headquarter at 57 Pioneer Road, Singapore 628508, has a waterfront loading area which enables the loading of heavy materials and large assemblies onto barges for transport by sea.

A testament to its strong commitment to quality, T T J is ISO 9001:2015, ISO 14001:2015 and OHSAS 18001:2007 certified. It has also received In-Principle Acceptance from the BCA for the supply of steel Prefabricated Prefinished Volumetric Construction (“PPVC”) systems and has obtained the Provisional Certification for PPVC Manufacturer Accreditation Scheme (“MAS”).

Over the years, T T J has built up substantial experience and expertise which have equipped it to deliver highly sophisticated structural steel solutions to its customers in Singapore, Malaysia, Thailand, and India. T T J’s solutions are used in a wide array of industries such as construction, oil & gas, marine offshore, pharmaceutical and petrochemical & powerplant industries. Iconic landmark projects include the National Art Gallery, the Orchard Gateway bridge, the SuperTrees and OCBC Skyway at Gardens by the Bay, The Helix at Marina Bay, Pinnacle@Duxton, Henderson Waves, the Supreme Court and Changi Airport Terminals 2 and 3, among others.

Reporting Practice

We use the Global Reporting Initiative (GRI) framework to guide the Board’s monitoring and reporting of our impact on Environmental, Social, and Governance (ESG) matters. The topics discussed in this report were primarily determined based on the study of ESG topics monitored and reported by local and global players along our value chain. Other factors that influenced our selection of material topics to monitor and report included our cost structure, industry trends on ESG concerns relevant to the construction industry, consultation with the Group’s department heads as well as the analysis of published objectives of the Group’s external stakeholders.

Stakeholder Engagement

The Group acknowledges that our stakeholders, both internal and external, play an essential role in maintaining the Group’s future growth and sustainability in the ESG aspect. As such, in order for us to better engage our stakeholders, the Group has studied international best practices to determine areas of sustainable development that may be relevant to the Group over the long term and have come up with the following goals in our stakeholder engagement activities:

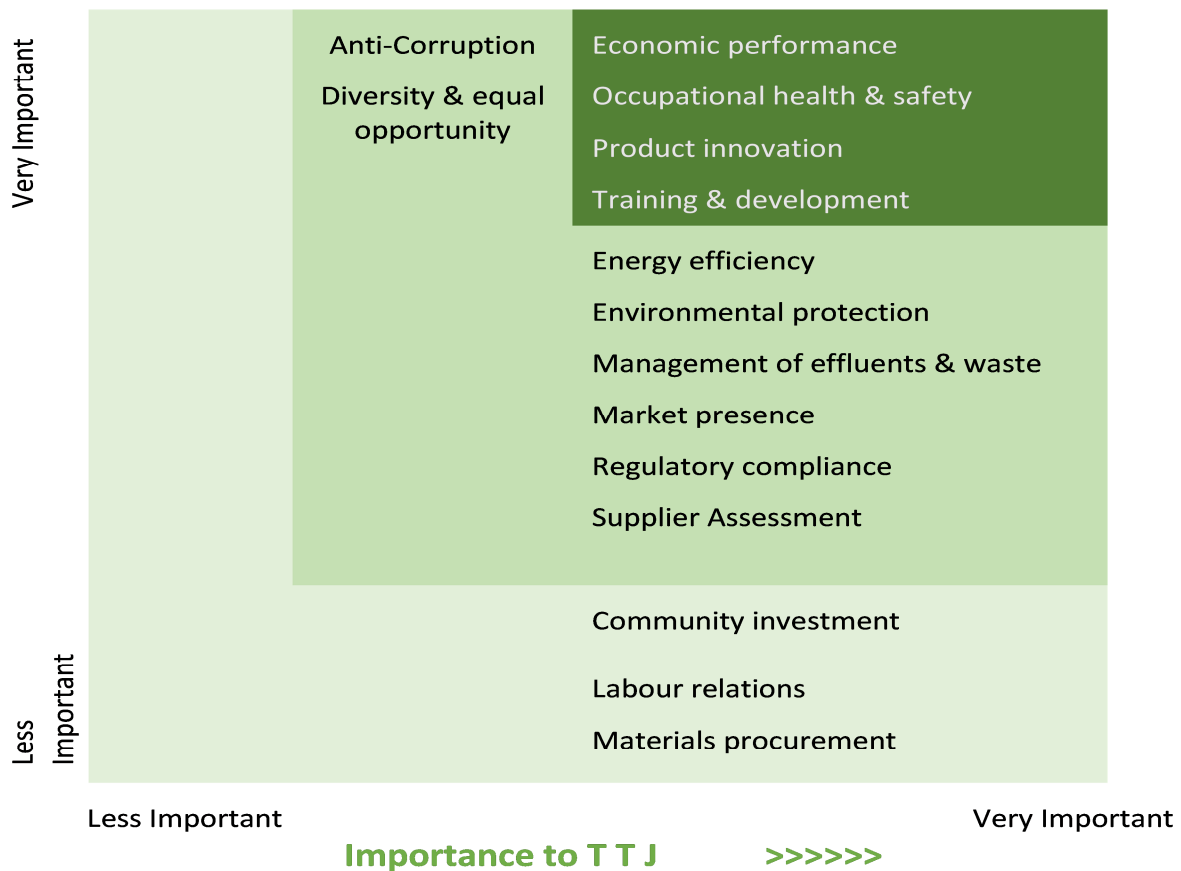
- To understand stakeholder priorities and values in sustainable development;
- To align our goals and values with that of the stakeholder group; and
- Improve on environmental, social and governance matters that our activities have an impact on.

