

Metizoft Group ESG Report

2023



metizoft.com

Table of Contents

Introduction

About Metizoft	4
Message from the CEO	6
Our People and Partners	8
Stakeholder Engagement	14
Material Topics	18
Targets, Risks and Opportunities	22

Governance

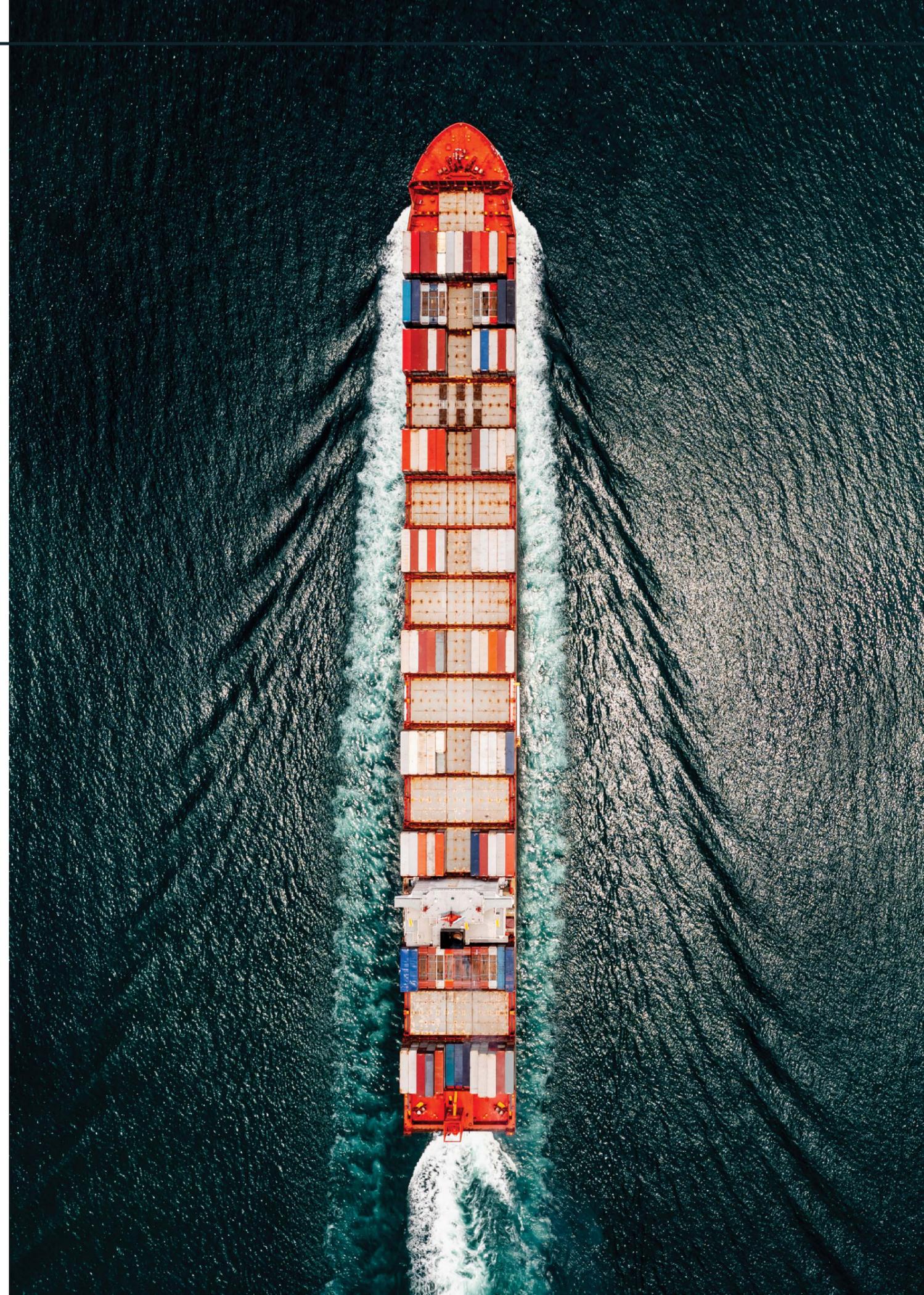
ESG Governance	30
Business Ethics	38

Environmental

Emissions	50
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Social

Employees and Labor Rights	58
Diversity and Equality	66
Safety and Health	72
Customers	86
Marketing and Labeling	90
Local Communities	92



Introduction

About Metizoft

Metizoft is a leading consulting and software company providing ESG (Environmental Social Governance), LCA (Life Cycle Assessment), IHM (Inventory of Hazardous Material) & Chemical Solutions for a circular economy in the maritime industry. The company was founded in 2006 to develop software solutions for maritime customers. Since then, Metizoft has developed from being a green technology company for mapping hazardous materials on board ships, to a versatile supplier of sustainability solutions for the entire ship's life cycle. Today, Metizoft serves a diverse portfolio of clients ranging from shipowners, ship managers, ship designers, shipyards and both maritime and non-maritime suppliers, with an impressive track record of more than 4,000 ships and more than 350 customers worldwide.

The Metizoft Group is headquartered in Fosnavåg, Norway, as the parent company Metizoft AS. The Asia Pacific centre of operations (Metizoft Asia Pte Ltd) is located in Singapore, and is responsible for satellite offices in Chennai, India, Batam, Indonesia and Kuala Lumpur, Malaysia. In addition, two other offices - one in Hong Kong (Metizoft Ltd) and one in Shanghai, China (Metizoft (Shanghai) Ltd) are also under the management of Metizoft Asia. Metizoft is also represented worldwide by an extensive network of sales agents.

This report is the inaugural ESG report for Metizoft. The Metizoft ESG software, which combines ESG reporting, data collection and performance analysis on a common platform has been used to develop this report. In all parts of this report, the mention of "Metizoft" refers to the Metizoft Group. "Metizoft Norway" and "Metizoft Asia" where mentioned, refers to the respective areas of operation.



Message from the CEO

I'm thrilled to present Metizoft's first sustainability report. As a provider of software solutions that make reporting easier for the worldwide maritime industry, sustainability reporting has been one of the areas of development for us over the last few years.

We now turn the focus on our own performance, and have created this report to recognize and highlight our efforts to operate in a sustainable and responsible manner. Our commitment to sustainability is grounded in our core values and our aspiration to create a positive impact on the environment and society.

This report serves as a reflection of our efforts to integrate sustainability into our business operations and to foster a culture of sustainability throughout our organization. Our sustainability journey has been a learning experience, and we are proud of the progress we have made so far. At Metizoft, we believe that sustainability is not just a buzzword or a trend, but an imperative for our future. We are committed to reducing our environmental footprint, promoting social responsibility, and creating long-term value for all our stakeholders.

As we embark on this journey, we recognize that we cannot do it alone. We value the partnership and collaboration of our stakeholders, and we are committed to working together to achieve our sustainability goals. We hope that this report provides you with insights into our sustainability performance and initiatives, and we welcome your feedback and suggestions on how we can continue to improve. Thank you for your continued support and partnership.

Sincerely,
Gry Cecilie Sydhagen
CEO & Founder

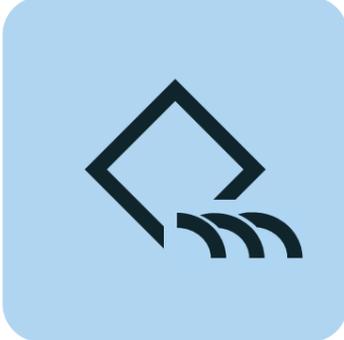


Our People and Partners

Activities, Value Chain and Business Relationships

Metizoft is a private limited company and primarily serves the global maritime sector, with a focus on ship lifecycle and maritime compliance. We are a company who specializes in development of niche software to suit the specific needs of our customers. In addition, we also provide consultancy and other services to compliment our software offering.

Metizoft’s services can be generalized into five main categories.



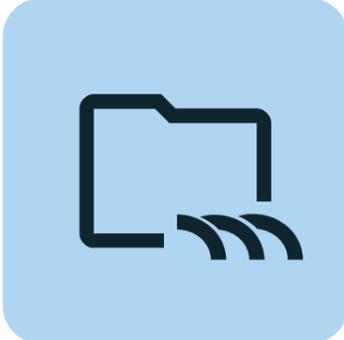
Inventory of Hazardous Materials (IHM)



Chemical Management System



ESG Reporting



Supply Chain Management



Life Cycle Assessment

IHM SERVICES
Establish and maintain a registry of hazardous material onboard.

CHEMICAL SYSTEM
Monitoring the handling of chemical onboard: exposure logs, risk assessments etc.

SUPPLY CHAIN MANAGEMENT
We handle required documentation on your behalf.

LIFE CYCLE ASSESSMENT
Analyse enviromental impact of the entire ship lifecycle.

ESG REPORTING
Software for reporting on ESG performance in the maritime industry.



Our customers comprise mainly of ship owners, ship managers, ship designers, shipbuilding yards and suppliers. Metizoft has been accredited with the ISO 9001, 14001 and 45001 ISO standards. We are also approved by the major International Association of Classification Societies (IACS) members, e.g. ABS, BV, ClassNK, DNV, KR, LR and RINA. Our main service providers include various laboratories which provides testing services for asbestos and other hazardous materials.



Employees

As of the end of 2023, the Metizoft Group had a total of 80 employees.

65 permanent full time employees

3 part time employees

12 contracted employees

Please refer to the section “Gender Diversity and Equality” for the breakdown of employees’ demographics by gender and region. The data is compiled using the “end of the reporting period” methodology.

In 2023, Metizoft Asia engaged a total of eight third party inspectors for its onboard IHM inspection and asbestos related work. The work they perform is similar to that performed by our employees.

Membership Associations and Awards

Metizoft Norway is a part of the largest industry association in Norway – The Federation of Norwegian industries and its parent organization NHO.



Metizoft Asia is also a proud recipient of the LowCarbonSG mark, which is awarded to companies that demonstrate progress in measuring and monitoring their carbon emissions. It was introduced with the aim of rewarding and recognizing corporate progress on decarbonisation and reinforcing the habits of measuring, tracking and reporting carbon footprints. Metizoft Asia has also been certified with the bizSAFE Level Star by Singapore’s Workplace Safety and Health Council, which is a testament of our efforts in the identification, management and control of workplace risks or hazards in compliance with Singapore’s Workplace Safety and Health (WSH) Act and international standards such as ISO 45001.



As an exporting company of software and consultancy services, Metizoft Norway is also a proud member of Norwegian Maritime Exporters.



Metizoft Asia is an active member of the 2 largest maritime associations in Singapore - the Singapore Shipping Association (SSA) and the Association of Singapore Marine Industries (ASMI).



Stakeholder Engagement

As a software as a Service (SaaS) company, Metizoft recognizes the vital role that stakeholder engagement plays in achieving sustainability goals. Stakeholders are individuals, groups, or organizations that have an interest in the company's activities, and their involvement is crucial in shaping the company's sustainability approach. Effective stakeholder engagement enables the company to identify key sustainability issues, risks, and opportunities, and to develop strategies that address these concerns.

In the context of sustainability reporting, stakeholder engagement is a critical element that ensures the transparency and credibility of the company's sustainability performance. It provides a platform for stakeholders to express their views and concerns about the company's sustainability practices, and allows the company to respond to these concerns in a timely and effective manner. By engaging with stakeholders, Metizoft can improve its sustainability performance and enhance its reputation as a socially responsible company.

GRI Standards require companies to report on their stakeholder engagement efforts and disclose how they have incorporated stakeholder feedback into their sustainability strategy.

By complying with these standards, Metizoft can demonstrate its commitment to sustainability and enhance its credibility with stakeholders.

In summary, stakeholder engagement is an essential process of materiality assessment in Metizoft's sustainability reporting. It enables the company to identify and address key sustainability issues, enhance its reputation, and comply with reporting standards. By engaging with stakeholders, Metizoft can continue to improve its sustainability practices and contribute to a more sustainable future.



