

ASIA-PACIFIC
WINTER CLOTHING BENEFIT
SURVEY REPORT 2009
(23 APRIL 2009)

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1) ABOUT THIS REPORT

This report provides information about the winter clothing benefit market practice of companies from all industries with presence in Asia Pacific countries. 34 companies/institutions participated in the survey.

As employees based in cities that have winter are usually not eligible for winter clothing benefit, this report also examines the winter period and temperature range of Asia Pacific countries based on primary research.

2) SURVEY METHODOLOGY

1) Data collection period.

The survey was conducted during the period 7 April 2009 to 23 April 2009.

2) Mode of data collection.

The winter clothing benefit survey was conducted via email with the HR managers from all industries with operations in Asia Pacific countries.

3) Mode of data verification.

All of the data contained in this report has been reviewed for accuracy and reliability. Participants were contacted via email & telephone for clarification to resolve any potential data distortion.

3) PARTICIPATING COMPANIES

The full list of participating companies is included in this section. By reviewing this section, you will gain a better understanding of the sources of data, helping you to better interpret and apply the report's results.

- 1) *AIG S.E. Asia Pte. Limited*
- 2) *APL Co. Pte Ltd*
- 3) *Boehringer-Ingelheim*
- 4) *Cargill Group of Companies*
- 5) *Caterpillar Asia Pte Ltd*
- 6) *Catlin Singapore Pte. Ltd*
- 7) *Confucius Institute, NTU*
- 8) *DHI Water & Environment (S) Pte Ltd*
- 9) *Diethelm Singapore*
- 10) *Eaton Corporation*
- 11) *Entegris Singapore*
- 12) *Future Electronics Inc (Asia)*
- 13) *Gemalto Pte Ltd*
- 14) *Hong Leong Corporation*
- 15) *JVC Electronics Singapore Pte Ltd*
- 16) *Meggitt Aerospace Asia Pacific Pte Ltd*
- 17) *Mitsui Chemicals Asia Pacific Ltd*
- 18) *NatSteel Holdings Pte Ltd*
- 19) *NOK Asia Company Pte. Ltd*
- 20) *Pfizer Asia Pacific*
- 21) *Pokka Corporation*
- 22) *PureChem Veolia Environmental Services Pte Ltd*
- 23) *Samsung Singapore P/L*
- 24) *Singapore Chemi-Con (Pte) Ltd (Singapore)*
- 25) *Singapore Prisons Service*
- 26) *Sony Ericsson*
- 27) *Spa Esprit Group*
- 28) *Supreme Court of Singapore*
- 29) *Sybase (Singapore) Pte Ltd*
- 30) *Technic Asia-Pacific Pte Ltd*
- 31) *Tech Semiconductor Singapore Pte Ltd*
- 32) *Tyco Flow Control Pte Ltd*
- 33) *UBS Investment bank*
- 34) *Volex Asia*

4) DEFINITIONS OF TERMINOLOGIES USED

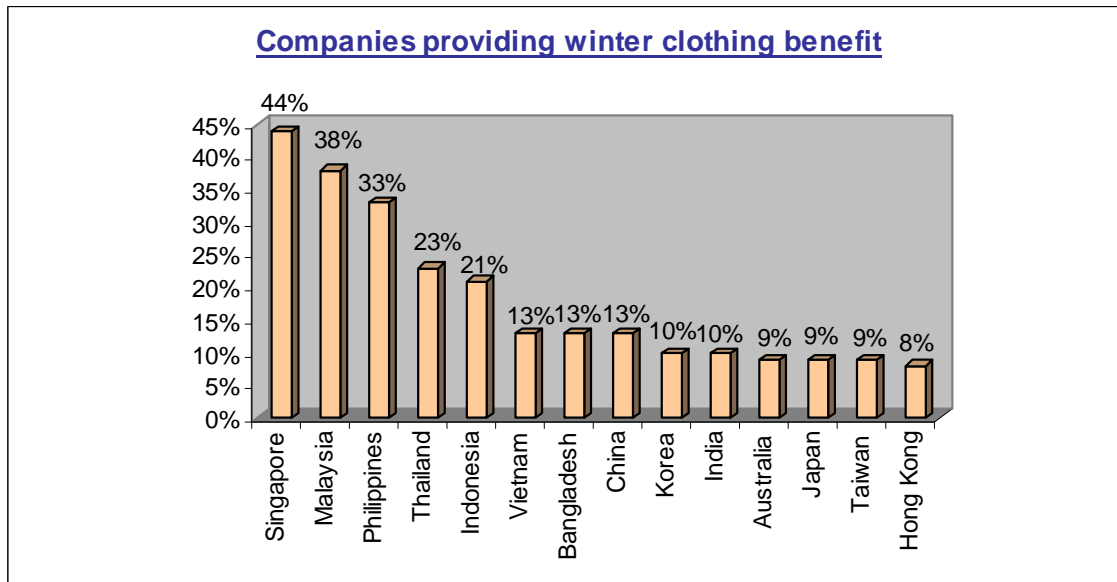
This section contains definitions of terminologies used in the report.

