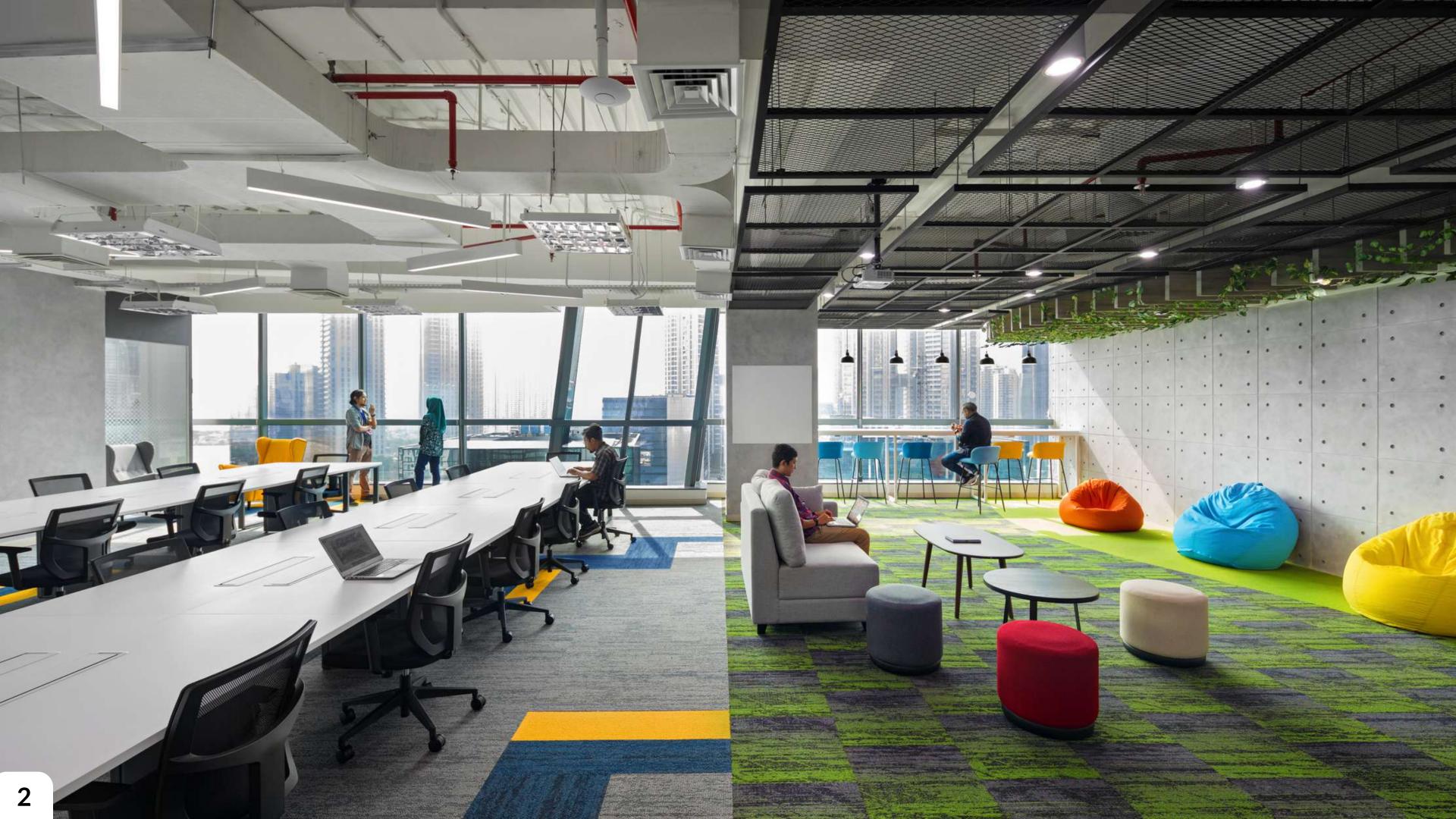


# SUSTAINABILITY REPORT 2022

IMPROVING WELL
BEING THROUGH
THE POWER
OF DESIGN





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"We are here not only to build the buildings, but also to build the people for the better future".

#### Wiza Hidayat CEO



# LETTER FROM CEO

#### Fellow Stakeholders,

Time flies, a year ago, we published our first Arkadia Works Sustainability Report. As our commitment to make a difference, we engaged our stakeholders creating **positive impacts for Environment, Social, and Governance** in our daily works. Now, after all the things we do in the past 12 months, we want to reflect on what we achieved back then and show you our journey according to our 2025 goals, in our 2022 Sustainability Report.

We expanded our impact to the Environment, Social, & Governance by doing our expertise, and that what's bring us up to this 2022 spirit: "Improving well being through the power of design".

We are also so proud to be included in the 2022 shortlisted **Firm of The Year by Architecture Masterprize (Los Angeles, USA)**, and other design awards we received in 2022 such as 5-Stars Winner & "Best Office Interior Indonesia" for "Office Interior", Asia Pacific Property Awards (London, UK), Winner of Interior Design/Workplace Category from Outstanding Property Award London (London, UK), Winner of "Interior Space and Exhibition Design" Category, A'Design Awards (Milan, Italy), etc, as a testament of our **hard work and dedication**.

Now, in the second year, and as we look to the future, we will retain our commitment to achieving the goals we created for 2025 and will continue to **explore many more impactful ways** to participate in creating a better future.

We are here not only to build the buildings, but also to build the people for the better future. Individually or collectively, we always passionate to create a positive impact around us.

Sincerely,

**Arkadians** 

























# ABOUT US

# HELLO. WE ARE MAKING THE GREAT WORKPLACE TO WORK

**Arkadia Works** is a professional design & construction interior architecture firm founded on the belief that ideas and skilled craftsmanship are essential in enriching people's life.

**Arkadia Works** provide finest quality, excellent service, punctuality and partnership during the entire project.

Arkadia Works team affiliated as the member of GBCI (Green Building Council Indonesia), IAI (Indonesian Institute of Architects), HDII (Indonesian Society of Interior Designers), PII (The Institution of Engineers Indonesia), IAKKI (Indonesian Institute of Safety Professional Experts), and GAPEKSINDO (Indonesian Construction Company Association).

#### Ideas. Perfectly Delivered.





# AWARDS & RECOGNITION

It is always a great moments when people can get benefit from our works for a good cause. Receiving awards & recognition from numbers of design competition and publication is giving us more energy to move forward.



Shortlisted 2022 Firm Of The Year Award Architecture Masterprize, 2022 Los Angeles, USA



"Honorable Mention, Interior Design" IDA Design Awards, 2021 Los Angeles, USA



"Best Design Indonesia" for Office Design Category by A'Design Award, 2021 *Milan*, *Italy* 



Honorable Mention in Interior Design/ Commercial & Industrial Interior Design Architecture Masterprize, 2022 Los Angeles, USA



Winner of "Interior Space and Exhibition Design" A'Design Award, 2021 *Milan, Italy* 



"Gold Winner, Workplace Interior" APR International Design Awards, 2022 New Delhi, India



5-Stars Winner & "Best Office Interior Indonesia" for "Office Interior Asia Pacific Property Awards, 2022 London, UK



Winner for "Best Workspace Design" iF Design Award 2022 Hannover, Germany



Nominated for "Best Workspace Design" Atap Design Awards, 2021 Petaling Jaya, Malaysia



"World's Leading Designers for Interior Space and Exhibition Design", 2022. DA'C Design Classifications Milan, Italy



"PLATINUM Greenship Interior Space" Green Building Council Indonesia, 2021 Yogyakarta, Indonesia



Winner of "Interior Design Category" Muse Design Awards, 2021 New York, USA



Winner of "Interior Space and Exhibition Design" A'Design Award, 2022 *Milan, Italy* 



5-Stars Winner & "Best Office Interior Indonesia" for "Office Interior Asia Pacific Property Awards, 2021 London, UK



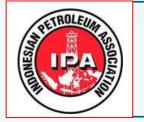
"Jakarta's Most Innovative Design & Construction Firm", 2022 BUILD Magazine Staffordshire, UK



"The 25 Best Interior Designers in Jakarta" Brabbu Design Forces, 2022 Rio Tinto, Portugal



"Membangun Pusat Panggilan Pertama yang Mendapatkan Sertifikat Platinum Greenship Interior Space", 2021 Yogyakarta, Indonesia



1st Runner Up Best Booth Design in Platinum Category, 2019 The 43rd IPA Convex Jakarta, Indonesia



# OURCULTURE

We believe that we will achieve our vision by applying our core values in our daily activities. Having our culture in our DNA empowers us to hit our goals and then set even higher ones, all while acting in a way we can be proud of.

