



ECOCYCLE LIMITED

SUSTAINABILITY POLICY

ECOCYCLE LIMITED is committed in ensuring that its products are produced in a sustainable manner through continuous balanced assessment and development of its operations and at the same time conserving and improving the natural environment, uplifting socio-economic conditions of its employees and local communities. Ecocycle is also committed to adopt the Principles and Criteria set up by RSPO as the foundation of its sustainability practices.

The General Sustainability Principles

- To comply with national and/or local laws and regulations conforming to RSPO certification Principles and Criteria
- To comply with relevant international laws and regulations for further enhancement of improvement
- To integrate sustainability consideration into all business decisions
- To uphold accountability and transparency to key stakeholders
- To encourage all employees and key stakeholders to adopt responsible social and environmental practices

Environmental Commitment

- To ensure No Deforestation of High Conservation Value (HCV) areas, to identify and protect HCV areas
- New development areas will undergo integrated HCV and High Carbon Stock Approach (HCSA) assessment
- No Development on Peat Areas
- Implementation of programs to reduce GHG emission
- Adopt Zero Burning on all new planting and replanting of oil palm

Supply Chain

- To ensure traceable, transparent and sustainable palm oil supply chain for all our products
- To produce high quality palm products in a safe and sustainable manner throughout the chain of operations
- To identify and manage sustainability risks with all suppliers and customers

Workplace and Human Rights

- To respect and recognize the rights of all workers including casual, contract and migrant workers
- To eliminate all forms of illegal, forced and child labour recruitment
- To adhere to responsible recruitment practices

Social Impact and Corporate Social Responsibility (CSR)

- To respect and contribute to the quality of life and well-being of the local communities within Ecocycle area
- To obtain Free, Prior and Informed Consent (FPIC) from the indigenous and local communities in the utilization of lands in which they hold legal, communal or customary rights
- To ensure effective communication channels and grievance mechanism is in place to effectively communicate with local communities
- To support the inclusion of smallholders and out growers into the supply chain in a fair and transparent manner
- To undertake Corporate Social Responsibilities (CSR) that have positive social impacts on the people and local communities

Reporting

- Ecocycle will provide yearly update on the time-bound plans and the progress of the implementation of this Policy Commitment

Continuous Stakeholder Engagement

- Ecocycle acknowledges that the implementation of this Policy and its effectiveness would require the support and co-operation of its supply chain partners. We will encourage and support our partners and relevant stakeholders to meet the objectives of the listed commitments



LESLEE NG
CHIEF OPERATING OFFICER
01st JANUARY 2024



ECOCYCLE LIMITED

OCCUPATIONAL SAFETY AND HEALTH POLICY

ECOCYCLE LIMITED is committed to strive an Occupational Safety and healthy work environment at workplace. It is our commitment to;

- Prevent, control and eliminate any risk injury, occupational disease, hazard and damage to our company's properties, all parties (including contractor, visitor and supplier) and environment through and effective management.
- Comply with current applicable Safety and Health regulation and with other legal requirement to which our organization subscribes.
- Proper documentation, implementation and maintenance of respective records and documents.
- Establish awareness among all employees in term of occupational safety, health and environment at work place through training, promotion, communication and education.
- Ensure all parties (including contractor, visitor and supplier) are adequately trained in their jobs with emphasis on safe handling of tools, equipment and adhere to the **"SAFETY FIRST"** with carrying out their activities within company premises strictly comply with Safety procedure and other legal requirement.
- Maintaining and continuously improving current practice management system.
- This policy is made available to internal and external interested parties and be reviewed periodically to ensure that it remains relevant and appropriate to organization and type of activities.

LESLEE NG
CHIEF OPERATING OFFICER
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ENVIRONMENT AND BIODIVERSITY POLICY

ECOCYCLE LIMITED is committed to protecting the environment and conserving biodiversity through sustainable development with all aspects and stages of our Plantations and Mill Operations.

- Complying with statutory and regulatory requirement, as well as stallholders, in matters concerning the environment and biodiversity.
- Establishing. Maintaining and continuously improving sustainable plantation management system, both internal and externally.
- Eliminating any potential adverse effects on the environment and biodiversity arising from our plantation's activities.
- Educating and enhancing awareness about the environment and biodiversity among stakeholders through briefing and training.

