ASIA SQUARE

SUSTAINABILITY GUIDE

Imagine a landlord who cares about sustainability and does everything possible to support your business.

Imagine a building that empowers your company's success by providing a sustainably designed environment where your staff will also enjoy a balance between work and lifestyle.

Welcome to Asia Square.

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Acknowledgements

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MGPA
ASIA SQUARE
BSD building systems & diagnostics
MMOSERASSOCIATES

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07 **REDUCE** YOUR COMPANY'S **CARBON FOOTPRINT**

Asia Square
Making sustainability count

Asia Square will be
35%
more energy efficient than other commercial buildings

Sustainable design will cut tenants' operating costs by
20%

Carbon emissions reduced by **5,200** tonnes per year - equivalent to the amount of CO_2 absorbed annually by
180,000
trees

Total energy savings of **10,000,000** kWh per year
=2,000
households per month

270,000
kWh per year of electricity generated by solar power

Water savings of **90,000,000** litres per year - equivalent to
36 Olympic sized swimming pools

Asia Square provides
400
bicycle racks, more than any other building in Singapore

Biodiesel recycling plant provides
240,000
litres of fuel per year - enough energy to fuel **50** public buses for free

Green features at Asia Square

01 Bicycle racks and showering facilities

Bicycle racks and solar powered showers and locker facilities will help Asia Square to be the **first integrated development promoting the bike-to-work culture.**

02 Green Label elements

SGLS (Singapore Green Labelling Scheme) certified materials with at least 30% recycled content will be used extensively in the development.

03 Versatile, eco-friendly light fittings

Asia Square **features a number of initiatives to reduce the need for artificial lighting.** The Cube will be lit by large skylights. Sun pipes will direct sunlight into the car-park area. Office perimeter lighting will feature integrated photocell sensors, reducing unnecessary artificial lighting.

04 24-hour district chilled water system

Asia Square is connected to the Singapore Government's District Cooling System (DCS). This reliable 24/7 system uses **chilled water for the air conditioning system to reduce overall energy consumption**.

05 Enhanced indoor environmental quality

UV emitter-equipped air handling units will **improve tenants' indoor environmental quality** and **reduce energy consumption** by optimising room temperature.

06 Energy-saving motion sensors

Motion sensor-equipped escalators, toilets, staircases and carpark areas will further enhance Asia Square's energy efficiency.

01 The largest solar PV panels in Singapore

Equipped with the **largest solar photovoltaic (PV) panels** of any commercial building in Singapore, the building provides an alternative energy supply for artificial lighting.

02 Energy-regenerative lifts

A high-tech regenerative drive system will **reduce lifts' energy consumption by approximately 18%.**

03 Heat resistant façade

Low E glass cuts air conditioning costs by keeping heat out whilst allowing natural light in.

04 Passive design

Asia Square's **orientation maximises natural daylight** in the morning, while reducing exposure to glaring sunlight on the western side.

05 Recycling waste into fuel

Asia Square boasts **Singapore's first biodiesel generation plant** within a commercial building. Approximately four tonnes of waste oil from in-house and neighbouring restaurants will be collected and recycled monthly.

06 Preferential parking to encourage car-pooling and hybrid cars

Asia Square will help to reduce carbon emissions by **reserving 5% of its 580 parking spaces for tenants who drive hybrid cars** or **participate in car-pooling.**

07 Integrated irrigation system

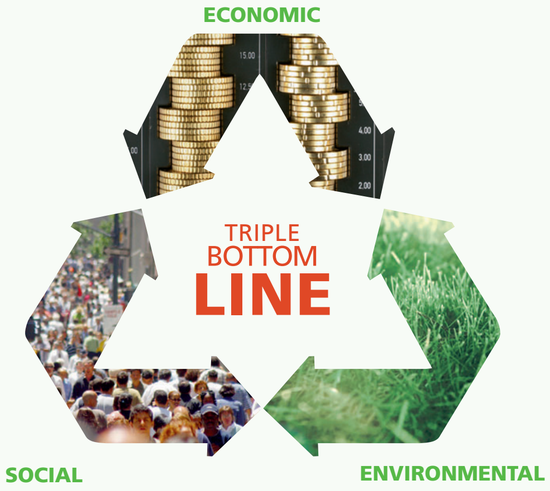
Condensate water harvested from air conditioning units – at a rate of approximately 2,000 litres per hour – will be used to irrigate the property's extensive greenery. The same system also supplies flushing water to office lavatories.