Our culture is so important to us as we invest in our people in making greater impact to the society.



A vision statement of
"Making The Great
Workplace To Work"
which published during
Arkadia's company's outing.

## Vision:

"Making The Great Workplace To Work"

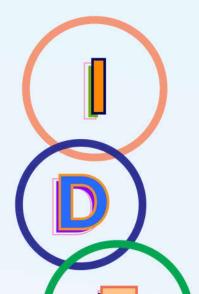
## Our DEAS Core Values

#### **Delivered By Profesional**

We attract, develop, and retain the best talent among the industry in our organization. We challenge our people to expand their capabilities and fostering a collaborative supportive work environment.

#### **Assurance on Quality**

We select right man, machine, materials, method, and money resources to accurately deliver highest quality products to our stakeholders.



#### Inspiring Ideas

We help people to turning ideas into a creative design that will satisfy their needs in an extraordinary way

# Environmentally Friendly & Safely Operated

We all go home from work without injury or illness. We operate and leave our footprint without any harm to the environment.



#### Simply Fun

We create passionate and fun atmosphere that makes us and our stakeholders enjoy their experiences being involved with our people.

# **BUILDING REPUTATION**

Clients are the reason we practice construction. We listen. And we deliver creative and practical solutions to all of our client's needs.

150 K

>150K m2 Space Designed / Built

200 >200 Delivered **Projects** 

# **Arkadia Works** at a Glance

# **Serving Industry:**

Energy, Oil & Gas

Health (骨)

Banking & Finance



Manufacturing 🖳



Technology & Start Up

Global A Conganization

Education **E** 

Food



Logistic & Transportation













15 **Delivered Works** in 15 Provinces

100 >100 Clients & **Brands** 

**Delivered Works** in 27 Cities

27

#### **Prominent** Clients:































15 >15 Awards & Recognition



# ALIGNING OUR

#### **Engaging Our Stakeholders:**

To have the greatest impact as Arkadians, we collaborate with many different stakeholders. Together with our staff, clients, suppliers, and society, we know we can give a more positive impact in the Environment, Social, and Governance aspects.

We also engage with our people directly and also on social media platforms such as Instagram, Facebook, Twitter, LinkedIn, and YouTube to share business progress updates, and listen to feedback on key challenges and opportunities. These connections strengthen the sustainability of our business and partnerships.

#### Alignment to UN Sustainable Development Goals (SDGs)

To create a better and sustainable future for all, we have aligned our goals with 14 of the 17 established SDGs set up by the United Nations. The Sustainable Development Goals (SDGs) is a universal call to action to end poverty, protect the planet, and ensure that by 2030 all people enjoy peace and prosperity.

We're proud to contribute in making sustainable development for a better life on the earth.



#### Ways We Engage Our Stakeholders

STRATEGY	STAFF	BoD	CLIENTS	SUPPLIERS
HRIS (Talenta)	•			
Internal Comms & Tools	•			
Surveys	•			
Meetings & Conferences	•	•	•	
Social Media & PR	•		•	
Website	•	•	•	
Account Management			•	
Direct Communications	•	•	•	
Partnership Guidelines				•
ESG Partnership Programs				•





































# OUR ESG STRATEGY

We have a responsibility to improve the lives of our people and the health of our planet. Continuing our commitment in 2021, we emphasize our focus to the Environmental, Social, and Governance (ESG) program.

Our vision becomes action across the six pillars of our ESG focus:



# Environment

Leave our footprint without any harm to the environment.

## Social

Create a better place for people to work and live in the communities where we operate.



Governance
Building trust through
an act of integrity.





# ENVIRONMENT

Leave our footprint without any harm to the environment.

# **Our Commitments for 2025**

- Green & Sustainable Design Works, Drive Energy Efficiency & Reduce Carbon Footprint
- Reduce Waste to Landfill
- Take Part on the Works to Help Restoring Our Ecosystem

#### **UN SDG Alignment**











# **OUR ENVIRONMENT**

VISION



**Annisa Paramadina**Project Director

"We need to take part in this journey, creating a better future by preserving the environment.

We can start from ourselves, from little things to big things one day. "

In this Sustainability Report, we set out to make a tangible difference in the world by improving how we care for our environment, focusing on climate, waste, and ecosystems.

To achieve this vision, we have done several programs and activities to reduce the carbon footprint by implementing the Green Building strategies, Energy Efficiency Program, Environmentally Friendly Materials, Green Trainings, Trees Planting, Cleaning up the City, Waste Management, and etc.

In this environment program, we engaged our team, stakeholders, and colleagues to create a better future.



#### Climate

Green & Sustainable design works, drive energy efficiency & reduce carbon footprints.



#### Waste

Reduce waste to landfill



#### **Ecosystems**

Work to replenish our ecosystems.



Green Building Certified Project



Green Activities initiated in Monthly Basis



Training Hours for Environment Topics

2096

Planted 2096 Trees



Earth Hour is a movement that invites people to turn off their lights for 60 minutes in support of our environment. It is an efficient way to spread awareness about environmental issues.

We held a special Earth Hour theme photo contest for our staff to take part in. We are overwhelmed with joy with the results. These images were so inspiring despite the minimum lights that were used to create it.

We are inspired by their spirit and contribution. Proof that it is a collective passion for our environmental goals and passion.



# GOAL PROGRESS

Since last year, our people has made a progress in contribution to the environment. We are working so hard to bring positive impacts on our planets by various actions, such as trees planting, waste management, to enhance the ecosystem. Here we are proud to show you our progress and contribution in the journey for positive change in climate, waste, and ecosystem!



#### Climate

Green & Sustainable Design Works, drive energy efficiency & reduce carbon footprints.

GOALS FOR 2025	ACTUAL 2022	TARGET 2025	PROGRESS
Offset annual carbon footprint from direct operations by planting the trees	106.2%	100.0%	
100% of our works & facilities are using LED lighting	100.0%	100.0%	
10% of our power from renewable energy sources	0.0%	100.0%	
100% of our Refrigerant products are categorized 0 Ozone Depletion Point	100%	100%	



Waste Reduce waste to landfill

# **Environment**

Leave our footprint without any harm to the environment.