Stakeholders	Methods of Engagement	Frequency of Engagement	Purpose of Engagement	Engagement Outcomes
Customers Supplies	Email Communication	Ad-hoc	Request for documents required to fulfil customers obligations	Build trust and enhanced cooperation from customers supplies
	Trainings & Workshops	Ad-hoc	Train and update customers suppliers working level personel on regulations	Improved customers suppliers working level personel competency and knowledge
Sales Representatives	Business Planning Meeting	Quarterly	Update on sales and marketing strategies and plan	Increased synergy with sales representatives to execute sales strategies
	F2F Meeting with Customer	Annually	Market service offerings to new and existing customers with support from the sales representatives	Enhanced communication with customers and reduce language and cuture barriers
Laboratories	Operations Planning Meeting	Quarterly	Update on operations strategies and plan	Increased synergy with laboratories to execute analysis jobs
Classification Societies	Email Communication	Ad-hoc	Update and query on statutory and class rules and regulations	Increased synergy with classification societies to execute projects for customers
Trade Associations	Seminars & Workshops	Ad-hoc	Gain awareness on market trends	Increased competency and market trend awareness
	AGM	Annually	Update on rtade associations general happenings	Enhanced awareness of trade associations general happenings
	Gala Dinner & Coctail Reception	Annually	Network with industry peers customers and suppliers	Built rapport and enhance relationship with industry peers, customers and suppliers
Investors/ Fianciers	Progress Meeting	Quarterly	Update on Key Performance Indicators Financial review	Continued financial support, refinancing of operations, improvement of financial terms
Media	Media interviews & Releases	Periodical	Share market insights, future plans and outlook	Strengthened brand name in the market
	Website	Frequent	Announce new projects	Reaffirmed stakholders confidence

Stakeholders	Methods of Engagement	Frequency of Engagement	Purpose of Engagement	Engagement Outcomes
Employees	Employees Satisfaction Survey	Annually	Gauge employees overall happiness level and spot potential issues Gather feedback on leadership management	Rectified issues affecting employee morale Evaluated top management's capability in driving performance and business result
	Internal Communication	Regural	Keep employees engaged with focus on business related matters	Increased camaraderie and improved morale of employess
	Annual Appraisal	Annually	Performance review and feedback Employee development programme	Regural feedback and review on performance Established highly performing culture and performance based rewards
	Training & Workshops	Regural	Upskilling via sharing of new market trends, regulations, business opportunities, etc.	Improved hard and soft skills for employees and personal growth
	Festive Celebrations & Staff Gathering	Ad-hoc	Enhance management-staff relationship building	Promoted camaderie respect, teamwork, inclusiveness and diversity
Customers	Trade Exhibition	Annually	Metizoft's offerings in ESG, LCA, IHM and Chemical Solutions	Increased awareness amongst customers on our value proposition Increased brand presence in the market Enchanced networking web
	Business Review Meeting	Bi-Annually	Discussion on Metizoft's service delivery to existing customers	Feedback on performance Guidance on performance Increased understanding of customer's wants and needs
	Year End Visit	Annually	Festive greeting and gather feedback for service rendered in the prior 12 months	Enhanced customer relationship through addition of personal touch
	Training & Workshops	Ad-hoc	Train and update customers working level personel on regulations and market trends	Improved customers working level personnel competency and knowledge
	Informal Activities	Ad-hoc	Market intelligence and branding	Increased understanding on market landscape ExchANGED market knowledge on the latest technology, requirements and updates

Material Topics

Through consultation with stakeholders, Metizoft conducted the materiality assessment by first identifying its negative and positive impacts and then prioritizing them and selecting the most significant ones from each category for reporting.

Ranking#	Negative Impacts	Definition	Related Topic Standards
1	Compromise of customer data	Measures taken to prevent the possible hacking and leakage of customer data such as name and data of vessel and company staff, etc.	Customer Privacy (GRI 418)
1	Health and safety of inspectors	Ensuring health and safety of inhouse and 3rd party inspectors are not compromised during the onboard jobs	Occupational Health and Safety 2018 (GRI 403)
3*	Climate change resulting from indirect emissions	Tracking and monitoring of indirect emissions resulting from mainly business travels and employee commuting	Emissions (GIR 205)
4*	Loss of human capital	Managing employee turnover especially those in key roles	Employment (GRI 401) Labor/Management Relations (GRI 402)
5	Business ethics violation	Measures taken to ensure the company governance code of conduct strictly adhered to	-
6	Failure of software systems used by customer	Safeguarding against failure of software systems (IHM, ESG and Chemical Management)	-
7	Contamination to environment	Mitigation against unintentional contamination to the environment resulting from improper handling of hazardous samples	-
8 (Joint)*	Reputational deterioration attributed to customers	Safeguarding against negative impact to Metizoft's reputation associated with customers actions	-

Ranking#	Positive Impacts	Definition	Related Topic Standards
1*	Help customers comply regulations	Monitoring how Metizoft's software and services have helped customers fulfil the regulations for their assets and organization as a whole	Customer Health and Safety (GRI 416) Marketing and Labeling (GRI 417)
2*	Create diverse * inclusive workplace	Promoting a diverse and inclusive workplace where every employee is treated with dignity and respect	Diversity and Equal Opportunity (GRI 405) Non-discrimination (GRI 406)
3	Help customers eliminate risk of green washing	Evaluating how Metizoft's software and services help customer quantify ESG performance and present evidence of real sustainability efforts	-
3	Promote significance of good ESG practices to the community at large	Impacting general sustainability knowledge and the significance of good ESG practices to the community to drive the greater good	-
5	Contribute to safe recycling of ships	Monitoring how the work of Metizoft has contributed to the safe and sound recycling of ships with focus on the activities of the ship recycling yards	-
6	Help customers reduce emissions through monitoring & reporting	Monitoring how Metizoft's software and services have helped customers track and reduce their direct and indirect emissions	-

(*) shortlisted for reporting

From the shortlisted impacts, Metizoft has identified five material topics that are important to its stakeholders. These topics are Safeguarding Customer Privacy, Climate Change, Preservation of Human Capital, Ensuring Integrity of Metizoft's Services, and Diverse and Inclusive Workplace.

Material Topics

Through consultation with stakeholders, Metizoft conducted the materiality assessment by first identifying its negative and positive impacts and then prioritizing them and selecting the most significant ones from each category for reporting.



Safeguarding Customer Privacy



Climate Change



Preservation of Human Capital



Ensuring Integrity of Metizoft's Services



Diverse & Inclusive Workspace

In addition, the company has aligned its strategies with several of the United Nations Sustainable Development Goals (UN SDGs). The UN SDGs that Metizoft has identified as its main strategic targets include

- Goal 3:** Good Health and Well-Being,
- Goal 5:** Gender Equality,
- Goal 9:** Industry, Innovation and Infrastructure,
- Goal 10:** Reduced Inequalities,
- Goal 12:** Responsible Consumption and Production,
- Goal 13:** Climate Action, and
- Goal 16:** Peace, Justice and Strong Institutions.



Safeguarding Customer Privacy
Measures taken to prevent the possible hacking and leakage of customer data



Climate Change
Monitoring of emissions from business operations and implementation of measures to reduce it



Preservation of Human Capital
Implementation of policies to safeguard the health and safety of inspectors and retain staff and reduce employee turnover



Ensuring Integrity of Metizoft's Services
Ensure all end deliverables meet customer's expectations including standards, regulations and other requirements



Diverse & Inclusive Workspace
Creating an equal opportunity and discrimination-free workplace where employees of all levels are treated with dignity and respect

Targets, Risks and Opportunities

Strategic Targets

Aligned with the goals related to each of our material topics, we have set several sustainability targets for the year 2024. To meet these targets, we have proposed initiatives which would be championed by members of the ESG working group. They would work with management and stakeholders to realize these initiatives. The working group will meet quarterly to update the progress of their efforts.

Overall, Metizoft's strategies are focused on addressing key sustainability challenges while also aligning with the UN SDGs. By doing so, the company is working to create long-term value for its stakeholders while also contributing to a more sustainable future.



Material Topics	Goals	FY 2024 Targets	initiatives
Safeguard of Customer Privacy	Prevent possible hacking and leakage of customer data	To achieve zero cases of breaches of customer privacy, including leaks, thefts or losses of customer data	<ul style="list-style-type: none"> To formalize Metizoft's Cyber Security Policy which will act as the framework for personal and organizational data management to safeguard customer privacy To strengthen internal controls and SOPs related to cybersecurity To enforce regular maintenance of IT systems to prevent loss data
Climate Change	Reduce carbon emissions from overall business operations	<ul style="list-style-type: none"> To establish baseline for Scope 1, 2 and 3 GHG emissions for FY2023 and thereafter set a target of 1% reduction in Scope 3 Emissions Intensity for FY2024, aiming for 3% for FY2025 and 5% for FY2026 To achieve zero fatalities, high-consequence injuries, recordable work injuries and occupational health diseases 	<ul style="list-style-type: none"> To optimize business traveling (Metizoft and third-party employees) through more thorough planning and control To incorporate enhanced and streamlined risk assessment measures into our existing Safe Work Procedure
Preservation of Human Capital	Implementation of policies to safeguard the health and safety of inspectors & retain staff and reduce employee turnover	<ul style="list-style-type: none"> To achieve a turnover rate of 12% or less To establish an annual Employee Satisfaction Survey starting year 2024 and to achieve 100% participation rate 	<ul style="list-style-type: none"> To promulgate company core value of quality, respect, collaboration, trust, gratitude, and humillity through various channels To establish career progression framework for every employee To formalize annual appraisal and factor in targets and rewards for achieving set targets
Esnuring Integrity of Metizoft's Services	Ensure all end deliverables meet customer's exectations including standards, regulations and other requirements	<ul style="list-style-type: none"> To achieve 100% compliance to meeting the auditor's specified timeframe for resolution of planned audit findings To achieve 100% training and certification for employees directly involved in the delivery of the services 	<ul style="list-style-type: none"> To closely monitor related international regulations including relevant guidelines, code of practices, industry best practices, and other requirements, and update our Policies and Procedures when required To establish Metizoft's Business Continuity Management (BCM) policy To identify and monitor the training requirements and certification validities of relevant (new and existing) employees
Diverse & Inclusive Workspace	Ensure equal oportunity and reduce inequalities by eliminating discriminatory practices and ensuring employees of all levels are treated with dignity and respect	To achive zero cases of reports related to discrimination and inequalities across all business operations	<ul style="list-style-type: none"> To develop an Employee Handbook detailing the code of conduct related to discriminatory practices and a whistleblowing/grievance feedback mechanism To designate one calendar day as "Metizoft Employee Day" when each regional office can organize activities to promote cultular harmony amongst the employee

Climate Related Risks and Opportunities



Reporting Period and Cycle

This inaugural sustainability report covers the period of January to December 2023. Moving forward, Metizoft will continue to publish its sustainability report on an annual basis unless otherwise informed. This reporting frequency relates to the publication of Metizoft’s financial performance.



This sustainability report was published in June 2024. The report can be downloaded from Metizoft’s corporate website at

<https://www.metizoft.com/sustainability>.



Metizoft welcomes ongoing engagement with its valued stakeholders and is always open to any feedback, inquiries, and concerns that may enable continuous improvement to the Group.

This report has been reviewed and approved by the Board of Directors but has not been externally assured.



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Assurance





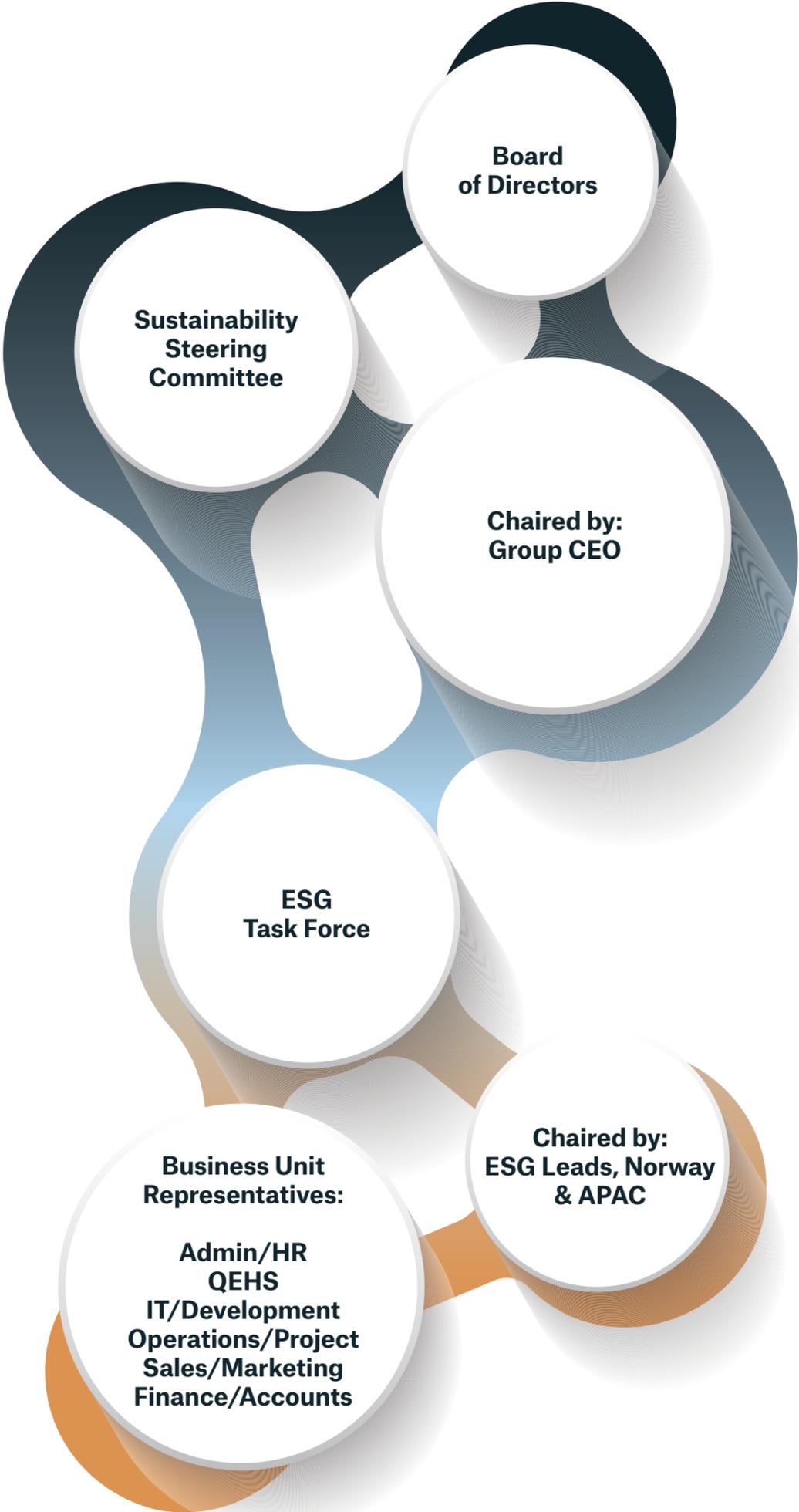
Governance

Sustainability Governance Structure

Metizoft's ESG governance structure is built based on a top-down approach. The Board of Directors has oversight of all ESG matters, including issues related to climate change and strategies. It plays a direct and active role in setting strategies at the highest level, prioritizing material matters and formulating short to long term targets for the Group. The Board is also responsible for the development and driving of the Group's sustainability roadmap, and integrates all business plans, strategies and decision making processes to fully align with the roadmap.

