



RECYGLO COMPANY'S ESG REPORT

2024



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ABOUT THIS REPORT

RecyGlo is pleased to present our Global Reporting Initiative (ESG) report, detailing our commitment to sustainability and transparency in our operations. This report will provide an overview of RecyGlo's efforts and achievements in environmental management, social responsibility, and corporate governance. This report aims to demonstrate our dedication to sustainable practices, accountability to stakeholders, and continuous improvement in our sustainability performance.



1. Introduction



Introduction

RecyGlo's Environmental, Social, and Governance (ESG) Report for the reporting period of 2022-2023. This report is prepared in accordance with the Global Reporting Initiative (ESG) Standards, reflecting our commitment to transparency, accountability, and sustainability. Our comprehensive approach to waste management addresses every aspect of the waste lifecycle, from generation to final disposal, with a strong emphasis on sustainability and community engagement. Through detailed waste audits, we help organizations and communities understand their waste generation patterns and identify key areas for improvement.

Our recycling services maximize material recovery and reduce landfill waste, while our educational programs raise awareness about sustainable practices and foster a culture of environmental responsibility. Our ESG compliance platform further supports businesses in adhering to sustainable practices, enhancing transparency and driving continuous improvement. We also highlight our community development programs, which focus on education, health, and economic development, tailored to the specific needs of the communities we serve.

By collaborating with local governments, NGOs, and businesses, we ensure that our solutions are effective and sustainable. RecyGlo's commitment to sustainability extends beyond local communities to a global vision. As we expand our operations to new regions, we remain dedicated to adapting our services to meet diverse waste management challenges, leveraging technology to provide scalable solutions, and building strategic partnerships to enhance our impact.

This report not only details our achievements and ongoing efforts but also sets out our future goals and strategies for scaling up our operations. We believe that by fostering a culture of sustainability and environmental responsibility, we can make a significant positive impact on the environment and public health, and contribute to a cleaner, healthier planet.

We thank our stakeholders for their continued support and collaboration. Together, we can achieve our vision of sustainable waste management practices worldwide.

About RecyGlo

Founded	2017
Revenue	USD 50,000 (Average Lifetime value), 1 M USD (Revenue in 3 years)
Average Employees	41 Employees
Global Presence	Asia Pacific countries (Singapore, Thailand, Vietnam, Malaysia, South Korea and Myanmar)
Clients	100 + Clients
Turnover rate %	58.8%





Vision

To responsibly handle materials in a secure, non-hazardous manner, with the goal of fostering global environmental cleanliness.



Mission

To emerge as a premier waste management solution platform in East & Southeast Asia, committed to achieving zero waste and zero carbon footprint.



Purpose

Introduce a waste management system in East & Southeast Asia to develop proper waste management and recycling culture.



Recyglo Chief Executive officer

Daw Shwe Yamin Oo



A compassionate, human-centric approach

RecyGlo is not just about turning waste into resources – we're pioneering a responsible future. We combine innovative recycling technologies with a strong social conscience, for our environment and our communities. As CEO, I'm deeply committed to creating a positive social impact, focusing on waste education and skills development programs that empower individuals and communities. This commitment extends to fostering a diverse and inclusive workplace where everyone feels valued and has the opportunity to grow. RecyGlo embraces strong environmental, social, and governance (ESG) principles. We aim for transparency and accountability in all our operations, ensuring the well-being of our employees, minimizing our environmental footprint, and adhering to the highest ethical standards. By working together with partners and talents from diverse backgrounds, we're building a company that's not just profitable, but also a force for positive change in ASEAN region and beyond.

Mrs. Shwe Yamin Oo

Cheif Executive Officer
RecyGlo

Recyglo Chief Financial Officer

OKKA PHYO MAUNG



Accompany the future of innovation & expansion

RecyGlo's first ESG report is more than just numbers; it's a blueprint for a future where responsible waste management benefits everyone. We've pioneered innovative recycling technology, and our platform has demonstrably reduced waste, empowered local communities, and delivered cost savings to our partners. By integrating ESG principles into our core operations, we are creating long-term value for our stakeholders, including our employees, customers, investors, and the communities we serve.

We are committed to transparency and accountability, and this ESG report serves as a public record of our sustainability journey, highlighting both achievements and areas for improvement. A healthier planet, stronger communities, and a financially sound circular economy all become achievable when we turn waste from a burden into a win-win by demonstrating the link between reducing waste and a stronger bottom line.

Mr. Okka Phyo Maung
CFO, Recyglo

OUR IDENTITY AND PRESENCE

RecyGlo stands as a pioneering recycling service solution, fueled by the vision of three passionate founders committed to creating social impact and fostering sustainability.

Our core mission is to process recyclable materials safely and responsibly, contributing to a cleaner and greener environment. Operating from our headquarters in Singapore, we extend our reach through branches in Thailand, Vietnam, Malaysia, Korea, and Myanmar.



OUR SERVICES



aste management



ecure destruction



uditing & consulting



nvironmental, social, governance report



ogistic management



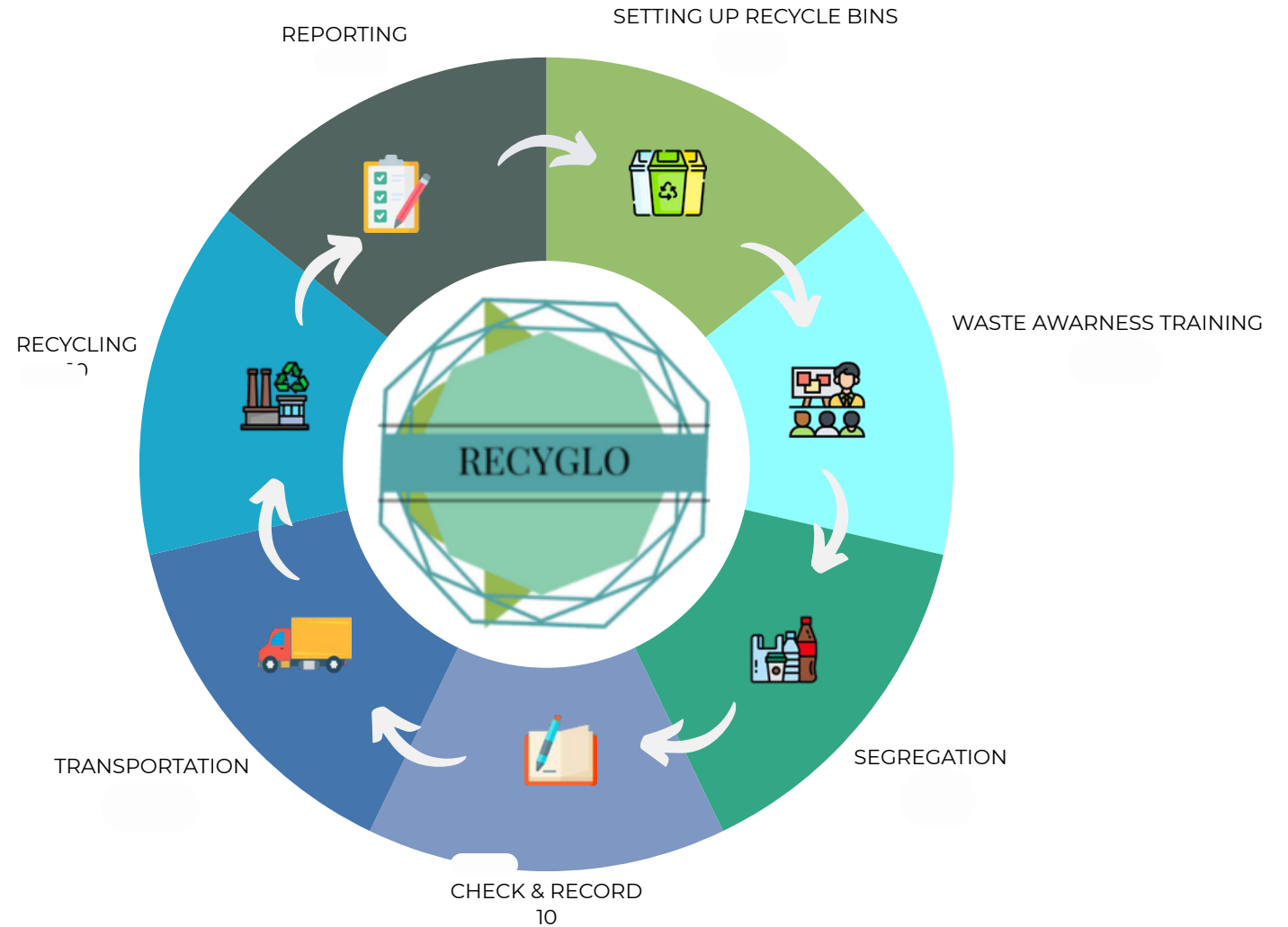
ducational services



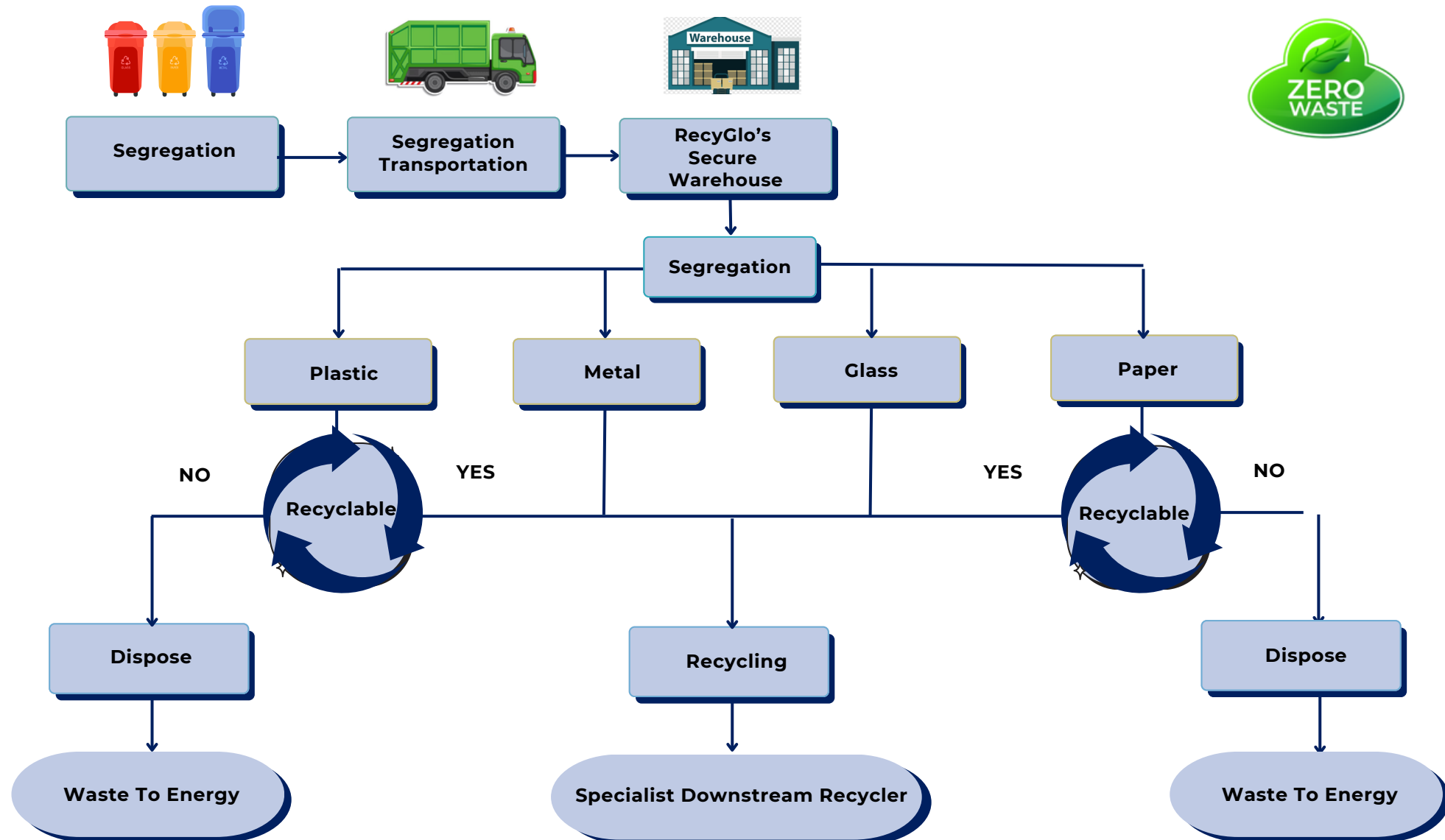
ustainability gift set

SERVICE PROCESS

- SETTING UP RECYCLE BINS
- WASTE AWARENESS TRAINING
- SEGREGATION
- CHECK & RECORD
- TRANSPORTATION
- RECYCLING
- REPORTING



WASTE MANAGEMENT AND RECYCLING



OUR SERVICES



RECYGLO ESG PLATFORM



Purpose

RecyGlo ESG is a cloud-based platform that helps businesses track, measure, and report on their ESG performance. It offers features such as data collection, analysis, reporting, and benchmarking, allowing companies to understand their impact and identify areas for improvement.