More than 90% waste is reused or recycled in an effort to avoid waste to landfill	89,7%	90.0%	
Eliminate or recycle more than 95% of paper waste	100%	95.0%	
Ethically donate or recycle 95% of our e-waste	100.0%	95%	
Eliminate Toxic (B3) waste to the responsible waste management company	Maintained	Maintained	
100% of our paper products coming from sustainable methods	100.0%	100.0%	

Maintain our ISO 14001:2015 Environmental Management System Certification	Maintained	Maintained	
Target 75% of our material purchasing to be procured through environmentally conscious suppliers	100.0%	75.0%	
1000 volunteer hours to enhance the ecosystem	796.0	1000	

#### **Environment**

# Climate

2022 Progress At A Glance: 2096 **Trees Planted** 

We've made great progress across the board to date. We have calculated our Carbon Footprint in 2021 that amounted to 52.404 kg CO2e by using CarbonLoop Widget by CarbonEthics.org and resulting the needs of planting 897 trees to offset the carbon footprints.

Because of the hard work of all our people who've helped us on our green mission, we are now aiming to do right by our planet and future generations by offsetting the annual carbon footprint by planting 2096 Trees (higher than required).

#### **Trees Planting to Offset Annual Carbon Footprint**

To offset annual carbon footprint, we conduct trees planting activities in many areas of our project. In 2022, we focused to contribute in reducing coastal abrasion by planting 2000 mangrove trees in Desa Bedono Demak, Desa Mangunharjo, Semarang, and Desa Tambakrejo Semarang.







CarbonEthics





Trees are powerful allies in the fight against climate change. They remove carbon dioxide from the air, release oxygen, reduce flooding and erosion, and much more.

Another powerful action we're taking is a collaboration with LindungiHutan, a nonprofit organization that focus on tree planting program.

We also initiated "ONE DESK ONE TREE" program, as for every office desk delivered in Arkadia office fit out works, we will plant 1 tree. This also gives our client a chance to join our sustainability program.

# Climate

Drive energy efficiency & reduce carbon footprint

# **Green Building Strategy**

Besides our commitment in making great place to work, we are fully committed to create an environmentally friendly & healthy workplaces through Green Building Strategy.

We applied Green Building design and planning strategies to reduce the harmful impacts of buildings on the environment by applying Greenship rating tools from Green Building Council Indonesia (GBCI) such: Appropriate Site Development (ASD), Energy Efficiency & Conservation (EEC), Water Conservation (WAC), Material Resources & Cycle (MRC), Indoor Health & Comfort (IHC), and Building Environment Management (BEM).

Through this commitment, one of our project, Concentrix Office in Yogyakarta successfully received a Greenship Interior Space Certification with PLATINUM level (the highest green credential) from Green Building Council Indonesia, and became the first BPO's office that received this certification in Indonesia.



Our Concentrix Office project are proudly received Platinum Greenship Interior Space certification (the highest green credential) from Green Building Council Indonesia (GBCI).





Arkadia Works proudly supporting Green Building Seminar, "Net Zero Building: Make It Real" event as Gold Sponsor to support the Net Zero Carbon movement by Green Building Council Indonesia.







# **Energy Consumption**

In 2022, we conducted hybrid working strategy after years of remote work due to Covid-19. We anticipated maintenance and programming of the air conditioning equipment to operate according to temperature demand.

We kept track of energy consumption, which allowed us to register a decrease in energy consumption in 2021.

In 2021, even though more people returned to the office, we managed to consume 1200 kWH less than in 2020. Energy consumption in 2021 compared to 2020 is shown in the following table:

Electrical Consumption	2021	2022
Total	12.895kWh	19.368 kWh

#### **Use of Natural Light**

Arkadia's design are focus to utilize the use of natural light, enabling clients to reduce the electrical consumption for lighting. The work areas were positioned in a way that they had access to outside views and a supply of natural light throughout the day.





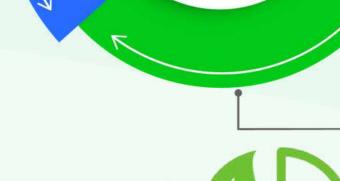
# **Energy Conservation Projects**

#### **Energy Saving by using LED Lighting**

Light Emitting Diodes (LEDs) are the latest and rapid technological advancement in the lighting industry. To contribute in energy-saving, we applied LED lighting in all of our projects and office. Besides the efficiency itself, the longer life span (50,000 hours), enormously lower energy usage (85% more efficient), reduced maintenance costs and higher safety are benefit of LED lighting.



Cooling energy is the highest operational energy consumption throughout the building lifecycle. We promote the use of the high efficient of Air Conditioning to our clients with higher COP (Coefficient of Performance), reducing the energy consumption for our client's operations.





One of our project in Concentrix Yogyakarta Office are achieved Platinum score in Greenship Interior Space from GBCI, by applying LED lighting and energy efficient Air Conditioning which point 0,54 kW/TR (maximum point is 1,004 kW/TR).

We maintain 100% LED lighting application in all of our projects and use of energy efficient Air Conditioning.



#### Advancing Green Energy through Solar Photovoltaic

Solar photovoltaic is a good source of renewable energy because it is clean, abundant, becoming more affordable, and can reduce electricity bills while providing energy independence. We are working in numbers of energy saving projects and promoting the application of solar energy for clients to and contributes to sustainable development.



One of energy saving achievement that we're taking is we are successfully assisting our clients to achieve the EDGE Advance green credentials by conserving 41% of total energy use. This score is achieved by installing the Solar Photovoltaic in Auto2000 Wahid Hasyim, Jakarta.



#### **Environment**

# Waste

One of our achievements in waste management in 2022 is that we managed to avoid 90% of the waste generated by our operations into reuse or recycle. In other words, this means we managed to prevent more than 20 tons of our waste from being sent to landfills.

We applied waste separation based on the type of waste such as the organic, inorganic, and toxic waste in all our working environments.

#### Waste Recycling & Reuse

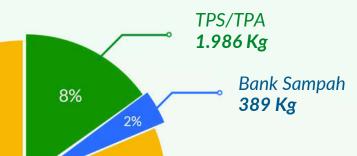
As we conduct the actions to manage our waste, we collect, separate, recycle and reuse our waste to reduce environmental negative impacts.

For our constructions and office waste, there are 3 garbage disposal routes, including Bantar Gebang landfill, Jagatera, and reused by the community.

>90%

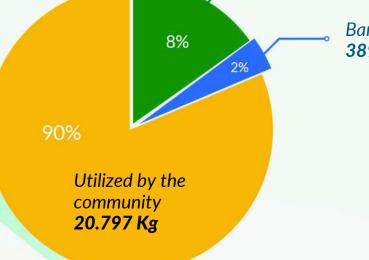
More than 90% Arkadia's waste

are reused or recycled



Our Commitments for 2025:

Reduce waste to landfill









We also separate the B3 (toxic) waste from the other waste, make it easier to prevent environmental hazards.

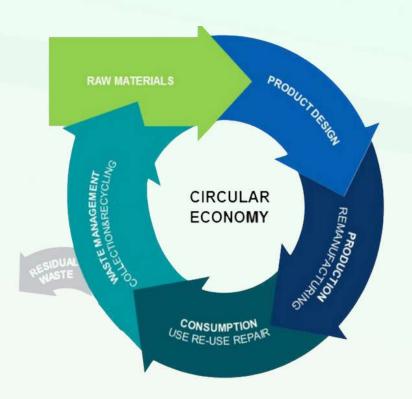
#### **Construction Waste**

In our process of waste management, we conduct several actions based on the guidelines such as, waste separation based on the waste type (organic, inorganic, and toxic waste), pack the waste with closed bags, weigh the waste, carry out the disposal or utilization of waste, record the amount of waste manifest to our waste management data record.



Construction waste refers to the materials and debris generated during the construction, renovation, or demolition of buildings & structures. This can include materials such as concrete, wood, bricks, metals, & plastics, as well as hazardous waste such as asbestos & lead.

