

SOCIAL



Employee



Community



Business Partners



Safety and Security

SOCIAL: Employee



DIVERSITY & INCLUSION INITIATIVES

Top Glove is shaping up the diversity and inclusion initiatives such as the enforcement of non-discriminative hiring practice and empowerment of women at work and working parents. Our D&I policy demonstrates the commitment towards equal opportunities for employment and career development based on merits, without regards to their ethnicity, religion, gender, nationality, age, physical, mental and development abilities, physical appearance, sexual orientation and so on.

PREVENTION OF FORCED LABOUR, MODERN SLAVERY AND HUMAN TRAFFICKING

Top Glove has eliminated the 11 ILO's Forced Labour indicators in its direct operations based on the verification findings in April 2021 by Impactt Limited (an award-winning ethical trade consultancy). Our efforts to eliminate the forced labour indicators including the full remediation payment to foreign workers, enforcement of new ethical recruitment policies, prevention of sexual harassment and bullying at workplace, improvements in workplace safety and workers' accommodation and other initiatives. Top Glove also continuously improve the labour practices in grievance mechanism, set up sinking fund of the remediation payment on good will basis for former workers as well as multi million investment in new workers' accommodation projects. We conduct systematic periodic review of the risk mapping of potential human rights issues in direct operation and indirect operation in long term.



SOCIAL: Employee



H&S PERFORMANCE (SAFETY)

Top Glove Sdn. Bhd. has successfully obtained its very first Occupational Health and Safety Management System Certification with ISO 45001:2018 Standard. In our pursuit of continuous improvement, there will be additional factories going for the ISO 45001 certification this year. This important milestone marked the commitment of Management to the adoption of ISO 45001 OHS management system in order to be effective and efficient in managing OHS risks and improve overall OHS performance.



H&S PERFORMANCE (SAFETY)

Improving workplace safety by reducing the human dependency, frequency and likelihood of contact and exposure at the manufacturing lines. Moving towards Industrial Revolution 4.0, automation reduces the risk of injury at the operational level through the safe process design. This is our ongoing effort focusing on engineering controls with the objective to improve safety level and at the same time increasing the manufacturing efficiency.



H&S PERFORMANCE (HEALTH)

Nursing support is crucial as breastfeeding nourishes and provides children with the best start in life. Ideally, newborn should be breastfed for 6 months exclusively, with the addition of other food, until the age 2 or older. Thus, at Top Glove we seek to provide a breastfeeding friendly environment to encourage working mothers to continue breastfeeding in accordance to WHO's recommendations. Moreover, with the amenities provided, we wish to ease the transition period of new mothers who are returning to work. Furthermore, we encourage women to stay with their career after maternity with the supports provided at the workplace.

SOCIAL: Employee



WOMEN EMPOWERMENT: VIRTUAL WEBINARS (STAFF)

For this year's Women Empowerment Month in Top Glove, we expanded our coverage to 4 focus areas, including:

1. Women of Finance
2. Women of Mental Health
3. Women of Lifestyle
4. Women of Business

As more and more women are rising up to be emerging leaders, they are continuously developing their career independently. The above areas aim to place an importance on how we can empower our female colleagues in various aspects of their lives. Thus, several virtual talks were conducted with the aim of increasing financial literacy, business acumen, and health awareness both physically and mentally.

While university degrees across every category, from bachelor's degrees to doctorates, are populated with more women than men, gender equality in Finance has not kept up with other professional fields: law, medicine and academia.

According to Wall Street Journal (2019), a **gender gap in financial literacy** is holding many women back when it comes to taking the lead in their own financial planning.

UBS Global Wealth Management research revealed that :

1. **Only 23% of women globally engage in long term financial planning decisions.**
 - Women take care of day to day expenses but not long term financial planning or investment.
2. **58% of them are inclined to leave investing to their spouses, putting their future financial security at risk.**
 - Surprisingly, millennial women are more likely (59%) to let their spouses take the lead, compared to women aged over 50 (55%).
 - Common justification: Lack of encouragement and the belief that their spouse is more savvy in investment and financial planning.