The Sustainability Steering Committee, chaired by the Group CEO, is responsible for updating the board on ESG related material matters, risks and opportunities. This includes climate change and industry trends, developments in the regulatory landscape and related maritime requirements imposed by the International Maritime Organization (IMO), Classification Societies, etc. The Steering Committee provides a comprehensive overview for the Board to deliberate and act upon accordingly.

The ESG Task Force is led by the ESG leads in the Norway and APAC offices, supported by representatives of each business unit, and is responsible for driving sustainability at the operational level. The Task Force's key tasks include data collection and performance tracking and reports upwards to the Sustainability Steering Committee.



The roles and responsibilities of each level of the sustainability governance hierarchy are summarized as follows.

Directors of Board

Supervises and administers sustainability initiatives, which involve establishing strategic direction, prioritizing significant issues, and crafting comprehensive medium to long-term goals for the organization

Ensures Metizoft’s business strategies intergrate sustainability by encompassing relevant topics

Endorses the creation and execution of the company’s sustainability roadmap, strategies, business plans, and targets, eith critical sustainability issues fully integrated into the decision-making process

Sustainability Steering Committee

Group CEO

Examines sustainability strategies and proposes solutions to the Board for consideration

Identifies, assesses and manages ESG risks and opportunities

Evaluates sustainability strategies and tracks the performance of individual ESG targets

Presents updates on sustainability performance and accomplishments to te Board

Level

Chair Lead

Sustainability Roles & Responsibility

ESG Working Group
Admin/HR Representative
QEHS Representative
IT/Development Representative
Operations/Project Representative
Sales Marketing Representative
Finance/Accounts Representative

ESG Leads

Leads efforts to promote sustainability within the Group

Proposes sustainability targets or KPIs

Establishes methodology and measurement units for each target

Gathers, analyses and monitors all sustainability data

Executes sustainability project plans and follows through on pertinent data collection procedures

Provides 6-monthly reports on sustainability performance to the Sustainability Steering Committee

Metizoft's Sustainability Commitment: Our Vision and Mission

We envision a maritime industry where environmental care, social responsibility, and strong ethics are not just ideals, but an integral part of our industry.

Our vision is to create innovative solutions that empower maritime stakeholders to operate sustainably, for a world where the oceans remain vibrant, communities prosper, and future generations inherit a thriving legacy filled with opportunities.

Our mission is to be at the forefront of sustainability by delivering state-of-the-art SaaS solutions and consultancy services that empower our clients to navigate regulatory compliance and ESG challenges with confidence. Grounded in our values of innovation, transparency, and inclusivity, we are committed to addressing climate impact, safeguarding privacy, maintaining the quality of our products and services, nurturing talent, and fostering a workplace where diversity thrives.

Through collaboration and dedication, we aim to shape a sustainable future for the maritime industry and beyond.



Nomination and Selection of the Board

In 2023, a minority purchase of shares was carried out by an external consortium of investors. This led to new external members in the board as well as an external chair of the board.

The diversified board consist of two females and two males, in addition to one deputy member and two observers (males). Of the existing board members, one is also the CEO. All existing board members are related to shareowners.

For the overall gender composition of the board, please refer to "Diversity & Gender".

Board of Directors' Training and Development

When the board was initially formed, it had set several objectives. One of them is to foster a culture of sustainability within the company by promoting sustainability initiatives and encouraging employees to take part in activities promoting sustainability. Others include measuring and reporting on the company's sustainability performance, as well as expanding the sustainability expertise and ensuring that the company is on track to achieve its set goals.

Further information on this topic will be disclosed next year. Internal policies are still being formulated as the new Board of Directors was appointed in late 2023.

Business Ethics

Business Policies and Code of Business Conduct

Norway Operations

Metizoft Norway has a strong commitment to ethical behavior and compliance with relevant laws and regulations.

To ensure this, the company has established clear guidelines to assist its personnel in avoiding conflicts of interest, preventing corruption, and avoiding bribery:

Ethical Guidelines - framework for ethical behavior and conduct

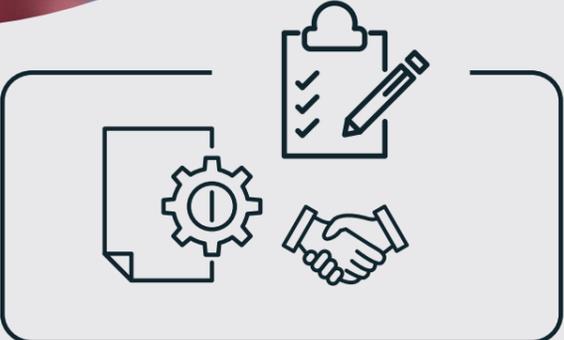
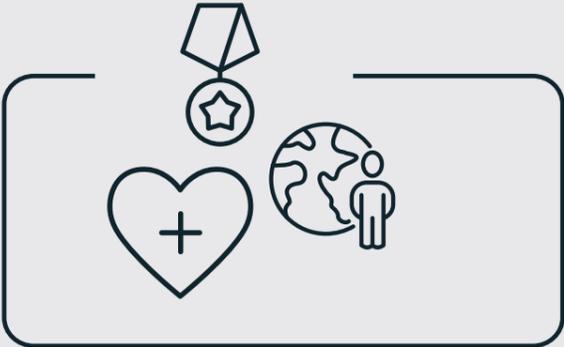
Metizoft Management System - procedures and protocols ensuring compliance

Safety, Health, Environment and Quality (SHEQ) Statement

The Ethical Guidelines cover a range of topics, including conflict of interest, anti-corruption and whistleblowing. All employees are expected to adhere to these guidelines in their work.

The Management System enables overall control and reporting systems. It also includes specific processes for identifying and managing conflicts of interest, whistleblowing, preventing corruption, and avoiding bribery. The statement on SHEQ reinforces the importance of ethical behavior and compliance with relevant laws and regulations.

Overall, Metizoft Norway is subject to Norwegian legislation, which sets high standards for ethical behavior and compliance. The company's policies and processes are designed to ensure that its personnel adhere to these standards and maintain the company's reputation for ethical conduct and compliance.

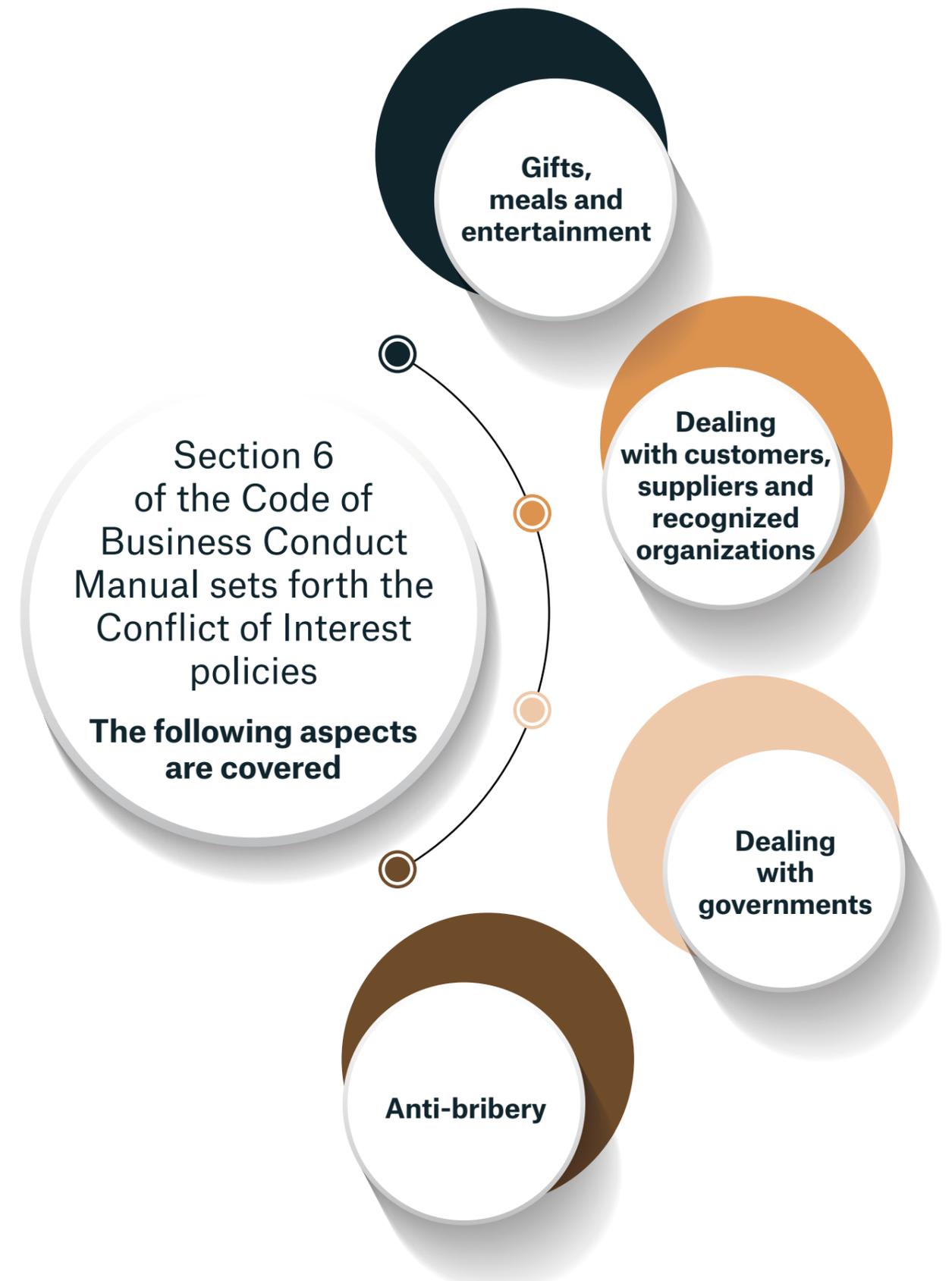
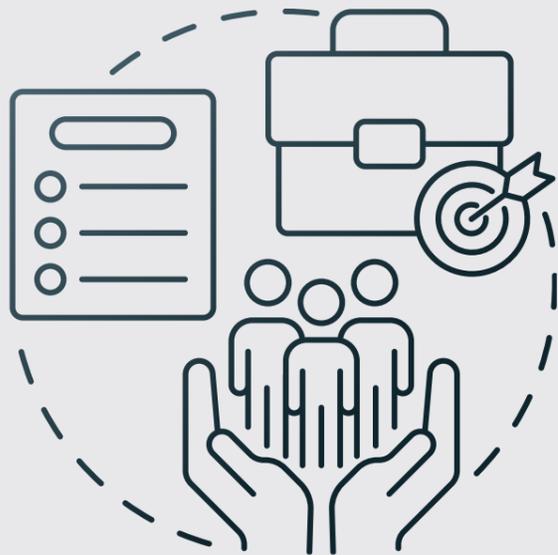


APAC Operations

Metizoft Asia’s general business conduct policies for its employees are covered by the **Anti-Corruption Policy Statement and the Code of Business Conduct Manual**.

The **Anti-Corruption Policy Statement** empathizes the company’s zero-tolerance approach to bribery and corruption, and communicates to all employees the expectation to act with integrity and professionalism in all business dealings and relationships, regardless of the location of operation. The statement references laws like the (Singapore) Prevention of Corruption Act, UK Bribery Act and the US Foreign Corrupt Practices Act.