Features

The platform includes modules for waste management, water management, energy management, carbon footprinting, social impact assessment, and governance reporting.



15+

Standard
Accreditations

95%

Cheaper

99%

User Friendly



OUR STRENGTH IN ESG REPORTING STANDARDS

- ✓ **Integrated waste management and ESG reporting:** Streamline data collection and reporting by combining waste management data with broader ESG metrics, potentially reducing redundancy and improving efficiency.
- ✓ **Industry-specific reporting:** Offer customized templates and guidance based on your industry's unique ESG challenges and reporting requirements.
- ✓ **Data visualization and analytics:** Provide clear dashboards and reports to track progress, identify improvement areas, and communicate effectively with stakeholders.
- ✓ **Regulatory compliance support:** Ensure compliance cost-effectively with relevant ESG reporting standards and regulations, including GRI, SASB, and more than 15+ standards.
- ✓ **Waste-to-value insights:** Leverage waste management data to identify opportunities for resource recovery, cost reduction, and circular economy initiatives, potentially enhancing your overall sustainability performance.



GRI Standards

The GRI Standards represent global best practice for reporting publicly on a range of economic, environmental and social impacts. Sustainability reporting based on the Standards provides information about an organization's positive or negative contributions to sustainable development. Used by more than 10,000 organizations in over 100 countries, the Standards are advancing the practice of sustainability reporting, and enabling organizations and their stakeholders to take action that creates economic, environmental and social benefits for everyone.



SASB Standards

Serving as an ESG guidance framework, the SASB Standards identify sustainability issues that may impact financial performance and enterprise value for companies in 77 industries. The SASB Standards were framed using a transparent standard-setting process that included evidence-based research, open participation from companies, investors and subject-matter experts; and oversight and approval from the SASB Standards Board. Organizations may use these standards for guidance as they disclose sustainability risks and opportunities impacting their enterprise value.

2.

Environment



Environment Policies

Maintenance of Working Environment

RecyGLO is committed to maintaining clean workplaces and their environment for our employees and for the communities in which we work,

- The supervisor should truly emphasize and clear instruction to all workers about the importance of environment maintenance and cleanliness in order to stay safe, healthy and comfortable.
- All workstations, passageway and surrounded area should be cleaned and free from working tools, garbage, hoses and slippery things such as grease oil, etc.
- The workplaces should have a special place for storing tools. Others should be racked for storing.
- Waste Segregation Bins should be available in adequate number around location and emptying of them be scheduled regularly.
- Flammable materials should be stored in special place with good ventilation.
- Passages to safety equipment such as fire extinguisher, spray hoses should be free from the obstacles of other things.
- Solid garbage such as non-recyclable plastic (i.e. rubber) should be put in special garbage cans.
- Hazardous Waste: Waste chemicals must be properly labeled, dated, and sorted.



Environment Policies

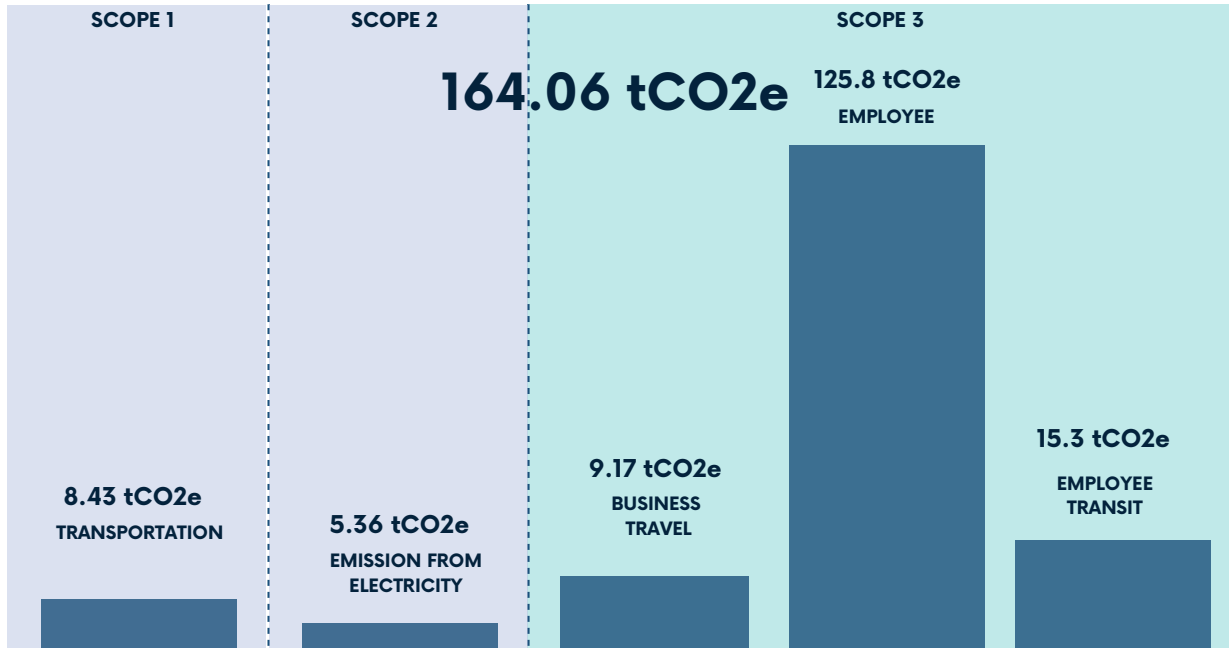
Maintenance of the Environmental Around workplace and worksite

- The workplace and the worksite should be kept clean and neat all times.
- Avoid air population caused by engines as well as chemicals dust.
- Avoid indiscriminate falling of trees which may damage the environment.
- No smoking is allowed in workplace and worksites.
- The toilet facility should be kept clean and hygienic.
- The floor and tables of the dining room should be disinfected.
- The dining room should be cleaned after use.
- Operation Uniform should be washed immediately after wearing.
- There should be no rodents or other animals, flies, ants and cockroaches in the dining room.
- All food should be stored on anti-rust racks or in designated clean, dry areas.
- As much as possible, food should be stored in sealed, airtight containers.
- The catering crews must wear uniforms, be clean, and should wear shoes.
- The hands of crews should be clean. The nails may not be allowed to grow long.
- The Admin supervisor is responsible for the hygiene of the workplaces and surrounding environment including proper disposal of all waste and debris.
- Crumbs and food remnants should be collected and put in the garbage bin and make sure that it is placed at a distance away from the workplaces.



Emission to Air - GHG Emissions

RecyGlo's Carbon Emissions Across Scope 1, 2, and 3



Scope 1, 2, and 3 emissions refer to different categories of greenhouse gas emissions associated with an organization's activities.

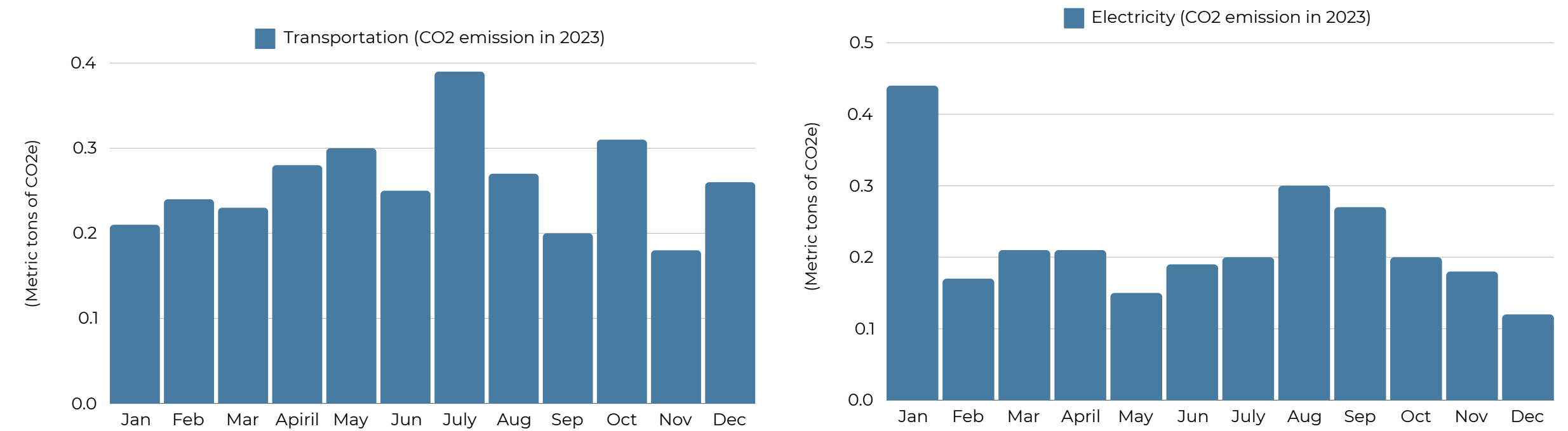
Scope 1, showcases RecyGlo's carbon emissions across different operational facets and direct greenhouse gas emissions originating from RecyGlo's transportation activities, including those used for waste collection and transportation logistics.

Scope 2, includes the indirect greenhouse gas emissions stemming from RecyGlo's electricity consumption.

Lastly, Scope 3 emissions can include the indirect greenhouse emission from various factors such as business travel, employee commuting, and transportation of goods and materials.

Emission to Air - GHG Emissions

RecyGlo's Carbon Emissions - Scope 1+2



In 2023, RecyGlo's main operations functioned as a waste collection that involved pick-up service that relied heavily on car consumption. The total distance traveled was 18,358 kilometers, resulting in total carbon emissions of 3.09 tCO₂e. Electricity consumption for running factories and office buildings was 7,363 MWh, contributing an additional 2.4 tCO₂e in carbon emissions.

Emission Reduction - Scope 1+2

Office Building

RecyGlo reduced carbon emission footprint in both administrative control and technology.

Administrative Control

- **Lighting:** Dimming the lights during the lunchtime, turning off the lights when not using and utilizing natural light whenever possible;
- **Heat and Cooling:** Utilizing natural ventilation as much as possible, keeping the thermostat or air-conditioning temperatures between 24'C and 27'C,
- **Office & Kitchen Equipment:** Encouraging employees to turn off the laptop and other equipment when they are away from their offices or work.

Efficiency Technology

Electrical appliances such as printers, electric bulbs, air conditioners and refrigerators, and office facilities such as toilets and water taps should be replaced with energy and water efficient technology. For example, a low energy light bulb can reduce 50 Kg of carbon emission yearly.



RecyGlo Carbon Emissions - Scope 3



Business Travel were significantly high in 2023 because it was attributed to the gradual easing of COVID 19 travel restrictions. RecyGlo staff travelled 31593.62 kilometers resulting in total carbon emission was 4.82 tCO₂e.



The number of **RecyGlo's Employee** were 51 person including Full Time, Part Time and Temporary workers. The average person of employee are 35 in 2022 and 2023. The total carbon emission are 3.7 ton per employee,



Employee Transit Usage, RecyGlo's staff commute to the office primarily by public transportation. The total distance traveled by all staff averaged 74,864 kilometers. The average daily travel distance per employee would be around 16 kilometers. The total carbon emissions were 7.65 tons.

Emission Reduction – Scope 3



1. Public Buses

- 1.1 Arrange Company bus route near employee residence
- 1.2 Transfer can be arranged for employees to reduce the number of car trips taken by individuals. Employees should be encouraged to use the bike or car pool or to walk. Car sharing can reduce the carbon emission by 50-80%.



2. Reduce Travelling

- 2.1 Air traveling should be reduced when possible by considering less carbon intensive alternatives such as traveling by rail or bus. For the same distance, traveling by rail can reduce the carbon emission up to 40% - compared to air travel.
- 2.2 The need for traveling can be reduced by using video and audio conferencing technology.



3. Work from Home

- 3.1 In 2020-2021, due to COVID outbreak, RecyGlo company has applied Work-from-home model about more than 70% to ensure business continuity.
- 3.2 Teleworking (or working remotely) rather than commuting can be considered.
- 3.3 Employees should be given awareness trainings to understand the importance of carbon reduction



4. Carbon Offset

- 4.1 RecyGlo company and Maha team planted 1,260 Mangrove trees and they have contributed to the planting of 3,015 Mangrove trees by local communities, covering a total of 1.7 hectares of land.
- 4.2 These efforts will reduce a projected amount of 3,064 T/CO₂ within 20 years, equivalent to an average of 153.2 T/CO₂ per year.

Emission Reduction – Scope 3



5. Carbon Offset

5.1 **Donation of affordable recycled books**, the offsetting scheme allows to buy a ton of recycled paper at a cost of USD 909 and offsetting comparatively low 0.21 t/CO₂.

5.2 Recycling paper avoids direct carbon emission from paper decomposition amounting to 212 Kg of carbon dioxide per ton.



6. Carbon Offset

6.1 **E-waste to E-cook**, A Solar Powered Cooking Stove costs US\$ 1,000 as includes three solar panels (US\$ 450), an inverter and solar controller (US\$ 400), and an e-waste battery (US\$ 150).

6.2 The reduction of carbon footprint for one set is potentially 92.99 T/CO₂ yearly - when used 30 minutes daily in a period of a year.