Financial literacy is no longer a man-only topic. Knowing **how to budget, to save and to create wealth** helps to establish financial security and economic independence. Active participation in financial planning can protect women from unforeseen circumstances.

CIMB, the established consumer bank, thus came out with 3 wealth management tips:

1. Set financial goals and master your own fate.
2. Take calculated risks and start investing.
3. Get a (preferably female) financial advisor.

WOMEN EMPOWERMENT: HIGHLIGHT OF THE WEEK (STAFF)

To complement the virtual webinar sessions that we conducted, we have also released weekly articles related to the 4 main areas via our internal email communication titled 'Highlights of the Week'. These articles contained simple yet useful bits of information that serves to benefit our colleagues, ranging from inspiring stories of successful women in their fields, tips and tricks to lead a healthy lifestyle, as well as statistics on financial literacy to promote more awareness and insight onto our 4 focus areas.

SOCIAL: Employee



WOMEN EMPOWERMENT: SHE IS (STAFF)

As women empowerment is a continuous journey and is not only limited to the month of March in conjunction with International Women's Day, 'SHE IS' is an event that aims to provide awareness on key areas within the topic of women empowerment, as well as to obtain a men's perspective on women empowerment.

To achieve the above objectives, this virtual event will be split into two sections. For the first section, we will invite a female leader in Top Glove to give her opinions and to critically discuss various topics in regard to women empowerment, while for the second section, we will invite a panel of 3 male employees to share their perspectives on women empowerment.

WOMEN EMPOWERMENT: GET YOURSELF EMPOWERED (WORKERS)

As majority of our female workers come from foreign nations, we took the initiative to collaborate with embassies, and invited Key Opinion Leaders from these embassies to give a short yet powerful talk session on empowering women, especially those working in foreign countries.

Among the leaders that we invited were:

- Ms. Rahnuma Salam Khan (Deputy Secretary, Bangladesh High Commission)
- Ms. Ashu Basnet (Second Secretary, Nepal Embassy)

We released these videos to our workers via our internal mobile application dedicated for our foreign workforce, the TG Worker's Learning App, and received positive reception, with an average completion rate of 68% among our female workers under this initiative.



SOCIAL: Employee



WOMEN EMPOWERMENT: JOURNEY OF TG IRON LADIES (WORKERS)

Among the female workers that we have with us, there are some who have been attached to Top Glove for a large number of years. In order to appreciate and empower these workers, we invited them to share stories of their journey, the valuable learning opportunities attained, their accomplishments, as well as their tips and advice to fellow female workers. We compiled their stories into a short video and released it via our TG Worker's Learning App, for our other workers, both male and female, to be aware of their stories and be inspired.

LEARNING: INTERNATIONAL RECRUITMENT INTEGRITY SYSTEM (IRIS) & CORPORATE RESPONSIBILITY IN ELIMINATING SLAVERY AND TRAFFICKING (CREST) INTRODUCTORY TRAINING

Group HR collaborated with International Organization for Migration (IOM) to conduct a 2 half day International Recruitment Integrity System (IRIS) Introductory Training, as well as a 2 half day Corporate Responsibility in Eliminating Slavery and Trafficking (CREST) Introductory Training for Employers. The purpose of the collaboration is to promote a stronger migrant employment and ethical recruitment practices in Top Glove's operations. IRIS helps companies identify ethical labour recruiters and align their business practices to the IRIS standard, while CREST promotes the awareness of modern slavery and guides companies in the quest to eradicate it. The training marks the first of Top Glove's commitment towards developing and adopting ethical recruitment policies within the company and with external recruitment agencies.

LEARNING: #WECARE SERIES TALK

The global Covid19 pandemic outbreak may be stressful for some people. As we are now under different stages of the Movement Control Order (MCO), combined with work related stress, things may be overwhelming for some. Hence, #WeCARE webinar series is introduced to provide awareness and tips to manage work stress targeted towards employees.

