ESG Sustainability Summary Performance Report (Basic Pathway) 2025

SupremeSoft
YOUR reliable solution provider

SUSTAINABILITY SUMMARY PERFORMANCE REPORT

(Basic Pathway) 2025

SUPREMESOFT (M) SDN BHD

(Company Registration No.: 641344-H)

Reporting Period: FY2025

(1 December 2024 to 30 November 2025)

Prepared in accordance with the National OGSE Sustainability Framework (NOS-F Guide)

Table of Contents

1.0 Executive Summary

This Sustainability Summary Performance Report marks Supremesoft (M) Sdn Bhd's inaugural ESG disclosure, aligned with the **National OGSE Sustainability Framework (NOS-F) Basic Pathway**.

This report covers our environmental, social, and governance (ESG) performance for the **FY2025** period (12 months ending November 30, 2025). It establishes our operational baseline data using the required metrics and updated emission factors.

As a first-time reporter, we acknowledge that our initial data may not be fully comprehensive, but this report reflects our commitment to transparency, continuous improvement, and responsible growth within the Malaysian OGSE ecosystem. We are committed to achieving a reduction in wastage and optimizing our resource consumption moving forward.

2.0 ESG Framework & Governance

Supremesoft (M) Sdn Bhd has adopted the **Basic Pathway** under the NOS-F Guide, which is designed for companies initiating their formal sustainability journey.

Aspect	Description
Framework Alignment	National OGSE Sustainability Framework (NOS-F) – Basic Pathway.
Reporting Boundary	Company's direct operational control, covering office operations and company-related vehicle usage in Malaysia.
Governance Structure	Oversight for ESG data collection and monitoring is designated to senior management to ensure accountability.
Anti-Corruption Policy	**Status: Zero Tolerance.** We maintain a firm policy against all forms of corruption and unethical conduct, as a core component of our governance.

3.0 Environmental Performance (E)

Our environmental strategy focuses on establishing accurate baseline data for key consumption areas—Energy, Water, and Fuel—and identifying opportunities for resource utilization and wastage reduction.

3.1 GHG Emissions Calculations

Our emissions for FY2025 are calculated using the following factors, as provided:

| Source	Consumption (Last 12 Months)	Emission Factor	GHG Emission (tCO$_2$e)	Scope
Electricity	2,293 kWh	0.774 kgCO$_2$e per kWh	**1.775 tCO$_2$e**	Scope 2
Water	85 m³	0.344 kgCO$_2$e per m³	**0.029 tCO$_2$e**	Scope 3
Petrol	1,605 Liters	2.34502 kgCO$_2$e per Liter	**3.764 tCO$_2$e**	Scope 1
Total Scope 1 & 2	N/A	N/A	**5.539 tCO$_2$e**	

Calculation Details:

1. **Scope 1 (Petrol):** 1,605 Liters x 2.34502 KgCO2e / L \1,000 = 3.764 tCO$_2$e

2. **Scope 2 (Electricity):** 2,293 kWh x 0.774 kgCO$_2$e/kWh \1,000 = 1.775 tCO$_2$e

3. **Scope 3 (Water):** 85 m³ x 0.344 kgCO$_2$e/m³ \ 1,000 = 0.029 tCO$_2$e

3.2 Environmental KPI Summary (FY2025)

Topic	Indicator	Unit	FY2025 Performance
Emissions	Total Scope 1 Emissions	tCO$_2$e	**3.76**
	Total Scope 2 Emissions	tCO$_2$e	**1.77**
	Total Emissions (Scope 1 & 2)	**tCO$_2$e**	5.53
Energy	Total Electricity Consumption	kWh	**2,293**
Water	Total Water Consumption	m³	**85**
Fuel	Total Petrol Consumption	Liters	**1,605**

GHG Emissions Breakdown (Scope 1 vs. Scope 2)