Wastewater Management

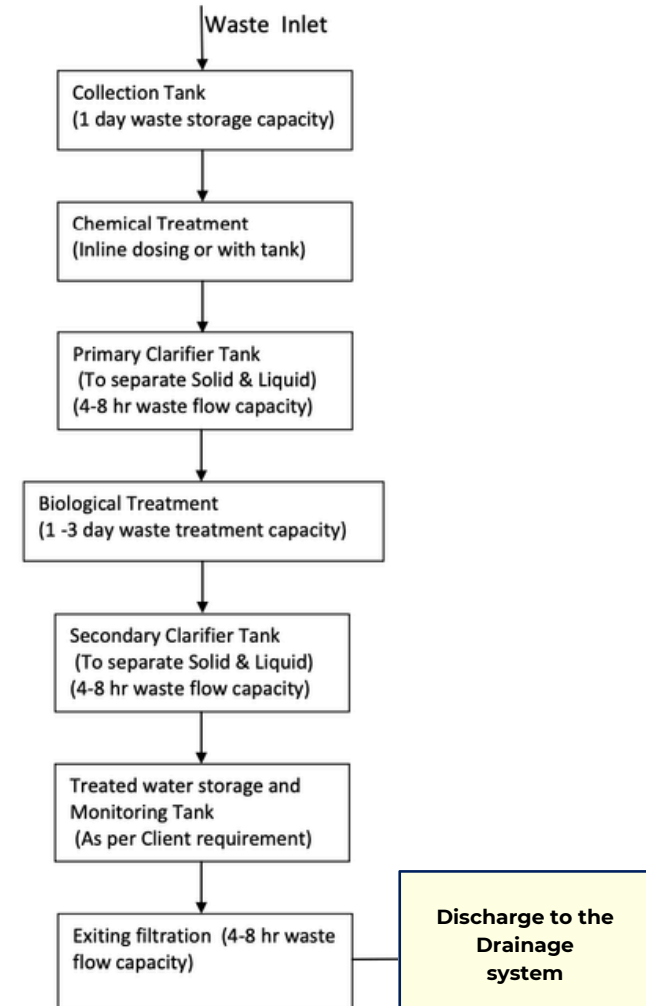
Wastewater Treatment Process

RecyGlo installed a state-of-the-art wastewater treatment plant in our plastic recycling factory in 2021. The treatment system is double treatment system which use the limestone and activated carbon. All the wastewater generated from the factory are treated by the system before discharging outside of the factory.

RecyGlo also prioritize regular monitoring and testing to ensure that our treated wastewater meets the required quality standards. Through these efforts, Recyglo strives to contribute to clean water preservation and create a sustainable future for our planet. RecyGlo checks the wastewater treatment every six months. It also checks the recycled water in the lab.



**Double Treatment
Type WWTP
installed at Plastic
Recycling Factory**



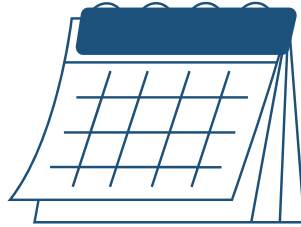
Waste

Waste Management Process

RecyGlo focus on reducing, reusing and recycling to reduce waste, including e-waste. Waste management approach is based on the Reduce, Reuse and Recycle philosophy.



Call RecyGlo to discuss your requirements or arrange a meeting with our team members.



The expert from RecyGlo will cooperating with you to arrange pickup collection and schedule the pickups.



After pickups, RecyGlo will directly transport the materials/wastes to the partner's recycling plant to do the secure destruction and Recycling.



RecyGlo will shredded, destructed and recycle the materials/waste in a secure manner in a more sustainable ways.



RecyGlo will provide complete transparency and traceability report on the whole operations processes. And will provide Certificate of Destruction ways.

Waste

Types of Waste Management by RecyGlo



PAPERS

Excluding paper with gloss printing i.e. laminations or emboss/UV coated



PLASTICS

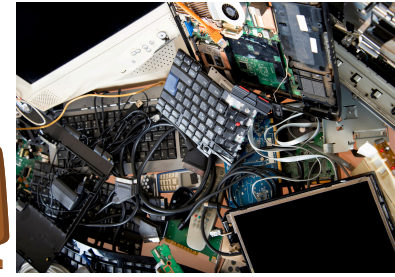
Excluding plastic packaging used in snack items, sachets etc.



METALS



GLASS



ELECTRONIC WASTE

Only lead batteries, old wires and electronic equipment (Ex: mobile phones, laptops, computers, printers)*



FOOD



Waste

Waste Segregation and Management Process



Waste

Waste Segregation Practice

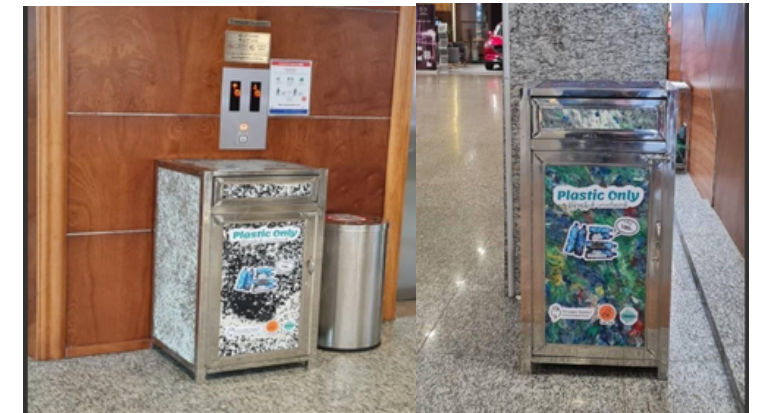
1. DRY WASTE SEGREGATION BINS



2. FOOT PADDLE-BINS



3. RECYCLED-LOW-VALUE-PLASTIC BINS



Waste

Waste Management Practice

TRACEABILITY



- RecyGlo ensure that all waste collected is recycled
- The partnership agreements ensure traceability of all waste collected from the customers

WASTE MEASUREMENT



- All waste collected is measured and reported
- This data provides key insights into the effectiveness of waste reduction initiatives

SUSTAINABILITY



- RecyGlo provide services that are viable for economy and the environment, easily acceptable by people and therefore sustainable for the customers and the environment

Waste

Food Waste Management



Setup & Trainings
Provided by RecyGlo
Manage by RecyGlo



Setup & Trainings
Provided by RecyGlo
Manage by RecyGlo



Transport to
Compost Facilities
Manage by RecyGlo



Turn the waste into
compost at local
farm
Manage by Partner



Organic Compost
Give back to Customer

Waste

Food Waste Management



Layering



Two-Three weeks old fermented organic waste will then layer with soil, cow manures/animal slurry, Rice husks or coconut husks, and brown leaves/grasses.

The layers will be then stirring up and down twice a day to mix the materials and ingredients inside. EM will be added to faster the decomposing process. And left it decomposing through until all ingredients are fully decomposed and dried. It will takes 3~4 Weeks and its depend on the weather and nature of the ingredients put into it.

Final Compost will then be spread-out in the sun to dry-out some of the moisture and smell trapped inside during the composting method.

Fermented organic waste are mixed with soil, cow manures, Rice husks or coconut husks, and brown leaves/grasses.



Decomposing

Waste

Electronic Waste Management

Types of Electronic Waste



Batteries waste



Televisions waste



Personal Electronic waste



Monitors and Laptop waste

Waste

Electronic Waste Management

BATTERY RECYCLING SERVICES

- One of the first professional pick up service in Myanmar that ensures batteries get safely delivered to recycling facilities in Europe
- Currently accepts 5 types of batteries in durable boxes that can hold 5kg worth of batteries
- RecyGlo will make sure the E-waste is collected in a safe, non-difficult way and then transported to the recycling expert facilities in Europe, Japan, and South Korea. Currently, RecyGLO have five types of batteries in durable boxes that can hold 5kg worth batteries.



Waste

Hazardous Waste Management

RecyGlo uses secure landfills to minimize the environmental impacts. The hazardous waste, such as chemical waste from factories, must be properly labeled, dated, and sorted.

Follow these rules for keeping waste chemicals,

- **Place a “Hazardous Waste” label on the container. These are available from the Department of Administration.**
- **Write the name of the chemical on the label. The major components or hazardous chemicals should be listed.**
- **Write the date on the label when waste is first placed in the container. Write the date on the label when the container is full.**
- **Box the containers for easy carrying. Label the box "Environmental Health & Safety."**

Odor & Noise Management

RecyGlo's Environmental Management Plan (EMP) addresses several key aspects of its operations to minimize environmental impact. The EMP addresses air pollution control, as fumes are released during the plastic-pressing process. The plan outlines strategies to manage these emissions and ensure compliance with regulations. Furthermore, the EMP tackles noise pollution generated by machinery during full operation. It outlines action plans to minimize noise exposure for employees and the surrounding community.



The hydraulic Press ensures the fumes can be observed from overheating of various type of plastics

Noise Pollution Control System has been integrating and operating at all the machines



Biodiversity and Habitat Management

Floral Biodiversity

RecyGlo uses secure landfills to minimize environmental impacts. All services should aim to reduce chemical emissions and waste from factories. RecyGlo produce organic fertilizer from food waste, promoting sustainable agriculture and reducing the use of chemical fertilizers on farms, thereby minimizing the negative impact on biodiversity. In other words, RecyGlo contributes to biodiversity conservation by promoting floral biodiversity. Our planet's wildlife populations have declined by more than 60% since 1970, and species are becoming extinct at an alarming rate. Biodiversity, the variety of life on Earth, provides us with services essential for human well-being such as clothing, food and medicines. A million plant and animal species are threatened with extinction, we have lost half of the world's corals and lose forest areas the size of 27 football fields every minute. WWF found 175 species of vascular plants were discovered in 2021-2022. The Greater Mekong region of Southeast Asia - comprising Cambodia, Laos, Myanmar, Thailand and Viet Nam - is part of the larger Indo-Burma biodiversity hotspot. Without substantial conservation action, we will continue to lose the biodiversity that makes our region rich and unique.

Biodiversity and Habitat Management

Faunal Biodiversity

RecyGlo recognizes the crucial role of healthy ecosystems in supporting diverse faunal biodiversity. This commitment is reflected in their sustainable land use practices, which prioritize minimizing negative environmental impacts. By fostering healthy habitats for animal life, RecyGlo takes a proactive approach to land management, ensuring the long-term well-being of fauna biodiversity. WWF report discovered over 120,000 snares were removed from the Hue and Quang Nam saola nature reserves in the Annamites of Viet Nam alone between 2011 to 2019. An indiscriminate slaughter unfolds in the forests of Southeast Asia. Millions of snares, cheap and easy to set, indiscriminately kill and maim wildlife. This isn't just about supplying the illegal wildlife trade with valuable species; countless animals with no commercial value suffer too. Many die agonizing deaths from dehydration, starvation, or infected wounds, while others are snatched for the exotic pet trade, fueling a dangerous international market. The endangered animals are in danger of going extinction The animals by may also become extinct through the hunting and capturing. Human beings has always hunted and killed wildlife. Animals have been, and still are, killed for meal, clothing, medicines, feathers, eggs, trophies, souvenirs and sometimes just for amusement. Other times, these animals are captured to trade around the world. Additionally, RecyGlo contributes preservation and prevention of animal ecosystem, safeguarding biodiversity and promoting sustainable practices.

Biodiversity and Habitat Management

Habitat Management

In Southeast Asia, the rapid loss of biodiversity not only diminishes vital resources but also increases the risk of zoonotic diseases. Weak enforcement and regulations further contribute to forest degradation and fragmentation, highlighting the urgent need for sustainable management practices to preserve these irreplaceable ecosystems. The exploitation of forest resources and the deliberate or accidental introduction of species have resulted in the destruction and loss of pristine habitats. Without immediate action, it could lose another 15-30 million hectares by 2030. To further strengthen their commitment to biodiversity conservation, RecyGlo provide awareness training on habitat management to local partners, clients, and employees. This proactive approach empowers these groups to become stewards of the environment. By educating a wider audience on responsible land use practices, RecyGlo fosters a collaborative effort towards protecting biodiversity within the community.



3. SOCIAL

Human and Labor rights Management

RecyGLO business activities are pursued with respect for human rights. As such, the Companies need to ensure and demonstrate they treat everyone fairly, legally, with respect, and with dignity. It is not acceptable to abuse the human rights of either individuals or groups of individuals and the Companies endeavor to operate in a manner consistent with the principles of the United Nations Universal Declaration of Human Rights and the core International Labour Organization Convention areas (freedom of association, collective bargaining, non-discrimination, prohibition of child labor and forced labor policies). The Companies will not participate in, contribute to or obtain information from any blacklist or other similar service which undermines these principles and as part of this obligation, the Companies will ensure that compliance with the Business Ethics Policy, as well as Equality and Diversity Policy, will form part of the selection process for appointing subcontractors and other members of the Companies' supply chain. RecyGLO seeks to identify, assess, manage human rights impacts within our value chain in line with the following policy chain,

1 EMPLOYEES

To respect the human rights of our employees, including non-discrimination, prohibition of child and forced labor, and freedom of association and the right to engage in collective bargaining.