SOCIAL: Employee

TOP GLOVE ANNUAL LEADERSHIP SUMMIT (TGALS)

The Top Glove Annual Leadership Summit (TGALS) is a comprehensive and combined event that covers all the aspects that made our two major events, the Top Glove Leadership Summit (TGLS) and the Top Glove Youth Leadership Summit (TGYLS) a huge success the past few years. This year, the theme for TGALS is "ESG: Change Today for a Sustainable Tomorrow". The two day event will include an intense youth competition, inspiring leadership talks by both internal and external speakers, and also segments that will give participants a clearer insight on ESG efforts within Top Glove and how they can make a difference every day. This year's event brings together both experienced and rising leaders in Top Glove to solidify our commitment towards ESG via the following event agendas:

1. Recap Video on Top Glove ESG Initiatives
2. ESG Themed Speeches
3. Dialogue Session on ESG by Top Glove ESG Committee



SOCIAL: Community



VISIT WELFARE HOMES DURING FESTIVE SEASON

TG Foundation teamed up with Top Glove factories in Malaysia to visit 13 welfare homes during Chinese New Year, with strict adherence to SOPs. While the celebration was different this year, the spirit of giving remained warmth and joyful. We donated food groceries and daily essentials to Orphanage Homes, OKU Centres and Old Folks Homes as part of our ongoing efforts to continuously support our local communities, especially the people in need.



DISTRIBUTION OF GROCERIES TO B40 FAMILIES IN MERU AND KAPAR

TG Foundation spearheaded the distribution of groceries to B40 families in Meru and Kapar to lend some support to ease their financial burdens during the recent COVID-19 pandemic. Top Glove donated the daily essentials and PPEs such as face masks and hand sanitizers. The handover of 400 units groceries bags was conducted over several weeks at Pusat Khidmat Rakyat N42 Dun Meru and Kapar. Our staff volunteers also assisted in carrying the rice and groceries' bag for elderly residents and those who had mobility constraints.



DONATION OF FOAM MATTRESSES TO ORPHANAGES HOMES IN KLANG AND SHAH ALAM

TG Foundation orchestrated the donation of 4 inches foam mattresses to 3 Orphanage Homes in Klang and Shah Alam. With the support from Top Glove's dedicated staff volunteers to carry and move a total of 104 Mattresses to the following welfare homes :

- 35 units to Good Samaritan Home
- 49 units to Padmasambhava Children Loving Association
- 20 mattresses to Promise Home

Thanks to staff volunteers from IT, Manufacturing and M&E Depts. for their assistance in loading/unloading of the mattresses and transporting them to the respective homes.

SOCIAL: Community



DONATION OF TG RECONDITIONED LAPTOPS TO MPKK

On 23 April 2021, TG Foundation donated 5 units Top Glove Reconditioned Laptops to Kampung Meru Community Centre (MPKK) which is aligned with their objective of providing the residents/students an equipped centre to access the internet and/or to learn some basic ICT.

Thanks to the IT Dept, for championing this flagship project "EduShare" that involves the refurbishment and reformatting of the company's outdated laptops and computers for community access especially for students. With classes abruptly shifting to online, many students from the poorer families at risk of falling behind in their school lessons as they do not own a computer at home. The core objective of this on-going initiative is to equip as many as possible Community Centres with several units of computers or laptops.



DONATION OF PLANTS TO MPK

TGF donated 1000 plants worth RM 13,750 to Tapak Semaian Majlis Perbandaran Kelang as a positive contribution towards our environment. It provides practical way to improve our surroundings' landscape in the neighborhood and local community. It is our way of 'giving back" to the society with a meaningful and purposeful project such as Plant Donation.



TOP GLOVE STAFF VOLUNTEERS COLLABORATED WITH YAYASAN FOOD BANK MALAYSIA TO PACK FOOD BAGS

TG Foundation and 26 Top Glove staff volunteers collaborated with Yayasan Food Bank Malaysia to pack 1,000 food bags for B40 communities. It was a half day event that started from 8.00am until 1.00pm where a total of 11 food items were packed into individual bags. Though the warehouse was hot and humid, the warmth and joy from each team members brought out the fulfilment and satisfaction altogether. It was a great half day of CSR tasks.