The external stakeholders that we engage with include customers, regulators, industry associations, and suppliers. Priority is given to stakeholders that show extensive best practices track record as well as those that have a significant impact on the Group’s business (such as revenue contribution, as well as the availability of published information such as supplier code of conduct).

The material topics that we discuss in our first Sustainability Report include:

- Efficient use of steel
- Management of effluents
- Occupational health & safety
- Training & development
- Anti-corruption

The following materiality analysis chart shows the priorities of our stakeholders.



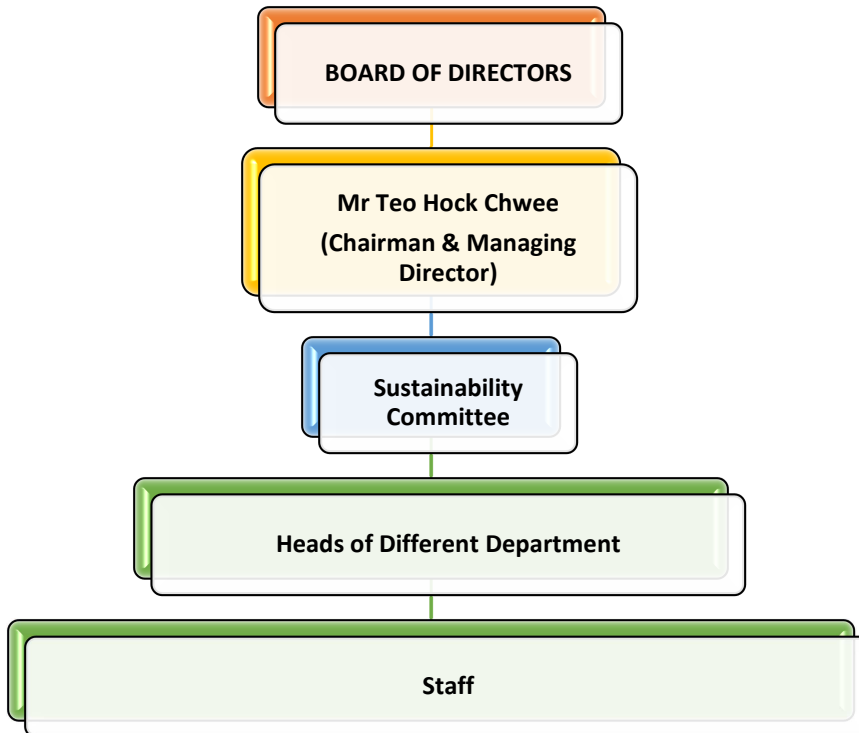
In addition to research on our stakeholders' sustainability objectives, we also engage them in the following ways:

Stakeholders	Mode of Engagement	Topic Concerns	Frequency
Employees	<ul style="list-style-type: none"> • Performance Appraisal • Departmental Meeting • Training 	<ul style="list-style-type: none"> • Training and Development • Fair Remuneration and Benefits 	<ul style="list-style-type: none"> • On-going • Yearly Appraisal
Customers	<ul style="list-style-type: none"> • Regular Dialogues • Meetings • Emails/Telephone communications • Corporate Website 	<ul style="list-style-type: none"> • Quality and Services • Productivity and Efficiency • Health and Safety 	<ul style="list-style-type: none"> • On-going
Suppliers/ Subcontractors	<ul style="list-style-type: none"> • Request for Quotations • Emails/Telephone Communications • Toolbox Meetings 	<ul style="list-style-type: none"> • Specifications Compliance • Safe and conducive workplace 	<ul style="list-style-type: none"> • On-going
Community	<ul style="list-style-type: none"> • Community Service Engagement 	<ul style="list-style-type: none"> • Social Development • Environmental Impact 	<ul style="list-style-type: none"> • On-going
Government and Regulators	<ul style="list-style-type: none"> • Government Publications and Announcement • Annual Reports • Annual General Meetings 	<ul style="list-style-type: none"> • Regulatory Compliances 	<ul style="list-style-type: none"> • As and when necessary
Shareholders and Investors	<ul style="list-style-type: none"> • Media release • Annual Reports • Annual General meetings • Analyst briefing • Website 	<ul style="list-style-type: none"> • Financial performance • Dividend payout 	<ul style="list-style-type: none"> • Quarterly on result Announcement • Yearly Meeting and Briefing