GHG Emissions Breakdown (Scope 1 vs. Scope 2) – FY2025
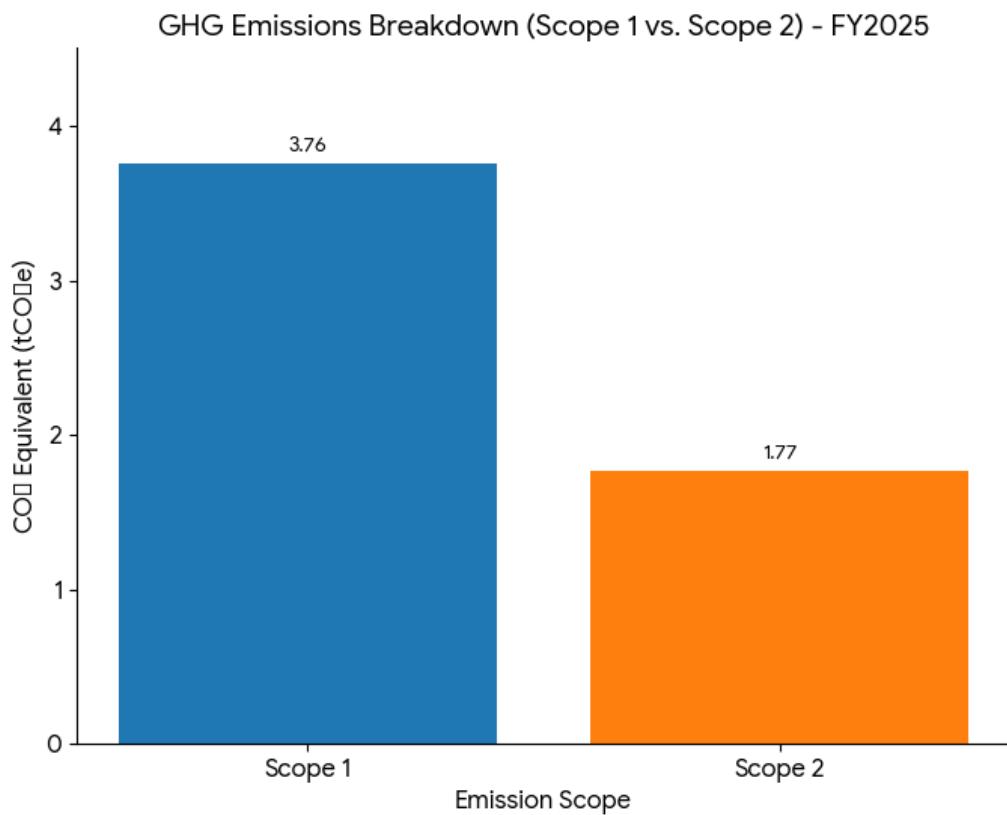
4.0 Social & Governance Performance (S & G)

4.1 Social (S)

Our social commitment is focused on our employees, ensuring continuous development and a supportive work environment.

Topic	Indicator	Unit	FY2025 Performance	Notes / Remarks
Employment	Total Employees	Number	**8**	Updated workforce count.
Training & Education	Total Training Hours	Hours	**320**	This is the total for all staff over the period.
	Average Training per Employee	Hours	**40**	(320 hours ÷ 8 staff) demonstrating significant investment in capacity building.
Health & Safety	Zero Fatalities / Injuries	Status	**Achieved**	Zero lost-time incidents recorded.

4.2 Governance (G)

Our governance structure focuses on integrity, compliance, and accountability.

Topic	Indicator	Unit	FY2025 Performance	Notes / Remarks
Anti-Corruption	Anti-Corruption Policy Status	Status	**Zero Tolerance**	Policy in place and rigorously enforced across all operations.
Reporting Compliance	NOS-F Alignment	Status	**Basic Pathway**	First-time disclosure under the National OGSE Sustainability Framework.

5.0 Materiality Assessment & Future Targets

5.1 Materiality Assessment

As an inaugural report, our materiality assessment is provisional. We acknowledge that the data utilized, particularly concerning stakeholder importance, may not yet be fully refined. We commit to a more robust, stakeholder-engaged assessment in the next reporting cycle.

Identified Material Topics (FY2025)	Rationale & Status
Energy Management	Direct impact on operational costs and Scope 2 emissions. (KPI: Total Electricity Consumption)
Emissions Reduction	Direct impact from company vehicle usage (Petrol/Scope 1). (KPI: Total Scope 1 Emissions)
Training & Education	Critical for staff development and aligning with the OGSE sector's push for Industry 4.0. (KPI: Total Training Hours)
Anti-Corruption	Fundamental to maintaining business integrity and compliance in the OGSE sector. (KPI: Zero Tolerance Policy)

5.2 Future Targets (FY2026)

Area	Target	Action
Environmental	**5% Reduction** in Electricity (kWh) and Water (m³) consumption.	Implement scheduled equipment shutdowns and promote water saving awareness.
Social	Increase average training hours per employee to **45 hours**.	Introduce specialized technical training modules relevant to NOS-F.
Governance	Maintain **Zero Tolerance** status and complete an internal audit of the anti-corruption policy.	Regular communication and training on the policy for all new and existing staff.
Data Quality	Conduct a full external stakeholder engagement to validate the materiality matrix.	Ensure better alignment with the NOS-F Intermediate Pathway requirements for future reports.

6.0 Conclusion & Acknowledgement

Supremesoft (M) Sdn Bhd is proud to complete its first Sustainability Summary Performance Report. We believe that by aligning with the NOS-F Guide, we are taking a crucial step toward becoming a more sustainable and responsible operator in the Malaysian OGSE sector. We look forward to building on this foundation and improving our performance in the years to come.

Acknowledgement

We extend our sincere appreciation to the Malaysia Petroleum Resources Corporation (MPRC) for their leadership in introducing the National OGSE Sustainability Framework (NOS-F).

This report is prepared by:

Jeffrey Foo & Jennifer Mak

Date: 15 Dec 2025