Terminologies	Definitions
Minimum	The lowest data of the relevant data falls.
Lower quartile (25 th percentile)	The lower quartile position (where one quarter of the sample have lower data).
Median (50 th percentile)	The middle position (where half of the sample has lower and half have higher data).
Upper quartile (75 th percentile)	The upper quartile position (where three-quarters of the sample have lower data).
Maximum	The highest data of the relevant data falls.
Sample size	Number of companies providing the benefit.

5) SUMMARY OF ASIA-PACIFIC WINTER CLOTHING BENEFIT MARKET PRACTICE

1) Companies providing winter clothing benefit.

Country	Companies <u>not</u> providing winter clothing benefit	Companies providing winter clothing benefit	Total sample
Singapore	56% (19 companies)	44% (15 companies)	34 companies
Malaysia	62% (13 companies)	38% (8 companies)	21 companies
Philippines	67% (9 companies)	33% (3 companies)	12 companies
Thailand	77% (10 companies)	23% (3 companies)	13 companies
Indonesia	79% (11 companies)	21% (3 companies)	14 companies
Vietnam	87% (8 companies)	13% (1 company)	9 companies
Bangladesh	87% (7 companies)	13% (1 company)	8 companies
China	87% (13 companies)	13% (2 companies)	15 companies
Korea	90% (9 companies)	10% (1 company)	10 companies
India	90% (9 companies)	10% (1 company)	10 companies
Australia	91% (10 companies)	9% (1 company)	11 companies
Japan	91% (10 companies)	9% (1 company)	11 companies
Taiwan	91% (10 companies)	9% (1 company)	11 companies
Hong Kong	92% (11 companies)	8% (1 company)	12 companies