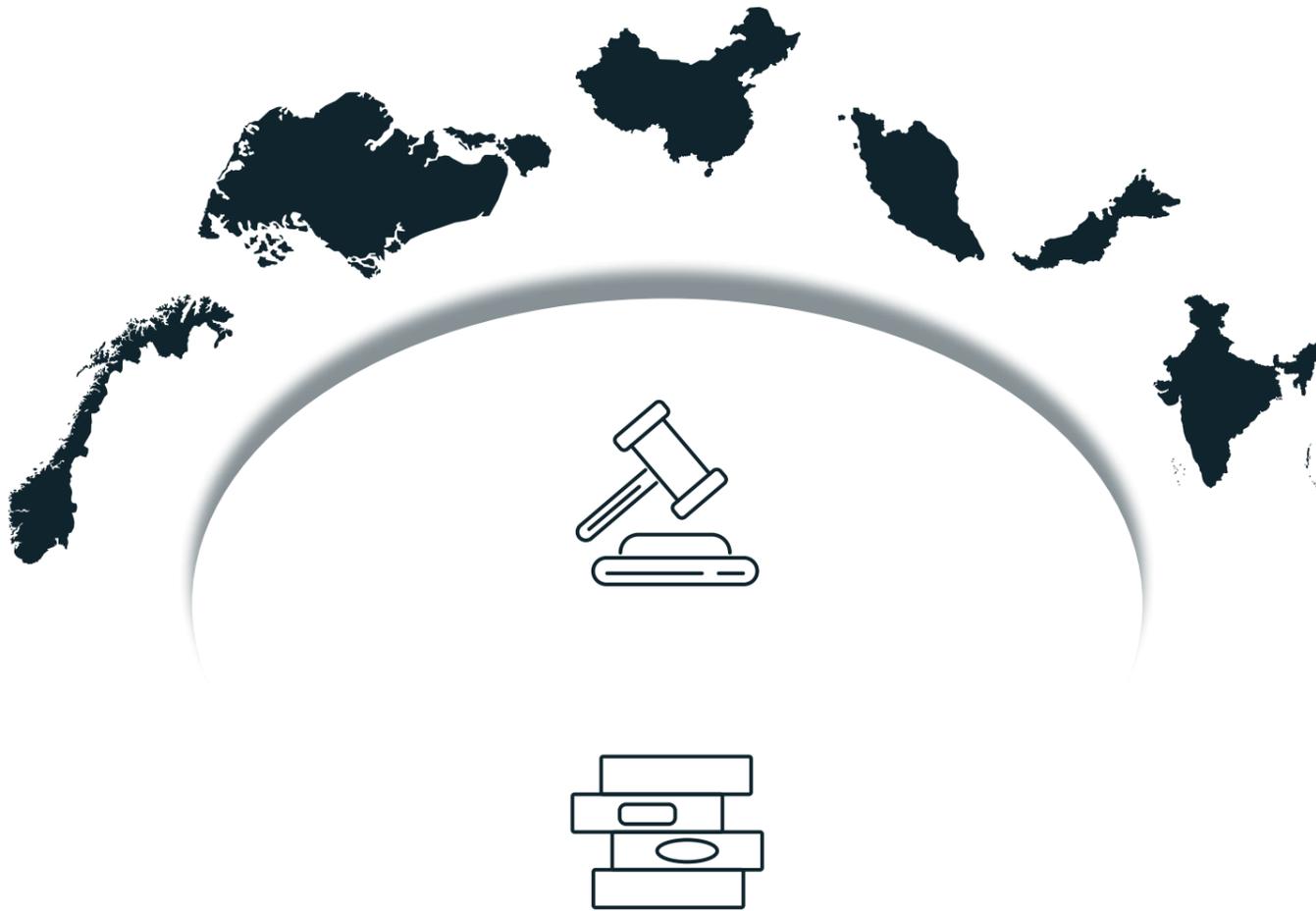
The **Code of Business Conduct Manual** outlines the company’s way of conducting business where all employees should seek to act with the highest integrity, maintain honesty, uphold accountability and comply with the relevant laws and regulations. It also acts as the guide for all employees for appropriate conduct, setting the standards in ensuring all employees do the right thing and treating our customers, partners, and suppliers fairly, and with dignity. The Code of Business Conduct Manual is reviewed by the management annually.



The **Anti-Corruption Policy Statement** and the Code of Business Conduct Manual are part of the standard onboarding materials for all new employees. Whenever there are updates to these documents, this will be informed to all existing employees via email. Heads of departments and managers are then required to brief their team accordingly.

Legal Compliance and Fines

Compliance with laws and regulations is a challenging task for a SaaS company, especially when operating in multiple countries, as Metizoft does. Some of the challenges that we face in complying with laws and regulations in the locations we operate, e.g. Norway, Singapore, China, Malaysia, and India include differing laws and regulations, language and cultural barriers, data localization requirements, cybersecurity regulations and tax laws.

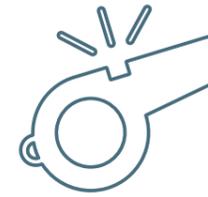


In all of the locations we operate in, we continue to fully abide with all the applicable laws and regulations. We achieve this by doing our due diligence through stringent internal review processes and engagement of subject matter experts in laws and other specialization whenever necessary.



We are proud to report that in 2023, Metizoft had zero instances of non-compliance with laws and regulations which resulted in fines or non-monetary sanctions.

Whistleblowing and Other Feedback Channels

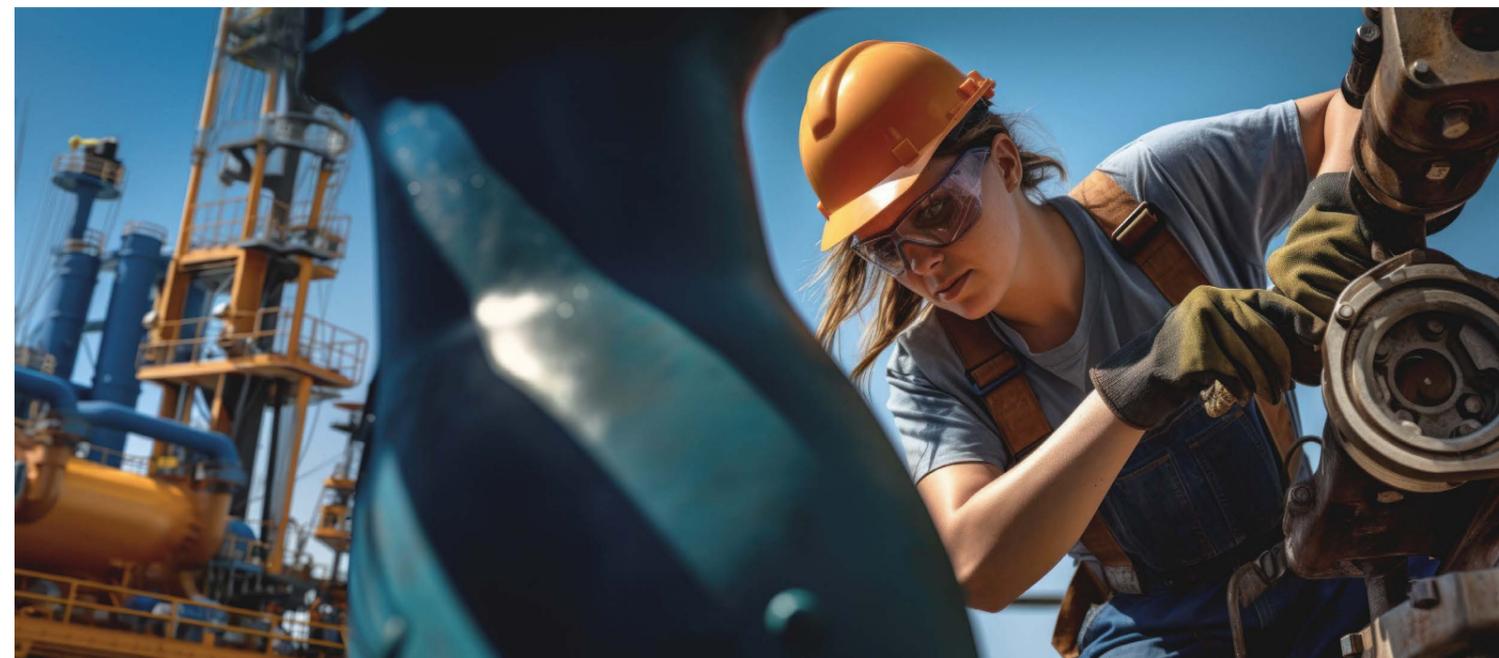


Our ethical guidelines outline the values and principles that guide our operations, including a commitment to honesty, integrity, and respect for human rights. They also provide clear guidance on how to report concerns or non-conformities, and what to expect in terms of the response and process.

Similarly, our management system for non-conformities is designed to ensure that any issues are identified, investigated, and addressed in a timely and effective manner. This includes a clear process for reporting and tracking non-conformities, as well as regular reviews to identify areas for improvement.

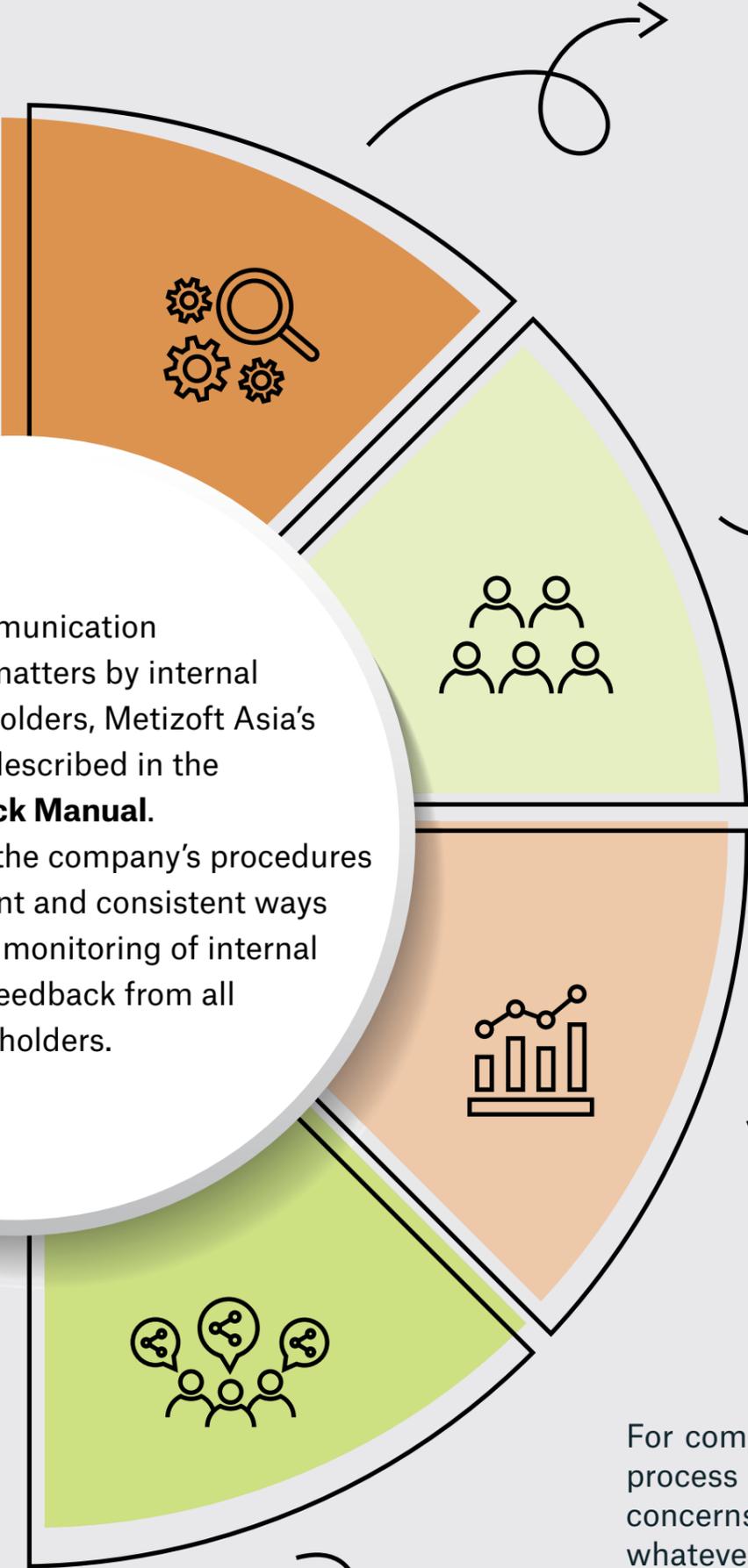
Our policies and procedures enable good processes regarding whistleblowing by creating a safe and supportive environment for individuals to raise concerns and report nonconformities. They also help to ensure that any issues are addressed promptly and effectively, minimizing the risk of harm to individuals or the organization as a whole.

Metizoft Norway had zero reported cases of whistleblowing for the year 2023. This is a testament to the effectiveness of our approach, which is built around creating a culture of transparency and accountability.



APAC Operations

For communication of non-critical matters by internal and external stakeholders, Metizoft Asia's policies are described in the **Feedback Manual**. This manual sets forth the company's procedures to provide transparent and consistent ways in the handling and monitoring of internal and external feedback from all stakeholders.



Communication is raised through dedicated feedback forms, collected and processed by the Admin/HR Manager and forwarded to the relevant Head of Department. Depending on the nature of the matter, the HOD may resolve it at his/her level or escalate to the management if required. Upon successful resolution, the responsible party will close the feedback loop through communication with the initiator of the feedback.

The procedures for proper resolution of external matters is specified in the **Corrective and Preventive Actions Manual**. This manual sets forth the company's procedures for developing corrective and preventive actions to address non-conformities and to prevent their recurrence. Non-conformities can include customer complaints, audit findings and quality issues arising from Metizoft's suppliers.

To enhance external feedback from Metizoft's customers, we are working on implementing an annual online Customer Satisfaction Survey for customers of our IHM Maintenance, ESG/LCA and Document Agreement services.

For communication of critical concerns, we currently do not have a formal process or policy. Employees are encouraged to give feedback of critical concerns directly to the Admin/HR Manager or the CEO himself via whatever means appropriate. In 2024, we will develop a formal Whistleblowing Policy to address this gap. There are no cases of feedback of critical concerns in the year 2023.



Environmental

Decarbonization Commitments

Metizoft is aware of its climate impacts and have resolved to take proactive steps to mitigate these. The overarching objective is ensuring our business operates in line with the efforts to limit the temperature increase to 1.5 degrees Celsius according to the Paris Agreement. In FY 2023, we quantified our Scope 1, 2, and 3 greenhouse gas emissions and identified Scope 3, Category 6: Business Travel as the primary contributor to our organization’s overall emissions. We assessed that we have minimal control over our Scope 1 and 2 emissions. Consequently, we are prioritizing initiatives aimed at reducing the Scope 3 emission intensity (Scope 3 emissions per total customers engaged).

