



## SANKYU SINGAPORE RECOGNIZED AT THE Enabling Mark Awards Ceremony 2023!

Organised by SGEEnable, the awards ceremony was graced by Guest of Honour Deputy Prime Minister Heng Swee Keat and attended by Minister for Social and Family Development Masagos Zulkifli on Friday, 5 May 2023 at a dinner held at Marina Bay Sands to mark SG Enable's 10th anniversary.

Sankyu Singapore Pte Ltd is honoured to be a Disability-inclusive Employer. This award benchmarks and recognizes Sankyu for its best practices and outcomes in terms of disability and inclusive employment. The company supports the employment of people with disabilities and also students from ITE who perform their internships with us. The company creates a strong environment for people with disabilities to learn, work and assimilate into the community. The company will continue to have a strong focus in this area and we have put in place a good support team of mentors and counsellors to support this initiative.



Mr Takekatsu Yamanoi, Managing Director of Sankyu Singapore Pte Ltd, is a proud recipient of the Enabling Mark Silver Award.



Ms Ku Geok Boon, CEO of SGEEnable gracefully posing for a group photo.

Sankyu has carried out several initiatives to reinforce its commitment to promote equal opportunities, diversity, and social inclusion by collaborating with the following stakeholders: Institute of Technical Education, SG Enable, Autism Resource Centre, SPD and the Community.

Sankyu's top management believes that with the employment of persons with disabilities, it assists to make an environment for employees to have greater compassion that would enable them to obtain better solutions through the combination of different perspectives and experiences. This would in turn help to deliver higher productivity and benefit to the company in the long run.



Article By: A S Muthu - Warehouse CDC



DPM Heng Swee Keat at the SG Enable 10th Anniversary Dinner

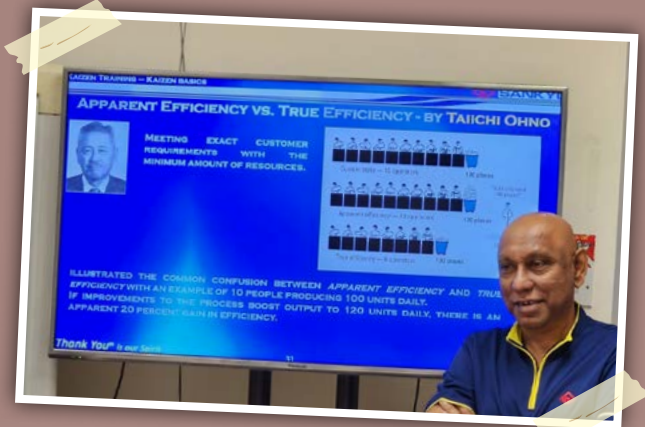


# A Joint Collaboration between Sankyu and AKSS on “Kaizen Training!”

On Wednesday, 15 February 2023, in total 7 participants from Asahi Kasei Synthetic Rubber Singapore Pte Ltd and 7 participants from Sankyu Singapore Pte Ltd respectively attended a one day Kaizen workshop conducted by Mr Junus Kartara, Assistant General Manager (AGM) in a meeting room at Clementi Distribution Centre from 9.00am to 5.00pm.

Participants learned that the Kaizen philosophy is all about making little, gradual changes in an attempt to enhance efficiency and quality. When suited to warehouse operations, Kaizen can assist to refine processes, upgrade safety, and improve productivity.

A tour of the warehouse was conducted for the workshop participants. They learnt that In the warehouse, 5 S's in action - sort, set in order, shine, standardize and sustain - to enhance and sustain an organized environment.



A value-added proposition between customer and service provider

A case study on application of Kaizen in hospital: "Newborn swapped at KK Women's and Children's Hospital" was carried out during the group discussion by participants in the workshop. They learnt the following principles in Kaizen comprehensively:

- a Let go of assumptions.
- b Don't think of excuses.
- c Don't accept the status quo.
- d Find MUDA! Find WASTE!
- e Let go of perfectionism and take an attitude of iterative, adaptive change.
- f Look for solutions as you find mistakes.
- g It does not cost money to do KAIZEN
- h Seek out the true cause
- i Ten heads are better than one.
- j KAIZEN is endless.

Finally, the participants applied the techniques of Kaizen to streamline safety processes in the warehouse through a collaborative brainstorming session.

Sharing ideas freely helped participants to better identify any gaps in their thinking and to clarify their overall objectives.