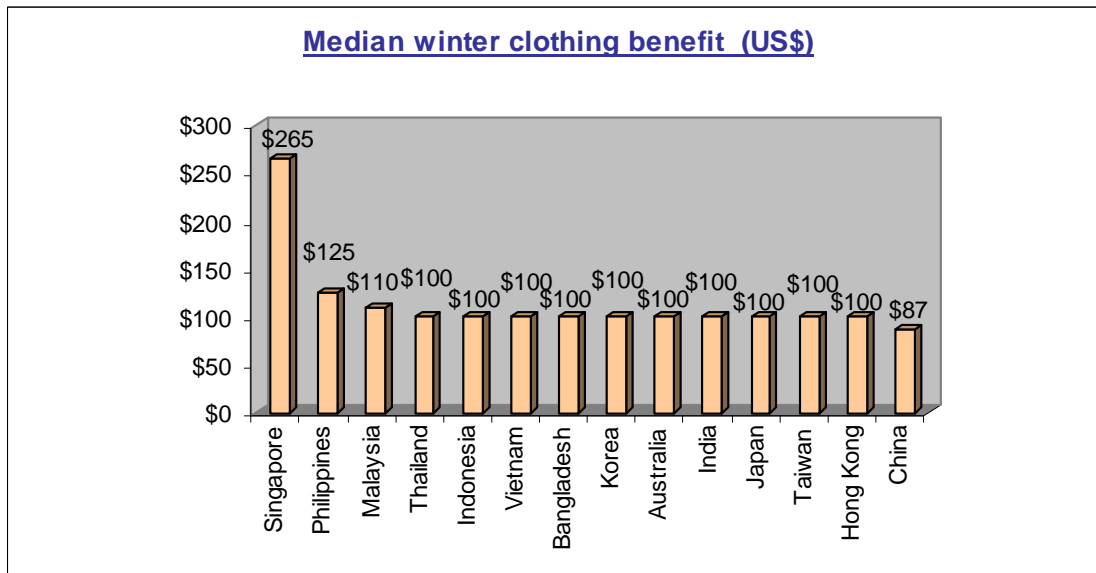


From the survey, providing winter clothing benefit is a relatively prevalent market practice in Singapore, Malaysia, Philippines, Thailand, & Indonesia.

2) Winter clothing benefit quantum.

Country	Sample size	Winter clothing benefit quantum.				
		Minimum	Lower quartile	Median	Upper quartile	Maximum
Singapore	15 companies	US\$100	US\$183	US\$265	US\$330	US\$465
Philippines	3 companies	US\$100	US\$113	US\$125	US\$173	US\$220
Malaysia	8 companies	US\$96	US\$100	US\$110	US\$202	US\$465
Thailand	3 companies	US\$100	US\$100	US\$100	US\$106	US\$112
Indonesia	3 companies	US\$100	US\$100	US\$100	US\$183	US\$265
Vietnam	1 company	-	-	US\$100	-	-
Bangladesh	1 company	-	-	US\$100	-	-
Korea	1 company	-	-	US\$100	-	-
Australia	1 company	-	-	US\$100	-	-
India	1 company	-	-	US\$100	-	-
Japan	1 company	-	-	US\$100	-	-
Taiwan	1 company	-	-	US\$100	-	-
Hong Kong	1 company	-	-	US\$100	-	-
China	2 companies	US\$73	US\$80	US\$87	US\$93	US\$100

Note: All figures in this table are converted from local currency to US dollar for easy comparison across countries.



From the survey, the median winter clothing benefit ranges from US\$87 to US\$265 in Asia-Pacific countries.

5) ASIA-PACIFIC WINTER CLOTHING BENEFIT POLICIES

This section shows the winter clothing benefit policy of various companies, providing a detailed insight into the winter clothing practices of various companies in Asia-Pacific countries.

Company	Winter clothing policy
✚ AIG S.E. Asia Pte. Limited	✚ <u>No winter clothing benefit</u> for Hong Kong, Indonesia, Malaysia, Philippines, Singapore, Taiwan, Thailand, and Vietnam.
✚ APL Co. Pte Ltd	✚ <u>No winter clothing benefit worldwide.</u> In Asia-pacific, APL Co. Pte Ltd has presence in Singapore, Australia, Cambodia, Indonesia, Malaysia, Philippines, Thailand, Vietnam, Pakistan, Bangladesh, Sri Lanka, India, Japan, Korea, China, Taiwan, and Hong Kong.
✚ Boehringer-Ingelheim	✚ <u>No winter clothing benefit</u> for Singapore & Malaysia.
✚ Cargill Group of Companies	<ul style="list-style-type: none"> ✚ Singapore winter clothing benefit is up to <u>S\$500</u> per 3 years. ✚ Philippines winter clothing benefit is <u>Php5,000</u> or <u>US\$100</u> for employees every 3 years who will go on biz trip during winter. ✚ For Malaysia, Winter clothing allowance will be provided to local employees every three years once for any business travel during winter months subject to below: <ul style="list-style-type: none"> - <u>RM800</u> to locations where temperatures are lower than 10 degree Celsius. - <u>RM400</u> to locations where temperatures in between 11 to 20 degree Celsius. <p>Any amount beyond the above limit will be borne by the employee. If the employee spends less than the amount authorized, he/she is not entitled to the difference in cash. Receipts of purchased items are to be attached to the reimbursement claim form and a copy given to the Accounts.</p> <ul style="list-style-type: none"> ✚ Thailand <u>not eligible</u> for winter clothing benefit.
✚ Catlin Singapore Pte. Ltd	<ul style="list-style-type: none"> ✚ Up to <u>S\$400</u> per 4 years for Singapore. ✚ Australia, Hong Kong, China, and Malaysia <u>not claimable.</u>
✚ DHI Water & Environment (S) Pte Ltd	✚ <u>No winter clothing benefit</u> for Indonesia, Malaysia, Philippines, and Singapore.
✚ Eaton Corporation	✚ Singapore: A winter clothing allowance of <u>S\$300</u> will be granted to the employee when he/ she is required to travel to temperate countries during winter season, in climates of 10 degree Celsius and below. The claim may be made once in 5 years and reimbursements are made through receipts produced.
✚ Entegris Singapore	✚ <u>No winter clothing benefit</u> for Singapore, Malaysia, China, Taiwan and South Korea.
✚ Future Electronics Inc (Asia)	✚ <u>No winter clothing benefit worldwide.</u> In Asia-pacific, Future Electronics Inc (Asia) has presence in Melbourne, Brisbane, Christchurch, Sydney, Japan, Korea, India, Thailand, Malaysia, Taiwan, Beijing, Nanjing, Shanghai, Chengdu, Guangzhou, Shenzhen, Xiamen, Qingdao, Tianjin, Hong Kong, Philippines and their head office is in Montreal.