3. LOCAL COMMUNITIES

RECYGLO respects local cultures and contributes to human rights by improving social, economic and environmental conditions. We engage with communities and ensure security responsibly.

2. SUPPLIERS AND CONTRACTORS

RECYGLO chooses suppliers who meet social responsibility standards, monitors their performance, and promotes fair labor practices throughout the supply chain. This eliminates child, forced, or trafficked labor.

4. SOCIETY

RECYGLO champions human rights, environmental sustainability, and ethical business practices. We promote these through our work and collaboration with others.

Human and Labor rights Management

Workplace Alcohol, Drugs & Smoking Policy

Alcohol



For many people, drinking alcohol is a social activity that is part of many social situations. While alcohol may not be readily available in the workplace, alcohol may be present at work-related functions or social occasions for cultural reasons. Most people consume alcohol responsibly. However, one in eight adults' drinks at level that is dangerous to their health. However, alcohol is not permitted to be consumed during work hours. All staff (including contractors) must have a 0.00 blood alcohol reading while working. This includes work on a client site. Alcohol consumption that affects workers can occur in the workplace itself, in nearby locations, or through heavy consumption away from the workplace. Alcohol use can affect people's ability to perform tasks safely and productively. It is recognized that alcohol related issues can affect anyone at work, and RecyGlo is committed to addressing these issues in a way that is supportive and fair to everyone. Any staff member arriving to commence duties under the influence of alcohol will be sent home. Alcohol shall only be consumed at designated times by approval of the Managing Director and only when the staff member is not returning to work.

Smoking



As we recognize the harms caused by smoking and exposure to second hand smoke, it shall be the policy of RecyGlo to provide a smoke-free environment for all employees and visitors. This policy covers the use of any tobacco product, including smoking, oral-tobacco products and/or chewing tobacco, and it applies to workers, contractors and employees and non-employee visitors of RecyGlo. Smoking is prohibited in all buildings. Smoking is prohibited within twenty meters of fire hazards and dangerous goods storage areas. Smoking in open areas is only permitted during authorized work breaks and the location must be at least 20 feet from the main entrance of the building. Some client sites may have a specific designated area or, designated smoking breaks however all RecyGlo employees, contractors and sub-contractors may not engage in these activities. While on a client site, the client's smoking policy shall be adhered to. All materials used for smoking in this area, including cigarette butts and matches, will be extinguished and disposed of in appropriate containers.

Drugs



Any worker, contractors, and employees under the influence of a prescribed drug or medication, which may hinder their performance and as a result affect the safety of themselves or others should report this to their manager before commencing work. Consumption of, having, or, being under the influence of non-prescribed drugs on the company premises or client site is strictly forbidden. Any worker, incorporating contractors and employees arriving to commence duties under the influence of drugs will be sent home. Being under the influence of non-prescribed drugs or illegal substances may result in dismissal



Children's Rights

Right to Safety

RecyGlo prioritizes the safety of children by implementing robust measures to prevent abuse, exploitation, and negligence in all its activities and operations. Through stringent safety protocols and risk assessment procedures, RecyGlo ensures a secure environment for children's participation.

Right to Participation

RecyGlo acknowledges the importance of children's voices and actively encourages their participation in its activities. Through inclusive decision-making processes and respectful engagement, RecyGlo ensures that children can express their views and contribute to matters concerning them.

Right to Non-Discrimination

RecyGlo upholds the principle of non-discrimination by providing equal opportunities for all children, regardless of their gender, ability, race, ethnicity, circumstances, or age. By fostering an inclusive environment, RecyGlo ensures that every child can benefit from its initiatives and services equitably.

Right to Privacy

RecyGlo places a strong emphasis on safeguarding children's privacy and personal data. Through strict confidentiality measures and limited access to sensitive information, RecyGlo ensures that children's privacy rights are respected and protected at all times.

Right to information and Education

RecyGlo is committed to promoting access to education and providing comprehensive information to children about their rights. Through transparent communication and educational initiatives, RecyGlo empowers children with the knowledge they need to understand and assert their rights effectively.

Right to Health and Well-being

RecyGlo prioritizes the health and well-being of children in all decision-making processes. By considering the best interests of the child, RecyGlo ensures that its activities contribute positively to the physical and mental well-being of children involved or impacted by its operations.

Right to Protection from Harm

RecyGlo actively identifies and mitigates risks that may harm children within its operations. By collaborating with relevant authorities and agencies, RecyGlo strengthens its efforts to protect children from all forms of harm and ensures their safety and security.

Right to Accountability and Redress

RecyGlo establishes transparent mechanisms for children and stakeholders to report concerns or abuses. By taking prompt and effective actions to address issues raised, RecyGlo demonstrates its commitment to accountability and ensuring access to redress for children affected by its activities.

Children's Rights

HSE and Child Labor Initiatives



DISTRIBUTION OF POSTERS TO FACTORIES



TRAINING TO PARTNERS AND DISTRIBUTION OF PPE

RecyGlo conducted Occupational Health and Safety (OHS) and Child Protection Policy (CPP) workshops with our clients, accompanied by the distribution of essential materials to enhance workplace safety and child protection measures. The workshops aimed to educate participants on the importance of these policies and provide practical guidance for implementation. Following the workshops, RecyGlo distributed CPP posters, safety shoes, vests, helmets, and pamphlets to partner recycling factories.

At Sein Nagar Glass Factory and Myanmar New Power E-waste Factory, RecyGlo explained the instructions and policies outlined in the CPP posters and affixed them within the facilities. Similarly, at Bokashi Myanmar and Nilar Queen Paper Factory, RecyGlo provided instructions on the policies and placed the posters accordingly. Additionally, PPE was supplied to Bokashi Myanmar, followed by group photos to commemorate the occasion.

The provision of CPP posters, safety equipment, and educational workshops has had a tangible social impact within our partner recycling factories. By enhancing awareness and understanding of OHS and CPP policies, we have contributed to creating safer working environments and promoting child protection. Through these initiatives, RecyGlo demonstrates its commitment to social responsibility and actively strives to improve the well-being of workers and children in the communities we serve.

Occupational Health & Safety risks

RecyGlo prioritizes the health and safety of its employees, contractors, and visitors across all operations and locations through a robust Occupational Health and Safety (OHS) Policy. The company is committed to fostering a safe and healthy workplace environment by implementing a comprehensive Health, Safety, and Environmental (HSE) management system.

Key elements of RecyGlo's OHS Policy include the context of the organization, where external and internal factors are identified and addressed to operations, stakeholders, and HSE risks. RecyGlo ensures clear boundaries for its HSE management system and accountability at all levels.

In terms of leadership, senior management demonstrates commitment by providing necessary resources, fostering a supportive culture, and aligning HSE policies with the company's purpose and objectives. Planning is crucial, with RecyGlo engaging in proactive hazard identification, risk assessment, and control measures, alongside continuous review and improvement of the HSE management system.

Support and operation involve defining roles, responsibilities, and authorities to facilitate effective HSE management, ensuring competence, training, and awareness among personnel, and establishing robust communication procedures for internal and external stakeholders. Performance evaluation is key, with RecyGlo monitoring and measuring key aspects of its operations and activities to evaluate compliance, HSE performance, and the effectiveness of operational controls.

The organization conducts internal audits and management reviews to ensure ongoing suitability, adequacy, and improvement of the HSE management system. Improvement processes include incident reporting, investigation, and corrective action to address incidents and nonconformities promptly. RecyGlo is committed to continual improvement, evidenced by its proactive approach to identifying opportunities for enhancement and implementing necessary changes.

Local community engagement (CSR Activities)

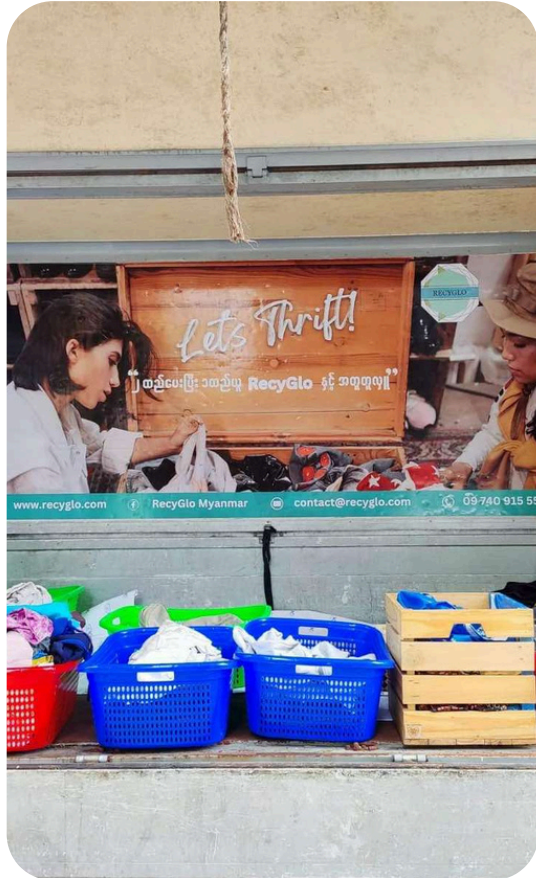
EMPOWERING COMMUNITIES THROUGH SUSTAINABLE FASHION

RecyGlo Thrift Fashion Truck Campaign was initiated from the realization of the excess clothing in our closets, aiming to address textile waste challenges by creating a mobile platform for facilitating clothing exchange and advocating reuse within communities. Through collaboration and innovation, we've transformed this vision into a tangible force for positive social and environmental impact. **RecyGlo has been able to donate 3,270 pieces of clothings to a total of 7 places including orphanages, school for blind, flooded cities, & refugees** Our initiatives have generated significant social impact, including the reduction of carbon footprints and providing support to orphanages and crisis-affected areas.



Local community engagement (CSR Activities)

THRIFT FASHION TRUCK ACTIVITIES



Established on May 9, 2023, RecyGlo emerged with a clear mission, to address textile waste challenges and promote sustainable fashion practices. The journey began with a strong commitment to environmental sustainability and community engagement, igniting a movement toward transformative change.

RecyGlo has achieved significant milestones in advancing sustainability and supporting communities. **By repurposing over 7,000 pieces of clothing and diverting 1,600 kilograms of textile waste from landfills, RecyGlo has made a tangible impact.** Additionally, the thrift shopping initiatives have reduced carbon emissions by approximately 5,600 kilograms, contributing to climate change mitigation efforts.

The evolution from concept to catalyst for sustainable fashion underscores the power of collective action and community engagement. As the initiatives continue to grow, RecyGlo remains dedicated to promoting environmental responsibility, fostering community connections, and driving meaningful change.



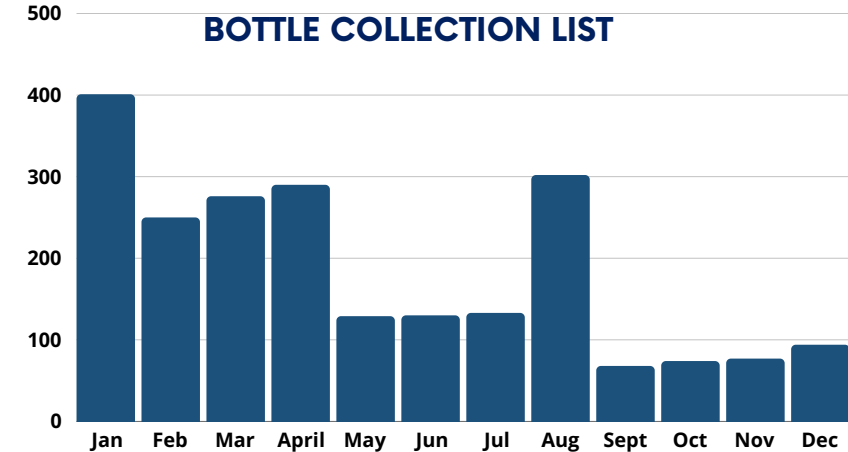
Local community engagement (CSR Activities)

PLASTIC PREVENTION CAMPAIGN

In 2021, RecyGlo embarked on a transformative journey with the launch of the "Plastic Prevention Campaign," aimed at mobilizing communities to combat the pressing issue of plastic waste. Recognizing the detrimental impact of plastic pollution on the environment and human health, RecyGlo sought to inspire action and foster a culture of responsible waste management.

The campaign leveraged innovative strategies to incentivize individuals to participate in plastic waste reduction efforts. Through the deployment of designated trash cans and reverse vending machines, individuals were encouraged to properly dispose of plastic bottles filled with sachets. For every ten bottles deposited, participants received a reward of 100Ks per bottle, coupled with an additional 1000Ks for every set of ten bottles, thereby providing tangible incentives for responsible behavior.

Over the course of 2023, RecyGlo's Plastic Prevention Campaign achieved remarkable success, demonstrating the efficacy of community engagement in driving positive change. **RecyGlo have saved a total bottles of 2,124 from going into the sea.** The campaign not only facilitated the proper disposal of plastic waste but also had a profound social impact by instilling a sense of environmental responsibility among participants. By actively involving individuals in environmental stewardship, RecyGlo not only addresses the immediate issue of plastic pollution but also fosters a long-term commitment to sustainability. Through initiatives like the Plastic Prevention Campaign, RecyGlo continues to play a pivotal role in shaping a cleaner and more sustainable future for all. By empowering communities to take ownership of their environmental footprint and promoting responsible waste management practices.



