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# Board Statement

## Dear Stakeholders,

On behalf of the Board of Directors (“the Board”) of Sunningdale Tech Ltd (“Sunningdale” or “the Group”), I am pleased to present our annual Sustainability Report for the financial year ended 31 December 2021 (“FY2021”).

As the world emerges from the pandemic and businesses return to near normal, companies have renewed their sustainability commitments while ESG matters have become front and centre of boardroom conversations. Moreover, following the conclusion of the UN Climate Change Conference in Egypt (“COP27”) held in November 2022, governments, and global business leaders from around the world recognize the current state of emergency brought about by climate change.

It is without a doubt that global warming at current rates will significantly increase the risk of drought, floods, extreme heat, and climate-related poverty for millions of people across the world. At COP27, the Paris Agreement’s goal of limiting the increase in global average temperatures to well below 2°C above pre-industrial levels and pursuing efforts to limit it to 1.5 °C was reaffirmed. The world recognizes that to achieve this, a critical decade of collective and accelerated action awaits, as carbon dioxide emissions must be reduced by 45 percent to reach net zero levels around mid-century.

## Four Key Sustainability Strategies

As a precision plastic component provider into worldwide supply chains of original equipment manufacturers, Sunningdale plays a role in accelerating global sustainability initiatives. Accordingly, we continue to place sustainability at the core of our operations which span across 17 manufacturing facilities in nine countries today.

At Sunningdale, to name only a few, the Group produces precision engineered, complex plastic parts used in medical devices which save lives and internal component parts used in electric vehicles which allow them to be lighter and more efficient.

As a manufacturer of large volumes of these plastic components, the majority of the Group’s Scope 1 and Scope 2 GHG emissions come from Scope 2 emissions related to the purchase of electricity. This is primarily the result of the significant amounts of electric power required during the plastic injection moulding process. As such, in 2022, we have introduced four key pillars to guide our sustainability initiatives and reduce our overall carbon footprint, in line with our customer’s Scope 3 emissions targets. These key initiatives include:

### Green Purchasing

Under the Group’s green purchasing initiatives, our focus is on upgrading to more efficient electric injection moulding machines and production equipment. For example, all-electric moulding machines consume less energy than hydraulic machines and are generally more efficient, allow for greater repeatability and shorter injection times.

### Transitioning to Renewable Energy

Across the Group, we are transitioning to renewable energy by investing in solar power and renewable energy sources to reduce costs and the Group’s overall carbon footprint.

### Sustainable Facilities

The Group has embarked on making its manufacturing facilities more efficient through a variety of initiatives such as replacing inefficient air conditioning systems, production equipment and lighting to reduce each facility’s energy consumption and carbon footprint. Today, each of the Group’s manufacturing sites are also ISO 14001 certified, meeting international requirements for environmental management systems that organizations use to enhance their environmental performance.

### Sustainable Manufacturing

As part of our overarching sustainability initiatives, we continue to embrace new technology and manufacturing processes to achieve more efficient and sustainable manufacturing outcomes. This includes but is not limited to the Group’s digital transformation efforts to ready us for an era of Industry 4.0, increasing automation through robotics, the use of additive manufacturing processes to reduce waste and targeted recycling initiatives.

# Board Statement (cont'd)

## Setting Measurable & Achievable Sustainability Targets

In order to achieve global emissions reductions targets, governments and multinational companies around the world have started to set short and long-term targets. At Sunningdale, we are aligned in this regard and have undertaken a group-wide assessment of our internal reporting systems to accurately assess and analyse our overall carbon footprint. This internal tracking system is being developed in 2022 and will be rolled out across the Group.

With a complete and accurate assessment of the Group's emissions, we will begin to set qualitative and quantitative targets on our emissions targets, starting with energy and emissions.

While this year's Sustainability Report comprises of the majority of our global manufacturing footprint, the report excludes our relatively newer operations in the US, Thailand and India. We have however, included Mexico and Latvia within this year's reporting.

As highlighted above, our group-wide internal tracking system is in the works. This culminated in our first ever group-wide climate and water security submission to CDP, the not-for-profit charity that runs a global disclosure system for investors, companies, cities, and states to manage their environmental impact. Through CDP, customers and other stakeholders are able to access our climate and water security emissions data to better understand our carbon footprint. In addition, the Group also completed CDP's supply chain module which allows our customers to better understand their Scope 3 emissions which are linked to Sunningdale. On this front, we continue to work with our customers in reducing emissions while aligning ourselves with their emissions targets.

## ESG Oversight at Sunningdale

Across the Group's worldwide operations where we employ more than eight thousand staff, we strive to instil core values and a culture that reflects our commitment to social and environmental responsibility. Led by the Group's Chief Executive Officer, our Sustainability Steering Committee, overseen by the Board of Directors, charts the overall direction and implementation of our sustainability initiatives.

Broadly, the Group's Sustainability Steering Committee oversees material ESG factors including Occupational Health & Safety, Ethics, Bribery & Corruption, Waste Management, Customer Health and Safety, Material Use and Energy and Emissions. These factors are covered within the scope of this year's Sustainability Report and in line with the latest GRI Standards.

## Ensuring the Health & Safety of Our People

Over the course of our more than thirty-year history, it has been our belief that human capital is an essential component to our continued growth. We take pride in our people, who remain to be our most valuable asset. Creating a healthy and safe workplace for our employees, even more so since the onset of the COVID-19 pandemic, has always been at the top of our agenda. Our Quality, Environmental, Occupational Health & Safety ("QEHS") policy continues to set the standards required to ensure our staff work in optimal conditions.

Accordingly, our employees attend regular training sessions on Environmental, Health and Safety ("EHS") issues as well as training on the appropriate use of machinery used in our operations. In accordance with the International Society of Automation ("ISA"), we also ensure that our employees are equipped with the relevant protective equipment such as safety shoes, goggles and gloves along with the periodic maintenance of equipment to ensure safety.

While there have been cases of injury and occupational disease reported over the period, we remain relentless in our pursuit of preventing a repeat of such incidents. Following thorough investigations into each incident, the root causes are analysed and corrective actions are systematically implemented across the organisation. Looking ahead, we will continue to remain vigilant as we work towards our goal of zero accidents in subsequent reporting periods.

At Sunningdale, we also adhere to the corporate social responsibility ("CSR") standards set by the Responsible Business Alliance ("RBA"). The RBA has established CSR standards to ensure that working conditions in the electronics industry, or industries in which electronics are a key component, and its supply chains are safe, that workers are treated with respect and dignity, and that business operations are environmentally responsible and conducted ethically.

At each of our sites, General Managers and HR staff are trained and briefed on RBA requirements. We have also taken the initiative to voluntarily conduct RBA self-assessments to ensure continued adherence to these standards.



# Board Statement (cont'd)

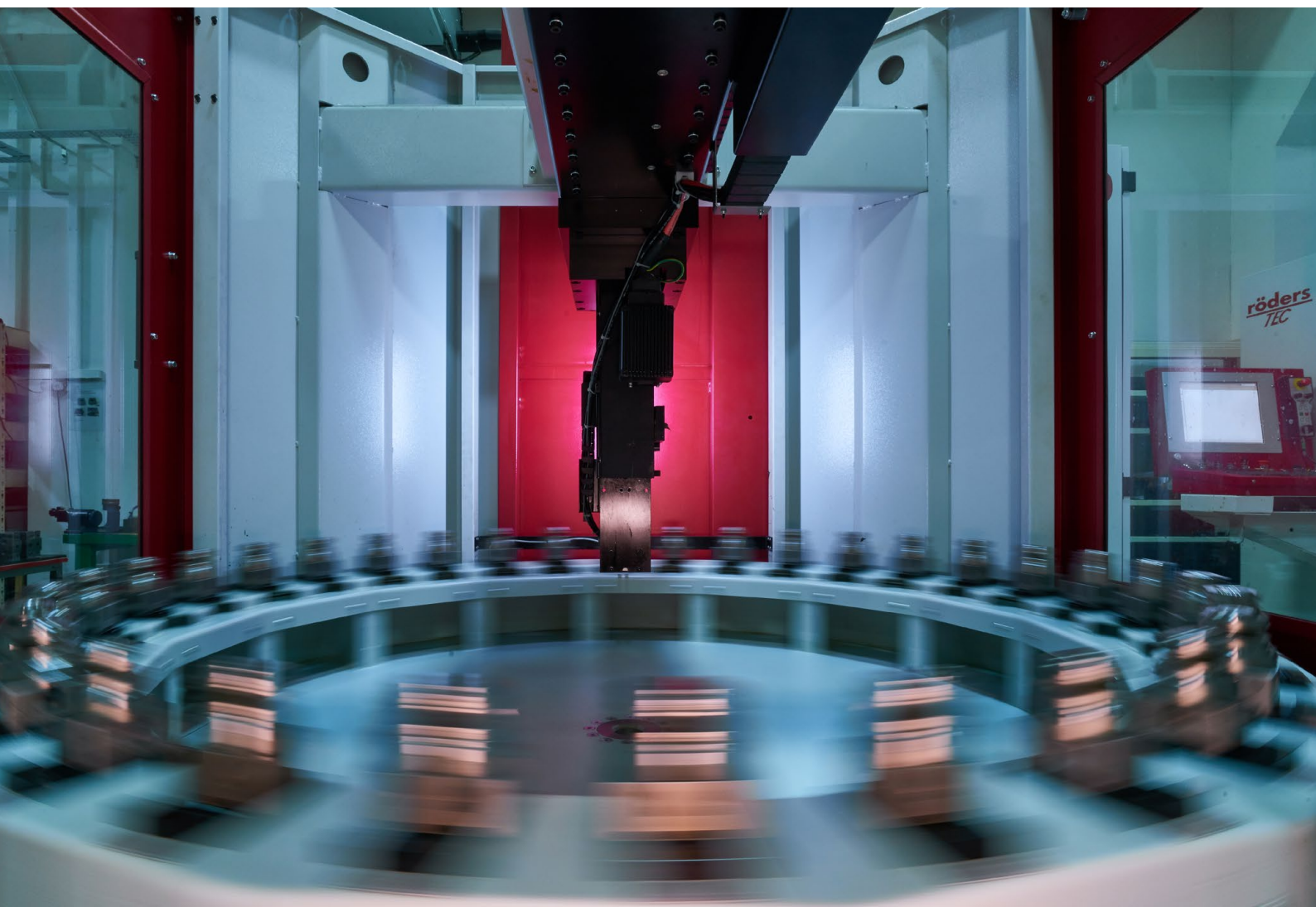
## Governance Driving Sustainability

Strong business ethics underpin our organisation. Our adherence to the highest standards of corporate governance continues to translate to productive collaboration with customers and often sets us apart from peers with regard to our competitiveness in the global market.

We maintain a Code of Business Ethics and Conduct which outlines clear expectations for every employee and guides our decision making in all aspects of the business. We have also officially instituted a whistle-blowing policy, a formalised channel for all stakeholders to report wrongdoing within the organisation. All matters raised through this channel are looked into and addressed by an official Whistle-blowing Committee. Furthermore, internal controls we have in place are reviewed regularly, despite the fact that zero cases of corruption or whistle-blowing incidents were reported over the last year.

Sustainability will continue to be central to who we are and how we operate. As a worldwide leader in precision plastic engineering, Sunningdale is committed to protecting our customers who remain passionate in serving. We will look to build upon our success in 2021, while investing in doing what is right for our employees, customers, other stakeholders and the environment.

## The Board of Directors Sunningdale Tech Limited



# Our Vision and Values

## OUR VISION

**To become a world-leading precision plastic solution-provider recognised for our extensive engineering expertise and experience.**

## OUR VALUES



### **Be an expert**

With an extensive global footprint, financial stability, and years of experience, we channel our expertise to deliver reliable solutions in all things plastics



### **Be problem-solvers**

As an engineering company, problem solving is our forte, and we're geared to solving challenging projects or exploring different ways to optimise our processes in order to better meet your needs



### **Be progressive**

We continually look to create better solutions, explore, evaluate and apply new ideas and possibilities that are relevant to you

# About the Report

Sunningdale Tech Ltd (“Sunningdale Tech” or “the Group”) is pleased to present our fifth sustainability report for the financial year ending 31 December 2021 (“FY2021”) with the financial year ending 31 December 2020 (“FY2020”) being the year of comparison.

Although the company delisted from the mainboard of the Singapore Exchange Securities Trading Limited (“SGX”) on 20 April 2021, the Group continues to voluntarily report its sustainability efforts. The report continues to be prepared in accordance with the Global Reporting Initiative (“GRI”) Standards – “Core” option, an internationally recognised and the most widely used sustainability reporting standard. Considering that the reporting period of the report is before the implementation date, the company has decided to report in line with GRI Standards 2016, GRI Standards 2018 and GRI Standards 2020 for the applicable ESG topics. Moving forward, Sunningdale will adopt the latest GRI Standards 2021 for subsequent reports.

This year, in addition to the reported sites in our 2020 sustainability report – one in Singapore, four in Malaysia (Johor and Penang), one in Indonesia (Batam) and six in China (Suzhou, Chuzhou, Guangzhou, Zhongshan, Shanghai and Tianjin), we are pleased to announce the inclusion of two new sites, Riga in Latvia and Guadalajara in Mexico for FY2021. The Group intends to expand its coverage to all remaining sites in FY2023. Please refer to the Appendix for further details of the entities covered in this report.

All ESG topics have been reviewed for their relevance to Sunningdale Tech’s present operations with the results of the materiality review outlined on pages 18-19. Policies, practices, targets and performance are disclosed for all material topics in the respective sections.

The Group has not sought external assurance for this report but will consider doing so as its reporting matures over time.

For further information on this report or feedback on the Group’s sustainability practices, please feel free to write in to [csrs@sdalettech.com](mailto:csrs@sdalettech.com).



# About Sunningdale Tech

As a leading manufacturer of precision plastic components with deep engineering expertise across a broad range of industries, Sunningdale Tech provides one-stop, turnkey plastic solutions with capabilities ranging from product and mould design, mould fabrication, injection moulding, complementary finishing and precision assembly of complete products.

Figure 1: Sunningdale Tech's Business Segments

<b>AUTOMATIVE</b>	The Group designs and manufactures decorative and functional plastic parts for both electric and internal-combustion-engine vehicles. With rising demand for custom-made plastic injection moulded parts and sophisticated finishing, the Group's production technologies ensure that we are fully equipped to meet the industry's stringent requirements. Precision plastic-engineered component parts are increasingly being used in the automotive industry to make cars lighter and more efficient.
<b>CONSUMER/IT</b>	The Group produces a broad range of complex plastic components found in world-renowned consumer home appliances, printer cartridges and personal grooming products, amongst others. The Group's focus is on providing innovative solutions for its customers while developing niche plastic components for the mid to high-end market by offering superior surface finishing coupled with rapid tooling to reduce production cost and time to market.
<b>HEALTHCARE</b>	Sunningdale Tech produces plastic parts used in medical devices which often save lives. Leveraging on its extensive knowledge and experience in manufacturing Class I, Class II, and Class III medical device components, the Group produces precision plastic component parts used in catheters, diabetic care, hearing aid components, drug delivery systems, respiratory devices, surgical devices and syringes, to name a few.
<b>MOULD FABRICATION</b>	<p>Sunningdale Tech has 10 full fledge tooling operations located across Asia and Europe with more than 100 designers and 25,000 square meters of mould fabrication manufacturing space equipped with advanced toolroom machinery capable of fabricating up to 2,000 moulds annually. The Group's experienced engineers are capable of transforming complex product designs to precision plastics using advanced computer aided design software. In addition, its sophisticated mould designs are capable of producing plastic products that meet the requirements of the most stringent customers in the global arena.</p> <p>The Group's manufacturing facilities are well equipped with advanced tool room machinery with over 150 CNC, EDM and wire cut machines. Backed by the longstanding track record of Omni Mold, the Group's wholly owned subsidiary, the Group prides itself on manufacturing high-precision moulds that provide high-volume production for the life of the product.</p>
<b>PERSONAL PROTECTIVE EQUIPMENT</b>	<p>Produced and packed in ISO 13485 certified environments and registered with Singapore's Health Science Authority, Sunningdale Tech's automated surgical mask production line was one of the first of its kind in Singapore, set up in early 2020 following the onset of the coronavirus pandemic. With a production capacity in excess of four million masks per month, the Group's engineering team along with dedicated quality and operations teams are able to consistently ensure high-quality 3-ply masks are produced with very little turnaround time.</p> <p>CE compliant and FDA registered, Sunningdale Tech's surgical masks have high filtration capacity while fulfilling EN14683 and ASTM F2100 requirements. Designed to provide maximum protection for users, the mask's outer hydrophobic layers repel liquid substances while the middle filter layers are designed to provide protection against most airborne particles. An inner hydrophilic layer also provides comfort and absorbs water and sweat. The surgical masks also have Bacterial and Particle Filtration Efficiency (BFE &amp; PFE) exceeding 95% and can be used up to 2 years from production date.</p>



# About Sunningdale Tech (cont'd)

Figure 2: 5 pillars of operational excellence



## Global Presence

Sunningdale Tech's manufacturing footprint spans 17 locations in nine countries. At each location, the Group's operations are strategically located to capture growth opportunities within worldwide supply chains while being strategically located in close proximity to multinational customers. Amid widespread supply chain disruption caused by the COVID-19 pandemic and an increasing trend nearshore manufacturing, the Group's global footprint offers a competitive advantage with its ability to support each customer's supply chain diversification strategies while being able to take on projects on a global scale.

