

CSR PLAYBOOK

THE ROAD TO RESPONSIBLE
MANUFACTURING

UN GLOBAL COMPACT

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LETTER FROM THE SHARE HOLDERS

Dear Wood Couture Team,

Over the years, Wood Couture has continued to flourish at an exciting pace. As we grow and evolve as a team, so does our vision for the future. Together, we have gained valuable insight on the power of tackling any situation head-on as a team – and this playbook you hold in your hands serves as a testament to this achievement.

As the climate change agenda continues to take centre stage, a growing number of leaders from the public and private sectors have pledged support for climate action. Thus, we at Wood Couture must do our part as well.

In early 2020, we assembled a group to look into how we as a team can become more sustainable – not only environmentally, but also socially as a corporation and in the policies that we implement. It is through this process that we discovered how we can become trailblazers by using our voice and unique talents for the betterment of our team and Wood Couture. We aim to be responsible to ourselves, our team and our community-at-large whilst creating new value as a business in whatever actions and decisions we make.

This playbook provides a clear direction for our strategy and operations where any sustainability considerations can be fully integrated. As you read more about Wood Couture's sustainability initiatives, I hope you too will be excited about this journey and will join us as we turn the page towards a brighter future

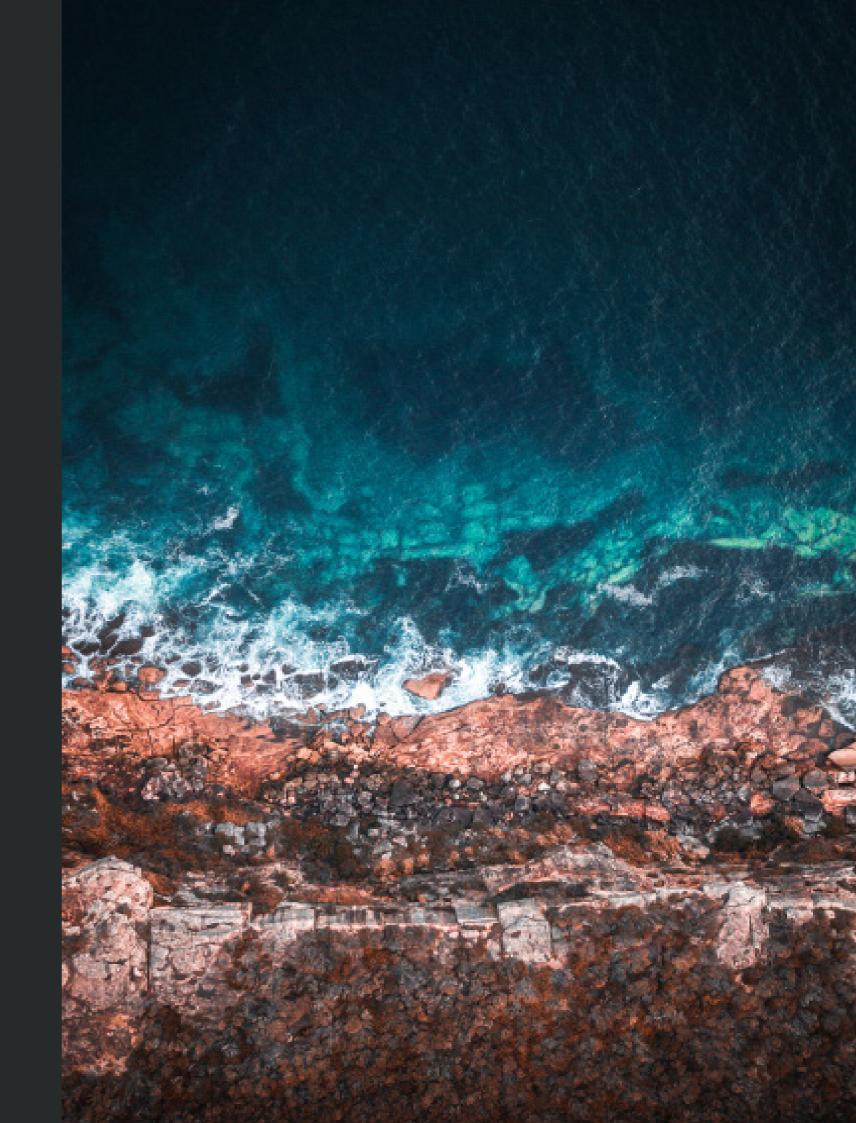
Yours always, Shareholders

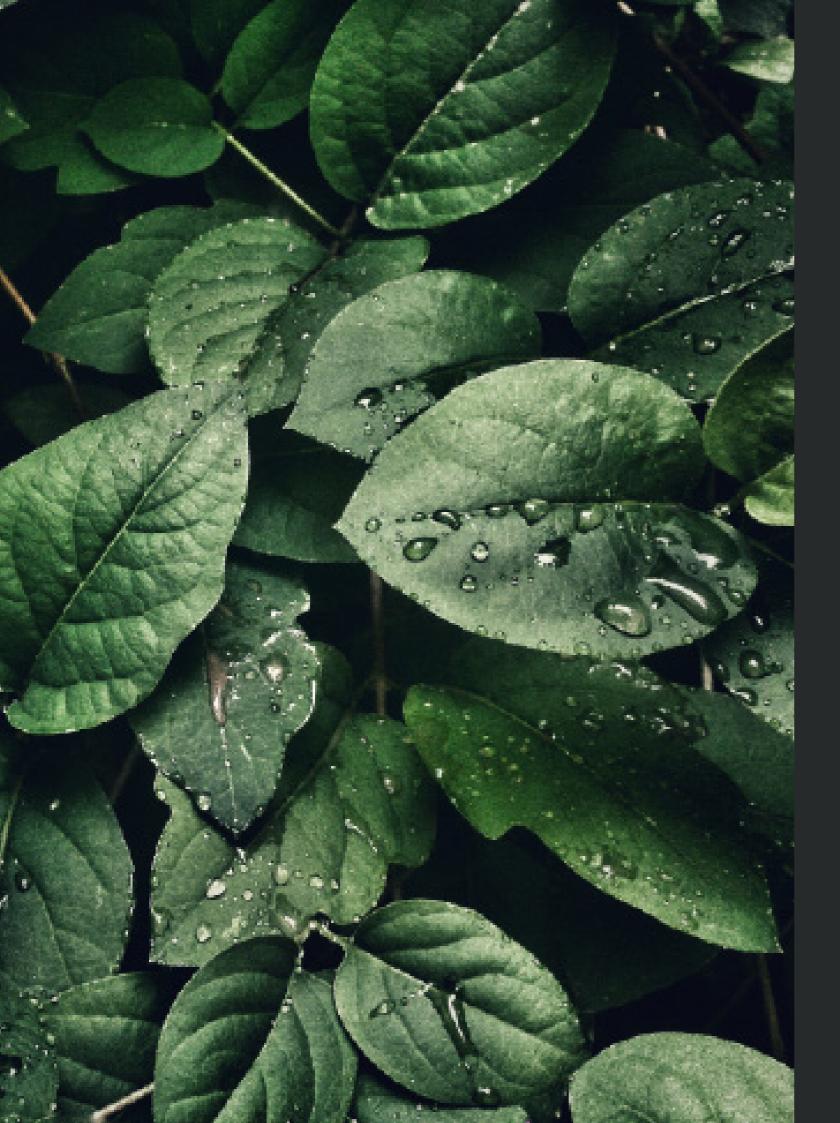


A SUSTAINABLE VISION

FOR THE FUTURE

INTRODUCTION





INTRODUCTION

This sustainability playbook outlines the various sustainability actions and practices implemented currently and practices that will be implemented in the future. Wood Couturewants to ensure that the element of sustainability is integrated into all that we do as individuals and as a team.

Wood Couture aims to reduce environmental impact by incorporating sustainable materials, implementing efficient manufacturing processes, reducing waste and emissions, and promoting sustainable practices in the company's culture.

It also includes initiatives to support local communities and suppliers and to encourage responsible consumption among customers. The company regularly evaluates and updates its sustainability goals and practices to achieve continuous improvement.