ဖုန်းဘောလ်လာယူပါ !

(From Oct 2021 - April 2022)

“ နှစ်ပတ်လတ်စတင် (အသုံးပြုမှုများ အပြည့်သိပ်တည့်ထားသော ရေသန့်ပတ်လတ်စတင်ဘူးများပေါ်တွင် အမည် မှတ်တမ်းမှတ်ပုံစံဖြင့် နံပါတ်များ RECYGLO ပုံစံသို့တည်ဆွဲပြီး ဖုန်းဘောလ် ရယူလိုက်ပါ။ ”

1,000 Kyats
for **10** bottles

Hotline: 09 740 915 551

သတိ !! မထည့်ရ ❌
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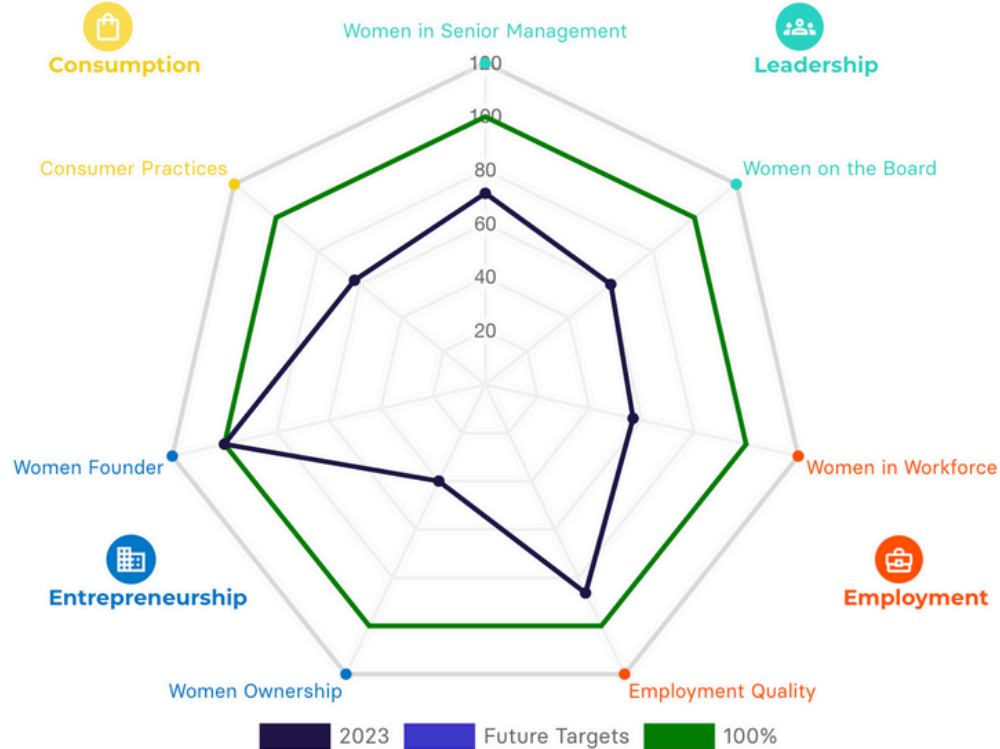
Norwegian Retailers' Environment Fund

RECYGLO

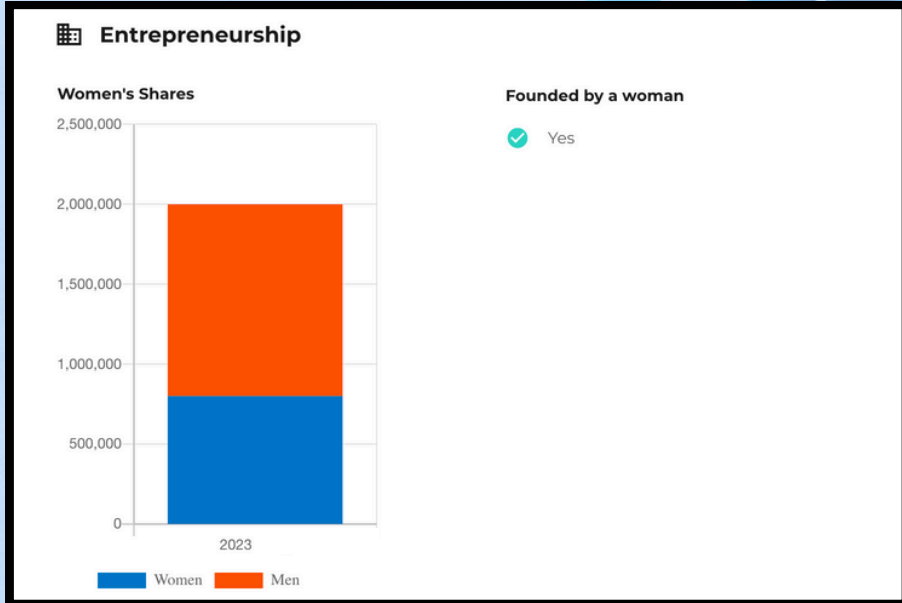
Myanmar Plaza Hledon Centre

Diversity and Gender Equality

Leadership at RecyGlo embodies diversity and gender equality. CEO of RecyGlo is a woman who leads with vision, integrity, and a commitment to fostering an inclusive workplace culture. Under her guidance, RecyGlo champions gender equality initiatives, ensuring that all employees have equal opportunities for growth and advancement.

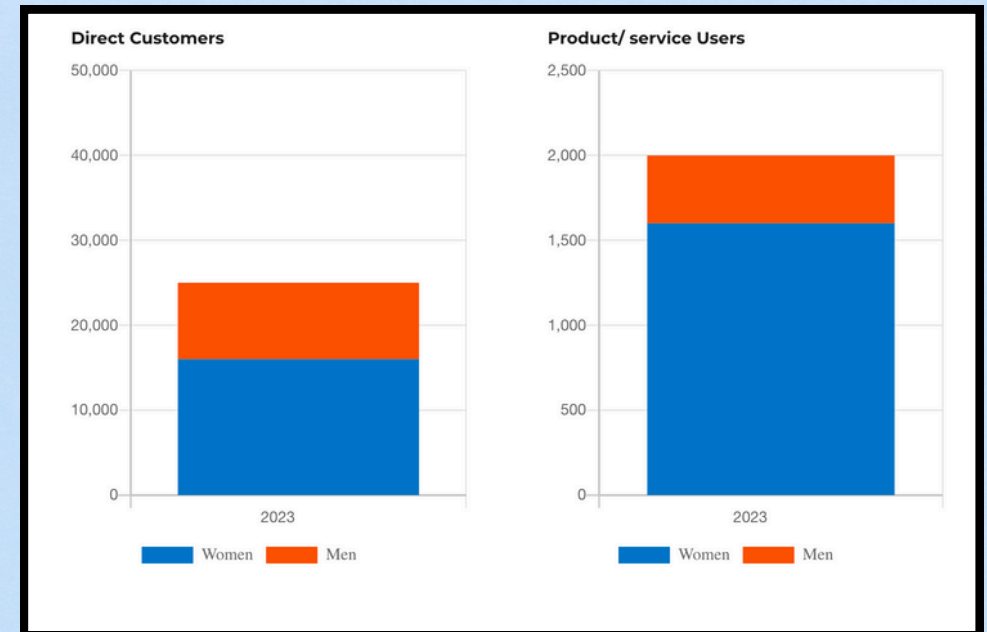


Diversity and Gender Equality



At RecyGlo, entrepreneurship thrives as a cornerstone of the company culture. With a strong emphasis on innovation and initiative, we empower individuals to pursue entrepreneurial opportunities within the organization. RecyGlo's inclusive environment fosters creativity and risk-taking, encouraging employees to think outside the box and take ownership of their ideas.

In serving the customers and product users, RecyGlo recognizes the importance of catering to diverse needs and preferences. A significant portion of its direct customers and product service users are women, and we strive to tailor the offerings to meet their specific requirements. By understanding and addressing the unique needs of women, RecyGlo enhance customer satisfaction and loyalty.

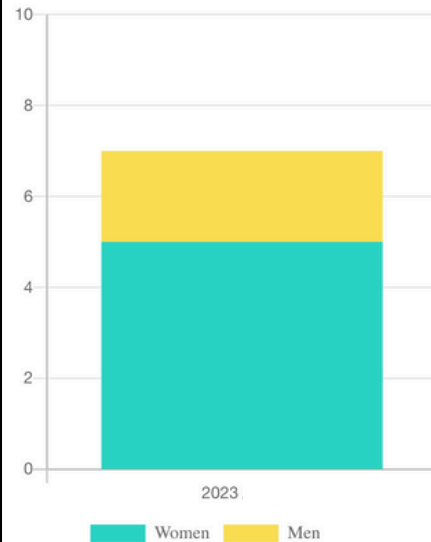


Diversity and Gender Equality

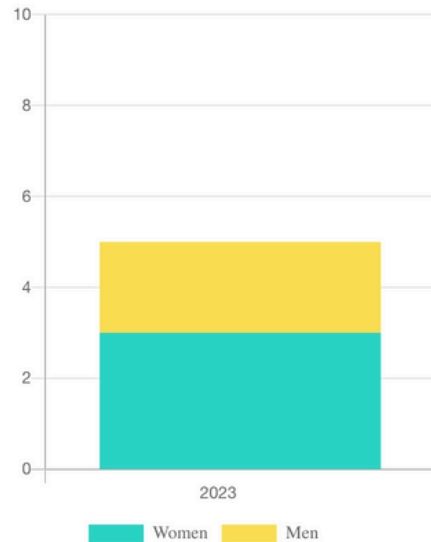
Employment at RecyGlo is all-inclusive and promotes gender equality at every level of the organization. It prioritizes diversity in the hiring practices and actively seek to create a workforce that reflects the communities they serve. Women hold key positions in senior management, contributing to decision-making processes and driving the company's success.

Leadership

Women Senior Managers

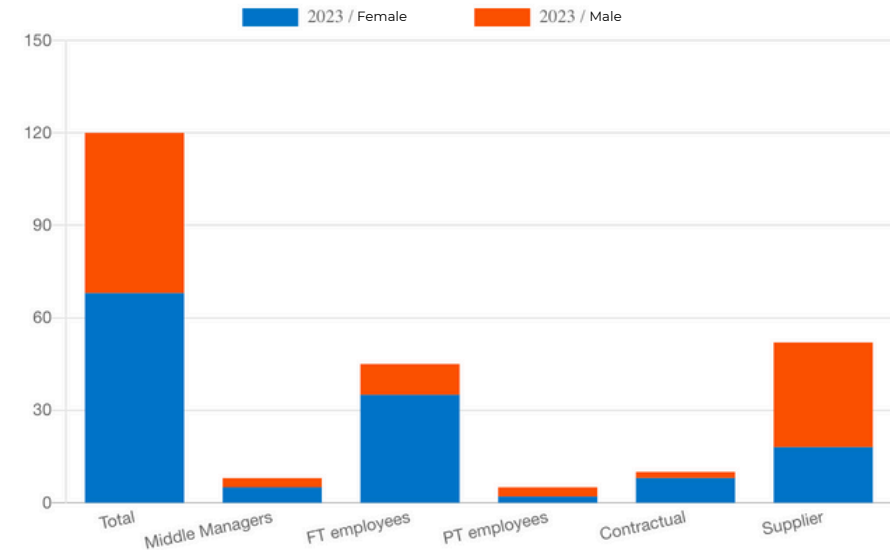


Women Board Members



Employment

Women in the Workforce



Women play a pivotal role in the workplace at RecyGlo, comprising a significant portion of the workforce. RecyGlo recognizes the importance of gender diversity and strives to create an inclusive environment where women can thrive professionally. From entry-level positions to senior management roles, women contribute their unique perspectives and talents to drive the company forward.

Conflict of Interest

POLICY

A Conflict of Interest is when an individual exploits their professional or official capacity for personal gain. The purpose of this policy is to assist RecyGlo members in identifying and disclosing such conflicts. It supplements relevant laws governing conflicts of interest in nonprofit and charitable organizations. Given the nature of their roles, RecyGlo members are often in positions where conflicts may arise. This policy provides definitions, guidelines, and procedures to identify and resolve conflicts before any misconduct occurs. While a conflict of interest doesn't necessarily indicate wrongdoing, failure to disclose or manage it properly can harm RecyGlo's reputation. Therefore, understanding, identifying, and disclosing conflicts are crucial.