Article By: A S Muthu - Warehouse CDC





# Productivity Improvement Certification Framework (Part 1)

## Business Sustainability

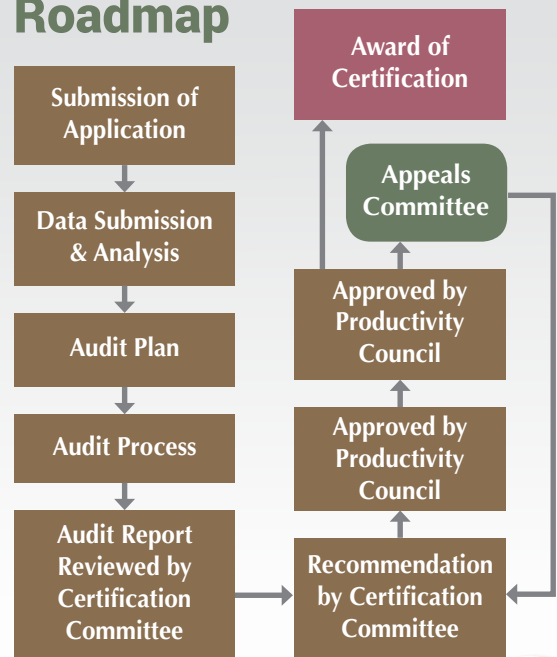
COVID-19 have permanently changed lives, the way we communicate, the use of digital tools and the way we do work. Looking back, COVID-19 restrictions had amplified challenges such as manpower constraints and over reliance on foreign workers, impacting productivity and bottom line of the businesses. As we learn to live with COVID-19, the industry had demonstrated the ability to improve productivity and manpower utilization through better planning, systematic approach to reflect and leverage on these lessons learnt.

- 1 Certification weaves all the learnings into a systematic approach to make step improvement in productivity to help business in a sustainable manner.
- 2 Productivity Council and Enterprise Singapore have been working to bring in transformative tools and ways to improve the productivity of the workforce for the process industry.
- 3 Through certification, a package of tools was introduced to the industry for companies to understand where we are against an international yardstick and identify improvement opportunities to adopt
- 4 With stiff competition from our competitors and in-line with the Productivity Council for the Process Construction and Maintenance (PCM), SCIC, ASPRI, EDB, MOM to improve productivity in the Energy and Petrochemical industry. Sankyu Singapore has officially enrolled into the Productivity Improvement Certification Programme (PICP) through Singapore Chemical Industry Council (SCIC) at a 70% highly subsidized fee package by Productivity Council and payable by Sankyu Singapore at 9.6k including 7% GST covers for first 4 years from September 2022 to August 2025 and subject to undergo an audit exercise with the appointed accreditation body (SETSCO).

## Benefits of Certification

- ✓ Build trust with Clients being a Productivity Improvement Certified Company (PICC) and to secure more contracts from clients.
- ✓ With Certification being a pathway to R1 implemented on early 2024 as companies would potentially be paying lower levy for existing workers.
- ✓ Recognition of Certification as an Evaluation Criteria for Plant Owners Contracts Award.
- ✓ Competitive Advantage when bid for contract awards, especially in events like Plant Major Turnaround, SDM.

## Certification Process Roadmap



Article by: Kan Fook Meng - MMP Site



# CERTIFYING THE INDUSTRY



## Vision

To encourage the wider industry to enroll in Productivity Certification Framework (PCF)