What is sustainability?

In 1987, the World Commission on Environment and Development defined sustainability as:

"Design that meets the needs of the present without compromising the ability of the future generations to meet their own needs".

In supporting long-term effectiveness and efficiency in the workplace, one must examine sustainability from three aspects - economic, social and environmental. In other words, to design a truly sustainable workplace one must consider not only the physical space, but also understand the activity and behaviour of people who work there and meet the needs of the businesses employing them. Collectively, these three elements form what is known as "The Triple Bottom Line".



All sustainable design initiatives – including energy and space reduction and the use of technology rather than travel for collaborative purposes – will help companies to minimise their greenhouse gas emissions and carbon footprints. While environmental issues remain central to "The Triple Bottom Line", all three of its elements are interdependent. As a result, the integration of sustainable design is a must if the needs of all three are to be met. Ultimately, even seemingly simple "green" decisions such as using recycled materials can have an unexpected impact, such as generating transportation-related pollution if they are imported. Because no single individual can anticipate every possible impact of a decision, building councils across the world have devised easily understandable certification standards.

Leadership in Energy and Environmental Design (LEED) and Green Mark are the two most widely accepted certifications in Singapore.

USGBC LEED

The LEED green certification system was formulated by the US Green Building Council (USGBC) to encourage and accelerate global adoption of sustainable "green" building development practices. It achieves these goals by identifying and implementing universally understood and accepted tools and performance criteria. In doing so, LEED ensures building owners and operators have all the tools they need to create an immediate and measurable impact on their buildings' long-term performance.

BCA Green Mark

Launched by Singapore's Building and Construction Authority (BCA), Green Mark is a benchmarking scheme that aims at increasing environmental awareness in the construction and real estate sectors. It achieves these objectives by encouraging sustainable built environments that incorporate best environmental design and construction practices and the adoption of other "green" building technologies.

With sustainably designed workplaces, businesses can attain third party certifications such as LEED or Green Mark as a proof of quality and a signifier of strong commitment to Corporate Social Responsibility. Sustainability will boost your staff's productivity, improve your business's bottom line and help conserve finite resources for future generations.

How Asia Square will help your company accumulate sustainability credits

LEED and Green Mark prerequisites
Asia Square as a base building contains many sustainable features. This means you as a tenant can maximise on these to gain sustainability credits. Prerequisite features already in place include:

- Fundamental commissioning of energy and atmosphere systems
- Satisfies minimum energy performance requirements
- Satisfies minimum indoor environmental quality performance requirements
- Enforces environmental tobacco smoke control measures
- Built and will be operated free of chlorofluorocarbons (CFCs)
- LEED certification of the building's core and shell

In addition to the mandatory areas outlined above, Asia Square offers your company possible additional credits in the areas of:

- Site selection with excellent public transportation links
- Controllability of lighting, ventilation and temperature systems
- Water use reduction
- Storage and collection of recyclables
- Increased natural light penetration and views

Why sustainability?

Environmentally friendly, healthy and well-planned offices can help companies to...