OUR COMMITMENT

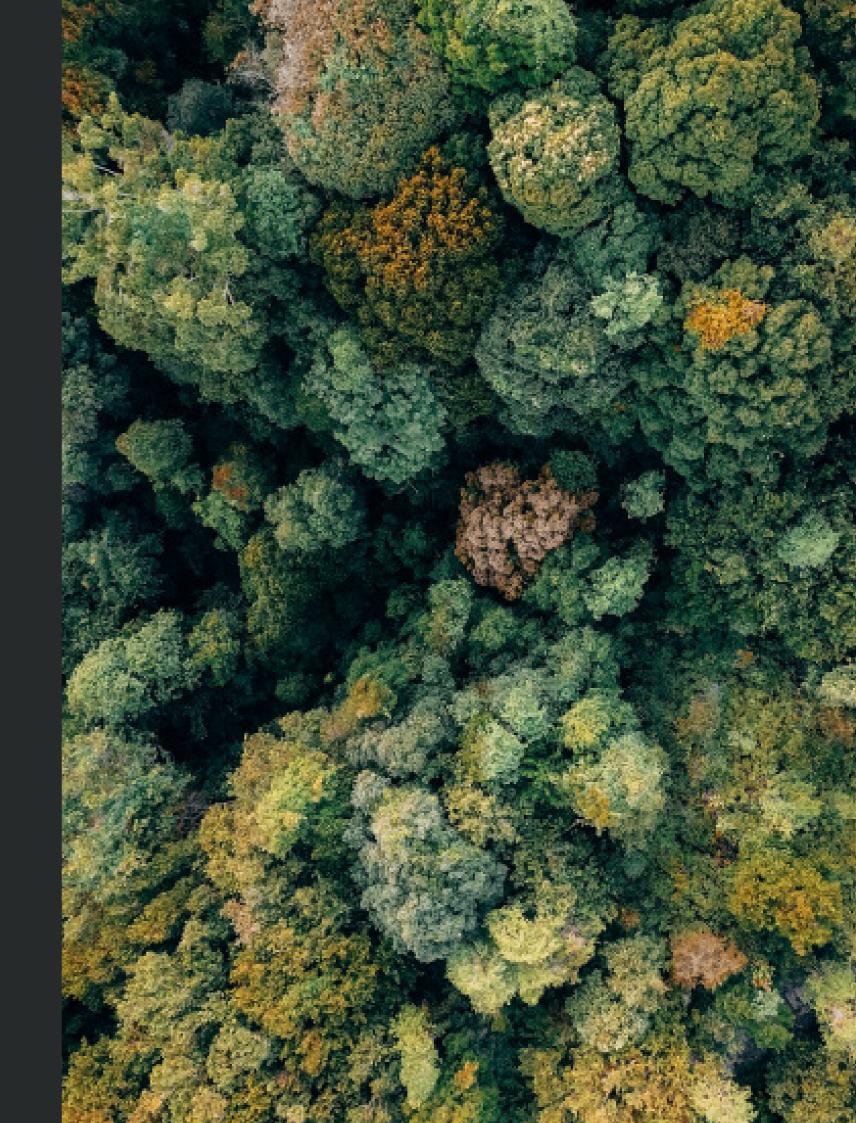


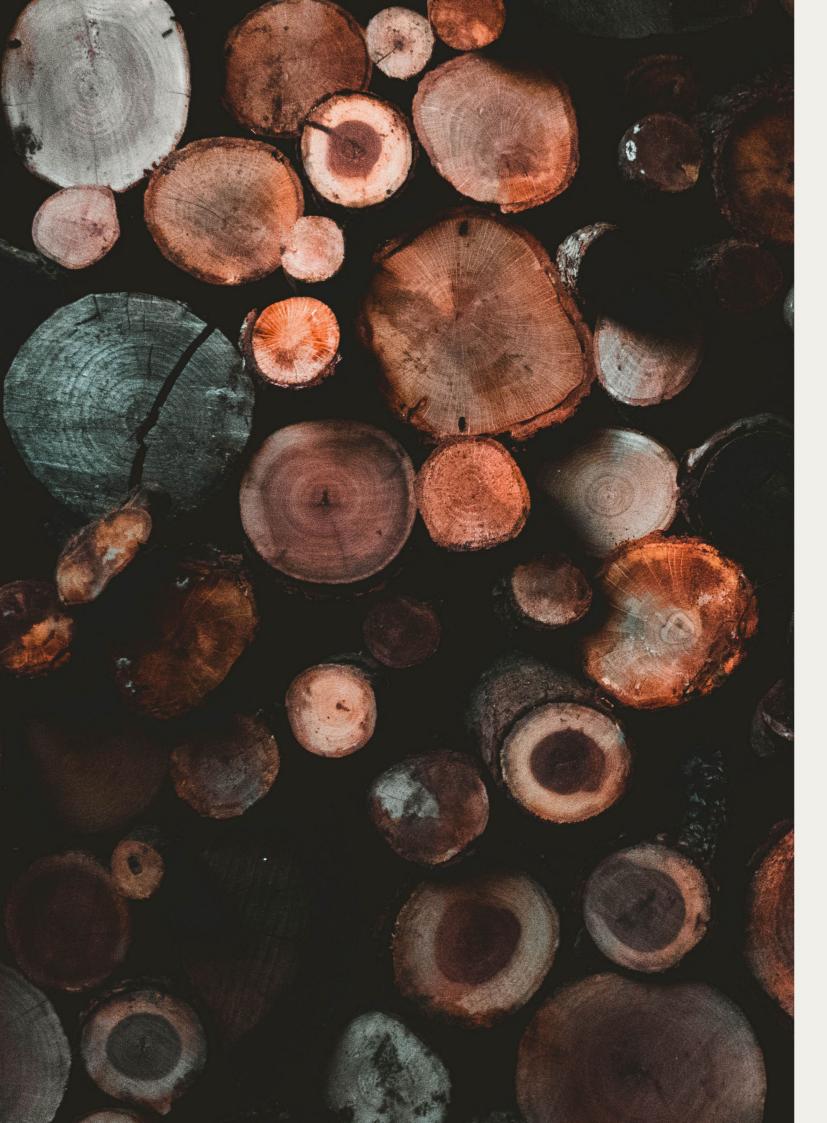


OUR COMMITMENT

We are committed to being socially and environmentally responsible in all that we do by nurturing a safe and inclusive space for all members of our community, creating rewarding opportunities and leaving a positive impact on the environment.

OUR APPROACH





OUR APPROACH

At Wood Couture, we dedicate ourselves to embracing sustainability to further elevate our values as a team – and be seen as a trailblazer in our community.

To achieve this, we have created a 4Ps approach to ensure that the element of sustainability is integrated into all that we do as individuals and as a team.



PEOPLE

We advocate for the safety and well-being of all employees, partners, shareholders, customers and our community, while also safeguarding their quality of life.



PROFITS

We strive to create rewarding opportunities that not only add an economic value to our businesses but also enrich the lives of our people.