## Outreach

Road Show with 5 Plant Owners engaging over 35 PCM Partners



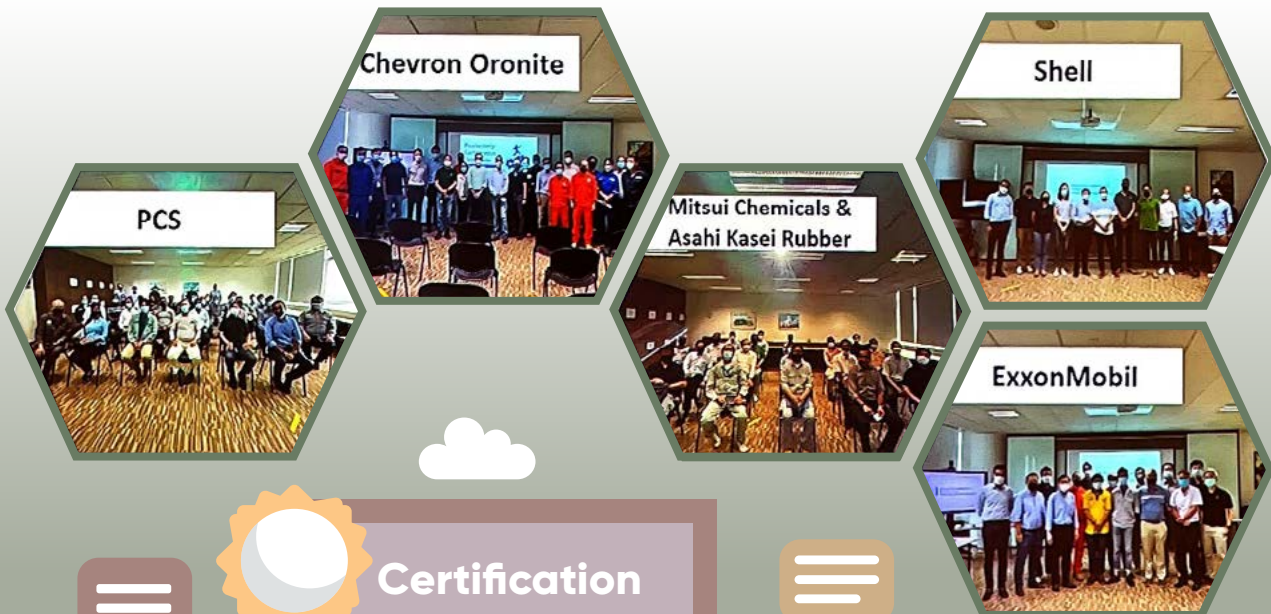
## Enrolment

Sign-Ups: 17 PCM partners  
Enrolment: 12 PCM partners



## Capability Building

Trainings: 10 PCM partners  
Initiation: 6 PCM partners



Article by: Kan Fook Meng - MMP Site





How to have better results in what we do?

Words cannot really explain the

“HOWs”

until you really know the

“WHYs”

Many would have experience with their Superiors querying why they were doing certain things. This is a common approach for management to understand better what is happening. If we do not understand why we are doing certain thing, that is following blindly and it may be a NON-VALUE Work. We should remove all the NON-VALUE process that is wasting our resources.

When our staff are working on their work, they must know their job well as to why they are carrying the work in that way. When one knows WHY they need to perform the task, the HOW becomes easier. Our colleagues may even provide better ways as they are clear about the deliverables.

We must always use “WE” and ‘OUR” INSTEAD OF “I” and “THEIR”. As Team Sankyu, we are working together as a team. The more we work together, the better understanding we have of each other. So, the stronger should help the weaker and the more capable should guide the less capable. The more experience ones lead the less experience one. Do what you do best and whenever you can. Team is formed when we recognize how our work affects each other. We are all inter-dependent.

When we have new colleagues joining our team, we must have some induction program where they would have the opportunity and time to integrate into our new working environment. Everyone needs time to settle down. A buddy

system would be ideal where they can learn from their Seniors. No one is here to create problem for the company; however, they may lack the competency that is required to perform the task. Proper training is necessary and constant coaching necessary for the best results.

When we encounter problem, do not PROCRASTINATE. KILL!KILL! KILL! Kill the problem, kill the job. Never postpone what you can finish today to tomorrow. Act on it. When we allow problem or job to pile up, we may have difficulty to clear the works in time.

Always be part of the solution and not the problem. When faced with a challenge, look for a way, not a way out. Be the problem solver not the maker. Always communicate with the team member and intervene when need arise. If you saw something that is not right, you owned it and solve it as you care.

Regular meetings are necessary for common interest of seeing progress at work. Meeting should be packed with accurate status updates and problems encountered to be raised with some constructive measures. Good meetings would always be properly documented with the actions that will be taken by a timeline by a responsible person.

Someone who always anticipate in advance possible problems that may arise are doing a great job as the leader of the team.



Article By: **Ronnie - Administration**





# Annual QSSHE Awards Ceremony

The Annual QSSHE Performance Awards Ceremony was held on 29 Mar 2023 (Face to face)

“ It has been a while since COVID hit us and face-to-face events were non-existent. We must always remind ourselves hazards exist in our surroundings, and a very important leadership belief is to do a walk-about on site and encourage workers to report safety risks, near misses to their supervisors. Communication with site management and supervisory staff to discuss their safety concerns and cultivate a high trust culture that will positively impact safety performance and productivity. ”