A 3-year emission intensity target has been set and this will guide us in tracking our decarbonization performance:

Target to reduce 1% for Scope 3 Emissions Intensity (with 2023 as base year) by 2024, while aiming for 3% reduction in 2025 and 5% reduction in 2026.

To ensure we achieve the milestones, several key carbon reduction initiatives have been planned. Please refer to “Strategic Targets” for details of the initiatives.

Scope 1 GHG Emissions

2023

1.68 mtCO₂-e



Standards, Methodologies and Conversion Factors

Data consolidation for GHG emission follows the requirements of GHG Protocol Corporate Standard. The Global Warming Potential (GWP) are based on Intergovernmental Panel of Climate Change (IPCC), The Fifth Assessment Report (AR5). The emission factors are referenced from the Norway 2022 National Inventory Report (NIR).

Metizoft's business operations do not significantly contribute to Scope 1 emission, The only source of emission is from our company vehicles mainly for supporting sales, marketing and project activities. Even so, we are committed to optimize this through better planning and control.

Scope 2 GHG Emissions

2023

9.66 mtCO₂-e

Standards, Methodologies and Conversion Factors

The emission factors used for calculating Scope 2 emission are based on IEA Emission Factors 2022. Scope 2 emissions are the emissions from imported energy, such as purchased electricity, heat or steam. This includes purchased electricity from all Metizoft offices in Norway (Fosnavåg), Singapore, China (Shanghai) and Malaysia (Kuala Lumpur).

Efficient energy usage is part of our strategy for reduction of Scope 2 emissions. We aim to replace all office lightings with LED lights to reduce energy consumption. LED lights use only a fraction of the energy that fluorescent bulbs use whilst proving the same level of illumination. This will also allow us to be more resilient towards the increasing carbon tax that are incorporated in electricity bills.

In addition, renewable energy technologies have become increasingly cost-competitive in recent years with the increasing supply and policy support from governments. Therefore, Metizoft will explore the feasibility of incorporating renewable energy in the electricity supply for all offices.

Scope 3 GHG Emissions

2023

100.71 mtCO₂-e

Business Travel - Air Travel

82.57 mtCO₂-e

Business Travel - Hotel Nights

17.89 mtCO₂-e

Employee Commuting

0.25 mtCO₂-e



Standards, Methodologies and Conversion Factors

Conversion factors used are based on ICAO Carbon emission calculator for air travel emission, and US EPA for employee commuting and for hotel nights.

Metizoft's business operations contributes the majority of Scope 3 emissions as extensive travelling is required for activities including sales and marketing, IHM inspections, and asbestos related work. The scope 3 emission categories that covers the majority of our emissions are identified and addressed as:

Category 6 - Business travel emissions covering for air travel and hotel nights

Category 7 - Employee commuting emissions

Metizoft, accredited with the ISO 14001 Environmental Management System, will proactively address business related environmental impacts related to global warming. Control measures will be taken to ensure that business travel emissions are minimized. In general, air travel for work-related engagements shall be avoided wherever possible, and online meetings shall be the alternative. With our global presence, we shall plan our business activities such that geographically, the nearest person (sales and operations) shall serve our customers. In addition, the choice of airline and accommodation shall be screened based on their carbon reduction initiatives.

For employees, Metizoft plans to reduce emissions from employee commuting by optimizing human resource working in the office and allowing employees to work from home where possible.

Emission Intensity

TARGET 2024

Emission Intensity Scope 3 Emissions per Total Customers Engaged

237.6 kgCO₂-e/ total customers engaged

2023

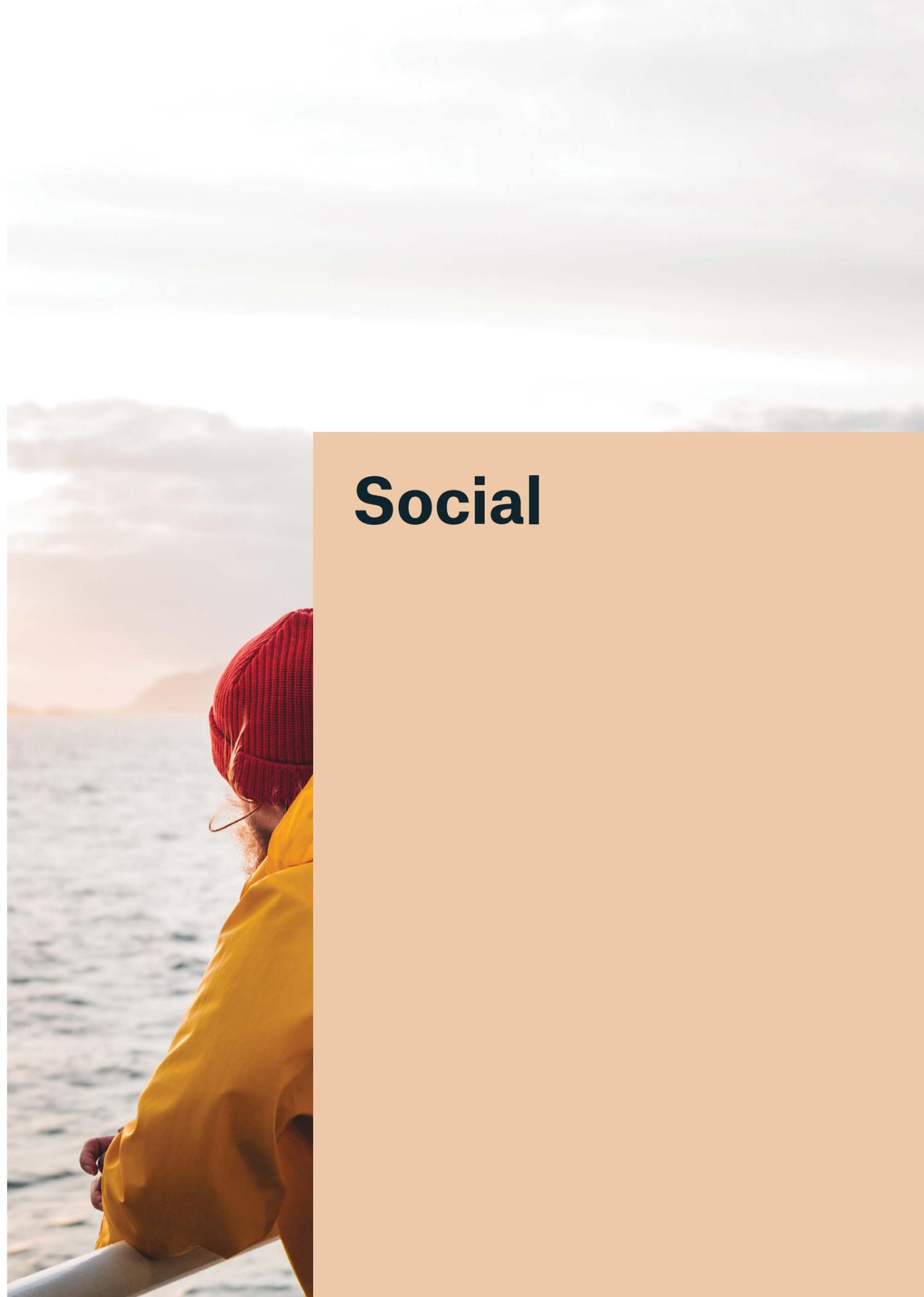
Emission Intensity Scope 3 Emissions per Total Customers Engaged

240 kgCO₂-e/ total customers engaged

Emission Intensity - Scope 1 & 2 per Gross Floor Area

0.01 mtCO₂-e/m²

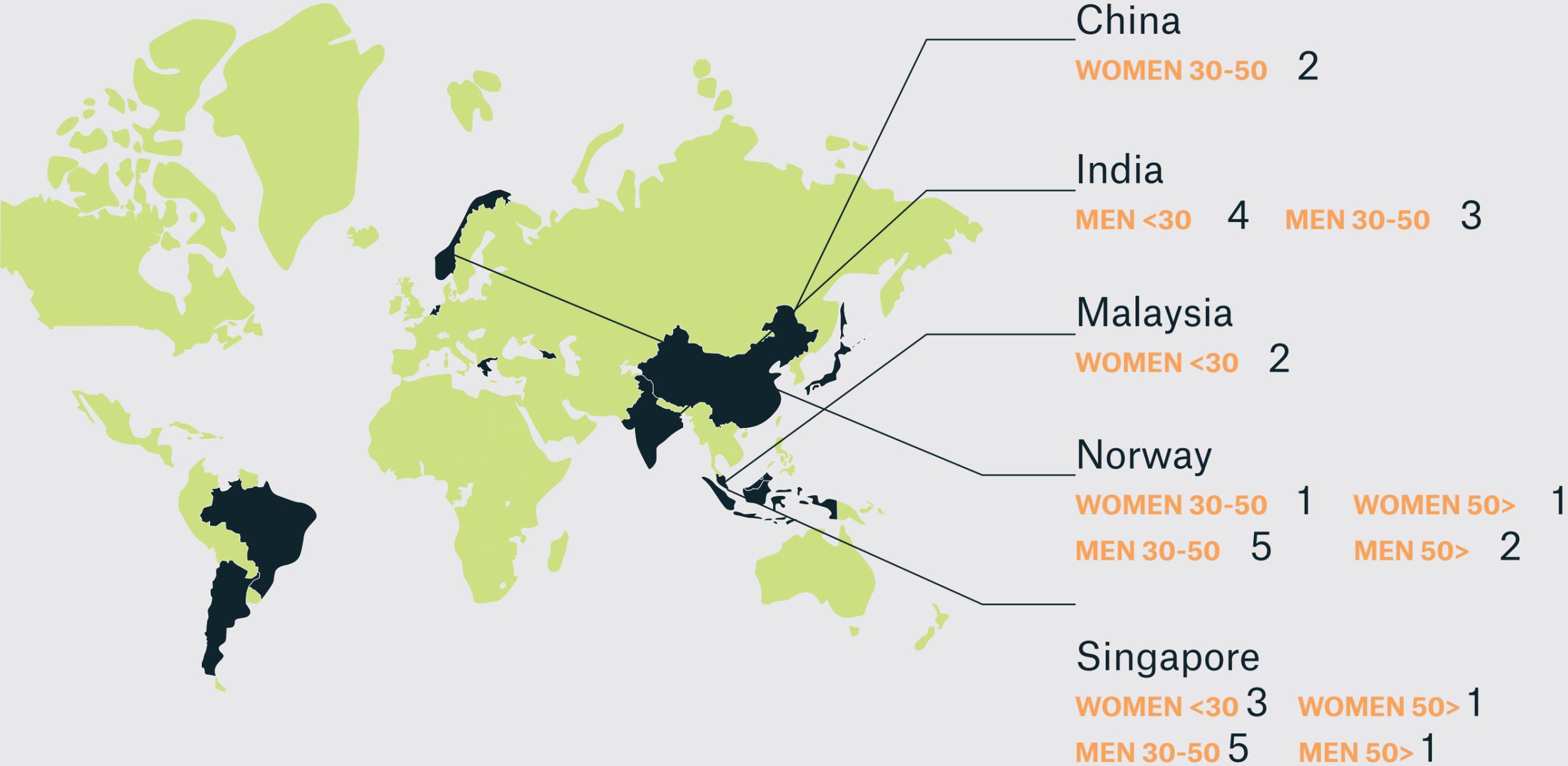
Monitoring of emission intensities helps to better contextualize the organization's emissions from the perspective of business operations. The intensity metrics (floor area and total customers engaged) are chosen with the consideration that it best reflects the emission rate in the respective emission scope. We will continue to monitor and report on our emissions intensities in the subsequent years.



Social

Employees and Labor Rights

New Hires & Turnover Employees by Turnover



Employees by New Hires



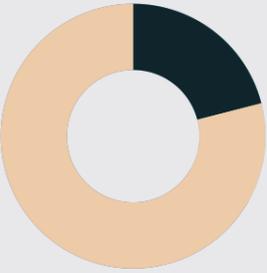
Brazil	MEN 30-50	2				
China	WOMEN <30	3	WOMEN 30-50	3		
Greece	MEN 30-50	3				
India	MEN <30	7	MEN 30-50	2		
Indonesia	MEN <30					
Netherlands	MEN 30-50	2				
Norway	MEN <30	3	MEN 30-50	5	MEN 50>	2
Singapore	WOMEN 30-50	5	MEN 30-50	4		

In year 2023, we had a healthy new hire rate of 33%, driven mainly by the expansion of business operations in the APAC offices, where a new office in Malaysia (Kuala Lumpur) was set up to support IHM and ESG operations and the ship recycling team in India was formalized.

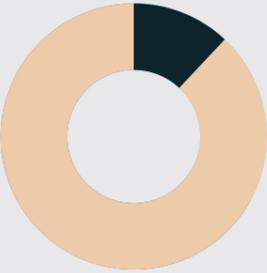
Moving forward in 2024, we are expecting to continue recruiting as we expand our Malaysia office, as well as possibly set up new offices in Vietnam and Thailand. The turnover rate was 21% with the majority from the APAC offices, highlighting the challenges in getting the right staff for the job and in the retaining of employees in the highly competitive labor market. In 2024, we have set a target of 12% or less turnover as we embark on a series of initiatives for staff retention.