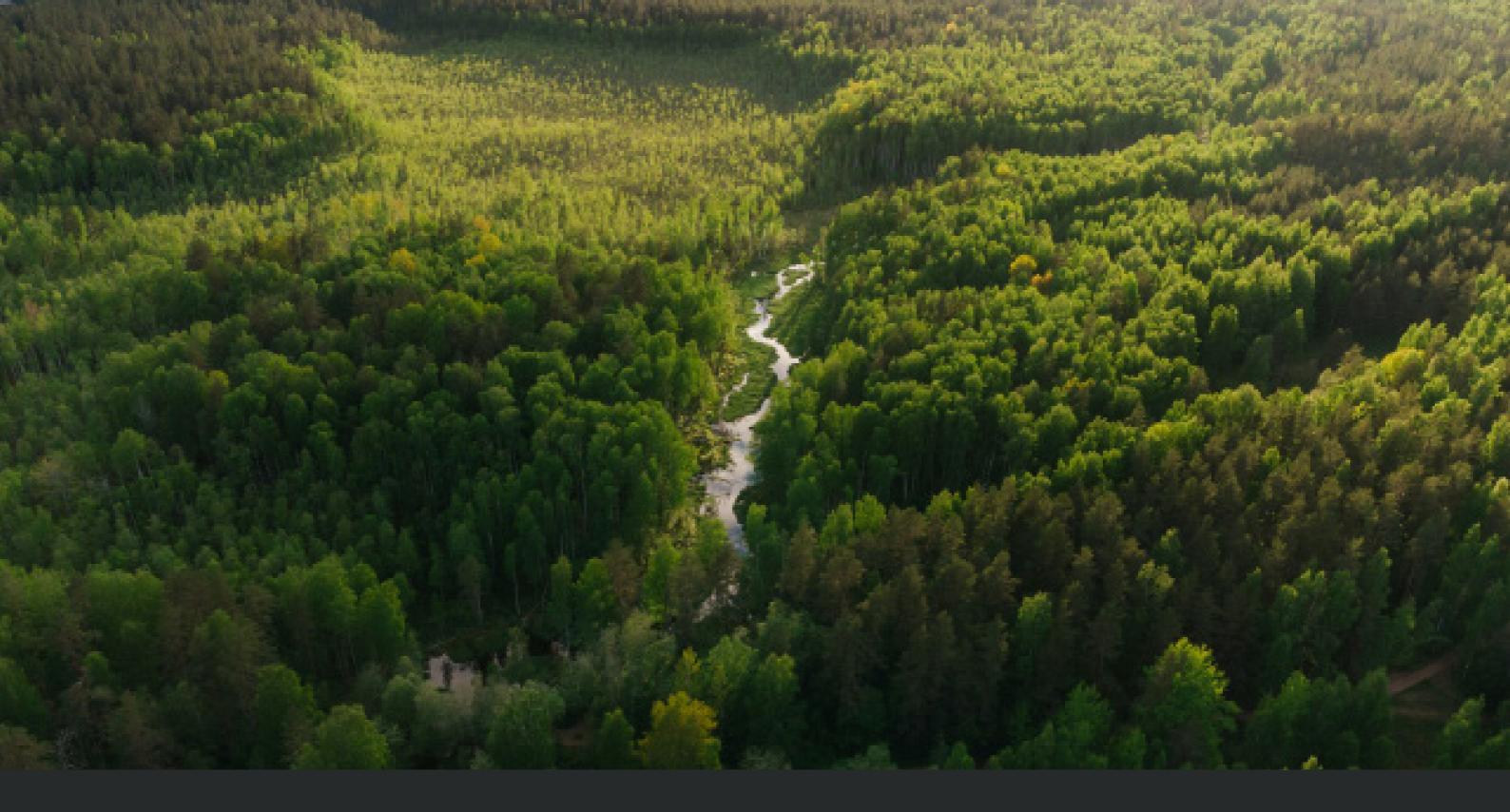
PLANET

We actively reduce our consumption of natural resources and explore innovative alternatives, all in order to reduce our ecological footprint and leave a positive impact on the environment.



PLACEMAKING

We set the stage to nurture safe and inclusive spaces for all people to live, play, and create memories.



ENVIRONMENTAL











With the environment being a key concern for Wood Couture especially in combating climate change, our environmental efforts focus on how we as a lifestyle manufacturer, and an employer, can avoid or minimize any negative impact we have on the planet.

GREEN BUILDING CONSTRUCTION

In addition to adopting more environmentally friendly practices at the office, the team at Wood Couture will be working tirelessly together with all stakeholders to enhance our sustainable initiatives and efforts for all future projects to come. Ultimately, we strive to educate our clients and work on projects that are not just "less bad" for the environment, but projects that have a net positive impact on the environment.

DEEP DECARBONISATION

Carbon dioxide is the leading cause of humaninduced global warming and associated climate change. With the goal of becoming carbon neutral, we are committed to exploring new and alternative solutions that will allow us to greatly reduce our carbon footprint.

WASTE MANAGEMENT

The real estate industry creates tremendous amounts of waste through both the construction and operational stages. We aim to change the way we consider resources; stepping away from the traditional linear waste management, and adopting the concept of a circular economy to reduce the amount of waste sent to landfills.

ENERGY EFFICIENCY

Ongoing energy consumption of properties makes up the majority share of the real estate sector's overall carbon emissions profile. Hence, we strive to occupy energy efficient building energy-efficient buildings as well as source for more renewable energy, both on-and off-site to reduce the consumption of carbon-emitting, non-renewable energy.

WATER CONSERVATION

Around 80% of the world's population already suffers a severe threat to its water security. To best conserve water as a quality resource, we strive to adopt good management of water supply, wastewater, rainwater and stormwater by utilising water saving, treating and recycling mechanisms in our manufacturing premises.

OCCUPANT WELL-BEING

BIODIVERSITY CONSIDERATION

The way our homes have been built in the last century is reinforcing lifestyles that make us sick, stressed, alienated and unhappy. As a lifestyle manufacturer, our goal is to ensure that not only the physical needs such as air, water, light, thermal, sound and visual comfort are addressed but also the social wellbeing and healthy lifestyle of the occupants.

Biodiversity and ecosystems do not only provide us with our life support systems — clean air to breathe, clean water or food on our plates; it is also an essential part of the solution to climate change. We seek to identify opportunities that protect and enhance biodiversity hand in hand with economic growth and development.



SOCIAL













As a lifestyle manufacturer, Wood Couture is both a part of – and a partner to – society. As such, we are constantly striving to better recognise and manage our impact together, maximising the positive while minimising the negative.