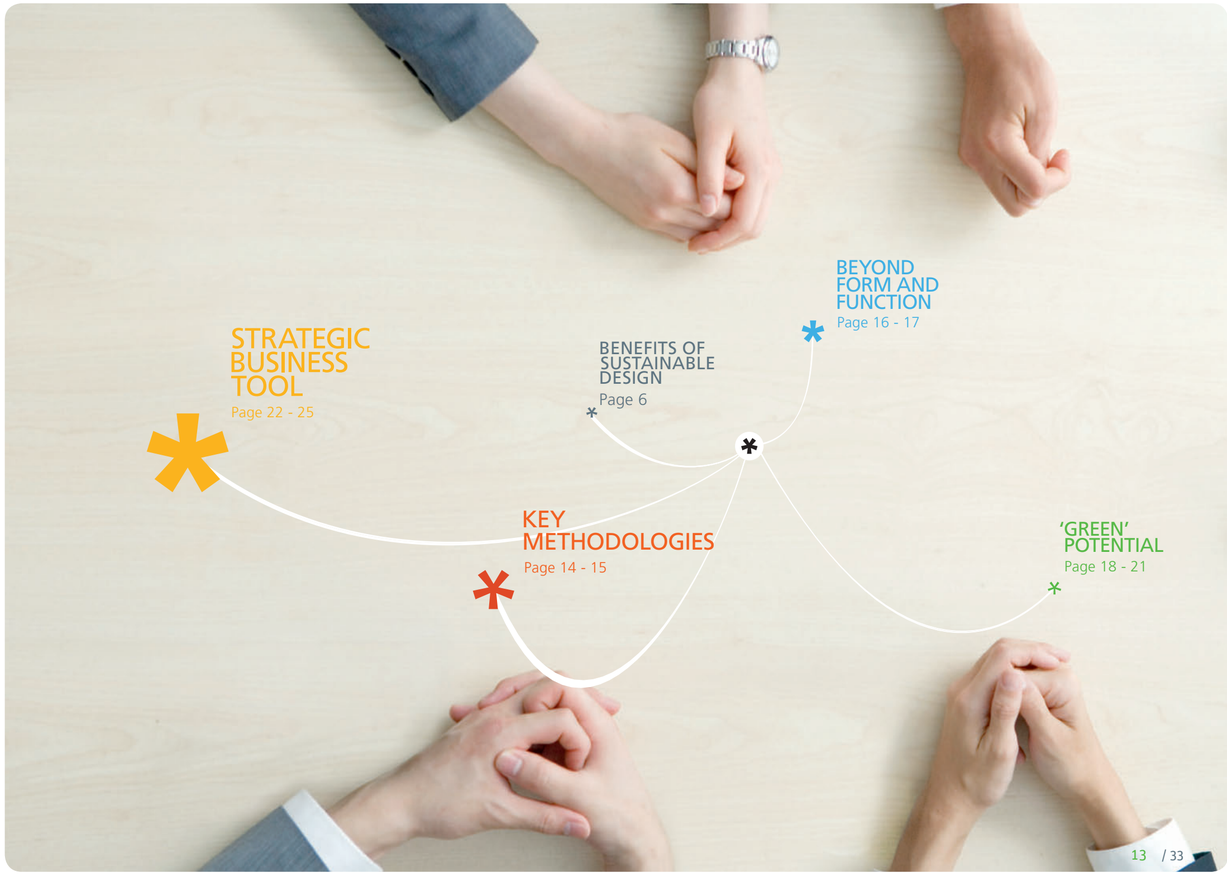
1 Improve productivity and reduce absenteeism.
Healthy, happy employees are more in-novative and motivated, and naturally contribute more to the organisation.

2 Minimise operation costs and streamline workflows.
Lower utility bills and churn costs with an efficient, effective and flexible work environment.

3 Curb environmental degradation
by eliminating unnecessary con-sumption, reducing pollution and conserving finite resources. Support CSR initiatives in a way that people can enjoy.

How your company can take advantage

To ensure your company can meet its full "green" potential, **Asia Square** will illustrate the key methodologies and benefits of **sustainable design.** What follows is a simple guide to creating a **green workplace** whose value goes beyond form and function to become a **strategic business tool.**



How to
achieve sustainability

Effective sustainable workplace design addresses the "Triple Bottom Line" in a complete and balanced manner. Such **integrated results are best achieved by approaching the design as a "holistic solution"** – rather than the product of a series of unconnected decisions – from the very start.

This requires planners, designers, architects, engineers and IT systems professionals to work closely together towards project goals as defined by you and your business. An added advantage of this integrated project delivery process is that it streamlines planning, design and implementation, allowing for workplaces of great sophistication to be created in a relatively short space of time. Because high value changes can be made early in the process before decisions are locked in, risks are minimised, costs are reduced, and results are optimised.

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Getting started: 5 key elements of a successful sustainable workplace project

1. **Take an integrated solutions approach**
   By doing so, your business will encourage relevant stakeholders to identify and implement solutions as a group rather than in uncoordinated clusters.
2. **Design from day one**
   A "day one" design approach will enable your project team to carefully consider each step of the process before decisions are locked in and the potential for low-cost, high value changes is lost.
3. **Analyse and leverage synergies**
   Carefully evaluating system and departmental interactions will make it easier for you to ensure processes that match your main objectives and departmental adjacencies.
4. **Focus on end-users**
   Emphasising essential end-user needs such as comfort, light, accessibility and ergonomics will boost the cost efficiency of your planning.
5. **Align your strategy**
   Dovetailing your "green" objectives into your business goals, design brief and budget will ease the integration of sustainability into your short- and long-term business strategies.