Construction waste can pose environmental and health hazards if not properly managed and disposed of. However, much of this waste are recycled or reused, reducing the amount that ends up in landfills & conserving natural resources, as well as enabling circular economy.





#### **Construction Waste Separation**

Arkadia produced more than 22 Ton waste from construction operations in 2022. In our construction site, we are separating the dry waste based on it's type, making the waste management easier.



#### **Artwork From Waste**

Our talented interior designers are turning waste into a beautiful works of art in our projects! The dry waste are collected from our customers and construction workers, inviting our stakeholders to work together in reusing the waste and promoting the sustainability mission.







Used Bottle

Ceramic Shards

#### **Artwork from Waste**

In some of our projects, our talented interior designers are turning waste into a beautiful works of art. The dry waste are collected from our customers and construction workers, inviting our stakeholders to work together in reusing the waste and promoting the sustainability mission.







# Partnering with Waste Management Company



Arkadia engaged Jagatera as our official waste management company. Jagatera is Social Enterprise which is engaged in picking up the inorganic waste and unused goods. Through our collaboration in waste management, we separate, recycle and reuse our waste for the community.













#### **Environment**

# Ecosystems

Protecting the environment and its ecosystems is important because it supports biodiversity, climate stability, natural resources, human health, and economic benefits. Align to our commitment, we are working hard to bring positive impacts on our planets by various actions, such as conducting green procurement, maintaining our ISO 14000:2015, and taking parts in environmental volunteering to enhance the ecosystem.





#### ISO 14001:2015

We maintain our ISO 14001:2015 Environmental Management System certification since it helps us to comply to industry standards to protect the environment, save costs, improve our reputation, and promote continuous improvement.



#### **Legal Certified Wood**

As part of our effort to preserve the ecosystem, we conduct preliminary review for our wood products and make sure that we purchase them from the responsible wood suppliers. The wood that we used are FSC (Forest Stewardship Council) or LEI (Lembaga Ekolabel Indonesia) certified products.



# Our Commitments for 2025:

Work to help replenish our ecosystems

#### **Green Procurement**

Green Procurement is one of sustainable strategies where a company purchase products and service with the minimal adverse environmental impacts.

Arkadia are committed to select materials & products from environmentally friendly perspective, enabling our client to have a good and healthy space. The green certificate administered ongoing with the material purchase. We also enhance our material list based on issue on Green Products Council Indonesia (GPCI). Here are some samples of the green certification of the products used in our daily projects:











**Material Selection Meeting** 

As part of our green design spirit, we



# Greening our Workspace As part of our green procurement strategies our paper cleaning

strategies, our paper, cleaning chemical, and pest control are procured with environmentally friendly features.

# Our Commitments for 2025:

Work to help replenish our ecosystems

#### **Environmental Volunteers**

We conduct several activities to support a sustainable ecosystem such as waste separation, clean up activities, events, training, and trees planting. Overall, we have done 796 hours of volunteering for environment in 2022. Here's some of the highlights of our environmental volunteering works:



#### **Clean Up The City**

In May 2022, Arkadia Works team collaborated with Trash Hero Jakarta to clean up Lapangan Banteng, one of the prominent landmark in Jakarta.

Through our commitment to preserving the environment, we invite our team, colleagues, and clients to take a role in cleaning up the city. Together we believe that a better future will come true with collaboration and cooperation making a positive impact for the environment.

INDONESIA

# Green Fund Digital Philanthropy Logo Competition

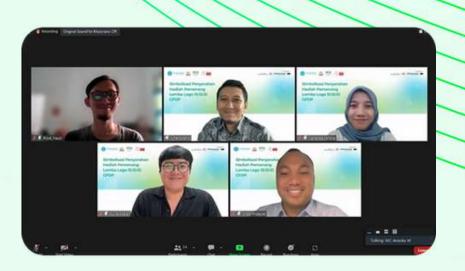
As a creative company, we joined forces with Greeneration Foundation and The Indonesian Association of Graphic Designers (ADGI) to organize a logo design competition 10.10.10 Green Fund Digital Philanthropy with a vision to help accelerate the implementation of climate change solutions in Indonesia.





#### **2022 PROGRESS AT A GLANCE:**

796 hours of Environmental Volunteering







# SOCIAL

# **Our Commitments for 2025**

- Create a culture that supports people's development
- Give back to our communities
- Create workplaces that supports happiness and wellbeing for all staff
- Investing in future leaders through education

#### **UN SDG Alignment**















## **Our People Come First**



"I believe that we are currently working with the best talents as Arkadians. So, it is very important to build and maintain good atmosphere between employees within the company in order to produce the best works and also give good impact to the earth and society. Yes, we are making The Great Place To Work".

At Arkadia Works, we are committed to put more concern into our employees, since we know they are very important and become the DNA of our business.

By investing in the development of our people, culture, and environment, we ensure our staff has the support they need, including their well-being and career path.

In 2022, we conducted several activities for our employees such as sports activities, celebrations, trainings, mentorships, etc.

We also gave back to the community by taking part in disaster resilience, zero hunger, and scholarships program for students in Indonesia.

#### People, Culture & Wellbeing



We support Arkadians to grow and develop their skill by providing career pathways, trainings, and mentorships as they have given their best for our company.

#### 100m

#### Community

We give attention to our community where we operate, such as creating jobs, disaster resilience, social assistance and free design works for public facility.



#### **Education**

We care for the quality of education as part of professional ecosystem of our works

12

Delivered 12 Publication & Research about Sustainable & Healthy Workplace 172

**Delivered 172 m2 Free Design Projects** for
Covid-19 Test Facility

250

More than Rp250 million Contribution in Endowment Fund & Scholarship Program 2100

More than 2100 Training Hours Completed









# GOAL

Since last year, our people have worked hard to contribute to our Social commitments of investing in our people, well-being, occupational health & safety, investing in our communities, education, and design talks & excursion.

The significant progress about the positive change has created, aligned to our concern of social wellbeing.



Investing in our People



Well - Being



Occupational Health & Safety



Investing in our Communities



Education



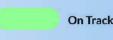
Design Talks & Excursion

	GOALS FOR 2025	ACTUAL 2022	TARGET 2025	PROGRESS
	Achieve a minimum 70% "happy staff" in our annual ESAT surveys	67%	70%	
Investing in our People	100% of new staff members trained on our culture in their first 90 days	100%	100%	
	Complete 200 hours of Learning & Development training	92	200	
	Certified as "Great Place To Work" company	On-Going	Certified	
Well-being	100% of staff have access to anonymous and confidential mental wellness support	Maintained	Maintained	
	Facilitates 5 sports club activity	2	5	
	Zero Accident	0	0	
	Medical Treatment	0	0	
Occupational Health & Safety	Conduct 100 Safety Training Session	25	100	
	Maintain our ISO 45001:2018 Occupational Health & Safety Certification	Maintained	Maintained	
	Certified as "Great Place To Work" company	On-Going	Certified	
Investing in our Communities	100% of staff have access to anonymous and confidential mental wellness support	Maintained	Maintained	
	Facilitates 5 sports club activity	2	5	
	Achieve a total 100 internship students from universities.	58	100	
Education	Delivered total 25 scholarship program to numbers of students of school & universities.	5	25	
	Delivered 5 scholarship program to numbers of school & universities annually.	3	5	
			50	
Design Talks	Conducting 50 times internal sharing session	8	50	
& Excursion	Conducting 10 times external forum	6	10	
	Creating 5 research paper	2	5	

# Social

Create a better place for people to work and live in the communities where we operate.