Figure 3: Sunningdale Tech's global presence



# About Sunningdale Tech (cont'd)

## Supply Chain

Sunningdale Tech is a precision plastic components manufacturer servicing the Automotive, Consumer/IT and Healthcare industries. The Group's raw material supply chain consists primarily of suppliers of engineering plastics, paint, packaging materials such as carton boxes, polyethylene bags, steel, copper, and graphite, as well as other engineering parts and components. The Group sources these raw materials locally in Singapore and globally in countries and regions such as Malaysia, China, North America, and Europe.

The procurement of the Group's products has a large impact on the health and safety of its employees and customers. To protect stakeholders from hazardous materials, the Group has well-defined processes and procedures in place (Figure 4) to manage the safety of its products from inception to final shipment. Supporting these procedures is a team of Quality Assurance ("QA") staff who are tasked with investigating customer complaints and the implementation of product safety protocols.

In addition to the COVID-19 pandemic, the overall manufacturing industry continues to face disruption from evolving climate and geopolitical challenges. Despite minimal impact to its operations today, the Group continues to remain cognizant of these risks with business continuity plans in place across the organisation.

Figure 4: Sunningdale Tech's supply chain management

<b>SUPPLY CHAIN MANAGEMENT</b>	<ul style="list-style-type: none"><li>• Each supplier undergoes a comprehensive assessment through the Group's supplier onboarding process and accompanying Vendor Survey Form assessment which covers Social Responsibility, Ethics, Quality Management Systems and Environmental Health and Safety, amongst others</li><li>• Key suppliers as defined in the Group's purchasing quality manual are maintained in an Approved Vendor List ("AVL"). Each suppliers' monthly performance ratings are also computed using a Supplier Performance Assessment Form annually. Based on each suppliers overall rating, a site audit or a Supplier Risk Assessment will be conducted if needed. Suppliers who perform poorly will be escalated to the management and customers to source for alternative suppliers before eventually blacklisting or delisting them from the AVL.</li><li>• For new purchases and subsequent compliance checks, direct material suppliers are required to provide Registration, Evaluation, Authorisation and Restriction of Chemicals ("REACH") and Restriction of Hazardous Substances ("ROHS") declarations, including conflict mineral declarations, whenever requested by our customers.</li><li>• Quality inspection and supplier audit has been implemented through our Quality Management System ("QMS").</li></ul>
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## Responsible Minerals Sourcing Policy

The Group is committed to socially responsible sourcing related to Conflict Mineral declarations and Extended Minerals which are regulated by legislators in various regions, including the United States of America and the European Union. As part of its Responsible Minerals Sourcing Policy, the Group requires suppliers to declare any raw materials or products supplied to Sunningdale Tech that are associated with conflict minerals such as tin, tantalum, tungsten, and gold ("3TG"), some of which are mined in conflict-ridden regions and used to finance armed conflict, as well as extended minerals such as cobalt and mica, in line with Extended Minerals reporting templates.

In addition, Suppliers that are not direct producers of raw materials or not directly involved in the manufacturing of products supplied to Sunningdale Tech are required to conduct the necessary due diligence to ensure that their own suppliers adhere to socially responsible and conflict free sourcing principles. The Group's suppliers are required, upon request, to make available documentation and supporting evidence that demonstrates these due diligence measures.

The Group will not knowingly source any metals from conflict-ridden regions and will continue to work with its suppliers to obtain the appropriate disclosures confirming that they do not procure metals from sources that fund conflict.

# Our Approach to Sustainability

For more than 35 years, sustainability has always been at the core of Sunningdale Tech's operations. The Group recognises the importance of material ESG factors while balancing the long-term profitability and sustainability of its operations.

In 2022, the Group embarked on a comprehensive ESG review of its operations with a particular focus on assessing the Group's impact on the environment. As a manufacturer of large volumes of plastic components, the majority of the Group's Scope 1 and Scope 2 GHG emissions come from Scope 2 emissions related to the purchase of electricity. This is primarily the result of the significant amounts of electric power required during the plastic injection moulding process. As such, we have introduced four key pillars to guide our sustainability initiatives and reduce our overall carbon footprint, in line with our customer's Scope 3 emissions targets. These key initiatives are outlined in Figure 6.

Furthermore, the Group remains committed to corporate social responsibility while adhering to the highest standards of corporate governance in order to achieve sustainable, long-term value creation. Led by the Group's Chief Executive Officer, the Group's Sustainability Steering Committee, overseen by the Board of Directors, charts the overall direction and implementation of our sustainability initiatives in line with Sunningdale Tech's Sustainability Policy.

## Sustainability Policy

Figure 5: Sunningdale Tech's sustainability policy

Seeking new technologies and methods to conserve energy, minimize resource consumption and reduce waste generation to maintain environmentally friendly manufacturing and supply chain processes.

Endorsing an integrated human capital strategy which promotes fair employment practices and a safe working environment while fostering strong teamwork and employee development.

Upholding the highest standards of corporate governance and transparency with an effective risk management system to safeguard our stakeholders' interests.

Supporting local communities by making meaningful contributions through either active participation or sponsorship.

The Group's financial and operational objectives are aligned towards consistently improving sustainability performance through regular monitoring and effective reporting channels.

This policy has been communicated to the Group's stakeholders including shareholders, business partners, suppliers, customers and employees. It has also been made available to the public via the Group's website: [Sustainability & CSR](#).

The Group's Quality, Environmental, Health and Safety ("QEHS") Policy guides our practices on Occupational Health and Safety, Customer Health and Safety and all environmental topics. Details of the policy are shown in the various sections of this report. The policy is also publicly available on the Group's website: [QEHS Policy](#).

# Our Approach to Sustainability (cont'd)

Figure 6. Sunningdale's sustainability outlook and ESG transformation roadmap

## 2021

### Highlights of FY2021



#### Environment

- ▶ Reported zero cases of chemical spill and zero cases of improper disposal of waste
- ▶ Undertaken a group-wide internal tracking system for overall carbon footprint
- ▶ Submitted first ever group-wide climate and water security submission to CDP
- ▶ Completed CDP's supply chain module to highlight Scope 3 emissions linked to Sunningdale



#### Social

- ▶ Reported zero cases of work-related fatalities and high consequence injuries
- ▶ 25% reduction in work-related injury rate in FY2021 compared to FY2020
- ▶ Maintained zero cases of non-compliance with regulations concerning the health and safety impacts of products and services



#### Governance

- ▶ Maintained zero cases of corruption since FY2017

## 2022-2025

### Short-term plans



#### Environment

- ▶ To continue monitoring GHG emissions and energy consumption
- ▶ To embark on our energy and emission reduction plan covering the 4 key pillars below.

- 1 Green purchasing
- 2 Transitioning to Renewable Energy
- 3 Sustainable Facilities
- 4 Sustainable Manufacturing



#### Social

- ▶ Maintain record of zero workplace injuries and fatalities
- ▶ Support and create opportunities for firm's employees to dedicate time and energy to public service organisation or cause



#### Governance

- ▶ Maintain zero confirmed incidences of bribery or corruption
- ▶ Conduct annual Department level anti-corruption and ethics awareness sessions

## 2025-2030

### Mid-term plans



#### Environment

- ▶ To deploy a significant share of renewable energy for the group's electricity consumption
- ▶ To upgrade all hydraulic machines to electric injection moulding machines
- ▶ To set quantitative targets and baseline year for CO<sub>2</sub> emission reduction
- ▶ To ensure yearly increase in recycled input material used



#### Social

- ▶ Maintain record of zero workplace injuries and fatalities
- ▶ Identify potential partnerships with community organisations for collaboration



#### Governance

- ▶ Maintain zero confirmed incidences of bribery or corruption
- ▶ Regularly update the code of business ethics and conduct as well as the anti-bribery & corruption policy



# Our Approach to Sustainability (cont'd)

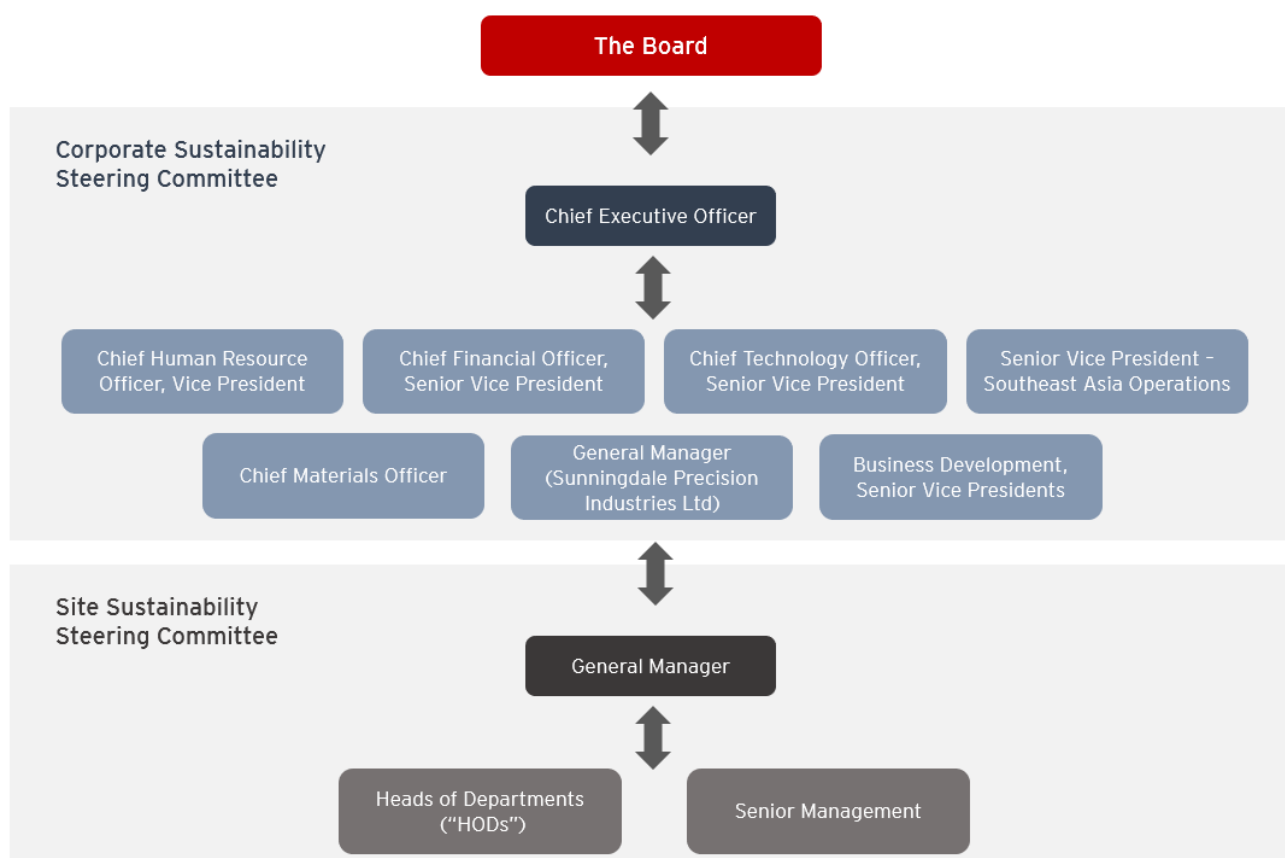
## Sustainability Governance

As a leading global manufacturer of precision-engineered plastic components, Sunningdale Tech manages its sustainability performance under the governance of the Group's Sustainability Steering Committee ("SSC"). Our corporate SSC is headed by the Chief Executive Officer who reports to and updates the Board periodically and is supported by site SSCs at each of the Group's 17 manufacturing locations. Chaired by the respective General Manager, each site's SSC is responsible for:

- Executing corporate identified sustainability material issues/topics and recommending prevailing sustainability initiatives based on the prevailing laws within each location to the Group's SSC for approval
- Recommending sustainability activities and/or initiatives to be undertaken at each site while considering the interests of shareholders, clients, employees and respective communities, amongst other factors
- Recommending and budgeting the amount of expenditure to be incurred on the activities undertaken
- Reviewing past Corporate Social Responsibility ("CSR") activities and planning for future CSR initiatives
- Appointing a CSR working committee



To support key management personnel in driving individual policies and practices within each operation, the CSR working committee is formed with representatives from various departments including Human Resources, Information Technology and Business Development.

Figure 7: Sunningdale Tech's sustainability governance structure







# Our Approach to Sustainability (cont'd)

## Stakeholder Engagement

Stakeholder group	Expectations of the stakeholder group	Modes of engagement	Frequency of engagement	Key interests by stakeholder group	Sunningdale Tech's response
 Shareholders	Maximising shareholder value and obtaining information to make sound investment decisions	• Annual Shareholder Meeting	• Annually	• Timely and transparent disclosure of information and company updates	• Achieving sustainable growth and profitability to enhance shareholder value • Periodic and transparent communication of financial and non-financial updates
		• Meetings with investors	• Upon request	• Accessibility to Management and Investor Relations	• Maintaining open and transparent communication with shareholders and investors
 Employees	Fair remuneration, career development and progression	• Orientation for new employees	• As appropriate	• Employee engagement	• To assimilate new hires into the Group's culture
		• Sports and welfare activities	• Quarterly		
		• CSR activities	• As appropriate	• Team bonding through volunteerism	• To enhance corporate conscience, corporate citizenship and socially responsible business practices
		• Training	• As appropriate	• Work opportunities and career advancement • Employee engagement • Employee welfare and benefits	• Biennial review of training requirements along with the development of competency frameworks across all job levels
		• Ad hoc events	• As appropriate		• To foster teamwork and social interaction among employees

## Our Approach to Sustainability (cont'd)

Stakeholder group	Expectations of the stakeholder group	Modes of engagement	Frequency of engagement	Key interests by stakeholder group	Sunningdale Tech's response
 <b>Customers</b>	Receive products in good order that meet their specifications at a competitive price point	<ul style="list-style-type: none"> <li>Customer satisfaction surveys</li> </ul>	<ul style="list-style-type: none"> <li>Annually</li> </ul>	<ul style="list-style-type: none"> <li>Quality of products</li> </ul>	<ul style="list-style-type: none"> <li>Maintaining robust quality management systems in line with international standards such as ISO 14001, ISO 9001, IATF 16949, ISO 13485, and ISO 45001 certification</li> <li>Yearly assessment by third-party certification bodies to achieve certification for the aforementioned quality standards</li> <li>Conduct quality audits across all manufacturing locations</li> </ul>
		<ul style="list-style-type: none"> <li>Regular meetings and discussions with respective Project Managers</li> </ul>	<ul style="list-style-type: none"> <li>As required</li> </ul>	<ul style="list-style-type: none"> <li>Responsiveness to requests</li> </ul>	<ul style="list-style-type: none"> <li>Ensure that the Project Managers respond to their customers promptly and meet their needs</li> </ul>
 <b>Suppliers</b>	Delivering quality product in a timely manner	<ul style="list-style-type: none"> <li>Regular meetings and discussions with respective Procurement Managers</li> </ul>	<ul style="list-style-type: none"> <li>As required</li> </ul>	<ul style="list-style-type: none"> <li>Receipt of prompt payments for goods and services rendered</li> </ul>	<ul style="list-style-type: none"> <li>Ensuring that Sunningdale Tech complies with contractual agreements related to timely payment</li> </ul>
 <b>Local communities</b>	Ensure that organisations contribute positively to the community	<ul style="list-style-type: none"> <li>CSR events and donations in collaboration with charitable organisations</li> </ul>	<ul style="list-style-type: none"> <li>As appropriate</li> </ul>	<ul style="list-style-type: none"> <li>Sustained support for CSR projects</li> </ul>	<ul style="list-style-type: none"> <li>Continuing to entrench the organisation and deepen relationships with charitable organisations</li> </ul>
 <b>Government institutions and regulators (such as CPF, IRAS, and NEA)</b>	Implement and enforce standards and regulatory requirements	<ul style="list-style-type: none"> <li>Participate in meetings with government institutions and regulators</li> </ul>	<ul style="list-style-type: none"> <li>As appropriate</li> </ul>	<ul style="list-style-type: none"> <li>To ensure organisations are in compliance with laws and regulations</li> </ul>	<ul style="list-style-type: none"> <li>Keep all relevant employees abreast with changes to statutory requirements</li> <li>To ensure compliance with all applicable laws and regulations</li> </ul>

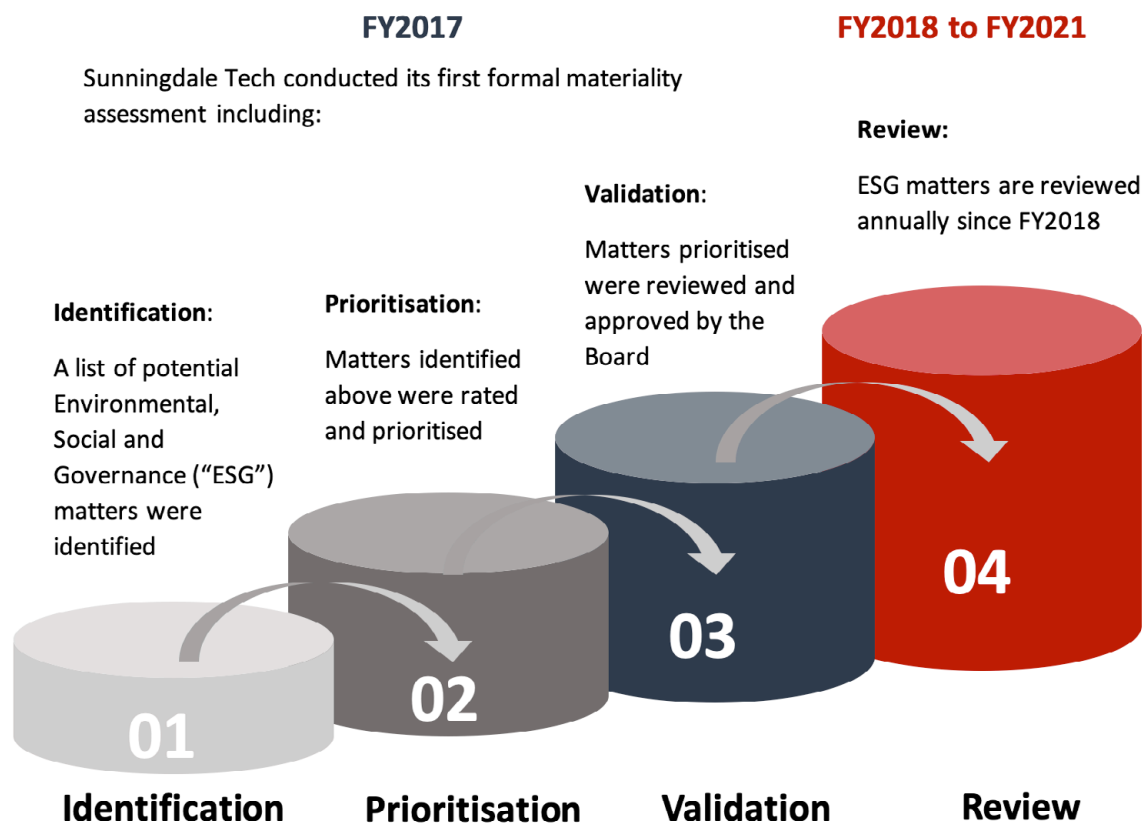
# Our Approach to Sustainability (cont'd)

## Materiality Assessment

Sunningdale Tech has undertaken a four-step materiality assessment of its Environmental, Social and Governance (“ESG”) factors. The Group conducted its first formal materiality assessment in FY2017 to identify, prioritise and validate ESG matters across all Sunningdale Tech stakeholders. Since FY2018, each of the respective ESG matters have been reviewed and re-assessed for their continued relevance and significance to Sunningdale Tech.