6 stages of creating a sustainable workplace

To achieve the "total solutions" required for an effective sustainable workplace, M Moser Associates approaches projects holistically with a spectrum of integrated expertise. Thus, project professionals and clients can smoothly collaborate and synchronise their efforts, and arrive at a solution that fulfils the "Triple Bottom Line" as well as strategic business goals.

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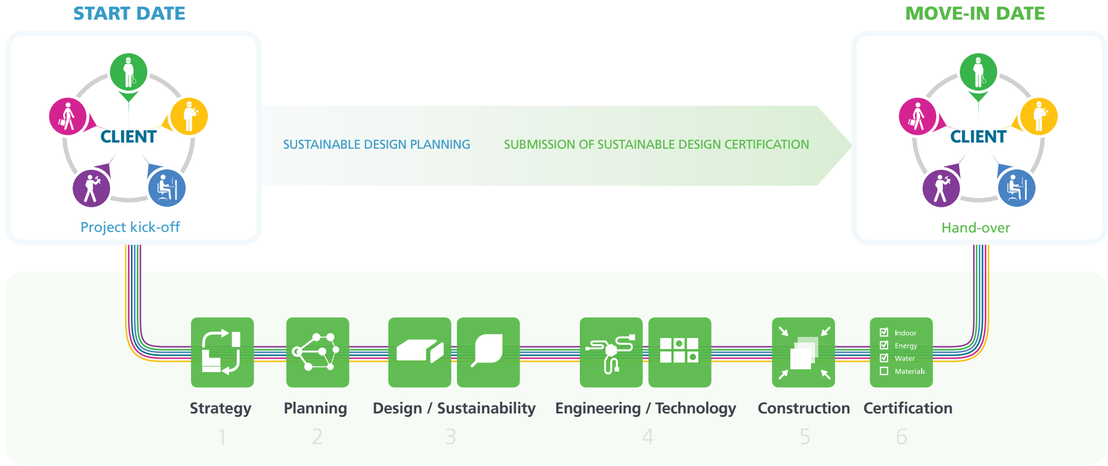


Project professionals working with you:

- Architecture and design
- Strategic planning
- Project and construction management
- Technology and IT solutions
- Mechanical and electrical engineering

Delivering seamless sustainability

4 categories of sustainability

Indoor environmental quality
Describes the overall quality of a building's interior and the comfort and health of its occupants.

Energy efficiency
Encompasses all changes that result in a reduction of the energy used for heating, lighting and other activities.

Materials and resources
The use of non-toxic elements benefits both human health and the environment. Using recycled materials or buying from regional sources further helps the environment.

Water efficiency
Less water is used by installing water efficient fixtures, monitoring usage and initiating small behavioural changes in water consumption patterns.

Sustainable features for the workplace have matured greatly in recent years in terms of effectiveness, ease of implementation and value. Indeed, a **high level of sustainability can be so seamlessly integrated** into an environment that its users need not be conscious of its presence at all.

Some examples of sustainable features include "smart" sensor activated air conditioning and lighting; water recovery and recycling systems; and "passive" measures like maximised natural illumination and minimised use of potentially toxic materials and finishes. Of course, the term "sustainability" itself applies to a multitude of technologies, materials and strategies that can potentially be used in a design. Only some will be effective and appropriate for any given project.

When properly designed and implemented, sustainable features will not only lead to a more environmentally friendly workplace; they can also make the working environment friendlier. From the perspective of the business owner, sustainability pays dividends in the form of greater efficiency, productivity and staff retention – and last but not least, in significantly smaller energy bills. On the following pages, we will explore sustainable workplace fit-outs in greater detail. It begins with four key areas of improvement:

> *Sustainable features include "smart" sensor activated air conditioning and lighting; water recovery and recycling systems; and "passive" measures like maximised natural illumination*

Essential basics of a sustainable workplace

INDOOR ENVIRONMENTAL QUALITY

LEED contribution: Indoor environmental quality, materials and resources
Green Mark contribution: Indoor environmental quality, sustainable management and operations, other green features

ENERGY EFFICIENCY

LEED contribution: Energy and atmosphere, indoor environmental quality
Green Mark contribution: Energy efficiency, indoor environmental quality