SAFETY, HEALTH & WELL-BEING

There is no safer place than your own space. In advocating the safety, health and wellbeing of our people, we strive in creating safe and inclusive spaces for us not just to live, play and create memories, but also where wellness is part of our everyday lives.

DIVERSITY & INCLUSION

As a lifestyle manufacturer, we value an inclusive and supportive environment where human rights are protected and respected, where all people are treated equally and fairly, and where discrimination and harassment is not tolerated.

FOSTERING TALENT

At Wood Couture, we know that our future will be shaped by the bright minds of tomorrow. That's why – in addition to being an equal opportunity employer – we value our close collaborations with new and existing talents. Whether you're a veteran, or new to the team, we are committed to providing you with a space to learn, innovate and grow.

CORPORATE SOCIAL RESPONSIBILITY

As part of these beliefs, we uphold our commitment to making a difference in the community by giving back and creating a positive impact wherever and whenever we can. While there is no one "right" way to practice CSR, we strive to always do our part for the public, the economy and the environment through collaboration, contribution and accountability.

STAKEHOLDER FNGAGFMFNT

As a company, we have many different stakeholders, including our customers, local communities, business partners, authorities, employees and society at large. By engaging with our stakeholders in a constant and constructive dialogue, we aim to learn what is important, what is expected and how to make the best decision possible.



GOVERNANCE





















Moving forward, sustainability will be a fully integrated component of Wood Couture's business strategy and its operations, which includes introducing new policy and governance measures to administer and maintain our commitments.

BUSINESS CONDUCT

As a business, it is our moral duty to respect human rights in all places, not just in our supply chain and operations but in the communities in which we operate. At Wood Couture, we have introduced several protective measures over the years, addressing a range of issues, from bribery and corruption to discrimination and whistle blowing.

SUPPLIER CONDUCT

In addition to upholding these values as a company, we have a responsibility to act sustainably in all that we do – and that includes our network of raw material suppliers. At Wood Couture, we are dedicated to only working with partners that share these standards and strict code of ethics.