<p>✚ Gemalto Pte Ltd</p>	<p>✚ Singapore: For new and existing Employees' work trips to countries during winter, the Company will pay for a one (1) time purchase of winter clothing capped at <u>SGD300 (Euro 150)</u>. Employees employed in managerial positions are not eligible.</p> <p>✚ Malaysia: For new and existing employees' work trips to countries during winter, the Company will pay for a one (1) time purchase of winter clothing capped at <u>RM350 (Euro 73)</u>. Employees in managerial positions are not eligible.</p> <p>✚ Thailand: For new and existing Employees' work trips to countries during winter, the Company will pay for a one (1) time purchase of winter clothing capped at <u>THB4,000 (Euro 86)</u>. Employees in managerial positions are not eligible.</p> <p>✚ Philippines: For new and existing Employees' work trips to countries during winter, the Company will pay for a one (1) time purchase of winter clothing capped at <u>PHP6,000 (Euro 95)</u>. Employees in managerial positions are not eligible.</p> <p>✚ Australia, Beijing, Hong Kong, Japan, Korea, Shanghai, Taiwan, Tianjin, Bangladesh, India, Indonesia, Vietnam: <u>Not eligible.</u></p>
<p>✚ Hong Leong Corporation</p>	<p>✚ Singapore, Malaysia, and Indonesia: Manager / Executive who is based overseas or who is required to travel on company's business to temperate countries during the winter months or when climatic conditions require warm clothing may claim a reimbursement for purchase of such clothing up to <u>S\$400</u> once in two (2) years.</p> <p>✚ China is <u>not eligible</u> for winter clothing benefit.</p>
<p>✚ Meggitt Aerospace Asia Pacific Pte Ltd</p>	<p>✚ Singapore: Reimbursement of up to <u>S\$200 (USD132)</u> for 1st timer.</p>
<p>✚ Mitsui Chemicals Asia Pacific Ltd</p>	<p>✚ <u>No winter clothing benefit</u> for Singapore, Malaysia, Thailand, Indonesia and India.</p>
<p>✚ NatSteel Holdings Pte Ltd</p>	<p>✚ Singapore based employees who are traveling on business trip to countries with a temperature of fifteen (15) degrees Celsius and below during the trip will be entitled to claim this allowance up to a maximum of <u>S\$300.00</u>. Baggage for the business trip may be included in the claim. All the above claims are subject to a 50% co-payment basis up to a maximum of S\$300 every two (2) years.</p>
<p>✚ NOK Asia Company Pte. Ltd</p>	<p>✚ East Asia, South East Asia , India & Middle East: -- One-time payment of <u>S\$150</u> for first time travelling.</p> <p>✚ Other Areas: -- One-time payment of <u>S\$400</u> for first time travelling.</p>
<p>✚ Pfizer Asia Pacific</p>	<p>✚ Singapore winter clothing policy: Applicable to all employees, including new, whose work trips to countries during winter</p> <ul style="list-style-type: none"> - for trips up to 14 days, <u>S\$500</u> - for trips > 14 days, S\$800 <p>The limit remains in place for 3 years from the original travel date.</p>
<p>✚ Pokka Corporation</p>	<p>✚ Singapore based employees who is required to travel to cold countries shall be eligible to an allowance for winter clothing up to a maximum of <u>S\$400</u> for duration of 4 years. Employee who resigns shall be required to refund to the company in pro-rated value, the cost of items purchased. Claims for winter clothing must be endorsed by HR Department.</p> <p>✚ Malaysia, are eligible for winter clothing benefit, cap at <u>RM\$400.</u></p> <p>✚ China, Japan, and Hong Kong employees are <u>not eligible.</u></p>
<p>✚ Singapore Chemi-Con (Pte) Ltd (Singapore)</p>	<p>✚ For first time employees on official trip to countries during the winter season, the Company will provide a one-time payment of Singapore Dollars Two Hundred and Fifty only (<u>S\$250</u>) for the purchase of personal effects for Singapore-based employees.</p> <p>✚ Malaysia, Thailand & Indonesia are eligible for winter clothing benefit, cap at <u>US\$100.</u></p>
<p>✚ Sony Ericsson</p>	<p>✚ Max <u>SGD 700</u> for Singapore & Malaysia for a period of 3 years.</p> <p>✚ China, Japan, Australia, and New Zealand is <u>not eligible</u> for winter clothing benefit.</p>

