LIFE AT ESR

EATS, SHOOTS & ROOTS

Nobody can do everything,
but everyone can do something.
~Author Unknown

About Eats, Shoots & Roots

At Eats, Shoots & Roots, we want to change the world, a little at a time, by growing communities through growing food. We believe in the power of design to change the way people utilize spaces and interact with nature, and inspire them to be conscious about their food - how it's grown, sourced and enjoyed.

We create edible gardens, products, and educational programmes that help communities of all shapes and sizes to transform their spaces into green productive gardens.

Together at Eats, Shoots & Roots

We are a team of young individuals who feel strongly about making changes in our urban environments. Here, you'll have the opportunity to build relationships, not only with each other - but with different communities; schools, families, local food producers, farmers, developers, landscapers, and volunteers.

What we look for in our team:

Mission Driven
You're inspired by our mission to grow communities through growing food, and excited to contribute to creating this change.

Passionate
You believe in creating positive change not just for the communities around you but also in your own life - environmentally, socially, physically, emotionally and mentally.

Independent
You're capable and confident of taking on work by yourself, giving yourself space to learn independently and asking for help when needed.

Proactive

We're a lean team, but we collaborate and work together to learn and help each other out during times of need.

Nimble
Change is a constant, and with a unique business like ours, you are able to adapt, innovate and enjoy this process.

Curious
You're not afraid to ask questions where necessary, and seek in the right directions when current situations don't provide an answer.

Accountable
You know that your work has an impact on others, no matter how big or small it is and you take pride in whatever you do.

Social
A big part of what we do is building relationships. We don't expect you to be a social butterfly, but we invest time into building meaningful relationships with the people we work with - suppliers, clients, team members, partners.

Life at Eats, Shoots & Roots

We now have two bases:

1. Urban Farm ***- Eats, Shoots & Roots: Jalan Hang Jebat***
Our location here is where our main urban farm resides, alongside the Vocational Training Opportunity Centre at YWCA KL. One of the largest urban farm spaces in the heart of Kuala Lumpur, the location is right next to Merdeka MRT station and Merdeka 118, the tallest building in Malaysia. Around the corner is the famous (or infamous) Petaling Street.

2. Studio ***- Eats, Shoots & Roots: Damansara***
Our second space is in the suburbs of Bukit Damansara, and is shared with Rimbun Montessori. The garden here is mainly the play garden for the children, who are present most weekdays. This is currently home to our packing operations, where we store materials, and do studio work from. It is a house which comes with it with mundane chores like watering the garden, keeping the kitchen clean, observing the plants and many other small things.

You've also come to the right place if you're here to learn and experiment. Team members are encouraged to participate in all the workshops that we organise.

Everyone (and everything) is treated with respect and kindness.

Some guidelines

Food
Whilst sometimes there will be food available in the space, this is varied and is not consistent. You are welcome to bring your own food, harvest from the garden (provided the plant or animal has been approved for harvesting by us -- sometimes we may be keeping it to seed or to plant elsewhere) or use the kitchen for cooking. Sometimes we may go out for meals or bring food back. There are a number of restaurants within walking distance as well. You are expected to be financially responsible for your own meals.

Engage and be independent.
The essence of what we do is in learning about nature and your connection to it, but that's not what it's all about. Here you are encouraged to develop new skills, meet diverse groups, discover yourself and have a sense of purpose & achievement. In order to fully enjoy your time here:

- Be engaging towards people via conversations and chores
- When days are idle in the garden/office, create your own tasks
- Be observant about what's happening around the garden
- Do something if you see something is not in order
- Take your time to feel at home
- Share with us your stories and passions

Work Ethics & Policy

1. Fair Labor Practices

1.1 Employment Policy:
Eats, Shoots & Roots is committed to fostering a respectful and equitable workplace. Each employment agreement, outlines company policies, procedures, and expectations, including but not limited to:

- Hours of work, overtime, and leave policies.
- Performance evaluation and promotion procedures.
- Grievance and dispute resolution mechanisms.
- Confidentiality and data protection policies.

1.2 Anti-Discrimination Policy/Statement:
We are committed to diversity in both the environment and in the workplace, and have

a policy of equal employment opportunity. We do not discriminate on account of race, age, gender, sexuality, religion or otherwise.