In light of evolving sustainability issues and global disruption following the COVID-19 pandemic, the Group continued to review its ESG matters in FY2021 by engaging key representatives from various departments across the Group’s global operations. After taking their feedback into consideration, the Group concluded that all ESG matters reported in FY2020 remain relevant and significant to Sunningdale Tech as shown in figure 9.

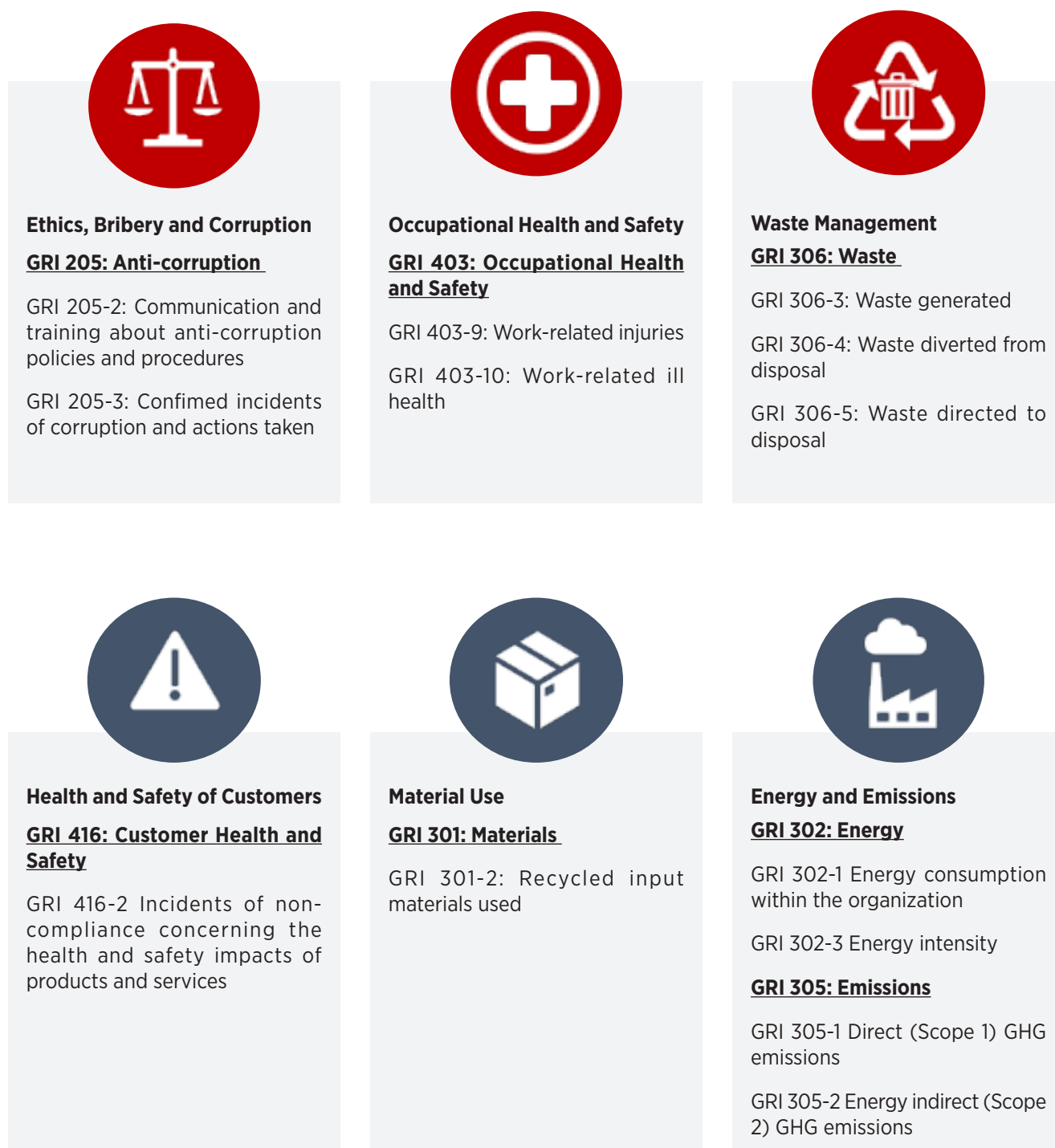
Figure 8: Sunningdale Tech’s materiality assessment process





# Our Approach to Sustainability (cont'd)

Figure 9: Mapping material and additional ESG matters according to GRI standards



Material Matters



Additional Matters

# COVID-19 Initiatives

As the pandemic ran into its second year, employee safety continued to be placed front and centre across the Group's operations. This included regular COVID-19 disinfection services, emergency pandemic preparedness training, plantwide sanitization exercises, vaccination programs, vitamin C and D supplements to boost immunity, and antigen rapid testing at company hostels and sites.

Following the onset of the pandemic, the Group quickly pivoted to the manufacturing of personal protective equipment in support of government initiatives to halt the spread of the virus. Produced and packed in an ISO13485 certified environment and registered with Singapore's Health and Science Authority ("HAS"), this mask automation line at Sunningdale Tech was one of the first locally produced masks facility in Singapore. With production capacity of >4 m masks monthly, the Group's proficient Engineering team and dedicated Quality and Operations teams are able to ensure high quality 3-ply masks produced within quick turnaround time frame.

In addition to CE compliance and FDA registration, Sunningdale Tech's surgical masks have high filtration capacity and fulfils EN14683 and ASTM F2100 requirements. Designed to provide maximum protection for the users, the outer hydrophobic layer repels liquid substances; whereas the middle filter layer is designed to provide protection against most airborne particles. Finally, an inner hydrophilic layer provides comfort and absorbs water, sweat etc.

With BFE and PFE >95%, the Group's surgical masks can be used up to 2 years from production date.

In addition to surgical masks, the Group was also involved in a range of COVID-19 related projects including IVD test kits, face shields, saliva collection kits, Singapore's Trace Together tokens and rapid diagnostic test kits.

Throughout 2021, the Group's Singapore operations continued to produce surgical masks while supporting local communities through mask donations to various charities.

# Governance

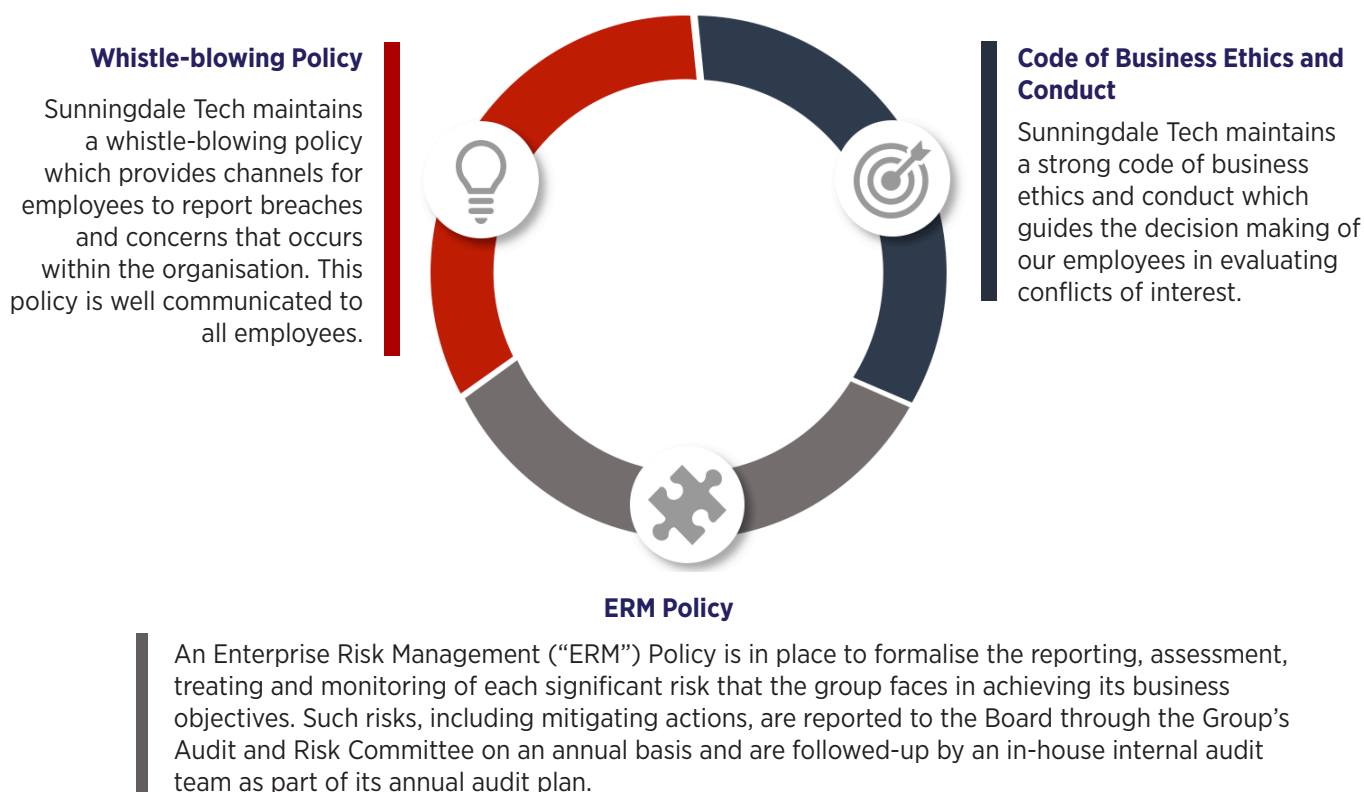


## Ethics, Bribery and Corruption

Sunningdale Tech takes a strong stand against any case of non-compliance with regards to business ethics, bribery and corruption, regardless whether financial or otherwise. The Board believes that strong business ethics are key to business success and any non-compliance may bring about severe consequences and impact stakeholders' confidence.

As the Group strives to maintain a high standard of corporate governance and business ethics, we take every non-compliance case seriously. Sunningdale Tech has in place several policies for employees and key vendors to adhere to, as shown below.

Figure 10: Policies relating to ethics, bribery and corruption



# Governance (cont'd)

To ensure compliance with the Group's existing policies and the relevant laws and regulations applicable to Sunningdale Tech, several practices and initiatives are instituted as follows.

## Risk Management and Internal Controls

### **Whistle-blowing Mechanism**

The Group's whistle-blowing mechanism has been established to allow employees to raise any actual or suspected concerns or issues without fear of reprisal or victimisation through telephone, email or mail channels.

To oversee matters raised from the Group's whistle-blowing mechanism, a Whistle-blowing Committee ("WBC") has been established consisting of the Group's Chief Executive Officer, Chief Financial Officer, Senior Vice President, Chief Human Resource Officer, Senior Vice President, and Senior Internal Audit manager. The WBC subsequently produces the necessary report along with recommendations to the Audit and Risk Committee ("ARC") for its review and further action.

### **Internal Compliance Audit**

To evaluate the performance and maintain strong internal control on business ethics, Sunningdale Tech's Internal Audit ("IA") team conducts regular compliance audits to ensure compliance with internal policies, laws and regulations. On a quarterly basis, the Head of Internal Audit provides the Board with an internal audit report.

### **Control Self-Assessment ("CSA") framework**

To support the Group's ERM policy and track the performance of its internal controls, the Group's annual CSA practice takes place through the completion of a questionnaire in accordance with the organisation's requirements. As a supplement to internal audit, the CSA results are reported to the ARC quarterly for review.

## Vendor Survey Form on Risk Management and Internal Controls

All vendors are required to sign and acknowledge that they have read the Group's Code of Business Ethics and Conduct form as part of Sunningdale Tech's Vendor Survey Form. Sunningdale Tech will also conduct the necessary due diligence to ensure that suppliers comply with all applicable laws and regulations within each jurisdiction.

## Training and Communication

As part of the Group's mandatory orientation and onboarding program, all new employees are briefed and trained on Sunningdale Tech's Code of Business Ethics and Conduct, as well as access to grievance channels.

Whistle-blowing posters have also been put up across all sites to increase employee awareness on anti-corruption including details on the available channels to report any issues or concerns.



## Governance (cont'd)

	Perpetual Target	FY2020 Performance	FY2021 Performance
	Zero cases of corruption <sup>1</sup>	Achieved	Achieved

As a testament to Sunningdale Tech's strict emphasis on ethics, bribery and corruption, the Group is pleased to announce that there have been zero case of corruption and whistle-blowing from FY2018 to FY2021.

Each of the Group's employees continue to be reminded of Sunningdale Tech's anti-corruption policy and are required to acknowledge the policy through an annual declaration. This form requires each employee to declare that they have read and understood the Group's Code of Business Ethics and Conduct in addition to compliance with all regulations as stated in the policy. The policy is also saved within the Group's internal portal and is accessible to all employees. New hires are also required to declare and submit their declaration forms on their first day of work.

Training on the Group's Code of Business Ethics and Conduct are also provided for new hires during the onboarding and orientation programme. Existing employees are required to sign the Conflict of Interest declaration form annually.

Due to an increase in hiring across the Group and the introduction of Latvia and Mexico within the report, there was an increase in the number of employees trained in anti-corruption at every level. The Group is committed to ensuring all employees are well aware of its anti-corruption policy through training and their acknowledgement in annual declaration forms as mentioned above.

Figure 11: Percentage of employees who received trainings<sup>2</sup> on anti-corruption policies

FY2021	Employees Categories							
	Senior Managers		Managers		Supervisors/ Executives		All others	
Total number of employees	46		251		1663		4889	
Total number of employees who received training	39	85%	190	76%	1347	81%	3885	79%
Singapore	29	63%	76	30%	298	18%	479	10%
Malaysia	4	9%	40	16%	511	31%	1251	26%
Indonesia	0	0%	1	0%	7	0%	478	10%
China	7	15%	83	33%	365	22%	1384	28%
Latvia	0	0%	0	0%	0	0%	101	2%
Mexico	1	2%	11	4%	165	10%	192	4%

The Group also communicates its Vendor Anti-corruption Policy with newly engaged vendors. In addition, the Group's Code of Business Ethics and Conduct is made available to all business partners and customers via the Group's [website](#).

<sup>1</sup> A case of corruption refers to the extent of corruption that is deemed material to Sunningdale Tech.

<sup>2</sup> Percentage of employees who received training on anti-corruption policies is calculated by taking the total number of employees trained in the year divided by the number of employees as at the end of 31 Dec 2021. Where the percentages have exceeded 100% due to employee turnover during the year, the final percentage is reported as 100% accordingly.

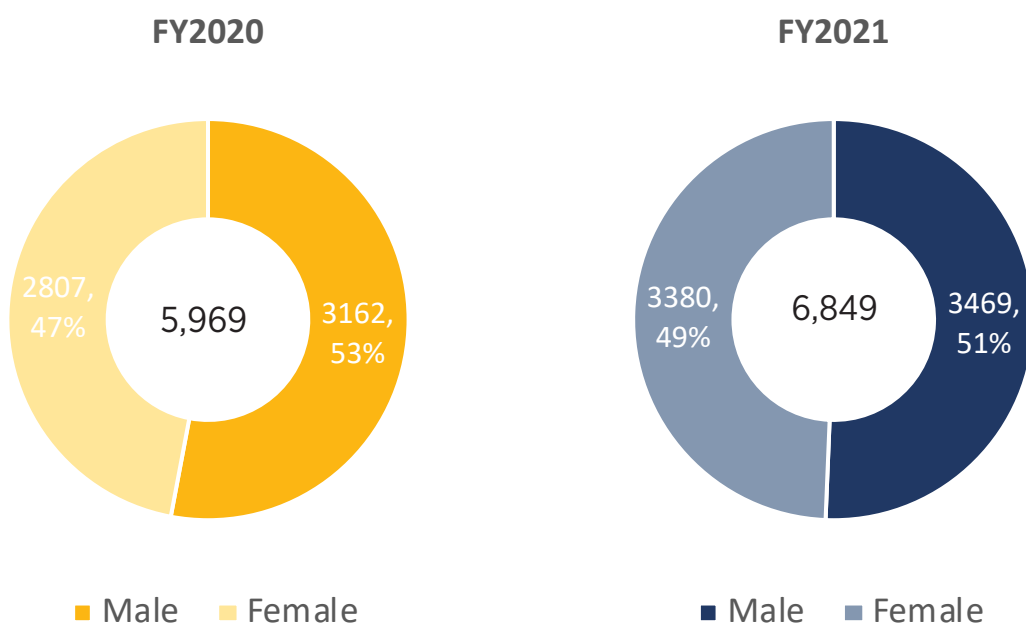
## Profile of Our Workforce

At Sunningdale Tech, we believe that our employees are our most valuable assets as they form the foundation of our operations and are essential to the functioning of our business. As at the end of FY2021, the Group had a total of 6849 employees, a 15% increase compared to 5,969 employees as at the end of FY2020 due to the inclusion of Latvia and Mexico within the reporting framework. Among these employees, the majority were full-time employees and there were 166 recorded part time employees (92 Males and 74 Females) in FY2021 as compared to 273 part time employees in FY2020.