33% New Hire Rate



21% Turnover Rate



**2024
12% or Less Turnover**

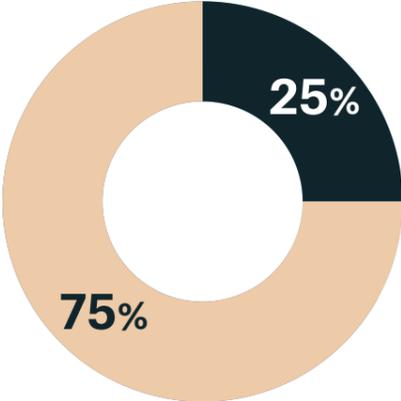


Employment

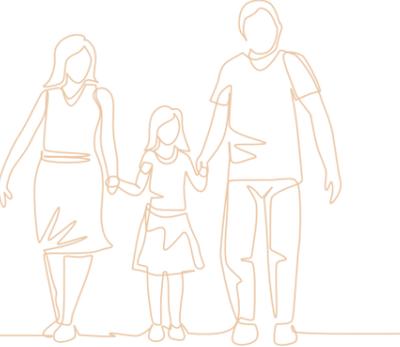
There is no significant difference in the benefits provided to employees classified as part-time and contractors. For example, employees in the satellite offices of Malaysia, India and Indonesia are equivalently covered by medical health insurances provided by the service providers within their respective countries, with the expenses borne by the APAC head office in Singapore. For benefits related to local legislations, e.g. parental leave, policies will align with the applicable laws. Benefits related to work nature, e.g. mobile charges reimbursement, will apply across the work function regardless of the work location and employment status of the employees.

Should there be a significant operational change to employees' work, a minimum of two weeks' notice is usually provided. This period is informal and such changes are usually managed within the relevant work functions and overseen by the heads of department. Affected employees are always provided with adequate time and resources to manage and adapt to such changes.

Employees that took Parental Leave
Family-related leave



2023
Women 1
Men 3

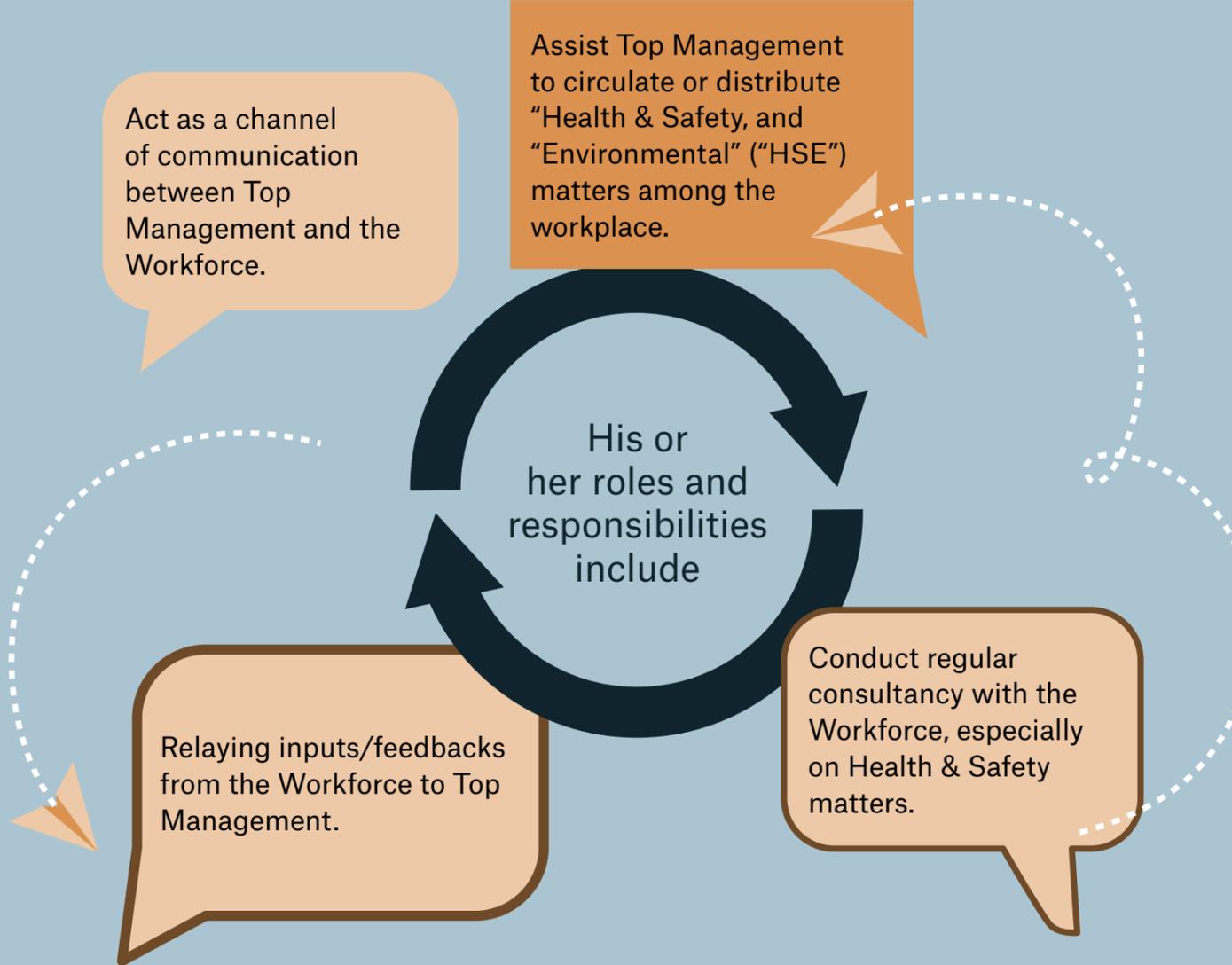


All Metizoft employees, except those working part time, are entitled to parental leave in accordance with the local laws. In 2023, a total of 4 employees (3 male, 1 female) from the Norway office and none from the APAC offices took parental leave. All employees returned to work upon completion of their parental leave and are currently still employed by the company.

Collective Bargaining Agreements

In Metizoft Norway, though there are personal memberships of CBAs, the majority of employees are not affiliated with any trade union. Internal representatives for the collective workforce are elected every year with responsibility to be the link between employees and management for collective agreements and issues.

The employees of Metizoft Asia are not part of any works council or trade unions. However, to facilitate communication between the workers and the management, 2 employees will be appointed as the Worker's Representatives.



Diversity and Equality

Employees by Region and Gender Ratio



Argentina
WOMEN 0 MEN 1

Brazil
WOMEN 0 MEN 1

China
WOMEN 3 MEN 2

Georgia
WOMEN 0 MEN 1

Greece
WOMEN 0 MEN 1

India
WOMEN 0 MEN 3

Indonesia
WOMEN 0 MEN 1

Malaysia
WOMEN 3 MEN 0

Netherlands
WOMEN 0 MEN 1

Norway
WOMEN 16 MEN 28

Singapore
WOMEN 9 MEN 9





Employees by Position Level and Age Group

2023						
POSITION LEVEL	AGE <30	AGE <30%	AGE 30-50	AGE 30-50%	AGE 50>	AGE 50>%
Level 1	9	22%	23	56%	9	22%
Level 2	2	8%	17	71%	5	21%
Level 3	0	0%	3	100%	0	0%
Level 4	0	0%	3	60%	2	40%

Employees by Position Level and Gender Ratio

2023				
POSITION LEVEL	WOMEN	WOMEN%	MEN	MEN%
Level 1	22	54%	19	46%
Level 2	7	29%	17	71%
Level 3	0	0%	3	100%
Level 4	0	0%	5	100%

For the levels within the Metizoft Group hierarchy, refer to the below table.

LEVEL	Appointment(s)
1	Coordinator/Biz. Developer/Accountant/ Executive/Snr. Executive/ Specialist/ Inspector
2	Asst. Manager/ Manager/ Snr. Manager
3	Director/ Head of Dept./ Dy. GM
4	C-Suite
Board	Board

Diversity plays an important role in any organization, particularly in Metizoft whose core values include Respect and Humility. Having a diverse workforce ensures that Metizoft can tap into a wide range of perspectives, experiences, and ideas. This diverse range of viewpoints can lead to more innovative and creative solutions, as well as a better understanding of the needs and preferences of customers from different backgrounds. In addition, a diverse workforce can help to promote a culture of Respect and Humility within Metizoft by fostering an environment of inclusivity and understanding. We firmly believe that ultimately, a company that values diversity is more likely to attract and retain top talent, build strong relationships with its customers, and create a positive impact on society as a whole.

The demographics of Metizoft’s employees can be seen from the tables above. The total number of employees as of end year 2023 is 80. Due to confidentiality constraint, we have not disclosed any data related to employee remuneration.

Non-discrimination

Any acts of discrimination are intolerable in Metizoft. Throughout the whole Metizoft Group, there were zero incidents of discrimination reported in the year 2023. In Metizoft, the management has always supported an open communication channel where all employees are encouraged to give feedback about any critical concerns, including incidents of discrimination. As mentioned, In Metizoft Asia, we are working on developing an official Whistleblowing Policy including the channel to further augment this area.

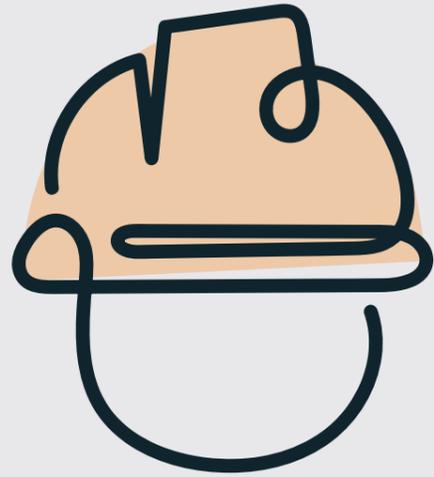


Occupational Health and Safety

For reporting on Metizoft's Occupational Health and Safety (OHS) disclosures, we will only focus on the employees who are performing onboard and on-site work in the Metizoft Asia offices. Metizoft Norway does not have business operations related to this area. This is in line with our material topic which focuses on the health and safety of the inspectors.

For all mentioned documents, as Metizoft is not a public listed company, we do not make them available publicly, however they are available upon request from the persons mentioned under "About This Report".

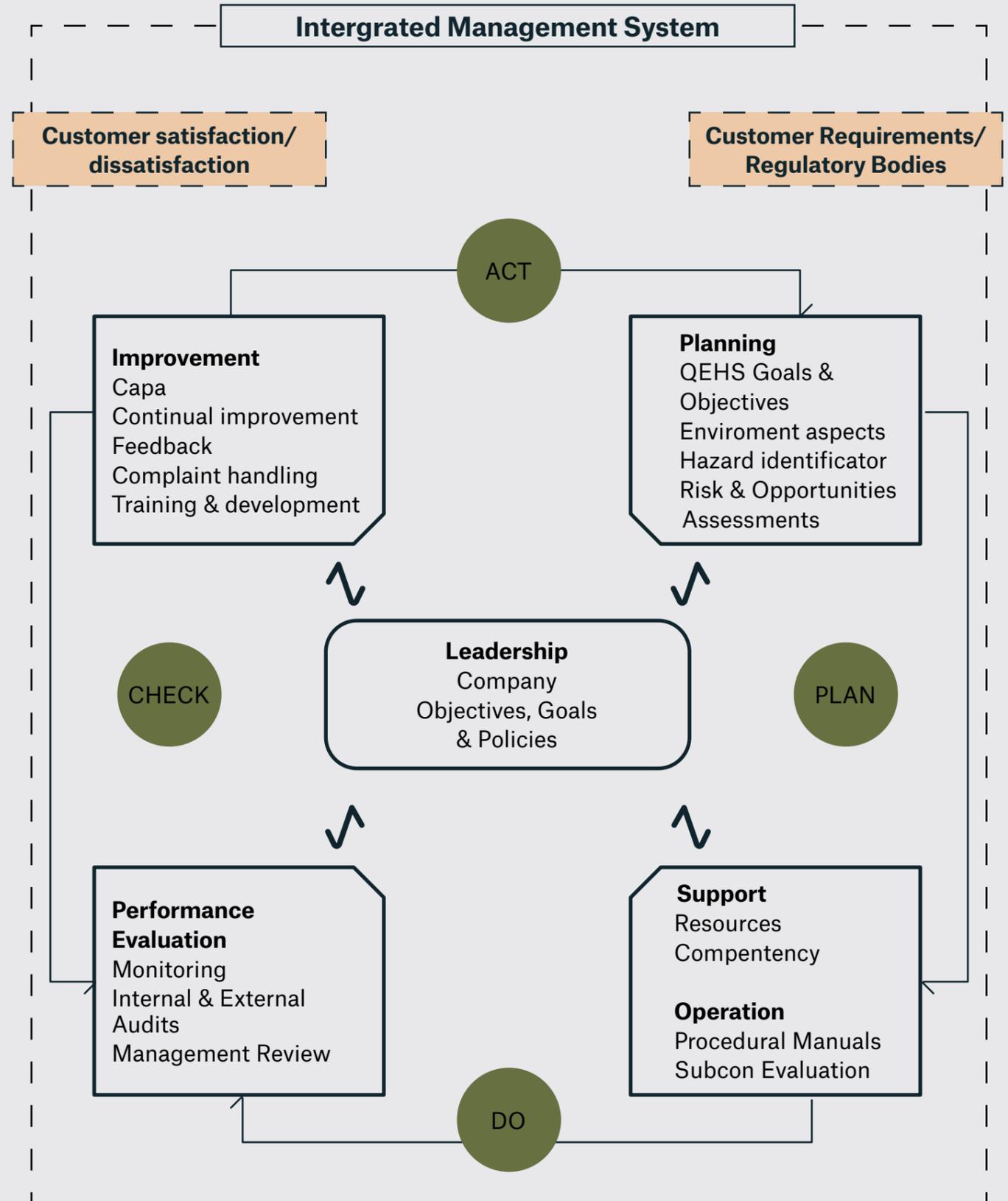




Metizoft's Occupational Health and Safety Management System

The OHS philosophy of Metizoft is guided by its QEHS Policy Statement, which demonstrates its Quality, Environmental, Health and Safety commitments to provide high quality and impeccable services to our client, while concurrently allowing its employees to operate in a safe, environmentally responsible and sustainable manner.

