Corporate Social Responsibility Report

CodeComplete Solutions

2025

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A Message From our CEO

> " *CSR is the DNA of CodeComplete and we write code to build community.*

2025 marks CodeComplete's 9th anniversary. Throughout this journey, CSR has served as our "operating system", guiding every strategic decision to ensure our growth contributes directly to community prosperity and environmental sustainability.

This year, our impact was driven by three core pillars, aligned with **the United Nations Sustainable Development Goals (SDG's):**

- **Community Engagement:** Moving beyond financial aid to provide hands-on support and genuine connection to those we serve.
- **Environmental Responsibility:** Transforming awareness into concrete actions to protect our ecosystems and natural resources.
- **Nurturing Internal Strength:** Prioritizing people by fostering a culture of mentoring and knowledge-sharing to promote growth and unlock leadership potential.

I believe a compassionate team creates the strongest foundation for innovation and building deep trust with our global clients. As we close 2025, CodeComplete remains committed to responsible leadership and a human-centered, sustainable future.

SIMON SAEKI
Chief Executive Officer

ABOUT CODECOMPLETE SOLUTIONS

Who we are

CodeComplete is a leading IT solutions provider specializing in software development and digital transformation. We help global clients enhance competitiveness through innovation and agility.

Our Mission

Our mission is to use technology as a bridge, not just for business, but for opportunity. While our core business is technical, our social purpose is to create a world-class, ethical working environment that empowers people. In 2025, we expanded our mission by aligning our corporate governance with the United Nations Sustainable Development Goals.

Our Commitment

Central to this commitment is our unwavering focus on Ethics & Compliance. We believe that sustainable growth is only possible through integrity, transparency, and robust data protection. By integrating ethical governance into our core business strategy, we ensure that every solution not only meets technical excellence but also upholds the highest standards of corporate responsibility.

CSR Introduction

# Alignment with the United Nations Sustainable Development Goals (UN SDGs)

At CodeComplete, we believe that every local action contributes to global change. In 2025, we translated our global citizenship responsibility into action by integrating five core United Nations Sustainable Development Goals (SDGs) into our operational strategy.

2025 Achievements

● The Reach of CodeComplete's CSR Programs
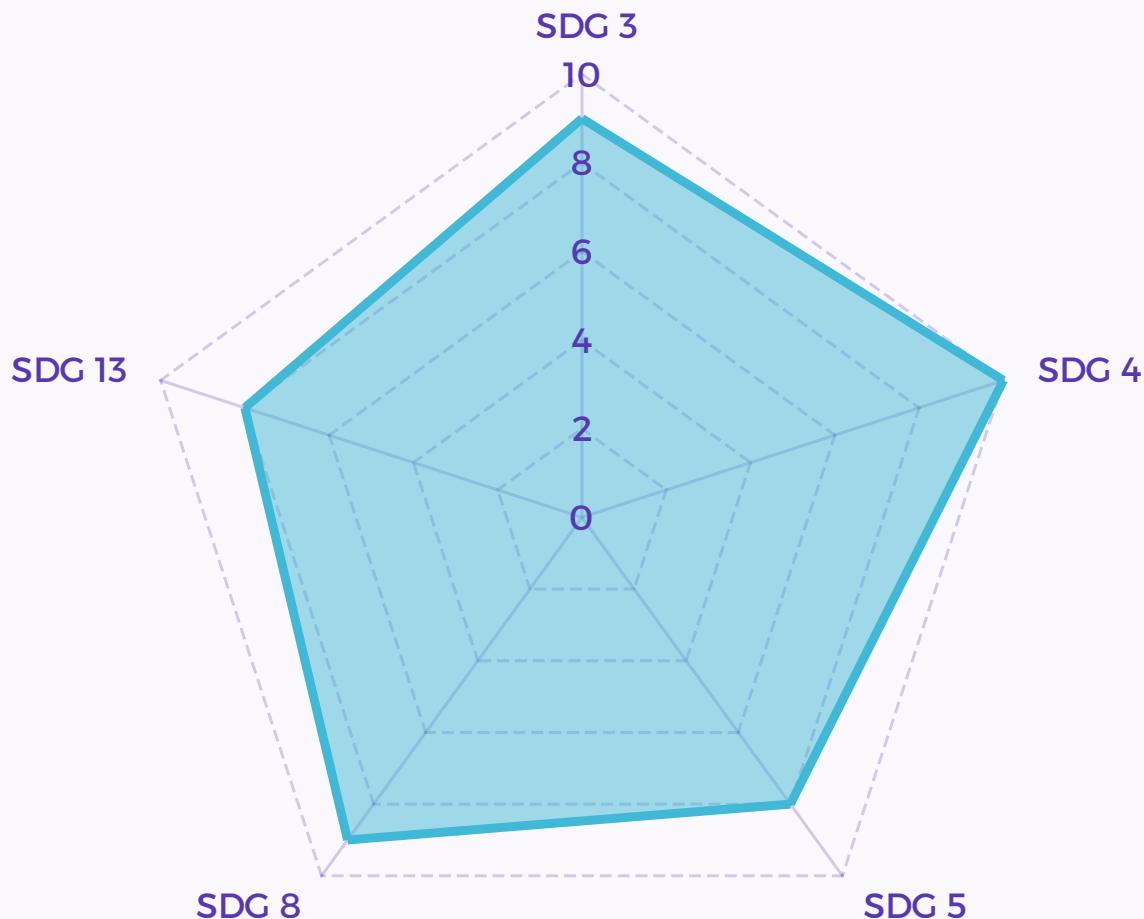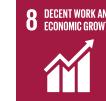
SDG 3: Good Health and Well-being