#### Social

# Investing in our People

We realize that our people come first. We ensure all the employees received career development to spread their abilities which leads to career advancement.

In 2022, more than 400 hours of training have been conducted for employees' career development, such as Green Building, Finance, ISO 26000, HSE training, MEP Technical Training, etc.

We believe that providing employees with good facilities, a good career path, and a comfortable working environment can bring happiness at work that leads to productivity.

Achieve a minimum 70%

"happy staff" in our annual ESAT surveys

Our Commitments for 2025:

Create a culture for people to learn, grow and be at their best

100% of new staff members

trained on our culture in their first 90 days

Complete 200 hours of

Learning & Development training



#### From Indonesia To The World

Through her deep passion for interior design and intense dedication to her role, Aminah grew as the company did. Hardworking as ever, Ami stood out and quickly built a reputation as an Interior Designer trusted to handle some of our awesome projects.

Her role in building Concentrix Office in Yogyakarta are successfully received recognition from international design awards.

It's the loyalty and passion of work like Ami that make it possible for us to help others and make real progress towards our goals.

# Reward + Recognition

Arkadia Works' Employee Recognition has been used as an award for Arkadia's team who successfully give their best contribution during working together with Arkadia Works in the last year of 2021.

Several recognition awarded to the Arkadians: Refina Azanna as "Best Project Manager"; Nur Shabrina Zulfa as "Best Interior Designer"; Besar Andriansyah as "Best Site Supervisor"; and Thalia Gracia as "The Winner of Earth Hour Photo Competition".





## **Investing in our Culture**

We're really grateful to our staff who holds our culture, ensure it stays fresh in our minds, and engage their peers through culture spotlights, exercises, public discussions, and giving back a good impact to the community.

Here are few of our staff about Arkadia Works working culture and their thoughts:



"Arkadia Works has a comfortable working environment with good leaders who always want to hear us and are always willing to share knowledge and skills. This work culture makes us being competitive yet innovative in a good environment."

Refina Azanna, Project Manager

"The environment is really enjoyable! I am so grateful to have a supporting team and always support each other. There is no gap between leaders and employees. We can improve our skills through challenging assignments and most importantly, we still feel fun!"



Muhammad Reza, Electrical Engineer



"The management keeps focused on the process instead of being resultoriented. That makes us know how to achieve a clear goal. Through a flexible time management schedule, we can manage our time based on clients' needs and essential tasks to ensure our duty is perfectly delivered. The management always complies with the regulation and supports us with good facilities."

Larasati Ramadhina, VP & Head of Design

"Arkadia is my longest-stay company I worked for compared with my previous employer. I experienced a good working environment here. Through a flexible work schedule applied here, we are more productive in delivering our works and supported me as working Mom."



Nenda Minerva, Project Manager



"I learn a lot from my colleagues here such as Project Manager, Site Supervisor, Engineer, Designer, and Drafter. They are always open to answering the questions clearly. For me, colleagues are like my second family."

Besar Andriansyah, Site Supervisor

Arkadia Works is one of the companies that really care about health, safety, and the environment. I really enjoy working at Arkadia, because of the concern it's not only for the employee but also for the

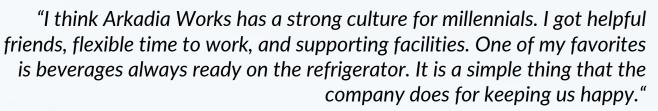


Halimatusyadiah, QHSE Officer



"Our management really cares about us, especially working moms. The leaders treat us with hybrid working and health care programs during a pandemic. I am so blessed to be part of Arkadia's family."

**Linda Puspita, Accounting Officer** 





Heru Haerumanto, Drafter

# Nenda Minerva

# Women Force Highlight

With her current role as Project Manager, she put her dedication and enjoys working on extraordinary creative solution for interior construction.

Nenda is trusted by numbers of clients and became part of Arkadia's success stories.

At the same time, she is a mother of 1 daughter.

Through her dedication, Nenda representing women who took on the role to deliver a highly accomplished construction project.

### Woman at Work

As we embrace equity in our working environment, as we support women in our organization by providing work flexibility, a comfortable working environment, real leadership opportunities, and assigning women in numbers of strategic positions.

52% of our employees are women which hold various roles from Director, Department Head, Project Manager, Designer, Administrator, and even our Safety Engineer. We provide no barriers to career advancement and equal participation of women in the organization.

At Arkadia Works, we allow women to bring their kids to work, or have family matters leave to support them in caring for their family.



52% Women in **Arkadia Works** 



Arkadia supports

and have women

representation in

various positions.

women at work

# Social Wellbeing

We believe that employees' well-being is one of the factors that lead to productivity in making great work. Our well-being programs include providing sports activities, birthday celebrations, and annual team building.

We provide resources to support both mental and physical health — encouraging healthier behaviors and positive lifestyle changes in a supportive, safe environment.

Birthday party at office as we celebrating social connection and appreciation.



Celebrating 2022 National Batik Day, preserving Indonesia Cultural Heritage.

Certified as

"Great Place To Work" Company

# Our Commitments for 2025:

Create a place that nurtures happiness and wellbeing for all staff

100% of staff Have Access to anonymous & confidential

**Mental Wellness Support** 

Facilitates **5 sports club activity** 

Arkadia's Sport Activity, Badminton Game.



#### Social

# Occupational Health & Safety

Arkadia Works are committed to build safety culture in the daily operations. The goal of Arkadia's occupational safety and health program is to faster a safe and healthy occupational environment.



#### **2022 PROGRESS AT A GLANCE:**



Accident



Management Visit



Safety Training Hours







Without Accident

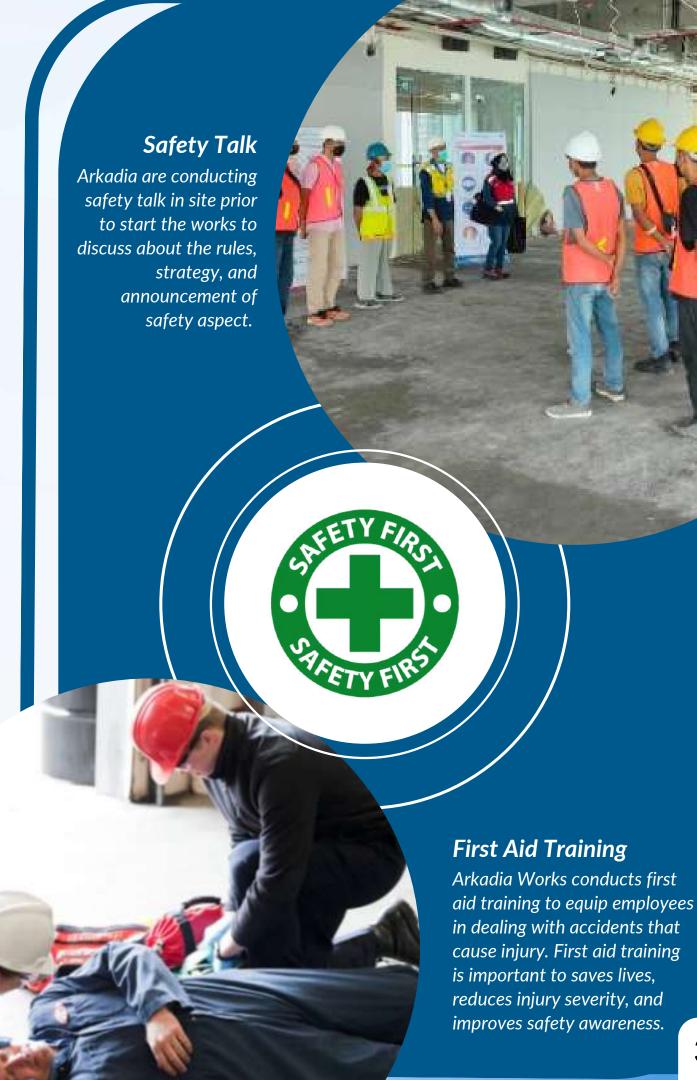
#### Zero Accident

Our Commitments for 2025:

**Zero Occupational Disease** 

100 Hours of **Safety Training Annually** 

Maintain our ISO 45001:2018
Occupational Health & Safety



#### Social

# Investing in our Communities

Our country was built on the principle of "gotong royong", which means "mutual cooperation". Investing to our community is on the spirit of this principle. By giving positive impacts to people around us, we build our nation bond become stronger, especially in helping the community around us through their difficult days.