SOCIAL: Community



TOP GLOVE STAFF VOLUNTEERED WITH RISE AGAINST HUNGER TO PACK DRY RATION

12 TG staff volunteered with NGO partner; Rise Against Hunger in assisting to pack dry ration where these hydrated food packs are distributed to disaster areas. It was a remarkable experience for some of our young employees who worked in an organized food chain together with volunteers from other corporations. We achieved to pack 60,000 packets of hydrated foods within 2 hours. ** Rise Against Hunger is a growing global movement aim to end hunger by empowering communities, nourishing lives and responding to emergencies.



LAUNCHED GROW GREEN PROJECT IN CONJUNCTION WITH EARTH DAY

In support of our philanthropic pillars, TG Foundation launched Grow Green Project in conjunction with Earth Day on 22 April 2021. The objective of Grow Green Project is a gardening activity that promotes sustainable landscaping practices, starting small in a manageable level and learning to propagate the plants. Grow Green is also a simple educational step towards conserving CO2, recycling and encouraging TG staff to own a potted plant on every work table

Greens are not just for gardens, it works in the office too.

TOP GLOVE STAFF VOLUNTEERS HIKED UP TO MIRROR LAKE, SETIA ALAM

After successfully cleaning up, providing wooden benches and rebuilding the Peak Garden, Setia Alam Community Forest, Shah Alam, TG Foundation together with 21 staff volunteers hiked up to Mirror Lake, Setia Alam on 24 April 2021 to recce 3 different locations of the hillside. The main aim was to identify areas of Safety improvements and to study the suitable accessibility of the trail. The team managed to plan out the forth coming activities where we will setup better handrails for difficult slopes and proper directional signage.

The team achieved approximately 18,000 steps during this recce, which was tiring but fulfilling.



SOCIAL: Community



ORGANIZED A FIRST TIME PUBLIC BUBUR LAMBUK PROGRAM

The month of Ramadan saw TG Foundation organized a first time public Bubur Lambuk program for Top Glove. With the support from Government Affairs & Security Departments, we 72 staff volunteers and community had the opportunity to cook 5 giant pots and distributing 2,000 packed porridge to the residents around Meru and Jalan Teratai on 5 May 2021. Another similar program that we experienced was a joint sponsorship program with the Management of PPR Kampung Baru Hicom, Shah Alam, started from preparation of ingredients, cooking the porridge and distributing 1,000 packs of Bubur Lambuk to the residents from 3 blocks of PPR flats on 3 May 2021. TGF together with 4 staff volunteers and 12 residents worked tirelessly to complete the tasks, which included a Dinner Meal.



INITIATED TG ECOBRICK : GIVE THE EARTH A BREAK PROJECT WITH R&D DEPARTMENT

TG Foundation collaborated with R&D Department to drive the awareness of reducing and reusing the plastic wastes by initiating TG EcoBrick : Give the Earth A Break project. The Eco-Brick is a plastic bottle packed tightly with used plastic waste that can be upcycled into a modular structure such as tables and chairs, benches and fences for both indoor or outdoor use. EcoBricks certainly offer a ready-made solution to the immediate plastic problems faced to our ecosystem. Whilst mankind is embracing the 5Rs; Refuse, Reduce, Reuse, Reject and Recycle. EcoBricks certainly form a potent reminder of humankind's poor management of plastic waste which has created a huge catastrophe of plastic pollution on land and ocean.