MATERIALS AND RESOURCES

LEED contribution: Materials and resources, energy and atmosphere
Green Mark contribution: Sustainable management and operations, other green features

WATER EFFICIENCY

LEED contribution: Water efficiency
Green Mark contribution: Water usage, leak detection and water efficiency

Key sustainable design features

Shown here and on the following pages are examples of how tenant fit-outs at Asia Square can address the four key areas of sustainability – indoor environmental quality, energy efficiency, material and resources, and water efficiency. Note that all the solutions are co-dependent, with each having an impact on the effectiveness of the others. Collectively, they benefit occupants by contributing to the quality of the interior workspace. Each feature's relevance to LEED and Green Mark are listed for easy reference.

Low-emission products
- Low-toxin/low-volatility organic compound paint
- Adhesives low in formaldehyde emissions

Air monitoring
- Air quality monitoring (CO_2)
- Isolated printer/photocopier pollutants
- Reintroduced fresh air

Natural light penetration
- Open-plan workspace: Allows deeper penetration of daylight, minimises materials used for walls, simplifies air conditioning/ ventilation
- Enclosed spaces grouped near building core
- Transparent glass walls: Allow for creation of acoustically private spaces that do not obstruct penetration of natural light

Equipment (Energy Star rated)
- Computers
- Printers
- Photocopiers

Air conditioning
- Thermostats
- Occupancy sensors
- Zoned air conditioning per sun exposure and use
- Individual control

Efficient lighting
- Compact fluorescent light bulbs
- Motion sensors: Artificial lighting provided only when space is in use
- Daylight sensors
- Timer controls
- Individually controlled blinds: Aids in controlling penetration of natural light
- Task lights: Ensures brightness levels are appropriate for work regardless of the ambient light conditions
- Appropriate luminous/ LUX level setting

Modularity and versatility
- Movable walls
- Modular furniture enabling easy reconfiguration
- Modular carpets

Reused materials and furniture
- Materials
- Furniture (guest seating sourced from relocation sale)

Renewable resources
- Bamboo flooring
- Cotton batt insulated walls
- Sunflower seed board surfaces

Recycled contents
- Carpets
- Materials
- Furniture

Reduced waste
- Management of daily waste materials
- Construction waste management

Sub-meter installation
Building management system (BMS): Each tenant can accurately monitor water usage and detect leaks via their own sub-meter

Water efficient fittings
Faucet/taps: Sensor-equipped for automatic on/off

Comfortable, productive and healthy indoor environments

The more comfortable and healthy a staff feels, the more productive they will tend to be. Even simple steps to enhance indoor air and lighting quality and thermal comfort can deliver **significant benefits for your business.**

Research shows that people working in healthy, **naturally lit environments with good ventilation** are happier and **more productive** than those in workspaces that lack natural lighting and those with high carbon dioxide levels. The measurable benefits include better health, fewer headaches and reduced employee depression rates, less eye strain and better hand-eye coordination.

Indoor environmental quality

Closely correlated with overall employee morale and satisfaction in the workplace, good indoor environmental quality (IEQ) has been found to increase productivity and lower absenteeism, and is a key to recruiting and retaining in the environmentally aware talent pool. By creating a workplace with good IEQ, businesses demonstrate their concern for their people's wellbeing and thus foster greater employee loyalty.

There are several ways to profitably improve a workspace's IEQ. Increasing fresh air intake and improving circulation, monitoring oxygen levels, installing zoned temperature controls and using low-emitting materials are some examples. A 2002 Lawrence Berkeley National Laboratory study showed that businesses could increase productivity by 3 to 7% and reduce incidence of respiratory illnesses by 9 to 20% if improvements were made to indoor air quality. Carnegie Mellon and McGraw-Hill studies furthermore revealed that natural light and window views alone potentially increase productivity by 9 to 12%. The principle is straightforward: Healthy, happy people will be more creative, productive and engaged with their work and their place of work.