Helping the community promotes social cohesion, improves quality of life, has a positive impact on society, fosters personal growth, and fulfills our civic duty.

In 2022, we have engaged with our communities to give positive impacts especially for disaster resilience, scholarship, and fighting poverties.

Delivering 5 ProBono Design

project for public facilities

#### **Our Commitments** for 2025:

Create a place that nurtures happiness and wellbeing for all staff

Support 10 **Disaster Resilience Program** 

**Support 10 Donation Program** 

for fighting the poverties around area of operations



Disaster Resilience Contribution







We contribute a donations to help Cianjur earthquake disaster victim. We take the initiative to help earthquake disaster victims to save lives, meet basic needs, support resilience and recovery, and prevent further harm.



#### Papua Earthquake Disaster Resilience

We takes part with donation for Papua Earthquake Disaster Resilience to minimizes losses, enhances preparedness, and speeds up recovery efforts.

## **Community Spotlight**

Here we spotlight some of the causes closest to our hearts across Indonesia. In 2021 and 2022, our attention and contributions to our staff and communities – through donations, support, transportation, and housing, totaled over Rp250.000.000,-.



West Sumatera: Pasaman Earthquake Temporary House:

We worked with Young Engineer Forum (FIM PII) to support the victim of Pasaman earthquake to build several temporary house for living.



Central Sulawesi: Scholarship kadia Works support

Arkadia Works support educational program by providing scholarship to Tadulako University Students.

and saved the lives of the coastal residents of Mangunharjo Beach which have been lost due to abrasion.





Jakarta Friday Food We run "Friday Food" by donating food to the

donating food to the homeless and small street vendor around our office.





West Java:

Cianjur Earthquake Victim Support
We teamed up with BKTI & PII to support the
victim of earthquake disaster in Cianjur, West Java.





Banten, West Java, Central Java Scholarship

Arkadia Works launch the Scholarship titled "Arkadia Works for Education", with the aim to provide financial support for the living cost to the students of Architecture & Interior Design background in Indonesia.



Central Java:

Mangrove Trees Planting

We planted 1000 Mangrove Trees in an effort to restore the coastal ecosystem that has been damaged

## Pro Bono Design Works

At Arkadia, we believe that our Pro Bono Space Design Program (PBSDP) is one of our important delivery because it contributes to social impact, helps designers develop their skills and networks, and allows designers to fulfill their ethical and social responsibilities.

In this program, we aim to deliver free design for public facilities which are impactful for many people, not for commercial purpose. We aim to deliver this program to facilities such schools, library, public hospital, mosque, Covid-19 response, etc.

We have delivered this program for designing University Library & Discussion Room, as well as Testing Facility for Covid-19 Response.



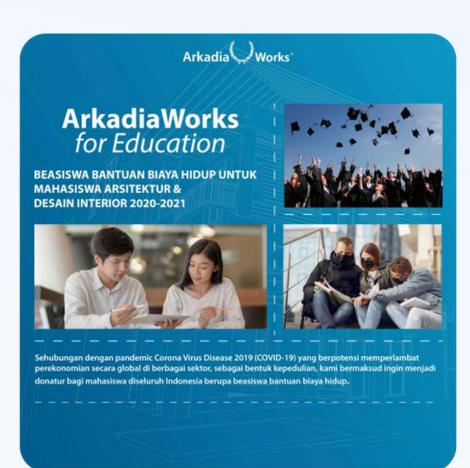
## Industrial Engineering ITB Library Design

Along with our talented designer & project manager, we are proudly delivered pro bono design works to transform the library of Industrial Engineering in Bandung Institute of Technology (ITB). This library was launched in 50th Dies Natalis Industrial Engineering ITB.



## Social

## Education



As a commitment to support education field, Arkadia Works provide a scholarship to Architecture and Interior Design student in various Indonesia regions.

This scholarships aims to provide financial support for the living cost to the students of Architecture & Interior Design background in Indonesia.

We launched ARKADIA WORKS FOR EDUCATION program and delivered number of scholarships to universities, and donated >Rp250million in the form of Endowment Fund & Scholarships. This program is a long term investment in building the nation and future generations.

Scholarship Awardee
Meet Imam Afandi, one of our
Scholarship Awardees from
Tadulako University, majoring
Architecture. Imam is
involved in various student
activities such as Himpunan
Mahasiswa Arsitektur
Tadulako 2021.

Besides the student activity in campus, Imam also won a national design competition "Rumah Semula" and involved to various design projects in campus.



Achieve a Total 100

Internship Students

## Our Commitments for 2025:

Contribute in Educational Process to support students achieving their dreams

Delivered total 25

#### Scholarship Awardee

to numbers of school & universities.

Delivered 5 **Scholarship Program** 

to numbers of school & universities annually.



#### **Internship Program**

Internship in Arkadia is an exciting process, as our intern received an opportunity to learn from daily business practice from our mentors with aim to pass the final presentation.

#### Social

## Design Talks & Excursion

Our team are actively deliver insight in several forum such Public Talks, Sharing Session, Discussion, Podcast, and etc. The topics are vary starting from Interior Design, Interior Construction, Green Design, People Development, to Entrepreneurship.

We conducted seminar & socialization about the Green Building Workplace Design, also how to preserve the nature by choosing the responsible wood suppliers, in the academic and non-academic spheres.

In 2022, besides the internal sharing sessions, the seminar & socialization were held at a number of universities such as SBM ITB and Trisakti University.

**Conducting Internal Sharing Session** minimum 10 times per year.

## Our Commitments for 2025:

Spread a more information and good insights for people around us

Conducting External Forum minimum 2 times per year.

**Creating Research Paper** minimum 1 time per year.

Our project team share ideas & experiences in monthly sharing session.



Architecture &
Interior Design
student visit from
Trisakti University,

enabling knowledge

sharing about the

interior industry.



Wiza Hidayat, our CEO, sharing his green building insight in PII (Persatuan Insinyur Indonesia) National Seminar.



## Forum & Sharing Session

Not only reaching internally. At Arkadia, we also actively engaged in several forum to share ideas and insight about our journey.

We believe that sharing sessions in external forum are important because they facilitate knowledge exchange, collaboration, professional development, networking, and inspiration within a community or industry. They enable individuals to learn from each other, foster innovation, build connections, and stay motivated in their respective fields.

We are happily collaborating with several communities, companies, and universities to share our thought and journey.



Interior Designer Lead @ Arkadia Works









THU, 18 AUG 2022 | 19.30 PM | LIVE at QuBisa

Benefit:

E-Certificate & Saldo GoPay 100K







# GOVERNANCE

Our Priority Building trust through an act of integrity.

