



UNDERGUIDE
ANNUAL SOCIAL DATA REPORT
2024

EXECUTIVE SUMMARY

This report provides an overview of UNDERGUIDE's **social responsibility performance** over the year **2024**. It highlights **key achievements**, policies, and initiatives related to employee well-being, ethical business practices, responsible sourcing, and community engagement. The report also outlines **future commitments** to further strengthen our corporate social responsibility (CSR) efforts.

1. Workforce data and diversity

Our company is owned and led by a **female CEO**. The two-member management team has an equal **gender ratio of 50-50%**.

We have

- one full-time employee
- one part-time employee
- and project-based contractual partners.

Our team includes both **young professionals** at the start of their careers and **retirees** who have returned to work. We also have **mothers** and **fathers** among our colleagues, reflecting our commitment to a diverse and inclusive workplace.

2. Workplace health and safety

Over the past year, our company has maintained a safe and healthy work environment, **with no workplace accidents reported**. We are committed to ensuring the well-being of our team by prioritizing safety measures and fostering a culture of responsibility.

Additionally, our **flexible working arrangements - both in terms of time and location -** allow employees to maintain a **healthy work-life balance**. This approach supports personal and professional well-being, accommodating individual needs while **ensuring productivity and collaboration**.

We are pleased to report that **we have not received any complaints** related to discrimination, abuse, or any form of unethical behavior from our employees, partners, or event participants.

3. Responsible supply chain management

When selecting our suppliers, we ensure that they **share our values** and operate according to similar ethical and professional principles. We take pride in the fact that our **diverse supplier network** reflects the **same level of inclusivity and variety as our own team**.

We prioritize partnerships with suppliers who implement **environmentally responsible practices**, such as **waste reduction** and **energy efficiency**. Additionally, we ensure that our partners **uphold fair working conditions**, rejecting child labor and forced labor.

We also strive to **support local businesses**, including **women-led** and **minority-owned enterprises**.

4. Future goals and improvements

Among our future plans, a key priority will be **enhancing the mental well-being** of our employees. We are committed to **supporting physical activity** and **promoting access to mental health professionals**, ensuring a **holistic approach to health and wellness** within our organization.

As part of our ongoing commitment to social responsibility, we are **introducing Employee Volunteer Days**, allowing our employees to **dedicate their working hours to volunteering** with organizations we partner with. We will also strengthen our focus on **collaborations with NGOs**, reinforcing our dedication to creating a positive and lasting social impact