Step 1: Enhancing indoor environmental quality

- Regularly monitor carbon dioxide levels and test indoor air quality
- Routinely test HVAC (heating, ventilation, air conditioning) systems and remove contaminants
- Group printers, copiers and other vapour-expelling equipment in areas with exhaust-only ventilation
- Use low-VOC emitting paints, sealants and adhesives in maintenance contracts
- Place plants indoors to help absorb carbon dioxide and airborne VOCs
- Ensure optimal settings for room temperature and humidity levels
- Promptly resolve system performance issues
- Place cleaning contracts with firms that use solvent- and hydrocarbon-free products
- Refrain from using herbicides, fungicides, insecticides and/or pesticides on indoor plants
- Use ergonomic furniture to improve end-user comfort

Efficient use of energy

Allowing natural light to flood your workspace will, when accompanied with good air circulation and air quality, **improve your workforce's health and productivity levels.** It will also enable you to switch to more efficient lighting and ventilation equipment, **cutting energy consumption and bills.**

To support tenants toward this end, Asia Square features pre-installed occupancy and daylight sensors.

Energy efficiency

Energy conservation is perhaps the best known area of sustainable design, because of the substantial cost savings that can be achieved. Being energy conscious means employing efficient technologies and strategies to use only what is necessary, and in the process conserving energy and improving the work environment. Simple measures to reduce energy use include maximising natural light and switching to Energy Star rated office equipment. According to studies by Carnegie Mellon and McGraw-Hill, using high performance lighting can on average improve productivity by 4 to 7%. More advanced tools range from LED lighting, zoning and motion sensors for lighting and HVAC, to strategies that consolidate and virtualise IT infrastructures. The latter can help midsized businesses quickly see a return on investment derived from power and cooling costs reductions of up to 40% according to a study by IBM. On average, sustainably designed workplaces use 30% less energy than conventional ones – a reduction that, for a 60,000 sq ft office, is worth approximately S$56,325 per year, or S$168,975 over a three-year lease period. Properly implemented energy conservation strategies not only deliver cost savings, but also convey that the business is actively conserving precious resources.

Step 2: Conserving finite resources

- Implement occupancy-focused lighting control systems
- Separate meters for lighting, IT and general power systems
- Regularly check and maintain control systems
- Install temperature and daylight sensors to control energy use
- Utilise energy-efficient supplementary air conditioning
- Employ an open-plan office design to increase perimeter light penetration
- Install transparent materials and use bright colours to maximise light efficiency

Using rapidly renewable, recycled and healthier materials

In addition to using materials that are low VOC-emitting and made of rapidly renewable resources, tenants can consider reusing existing furniture to not only save money but also **reduce overall environmental impact**.

Making your workspace healthier will not only make your company more sustainable but also help **boost morale**, **reduce absenteeism and enhance talent attraction and retention levels**. Many research studies show a clear link between healthier material usage and improved staff performance and productivity. Workplace enhancements in the form of environmentally friendly materials and resources can benefit your company's bottom line.

Materials and resources

Using green materials does not necessarily cost more. The sustainable consumption of materials and resources often means adhering to the "3R's" of reuse, reduce and recycle (or more recently, a 4th R: Redistribute). Where possible, reusing existing furniture is both environmentally and economically sound. Sustainable design is about making intelligent choices by knowing what materials are the most consumptive over their lifecycles.

Sustainable materials are those made of rapidly renewable resources or recycled content with low embodied energy. When choosing wood, it should be certified by a recognised third party such as the Forest Stewardship Council (FSC), a non-profit organisation that encourages the responsible management of the world's forests. Importantly, materials should be non-toxic and low-emitting in volatile organic compounds (VOCs). Formaldehyde, a common VOC often found in conventional adhesives and paints, tends to irritate the respiratory system and is a known contributor to sick building syndrome. Recent research by the Committee on Toxicology of the National Research Council estimates approximately 10% of the population is hypersensitive to formaldehyde. In this regard, choosing materials wisely can lead to better employee health, comfort, and greater trust in their work environment.

Step 3: Insist on easily renewable or recyclable materials and equipment

- ☑ Use modular carpets with recycled content and low VOC levels, with no PVC underlay
- ☑ Use FSC-certified wood or rapidly renewable materials like bamboo
- ☑ Reuse existing furniture such as tables, chairs and workstations and reduce clutter
- ☑ Use movable partitions instead of fixed walls for easy reconfiguration
- ☑ Choose VOC-free, easily disassembled mechanical fixings over adhesives and sealants
- ☑ Implement a collection scheme for recyclables in the office
- ☑ Choose durable materials to minimise maintenance and replacement needs
- ☑ Insist on water-based instead of oil-based paints

Consuming water wisely

Eco-efficient water consumption is now crucial to ensure safe, reliable fresh water supplies in the future. It is important that businesses do their part to **conserve water in Singapore and use it efficiently**.