## **Our Commitments for 2025**

- Lead with diversity with future vision
- Strong ethical business conduct
- Advancing innovation to improve quality of life

#### **UN SDG Alignment**











## **Building Trust Through an Act of Integrity**



ethics "Business foundation in delivering our great works, which is why our clients put a great deal of trust in our people."

Integrity is part of our DNA. It guides our decisions. We are continuously developing our processes and policies to ensure that we are doing the right thing, always.

We continue to monitor our processes to ensure we keep the innovation to improve the quality of life. This all starts with our most important resource - our people.



#### **Leadership Diversity**

Our diverse Board of Directors and well-rounded executive team bring different experiences, backgrounds, and points of view that all contribute to a more effective decision-making process and better outcomes for our stakeholders.



#### **Ethics & Compliance**

To evaluate and mitigate non-compliance and fraud risk that leads to improving operations and protecting company reputations.



#### **Advancing Innovation**

Empowers people for innovation to improves quality of life and provides competitive advantage.

#### **2022 PROGRESS AT A GLANCE:**



Employee signed



Compliance



Design Awards



**Sharing Sessions** 



#### **Digital Transformation**

As part of digital transformation, we are working with Integrated Cloud Workspace, applying HR Information System, Web Based Accounting system, and using Digital Smart Campaign to make our life easier.

#### **Design Publication**

"Antam Office: Distinctive Elegant" is one of our 2022 Award Winning Office Design Works. We received Gold Winner from APR Design Awards 2022 for the Workplace interior category.

We are actively contributing design publications knowledge sharing, inspiration, trend spotting, preserving design history.



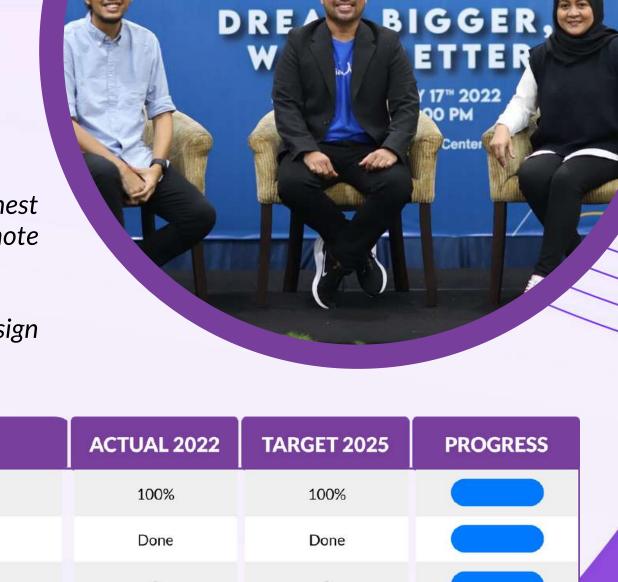


# GOAL PROGRESS

As we always try our best to our clients and staff, we continue to earn the trust by upholding the highest standards, engaging our people and partners, and delivering against our ethical business conduct and promote whistleblower and anti-corruption programs.

Through this Governance pages, you will see how we made progress towards our goals such as winning design awards, Green Building Certification, and business ethics.

100% employees signed Business Ethics



Gov	er	na	ce

Building trust through an act of integrity.

	Promotion of whistleblower and anti-corruption programs	Done	Done	
Ethics & Compliance	Zero (0) cases of non compliance business licenses	0	0	
	Zero (0) cases of children labor	0	0	
	Promotion of No Gift Policy to enhance fair trade environment	100%	100%	
Investing in Innovation	Winning 10 Design Awards	8	10	
	Achieving 5 Green Building Certified Projects	1	5	
	Publication of 25 Innovative Design Projects	13	25	

**GOALS FOR 2025** 

#### Governance

## **Leadership Diversity**



Wiza Hidayat
Chief Executive Officer

As the founder & leader of Arkadia Works for more than 15 years, Wiza Hidayat has extensive knowledge of the industry and is uniquely qualified to understand the opportunities and challenges facing our business.



Fahmi Adi Cahya Director, Marketing

Fahmi Adi Cahya is a strong leader in graphic design & illustration works, as well as marketing communication strategy. He has been in the creative industry for more than 15 years.



Annisa Paramadina Director, Projects

Annisa Paramadina is an innovative industry leader who was chosen to serve on our board due to her strong background in design & construction works with various challenges experiences.



Larasati Ramadhina Vice President & Department Head, Design

Larasati Ramadhina is a strong creative leader with comprehensive experience in a number of award winning architecture & interior projects.



Fajar Ramadhan
Vice President & Department Head,
Project Management

A dedicated business leader, Fajar Ramadhan was chosen to serve on our leadership team due to his strong background in construction, engineering, and project management works.



Yuli Priyanti
Department Head, Finance

A dedicated finance business partner, Yuli Priyanti leading a team to provide transaction processing, operational and accounting as well as supporting management in creating financial & strategic decision.



Fransisca Carolina
Department Head, Human Capital

A dedicated business partner, Fransisca Carolina was chosen to serve on our leadership team due to her experience and excitement in human capital management.



Sari Murniati Department Head, Procurement & Logistic

Sari Murniati leading a team of procurement & logistic in 24 hours operational basis throughout the region. She has experiences working on challenging projects in various industries within tight schedule with the operation team.





37% Male 63% Female Leadership Diversity

90 + YEARS Experience

#### **Industry Experience:**



Design



Green Building



Engineering



Human Capital



Construction



Strategic Planning



Safety



Communication

#### Governance

## **Ethics & Compliance**

Doing good runs deep in our DNA at Arkadia, and we are wholly invested in integrity and ethical business conduct with every decision we make. Our staff commit to ethical behavior annually, and we take every action possible to only work with like-minded clients, vendors, and partners who both align with our high standards of ethical business conduct and believe in its importance.

We believe that ethics and compliance are important for preventing misconduct, legal compliance, reputation management, employee engagement, risk management, and promoting a culture of integrity and responsibility.

100% employees

**Signed Business Ethics** 

#### **Promotion of Whistleblower**

and anti-corruption programs

Our Commitments for 2025:

Enforce Standards for Ethical Business Conduct Zero (0) Cases of **Non Compliance Business Licenses** 

Zero (0) Cases

of Children Labor

**Promotion of No Gift Policy** to enhance fair trade environment

## Business Ethics Orientation

Our newly hired professional received business ethics orientation during 1st day at the office. Our purchasing policy also enforce all of our supplier, vendor & subcontractor to comply with the anti fraud practice.



#### Whistle Blowing System

We provide a 24 hours whistleblowing systems to identify early detection, accountability, transparency, prevention of future incidents, legal compliance, and provide a safe way to report misconduct or unethical behavior in our daily operations.

47

#### Governance

## **Investing in Innovation**

We believe that innovation is not only the core of our business but also an important strategy to improve the quality of life. Innovation enables us to develop new and improved products, services, and technologies, which can drive economic growth, create jobs, and improve our quality of life.

By continuously investing in innovation, it can also help us address complex societal challenges, such as climate change and healthcare, by developing new solutions and approaches. Innovation is essential for staying competitive in a rapidly changing world and for improving efficiency and effectiveness in various sectors.

#### **Design Innovation**

We are creating spaces that are aesthetically pleasing, functional, and reflective of the needs and preferences of the occupants, while also pushing the boundaries of traditional design concepts and embracing new ideas.