TOP GLOVE MANGROVES NURSERY

Large corporations like Top Glove are increasingly aware of their "carbon footprint" and are actively looking for ways to offset the environmental impact. We need to make a positive impact and a cost-effective way to deliver this value to the environment. Scientific studies have shown that Mangroves "sequester carbon at a rate two to four times greater than mature tropical forests", and contain "the highest carbon density of all terrestrial ecosystems." Mangroves are also key part of coastal ecosystem services including fisheries and fibre production, sediment regulation, and storm/tsunami protection. TG Foundation and staff volunteers together with crew guides from Kampung Sijangkang plans to scout for mangrove shrubs along the coastal/river side and bagging them in polybags to be nurtured in the nursery, which then be transferred to designated planting areas. Volunteers and efforts from Top Glove employees.

SOCIAL: Business Partners

CODE OF CONDUCT



CODE OF CONDUCT

At Top Glove, creating value through sustainable practices ranks high on our corporate agenda. Over the years, Top Glove established several initiatives to improve our sustainable practices such as implementing a Zero Cost Recruitment Policy, introducing solar power systems in our factories and implementing Anti-Bribery and Anti-Corruption Management System in our group of companies. We always believe that strengthening and solidifying a healthy foundation is the key to business sustainability.

Our customers and suppliers also affirmed their commitment towards sound and sustainable business practices by signing the Customer Code of Conduct and Business Partners' Code of Conduct from Top Glove.



SUSTAINABLE NATURAL RUBBER LATEX SOURCING & PROCUREMENT

Both our latex concentrate factories in Thailand have been Forest Stewardship Council™ (FSC™) certified; Factory 16L has been certified (FSC™C149477) since June 2019 while Factory 17L was certified (FSC™C163323) in January 2021. Meanwhile, one of our glove factories in Malaysia, Factory 13, also received its FSC™ certification (FSC™C165505) in April 2021.

SUPPLIER ENGAGEMENT SOURCING & PROCUREMENT

As a way to reinforce Top Glove's business initiatives and extend best practices to suppliers, we had successfully held 7 Town Hall sessions on topics related to Social Compliance and Business Partners' Code of Conduct throughout FY2020 & FY2021.

Moving forward in financial year 2022, the Supplier Town Hall will broaden its scope of coverage; this shall encompass other scope such as, Anti Bribery and Corruption, Risk Management, Quality Assurance, Safety & Security etc.

By creating outlets/programs like this, suppliers may comprehend better the needs and expectations of Top Glove Group of Companies in order to supply consistently high quality material and service, thus, demonstrating better compliance for a healthier business direction, culture and mind-set.

The Supplier Town Hall is targeted to all 100% active suppliers of Top Glove Group of Companies.



SOCIAL: Business Partners



SUPPLIER MONITORING MEASURES

In Top Glove Group of Companies, the suppliers' lifecycle management system plays a pivotal role in the supply chain in ensuring good relationship between external providers are fostered

As Top Glove continues to be compliant with International Standards & Regulation, it's necessary for suppliers to emulate, ultimately run parallel as we strive to achieve greater heights. Top Glove has been aggressive in attaining globally recognised standards as to build trust with customers and stakeholders for a more sustainable business. Supplier Audit is a scheduled audit program initiated to engage with critical suppliers to enable performance appraisal in areas of Quality, Security, Social, Business Ethic and Environmental. Our supplier audit program shall be conducted annually based on the risk posed to the organization.

The audit program is divided into three methods, which includes, On Site Audit, Self-Evaluation & Remote Audit. All critical suppliers (new & existing) shall undergo supplier audit program as appropriate. Notwithstanding, the Improvement Request Form (IRF) shall act as a notification for improvement for our suppliers to continually enhance its processes and practices as we work hand in hand realizing better compliance locally and internationally.

SOCIAL: Safety & Security

Cyber Security



CYBER SECURITY AWARENESS

Cybersecurity is solidifying as a top governance concern within environmental, social, and governance (ESG) considerations as cyberattacks increase in frequency and severity, alongside the financial losses and disruptions that can follow in their wake. As in Top Glove, cybersecurity awareness is being carried out by the IT team for Top Glove employees to ensure that they are well acknowledged on the cybersecurity threats. Aside from email awareness, we also conducted a monthly phishing email test, where the employee who accidentally disclosed their login credential will be captured and follow up with individual training. These activities are performed monthly to give a brief understanding of the latest cybersecurity threats which could cause major damage to the business reputation or financial loss due to lack of awareness. Below are the few examples of awareness email which has been circulated to the Top Glove employees.