For these reasons, Asia Square features efficient fittings, sub-meters to monitor usage and leakage, and an integrated irrigation and cooling system that uses NEWater and recycled water on-site. **Businesses can also promote water conservation** by implementing their own measures in the workplace.

Water efficiency

Water conservation not only saves money through reduced utility expenditure, but also supports and complies with Singapore's programmes that are aimed at water self-sufficiency and reduction of environmental degradation. Moreover, water efficiency is closely linked with energy efficiency; when less water is used, the energy consumed by water supply and treatment facilities decreases. The lasting strategic, economic, social and environmental benefits of water conservation practices also make them robust investments in the nation's future. Workplace measures to improve water efficiency include better leak detection systems and monitoring usage in washrooms and pantries.

Installing motion-sensored, low-flow faucets and toilets prevents wastage and lowers water consumption. Implementation of these measures not only rewards businesses financially, but also adds substance to their role as responsible corporate citizens.

Step 4: Conserving our limited fresh water supplies

- ☑ Install sub-metering to monitor major water uses
- ☑ Ensure sub-meters are supported by enhanced leak detection and maintenance plans
- ☑ Regularly inspect for leaks and other performance issues
- ☑ Install efficient fixtures in washrooms and pantries

Work, play, live, grow:
Another side of sustainability

The Asia Square concept takes sustainability **a step further than "green" materials and technology: it is also designed to foster a better, more enjoyable and productive way of working.** Convenience is one way it delivers:

Its Cube space and conference facilities, for example, are excellent settings for casual or formal meetings, and are located right inside the building. Asia Square also offers a 5-star Westin Hotel, its own food court, restaurants, bars, shops, and even a gym facility. In other words, the building is designed to support a way of life as well as a way of work.

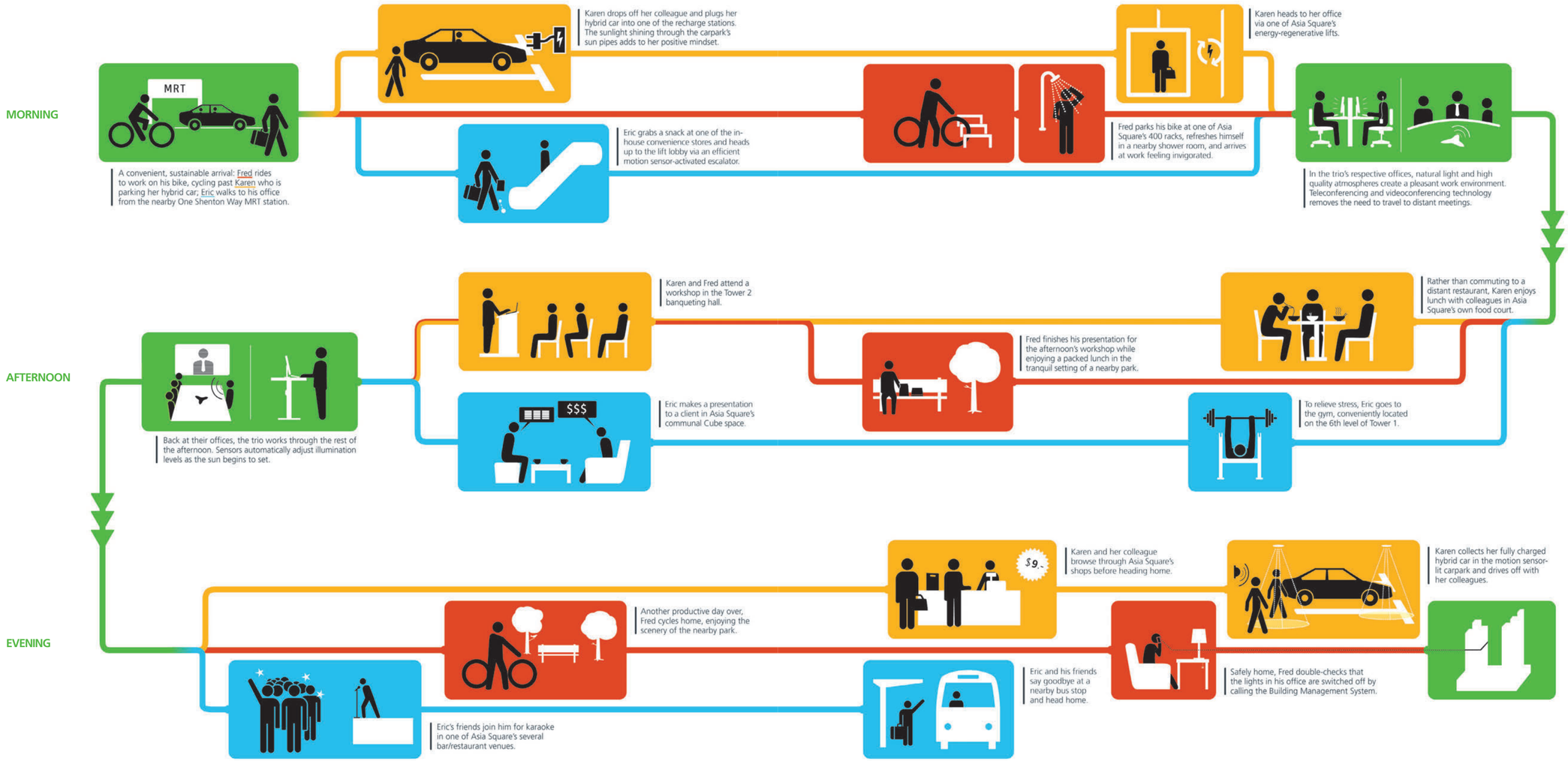
The benefit to tenants is a higher level of staff satisfaction, comfort and productivity. And the "green" advantage this convenience offers is no less considerable. Users of Asia Square need not travel outside the property to access the facilities they would normally use during their daily routines. Less motorised travel means less pollution, less traffic, and a lighter impact on our environment.