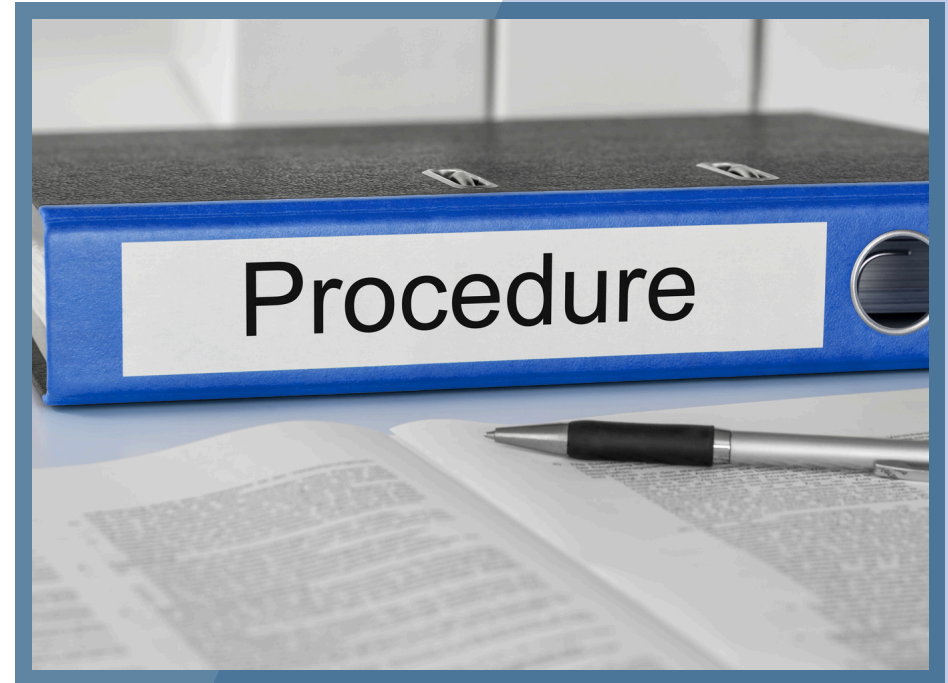
The policy mandates that members must identify, avoid, and disclose any actual or perceived conflicts of interest. Failure to comply may result in disciplinary measures, including termination. Exploiting knowledge or authority for personal gain is strictly prohibited. Members must disclose conflicts before engaging in transactions that could benefit them personally. All members must acknowledge and disclose conflicts annually. For reporting unethical or unlawful actions by others, members should refer to RecyGlo's Disclosure and Protection Policy.



Conflict of Interest

PROCEDURE

It is the duty of every RecyGlo member to be aware of this policy and disclose any conflicts as they arise or evolve. Advanced disclosure is necessary to determine the appropriate action to manage conflicts. Members can disclose conflicts by contacting a member of RecyGlo's Board of Directors. When disclosing, members should provide comprehensive details of relationships or transactions that may lead to a conflict of interest. After disclosure, a designated authority will review the conflict and all relevant information. If a conflict exists, efforts will be made to find alternative arrangements. If not possible, the fairness and necessity of the transaction or arrangement will be evaluated. Based on this assessment, a decision will be made to proceed with or terminate the transaction or agreement.



Sustainable Development Agenda

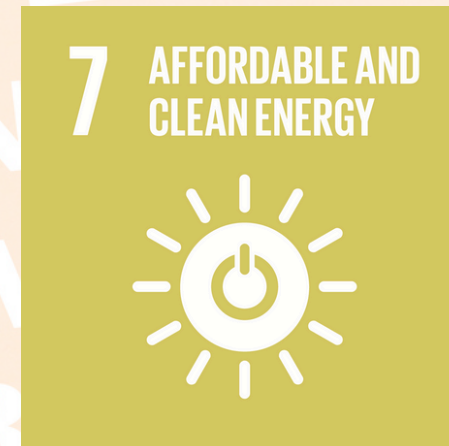
The Sustainable Development Goals (SDGs) represent a critical global agenda, comprising 17 objectives dedicated to tackling interconnected social, economic, and environmental challenges. Serving as a blueprint for sustainability, they guide efforts towards fostering inclusive development, eliminating poverty, safeguarding the environment, and fostering peace and prosperity worldwide.



Gender Equality: RecyGlo actively promotes human rights, labor standards, and anti-corruption practices, fostering an inclusive work environment that advances gender equality and equal opportunities for all.



Clean Water and Sanitation: RecyGlo's wastewater treatment plant ensures the purification of all factory wastewater before discharge, contributing to clean water preservation and a sustainable future.



Affordable and Clean Energy: RecyGlo's "E-Waste to E-Cook" initiative provides affordable and reliable e-cooking systems to underserved areas, addressing energy access challenges in rural households.



Sustainable Cities and Communities: RecyGlo's community investment programs, waste management campaigns, and partnerships contribute to sustainable living and waste reduction in communities.

Sustainable Development Agenda



Climate Action; RecyGlo's waste collection services play an active role in tackling climate change by reducing greenhouse gas emissions and mitigating its impacts on the environment, society, and economy. **Reduction in greenhouse gas (GHG) emissions, 4621.42 kg of CO2-equivalent per month**



Life Below Water; RecyGlo are actively working towards SDG 14 - life below water. Through our waste collection services, we prevent 1.4 tons of plastic waste, which is extremely hazardous to marine life, from entering our rivers and oceans. By doing so, RecyGlo contribute to the preservation and protection of marine ecosystems, safeguarding biodiversity and promoting sustainable practices. **Amount of plastic waste prevented from entering rivers and oceans: 1.4 tons**



Life on Land ; By collecting and recycling approximately 30 tons of solid waste in 2020 alone, RecyGlo have significantly reduced the amount of waste sent to landfills. This reduction helps prevent land contamination, habitat destruction, and the release of harmful substances, thereby supporting the preservation of terrestrial ecosystems and biodiversity. **Total solid waste collected and recycled in 2020: Approximately 30 tons**



RecyGlo's Decarbonization Commitments for Sustainability

Advancing Towards Net Zero Carbon Operations

At RecyGlo, we are steadfast in our commitment to decarbonizing our operations, aligning with the imperative to limit global temperature rise to 1.5°C above pre-industrial levels. We extend our support to every facet of our organization, from manufacturing facilities to logistics teams, warehouses, and offices, urging them to play their part in achieving this critical goal.

Emission Sources and Circular Economy Program

Recognizing that our operational activities are significant sources of emissions, we employ a robust "Circular Economy Program" to help our global sites prioritize effective energy reduction activities. This program integrates recycling practices and initiatives aimed at reducing our carbon footprint, emphasizing the importance of sustainable practices in mitigating environmental impact.

Circular Economy



5% for the Planet Program

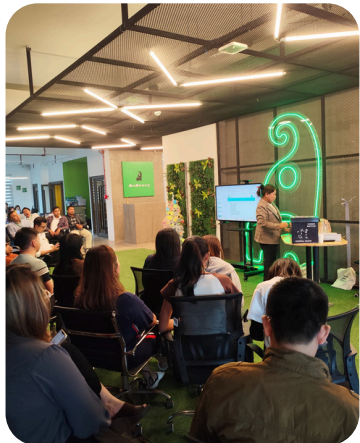
Our "5% for the Planet" initiative ensures that our global manufacturing sites identify, fund, and implement climate, energy, water, and waste projects that deliver environmental improvement with cost savings. We allocate a minimum of 5% of our manufacturing capital expenditure budget to such projects, with a specific focus on energy efficiency projects, contributing significantly to our sustainability goals.

Recycling and Carbon Footprint

Recycling lies at the heart of our efforts to reduce our carbon footprint. We understand that recycling not only conserves natural resources but also consumes less energy and produces less pollution compared to manufacturing from scratch. For instance, making aluminum cans from old ones consumes just one-twelfth of the energy required for production from raw materials. Similarly, recycling glass bottles saves approximately 315kg of CO₂ per metric ton of glass recycled, considering transportation and processing. Furthermore, producing bags from recycled polythene emits significantly less Sulphur Dioxide and Nitrous Oxide compared to manufacturing from scratch.

Training and Education

EXTERNAL TRAININGS



Throughout the year 2023, RecyGlo significantly amplified its commitment to training and development, recognizing the crucial role of waste management and sustainability in empowering individuals and organizations within the green economy. We implemented a multifaceted approach, from in-house corporate training programs tailored to specific needs, to engaging webinars and workshops open to the broader public, providing a diverse range of engaging learning opportunities. **A total of 10 waste management training, 5 waste awareness training, and 4 segregation training were held by 2023.**

RecyGlo's training and development efforts have had a profound social impact, empowering individuals and organizations with the skills needed for sustainability initiatives. By promoting eco-friendly practices, RecyGlo fuels green economy growth and cultivates sustainable communities. Through accessible learning opportunities, RecyGlo fosters widespread awareness of waste management, leading towards a more sustainable future.

Training and Education

INTERNAL TRAININGS



Throughout 2022-2023, RecyGlo invested in comprehensive internal training programs to enhance the skillsets and knowledge base of its staff. These included:

1. General Onboarding: Introduction to company policies, culture, and procedures.
2. HR Onboarding: Familiarization with HR processes, benefits, and employee resources.
3. Safety & Health: Training on workplace safety protocols and health regulations.
4. ISO Awareness: Understanding ISO standards and compliance requirements.
5. Waste Management: Deep dive into waste management principles, practices, and technologies.
6. Other Knowledgeable Trainings:
 - Ikigai: Discovering personal purpose and alignment with professional goals.
 - Greenwashing: Identifying and combatting deceptive environmental marketing practices.
 - Warehouse Management: Techniques for efficient inventory management and logistics.
 - Carbon vs. Eco Footprint: Understanding the difference between carbon and ecological footprints and their impact on sustainability.

These **26 training sessions equipped our team with invaluable skills, insights, and expertise**, empowering them to excel in their roles and contribute effectively to RecyGlo's mission of environmental stewardship and sustainability.

Social Inclusion at RecyGlo

ESG REPORT 2023



FOSTERING INCLUSION AT RECYGLO

RecyGlo, a purpose-driven company dedicated to reimagining a healthier future for both people and the planet, places diversity, equity, and inclusion (DE&I) at the forefront of its operations. This commitment is deeply ingrained in the company's leadership principles and is a focal point of discussion at every quarterly meeting.

INCLUSIVITY AS A CORE VALUE

RecyGlo firmly believes that fostering an inclusive culture, where every individual feels valued, respected, and empowered, is essential for achieving success. This involves creating an environment where employees are encouraged to be their authentic selves, contribute their unique perspectives, and are provided with the support needed to make a meaningful impact.

PROVIDING SUPPORT AND RESOURCES

RecyGlo provides resources and opportunities for all employees to thrive, ensuring fairness and equal opportunity. The company takes pride in its diverse leadership team, including its CEO, who is a woman. This leadership reflects RecyGlo's commitment to inclusivity and serves as a role model for fostering diversity at all levels of the organization.

CELEBRATING DIVERSITY

The company celebrates diversity in all its forms, including gender identity, ability, socioeconomic background, and personality type. RecyGlo actively works towards creating a truly inclusive global workplace by setting clear goals for representation across all levels, measuring progress, and holding itself accountable.

COMMITMENT TO CONTINUOUS IMPROVEMENT

Moving forward, RecyGlo remains committed to continuous improvement, aiming to build a workplace where everyone feels valued, respected, and empowered to contribute their best. This commitment to DE&I aligns seamlessly with the company's mission of responsible waste management and building a sustainable future for all.

Governance



STAKEHOLDER POSITION AND RELATION WITH RECYGLO

RecyGlo prioritizes cultivating robust relationships with stakeholders to drive social impact and advance sustainability efforts. Through strategic partnerships and collaborations, we aim to amplify our initiatives and foster positive change in communities across diverse regions.

Our partnerships with local farmers and organic fertilizer producers, marked by Memorandums of Understanding (MOUs), exemplify this commitment. By providing high-quality organic fertilizers, these collaborations not only enhance crop yields and soil quality for farmers but also align with RecyGlo's mission to reduce food waste and promote sustainable farming practices. With **over 50 MOUs** signed, we are dedicated to fostering sustainable agriculture and empowering local communities.

Furthermore, our collaboration with a Product Development and Sustainability Pro-Bono Consultant bolsters our sustainability initiatives. Leveraging their expertise and guidance, we develop innovative, eco-friendly products tailored to meet the specific needs of local communities. Through this partnership, we strive to maximize our social impact and drive meaningful change in the region. Additionally, RecyGlo collaborates with esteemed institutions to advance sustainable agriculture and waste management practices. Through joint research, training programs, and pilot projects, we promote composting and sustainable farming methods, leaving a lasting social impact on the communities we serve. Committed to driving positive change and fostering environmental stewardship, RecyGlo remains dedicated to its mission.



STAKEHOLDER POSITION AND RELATION WITH RECYGLO



RecyGlo has forged robust partnerships with esteemed organizations from both the private and public sectors, encompassing a diverse range of entities such as NGOs, INGOs, corporations. Noteworthy collaborations include those with the British Council, Unilever, Coca Cola, as well as various governmental agencies. These strategic alliances significantly broaden our scope of influence and empower us to spearhead initiatives that effectively tackle pressing social and environmental issues. Through close collaboration with our partners, we leverage their resources and expertise to drive sustainable practices and pave the way for a more promising future. These partnerships underscore our unwavering dedication to making a tangible and enduring social impact.



