

AM GLOBAL PTE LTD

# CORPORATE SOCIAL RESPONSIBILITY POLICY

VERSION AS OF [DATE]



**YUEN LAW LLC**  
ADVOCATES & SOLICITORS

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Our Ref: KC CO202105263 DRN

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## 1. POLICY STATEMENT

- 1.1. AM Global Pte Ltd (the “**Company**”, “**we**”, “**us**”) is committed to building a sustainable business in the logistics industry. We aim to positively impact the people around us, the communities that we serve and the environment that we all share.
- 1.2. This Corporate Social Responsibility Policy (hereinafter referred to as the “**CSR Policy**”) provides a roadmap for the Company’s efforts in ensuring that our business is always conducted responsibly. It sets out the minimum standards governing the conduct of the Company and its business. Where there are applicable laws, rules and regulations in local jurisdictions that impose a higher standard, that higher standard must be complied with.
- 1.3. We are determined to ensure that all initiatives under this CSR Policy are meaningfully implemented with the support of our employees. Where necessary, we will make available the necessary resources to ensure that our corporate responsibilities are met.
- 1.4. This CSR Policy is approved by the Board of Directors and effective as of [**#insert date**].
- 1.5. The CSR Policy may be subject to review from time to time. You may access the most updated version of the CSR Policy at this link: [**#insert link**].

## 2. SCOPE OF THE POLICY

- 2.1. The Company and its management will be guided by this CSR Policy in making business decisions. To that end, all directors, officers and employees employed by the Company (the “**Employees**”) are responsible for ensuring that this CSR Policy is meaningfully implemented. For avoidance of doubt, “Employees” shall include consultants, term contractors and employees on secondment.

## 3. SUSTAINABILITY OFFICER

- 3.1. The Company will ensure that there is at least one Sustainability Officer to oversee and continually enhance the Company’s sustainability efforts. As at [**#insert date**], the Sustainability Officer appointed by the Board of Directors is the [**#insert designation**], Ms May Tan.
- 3.2. All correspondence, reports, notices and questions to be directed to the Sustainability Officer in relation to this CSR Policy shall be sent by email to [**#insert email**].

## 4. PEOPLE

- 4.1. We believe that the Company owes its success to the efforts of all Employees and we are committed to being a responsible and respectful employer. Our policies and guiding principles can be found below:

### Workplace Environment

- 4.2. All Employees are entitled to a work environment that is safe, fair and non-discriminatory. The Company expects all Employees to treat each other respectfully and comply with the Employee Handbook, without exception.
- 4.3. If you are facing difficulties at your workplace, please reach out to your head of department or the Human Resources Department at the earliest possible opportunity.

### Employee Development

- 4.4. The Company hopes to grow with its Employees. To that end, the Company is committed to supporting all Employees who wish to improve themselves or acquire new skills and competencies. We aim to be a place where all Employees are free to display their abilities to the fullest.
- 4.5. From time to time, the Company may require Employees to attend accredited programmes and courses relevant to their employment. Where attendance is directed by the Company, such programmes would be paid for by the Company, subject to the Employee's successful completion of the same.
- 4.6. If you are interested in attending a programme or course that is relevant to your employment or the industry, please speak to your head of department on how we can support you on your endeavours.

## **5. COMMUNITY**

- 5.1. We believe in giving back to the communities that we operate in and support a wide variety of causes, both in Singapore and overseas. As far as possible, we donate to Institutions of Public Character and charities registered with the Commissioner of Charities in Singapore. Do reach out to us if you wish to learn more about the causes we support.

## **6. ENVIRONMENT**

- 6.1. The effects of climate change are evident in the form of rising sea levels, global warming and the increase in natural disasters. We see it as our duty to do what we can to reduce our impact on the environment.

### Reducing our environmental impact

- 6.2. We aim to minimize the environmental impact of our business by ensuring that shipping efficiencies and emissions are reduced. We do so by adopting the following guiding principles in our operations:
  - a) Harnessing technology to streamline operations;
  - b) Limiting use of single-use plastics;
  - c) Turning off electrical appliances when not in the office; and
  - d) Reducing resource wastage in the office.
- 6.3. Employees are also encouraged to adopt environmentally friendly practices at the workplace.

## **7. FEEDBACK**

- 7.1. If you have any suggestions or ideas on how we can do better for our people, communities and environment, please reach out to the Sustainability Officer.