Essential basics of a sustainable workplace

"As Singapore's most advanced "green" commercial building, Asia Square supports a sustainable way of life as well as work."

A day in the life of Asia Square

Better for people, better for business, better for our future



Summary

Sustainable design is the most effective possible synergy between the economic, social and environmental elements of the "Triple Bottom Line". To achieve the complex balance of interdependent and interrelating features necessary to achieve this synergy, it is logical to approach sustainable initiatives holistically.

Accordingly, as a "green" commercial building, Asia Square offers a range of integral sustainability features. For tenants, these features – particularly in the areas of site selection, indoor environmental quality, materials and resources, and water efficiency – can make it considerably easier to achieve Green Mark or LEED certification for their own spaces.

The building has also been designed to support a productive work-live-play balance for its users. Stores, restaurants, entertainment venues and a number of multipurpose facilities are integrated into the property to make the user experience more convenient, efficient and enjoyable.

By complementing Asia Square's sustainable features with their own "green" workplaces, businesses can make a laudable contribution to the health and productivity of their employees, and the future of our environment. In this guide – created in collaboration with global workplace design professionals M Moser Associates – you will find out how a well designed sustainable workspace can also benefit your bottom line in both the short and long term.

Building name:
Asia Square

Location:
Singapore, CBD Marina Bay

Type:
Premium Grade mixed-use development comprising office, retail and 5-star hotel

Total usable office space:
Tower 1: 1,260,000 sq ft
Tower 2: 780,000 sq ft

Height:
Tower 1: 43 Floors
Tower 2: 46 Floors

Typical floor space:
Tower 1: 32,300 to 35,000 sq ft
Tower 2: 29,700 to 31,300 sq ft

Certifications:
LEED CS – Platinum,
BCA Green Mark – Platinum

Specifications:
- 100,000 sq ft indoor podium space known as The Cube and podium roof park
- 300-room hotel
- Conference rooms
- Food court
- Retail area
- Gymnasium
- Shower facilities
- 400 bicycle racks
- 580 parking spaces

"Asia Square is Singapore's pre-eminent "green" commercial building, fully supportive of the business goals of its tenants."

Contact details

For further information please contact:

Asia Square
www.thehumanbuilding.com

M Moser Associates - Workplace interiors
www.mmoser.com

Jones Lang LaSalle – For office leasing enquiries
www.joneslanglasalle.com

Building System and Diagnostics
www.bsd.com.sg

USGBC (LEED)
www.usgbc.org

BCA (Greenmark)
www.bca.gov.sg