



SINGAPORE POST LIMITED

BOARD SUSTAINABILITY COMMITTEE

TERMS OF REFERENCE

1. Composition

- 1.1 The BSC shall comprise at least three (3) directors of the Company and the number of members may increase from time to time.

2. Roles and Responsibilities

Towards the objectives set out in the foregoing, the BSC will carry out the following duties:-

Global Trends and Developments

- 2.1 To review global Sustainability issues and trends and assess their potential impact on the Company and its group of entities.

Setting of Sustainability/ESG Targets

- 2.2 To review Sustainability targets for various parts of the business and link to performance, contributing to the Company's performance, long term value creation and reputation as a good global corporate citizen.

Corporate Responsibility

- 2.3 To review the effectiveness of Sustainability policies and initiatives on corporate responsibility.
- 2.4 To review the effectiveness of Sustainability policies and initiatives on community investment and engagement.

Environment

- 2.5 To review the effectiveness of Sustainability policies and initiatives designed to ensure environmental sustainability and the minimisation of SingPost's impact on the environment.
- 2.6 To review and endorse for Board approval SingPost's climate transition plan, environmental performance targets, and the organisation's response to climate-related risks and opportunities.
- 2.7 To oversee, monitor and provide guidance to the management on climate-related goals, actions, opportunities, and associated resiliency building actions mitigating risks identified.

Stakeholder Management and Reputation

- 2.8 To review the integrated Sustainability stakeholder plan which will identify, engage and manage material stakeholders.

- 2.9 To communicate strategy and key areas of focus in stakeholder management and review the corporate website for engaging with stakeholders.

Supply Chain Sustainability

- 2.10 To review the effectiveness of Sustainability policies and initiatives to strengthen supply chain transparency and traceability, including to reduce the risk of unethical market practices, workplace health and safety and climate-related risks, and tap on opportunities climate change presents.
- 2.11 To provide guidance on SingPost's engagement with its supply chain partners to promote and advocate for sustainability to be embedded in the goods and services offered by SingPost's suppliers.

Workplace Health & Safety

- 2.12 To assist the Board in discharging its statutory and fulfilling its oversight responsibilities on Workplace Health & Safety by carrying out the following:
- (a) Review Company's Workplace Health and Safety (WSH) policy and recommend to the Board for approval
 - (b) Review the effectiveness of WSH strategies, processes and procedures implemented by Management for an effective embedment of safety culture and initiatives in relation to safety, health and wellbeing of its employees, contractors and stakeholders whom SingPost interacts with at its workplaces.
 - (c) To review and ensure that Management monitors the Company's safety performance and have in place an adequate and effective reporting system and procedures implemented tracking responsibility and accountability; provide guidance to the management on improvement strategies with due consideration to applicable laws and regulations as appropriate, and report any significant findings and recommendations in this regard to the Board

Reporting on Sustainability

- 2.13 To adopt stewardship principles in the development, review and implementation of the Company's Sustainability policies, practices and performance resulting in the Sustainability reporting.
- 2.14 To monitor the external environment and consider issues that could significantly impact SingPost's reputation and report exposures to the Board.

Others

- 2.15 To review and assess the adequacy of the BSC's Terms of Reference especially in light of any changes in law, regulations and listing rules. The BSC shall submit any proposed amendment to the BSC's Terms of Reference to the Board for approval.
- 2.14 Any other responsibilities as determined by the Board.