From hospital visits to internal sports, we are moved by the resilient smiles of the community and the vibrant energy of our team. It's more than health—it's about the warmth of a connected family.

SDG 4: Quality Education

Teaching at SOS Village and sharing knowledge internally fuels our hope. Seeing young eyes light up with new ideas is our greatest reward, proving that knowledge shared is power multiplied.

SDG 5: Gender Equality

"Empowering Women" is our heartfelt commitment to ensuring every female colleague shines. We are inspired daily by their strength and leadership, building a culture where everyone thrives.

SDG 8: Decent Work and Economic Growth

We are honored to be the bridge for young talents at Job Fairs. Equipping them with skills for a global career fills us with optimism for a prosperous and professional future.

SDG 13: Climate Action

Protecting our coast and supporting flood victims is a labor of love for our home. Every sweat-drenched hour of cleanup is a step toward healing the planet we all share and cherish.

Our Path to the Global Goals

CodeComplete's journey extends beyond the milestones of 2025. We are committed to amplifying our impact through a clear and actionable roadmap:

Digital Empowerment: Leveraging our technological expertise to digitize CSR initiatives, creating more scalable and sustainable community impact.

Eco-Efficient Operations: Implementing an internal Environmental Management System to minimize office plastic waste and optimize resource efficiency by 2026.

Strategic Partnerships: Actively seeking and building collaborative networks with businesses and NGOs to co-implement larger-scale social projects that drive systemic and long-term change.

Nurturing Talent: Advancing SDG 4 through expanded scholarships and IT training, bridging the digital divide for underprivileged youth in Central Vietnam.