Economic & Governance

Governance Structure

Sustainability Governance is led by the Board of Directors and supported by all levels of the Group.



Anti-Corruption

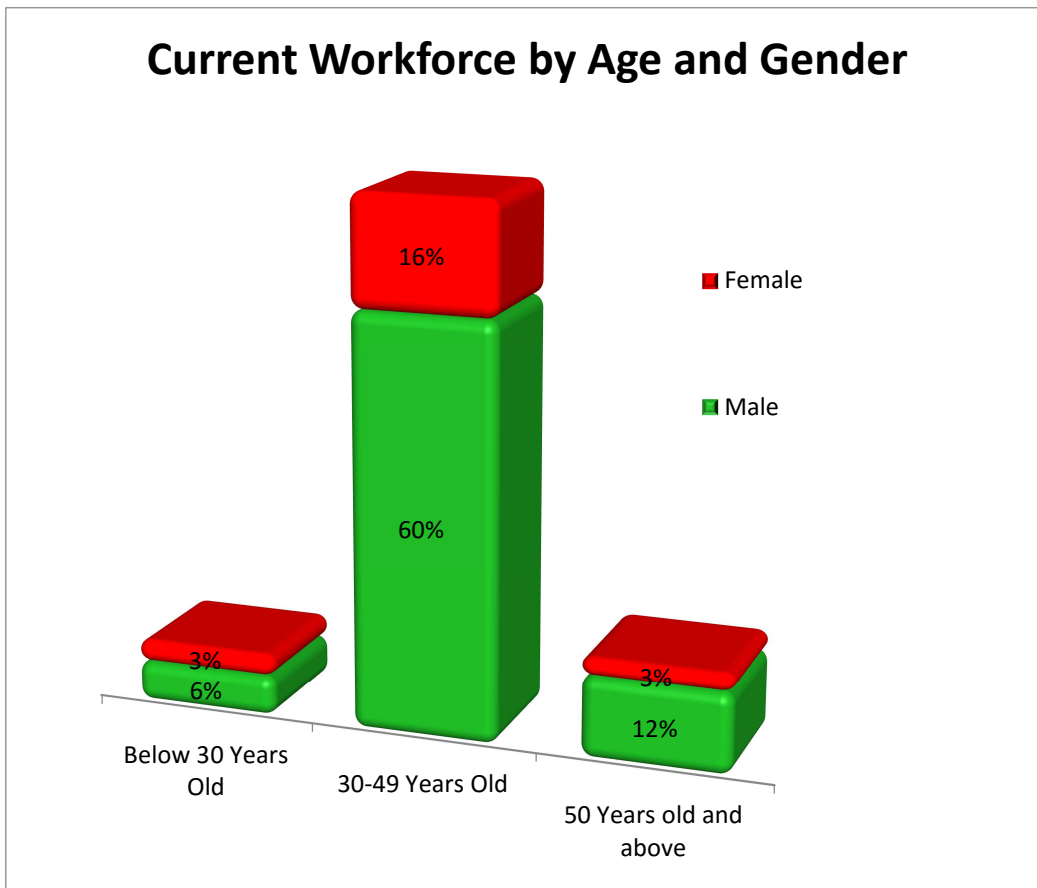
The Group has a strong stance against corruption in our operations, and in our bid to ensure our employees operate under integrity, we require all employees and directors to declare potential conflict of interest via the Declaration of Potential Conflict of Interest Form which is disseminated to all employees and directors for their self-declaration.

Social Impact

Gender Diversity

The Group recognizes the importance of workplace diversity in our human resource structure to prevent any controversy, confusion and tension which would affect the development of interpersonal relationships.

In a male-dominated construction industry, we have female representation in our Board of Directors by Ms Chiong Su Been. There is also minority representation in our senior management by Mr Elavarasu Somasundaram who is of Indian ethnicity.



