



Education  
**MALAYSIA**  
GLOBAL SERVICES

# **SUSTAINABILITY POLICY**

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## 1.0 Definition

Environmental, Social, and Governance (ESG) refer to non-financial factors that influence an organization's sustainability and ethical impact. At EMGS, ESG integrates operational practices with responsible management of resources, people, and compliance.

## 2.0 Purpose

- EMGS is committed to integrating Environmental, Social, and Governance (ESG) principles into its business operations to ensure long-term sustainability, ethical responsibility, and positive societal impact.
- This policy establishes EMGS's commitment to sustainable development in alignment with Malaysia's national sustainability goals and the United Nations Sustainable Development Goals (UN SDGs).

## 3.0 Scope of this policy

This policy applies to:

- All EMGS employees, management, and Board of Directors;
- Contractors, suppliers, and business partners engaged in EMGS operations; and
- All business activities but not limited to:
  - Corporate Social Responsibility (CSR)
  - Procurement
  - Data and Information Management
  - Workplace Health and Safety
  - Communications and Stakeholder Engagement

## 4.0 Sustainability Commitments

### 4.0 Environment responsibility

EMGS strives to:

- Minimize environmental impact through energy efficiency, waste reduction, and sustainable procurement
- Promote paperless operations (e.g., digital signatures, e-documentation).
- Encourage green office practices (e.g., recycling, energy-saving measures)
- Set measurable targets for carbon footprint reduction

### 4.1 Social responsibility

EMGS strives to:

- Promote employee well-being through health, sports, and mental wellness programs (e.g., EMGS Sports & Recreational Club).
- Uphold fair labour practices, including diversity and inclusion

- Continue impactful CSR programs, with a focus on education, community development, and youth empowerment
- Engage stakeholders (students, partners, government) in sustainability initiatives.
- Uphold occupational safety and health standards across all activities

## 4.2 Governance and Ethics

EMGS ensures good governance by:

- Maintain data privacy and cybersecurity policies (aligned with PDPA and global benchmarks (e.g. ISO 27001, ISO 37001)
- Maintaining Zero tolerance for corruption and fraud (via continuous awareness program, training, whistleblowing mechanisms by IGU).
- Providing ethics training, a whistleblower mechanism, and a Code of Conduct
- Ensure compliance with laws and regulations through the Internal Audit Division.
- Enhance transparency through annual sustainability reporting (aligned with GRI or SASB standards).

## 5.0 Governance and Accountability

### 5.1 Sustainability Steering Committee

- Board of Directors
- CEO
- Planning and Reporting – Special Projects (Finance), Corporate Strategy
- Environmental Team – Procurement & Admin
- Social Team – HR, Stakeholders
- Governance Team – Corporate Assurance

### 5.2 Roles and responsibility

Roles and responsibility are defined, but not limited to:

- Board of Directors – to approve policy and provide oversight
- CEO – To review report at cursory level and to provide strategic guidance
- Planning and Reporting – To consolidate report, liaise with consultant with regards to reporting and to develop plan and policies to address sustainability issues
- Environmental Team – Monitor environmental metric and suggest improvement and to report on environmental issues
- Social Team – Monitor social metric and suggest improvement and to report on social issues
- Governance Team – Monitor governance metric and suggest improvement and to report on governance issues

## 6.0 Reporting standards and requirements

EMGS commits to aligning with international sustainability frameworks, including

### 6.1 Reporting standards

- Global Reporting Initiative (**GRI**)
- Sustainability Accounting Standards Board (**SASB**)

### 6.2 Reporting requirements

- Annual Sustainability Report (publicly accessible via EMGS website)
- Disclosure of performance metrics, goals, and progress updates
- Regular ESG risk assessment reports to management and board

### 6.3 Stakeholder Engagement (Feedback mechanisms for continuous improvement).

- Implement a **stakeholder engagement strategy**
- Use feedback channels (surveys, meetings, hotlines) to ensure continuous improvement
- Encourage dialogue with students, partners, regulators, and community groups

## 7.0 Review

- EMGS will **review this policy annually** or as required due to regulatory changes or stakeholder input
- Any revisions shall be **submitted to the EMGS Board** for approval
- Document versioning and approval history shall be maintained

**End**