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CHIEF OPERATING OFFICER
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ECOCYCLE LIMITED

BUSINESS CONDUCT AND ETHICAL POLICY

All employees are required to comply with the Company's Code of Business Conduct and Ethics. The purpose of the Company's Code of Business Conduct and Ethics is to deter wrongdoing and to promote, among other things, honest and ethical conduct and to ensure to the greatest possible extent that the Company's business is conducted in a consistently legal and ethical manner.

Therefore, **ECOCYCLE LIMITED** is committed to the following;

Business Partners, Clients, and End-User Customers

Our business partners, clients, and end-user customers trust the quality and value of our service offerings. We depend on strong relationships with our business partners and clients to provide us with continued opportunities to grow our business.

Shareholders

Our shareholders trust us to responsibly use all our assets to make our business grow.

Our community

When we give back to the community, we instill pride in our employees and gain the respect of the citizens in our community.

Compliance with law

All employees must protect our company's legality. They should comply with all environmental, safety and fair dealing laws. We expect employees to be ethical and responsible when dealing with our company's finances, products, partnerships and public image.

Respect in the workplace

All employees should respect their colleagues. We won't allow any kind of discriminatory behavior, harassment or victimization. All employees must show integrity and professionalism in the workplace:

Protection of Company Property

All employees should treat our company's property, whether material or intangible, with respect and care.

Employees:

- Shouldn't misuse **company equipment** or use it frivolously.

- Should respect all kinds of **incorporeal property**. This includes trademarks, copyright and other property (information, reports etc.) Employees should use them only to complete their job duties.

Employees should protect company facilities and other material property (e.g. company cars) from damage and vandalism, whenever possible.

Corruption

We discourage employees from accepting gifts from clients or partners. We prohibit briberies for the benefit of any external or internal party.

Job duties and authority

All employees should fulfill their job duties with integrity and respect toward customers, stakeholders and the community. Supervisors and managers must not abuse their authority. We expect them to delegate duties to their team members taking into account their competences and workload. Likewise, we expect team members to follow team leaders' instructions and complete their duties with skill and in a timely manner.

Absenteeism and tardiness

Employees should follow their schedules. We can make exceptions for occasions that prevent employees from following standard working hours and days. But generally, we expect employees to be punctual when coming to and leaving from work.

Conflict of interest

We expect employees to avoid any personal, financial or other interests that might hinder their capability or willingness to perform their job duties.

Collaboration

Employees should be friendly and collaborative. They should try not to disrupt the workplace or present obstacles to their colleagues' work.

Communication

All employees must be open for communications with their colleagues, supervisors or team members.

Benefits

We expect employees to not abuse their employment benefits. This can refer to time off, insurance, facilities, subscriptions or other benefits our company offers.



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HUMAN RIGHT POLICY

The management of **ECOCYCLE LIMITED** as far as practicable committed to conduct its operation by adhering to the principles of respecting the HUMAN RIGHT of all levels of the workforce in accordance with the Universal Declaration of Human Right by the United Nations.

In fulfilling this commitment **ECOCYCLE LIMITED**:

- To comply with the *Human Right PNG Constitution*.
- Prohibiting any kind of retaliation against Human Right Defenders (HRD) in Accordance with the United Nations Declaration on Human Rights Defenders.
- Prohibits intimidation and harassment of the affected person/group either by the management, its contractor or externally sourced security forces.
- Respect and uphold the rights of all workers including contractor workers with the International Labour Organisation's core convention and United Nations Guiding Principles on Business and Human Right (UNGP)
- Policy is documented and communicated to all levels of workplace, operations, stakeholder, supply chain and local communities to promote awareness of Human Rights issues.

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ECOCYCLE LIMITED

SOCIAL POLICY

ECOCYCLE LIMITED believes that a development needs to be socially beneficial. Therefore, we are committed to adhering to the principal bellows;

- All employees should be treated fairly in terms of recruitment, progression, terms and condition of work and representation regardless of race, caste, nationality, gender, physical, sexual orientation, religion or age.
- To identify, through consultation the potential social benefits and determine how they might be enhanced for the mutual benefits of the company and the local community.
- To ensure that any negotiations concerning compensation for loss of legal or customary rights are dealt through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative.
- To develop and apply a policy to prevent sexual harassment and other forms of violence against and to protect their reproductive rights.
- The company shall respect the rights of all personnel to form and join trade unions of their choice and bargain collectively.
- The company does not ignore forced labour or child labour.

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