Details of Metizoft's occupational health and safety management system can be found in its QEHMS Manual, which is developed and implemented in accordance with the requirements of ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 standards. The policies in this manual are intended to cover all activities carried out by Metizoft's employees, subcontractors, clients and third parties associated with Metizoft. The contents of the manual are reviewed by the management on an annual basis to ensure to up to date of all relevant information. The QEHMS Manual forms part of the core processes of Metizoft's integrated management system, as shown.



Additional details can be found in the **Occupational Health and Safety Manual** which illustrates Metizoft's management's commitment and approach in providing and maintaining a safe and healthy work environment. This document also establishes the company's policy in preventing accidents and near misses while employees are at work, onboard or onsite. The procedures in this manual is based on Singapore's Workplace Safety and Health (WSH) (General Provisions) Regulations, and includes references and guidelines from Singapore's "WSH Council", UK's "Health and Safety Executive" and Australia's "Safe Work Australia". This manual is also reviewed annually by the management.

The **Safe Work Procedure (SWP)** Manual establishes Metizoft's policies and procedures for safe work procedures based on Singapore's WSH Act 2006, applicable guidelines and industry's best practices. The SWP manual is developed to reduce the risk to health and safety to all stakeholders including Metizoft employees, customers and the public in general.

In workplaces not covered under Metizoft's Occupational Health and Safety Management System, i.e. customers' premises (onboard vessels, within shipyards and buildings, etc.), the customers' OHS policies will apply. Our inspectors are required to always attend the safety inductions/briefings and to fully abide by the safety rules and regulations applicable. In addition, all heads of departments are responsible for conducting a safety briefing/toolbox meeting prior to employees performing onboard or onsite work.

All Metizoft employees are covered under its OHS Management System. This also applies to externally engaged third party inspectors, with the exception that they will be need to possess their own health and medical insurance.



Hazard Identification, Risk Assessment and Incident Investigation

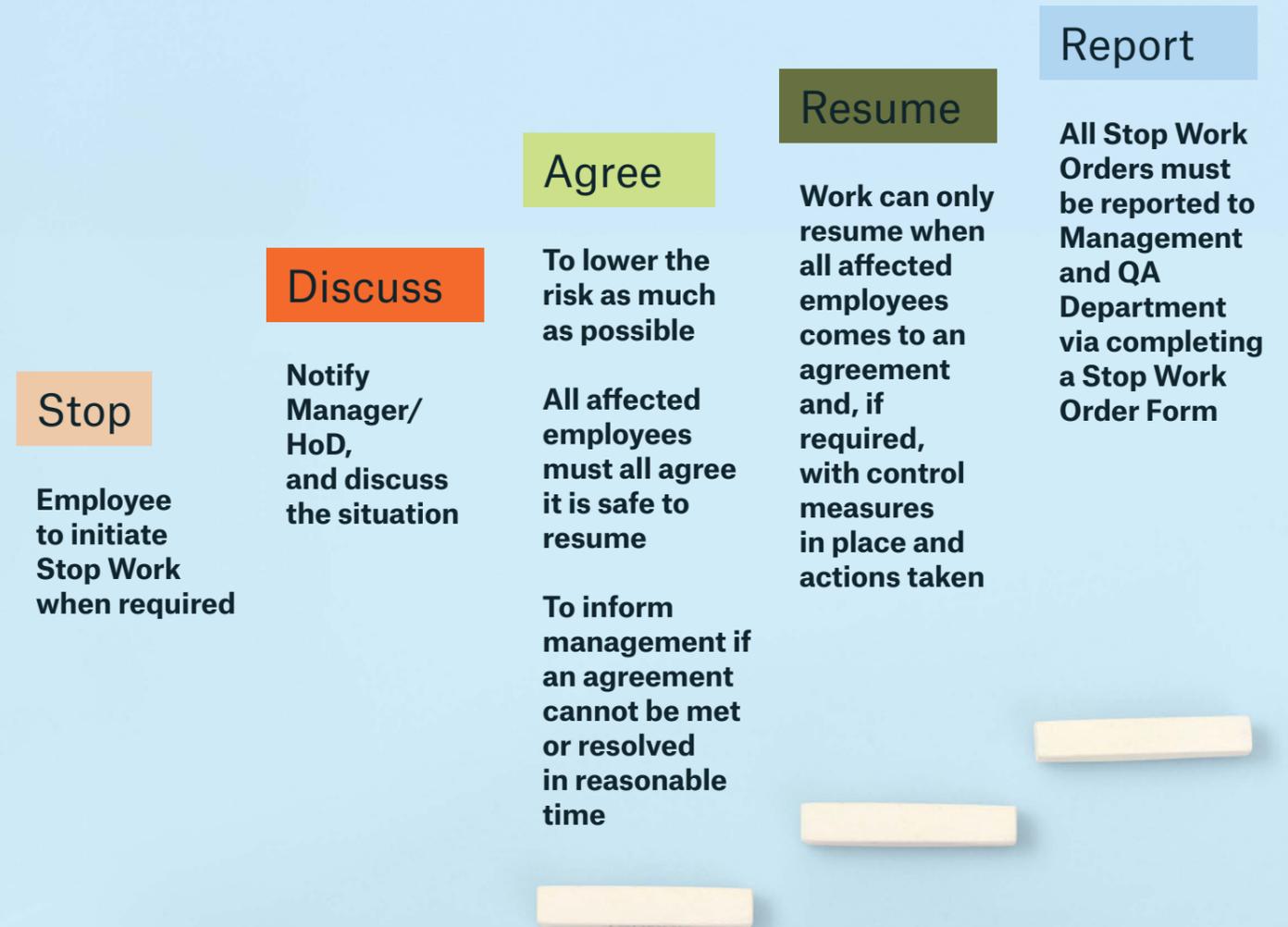
Metizoft's hazard identification, risk assessment and incident investigation policies and procedures are covered under its bizSAFE Risk Management Manual. The **bizSAFE Risk Management Manual** was developed in accordance with reference to Singapore's Workplace Safety and Health (WSH) Act and is part of the company's framework for a systematic management on Workplace Safety and Health for all the stakeholders. It covers both work tasks and the subsequent activities, with the respective Hazards being Identified, Evaluated, and assigning the risk Control measures.

Our commitment in this aspect is guided by the Metizoft's **WSH Policy Statement**, which demonstrates our management's commitment to integrate a comprehensive WSH policy in all Metizoft's activities and services through continuous improvement of processes.

A testament of our efforts can be seen from the attainment of the bizSAFE Level Star certification awarded by the Workplace Safety and Health Council of Singapore.



The **Stop Work Order Form** enables every employee to initiate stop work during situations whereby any person's health and safety are at risk, or where the possibility of environmental damage arises. The following shows the steps to be taken in such situations.



Medical Examinations for Asbestos Related Work

Metizoft adheres to the Singapore WSH (Medical Examinations) Regulations 2011, and facilitates its inspectors involved in asbestos removal work to undergo the following medical examinations to be conducted by a designated workplace doctor:

Pre-placement examination not later than 3 months after their commencement of employment

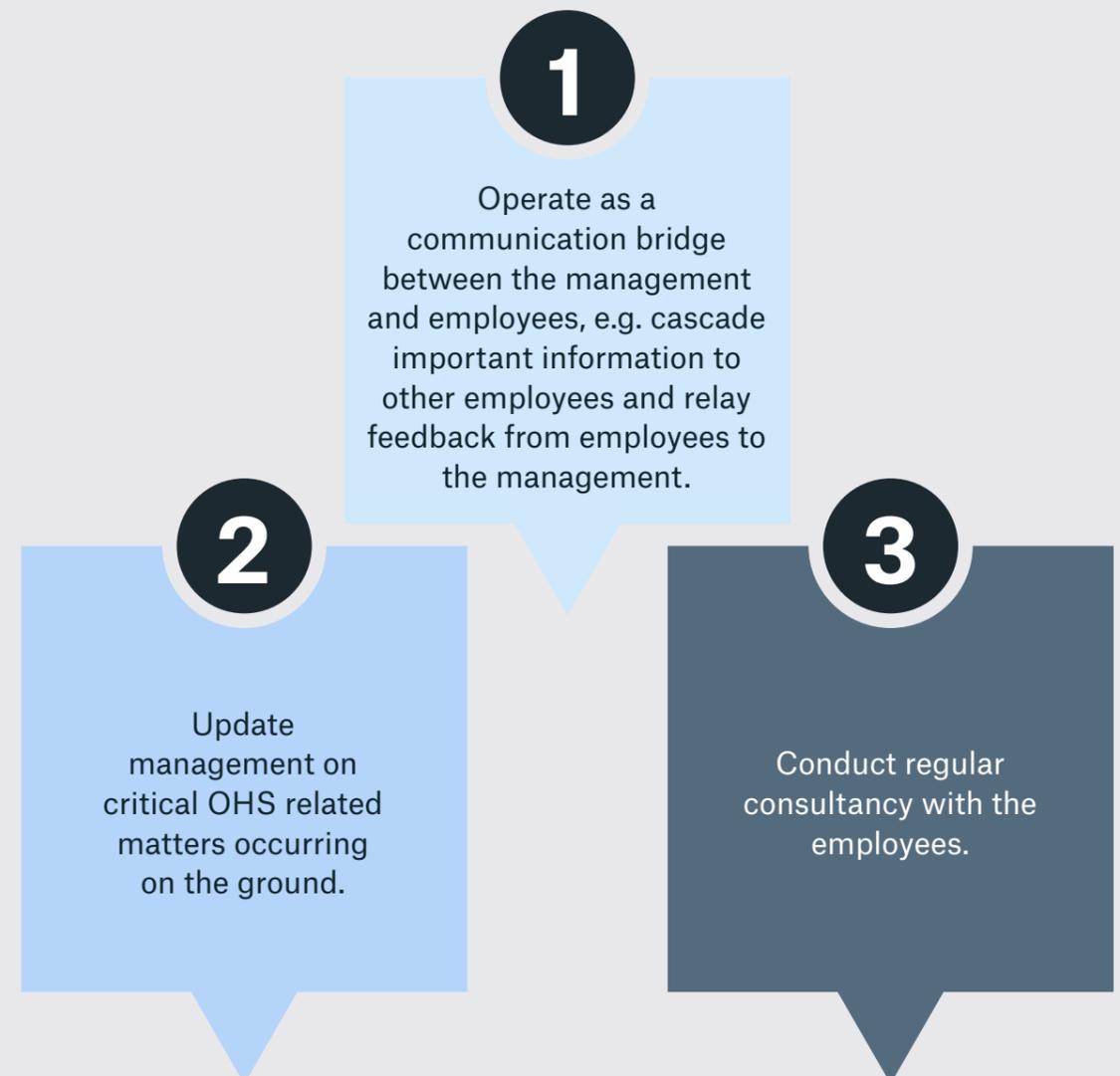
3-yearly regular examinations thereafter consisting of a clinical examination and a full-size chest x-ray examination

All medical records are treated with strict confidentiality and retained for a period of up to 5 years in accordance with the WSH regulations.

Communication and Participation in OHS Matters

All key policies are subjected to Metizoft management's review annually. Upon revisions or additions, all related documentation is promptly communicated to all employees via email. Line managers will then be responsible for briefing their subordinates on the changes and additions, and to gather their feedback to update the QEHS Manager. All employees are also strongly encouraged to provide voluntary feedback and suggestions concerning OHS matters to their supervisors or directly to the QEHS Manager.

In addition, Metizoft has appointed Worker Representatives, whose main responsibilities include:



Employee Training on OHS

At Metizoft, OHS training forms part of the general training for employees. The related policies are documented in the General Training for Employees Manual. The following lists Metizoft's internal training related to OHS. The training is conducted by senior internal staff with Skill Competency Level 4 in accordance with Metizoft's Training Matrix, who are typically the heads of department or process owners.



Employee Medical Health Insurance

All Metizoft employees are covered by the company purchased external medical health insurance scheme administered by Integrated Health Plans (IHP) Pte Ltd. The medical provider is Great Eastern (GE) Life.

Employees are entitled to the following scope of services:

1. Inpatient (Government Clinics, Panel and Non Panel Doctors)
2. Tele Medicine
3. Accident and Emergency
4. Group Hospitalization and Surgical
5. Oversea Outpatient
6. Traditional Chinese Medicine
7. Specialist
8. Other Diagnostics
9. Dental

There are over 700 panel clinics included under the scheme. Employees are able to access to all related information via mobile app and the GE Life website. All details relating to the medical health insurance will be informed to all Metizoft employees by the Admin/HR Manager upon the employees' confirmation of employment.

Work Related Injuries

0 (zero)

Recordable Work Related Injuries

High Consequences Injuries

Fatalities

In year 2023, the APAC inspection team performed a total of 33 onboard and onsite jobs. The total number of man-hours worked on these jobs is 295.65 hrs.

For 2023, we have achieved a perfect result of zero for all categories of work related injuries, and will continue to uphold all OHS policies to maintain this record.