Most of the Group's operating activities are performed by its employees while four of the Group's sites have a significant number of operators who are non-employee workers.

Please refer to Figures 12 through 14 for a breakdown of the total number of employees by gender, employment contract and employment type.

Figure 12: Total number of employees by gender



## Social (cont'd)

Figure 13: Total number of employees by employment contract<sup>3</sup>, gender and region

	FY2020						
Region	Employment Contract						Total
	Permanent		Temporary		Fixed Term		
	Male	Female	Male	Female	Male	Female	
Singapore	355	203	0	0	109	65	732
Malaysia	1289	1215	0	0	10	15	2529
Indonesia	0	2	0	0	233	188	423
China	443	469	171	165	552	485	2285
Latvia							
Mexico							
Total	2087	1889	171	165	904	753	5969
	3976		336		1657		

	FY2021						
Region	Employment Contract						Total
	Permanent		Temporary		Fixed Term		
	Male	Female	Male	Female	Male	Female	
Singapore	426	225	0	0	142	89	882
Malaysia	1263	1055	0	0	0	0	2318
Indonesia	0	2	0	0	248	236	486
China	441	464	100	124	483	447	2059
Latvia	34	79	15	3	11	0	142
Mexico	250	476	56	180	0	0	962
Total	2414	2301	171	307	884	772	6849
	4715		478		1656		

Figure 14: Total number of employees by employment type, by gender and region

	FY2020					FY2021				
Region	Employment Type				Total	Employment Type				Total
	Full-time		Part-time			Full-time		Part-time		
	Male	Female	Male	Female		Male	Female	Male	Female	
Singapore	464	268	0	0	732	568	314	0	0	882
Malaysia	1299	1230	0	0	2529	1263	1055	0	0	2318
Indonesia	233	190	0	0	423	248	238	0	0	486
China	1004	1008	162	111	2285	933	961	91	74	2059
Latvia						59	82	1	0	142
Mexico						306	656	0	0	962
Total	3000	2696	162	111	5969	3377	3306	92	74	6849
	5696		273			6683		166		

<sup>3</sup> As defined by GRI Standards, permanent contract refers to a contract with an employee, for full-time or part-time work, for an indeterminate period. Fixed term contracts refer to an employment contract that ends when a specific time period expires, or when a specific task that has a time estimate included is complete. A temporary contract is of limited duration, and is terminated by a specific event, including the end of a project or work phase or the return of replaced employees.

# Social (cont'd)

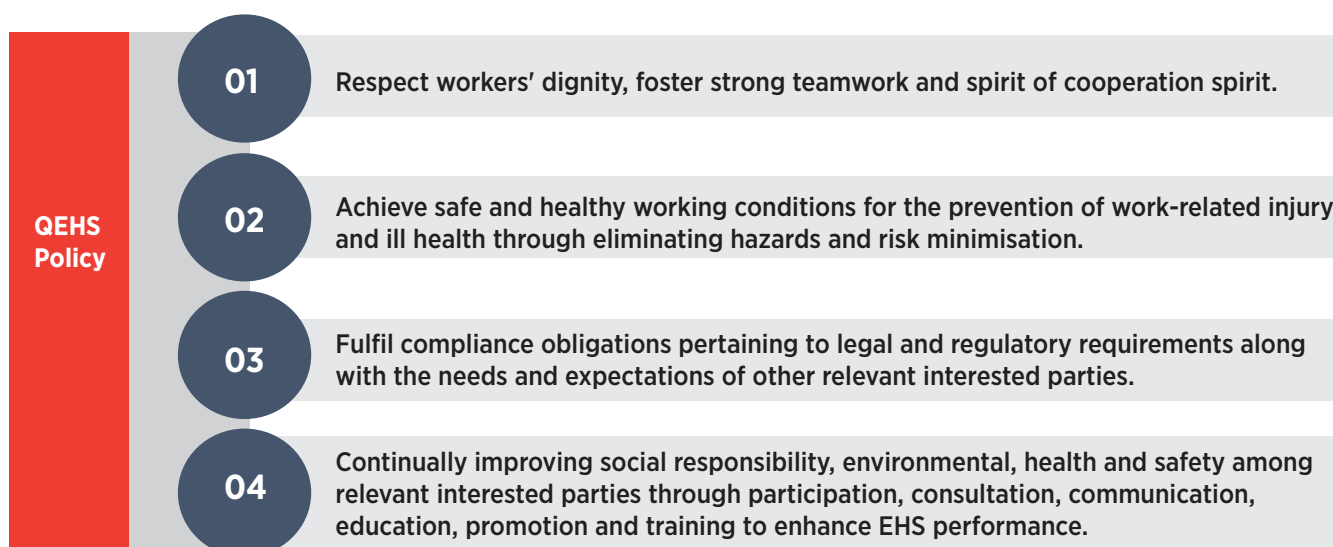


## Occupational Health and Safety

The health and safety of the Group's employees have always been an utmost priority. Accordingly, the Group ensures that adequate measures are put in place to create a safe working environment for all employees. By upholding a mindset of zero workplace injury, Sunningdale Tech is committed to providing and maintaining a healthy and safe working environment that is in compliance with all applicable laws and regulations across the countries the Group operates in. The COVID-19 pandemic further emphasised the importance of workplace health and safety. At Sunningdale Tech, various measures have been put forth to ensure the Group's operating resilience and workplace safety following the pandemic.

Sunningdale Tech has established an integrated Quality, Environment, Health and Safety ("QEHS") policy which acts as a guideline to all employees. The Group's commitment to and emphasis on occupational health and safety is summarised as follows.

Figure 15: Policies relating to occupational health and safety



To maintain a strong occupational health and safety ("OHS") working environment during the Group's operations, Sunningdale Tech has implemented country-level practices in accordance with local and regional regulations and laws.

### Hazard identification, risk assessment and incident investigation

Risk assessments and job safety aspect analyses ("JSA") are carried within each department to identify and assess work-related hazards and health concerns. Aspects and hazards identified during the risk assessment process are reviewed at least once every two years or if there are any significant operational changes or incidents. Corrective action and reviews related to workplace safety are required following every occurrence of accident or incident. To maintain the Group's OHS performance, an external safety officer is engaged to conduct drills and to be involved in EHS committee meetings.

### Worker participation, consultation, and communication on occupational health and safety

The Group encourages all staff to be involved in the occupational health and safety process. Staff are encouraged to inform Head of Departments ("HOD") or safety officers of any potential hazards. The Group also provides internal training, organises EHS weeks and quizzes along with table top exercises to improve health and safety awareness. At the same time, OHS related concerns or feedback are communicated through toolbox meetings as well as EHS committee meetings.

### Occupational health services and promotion of worker health

All employees are free to visit any outpatient clinic and/or hospitals and are allowed to go for these medical consultations during working hours if necessary.

# Social (cont'd)

## OCCUPATIONAL HEALTH AND SAFETY IN CHINA

### Occupational health and safety management system

The Group's occupational health and safety ("OHS") management system adheres to national laws and regulations such as the Labour Law of the People's Republic of China, Occupational Disease Prevention and Control Law of the People's Republic of China, and Safety Production Law of the People's Republic of China. These laws apply to all employees and workers within the Group's premises in China. Furthermore, five of the Group's entities in China has been certified compliant with ISO 45001:2018 /OHSAS 18001:2007 related to Occupational Health and Safety Management Systems.

### Hazard identification, risk assessment and incident investigation

Each site in China has its own OHS committee comprising representatives of OHS management, including the respective sites General Managers, HODs, OHS system engineers and safety officers.

The Group's Hazard Identification and Evaluation of Control Procedure details the processes on the identification of work-related hazards, risks and the hierarchy of controls. This procedure covers various activities across supply chain management, operations, logistics and customer service. Accordingly, the procedure is reviewed at least annually or whenever there is a significant change, such as the onboarding of a new complex project, a change in company's activities, or any updates on local regulations.

To ensure continuous improvement of systems and processes, the Group implements preventive and corrective action should there be any findings from internal audits. The Group also seeks to proactively lower Likelihood, Exposure and Consequences ("LEC") scores stemming from major hazards using the plan-do-check-act ("PDCA") method.

### Worker participation, consultation, and communication on occupational health and safety

OHS-related hazards are communicated to all employees upon contract signing. Safety training is also provided for all operational staff. Internal and external communication management control procedures allow workers to report any potential hazards while being protected from reprisal via the Group's corporate whistle-blowing policy.

### Occupational health services and promotion of worker health

Occupational health services are provided in accordance with national laws and regulations, including annual medical check-ups, occupational health evaluation and medical insurance for the Group's employees. Occasionally, sports activities are organised amongst staff to promote a healthy lifestyle and facilitate greater team bonding within the company.

## MALAYSIA

### Occupational health and safety management system

Our OHS management systems are designed in accordance with national regulations and laws covering all employees within the Group's premises. In addition, one of the Group's sites in Malaysia has obtained ISO 45001:2018 certification. These systems and processes are reviewed and enhanced during yearly management review meetings, EHS committee meetings and EHS monthly inspections.

### Hazard identification, risk assessment and incident investigation & Worker participation, consultation, and communication on occupational health and safety

Our EHS committee includes General Managers ("GM"), HR, safety officer and representatives such as HODs or supervisors. Training and yearly job safety analysis ("JSA") are conducted by HODs and EHS officers. During work activities, all employees are also briefed on the JSA and its applications. Employees can report directly to their supervisors/department heads or through suggestion boxes on hazards or hazardous situations. The respective supervisor shall inform safety officers in charge and the EHS Chairman immediately. This is followed by the logging of an accident/incident investigation report. The safety officer/EHS Committee will review, investigate and suggest corrective action to be taken using the hierarchy of controls.

### Occupational health services and promotion of worker health

The Group has panel clinics and insurance coverage (which is provided by the Social Security Organisation "SOCSO") for employees. Panel clinics provide medical health services to treat common illnesses and where necessary, refer patients to government hospitals for further treatment. The Social Security Organisation ("SOCSO") provides temporary disablement and permanent disablement benefits while reimbursing costs related to medical treatment.

## Social (cont'd)

INDONESIA	<b>Hazard identification, risk assessment and incident investigation</b>
	Job safety and aspect analyses and processes related to significant hazards are in line with legal requirements which are reviewed yearly. The Group tracks key performance indicators and minimises risk through a hierarchy of controls.
	<b>Worker participation, consultation, and communication on occupational health and safety</b>
	The EHS and Emergency Response Team (“ERT”) are responsible for overseeing OHS related issues. Workers can report to the overall safety committee should any safety risk or hazard be found. Any work-related incidents and new safety precautions are shared to employees through regular tool box meetings to prevent reoccurrence. Incidents and health services that are available are also posted notice boards across each site.
	<b>Occupational health services and promotion of worker health</b>
	The Group provides employees with access to appointed company clinics along with health insurance to cover non-occupational health services as required by prevailing government regulatory requirements (e.g., BPJS Kesehatan).

### Training and programs organised in FY2021

SINGAPORE	<ul style="list-style-type: none"> <li>• EHS Orientation Course</li> <li>• Hearing Conservation Program for the Safe Use of Overhead</li> <li>• Crane/Lifting Procedures</li> <li>• Safe Use of Machines</li> <li>• Pandemic Response Procedures</li> <li>• TableTop Exercise/Emergency Response Plan</li> <li>• Fire Evacuation Drill</li> <li>• Chemical Spill Drill</li> </ul>	CHINA	<ul style="list-style-type: none"> <li>• Training on EHS related documents, including regulatory policies</li> <li>• Safe Resumption of Work Training</li> <li>• Safe Operating Procedures for special equipment</li> <li>• Occupational hygiene training</li> <li>• Chemical spillage drill</li> <li>• Fire Drill</li> <li>• Escape Drill</li> </ul>
	<ul style="list-style-type: none"> <li>• EHS awareness training</li> <li>• Aspect Impact Assessment</li> <li>• Personal Protective Equipment training</li> <li>• Emergency Response Planning</li> <li>• Chemical Handling</li> <li>• Safety Data Sheet Training</li> <li>• Electrical Hazard &amp; Lock Out Tag Out</li> <li>• Ergonomics and Hearing Protection</li> <li>• COVID-19 related safety</li> <li>• Forklift training</li> <li>• Overhead crane training</li> <li>• Radiation Safety Refresher Course</li> <li>• Ad-hoc drills</li> </ul>		<ul style="list-style-type: none"> <li>• EHS Orientation training</li> <li>• Annual health checks</li> <li>• Annual First Aid Training</li> <li>• Annual fire drill</li> <li>• Chemical spillage drills</li> </ul>
	<ul style="list-style-type: none"> <li>• EHS Orientation Course</li> <li>• Crane/Lifting Procedures</li> <li>• Safe Use of Machines</li> <li>• Pandemic Response Procedures</li> <li>• Emergency Response Planning</li> <li>• Fire Evacuation Drill</li> <li>• Chemical Spill Drill</li> <li>• Forklift training</li> <li>• COVID-19 related training</li> </ul>		<ul style="list-style-type: none"> <li>• EHS awareness training</li> <li>• Emergency Response Planning</li> <li>• Chemical Handling</li> <li>• Ergonomics and Hearing Protection</li> <li>• COVID-19 related safety</li> <li>• Forklift training</li> <li>• Occupational hygiene training</li> <li>• Overhead crane training</li> </ul>



## Social (cont'd)

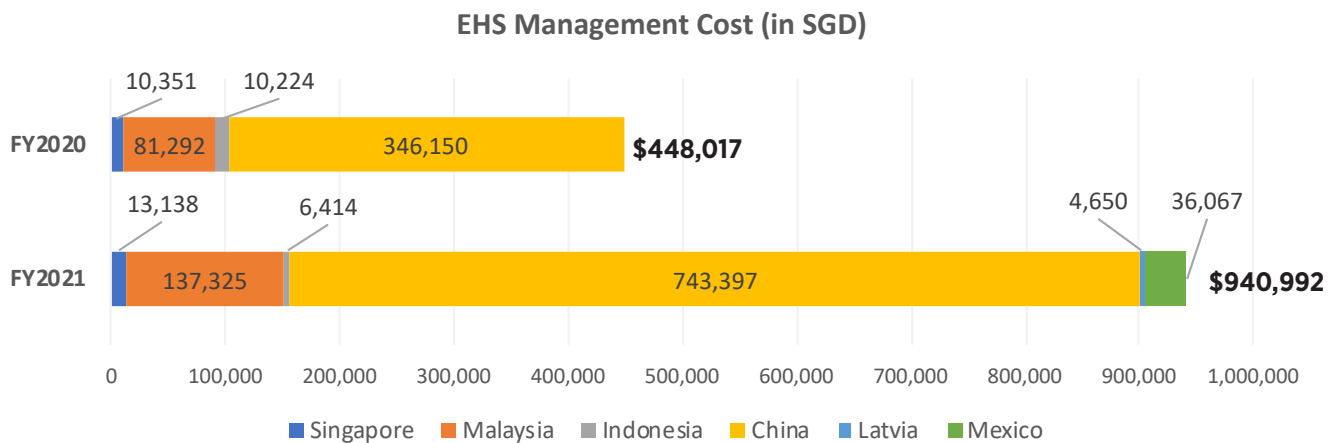


*Pictured: Technical training and a fire drill exercise taken at Sunningdale Tech's First Engineering (Guangzhou) plant during FY2021*

To ensure employee health and safety is well taken care of, the Group employs dedicated resources in the area of health and safety, including occupational health services, the promotion of workers' health, safety equipment along with other preventive measures. Due to the numerous geographic locations of the reported sites in each country, the amount of resources dedicated to EHS management may vary significantly across the six countries in this reporting scope.

Across the board at various sites, EHS management costs increased as the Group placed greater emphasis on EHS related matters as production ramped up following the lockdowns across various sites which were brought about by the pandemic. The significant increase in EHS costs in China were attributed to greater emphasis on containing the spread of COVID-19 at each site, the addition of EHS resources at new facilities, occupational disease physical examinations, security testing and pollutant discharge permits.

