

## Jobster 2023 Sustainability Report

### INTRODUCTION

2023 was a year of resilience and adaptation, marked by global efforts to stabilize economies and businesses in a post-pandemic era. Amidst inflationary pressures and heightened stakeholder demands for sustainable practices, our employees faced challenges navigating the evolving landscape. These times have emphasized the importance of integrating environmental, social, and governance (ESG) considerations into our business operations. As a leading online headhunting and employment platform, Jobster is committed to fostering sustainable relationships by connecting the right talent to the right opportunities. Incorporating ESG-related risks and opportunities is crucial for ensuring the long-term success of our clients and our business.

Guided by our sustainability objectives, we have remained dedicated to aligning with our internal sustainability reporting guidelines, integrating ESG strategies, and monitoring relevant factors. Our sustainability strategy emphasizes social and governance aspects across all our operations.

1. Building and engaging talent
2. Strong governance for a sustainable business
3. Environmental stewardship

We continuously evaluate sustainability topics relevant to our business. This year, we have identified new areas such as "Job mobility and opportunities," "Talent retention," and "Employee well-being" to further our sustainability goals. A detailed overview of our sustainability approach and governance structure is provided in later sections. We support these initiatives and hope the Jobster team can drive and monitor our sustainability agenda through specific Key Performance Indicators (KPIs).

In 2023, we implemented various training and development programs for our employees, such as quarterly engagement events to keep our team connected and informed. Our employee Code of Conduct (CoC) is integral to our operations and is adhered to by all staff. Additionally, as part of our community engagement, we organized several initiatives like virtual career fairs and digital literacy workshops in Singapore as part of our Corporate Social Responsibility (CSR) efforts.

We began tracking our environmental performance, specifically energy and water consumption in our offices in 2023, to manage our environmental impact better. We plan to expand this tracking and improve our data collection capabilities, by using methods like monitoring energy and water consumption live using smart technologies.

Overall, we are dedicated to leveraging our expertise and resources to ensure our business, our clients, our people, and our planet remain robust and sustainable. We recognize that our success depends on the support of our stakeholders and the communities we serve. We are grateful for and look forward to your continued support on our sustainability journey.

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## ABOUT THIS REPORT

**Reporting Scope, Period, and Standards** This report covers Jobster's sustainability performance for the financial year ended 31 December 2023 (1 January 2023 to 31 December 2023). The information includes all our operations to provide a comprehensive picture of our impact on environmental, social, and governance-related matters. Unless otherwise stated, the ESG information disclosed in this report covers the full financial year performance.

Our sustainability report adheres to our internal rulings and has been prepared in accordance with the Global Reporting Initiative (GRI) Standards and the TCFD recommendations. The GRI content index is provided in the appendices.

## PERFORMANCE HIGHLIGHTS

Our sustainability information in this report has undergone an internal review in compliance with relevant policies. We have not sought external assurance for this report but will consider it as our sustainability reporting matures. For the current reporting period, we conducted an internal audit on selected sustainability reporting processes.

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## HIGHLIGHTS

### Environmental Performance

- Energy consumption: 16,248 kWh
- Water consumption: 50.4 cubic meters
- Waste management: 90% of waste recycled

### Social Performance

- Employee training hours: 10 hours
- Employee engagement score: 85%

### Governance Performance

- Zero incidents of non-compliance with laws and regulations
- 100% of employees completed Code of Conduct training

- Cybersecurity measures: No significant data breaches

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## SUSTAINABILITY REPORTING APPROACH

### Materiality Assessment

In 2023, we conducted a materiality assessment to identify the ESG topics most relevant to our business and stakeholders. This process involved engaging with internal and external stakeholders to understand their perspectives and priorities. The materiality assessment results have informed our sustainability strategy and reporting.

### Material Topics

The following material topics were identified as priorities for Jobster:

- Talent retention and development
- Diversity and equal opportunities
- Community engagement
- Business integrity and compliance
- Cybersecurity and data protection
- Environmental management

### Sustainable Development Goals

Jobster is committed to supporting the United Nations Sustainable Development Goals (SDGs). Our sustainability initiatives align with several SDGs, including:

- SDG 4: Quality Education
- SDG 5: Gender Equality
- SDG 8: Decent Work and Economic Growth
- SDG 13: Climate Action

## **Targets and Performance**

We have set ambitious targets to drive our sustainability performance. Some of our key targets and progress for 2023 include:

- **Energy Efficiency:** Reduce energy consumption by 10% by 2025. In 2023, we reduced consumption by 5%.
  - **Water Saving:** Reduce water consumption by 5% by 2025.
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## **BUILDING AND ENGAGING TALENT**

### **Talent Retention, Development, and Engagement**

At Jobster, we recognize that our employees are our most valuable asset. We are committed to attracting, developing, and retaining top talent. In 2023, we implemented several initiatives to enhance employee engagement and development:

- **Leadership Masterclass:** A comprehensive program designed to develop the leadership skills of our management team.
- **Quarterly Engagement Events:** Regular events to foster a sense of community and keep our team connected and informed.
- **Employee Code of Conduct (CoC):** A robust CoC that all employees adhere to, ensuring a respectful and ethical workplace.