T Yamanoi, Managing Director

### Programme Highlights:

- ✓ Introduction and welcome note by QSSHE Team
- ✓ T.Yamanoi, MD - Opening Speech
- ✓ Executive summary for year 2022 QSHE performance
- ✓ Highlighted on STO requirements
- ✓ Present Excellent & Achievement Awards by T.Yamanoi, MD
- ✓ Present Kaizen Directors Award by Director T.Kato
- ✓ Present Appreciation Rewards by Directors K.Oishi
- ✓ Best Practices Sharing
  - CL2 MELS – Bale Resize Improvement
  - LOG TLH – New Staff Program
  - CL2 MPS – Promote Forklift Safe Handling Skills

## Congratulations!!!

Good Job

This year out of 24 departments, 13 received excellence awards which meant an achievement of zero incident, and achievement of awards going to 3 top most-least incidents.



Award	Department
Excellence	CL1 – TPC I & II
	CL1 - DOW
	CL2 – MPS
	CL4 - AKSS
	LOG SRPC
	LOG MJN
	NG Design / Project
	ENG O&C Proj II
	ISO ADMIN
	QSSHE
	S&P
	IT
	Account
Achievement	CL2-MELS
	CL4-SMAG
	TPT

Article By: QSSHE Team



# Kaizen Directors Awards

Department	Title
O&C Project II	Rubber expansion joint control unit using a tie rods
CL3 PE	Vacuum lifter for lifting of bags
LOG MJN	Replacement of container seal cutter from manual to portable electric cutter
Human Resource	Converting service sector work permit to process sector overcome the manpower shortage



KZ winning teams from LOG MJN

Congratulations to winners in 2023 Annual QSHE Performance Awards Ceremony. Your efforts show that you have been keeping Sankyu a safe and healthy workplace.



# Quality Service Award

(2022 DOW Best Warehouse)



Customer that "never forget" your good and caring services



# EcoVadis Awareness

EcoVadis provide a platform to enhance customer experiences with Sankyu Corporate social responsibility. Sankyu believe in transparency and trust in our customer for a stronger relationship.



Environment

Labor & Human Rights

Ethics

Sustainable Procurement

Article By: QSSHE Team



# Handling Workplace Harassments Processes and Skills



Workplace harassment can occur when one party at the workplace demonstrates behaviour that causes or is likely to cause harassment, alarm or distress to another party. On 22nd March 2023, 21 colleagues from various department attended the course, Handling Workplace Harassment conducted by trainer Dr. Jessica Leong.

Dr. Jessica Leong is a counsellor/psychotherapist and has more than 15 years of experience in clinical and organizational settings. The session provided many real-life examples and the participants were actively engaged.

Reasons for the increase in workplace harassment cases are because people have a greater awareness of their legal rights nowadays.

Workplace harassment can occur not only through face-to-face contact but any form of communications, such as by email, text messages or social media. It can occur within and outside the work place.

**Employers are strongly encouraged to follow good practices to prevent and respond to harassment at the workplace by establishing a harassment prevention policy.**

Sankyu Singapore's, Whistle Blowing Policy (CP-HR-Ben-001) allows Whistleblowers to lodge any ethics related issues without any fear of reprisals or retributions. All information would be kept confidential within the investigation committee.

## Provide information and training on workplace harassment

We are in progress of arranging our supervisory staff and above to attend the Handling Workplace Harassment course to enhance their knowledge and equip them on skills required to handle workplace harassment.

Harassment within and outside the workplace is an offence under the Protection from Harassment Act (POHA), which is under the Ministry of Home Affairs.

I strongly recommended our colleagues to attend the above course to enhance their awareness on this topic.

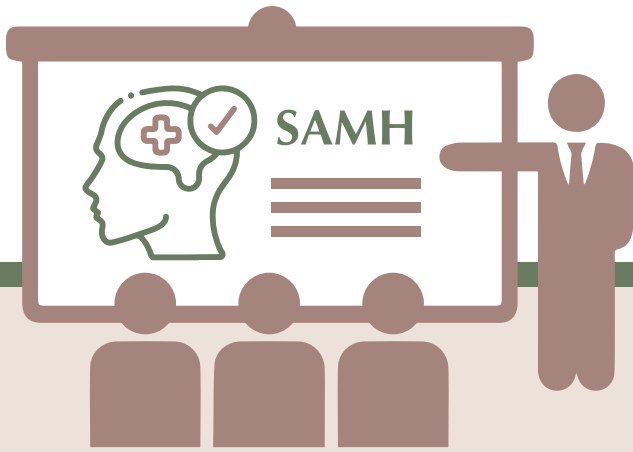
### Examples of behavior that may be harassment include:

- ✓ Abusive, insulting or threatening words
- ✓ Abusive, insulting or threatening non-verbal
- ✓ Physical abuse
- ✓ Cyber bullying
- ✓ Sexual Harassment
- ✓ Stalking



Article by: Soh Bock Huat - HR





## Workplace Mental Health Talk by Singapore Association for Mental Health (SAMH)

Workers' mental health at the workplace has been a growing concern. Thus, Sankyu Singapore had partnered with SAMH to cater a 2 hours talk, facilitated by Jessie Chong, former Acting Head of SAMH, on 29 March 2023 to impart the participants with the relevant mental health knowledge.