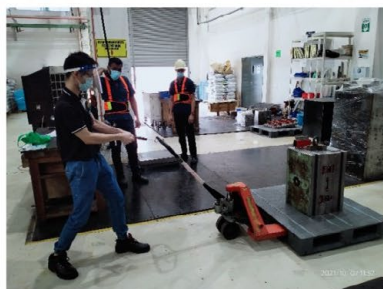
Figure 16: Resources allocated to managing EHS



# Social (cont'd)

## CASE STUDY

### 1. Fire Safety, First Aid & Ergonomic Assessments at Sunningdale Tech Penang




*Pictured: Bomba safety inspections, ergonomics assessments and first aid training at Sunningdale Tech Penang*

Fire safety drills are conducted on a regular basis to ensure the Group's employees are well prepared for fire accidents. At Sunningdale Tech Penang, employees are trained to handle warehouse fire outbreaks, chemical spillages and injuries relating to diesel tanks. Fire drills are conducted annually with the Fire and Rescue Department of Malaysia, commonly referred to as Bomba, to ensure employees are up to date with the latest safety procedures.

In addition, Sunningdale Tech Penang underwent an ergonomics assessment to ensure continued staff comfort and safety on the manufacturing floor. Ergonomic manufacturing assessments are designed to increase productivity, cut the risk of pain and injury while ultimately leading to higher quality work. The site identified and implemented best practices reduce the risk of strains and repetitive-stress injuries, making small improvements to ensure that staff work in natural and comfortable positions.

To equip employees with first aid skills, courses are regularly conducted across the Group's sites in Malaysia. Elements of the training include assessing surrounding danger, transporting injured personnel via stretcher, and administering basic first aid. Through scenario-based exercises, employees are able to familiarise themselves with the necessary steps in dealing with casualties.

	Perpetual Target	FY2020 Performance	FY2021 Performance
	Zero workplace injury rate	Not achieved	Not achieved

Please refer to Figure 18 for further details on the total number and rate of recordable work-related injuries for employees in FY2020 and FY2021. Actions taken to mitigate the reoccurrence of work-related injuries are also mentioned below as well.

A total of 19,794,849 working hours were recorded in FY2021, comprising 17,249,959 working hours recorded for employees and 2,544,890 hours for non-employees, which led to a 29% increase in hours worked from FY2020. Please refer to Figure 16 for a breakdown of manhours<sup>4</sup> worked by countries in FY2020 and FY2021.

<sup>4</sup> Manhours are calculated by combining the exact number of manhours recorded in the Group's system from non-managerial employees and workers with the estimated number of manhours for managerial employees and workers in both FY2020 and FY2021. The estimated manhours include overtime and exclude public holidays, medical leave and other leave.

## Social (cont'd)

Figure 17: Estimated number of hours worked per country

Estimated number of hours worked (Employees)		
Country	FY2020 (hrs)	FY2021 (hrs)
Singapore	1,465,497	1,912,637
Malaysia	4,695,389	5,769,143
Indonesia	765,901	561,260
China	5,656,589	4,804,644
Latvia	-	284,328
Mexico	-	3,917,947
Estimated number of hours worked (Non-Employees)		
Singapore	24,087	33,712
Malaysia	185,733	636,651
Indonesia	14,651	14,651
China	2,569,878	1,859,876
Latvia	-	0
Mexico	-	0

In FY2021, the Group continued to place a strong emphasis on minimising workplace injuries to achieve its target of zero workplace injuries. Furthermore, the Group has identified several work-related hazards that may potentially pose risk of significant injuries or ill health. The Group has put in place various preventive actions accordingly. Please refer to Figure 18 for examples of work-related hazards.

Figure 18: Work related hazards that pose a risk of high-consequence injury or ill health (Examples)

Work-related hazards that pose risk of significant injury	How these hazards have been determined	Did it cause/ contribute to high-consequence injuries in FY2021?	Actions taken/underway to eliminate this hazard and minimise risks using the hierarchy of controls
Fracture, lacerations, cuts, burns or impact from handling machinery	Job Safety Analysis ("JSA"), regular inspections, risk assessments, Work Instructions ("WI") and accident case reviews	Yes	Improving administrative and engineering controls, enhanced Personal Protective Equipment ("PPE") procedures, increasing awareness, regular JSA reviews and thorough inspection procedures by maintenance teams using preventive maintenance checklists
Impact from falling or moving objects	JSA, regular inspections, WI and accident case reviews	No	
Overhead crane hazards	JSA, regular inspections, WI and accident case reviews	No	
Slipping or falling incidents due to oil or water leakages	Hazard Identification, Risk Assessment & Determining Control	No	Administrative controls and proper use of PPE
Improper handling of objects during transfer	Hazard Identification, Risk Assessment & Determining Control	Yes	Administrative and engineering controls, proper use of PPE

## Social (cont'd)

Work-related hazards that pose risk of significant injury	How these hazards have been determined	Did it cause/ contribute to high-consequence injuries in FY2021?	Actions taken/underway to eliminate this hazard and minimise risks using the hierarchy of controls
Fire hazards	Hazard Identification, Risk Assessment & Determining Control	No	Administrative controls
Injuries by entrapment	Based on risk analysis	Yes	Follow-up procedures, visual aids to detect potential risks, training and awareness for relevant employees
Work-related hazards that pose a risk of ill health	How these hazards have been determined	Did it cause/ contribute to ill health in FY2021?	Actions taken/underway to eliminate this hazard and minimise risks using a hierarchy of controls
Chemical Hazards (e.g., Benzene)	Chemical exposure monitoring conducted by third-party consultants. Hazardous chemicals determined in line with national and local standards. Occupational disease checks included in health checks for employees who are potentially exposed to chemical hazards.	No	1. Provision of suitable PPE and Administrative Controls (periodic review of chemical exposure, such as masks) 2. Health checks
Noise Hazard	Noise Exposure Monitoring and Audiometric Testing conducted by third-party consultants, in line with local regulations. Hearing tests included in health checks for employees who are potentially exposed to noise hazards.	No	1. Provision of suitable PPE and Administrative Controls (removing affected employees from the noisy environment, if necessary). 2. Hearing examinations during health checks
Dust/Exhaust Emission	Hazardous exhaust or dust determined in line with national and local regulations. Pneumoconiosis and other related illnesses are included during regular health checks.	No	Daily supervision of employees when donning PPE

In FY2021, there were zero workplace fatalities, high consequence work-related injuries and ill health for both employees and non-employee workers<sup>5</sup>. However, we recorded one case (injury rate: 0.53) of high consequence work-related injury in China for a non-employee worker due to the mishandling of equipment. The Group has provided more training on the handling of equipment to prevent reoccurrence of such incidents.

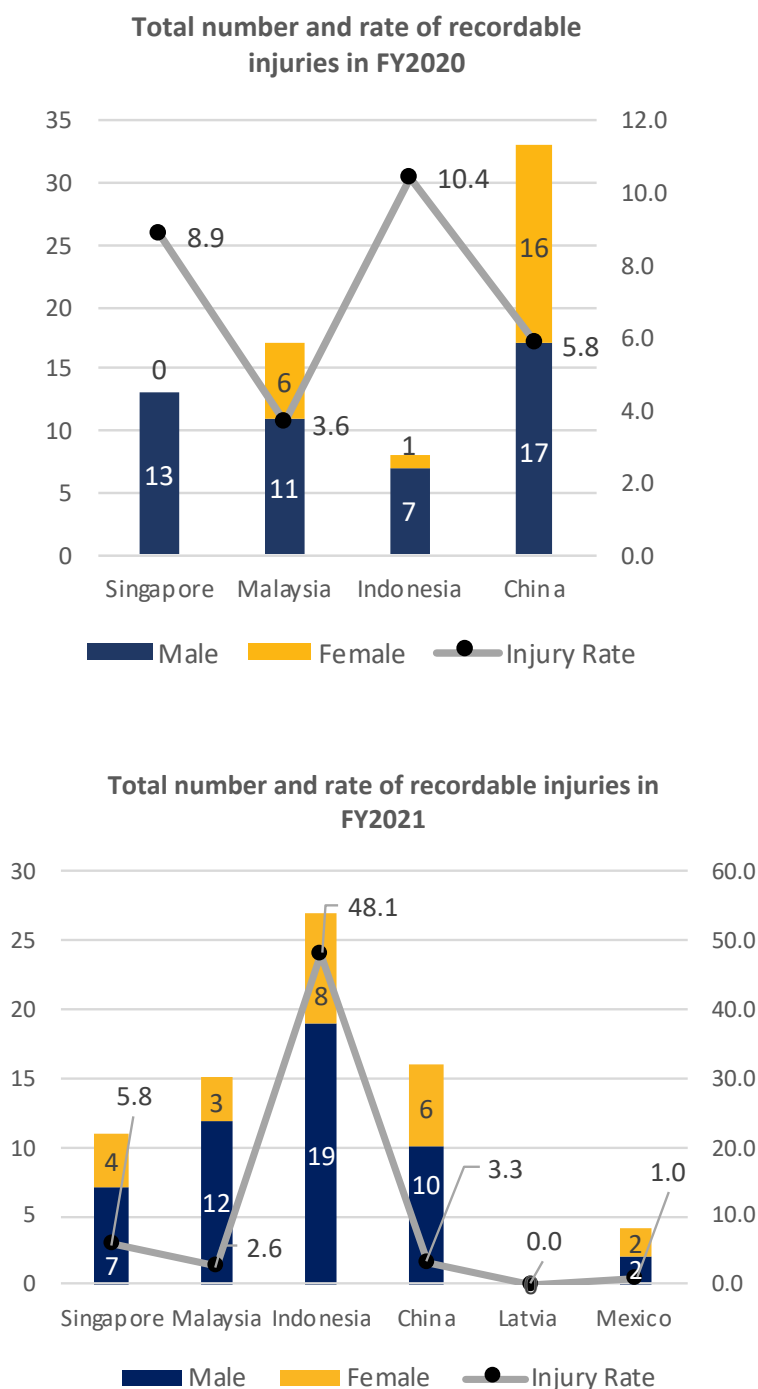
The overall recordable workplace injury rate for employees in FY2021 was 4.2%, a 25% year-on-year decrease from the FY2020 injury rate (5.64 in FY2020). For each case, the Group has put in place corresponding measures to prevent reoccurrence.

<sup>5</sup> Non-employee workers refer to workers who are not employees but whose work and/or workplace is controlled by the organisation, such as contractors.

## Social (cont'd)

See Figure 19 below for more information on the Group's performance related to occupational health and safety.

Figure 19: Total number and rate (per 1,000,000 manhours worked) of recordable work-related injuries for employees



The main types of work-related injuries include minor lacerations and contusions from handling machinery, falls, burns, fractures, and inadvertently being struck by moving objects. To mitigate the reoccurrence of work-related injuries, the Group has conducted multiple briefing sessions to warn employees of the potential risks involved in their work in training, enhanced its Work Instruction ("WI") processes, provided additional personal protective equipment ("PPE") and updated risk assessment procedures whenever new injuries occurred. Sunningdale Tech takes every injury case seriously and strives to take additional preventive measures to achieve a zero-injury rate.

## Social (cont'd)



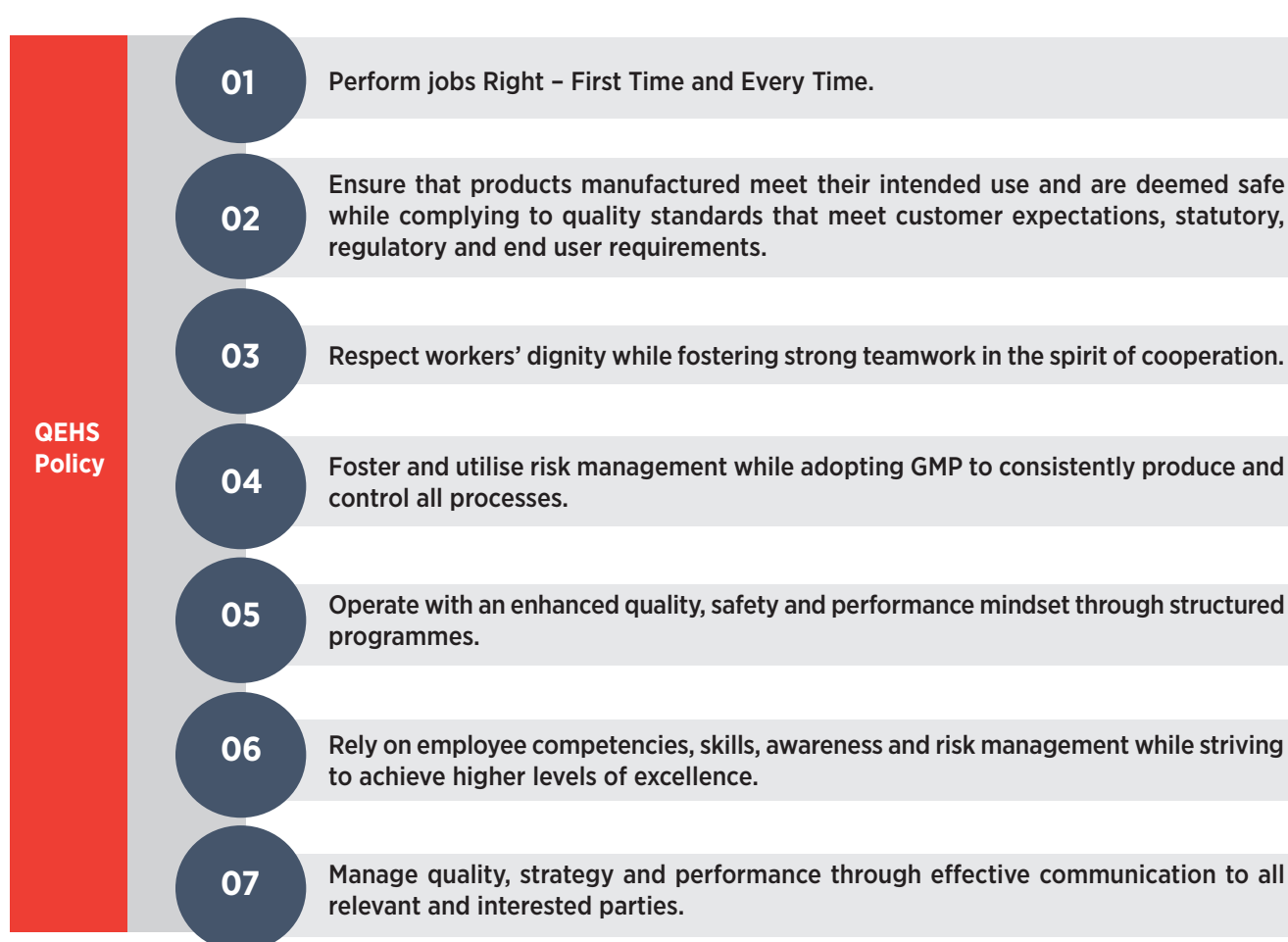
### Health and Safety of Customers

It is the Group's moral imperative to ensure the safety of our customers. Sunningdale Tech takes pride in ensuring that its manufactured products are safe not only for direct customers, but also for the end users of products that are manufactured. To ensure the health and safety of the Group's customers, Sunningdale Tech has put forth various measures to ensure product quality and safety.

Although Sunningdale Tech is restricted in its ability to modify product designs due to customers specifications, the Group takes a strong stand in ensuring that its operations comply with legal requirements while safeguarding the product quality wherever possible.

Sunningdale Tech has established an integrated QEHS policy which acts as a guideline for all employees. The Group's commitment to the health and safety of customers is summarised as follows:

Figure 20: Policies relating to customer health and safety



To safeguard the interest of customer health and safety, the Group has put in place the following practices as shown in Figure 21. However, due to the differing nature of the Group's worldwide operations at different sites and countries, the following systems and practices may not be representative of the entire Group, but specifically catered for certain operational entities.

In FY2021, there were zero cases of non-compliance with regulations concerning the health and safety of products and services rendered.



# Social (cont'd)

Figure 21: Practices to ensure customer health and safety

## Systems and Certifications

- Certified ISO 9001 Quality Management System (“QMS”)
- Certified ISO 13485 Medical Device Management System
- ITAF 16949 Automotive Quality Management System
- Sunningdale Tech Surgical Mask conformity with Regulation (EU) 2017/745 of the European Parliament and of the council of 5 April 2017 on Medical Devices and BS EN 14683:2019 Medical face mask requirements
- In compliance with the Restriction of Hazardous Substances (“RoHS”) directive and Registration, Evaluation, Authorisation and Restriction of Chemicals (“REACH”) regulation

## Trainings to Ensure Product Quality

- “I Care” training programme – an in-house training programme on health and safety risks and practices conducted annually for operational staff and for biennially administrative staff. Topics include:
  - Ethics
  - Key Operational Practices
  - Current Good Manufacturing Practices
  - Good Documentation Practices
- Technical training conducted for automation engineers

## Processes to Ensure Product Safety

- Hygiene Standard Operating Procedures (“SOP”) for high risk products such as products related to infant formula
- Computed Tomography (“CT”) scanning to aid in precision and quality control across various products
- On-Line Camera Inspection System for the detection of external flaws of products
- Camera inspection during parts assembly
- Functional checks to ensure the well-fitting of products
- Feasibility studies for new project product development

## Designs to Enhance Product Safety



## Social (cont'd)

### COVID-19 Response: Support continued in FY2021

As the world continued to struggle with and recover from the pandemic, Sunningdale Tech's COVID-19 initiatives continued into FY2021.

#### Complimentary care packs

As the world continued to grapple with the shortage of masks and PPE, Sunningdale Tech provided complimentary care packs consisting of face masks and face shields to our customers in US, Australia, Canada, Denmark, Ireland and Singapore.

Face masks were also sold at a lower cost price to our customers when there was a global shortage of masks.



#### Support in surgical mask and test-kit manufacturing

In support of customers who have been awarded contracts from healthcare organisations to scale up testing and surgical mask production, Sunningdale Tech continued to streamline production by re-assigning resources to support these medical projects. We continued to involve three of the Group's medical device manufacturing engineers and microbiology specialists for the manufacturing of test kits and collection kits in partnership with our customers.