Key Metrics Dashboard

Total Volunteer Hours


250+ hours

Annual Participation Rate

8%
92%
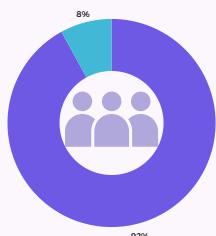
92% Participiants

Total Beneficiaries

350+ People

Beneficiary Breakdown

Emergency Relief & Resilience	Healthcare & Vulnerable Groups	Youth & Future Generations	Environmental Preservation

Annual Performnace Highlights

Community Engagement

Environmental Sustainability

10%

40%

20%

30%
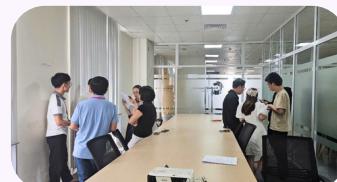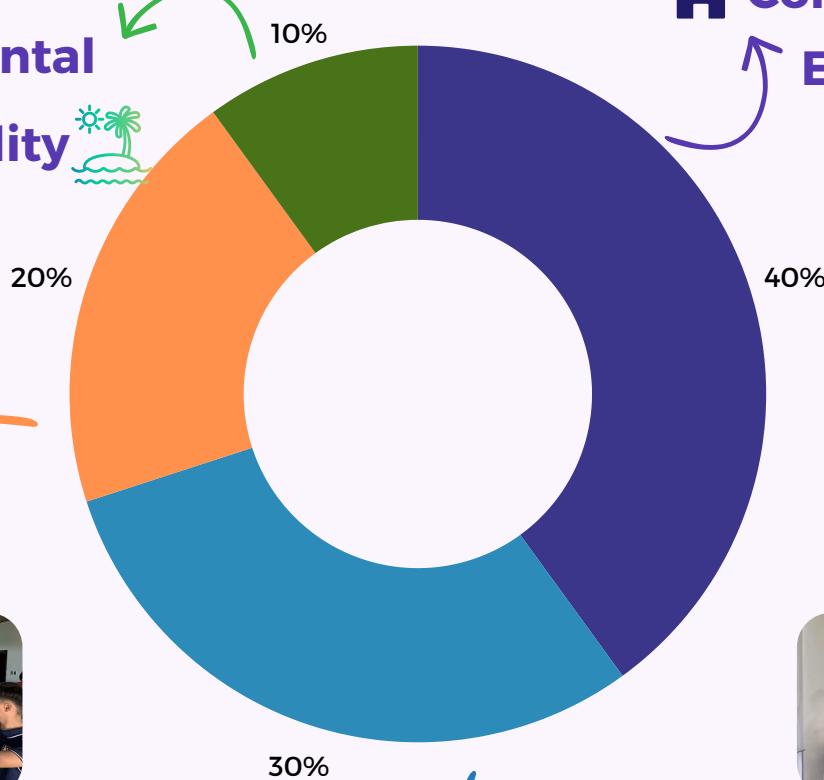
Diversity, Equity and Inclusion

Health & Well-being

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FOCUS AREA

Building a supportive, inclusive, and engaged workplace

Strategic Intent

CodeComplete views People & Culture as a long-term strategic investment. By fostering employee well-being, inclusion, and internal connection, the company aims to build a workplace where individuals can grow sustainably while contributing meaningfully to the organization's long-term success.

Key Focus Area

Health & Well - Being

Learning, Leadership & Growth

Diversity & Inclusion

Internal Engagement

2025 Highlights & Signal

- 10+ sharing sessions were conducted throughout 2025, involving managers, employees, and international interns from multiple backgrounds.

- The Leadership Development Camp 2025 engaged core management and team leads, focusing on self-awareness, resilience, and people-centric leadership capabilities.

- 3+ internal sports tournaments (including football, table tennis, badminton, Billiard) were organized, with broad cross-team participation.

- 5+ company-wide celebrations were held, including International Women's Day, Monthly's birthdays, Children's Day, Company Trip, Mid-Autumn Festival, and the 9th Company

Measuring long-term community impact through sustained partnerships

Overview

In 2025, CodeComplete implemented 10+ CSR initiatives on a monthly basis, focusing on healthcare & nutrition, youth education & development, and community partnerships, with a long-term and sustainable impact approach.

