



## Ngai Heng Green Agenda

Ngai Heng Pte Ltd (hereinafter referred to as Ngai Heng) recognises that the printing industry has a significant impact on the environment and that climate change is an existential threat to our times.

Ngai Heng want to play our part in protecting our planet as responsible global citizens to minimise environmental impact. It makes logical sense to go green, reduce waste and recycle more.

The objective of this Green Agenda is to keep in mind environmental impact in every decision made to operations and/or business activities. In addition, we strive to maintain eco-friendly practices within Ngai Heng and ensures that our practices are aligned with the environmental protection and improve continuously. Agenda is set out in terms:

### A. Our Business Approach

- > Promote eco-friendly print processes, which includes the use of environmental-friendly printing inks and FSC certified paper materials.
- > Promote eco-friendly product packaging with the use of Recycled material or FSC material
- > Prioritise business partners / suppliers who are aligned with Green Agenda

### B. Our Production Operation

- > Assess regularly the environmental effects of Ngai Heng's printing operations which includes printer selection, maintenance and print process.<sup>1</sup>
  - Improved Technology using Advanced Process-less thermal CTP plate: Ngai Heng uses Computer-to-Plate (CTP) technology for the making of printing plates and **eliminated** film processing step. Thus, zeroized all chemical, water and energy required for this step.<sup>2</sup>
  - Digital Printing Services<sup>3</sup> does not require printing plates and uses bio-degradable toners.
- > Reduce energy wastage
- > Reduce the production of waste.
  - Inculcate effective Job Planning & Scheduling
  - Reduce Print errors through tighter quality control checks and proof reading.
- > Reduce or limit the production of pollutants to water, land and air. All waste to be disposed under controlled conditions when recycling or reuse of the materials is not an available option.

### C. Our Material

- > Reduce material wastage and actively promote the use of recyclable and renewable materials
- > Eco-friendly paper: FSC® certified for responsible paper sourcing (FSC 100%, FSC Mix, FSC Recycled)
- > Soy-based Ink: to reduce VOC and HAP in our print production, in return improve on the air quality.
- > 100% Plant-Based Spray Power for print drying process: Non-toxic and promotes better air quality.
- > Recycle used paper<sup>4</sup>

### D. Our Back Office Practice (align with Our Business Approach)

- > Daily Energy Savings for all units
  - Use of LED Lights instead of halogen tubes.
  - Aircon temperatures set at ambient 23 degrees standard
  - Turn On devices when required – all printers on energy savings mode.
- > Electronic documents over paper documents whenever possible. For example: e-invoice, e-payslip.
- > Name card holders using FSC paper holders to replace traditional hard plastic cases
- > Procure only what we need, and use only when it is required. Eco actions start small. We encourage and practice 3 Rs – Reduce Reuse Recycle.<sup>5</sup>
- > Promote environmental awareness amongst employees. All employees are required to commit and contribute with environment-friendly actions.<sup>6</sup>



Notes:

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<sup>1</sup> Our production printers like KBA does not emit air pollutants.

<sup>2</sup> Our use of CTP plate technology

- Reduces ink consumption when compared to more traditional print processes by providing faster 'make-readies', with less waste sheets and less ink coverage to achieve the same results.

- no longer requires intensive chemical washing. Wherever commercially viable, we use substitutes for chlorinated hydrocarbons and ozone-depleting chemicals commonly used in the printing process. We have also significantly reduced the consumption of alcohol as a wetting agent in the printing process and other 'green' alternatives are regularly trialled.

- Our 'on press' dampening system recycles the press water and filters it through fine pores, enabling us to use our dampening solution three times longer than normal, saving water and reducing waste

<sup>3</sup> Digital Printing Services eliminates the use of plates and films. It also indirectly promotes digital proofing. In addition, the digital printers use bio-degradable toners which are pro-environment

<sup>4</sup> Recycled paper could be print outs that are damaged, error, or unutilized.

<sup>5</sup> This includes but not limited to paper usage practice (print when necessary - print on double side / 2-up, recycle used paper);

<sup>6</sup> Small actions matter. For example, Unplug and off electrical devices when not in use, off lights & air conditioning units when you are the last to leave office