More details of our surgical mask and test-kit manufacturing operations can be found on the Group's website: <https://sdaletech.com/our-business/ppe/>



## Waste Management

Waste management has become an important topic of discussion globally given that waste generation has increased at an alarming rate over the past decade and has caused major impact to the environment and human health. Accordingly, Sunningdale Tech has been committed to implementing effective waste management practices to protect the environment and communities around the world.

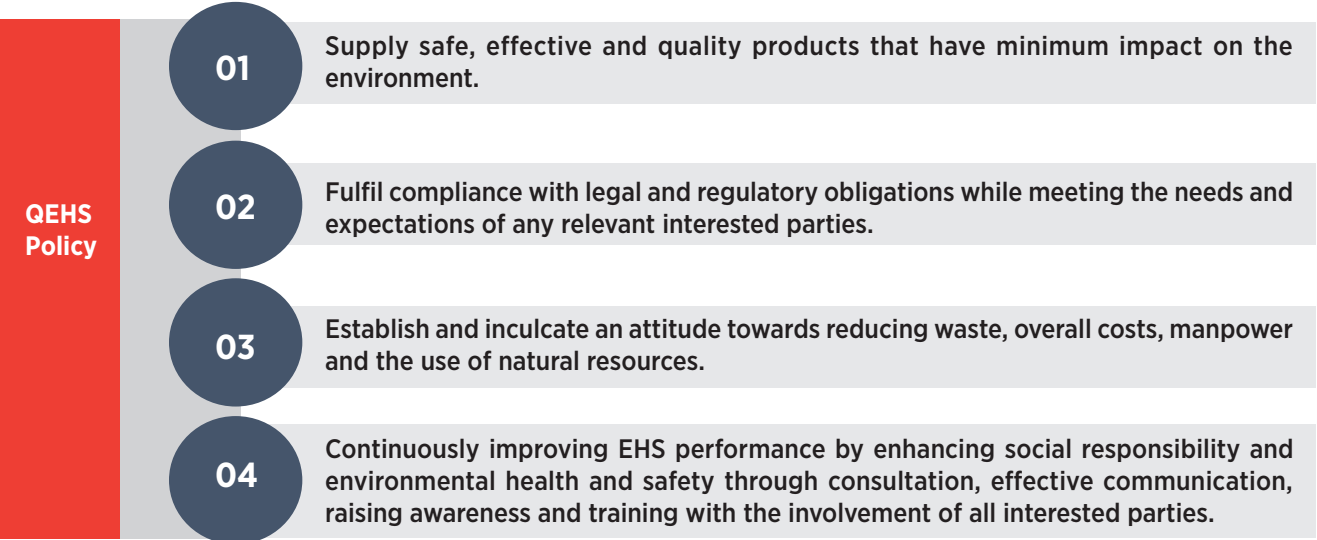
### The Impact of Waste at Sunningdale Tech Ltd

As a precision plastic engineering firm of component parts across the automotive, consumer and medical industries, waste stemming from our operations consists primarily of general waste, paint, rejected plastic component parts and raw material packaging. Sunningdale Tech adopts a prudent approach in managing waste and seeks to direct any waste away from disposal, where possible.

### Waste Management

The Group has established an integrated QEHS policy which acts as a guide for all our employees. The Group’s commitment to waste management is summarised as follows.

Figure 22: Policies relating to waste management

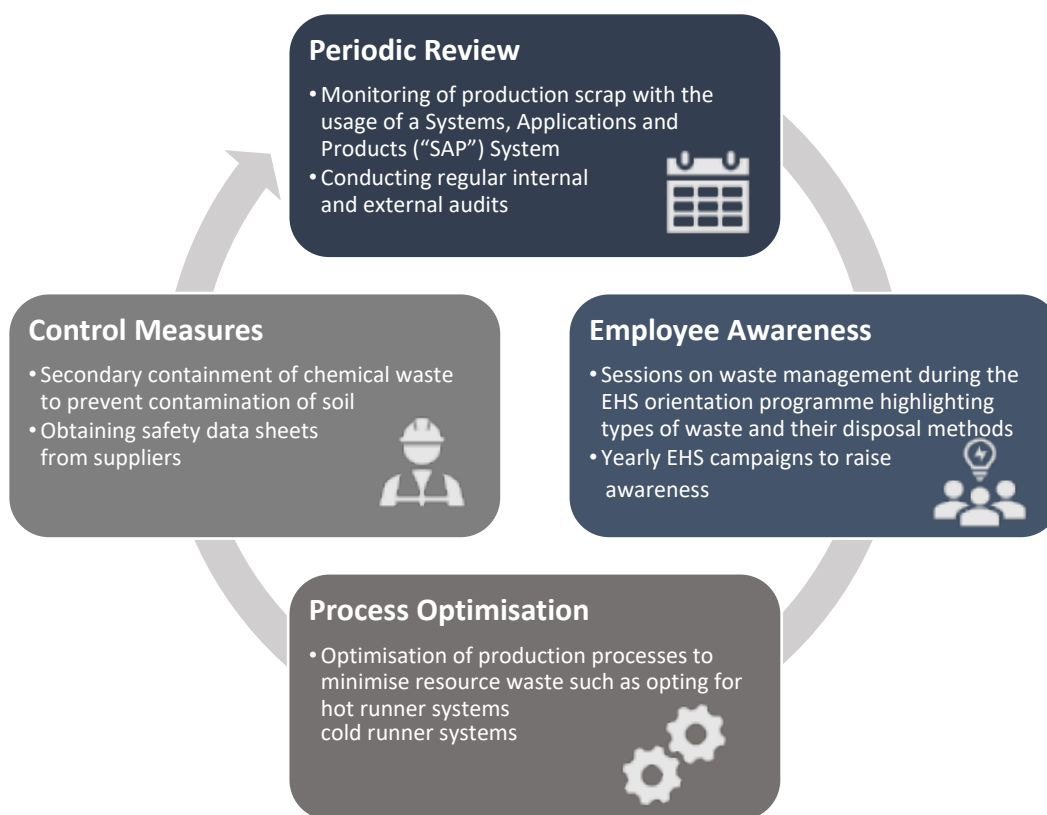


All of Sunningdale Tech’s facilities covered in the scope of reporting has attained the ISO 14001 Environmental Management System certification. ISO 14001 is an international standard that maps out a framework which companies follow to set up effective environmental management systems.

To minimise the impact of waste, Sunningdale Tech has adopted a four-pronged strategy (Figure 23) which aims to drive waste management practices and initiatives in a systematic and controlled manner. A periodic review ensures that the Group is managing the amount of waste it produces regularly. Awareness sessions on waste management are also conducted during EHS orientation programmes to educate employees on the various types of waste produced from operations and their appropriate disposal methods to prevent any form of contamination. To minimise the amount of waste produced, the Group has optimised its systems and processes to reduce waste from natural resources. Finally, control measures such as secondary containment of chemical waste have been implemented to prevent the potential contamination of the environment.


## Environment (cont'd)

Figure 23: Sunningdale Tech's four-pronged waste management strategy



To minimise waste generated at our offices, the Group's Corporate Office in Singapore has put in place measures to eliminate the use of plastic bottles. Reusable cups are provided in the pantries for our employees and visitors to utilise, for example. For clean room manufacturing in Singapore, we use reusable smocks with hoods for employees, instead of disposable ones to reduce the amount of waste generated. In addition, Sunningdale Tech Penang initiated a 3R programme within its site to educate staff on the importance of minimising waste and to promote a culture of recycling.

Across all of Sunningdale Tech's operations, the Group ensures that waste is well sorted into categories (i.e. hazardous and non-hazardous) and that each respective disposal method complies with local regulations. The Group engages a list of licensed waste collectors to dispose of various waste produced, such as oil waste and coolants, contaminated rags, chemicals which have been used for testing by Quality Assurance ("QA") staff, plastic waste such as runners and scrap parts, metal scrap, e-waste such as computers or laptops along with other general waste.

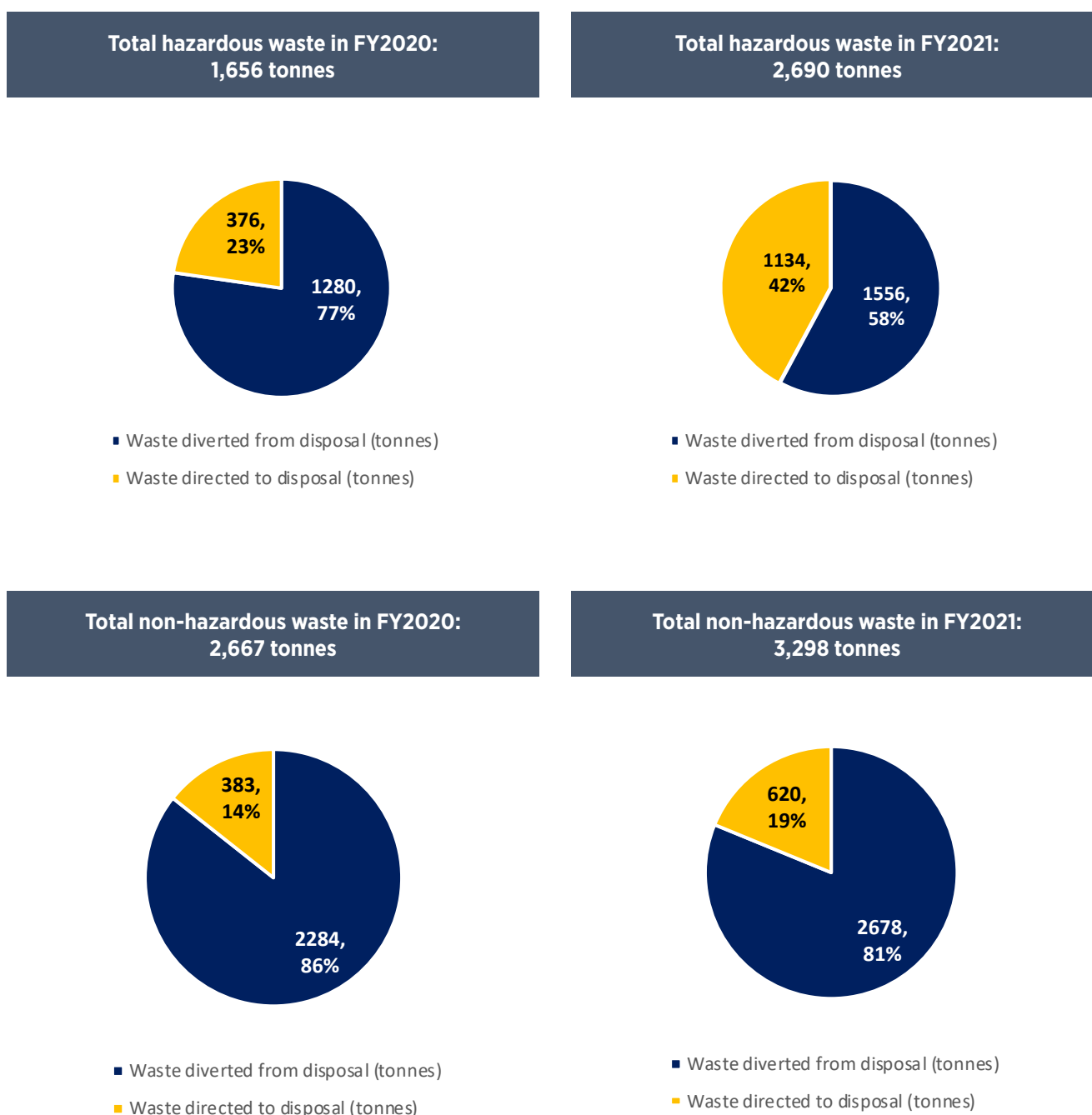
	Perpetual Target	FY2020 Performance	FY2021 Performance
	Zero chemical spillage	Achieved	Achieved
	Zero cases of improper disposal of waste	Achieved	Achieved

# Environment (cont'd)

## Waste generation and waste related impact

The Group's generation of hazardous waste increased from 1,656 tonnes in FY2020 to 2,690 tonnes in FY2021 due to various reasons. The increase is attributed primarily to the impact from COVID-19 lockdowns in FY2020 as compared to FY2021. To illustrate, the Group's manufacturing facilities in China were subject to mandatory government closures during the first quarter of 2020. Similarly, the Group's operations in Malaysia were subject to restricted movement orders leading to temporary halts in production. The effects of these lockdowns and resulting production halts resulted in an increase in production for FY2021 vs FY2020 and accordingly, a rise in the level of waste produced. Operations in both China and Malaysia were then only gradually allowed to resume in the second quarter of 2020 as the Group's manufacturing is considered essential to global supply chains, producing medical and surgical devices which save lives. The rise in the level of waste generation for FY2021 vs FY2020 can also be attributed to the inclusion of Latvia and Mexico within this year's Sustainability Report.

Figure 23: Total amount of waste generated<sup>6</sup>, broken down into hazardous and non-hazardous waste (in tonnes)



<sup>6</sup> Scrap sales related to resin are included in other recovery operations where the end life of the resins could not be determined.

## Environment (cont'd)

Figure 24: Waste diverted from disposal, broken down into hazardous and non-hazardous waste (in tonnes)





## Environment (cont'd)

Figure 25: Hazardous waste directed to disposal, breakdown by onsite and offsite (in tonnes)

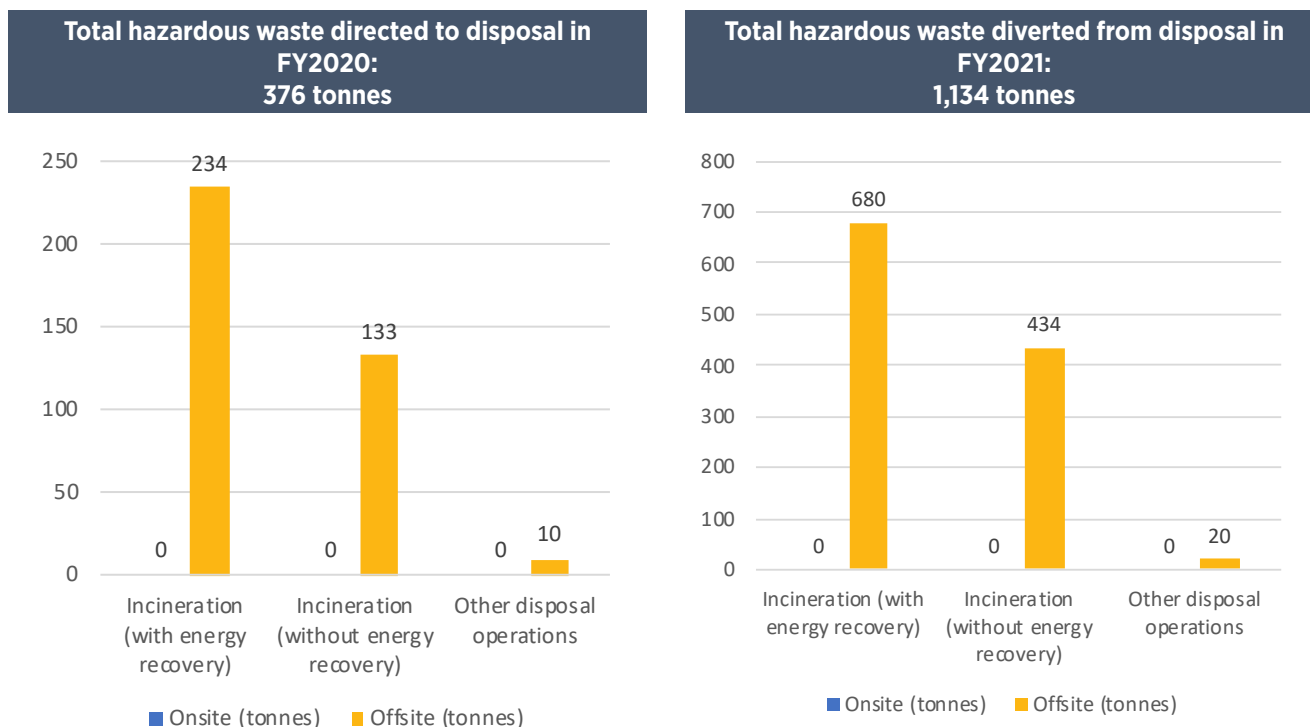
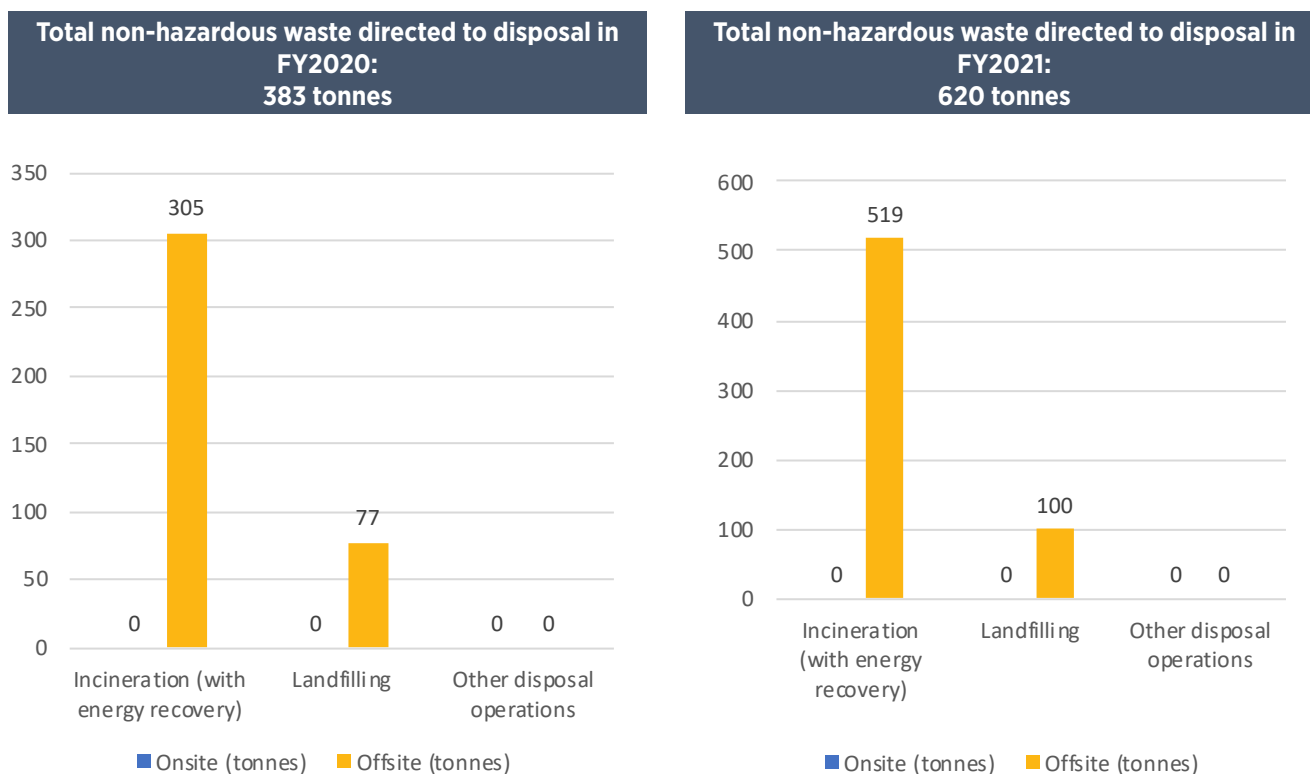
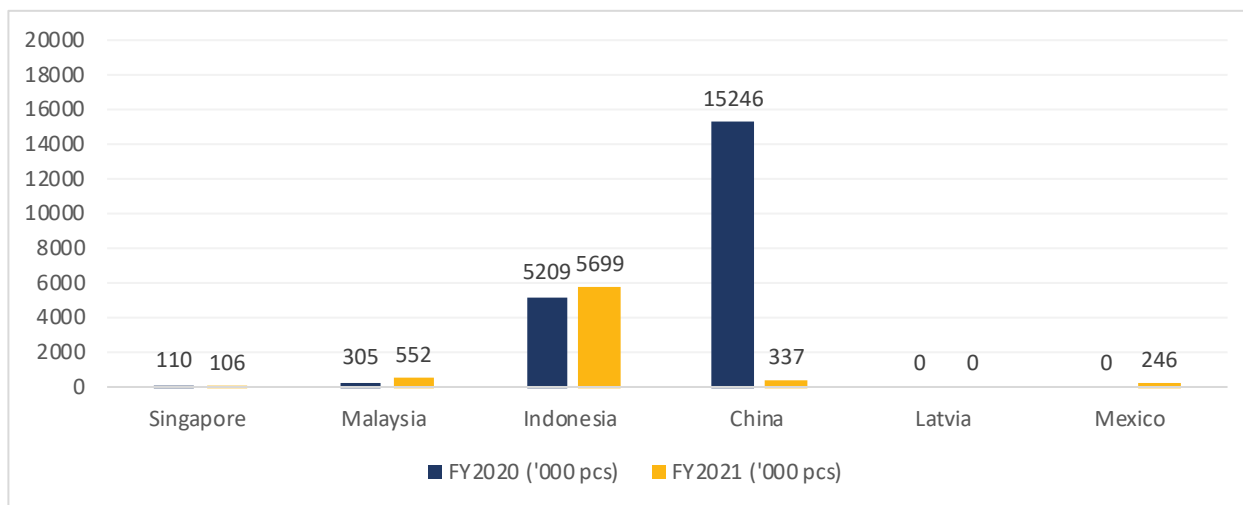