### **Diversity and Equal Opportunities**

We believe that a diverse and inclusive workforce is essential for driving innovation and business success. Our diversity and inclusion initiatives include:

- **Inclusive Hiring Practices:** Implementing policies to ensure equal opportunities for all candidates, regardless of gender, ethnicity, or background.
  - **Diversity Training:** Providing training to all employees to promote awareness and understanding of diversity and inclusion.
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## **SOUND GOVERNANCE FOR SUSTAINABLE BUSINESS GROWTH**

### **Ensuring Business Integrity and Compliance**

Maintaining high standards of business integrity and compliance is fundamental to our operations. In 2023, we:

- Code of Conduct Training: Ensured 100% of employees completed CoC training.
- Compliance Audits: Conducted regular audits to ensure compliance with laws and regulations.
- Ethical Business Practices: Promoted ethical behavior through our CoC and related policies.

### **Business Growth**

We are committed to achieving sustainable business growth by focusing on innovation, customer satisfaction, and market expansion. Our key achievements in 2023 include:

- Product Innovation: Launched new features and services to enhance our platform.
- Customer Satisfaction: Maintained high levels of customer satisfaction through continuous improvement and feedback.

### **Cybersecurity and Data Protection**

Protecting our clients' and employees' data is a top priority. In 2023, we:

- Enhanced Cybersecurity Measures: Implemented advanced security protocols to protect our systems.
- Data Protection Training: Provided training to all employees on data protection and privacy.
- No Significant Data Breaches: Successfully avoided any significant data breaches.

### **Shareholder Base**

We aim to create long-term value for our shareholders through sustainable growth and strong financial performance. In 2023, we focused on:

- Transparent Communication: Regularly updating shareholders on our sustainability initiatives and business performance.

- Dividend Practice: Maintaining a consistent and fair dividend policy to reward our shareholders.
  - Investment Metrics: Monitoring and reporting key investment metrics to provide a clear picture of our financial health.
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## ENVIRONMENTAL STEWARDSHIP

### Energy Efficiency

At Jobster, we are committed to reducing our environmental footprint. In 2023, we took significant steps to improve our energy efficiency:

- Energy Consumption: Reduced our energy consumption by 5% compared to the previous year.
- Green Office Initiatives: Implemented energy-saving measures in our offices, such as LED lighting and energy-efficient appliances.
- Renewable Energy: Began exploring options for integrating renewable energy sources into our operations.
- Energy Monitoring: Using smart technologies to monitor energy usage live and adjust consumption accordingly.

### Water Management

Efficient water use is a critical component of our environmental strategy. Our water management efforts in 2023 included:

- Water Consumption Tracking: Started tracking water consumption in our Singapore offices.
- Water-saving Measures: Installed water-efficient fixtures and promoted water conservation practices among employees.
- Water Recycling: Investigated opportunities for water recycling and reuse.

### Waste Management

Effective waste management is essential for reducing our environmental impact. In 2023, we focused on:

- Recycling Programs: Implemented comprehensive recycling programs in our offices.
  - Waste Reduction: Reduced waste generation through initiatives such as paperless operations and responsible procurement.
  - Sustainable Disposal: Ensured the environmentally friendly disposal of electronic waste and other hazardous materials.
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## APPENDICES

### GRI Content Index

This report has been prepared in accordance with the GRI Standards 2021. The GRI Content Index provides a detailed overview of the specific GRI Standards used and where the relevant information can be found in this report.

GRI Standard Disclosure Page Number

GRI 102: General Disclosures Organizational Profile

GRI 103: Management Approach Management Approach

GRI 201: Economic Performance Direct Economic Value Generate

GRI 302: Energy Consumption

GRI 303: Water Consumption

GRI 305: Emissions Greenhouse Gas Emissions

GRI 306: Waste Management

GRI 401: Employment Employee Engagement

GRI 404: Training and Education Employee Training and Development

GRI 405: Diversity and Equal Opportunity Diversity and Inclusion

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## CONTACT INFORMATION

We welcome your feedback and questions about our sustainability report and initiatives. Please contact us at:

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