Group Discussion



Article by: Pui San - HR



Group photo with Head of SAMH, Jessie Chong and Sankyu Employee

# Hello...

## FROM OUR NEW STAFF



**Ayano Fukuda**

Go Anzen Ni!

My name is Ayano Fukuda, my new assignment with Sankyu Singapore as a Department Manager for Sea-Freight Dept. and Sales & Planning Dept. from April 2023.

This is my second assignment to work for Sankyu Singapore since 2017. I'm so happy to come back to Singapore and work with you all.

My hobby is scuba diving, so I'd like to travel to beautiful islands in south east Asia during my stay in Singapore.



**Yuhei Matsuoka**

Hello, My name is "Yuhei Matsuoka". Please call me "Matsu". I'm in charge of Deputy Department Manager at MMP. I joined Sankyu 2006. Until 2018, I was working in Japan as ROT Supervisor / Project Manager. During that time, I came to Singapore for SDM project many times. From 2018 till 2023, I was working in Saudi Arabia as Operation Manager for routine maintenance.

My hobbies are Exercise, Trip, Find to café and restaurants. Still looking for new things for my life. And I like communicating to know each other. It will be able to get / give some ideas, solutions etc... meaning, improving everything !! So please share with your colleague and team about your hobbies, family, work and everything is ok.

Anyway, I'm looking forward to saying you "Matsu" with smile !!



**Urara Masumi**

Go Anzen Ni!

My name is Urara Masumi. Please call me Urara. I will work in warehouse & on-site division. I joined Sankyu at 2019, and I have worked in Shunan branch, Yamaguchi prefecture, and I have worked in a chemical factory under on-site division for 3 years.

Last year, I stayed in Vietnam and worked mainly warehouse to learn manager's job. My job was managing safety, quality, labor and improvement site's problem.

I am glad to come to Singapore this time! I like eating, so I would like to try a lot of singapore foods ^^

I am looking forward to working in Sankyu singapore with you! Thank you.



**Benjamin Neo**

Hi everyone, my name is Benjamin Neo and I recently joined Sankyu as a Section Manager at TLH on 22 May 2023. My specialty is in warehousing but I have also experience in areas of administration, quality and safety. I am looking forward to working and knowing all of you more and contributing to the success of the company.

In my free time, I can be alone immersed in my reading, exercising - jogging, hiking etc or in group activities such as hosting and playing boardgames, bowling, badminton etc. Cheers!



**Tommy**

Go Anzen Ni!

My Name is Tommy. I joined Sankyu on 01 Jun 2023.

I have been working with Logistics field for more than 10 years over at Chemicals industry.

With my experience, I am looking forward to grow with Sankyu. I hope to learn and contribute to Sankyu and achieve the success.

# Hello...

## FROM OUR NEW STAFF



Hello everyone, my name is Lai Yit Mooi and I am part of the QSSHE department. I joined SANKYU in December 2022 and I'm thrilled to be a member of this family.

Outside of work, I enjoy engaging in creative or DIY projects as they are a springboard for further ideas. I am excited to work with all of you and contribute to the company's success. Remember, prevention is better than cure, so let's stay safe. Looking forward to getting to know you all better.



Hi everyone!

I am Kendrick Mok and I joined Sankyu Singapore under the HR department in April 2023. I'm glad to be part of the Sankyu family and excited to get started in my new roles and journey in Sankyu Singapore.

Apart from that, I like to work out in the gym after work and catch a movie during free time.

I am looking forward to working with you all. Thank you!



Kon'nichiwa to all!

My name is Naomi, from Accounts Department. I would like to thank everyone for the warm welcome I received on my first day. I look forward to contribute as much as I can & to my best ability.

Apart from working, I enjoy spending quality time with my family during the weekends or shed some sweat in the gym.

A pleasant company to begin with! Thank you!