Work Related Ill Health

0 (zero)

Work Related ill Health

There are no cases of fatalities resulting from work related ill health and recordable workrelated ill health. We will continue to implement the required measures to maintain this result.



Customers

Customer Privacy

For 2023, Metizoft has not identified any substantiated complaints concerning breaches of customer privacy, leaks, thefts or losses of customer data.

At Metizoft, as a SaaS company, we understand the criticality of having sound and robust IT security measures for the protection of our customer's data and intellectual property, as well as for maintaining their trust, ensuring business continuity, preventing revenue loss and mitigating legal and financial risks. In general, we achieve this in 3 main ways.

Firstly, multi-factor verification is compulsory for all users. A two-step verification process for access to all services is in place. In addition to entering the username and password for the service, the system sends a unique one-time password (OTP) to the user's email or mobile via SMS upon checking of the correct credentials. The user can only access the system upon entering of the correct OTP.

Secondly, data protection is implemented at various states (throughout rest and transit) for all services. Our Web Applications are accessible only over the Hypertext Transfer Protocol Secure (https). For Application Programming Interfaces (APIs), we use only encrypted protocols. For our cloud services, we ensure that the Azure SQL Database is running Transport Layer Security (TLS) version 1.2 or better. Additionally, Transparent Data Encryption on our SQL databases are enabled.

Thirdly, restriction of access and permissions for our cloud services are enforced. Public access to all our storage accounts is prohibited, and we audit our system regularly to remove guest accounts with owner and write permissions. We also employ Cross Origin Resource Sharing (CORS) to stop unauthorized access of resource in our web applications.



Moving forward, as we add new services and features to our SaaS offerings, we will look at various enhancements to our IT security. The implementation of new services such as machine learning computation and Azure AI to our web applications will warrant the security measures for these services to be evaluated and adopted accordingly. We will also be looking at implementing enhanced security measures such as the utilization of Microsoft Defender. For our ESG and IHM software we use Azure Key Vault to secure passwords.

Customer Health and Safety

Metizoft has not identified any non-compliance with regulations and/or voluntary codes for any of its service categories.

We believe in maintaining an open and direct communication channel with all our customers, with the respective project manager serving each customer account and his/her contact details informed to the customer upfront. For example, for our IHM Maintenance services, a common project email address is also created for each customer and monitored by the Head of Department for purpose of redundancy and secondary checks. Additionally, we have set up an After Office Hours (AOH) hotline and email to handle all urgent matters arising from customers. Bi-yearly communication with customers to track major repairs and installations is also part of the standard operating procedure.

For formal assessment of improvement including health and safety impacts, we are working on implementing an annual online Customer Satisfaction Survey for customers of our IHM Maintenance, ESG/LCA and Supply Chain Documentation Management services.

For monitoring of new regulations and guidelines related to Metizoft's services, the Head of Department works with the QEHS Manager to formalize and communicate updates to all customers via the respective project managers.

In year 2024, we are migrating to a new system for our IHM Maintenance services. The new customer self service portal incorporates improved features for our customers, including the following:

EU Ship Recycling Regulation

Hong Kong Convention

8 ships

482 port calls

0 spills to the environment

0 ethical code violations

1
For vessel IHM documents, customers will be able to click-to-view them instead of needing to download the files entirely.

2
Customers are able to amend certain attributes of the vessel's hazardous material inventory (e.g. location of hazardous material) to match onboard conditions.

3
The IHM documents section is provided with an improved user interface to enable customers to have easy overview of all available information and documents, including the expiry of the Classification Society issued certifications.

Marketing and Labeling

Responsible Marketing and Communication

Impacts, Risks and Opportunities

Metizoft's suite of software and services have a strong foundation in our vision to minimise risk to human health and the environment.

Each of our services is focused on helping our customers comply with regulations for documentation, reporting and information in line with local and international regulations such as GRI (Global Reporting Initiative), IMO (International Maritime Organisation) conventions including the Hong Kong Convention, EU Ship Recycling Regulation, and others.

Through our marketing campaigns and product design, Metizoft can influence maritime companies to take steps to record, report and communicate on their safety and environmental performance to their stakeholders. This may lead to greater transparency, less greenwashing and more actions taken by companies to improve their ESG performance.

We negate risks of greenwashing by providing services that accurately document real-time and/or up to date ESG performance data. Manager to formalize and communicate updates to all customers via the respective project managers.

Responsible Marketing

Metizoft has recorded no incidents of non-compliance with regulations and/or voluntary codes concerning product and service information and labelling.

All our marketing communication should be correct, ethical, and accountable. We have recently updated our marketing framework to anchor this more clearly in our brand and tone of voice guidelines.



Metizoft aims to

Ensure that marketing materials and marketing claims are not misleading

Avoid making claims about sustainability which may be perceived as greenwashing

Focus on using marketing and communication to encourage maritime companies to comply with international conventions, and to proactively record, measure and report on their ESG performance

Establish a sustainable marketing improvement mechanism to align our marketing efforts with Metizoft's overall ESG strategy

In line with our commitment to transparency and honest communication, we report sustainability information in accordance with the Global Reporting Initiative (GRI) reporting standards. Additionally, we are in the process of application for our ESG Reporting Application as a "GRI Licensed Software" and expect to receive the license by Q4 2024.

Local Communities

Community Engagement

As a proud and responsible member of the local community, Metizoft Norway contributes to and supports several initiatives and local organizations.

Several local sports teams



Annual initiatives for charitable organizations

We recognize the importance of supporting community engagement initiatives to contribute to the positive effects and further development of our local community. One example is during the annual "Football Jersey Day" in Norway where Metizoft and its employees lent their efforts in the fight against childhood cancer. The initiative is aimed at supporting continuing research.



In 2024, Metizoft will continue to support its current beneficiaries as well as to source for additional community engagement initiatives to participate in.



GRI Content Index

Statement of use	Metizoft AS has reported in accordance with the GRI Standards for the period 1 January 2023 to 31 December 2023.
GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
-------------------------------	------------	------------------------	---------------------	------------------------------

General disclosures

GRI 2: General Disclosures 2021	2-1 Organizational details	About Metizoft		
	2-2 Entities included in the organization's sustainability reporting	Reporting Scope and Boundaries		
	2-3 Reporting period, frequency and contact point	Reporting Period and Cycle		
	2-4 Restatements of information	Reporting Scope and Boundaries		
	2-5 External assurance	Reporting Period and Cycle		
	2-6 Activities, value chain and other business relationships	Employees and Value Chain		
	2-7 Employees	Employees and Value Chain		
	2-8 Workers who are not employees	Employees and Value Chain		
	2-9 Governance structure and composition	Sustainability Governance Structure		
	2-10 Nomination and selection of the highest governance body	Sustainability Governance Structure		
	2-11 Chair of the highest governance body	Sustainability Governance Structure		

Statement of use	Metizoft AS has reported in accordance with the GRI Standards for the period 1 January 2023 to 31 December 2023.
GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
-------------------------------	------------	------------------------	---------------------	------------------------------

General disclosures

GRI 2: General Disclosures 2021	2-12 Role of the highest governance body in overseeing the management of impacts	Sustainability Governance Structure		
	2-13 Delegation of responsibility for managing impacts	Sustainability Governance Structure		
	2-14 Role of the highest governance body in sustainability reporting	Sustainability Governance Structure		
	2-15 Conflicts of interest	Business Policies and Code of Business Conduct		
	2-16 Communication of critical concerns	Whistleblowing		
	2-17 Collective knowledge of the highest governance body	Board of Director's Training and Development	Information unavailable/incomplete - due to formation of the new Board of Directors only in late 2023, Metizoft will withhold the disclosure of this information until the next year.	

Statement of use	Metizoft AS has reported in accordance with the GRI Standards for the period 1 January 2023 to 31 December 2023.
GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
----------------------------	------------	------------------------	---------------------	------------------------------

General disclosures

GRI 2: General Disclosures 2021	2-18 Evaluation of the performance of the highest governance body	-	Information unavailable/ incomplete - due to ongoing finalization of internal policies, Metizoft will withhold the disclosure of this information until the next year.	
	2-19 Remuneration policies	-	Information unavailable/ incomplete - due to ongoing finalization of internal policies, Metizoft will withhold the disclosure of this information until the next year.	
	2-20 Process to determine remuneration	-	Information unavailable/ incomplete - due to ongoing finalization of internal policies, Metizoft will withhold the disclosure of this information until the next year.	
	2-21 Annual total compensation ratio	-	Information unavailable/ incomplete - due to ongoing finalization of internal policies, Metizoft will withhold the disclosure of this information until the next year.	

Statement of use	Metizoft AS has reported in accordance with the GRI Standards for the period 1 January 2023 to 31 December 2023.
GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
----------------------------	------------	------------------------	---------------------	------------------------------

General disclosures

GRI 2: General Disclosures 2021	2-22 Statement on sustainable development strategy	Message from the CEO		
	2-23 Policy commitments	Business Policies and Code of Business Conduct		
	2-24 Embedding policy commitments	Business Policies and Code of Business Conduct		
	2-25 Processes to remediate negative impacts	Whistleblowing		
	2-26 Mechanisms for seeking advice and raising concerns	Whistleblowing		
	2-27 Compliance with laws and regulations	Legal Compliance and Fine		
	2-28 Membership associations	Membership Associations		
	2-29 Approach to stakeholder engagement	Stakeholder Engagement		
2-30 Collective bargaining agreements	Collective Bargaining Agreements			

Statement of use	Metizoft AS has reported in accordance with the GRI Standards for the period 1 January 2023 to 31 December 2023.
GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
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Material topics

GRI 3: Material Topics 2021	3-1 Process to determine material topics	Material Topics		
	3-2 List of material topics	Material Topics		
	3-3 Management of material topics	Refer to various topic disclosure sections		

Environmental Topics Disclosures

GRI 305: Emissions 2016	305-1 Direct (Scope 1) GHG emissions	Scope 1 GHG Emissions		
	305-2 Energy indirect (Scope 2) GHG emissions	Scope 2 GHG Emissions		
	305-3 Other indirect (Scope 3) GHG emissions	Scope 3 GHG Emissions		
	305-4 GHG emissions intensity	Emissions Intensity		
	305-5 Reduction of GHG emissions	GHG Emissions Reduction		
	305-6 Emissions of ozone-depleting substances (ODS)	-	Not applicable - Metizoft does not produce, import or export ODS.	
	305-7 Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions	-	Not applicable - Metizoft does not engage in any activity that produces these substances.	

Statement of use	Metizoft AS has reported in accordance with the GRI Standards for the period 1 January 2023 to 31 December 2023.
GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
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Social Topics Disclosures

GRI 401: Employment 2016	401-1 New employee hires and employee turnover	New Hires & Turnover		
	401-2 Benefits provided to full-time employees that are not provided to temporary or part-time employees	Employment		
	401-3 Parental leave	Parental Leave		
GRI 402: Labor/ Management Relations 2016	402-1 Minimum notice periods regarding operational changes	Employment		
	403-1 Occupational health and safety management system	Occupational Health and Safety		
GRI 403: Occupational Health and Safety 2018	403-2 Hazard identification, risk assessment, and incident investigation	Occupational Health and Safety		
	403-3 Occupational health services	Occupational Health and Safety		
	403-4 Worker participation, consultation, and communication on occupational health and safety	Occupational Health and Safety		
	403-5 Worker training on occupational health and safety	Occupational Health and Safety		
	403-6 Promotion of worker health	Occupational Health and Safety		

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GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
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Social Topics Disclosures

GRI 403: Occupational Health and Safety 2018	403-7 Prevention and mitigation of occupational health and safety impacts directly linked by business relationships	Occupational Health and Safety		
	403-8 Workers covered by an occupational health and safety management system	Occupational Health and Safety		
	403-9 Work-related injuries	Work Related Injuries		
	403-10 Work-related ill health	Work Related Ill Health		
GRI 405: Diversity and Equal Opportunity 2016	405-1 Diversity of governance bodies and employees	Gender Diversity & Equality		
	405-2 Ratio of basic salary and remuneration of women to men	-	Confidentiality constraint - disclosure of remuneration matters is against Metizoft's internal policy.	
GRI 406: Non-discrimination 2016	406-1 Incidents of discrimination and corrective actions taken	Non-discrimination		
GRI 413: Local Communities 2016	413-1 Operations with local community engagement, impact assessments, and development programs	Community Engagement		
	413-2 Operations with significant actual and potential negative impacts on local communities	Community Engagement		

Statement of use	Metizoft AS has reported in accordance with the GRI Standards for the period 1 January 2023 to 31 December 2023.
GRI 1 used	GRI 1: Foundation 2021
Applicable GRI Sector Standard(s)	-

GRI Standard/ Other Source	Disclosure	Location of Disclosure	Reason for Omission	GRI Sector Standard Ref. No.
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Social Topics Disclosures

GRI 416: Customer Health and Safety 2016	416-1 Assessment of the health and safety impacts of product and service categories	Customer Health & Safety		
	416-2 Incidents of non-compliance concerning the health and safety impacts of products and services	Customer Health & Safety		
GRI 417: Marketing and Labeling 2016	417-1 Requirements for product and service information and labeling	Marketing & Labeling		
	417-2 Incidents of non-compliance concerning product and service information and labeling	Marketing & Labeling		
	417-3 Incidents of non-compliance concerning marketing communications	Marketing & Labeling		
GRI 418: Customer Privacy 2016	418-1 Substantiated complaints concerning breaches of customer privacy and losses of customer data	Customer Privacy		





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