Code of Conduct for Business

Building a Responsible Supply Chain with RECYGLO

RECYGLO is committed to **ethical and sustainable business practices**, building a **responsible supply chain alongside the partners**. RecyGlo Supplier Code of Conduct outlines our shared commitment to ethical and sustainable practices. RecyGlo expect all suppliers to uphold the highest standards of labor, environmental responsibility, and business conduct. This includes adhering to all relevant laws and regulations, fostering a safe and respectful work environment, and maintaining transparency and integrity in all business dealings. This Supplier Code of Conduct outlines our expectations for partners and apply to all Suppliers, sub-contractors and to other entities acting on behalf of them (with approval of RECYGLO).

Legal and Regulatory Compliance

- Uphold all labor laws and regulations (no exploitive labor practices, no child labor).
- Treat workers with dignity and respect (no harassment or discrimination).

Anti-Corruption & Conflict of Interest

- Zero tolerance for bribery and unethical business practices.
- Honest representation of capabilities and avoidance of conflicts of interest.

Representation from Suppliers

- Comply with all relevant regulations and provide certified and high-quality products/services.
- Possess the necessary capabilities and maintain integrity throughout the business relationship.

Monitoring & Cooperation

- RECYGLO evaluates suppliers before onboarding and conducts regular assessments.
- Suppliers are expected to maintain documentation and cooperate with inquiries to ensure ongoing compliance.



RecyGlo Procurement Policy

Procurement Principle

RecyGlo Staff must ensure that all Procurement activities:

- comply with RecyGlo's statutory obligations and responsibilities, and Policies and Procedures.
- are underpinned by the six core principles as defined in the described below:

1 Value for Money

Value for Money is based on the principles of fitness for purpose; fair market price; return on investment; whole-of-life costs; timely delivery; post-delivery support; evidence of previous performance or experience, effective warranty and compliance with relevant laws; Value for money is most effectively achieved through an open competitive environment in which suppliers can be confident that their proposals will be assessed on merit. It does not automatically mean "lowest price".

2 Probity and Equity

Maintain high standards of transparency, fairness, probity, ethics and integrity at all times to prevent conduct which could impair public confidence in the integrity of RecyGlo. Provide evidence of ethical behavior. Commit to fair and effective competition in the delivery of goods, services, infrastructure and capital works.

3 Risk Management

Identify, consider and manage all relevant and associated risks and ensure that an appropriate risk management strategy is established and undertaken to minimize unexpected or adverse outcomes in relation to the purchase or operation of the goods, services, infrastructure and capital works. Following the Procurement Policy and this Procedure should assist in mitigating the risks associated with Procurement activities.

4. Fit for Purpose

Ensure that any goods, services, infrastructure and capital works procured are fit for purpose and accurately commissioned (e.g.: size of the equipment fits within the installation site). Continually assess and ensure the quality, fitness for purpose and standards of goods, services, infrastructure and capital works that meet the intended use. Commit to innovation and continuous improvement in the delivery of goods, services, infrastructure and capital works.

RecyGlo Procurement Policy

Procurement Requirements



All Procurement activities must be conducted **in accordance with the Procurement policy and the Procurement Principles**. RECYGLO evaluates suppliers based on the combination of factors outlined in their procurement processes. This includes competitive pricing and product offerings, favorable contract terms, timely delivery, and where applicable, warranty or maintenance service inclusions.

Additionally, the **Procurement Team**, comprised of a **Finance Officer** (price negotiation), **Admin Officer** (quality check), and **Head of Operations** (decision-making), may consider using pre-approved supplier lists from reputable third parties if they align with RECYGLO's needs.

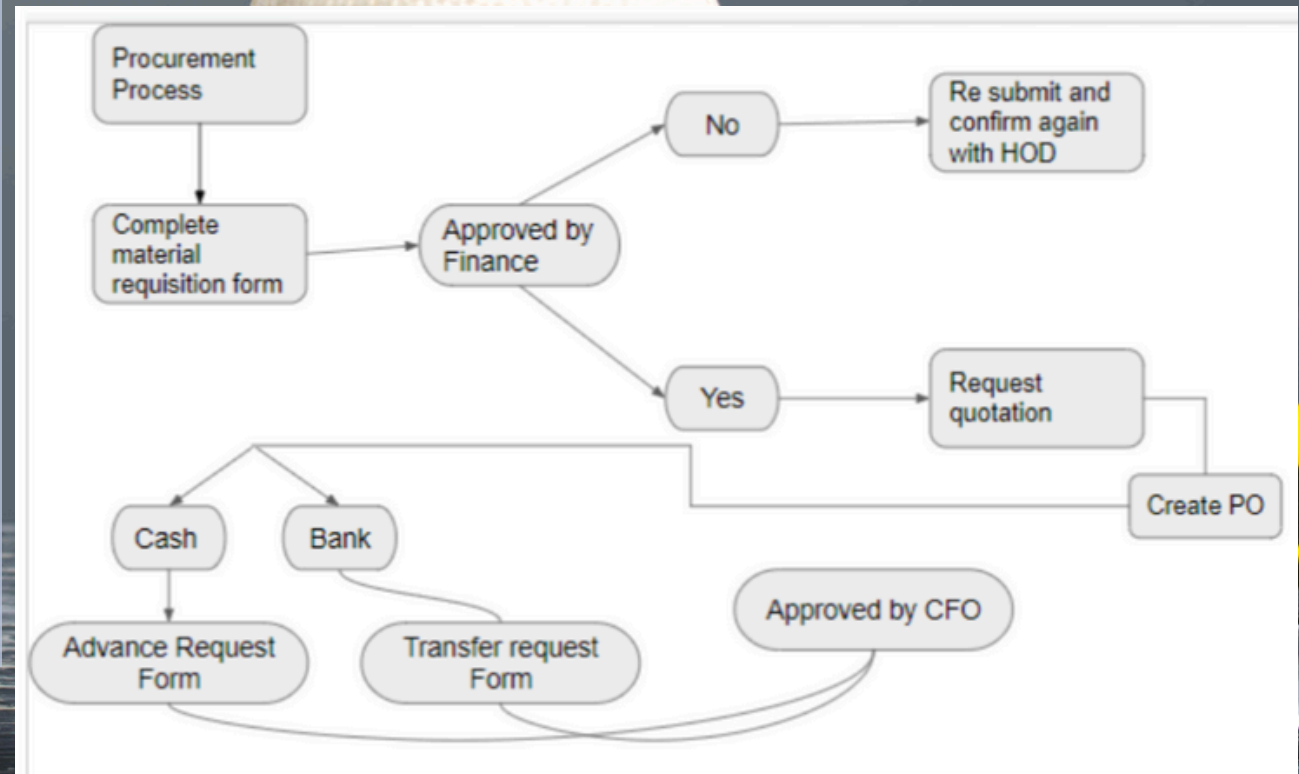
RecyGlo Procurement Policy

Procurement Process



The Procurement Matrix provides the minimum requirements for Procurement activities. However, Staff may choose to obtain more Quotes or elect to undertake a more comprehensive market approach for any process to ensure that the best outcome is achieved. **RecyGlo Staff are responsible for the Procurement activities that they undertake and must ensure that they comply with the Procurement Policy and Procedure** and that the correct financial delegations are applied.

Procurement Process



Product Stewardship Management System

Plastic Production Avoidance



Efforts to **Avoid Plastic Production** involve using alternative materials such as those that are biodegradable or eco-friendly. This effort aims to reduce the amount of plastic produced, measured by the quantity of plastic replaced with alternative materials in kilograms. Projects contributing to this include Nature Ware and Eco Natural.

To **Avoid Plastic Disposal**, efforts are made to encourage reusing and refilling items instead. This helps to minimize the amount of plastic consumed, quantified by the kilograms of plastic replaced through reusing and refilling. Projects focusing on this aspect include Recycle Art, Recyglo, and Savanir.

Implementing upstream reduction strategies is essential in **Preventing Plastic Waste Generation**. This involves using alternative materials and promoting reuse practices. The effectiveness of these efforts is measured by the amount of plastic waste prevented, in kilograms. Projects contributing to this include Nature Ware, Eco Natural, Recycle Art, Recyglo, and Savanir.

Managing Plastic Waste involves collecting, diverting, and treating it properly to prevent environmental harm. The amount of plastic collected and treated properly, measured in kilograms, is a key metric in assessing the success of waste management efforts. Projects involved in this aspect include Nikola Eco Machine and Waste Trap.

Efforts to combat **Plastic Pollution** also include raising awareness and engaging communities in waste reduction activities. The number of people committed to this cause is an important metric, indicating the level of community involvement and support. Recyglo is actively engaged in this endeavor.



Product Stewardship Management System

Plastic Waste Reduction



Recyglo implemented several strategies to reduce plastic waste generation and promote sustainable practices.

Plastic Production Avoidance

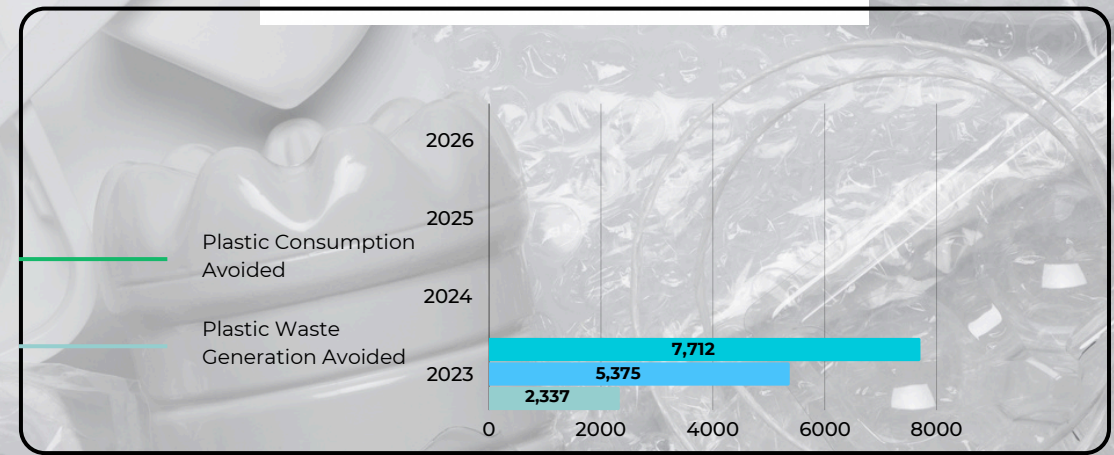
By promoting the use of alternative materials, Recyglo successfully prevented a significant amount of plastic production. This included products like recycled notebooks, business cards, and plastic lumber bins, resulting in the replacement of 5,375 kilograms of plastic with alternative materials.

Plastic Consumption Avoidance

Recyglo encouraged the refilling of products, particularly waste segregation bins and food waste compost barrels. This led to the avoidance of 39,839 kilograms of plastic consumption throughout the year.

Plastic Waste Prevention

Through the use of alternative materials and refillable products, Recyglo prevented a substantial amount of plastic waste generation. A total of 5,374 kilograms of plastic waste was prevented through these initiatives.



Product stewardship management system

Plastic Waste Breakdown



In the reporting year of 2023, Recyglo focused on various aspects of plastic waste management.

Plastic Waste Collection: A significant quantity of plastic waste, categorized into different types such as PET, HDPE, PP, PE, and unknown, was collected. This included items like plastic bottles, containers, fibers, fabric, plastic bags, trash bags, and various equipment. A total of 13,874 kilograms of plastic waste was collected from different sources throughout the year.

Waste Diversion: Recyglo diverted a substantial amount of plastic waste from landfills and incineration through recycling and reusing efforts. Plastic waste such as PET, PE, Mixture, and PP was sorted and sold to recyclers for further processing. Additionally, HDPE plastic was recycled in-house to produce recycled plastic lumbers. This proactive approach led to the diversion of 21,794 kilograms of plastic waste from landfills and incinerators.

Waste Disposal: Despite efforts to minimize waste sent to landfills or incineration, some plastic waste, such as non-recyclable plastic ads banner residuals, used/expired cartoon packaging and medical products, and recycled plastic lumber production scraps, had to be disposed of in this manner. A total of 5,268 kilograms of plastic waste was sent to landfill or incineration due to various constraints.