Training & Development

The Group is committed to ensuring it maintains its leadership in structural steel solutions by keeping updated on the latest technology and technical know-how in the industry. We are also equally committed in ensuring that our employees, who are our greatest asset, are equipped with the skills and knowledge for us to better serve our customers. The Group sponsors employees for skills upgrading in areas which are identified to be relevant by their respective Head of Departments and we encourage our employees to develop their skill sets and expertise as well.

Thanks to our employees, we have the technical capability, expertise and infrastructure to execute complex projects and our team of well-trained designers and draughtsman is well equipped with sophisticated computer-aided design and drafting software, allowing them to deal with technically demanding designs and detailed specifications from customers.



**Total hours of Employee
Training in FY2018**



**Average hours of Training
per employee in FY2018**

Directors receive comprehensive and tailored induction on joining the Board, covering areas such as their duties as Directors and how to discharge those duties. Directors are also provided with updates on the relevant new laws, regulations and changing commercial risks in the Group's operating environment through regular presentations and meetings. They also have the opportunity to visit the Group's operational facilities and meet with our management to gain a better understanding of our business operations.

To assist the Board in discharging its duties, newly appointed Directors will be provided with a formal letter setting out the Director's duties and obligations and briefed on business operations and regulatory issues relating to the Group to ensure that they are familiar with the Group's business and governance practices. Directors are also informed of regulatory changes affecting the Group.

Environmental, Workplace Health & Safety

Safety is of utmost importance in T T J and we spare no effort to ensure that all risks are being mitigated to the largest extent.

The Group ensures that the conduct of our operations is in accordance with all applicable environmental and occupational health and safety regulations, with an effectively Integrated Management System covering Quality, Environmental and Occupational Health & Safety Management to support our Company's growth and emphasizes our commitment to meeting customer needs and requirements.

We have attained the certification for OHSAS-18001 for Occupational Health & Safety Management and are also certified with bizSAFE Star from the Workplace and Safety and Health Council. Our Safety and Health Management System is regularly updated and audited by both internal and external parties to make sure that the management and all staff are committed to continually improving our conduct in this regard in conformance with the established standards set for Quality (ISO9001), Environmental (ISO 14001) and Occupational Health and Safety (OHSAS 18001)

Compulsory safety induction training/briefing with respect to occupational health and safety is given to onsite staff, workers, contractors and subcontractors prior to their commencement of work. Employees are required to wear personal protection gear at work sites and in workshops at all times. Necessary barricades are erected on construction sites. Safe work procedures and risk assessment are also required to be in place before the start of a project and be regularly monitored and reviewed.

We carry our daily toolbox meetings to all workers prior to work commencement and weekly co-ordination meeting with all contractors/subcontractors on site to address all safety issues. Monthly Safety Committee meeting is also carried out with the involvement of top management which consists of site walks. Special training such as the use of Automated External Defibrillator (AED) and Cardiopulmonary Resuscitation (CPR) is also given to all staff during our Fire drills exercise.

Workers with outstanding safety awareness and behavior are also being recognized and awarded.

Work-related Incidents	FY2018
Total man hours worked	888,409
Fatality	0
High-consequence Injury	0
Recordable injury	4
Accident frequency per million hours	4.5
Lost work days	165
Average work days lost per incident	41

The Group did not encounter any incident resulting in high-consequence work-related injuries or fatalities in FY2018. There were 4 recordable work-related injuries for 888,409 man hours worked during the period under review, translating into an accident frequency rate of 4.5 per million man hours.

Environmental Impact

Effluents and Waste

We believe in the protection of the environment and the provision of an occupationally healthy and safe working condition for our staff, customers, workers, subcontractors, suppliers and the public and shall strive constantly for improvement in our QEHS implementation.

In our operations of steel fabrication, we do not generate any hazardous waste from our fabrication process. In order to minimise the health effects on our employees by inhaling the welding fumes produced during the welding process, we provide respiratory mask and ensure sufficient ventilation to our workshop. We also use alternative cutting gas such as oxygen Liquefied Petroleum Gas to reduce the fumes produced. Licensed toxic waste collectors are also engaged to dispose containers for flammable gases, paints and coolant used during the course of our fabrication processes.

To ensure the efficient use of steel in our operations and minimise any wastage, the Group's Materials Planning Department uses a wide array of advanced software such as structural steel CAD and Building Information Modelling (BIM) technology for 3D digital representation of the physical and functional characteristics of our structure. In the event of any scrap that remains, it will be disposed and sold to recycling companies.

Energy Consumption	FY2018
Electricity	1.3 Gigawatt-hours
Energy Intensity of Revenue	14 Watts / SGD
Carbon Footprint	FY2018
Energy indirect (Scope 2) GHG emissions	895 metric tons

<https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>

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