Figure 26: Non-hazardous waste directed to disposal, breakdown by onsite and offsite (in tonnes)



## Environment (cont'd)

Figure 27: Recycled and reused packaging waste<sup>7</sup> (in '000 Pcs)



### Material Use



As a precision plastic engineering firm which manufactures complex component parts, Sunningdale Tech is well aware of the stigma attached to plastic use and the thought of plastic eventually ending up in the ocean. To reiterate, the Group produces plastic component parts used in the medical devices which save lives and functional plastic parts used in EVs which make cars more efficient and thus more environmentally friendly, amongst other component parts used in consumer home appliances. The Group pays close attention to material use across all of its operations and looks

to reduce the use engineering plastics, packaging materials such as carton boxes, polyethylene bags, steel, copper, and graphite, as well as other engineering parts and components. The Group has also explored the potential use of bioplastics for certain projects which reduces the use of fossil fuel resources, leads to a smaller carbon footprint along with faster decomposition. However, the Group is required to follow certain specifications and materials used in production as specified from customers for the majority of projects. In particular, customers often specify the materials to be used in addition to selecting and approving raw material providers. Where possible, the Group does advise and provide recommendations to customers on reducing material usage along with reusing materials whenever possible.

Sunningdale Tech has established an integrated QEHS policy which acts as a guideline to all employees. The Group's commitment to reducing the amount of material used is summarised as follows:

Figure 28: Policy relating to material use



<sup>7</sup> Packaging waste consists of waste such as trays, totes, plastic and wooden pallets and cartons which are reused many times before they are eventually recycled.

# Environment (cont'd)

The following practices surrounding material use applies to some of the Group's production facilities and may differ across certain sites due to segmental differences across the automotive, consumer and medical segments.

Figure 29: Material use practices

## Process Optimisation

The Group continuously reviews its manufacturing processes and puts measures in place to improve efficiency and productivity by adopting the latest manufacturing technologies in the market.

### Additive manufacturing

Also known as 3D printing, additive manufacturing allows the creation of three-dimensional objects one superfine layer at a time. This technique, used primarily during the tooling process, rids the need of cutting large amounts of metal to meet exact dimensions, thereby reducing the overall amount of input material use.

### Hot runner system

The hot runner system ensures that the plastic injected material used during the moulding process remains molten throughout the runner process until it enters the mold cavity, thereby producing less wastage and results in significant material cost savings if production quantities are significant. Although the Group offers both options to customers, it often recommends for customers to opt for hot runner systems when cost savings outweigh the premium paid for the adoption of this system, reducing the overall amount of material used during the moulding process.

## Collaboration with Customers

The Group works closely with its diverse range of multinational customers on a regular basis to explore their willingness to incorporate recycled plastics, bioplastics and materials into the manufacturing of their products to reduce waste and optimise material use.

### Use of recycled resin (customer-driven)

Specific to our plastic manufacturing operations, we have partnered with some of our customers to only produce materials manufactured from recycled plastics. This process is ongoing as the Group continues to work with customers to increase the use of recycled resin.

### Advising customers on material types

During the decision-making process, the Group holds discussions at project inceptions with the customers to agree on the suitability of material use and encourage customers who have the capacity to use recycled materials or materials that are proven to have a lower yield loss.

## Alternative Solutions

The Group has put in place alternative solutions to reduce material inputs from the manufacturing and packaging process. This process is ongoing as the Group continues to explore innovative and alternative solutions to current processes to further optimise material use.

### Minimising production material and packaging inputs

As far as possible, we have purposefully designed manufacturing processes to require less input of paint material. Packaging material inputs such as plastic totes, pallets and cartons are also minimised by reusing them whenever possible.

### Crushing and reusing plastic waste during production

Waste in the form of defective parts or runners are recycled by grinding and reprocessing them to become fixtures that aid the lacquering process, thereby minimising the quantity of raw materials required for these fixtures.

## Environment (cont'd)

### CASE STUDY : Additive Manufacturing

Additive manufacturing is widely considered to be an essential ingredient as the manufacturing sector readies itself for an era of Industry 4.0. Additive manufacturing, the industrial production name for 3D printing, utilizes computer-aided-design software or 3D object scanners to deposit material, layer upon layer, in precise geometric shapes. In simpler terms, additive manufacturing “adds” material to create an object or product. Conversely, when creating products through traditional manufacturing processes, it is often necessary to remove material through milling, machining, carving, or shaping. At Sunningdale, the Group has adopted additive manufacturing applications for tool making in the medical device manufacturing process. These technological advancements have enabled manufacturing and production processes related to certain projects to be more efficient, achieve design freedom, produce less waste and reduce energy consumption, the number of manufacturing hours, material consumption and costs.

Sunningdale Tech has adopted additive manufacturing processes in the form of selective laser melting since 2019. Since then, the Group has consumed powder amounting to 1,800 kg, producing over 2,300 parts and mould inserts from this process. As part of this tooling process, the Group uses powder bed fusion technology and effective conformal cooling with computer aided engineering insights to ensure the integrity of steel during mould making applications. Conformal cooling mould inserts have resulted in greater cycle times during the moulding process.

### CASE STUDY : Additive Manufacturing

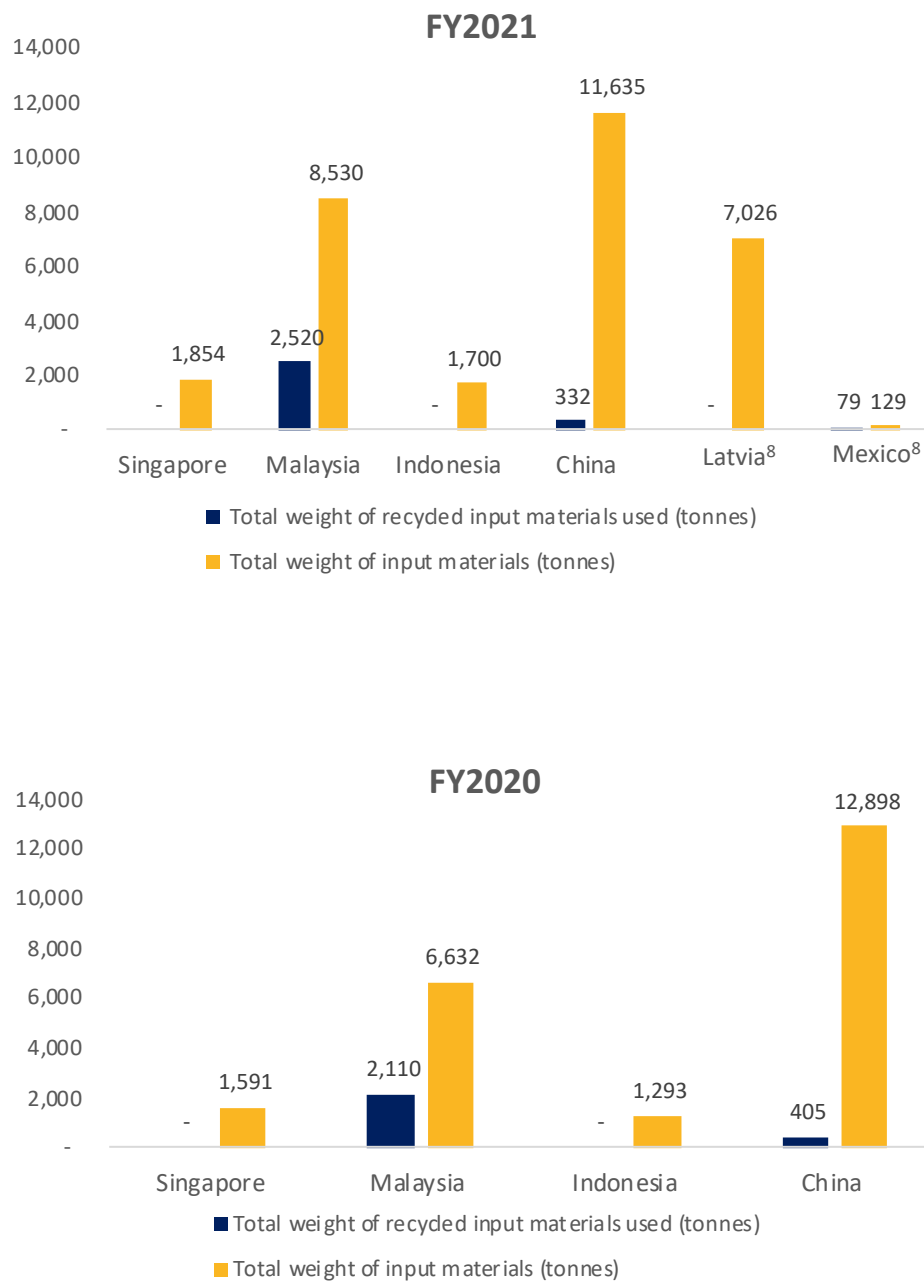
In another example of additive manufacturing, hybrid printing using powder beds on top of conventional steel during the mould making process has several advantages including the overall strength of the final tool versus pure conventional steel tools. In one case study of a medical device mould insert for a y catheter, the use of additive manufacturing instead of conventional mould manufacturing with a single steel block led to several efficiencies being realized:

Conventional Manufacturing	Y Catheter Toolmaking Case Study	Additive Manufacturing
50	Manufacturing Hours	33
10	Lot Size	10
9kg	Material Consumption	2.35kg
6kg	Metal Chips Generated	-
Restricted	Cooling Design	Flexible with Design Freedom

Our input materials are largely dependent on customer requirements, we have limited ability in controlling the amount of recycled input material used. In FY2021, our percentage of total recycled input materials over the total input materials has decreased from 12% in FY2020 to 9% with the addition of 2 new operations in FY2021.

## Environment (cont'd)

Figure 30: Recycled input materials used during production (in tonnes)



<sup>8</sup> This is a new site for FY2021 hence, there is no data for the previous year.

# Environment (cont'd)



## Energy and Emissions

Energy consumption and the reduction of carbon emissions have become a topic that is front and centre across boardrooms worldwide. Globally, countries and multinational corporations are setting carbon reduction targets and have pledged to achieve carbon neutrality over the next few decades. In 2020, Singapore enhanced its 2030 Nationally Determined Contribution to peak emissions at 65 MtCO<sub>2</sub>e around 2030 with the goal of reducing emissions from its peak to 33 MtCO<sub>2</sub>e by 2050. The Singapore Green Plan 2030 also includes bold and collective action to tackle

climate change, focusing on areas such as Energy Reset, Sustainable Living and the Green Economy. On a global scale, the 2021 United Nations Climate Change Conference (COP26) reaffirmed the Paris Agreement's goal of limiting the increase in global average temperatures to well below 2°C above pre-industrial levels while pursuing efforts to limit the rise to 1.5 °C. The world recognizes that to achieve this, a critical decade of collective and accelerated action awaits, as carbon dioxide emissions must be reduced by 45 percent to reach net zero levels around mid-century.

A large number of Sunningdale Tech's customers have set aggressive emissions reductions targets, with a particular focus on reducing Scope 3 emissions related to their supply chain. In this regard, reducing the Group's emissions and aligning targets with customers has become a strategic priority. Increasingly, the Group has begun to work with its customers on sustainability initiatives. Throughout the year, the Group continued to exchange emissions data with key customers in order to fully understand our collective carbon footprint while also discussing tangible strategies to reduce emissions.

In 2022, we introduced four key pillars to guide our sustainability initiatives and reduce our overall carbon footprint to be in line with our customer's Scope 3 emissions targets. These key initiatives include:

### Green Purchasing

Under the Group's green purchasing initiatives, our focus is on upgrading to more efficient electric injection moulding machines and production equipment. For example, all-electric moulding machines consume less energy than hydraulic machines and are generally more efficient, allow for greater repeatability and shorter injection times. At each of the Group's 17 manufacturing locations across nine different countries, it is a priority for capital expenditure on new injection moulding machines to be all-electric. Gradually, the Group's sites worldwide have begun to replace older hydraulic injection moulding machines with these more efficient all-electric machines. Generally, with all-electric injection moulding machines, power consumption can be more than halved on average, leading to significant amounts of carbon emissions being reduced. As the overwhelming majority of the Group's carbon footprint stems from the injection moulding process, which consumes significant amounts of electricity, the transition to more efficient moulding machines will go a long way in reducing the Group's carbon footprint.

### Transitioning to Renewable Energy

Across the Group, we are transitioning to renewable energy by investing in solar power and renewable energy sources to reduce costs and accelerate the Group's overall carbon reduction footprint initiatives. Starting with our sites in Singapore, China and Malaysia, we have begun to conduct feasibility studies on the different models of solar power generation, exploring options such as solar power purchase agreements and direct ownership of photovoltaic ("PV") systems. Following the conclusion of these feasibility studies along with detailed return on investment analysis of each model, the Group expects to announce further details on the transition to solar power in the next financial year's sustainability report.

### Sustainable Facilities

The Group has embarked on making its manufacturing facilities more efficient through a variety of initiatives such as replacing inefficient distributed air conditioning systems to a central system and to replace production equipment and lighting to reduce each facility's energy consumption and carbon footprint. Motion detector devices were also installed in our corridors, staircases, lift lobbies at our buildings in Singapore and across some of our sites in Malaysia and China to reduce electricity usage.

Today, each of the Group's manufacturing sites are also ISO 14001 certified, meeting international requirements for environmental management systems that organizations use to enhance their environmental performance. The Group has also begun to explore the transition to paperless administration and production processes to reduce waste.