Winning 10 **Design Awards** 

Our Commitments for 2025:

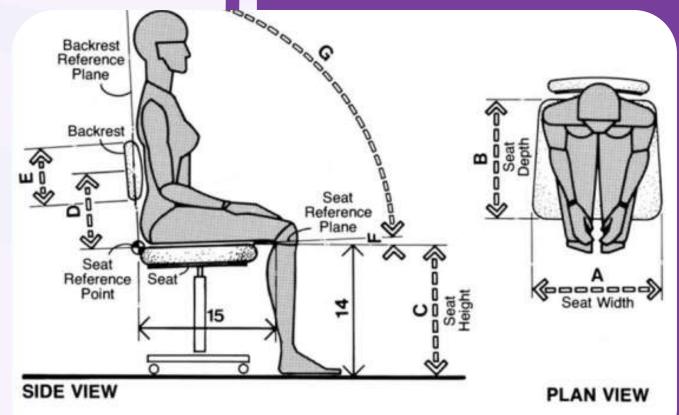
Enabling innovative works

Achieving 5 **Green Building Certified Projects** 

Publication of 25

Innovative Design

Projects



**WORK OR SECRETARIAL CHAIR** 

#### **Ergonomic Design**

We promote ergonomic design for health, safety, and well-being of individuals, enhances comfort and productivity, reduces the risk of work-related injuries, accommodates diverse users, and can result in long-term cost savings for our stakeholders.

### **Design Innovation**

We believe that design innovation is important because it enhances user experience, creates differentiation, promotes sustainability, supports well-being, and stimulates creativity. It has the potential to transform spaces into inspiring, functional, and impactful environments.



#### **SMART OFFICE**

We have expertise & experience in designing smart office. Smart office is the combination of smart technology and IoT (Internet of Things) to help employees work smarter, better, faster, and easier.



## 360 PANORAMA & VIRTUAL REALITY DESIGN REVIEW

We provide opportunity for our clients to review the proposed design by using virtual reality technology and make client "feel" the space better before conducting the construction.



#### **GREEN OFFICE**

We have adequate knowledge and experience in designing eco-friendly office, starting from selecting environmentally friendly materials, energy efficiency, solar panel, save water fixtures, green invention, green activities and assisting clients to receive green credentials.

### **Research-Based Publications**

We are consistently conducting Research-Based Publications as they share knowledge and ideas within the design community, inspire and spark creativity, promote design excellence and raise standards, facilitate collaboration, and preserve design history. We cooperate with several universities and professional organizations in formulating the latest trends in workplace design.

BERITA SATU

#### OFFICE SNAPSHOTS



Verita Informatika

Offices – Jakarta

> Tweet

Arkadia Works designed the Verita

Informatika offices as a comfortable yet

for effective work in Jakarta, Indonesia.

Industrial office with vibrant elements to

telecommunications, and governmental

Arkadia Works has designed a Semi

Verita Informatika, a proven solution

provider for the banking industry,

professional environment with ample space

in Share

#### Survei: Ini Keinginan Pekerja Kantoran Saat Pandemi Berakhir

Sabtu, 17 Juli 2021 | 17:08 WIB

Yudo Dahono / YUD









Ilustrasi work from home (WFH) di tengah masa pandemi Covid-19. (Beritasatu Photo)

Jakarta, Beritasatu.com - Setelah 1 tahul 'ebih menjalani masa pandemi, sebagian



PERUSAHAAN call center/business process

mediaindonesia.com







# MAKING THE GREAT WORKPLACE TO WORK

# Indeks Referensi Silang GRI Standards Sustainability Report GRI Standards Reference Index

**Statement of use** 

**GRI 1 used** 

PT Arkadia Sinergi Indonesia has reported the information cited in this GRI content index for the period January 1 to December 31, 2022 with reference to the GRI Standards.

GRI 1: Foundation 2021

GRI STANDARD	DISCLOSURE	LOCATION (Page
GRI 2: General Disclosures 2021	2-1 Organizational details	5
	2-2 Entities included in the organization's sustainability reporting	9
	2-3 Reporting period, frequency and contact point	9
	2-4 Restatements of information	9
	2-5 External assurance	9
	2-6 Activities, value chain and other business relationships	6, 8
	2-7 Employees	28, 29
	2-8 Workers who are not employees	35
	2-9 Governance structure and composition	46
	2-10 Nomination and selection of the highest governance body	46
	2-11 Chair of the highest governance body	46
	2-12 Role of the highest governance body in overseeing the management of impacts	44, 46
	2-13 Delegation of responsibility for managing impacts	46
	2-14 Role of the highest governance body in sustainability reporting	46
	2-15 Conflicts of interest	47
	2-16 Communication of critical concerns	47
	2-17 Collective knowledge of the highest governance body	46
	2-18 Evaluation of the performance of the highest governance body	46
	2-22 Statement on sustainable development strategy	9,10,12,27,43
	2-23 Policy commitments	12, 27, 43
	2-24 Embedding policy commitments	10
	2-28 Membership associations	6
	2-29 Approach to stakeholder engagement	9
GRI 202: Market Presence 2016	202-2 Proportion of senior management hired from the local community	46

# Indeks Referensi Silang GRI Standards Sustainability Report GRI Standards Reference Index

GRI STANDARD	DISCLOSURE	LOCATION (Page)
GRI 204: Procurement Practices 2016	204-1 Proportion of spending on local suppliers	24
	205-1 Operations assessed for risks related to corruption	45, 47
GRI 205: Anti-corruption 2016	205-2 Communication and training about anti-corruption policies and procedures	45, 47
	205-3 Confirmed incidents of corruption and actions taken	45, 47
GRI 301: Materials 2016	301-1 Materials used by weight or volume	20
	301-2 Recycled input materials used	20
	301-3 Reclaimed products and their packaging materials	20
GRI 302: Energy 2016	302-1 Energy consumption within the organization	17
	302-4 Reduction of energy consumption	17
GRI 305: Emissions 2016	305-1 Direct (Scope 1) GHG emissions	15
	305-2 Energy indirect (Scope 2) GHG emissions	15
	305-3 Other indirect (Scope 3) GHG emissions	15
	305-4 GHG emissions intensity	15
GRI 306: Waste 2020	306-1 Waste generation and significant waste-related impacts	19, 20, 21, 22
	306-2 Management of significant waste-related impacts	20
	306-3 Waste generated	20
	306-4 Waste diverted from disposal	20
	306-5 Waste directed to disposal	20
GRI 308: Supplier Environmental	308-1 New suppliers that were screened using environmental criteria	24
Assessment 2016	308-2 Negative environmental impacts in the supply chain and actions taken	24

# Indeks Referensi Silang GRI Standards Sustainability Report GRI Standards Reference Index

GRI STANDARD	DISCLOSURE	LOCATION (Page)
GRI 401: Employment 2016	401-3 Parental leave	33
	403-1 Occupational health and safety management system	35
	403-2 Hazard identification, risk assessment, and incident investigation	35
	403-4 Worker participation, consultation, and communication on occupational health and safety	35
GRI 403: Occupational Health and Safety 2018	403-5 Worker training on occupational health and safety	35
	403-6 Promotion of worker health	35
	403-8 Workers covered by an occupational health and safety management system	35
	403-9 Work-related injuries	35
GRI 404: Training and Education 2016	404-1 Average hours of training per year per employee	29, 30, 31
	404-2 Programs for upgrading employee skills and transition assistance programs	30, 31
	404-3 Percentage of employees receiving regular performance and career development reviews	31
GRI 405: Diversity and Equal Opportunity 2016	405-1 Diversity of governance bodies and employees	46
GRI 408: Child Labor 2016	408-1 Operations and suppliers at significant risk for incidents of child labor	47
GRI 413: Local Communities 2016	413-1 Operations with local community engagement, impact assessments, and development programs	36, 37, 38, 39
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