<ul style="list-style-type: none"> ✚ Tech Semiconductor Singapore Pte Ltd 	<ul style="list-style-type: none"> ✚ Singapore: If trip falls within winter period, winter clothing reimbursement up to <u>S\$500</u> per 5-year period may be claimed.
<ul style="list-style-type: none"> ✚ Tyco Flow Control Pte Ltd 	<ul style="list-style-type: none"> ✚ Singapore: If employees are required to travel to colder countries and they do not have such clothing items, each case will be put up and approved separately. The quantum is <u>S\$250</u>, for 3 years.
<ul style="list-style-type: none"> ✚ Volex Asia 	<ul style="list-style-type: none"> ✚ For Singapore, the warm clothing allowance is <u>S\$500</u> for adult, and S\$250 for children. Employees required to produce official receipt and attached with the prescribed petty cash form and forward to HR Department for record before pass to Finance Department for payment. The allowance is monitored for a period of 36 months from date of first purchase. Employee may make several purchases over a period of time so long as the total amount does not exceed the maximum sum stipulated. ✚ Malaysia winter clothing benefit cap is <u>RM500</u>. ✚ China winter clothing benefit cap is <u>RMB500</u>.
<ul style="list-style-type: none"> ✚ Caterpillar Asia Pte Ltd ✚ Diethelm Singapore ✚ Samsung Singapore P/L ✚ Sybase (Singapore) Pte Ltd ✚ UBS Investment bank 	<ul style="list-style-type: none"> ✚ <u>No winter clothing benefit worldwide.</u>
<ul style="list-style-type: none"> ✚ Confucius Institute, NTU ✚ JVC Electronics Singapore Pte Ltd ✚ PureChem Veolia Environmental Services Pte Ltd ✚ Singapore Prisons Service ✚ Spa Esprit Group ✚ Supreme Court of Singapore ✚ Technic Asia-Pacific Pte Ltd 	<ul style="list-style-type: none"> ✚ <u>No winter clothing benefit for Singapore.</u>

7) ASIA-PACIFIC WINTER PERIOD & TEMPERATURE

As employees based in cities that have winter are usually not eligible for winter clothing benefit, this section shows the winter period and temperature range of Asia-pacific countries based on primary research.