# Environment (cont'd)

## Sustainable Manufacturing

As part of our overarching sustainability initiatives, we continue to embrace new technology and manufacturing processes to achieve more efficient and sustainable manufacturing outcomes. This includes but not is not limited to the Group's digital transformation efforts to ready us for an era of Industry 4.0, increasing automation through robotics, the use of additive manufacturing processes to reduce waste and targeted recycling initiatives. On the Group's digital transformation initiatives, a key partner has been global software and technology solutions provider, SAP. Today, SAP forms the backbone of the Group's manufacturing operations, integrating data from suppliers, manufacturing execution systems and customers onto the cloud while aggressively automating operations through the use of robotics. By collating big data and the use of data analytics, the Group is able to make intelligent, real-time decisions in maximising productivity.

## Sustainability Program Rollout

### Rolling out sustainability programs across each of our 17 manufacturing sites across 9 countries

Category	Focus	Programs
Transitioning To Renewable Energy	Solar Panels	Rooftop solar panel installation where possible
Transitioning To Renewable Energy	Renewable Energy	Investing in renewable energy: renewable energy credits or on-site renewables
Green Purchasing	Equipment & Machinery	Upgrading to more efficient electric injection moulding machines and manufacturing equipment
Green Purchasing	Equipment & Machinery	Replacing LCD monitors with more energy-efficient LED monitors
Sustainable Facilities	Lighting	Replace light bulbs for more efficient ones e.g., LED
Sustainable Facilities	Facilities	Installing energy-efficient heating and cooling equipment
Sustainable Facilities	Facilities	Implement light sensors, where possible ensure that natural light is used when adequate
Sustainable Facilities	Facilities	Energy management certifications e.g., ISO 14001 or ISO 50001 (Energy Management)
Sustainable Facilities	Facilities	Transitioning to paperless administration and production
Sustainable Manufacturing	Air Compressors	Installing inverters at air compressors to save energy consumption
Sustainable Manufacturing	Production	Ensuring energy efficiency in production processes
Sustainable Manufacturing	Moulding Machines	1) Hydraulic motors – upgrading to servo-hydraulics 2) Barrel heaters – converting ceramic band heaters to induction heaters
Sustainable Manufacturing	Moulding	Repair instead of replacing hydraulic pumps
Sustainable Manufacturing	Recycling	Recycling of scrap parts for lacquering fixtures, scrapped parts, cartons
Sustainable Manufacturing	Cleanroom	Reusable smocks instead of disposables for all employees



### Tracking & Reporting

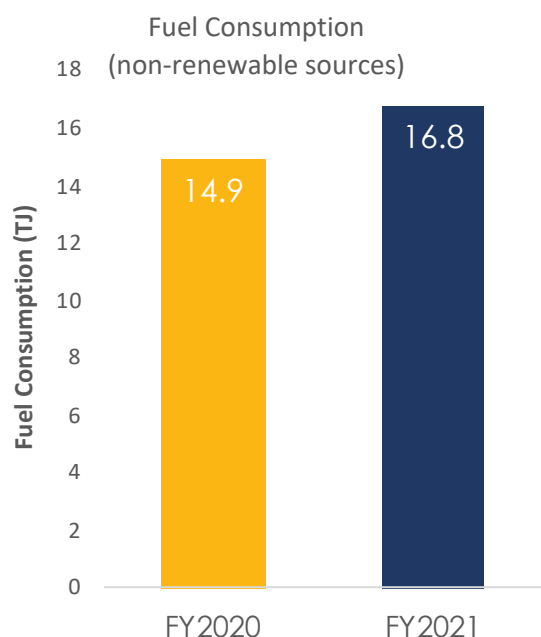
- Introducing a group-wide reporting framework
- Updated monthly to track progress and identify opportunities
- Sharing success stories and case studies across sites

In FY2021, total energy consumption of Sunningdale Tech stood at 822.41 TJ, comprising 802.21 TJ (222,836.25 MWh) from electricity consumption and 20.2 TJ from fuel consumption. This was a 29% year-on-year increase from 638.98 TJ<sup>9</sup> in FY2020 due to the inclusion of two new operations in Latvia and Mexico, as well as the ramp up of production following the pandemic. The majority of Sunningdale Tech's fuel consumption arises from diesel and gasoline for company vehicles and machines and natural gas from boilers used in production. The Group's energy intensity amounted to 1.62 TJ/Million Singapore Dollar.

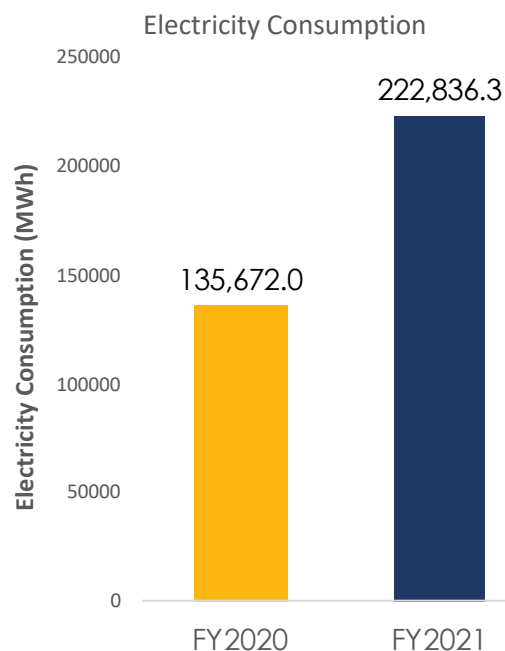
<sup>9</sup> The total energy consumption in FY2020 was restated due to improvement in data compilation methodologies.

# Environment (cont'd)

**Figure 31: Fuel Consumption from non-renewable sources**

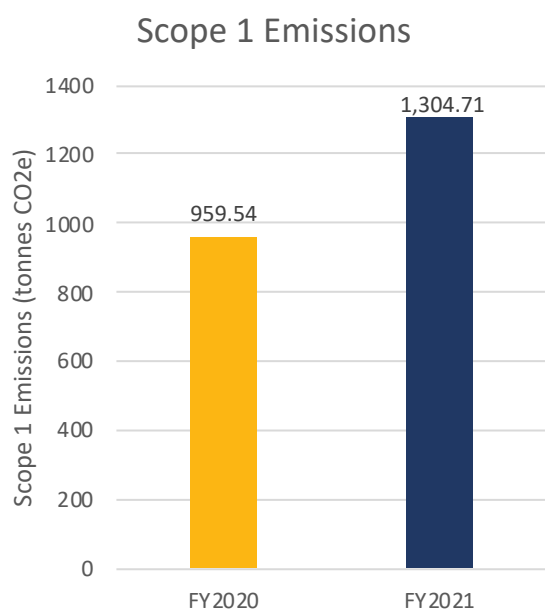


**Figure 32: Electricity Consumption**

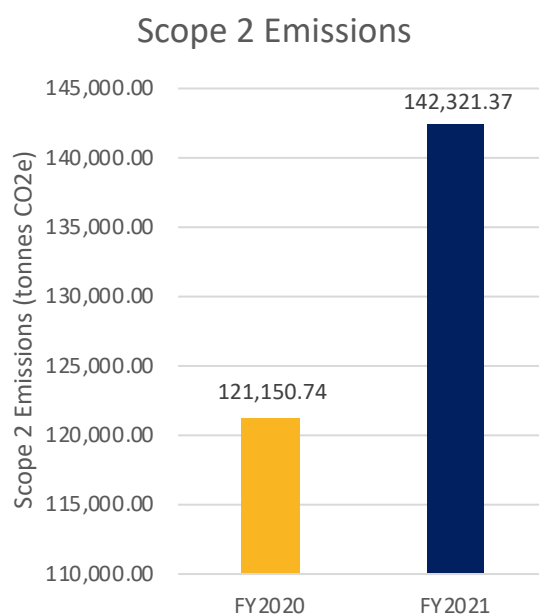


Likewise, due to the inclusion of the Group's operations in Latvia and Mexico and the normalisation of operations following the easing of the pandemic, the Group's scope 1 emissions saw an increase of 36% year-on-year in FY2021 to 1,304.71 from 959.54 tCO<sub>2</sub>e in FY2020. The Group's scope 2 emissions also increased by 17% from 121,150.74<sup>10</sup> tCO<sub>2</sub>e in FY2020 to 142,321.37 tCO<sub>2</sub>e FY2021 Sunningdale Tech continues to monitor its electricity and energy consumption to reduce its overall carbon footprint.

**Figure 33: Scope 1 Emissions**



**Figure 34: Scope 2 (Indirect) Emissions**



<sup>10</sup> FY2020 Scope 2 emissions has been restated to reflect updated emission factors.

# Appendix

## Reporting Scope

The operational control approach, as outlined in the GHG Protocol Corporate Standard, is used to determine organisational boundaries for Sunningdale's environmental reporting. Operational control reflects the full authority to introduce and implement operating policies at the operation of its properties and is accountable for 100% of its emissions.

Details of the entities in the reporting scope	
<b>Singapore</b>	<ul style="list-style-type: none"><li>• Sunningdale Tech Ltd</li></ul>
<b>China</b>	<ul style="list-style-type: none"><li>• Sunningdale Precision Tech (Chuzhou) Co., Ltd</li><li>• First Engineering (Shanghai) Co., Ltd</li><li>• Omni Tech (Suzhou) Co., Ltd</li><li>• First Engineering (Guangzhou) Co., Ltd</li><li>• Chi Wo Plastic Moulds Fty Ltd</li><li>• Sunningdale Precision Mold Industries (Tianjin) Co., Ltd</li><li>• Sunningdale Innovative Technology (Tianjin) Co., Ltd</li></ul>
<b>Malaysia</b>	<ul style="list-style-type: none"><li>• SDP Manufacturing Sdn Bhd</li><li>• First Engineering Plastics (Malaysia) Sdn Bhd</li><li>• Sunningdale Tech Sdn Bhd (Malaysia)</li><li>• Sunningdale Tech Penang Sdn Bhd</li></ul>
<b>Indonesia</b>	<ul style="list-style-type: none"><li>• PT Sunningdale Tech Batam</li></ul>
<b>Latvia</b>	<ul style="list-style-type: none"><li>• SIA Sunningdale Tech (Riga)</li><li>• SIA Skan-Tooling</li></ul>
<b>Mexico</b>	<ul style="list-style-type: none"><li>• Sunningdale Technologies S.A de C.V</li></ul>

## Methodological Review

This section details key definitions, methodologies and data boundaries applied to Sunningdale Tech otherwise not already specified, applied to the sustainability performance data disclosed in our SR. These are adapted in the context of the GRI Standards Glossary and the Reporting Requirements, Recommendations and Guidance set out in the respective GRI topic-specific disclosures. The GRI topic-specific disclosures covered are listed out in Appendix B: GRI Content Index of this report.

## Governance

### Corruption

Corruption is an abuse of entrusted power for private gain, which can be instigated by individuals or organisations. Corruption includes practices such as bribery, facilitation payments, fraud, extortion, collusion, and money laundering. It also includes an offer or receipt of any gift, loan, fee, reward, or other advantage to or from any person as an inducement to do something that is dishonest, illegal, or a breach of trust in the conduct of business.

### Non-compliance

Such incidents refer to non-compliance with social, economic and environmental laws and/or regulations applicable to the Group, brought through dispute resolution mechanisms and/or resulting in:

- Significant fines
- Non-monetary sanctions

## Social

### Employees

Employees are defined as full-time staff who are employed by the Managers. This does not include Hotel Managers' associates employed for the day-to-day operation of the hotels.

# Appendix (cont'd)

## Occupational Health and Safety

According to the International Labour Organization, an occupational accident is an unexpected and unplanned occurrence, including acts of violence, arising out of or in connection with work which results in one or more workers incurring a personal injury, disease or death. The coverage for occupational accident cases includes employees and workers at sites in Singapore, Malaysia, Indonesia, China, Latvia and Mexico.

With reference to GRI 403: Occupational Health and Safety Standard, the different types of occupational accidents are defined as follows:

- High consequence work-related injuries are work-related injuries that result in a fatality or in an injury from which the worker cannot, does not, or is not expected to recover fully to pre-injury health status within 6 months.
- Work-related injury is an injury that results in any of the following: death, days away from work, hospitalization, medical treatment beyond first aid, or loss of consciousness
- Work-related ill health indicates damage to health and includes diseases, illnesses, and disorders.

Recordable work-related injury rates and recordable high consequence work-related injury rates were calculated based on 1,000,000 hours worked, using the formula of the total number of injuries divided by the number of hours worked multiplied by 1,000,000.

## Environment

The GHG Protocol Corporate Accounting and Reporting Standard is adopted. Sunningdale Tech accounts for GHG emissions using the operational control criteria and reports its direct (Scope 1) and electricity indirect (Scope 2) GHG emissions.

## Energy Consumption

Purchased electricity and fuel consumption are the two sources of energy consumed in respect of Sunningdale Tech. The total energy consumption is expressed in Terajoule ("TJ"). The total energy consumption in FY2020 was restated due to improvement in data compilation methodologies.

## Energy Intensity

The metrics selected to calculate the respective energy intensity ratios are per total sales for Sunningdale Tech. Average energy intensity per total sales amount is calculated by the energy consumed, relative to the total amount of sales generated by Sunningdale Tech.

## Greenhouse Gas Emissions

This report includes the Scope 1 and Scope 2 GHG emissions for Sunningdale Tech and is reported in line with the guidance from the GHG Protocol Corporate Accounting and Reporting Standard.

Scope 1 GHG emissions are emissions from sources that are owned or controlled by the organisation. In the scope of reporting, this relates to vehicle fuel natural gas consumed for cooking and water heating and it is expressed in tonnes of carbon dioxide equivalent ("tCO<sub>2</sub>e"). Default emissions factors for Scope 1 GHG emissions were sourced from the 2006 Intergovernmental Panel on Climate Change ("IPCC") Guidelines for National Greenhouse Gas Inventories while the global warming potential ("GWP") values were sourced from the IPCC Fifth Assessment Report ("AR5").

Scope 2 GHG emissions are emissions that result from the generation of purchased or acquired electricity, ventilation and cooling consumed by the organisation. In the scope of reporting, this only relates to purchasing electricity and is expressed in tCO<sub>2</sub>e. A location-based method is adopted, which reflects the average emissions intensity of grids on which energy consumption occurs.

The Scope 2 GHG emissions are calculated using country-specific grid emission factor (where available) obtained from the Energy Market Authority of Singapore 2021, Institute for Global Environmental Strategies Grid Emission Factors, Joint Crediting Mechanism in Indonesia 2019, China Ministry of Ecology and Environment and Association of Issuing Bodies 2019.

FY2020 Scope 2 emissions has been restated to reflect updated emission factors.

# GRI Content Index

GRI Standard Disclosure	Description	Section of Report	Page Reference
<b>GRI 102: General Disclosures 2016</b>			
<b>Organisational profile</b>			
<b>102-1</b>	Name of the organisation	About the Report	7
<b>102-2</b>	Activities, brands, products, and services	About Sunningdale Tech	8-10
<b>102-3</b>	Location of headquarters	About Sunningdale Tech	8-10
<b>102-4</b>	Location of operations	About Sunningdale Tech	8-10
<b>102-5</b>	Ownership and legal form	About the Report	7
<b>102-6</b>	Markets served	About Sunningdale Tech	8-10
<b>102-7</b>	Scale of the organisation	About Sunningdale Tech Social: Profile of Our Workforce	8-10 22-23
<b>102-8</b>	Information on employees and other workers	Social: Profile of Our Workforce	22-23
<b>102-9</b>	Supply chain	About Sunningdale Tech	8-10
<b>102-10</b>	Significant changes to the organisation and its supply chain	About Sunningdale Tech	8-10
<b>102-11</b>	Precautionary Principle or approach	Please refer to the Corporate Governance section of our 2019 as per latest copy of Annual Report on the website	2019 as per latest copy of Annual Report on the website
<b>102-12</b>	External initiatives	External initiatives that Sunningdale Tech subscribes to include: <ul style="list-style-type: none"> <li>Blood Donation by the Singapore Red Cross Society</li> </ul>	
<b>102-13</b>	Membership of associations	Sunningdale Tech is a member of the following associations: <ul style="list-style-type: none"> <li>Singapore Precision Engineering &amp; Tooling Association (SPETA)</li> <li>Singapore Manufacturing Federation (SMF)</li> <li>Singapore National Employers Federation (SNEF)</li> </ul>	
<b>Strategy</b>			
<b>102-14</b>	Statement from senior decision-maker	Board Statement	3-5
<b>Ethics and Integrity</b>			
<b>102-16</b>	Values, principles, standards, and norms of behaviour	Board Statement	3-5
<b>102-17</b>	Mechanisms for advice and concerns about ethics	Governance: Ethics, Bribery and Corruption	19-21
<b>Governance</b>			
<b>102-18</b>	Governance structure	Please refer to the Corporate Governance section of our 2019 Annual Report Our Commitment to Sustainability	2019 Annual Report
<b>Stakeholder engagement</b>			
<b>102-40</b>	List of stakeholder groups	How Sunningdale Tech Engages with Our Stakeholders	14-15

## GRI Content Index (cont'd)

GRI Standard Disclosure	Description	Section of Report	Page Reference
102-41	Collective bargaining agreements	57% of our employees in Singapore, 5% of our employees in Malaysia and 85% of our employees in China are covered by collective bargaining agreements.	
102-42	Identifying and selecting stakeholders	How Sunningdale Tech Engages with Our Stakeholders	14-15
102-43	Approach to stakeholder engagement	How Sunningdale Tech Engages with Our Stakeholders	14-15
102-44	Key topics and concerns raised	How Sunningdale Tech Engages with Our Stakeholders	14-15
<b>Reporting practice</b>			
102-45	Entities included in the consolidated financial statements	Please refer to the Financial Statements in our 2019 as per latest copy of Annual Report on the website	2019 as per latest copy of Annual Report on the website
102-46	Defining report content and topic Boundaries	About the Report	7
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