PLASTIC WASTE SAFELY MANAGED BREAKDOWN (KG)

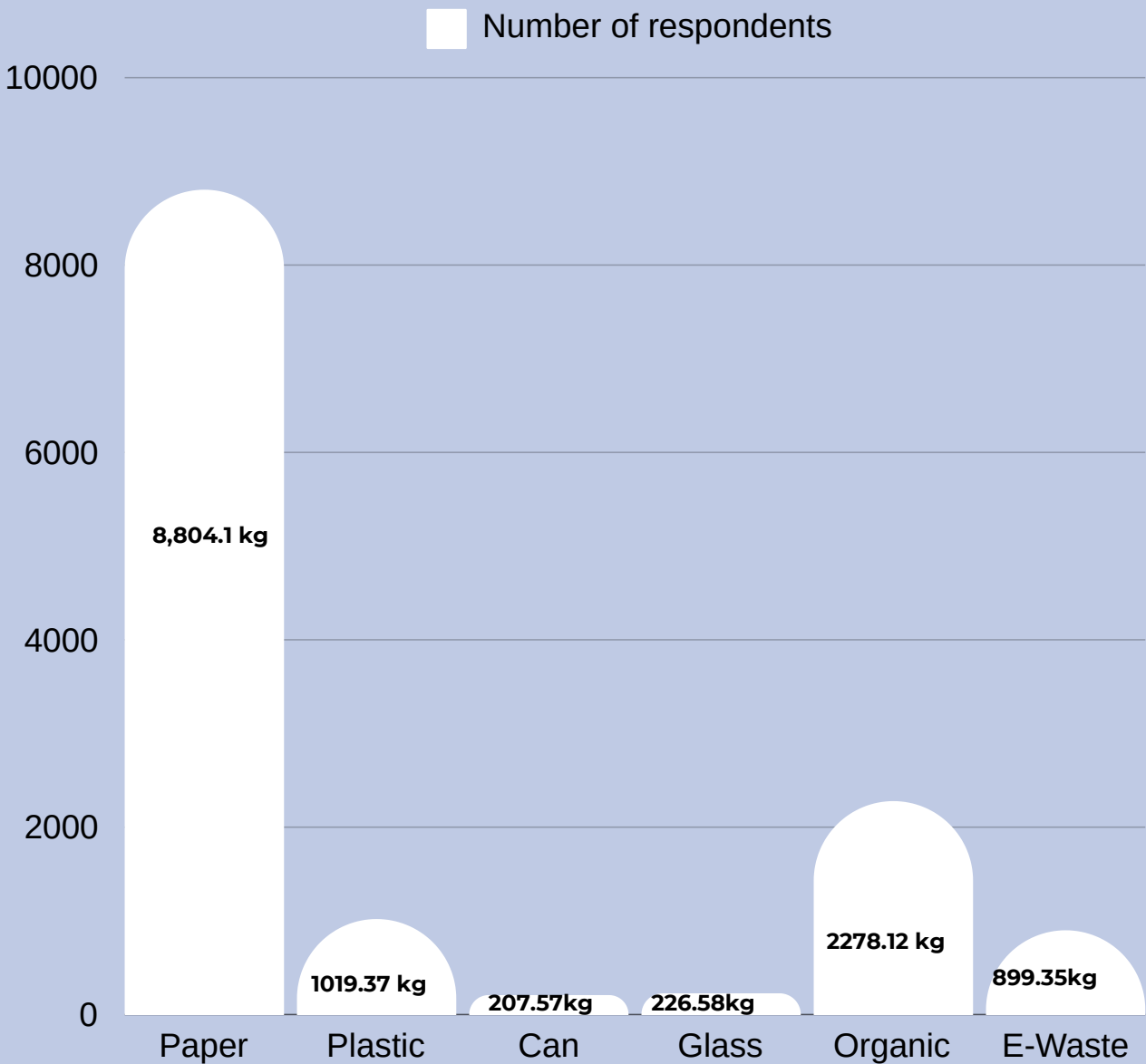


PRODUCT STEWARDSHIP MANAGEMENT SYSTEM

2023 WASTE COLLECTION & RECYCLING DATA

Total amounts of waste in kilogram that are collected and recycled by RecyGlo in 2023

Paper	8804.1kg
Plastic	1019.37kg
Can	207.57kg
Glass	226.58kg
Organic	2278.12kg
E-Waste	899.35kg



BUSINESS MODEL CANVAS



KEY PARTNER

- Collaborations with organizations providing environmental data
- Partnerships with industry associations and NGOs
- Integration with other software solutions in the ESG system

KEY ACTIVITIES

- Regular update software and improvements
- Bug fixes and security enhancements
- Marketing plans to attract new customers
- Engagement strategies for existing customers

KEY RESOURCES

- Technology infrastructure
- Human resources

VALUE PROPOSITION

- Comprehensive ESG tracking and reporting tools
- Customizable solutions for businesses of all sizes
- Cost saving
- Platform's efficiency

CUSTOMER RELATIONSHIP

- User-friendly interfaces and tutorials
- Regular progress reviews and consultations
- Technical support for seamless integration

CHANNELS

- Direct sales teams for enterprise-level clients
- Social media marketing
- Educational webinars and workshops

CUSTOMER SEGMENTS

- Energy companies
- Environmental agencies
- Climate action organizations
- Corporate sustainability departments
- Educational institutions
- Partnerships with corporations to offer ESG solutions to their customers
- Collaborations with environmental NGOs for wider outreach

COST STRUCTURE

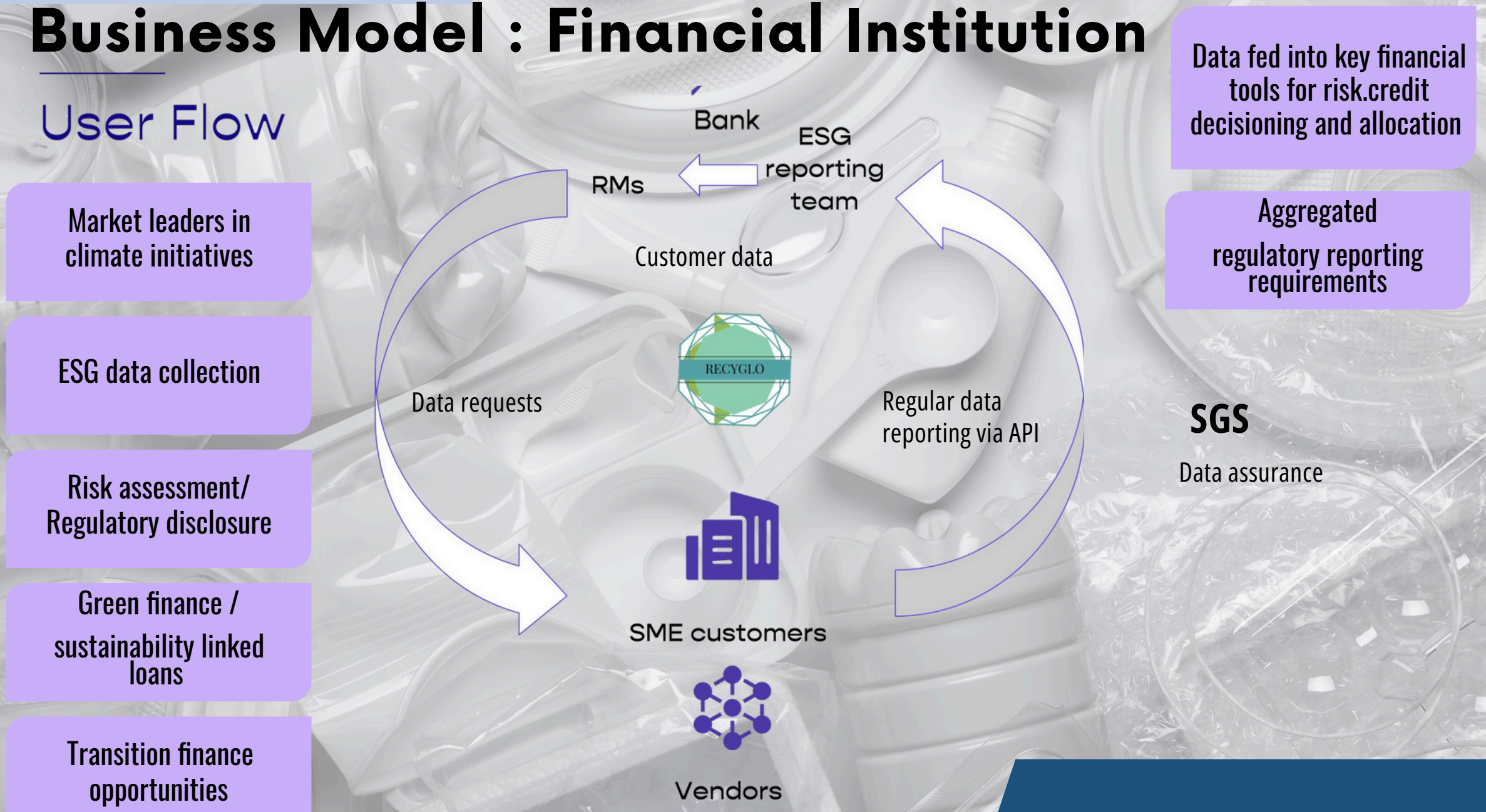
- Software development costs
- Server and infrastructure maintenance
- Advertising and promotional costs
- Sales team salaries and commissions
- Training costs

REVENUE STREAMS

- Annual and monthly subscription options
- Custom enterprise plans for large organizations

Business Model : Financial Institution

User Flow





Customer Privacy

Data Protection Policy

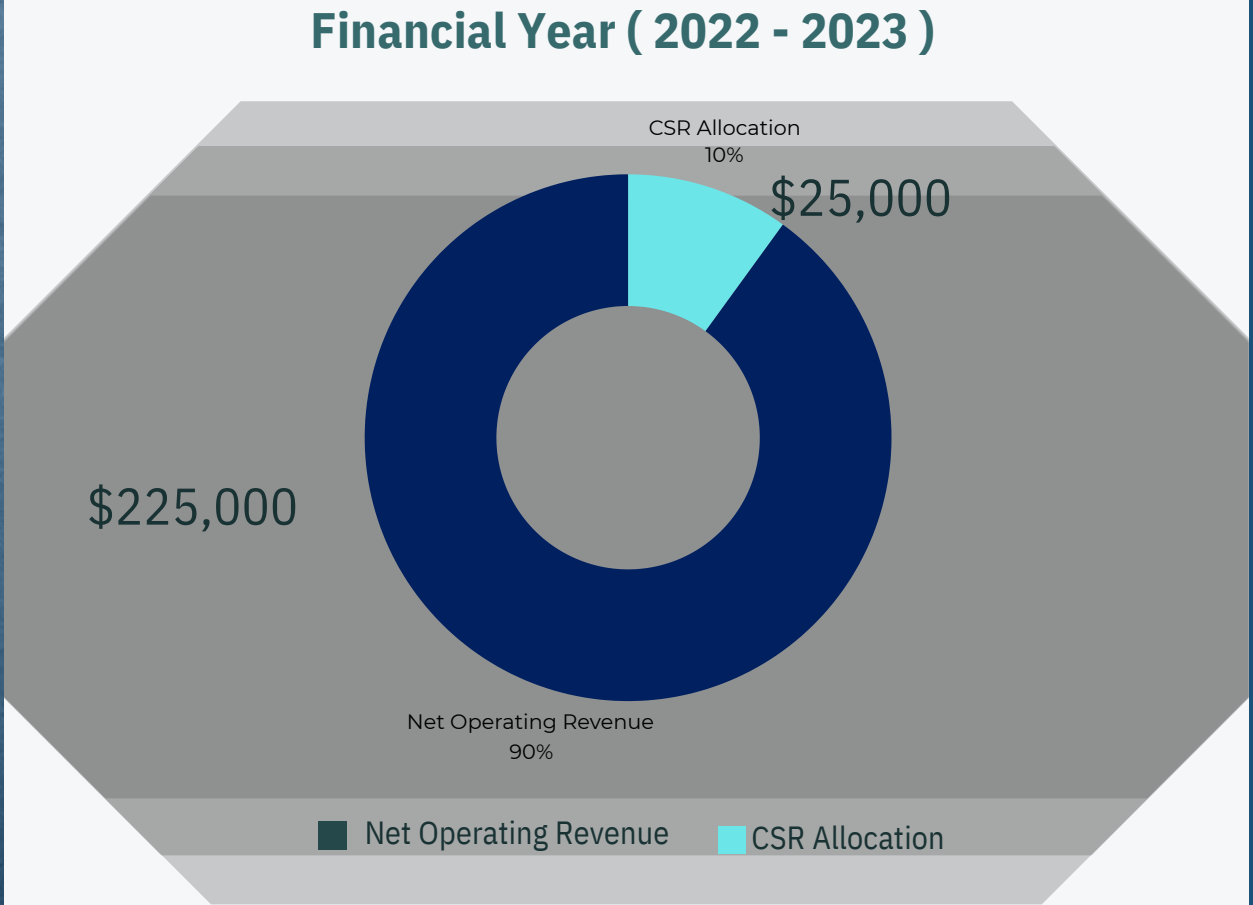
RecyGlo needs to gather and use certain information about individuals. These can include customers, suppliers, business contacts, employees and other people who the organization has a relationship with or may need to contact. The Data Protection Policy of RecyGlo describes how this personal data must be collected, handled and stored to meet the **company's data protection standards** — and to comply with the law.

This data protection policy ensures RecyGlo

- complies with data protection law and follow good practice
- protects the rights of staff, customers and partners
- is open about how it stores and processes individuals' data
- protects itself from the risks of a data breach

Financial Statement

ESG REPORT 2023



RecyGlo reported a **total revenue of \$250,000** for the fiscal year 2022-2023. Demonstrating the commitment to Corporate Social Responsibility (CSR), RecyGlo allocated 10% of this revenue, amounting to \$25,000, to CSR activities. This strategic allocation integrates ESG considerations into the business model and supports the long-term sustainability goals of the company. After accounting for the CSR allocation, the remaining net operating revenue of \$225,000 ensures continued investment in core operations.

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MAKING THE WORLD A GREENER PLACE

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