- A. Cryptolocker
- B. Password protection and the importance
- C. How to check if a website is trustworthy
- D. Password protection and the importance
- E. Security risk of public wifi
- F. Love Letter Virus "I LOVE YOU"

MIGRATION OF ERP SYSTEM FROM ON PREMISE TO CLOUD

The ERP system which was previously on premise has been migrated to the cloud which is an initiative taken to move the critical systems' data to the cloud. The purpose of the migration is to have fewer machines and less hardware, which translates into lower cooling and space requirements. Cloud computing presents firm with the ability to help mitigate the consumption of energy, reduce their carbon footprint and move toward a greener and smarter future. Moving the system to the cloud also improves performance and the overall user experience for our employees. By placing the system application in cloud data centres, it helps to keep employees connected no matter where they work with anytime and anywhere access. That means no more risk of files being stored on any device.



ERP Cloud System

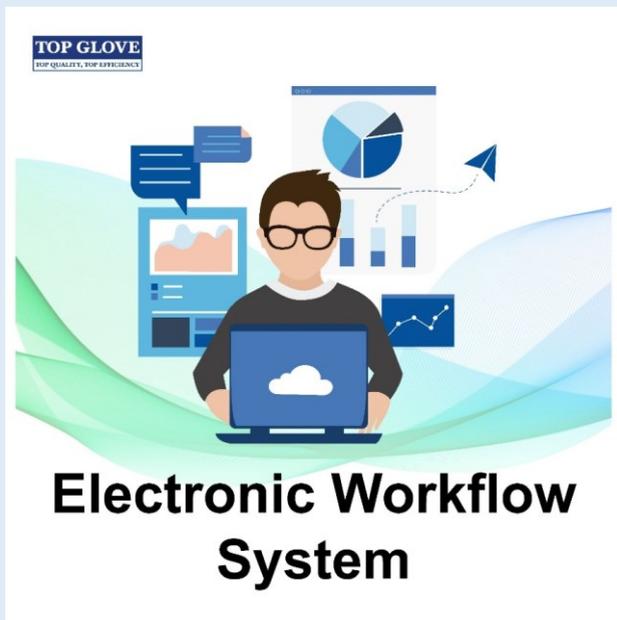
SOCIAL: Safety & Security



SECURE PRINTING IMPLEMENTATION

The implementation of secure printing is expected to reduce 50% printing over the next 5 years and reduction of printers as an initiative to reduce carbon dioxide (CO₂) emissions.

The purpose of this implementation is to reduce paper waste as secure printing prevents document from automatically printing which promotes environmentally friendly printing behaviour. This effort also minimizes printers that require more maintenance and consumption of electricity & space. Additionally, secure printing ensures that only authorized users can access and print their documents, thereby avoiding data security leaks by unauthorized users



ELECTRONIC WORKFLOW SYSTEM

It is a system which converts manual to digital form and an approach to move towards paperless strategy which complements to the organisation's goal to achieve environmental value. Digitalization saves effort and reduces errors as organisations that receive electronic forms do not need to expand effort deciphering hand written forms and transcribing data, hence transcription errors are eliminated. Next, it improves quality of submitted applications because form filling is made easier and more flexible for users. Data submitted integrates easily into workflow processes and the submitted data can be readily transferred to the receiving organisation's databases and workflows thereby helping to streamline back office processes.

SOCIAL: Safety & Security



ELIMINATE DATA BACKUP USING PHYSICAL BACKUP TAPE

Previously system data are backed up using backup tape and now has been moved to disk backup using backup tool and cloud backup. This significantly improves the energy efficiency as a result of fewer carbon emissions. Disk arrays are usually much more closely monitored and theft of hard drives, especially from an active array, is much more likely to be noticed than theft of tapes hence it is more reliable & secure. It is a cost effective solution for high density storage requirements.