10+
monthly initiatives

Community Partnerships

- 5+ long-term community partners across healthcare, social welfare, and youth development
- 10+ collaborative CSR activities implemented through sustained local partnerships
- Partnership-based approach ensuring continuity, trust, and long-term community impact

Healthcare & Nutrition Support

- 10+ community support activities conducted at key locations, including: Da Nang Oncology Hospital, Yen Vui Community Kitchen, and the Da Nang Red Cross Center
- 300+ meals and care packages delivered through regular visits and employee volunteer engagement
- Ongoing support for vulnerable groups through consistent, long-term initiatives

Education & Youth Development

- 150+ students and young people participated in education and career-oriented programs
- Flagship program "Classroom to Career 2025" focused on bridging education and real-world career readiness
- Tech-based volunteering and skill-sharing activities supported digital literacy and future workforce preparedness

Environmental stewardship is integrated into our daily operations and community engagement efforts, with a strong focus on waste reduction and coastal conservation

Beach Cleanup

- 2 coastal cleanup activities conducted in Da Nang
- 40+ employees participated on a voluntary basis
- Several hundred kilograms of waste collected from public beach areas
- Activities aimed at improving coastal cleanliness and raising environmental awareness among employees

Waste Reduction

- Gradual reduction of single-use plastics in office operations
- Encouraging reusable bottles, cups, and eco-friendly supplies
- Improved waste sorting practices to support recycling efforts

Office Cleaning

- Regular office cleanup sessions organized with employee participation
- Promoted habits such as energy saving, and maintaining shared spaces
- Internal communication to encourage environmentally responsible behavior at work

Ethics & Compliance

We are committed to conducting business with integrity, transparency, and accountability to ensure long-term trust and compliance across our operations and within our workplace.

Ethical Governance

- A shared Code of Conduct helps guide ethical behavior, integrity, and mutual respect across the organization.
- Employees are encouraged to make responsible decisions in their daily work.

Cybersecurity & Data Protection

- Regular internal cybersecurity training helps employees stay aware of data protection and information security
- Practical measures are in place to safeguard company and stakeholder data.

ETHICS & COMPLIANCE

Security Audits

- Security audits are conducted regularly to review systems and identify potential risks
- Findings are used to continuously improve internal security practices.

Responsible Compliance

- CodeComplete operates in line with relevant laws, regulations, and business standards
- Internal guidelines support transparency and accountability in our operations

100% employees trained and covered by the Code of Conduct.

4 security audit cycles conducted annually.

0 major compliance violations reported in 2025

Looking Forward 2026

CodeComplete Solutions

PEOPLE & WORKPLACE
Learning, Development & Well-being

- 100% employee coverage in Code of Conduct, ethics & cybersecurity training
- Internal training participation: 85% → 90% (2025 → 2026)
- 10 –12 internal sharing sessions led by team members & leaders
- 2+ company-wide engagement or well-being activities

1

85%-90% internal training

100% employee coverage

2

COMMUNITY ENGAGEMENT
Education, Healthcare & Social Support

- 1–2 community or knowledge-sharing initiatives per year
- 300–350+ employee volunteer hours
- 400–450+ community beneficiaries
- Partner with at least 1 education or non-profit organization

300–350+ volunteer hours

ENVIRONMENTAL STEWARDSHIP
Everyday Actions That Matter

3

- 1+ employee-led environmental activity
- 10–15% reduction in office waste
- Promote daily habits: energy saving, water conservation & responsible resource use

ETHICS, GOVERNANCE & COMPLIANCE

Building Trust Through Responsibility

- 0 major compliance violations
- 4 internal cybersecurity audit cycles per year
- 100% transparent and effective CSR budget usage
- 100% completion of ethics & cybersecurity training

4

5

LONG-TERM CSR VISION

At CodeComplete, we focus on consistency over scale. We believe meaningful impact comes from doing small things well, over time, together.

Our long-term direction:

- Make learning, well-being & ethics part of everyday work
- Build steady community partnerships in education & healthcare
- Encourage simple, eco-friendly actions employees can sustain
- Maintain strong governance & data protection as a foundation of trust

Thank You