

FOREWORD

About This Disclosure

This disclosure reports on the sustainability initiatives and performance of Intellectual Property Office of Singapore (IPOS) for the Financial Year (FY) 2024, unless otherwise stated. It is to be read in conjunction with IPOS' other sustainability-related disclosures on our website.

This disclosure covers environmental topics (energy and water consumption, greenhouse gas emissions, and waste generation) and governance topics (senior management statement and efforts related to environmental sustainability).



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ABOUT IPOS

The Intellectual Property Office of Singapore (IPOS) is Singapore's national IP authority, responsible for the registration and administration of intellectual property rights.

IPOS helps businesses use intangible assets (IA) and IP to grow and is committed to building Singapore into an international IA/IP hub. IPOS is a statutory board under the Ministry of Law.



Our Vision

A Singapore where innovative enterprises use intangible assets to grow



Our Mission

We use our IP expertise and networks to drive Singapore's future growth



Our Values

Integrity
Professionalism
Team Work
People-focused



Our Corporate Tagline

Ideas Today, Assets Tomorrow



SENIOR MANAGEMENT STATEMENT



We are pleased to present our second Environmental Sustainability Disclosure, showcasing our continued progress in sustainable office practices. Aligned with Singapore's Green Plan 2030, this report highlights our commitment to reducing our environmental footprint and supporting the national goal of carbon neutrality by 2050.

Sustainability remains a core priority at IPOS. Through collaboration and continuous improvement, we integrate sustainable practices into our operations to create a lasting environmental impact. This disclosure updates our achievements and outlines the steps we're taking to meet our sustainability targets.

We are committed to embedding sustainability in our strategies and supporting Singapore's Green Plan through innovation in the intellectual property and innovation ecosystem.

IPOS will continue its journey towards a sustainable future for years to come.

Tan Kong HweeChief Executive, IPOS



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ENVIRONMENTAL SUSTAINABILITY TARGETS AND PERFORMANCE

In line with the Singapore Green Plan 2030 and GreenGov.SG, our sustainability efforts are focused on the four key areas below:



Reducing electricity use



Reducing greenhouse gas emissions



Reducing water use



Reducing waste



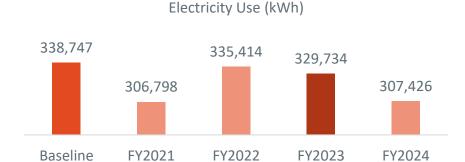
Electricity

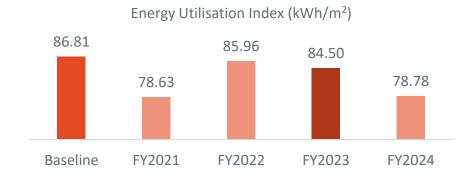
Our Target

10% reduction in Energy Utilisation Index¹ (EUI) by 2030, compared to average of July 2019 to March 2021 levels².

Our Performance

Electricity consumption in FY24 decreased by 6.8% compared to FY23, reflecting the impact of our ongoing energy-saving initiatives and optimised office practices. This reduction is a result of continued efforts to promote energy efficiency, even as we maintained a hybrid work environment.





Notes:

- 1. Energy Utilisation Index (EUI) is defined as the total electricity consumed by a facility in one year divided by its total gross floor area (GFA).
- 2. The baseline is derived from electricity consumption in IPOS' leased office space, from our move-in date on 1 July 2019 to the end of FY2020 on 31 March 2021.



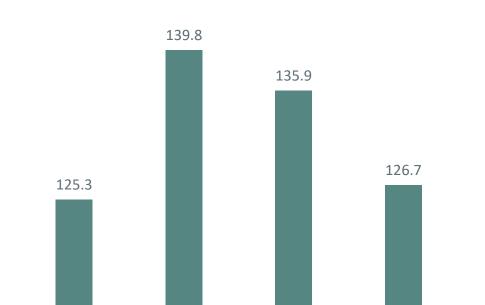
Greenhouse Gas (GHG) Emissions

Our Target

Peak emissions by 2025.

Our Performance

The Scope 2 emissions¹ come from our use of purchased electricity, which is the sole source. The emissions mirror our electricity usage trend.



FY2023

FY2022

GHG Emissions (tonnes CO₂e)

Note:

1. Scope 2 emissions refers to indirect emissions that result from the use of purchased electricity, heat and steam. IPOS does not produce Scope 1 emissions, which refers to direct emissions occurring from sources that are owned or controlled by IPOS.