Country	City	Winter period	Temperature range in a year
Australia	Sydney	Winter: Jun to Aug	8 to 26 °C
	Melbourne	Winter: Jun to Aug	6 to 26 °C
Bangladesh	Dhaka	Winter: Oct to Mar	11 to 32 °C
China	Beijing	Winter: Nov to Mar	- 9 to 31 °C
	Shanghai	Winter: Dec to Feb	1 to 31 °C
	GuangZhou	Winter: Dec to Feb	10 to 32 °C
	Tianjin	Winter: Nov to Mar	- 9 to 31 °C
	Zhuhai	Winter: Dec to Feb	10 to 32 °C
Hong Kong	Hong Kong	Winter: Jan to Mar	14 to 31 °C
India	Bangalore	Winter: Oct to Feb	16 to 33 °C
	New Delhi	Winter: Nov to Mar	7 to 39 °C
Japan	Tokyo	Winter: Dec to Feb	6 to 25 °C
Korea	Seoul	Winter: Nov to Mar	- 4 to 30 °C
Taiwan	Taipei	Winter: Nov to Feb	12 to 33 °C
Indonesia	Jakarta	No Winter	23 to 31 °C
Malaysia	Kuala Lumpur	No Winter	23 to 32 °C
Philippines	Makati City	No Winter	23 to 32 °C
Singapore	Singapore	No Winter	23 to 32 °C
Thailand	Bangkok	No Winter	23 to 35 °C
Vietnam	Hanoi	No Winter	21 to 34 °C

Website source:

✚ Australia

<http://www.ausemade.com.au/national/resource/climate/cities.htm>

✚ Bangladesh

<http://www.weatheronline.co.uk/reports/climate/Bangladesh.htm>

<http://www.climate-zone.com/climate/bangladesh/celsius/rangpur.htm>

✚ China (Beijing)

<http://www.travelchinaguide.com/cityguides/beijing/when-to-go.htm>

<http://www.climate-zone.com/climate/china/celsius/beijing.htm>

✚ China (Shanghai)

<http://www.asiarooms.com/travel-guide/china/shanghai/shanghai-overview/shanghai-weather.html>

<http://www.climate-zone.com/climate/china/celsius/shanghai.htm>

✚ China (GuangZhou)

<http://www.asiarooms.com/travel-guide/china/guangzhou/guangzhou-overview/guangzhou-weather.html>

<http://www.climate-zone.com/climate/china/celsius/guangzhou.htm>

✚ China (Tianjin)

<http://www.travelchinaguide.com/cityguides/beijing/when-to-go.htm>

<http://www.climate-zone.com/climate/china/celsius/beijing.htm>

✚ China (Zhuhai)

<http://www.asiarooms.com/travel-guide/china/guangzhou/guangzhou-overview/guangzhou-weather.html>

<http://www.climate-zone.com/climate/china/celsius/guangzhou.htm>

✚ Hong Kong

<http://www.discoverhongkong.com/seasia/trip-planner/hongkong-weather.html>

<http://www.climate-zone.com/climate/china/celsius/hong-kong-intl-arpt.htm>

✚ India (Bangalore)

<http://www.asiarooms.com/travel-guide/india/bangalore/bangalore-overview/bangalores-weather.html>

<http://www.climate-zone.com/climate/india/celsius/bangalore.htm>

✚ India (New Delhi)

<http://www.asiarooms.com/travel-guide/india/delhi/delhi-overview/weather-of-delhi.html>

<http://www.climate-zone.com/climate/india/celsius/delhi.htm>

- ✚ Japan
<http://www.jnto.go.jp/eng/arrange/essential/climate.html>
- ✚ Korea
http://english.visitkorea.or.kr/enu/AK/AK_EN_1_1_2.jsp
<http://www.climate-zone.com/climate/south-korea/celsius/seoul-city.htm>
- ✚ Taiwan
<http://eng.taiwan.net.tw/m1.aspx?sNo=0002005>
<http://www.climate-zone.com/climate/taiwan/celsius/taipei-city.htm>
- ✚ Indonesia
<http://www.climate-zone.com/climate/indonesia/celsius/jakarta-observatory.htm>
- ✚ Malaysia
<http://www.climate-zone.com/climate/malaysia/celsius/malacca.htm>
- ✚ Philippines
<http://www.climate-zone.com/climate/philippines/celsius/manila.htm>
- ✚ Singapore
<http://www.climate-zone.com/climate/singapore/celsius/singapore.htm>
- ✚ Thailand
<http://www.climate-zone.com/climate/thailand/celsius/bangkok.htm>
- ✚ Vietnam
<http://www.climate-zone.com/climate/vietnam/celsius/ho-chi-minh.htm>

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