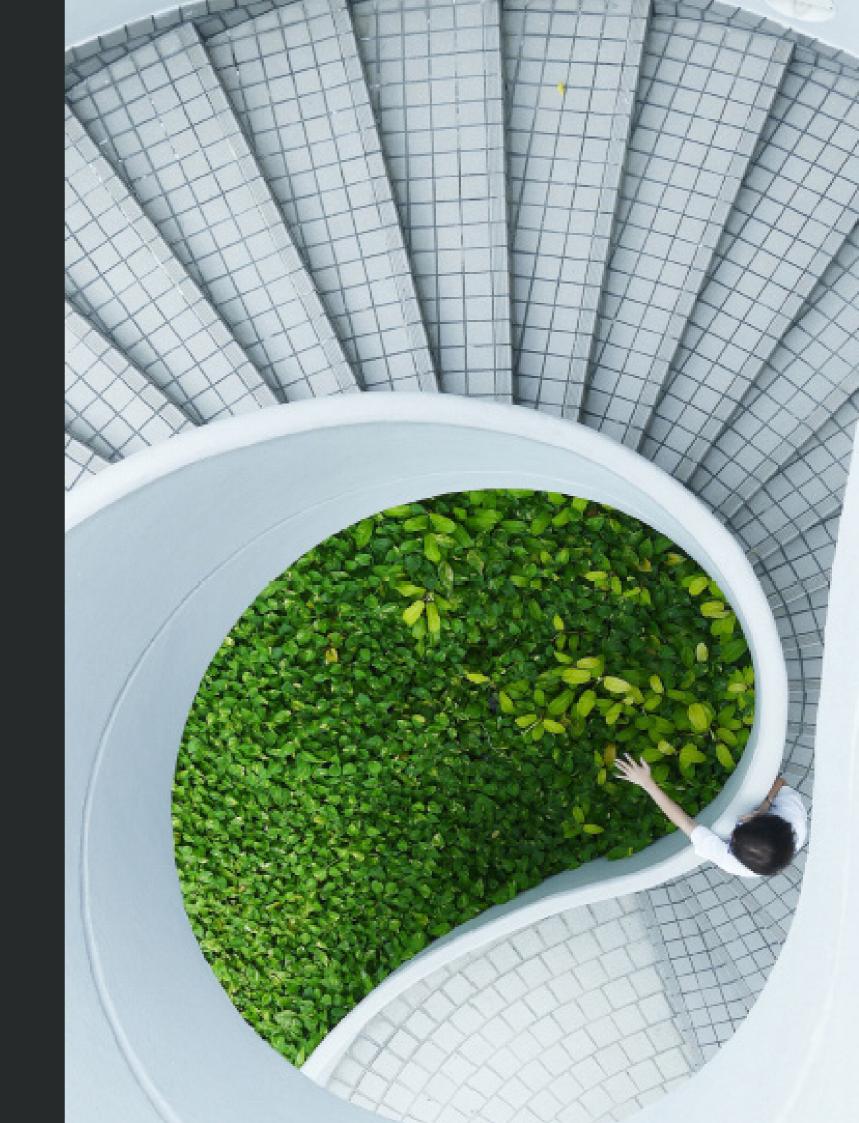
RISK MANAGEMENT

In line with our commitment to upholding sustainability in our business and as a way of life in Wood Couture, we place great emphasis on having a robust risk management and internal controls system. This also enables us to continue safeguarding the quality of life of our community, creating rewarding opportunities and providing inclusive spaces for all people.

CORPORATE GOVERNANCE

As a company who values honesty, openness and transparency, we believe good corporate governance to be crucial to maintaining a successful and sustainable organisation. By introducing authority limits and increased accountability across all levels, Wood Couture promises to be a right-fit partner, employer and innovator – always.

YOUR SUSTAINABILITY JOURNEY



WOOD COUTURE EMPLOYEE JOURNEY MAP

OUTREACH
Job Seekers

Equal Opportunity

We offer a range of recruitment platforms to enable job seekers of diverse Backgrounds to reach out to us at anytime and anywhere.

Staff Referral Programme

A rewarding experience where you get to recruit your friends to be part of our tribe.

Internship Programme

An opportunity for young talents to kickstart their career journey by working with different teams for a specific amount of time.

RECRUITMENT Candidates

Getting to Know You

Meet your prospective peers over coffee and experience and interactive skills assessment.

New Joiner Guide

Our people, Our Culture and our way of working. A handbook that provides valuable insight into Wood Couture.

ONBOARDING Newbies

Orientation Programme

A platform for all newbies, regardless of their roles and rank to familiarise and learn holistically about Wood Couture.

Buddy System

Newbies will be paired with a tribe member to offer guidance when they need advice or direction.

Integrate

Newbies will adapt to the current working norms to understand and synergise with their team members.

RETENTION Team Members

WORKING ENVIRONMENT & LIFESTYLE

Wellness Programme

Team Members have access to a fitness platform and regular health check-ups

Stakeholder Engagement

Not only do we work hard, but we also dedicate a decent amount of time to our office parties, events and campaigns which are also extended to our business partners, families and friends.

PERFORMANCE

Performance Review Safe, confidential and reliable this comprehensive performace evaluation review empowers our team.

COMPENSATION & BENEFITS

Health Benefits

We provide comprehensive Health Insurance to all our staff with a wide network of high-end hospitals and clinics.

Recognitions Team members'contributions are recognised, valued and rewarded through monthly and annual staff recognition.

Learning & Development

HR and Managers provide comprehensive input for the growth of each tribe member's strengths, areas of improvement and the next course of action.

LEARNING & DEVELOPMENT

Knowledge Sharing

Formal or informal sessions that promote a learning culture while stimulating change and innovation.

Wood Couture Institute

A programme that is an opportunity to get out of your comfort zone learn and excel in areas you wish to improve in.

Mentor-Mentee Programme

Our experienced mentors are always open to sharing their knowledge and expertise with mentees to help challenge the status quo and develop a global mindset that will benefit their professional growth.

4 EXIT Alumni

WdCo Alumni Network

We encourage fostering good relations between members of our alumni and tribe which includes staying connected through social platforms and various special events.

STAMP OF APPROVAL



STAMP OF APPROVAL



Representing our commitment to embracing sustainability across all of our business operations, this logo has been designed to act as a stamp of approval for any efforts we make as a team to live up to our values and vision for the future.

JOIN THE CONVERSATION



SUSTAINABLE DEVELOPMENT GOALS





FOR THE GOALS

Thank you for your part in making Wood Couture a more sustainable space. As a member of the team, your participation in these efforts means the world to us – and to the actual world.

If you'd like to share with your friends and family about how we live, work and practice what we believe, please join the conversation online with #WdCoCARES.

CONTACT US

For more information, please contact our Sustainability team at info@woodcouture.com



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