FY2024

FY2021

Water

Our Target

10% reduction in Water Utilisation Index¹ (WEI) by 2030, compared to average of July 2019 to March 2021 levels².

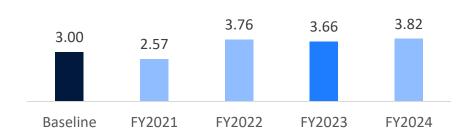


Water Use (litres)

Our Performance

Water usage in FY24 decreased by 4.6% compared to FY23, reflecting our continued efforts to reduce consumption. However, our Water Efficiency Index (WEI) rose to 3.82, indicating a slight reduction in efficiency. The rise in WEI, despite lower usage, is due to more accurate occupancy tracking through the landlord's visitor management system.





Notes:

- 1. Water Efficiency Index (WEI) is defined as the water consumption per day divided by the total headcount, including visitors to the premises.
- 2. The baseline is derived from water consumption in IPOS' leased office space, from our move-in date on 1 July 2019 to the end of FY2020 on 31 March 2021.



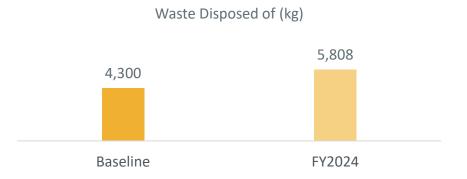
Waste

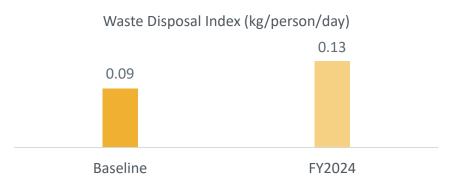
Our Target

30% reduction in Waste Disposal Index¹ (WDI) by 2030, compared to FY2023 levels².

Our Performance

Waste disposed in FY2024 increased by 35%, reaching 5,808 kg, primarily due to resumption of internal and external events hosted in the office. As a result, our Waste Disposal Index (WDI) rose by 44% to 0.13, reflecting the higher waste volume generated. Moving forward, we will focus to implementing more rigorous waste reduction strategies to minimise our environmental impact.





Note:

- 1. Waste Disposal Index (WDI) is defined as the waste disposed of per day divided by the total headcount, including visitors to the premises.
- 2. The baseline is derived from the waste disposed of in IPOS' current leased office space in FY2023, from 1 Apr 2023 to 31 March 2024.



ENVIRONMENTAL SUSTAINABILITY EFFORTS WITHIN IPOS

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Some measures implemented to help us achieve our targets



Building a Sustainable Culture

- Environmental sustainability is integrated into our planning and decision-making processes. Our fully digital services platform, IPOS Digital Hub, illustrates this commitment by eliminating the need for printing and physical submission of documents.
- A paperless office programme has been implemented and actively promoted, establishing digital communication and documentation as standard practice.



Reducing Energy Use and Carbon Footprint

- Our office lights switch off automatically at 7 pm. Bypass switches now enable zone-specific activation in 1-hour intervals instead of 2-hour.
- Our air-conditioning systems maintain 25°C during business hours. Portable air coolers and fans offer localised cooling outside these hours.
- IT equipment with energy-efficient labels is prioritised for procurement.



ENVIRONMENTAL SUSTAINABILITY EFFORTS WITHIN IPOS

Some measures implemented to help us achieve our targets



Reducing Water Use

- Taps undergo regular checks and servicing to promptly detect and repair leaks.
- Water aerators on taps reduce flow rates while maintaining effectiveness.



Reducing Waste Disposed of

- Strategically placed recycling stations with clearly labelled bins facilitate proper waste segregation.
- Dedicated battery collection bins are placed at common areas to ensure safe collection and proper recycling of used battery cells.
- Water dispensers are provided, eliminating the need for single-use bottled water.





CONCLUDING REMARKS

IPOS remains committed to supporting the Singapore Green Plan 2030 and the national goal of achieving carbon neutrality by 2050. Building on our earlier efforts, we have continued to strengthen our environmental initiatives, deepen staff engagement, and refine our processes to reduce resource consumption.



Recognising that sustainability is an ongoing journey, we will persist in enhancing our practices, exploring new opportunities for improvement, and working collaboratively across the organisation. Together, we aim to make tangible contributions to a greener workplace and a more sustainable future for IPOS, our office environment, and the wider community we serve.