1.3 Anti-Harassment Policy:
Eats, Shoots & Roots has a zero-tolerance policy for harassment of any kind, including verbal, physical, or visual harassment. All employees are responsible for maintaining a workplace free from harassment.

1.4 Anti-Child Labor Policy/Statement:
Eats, Shoots & Roots strictly prohibits the employment of child labor. We adhere to all applicable national and international laws regarding minimum working age. We require all vendors and suppliers to comply with this policy.

1.5 Minimum Wage Policy:
Eats, Shoots & Roots complies with all applicable minimum wage laws. All employees are compensated fairly and competitively.

2. Occupational Health and Safety

2.1 Safety and Health Policy:
Eats, Shoots & Roots is committed to providing a safe and healthy workplace for all employees. We prioritize the prevention of accidents and injuries and promote a culture of safety awareness.

2.2 Safety Procedures:
Safe Handling of Gardening Tools:

- Employees must wear appropriate personal protective equipment (PPE), including gloves and safety glasses, when handling gardening tools.
- Tools must be inspected before use for any damage.
- Tools must be stored safely when not in use.

Safe Chemical Handling:

- When handling any chemical products (fertilizers, pesticides, etc) Employees must wear the correct PPE as indicated on the product safety data sheet.
- Chemicals must be stored in the correct area, and in the original containers.
- All spills must be cleaned up immediately, and reported to the supervisor.

2.3 Job Hazards:
Eats, Shoots & Roots conducts regular assessments to identify and mitigate potential hazards in the workplace. These assessments are documented and reviewed periodically.

2.4 Emergency Response Plan:
Eats, Shoots & Roots has a comprehensive emergency response plan, including

procedures for fire, medical emergencies, and other potential hazards. Emergency evacuation routes and contact information are clearly posted.

2.5 Training Records for Employees:
A portion of employees are required to complete First Aid and CPR training.

2.6 Accident/Incident Reporting and Investigation Procedures:
All accidents and incidents, regardless of severity, must be reported immediately to the supervisor. Eats, Shoots & Roots conducts thorough investigations to determine the root cause of accidents and implement corrective actions.

3. Environment

3.1 Environmental Policy
Eats, Shoots & Roots prioritizes sourcing materials that are compostable and biodegradable, or recyclable.

3.2 Waste Reduction Programme:
Composting is implemented at all work sites.

3.3 Environmental Awareness:
Employees are trained on Sustainable Gardening Practices, soil health, and integrated pest management, waste segregation and recycling:

3.4 Energy Conservation Programme:
Eats, Shoots & Roots strives to minimize energy consumption through the use of energy-efficient lighting, equipment, and practices.

3.5 Water Management Programme:
Eats, Shoots & Roots implements water conservation measures, where possible, such as rainwater harvesting and efficient irrigation systems.

4. Ethical Business

4.1 Contractor Policies:
Eats, Shoots & Roots prioritizes working with ethical and responsible partners.

4.2 Due Diligence Procedures:
Eats, Shoots & Roots conducts thorough due diligence on all potential vendors and suppliers, including assessments of their environmental and social practices. This will include reviewing the company's compliance with fair labor practices, and environmental regulations.

4.3 Anti-Money Laundering Policy, Anti-Bribery and Corruption Policy:
We do not condone the culture of giving nor accepting bribes or kickbacks.

People you will find in the space

Design Director: Shao-Lyn Low
Strategy Director: Beatrice Yong
Head of Greenscapes: Naqib Iskandar
Community & Programmes Coordinator: Sean Eeshwaran
Graphic Designer: Nori Lubis
Greenscaper: Mohamad Sulaiman
Rimbun Montessori: Dahlia Azizan, Pui Lin Ngeow, Teachers + Rimbun Montessori children

Getting around

@ Bukit Damansara HQ
This studio is located in a bungalow situated in the residential area of Bukit Damansara, approximately 10 minutes walk or a 1 minute bus ride from Semantan MRT station. If you have a car, there is free street side parking available.

@ Jalan Hang Jebat
The urban farm is located in the premises of YWCA KL, Jalan Hang Jebat, and is literally right next to the Merdeka MRT exit. If you have a car, there is parking available but might be subject to parking charges imposed by YWCA KL.

Thank you

Thank you for taking your time to go through the guidelines!

For further details and to enquiries, email us (we won't bite)
hello@eatsshootsandroots.org