

GLOBAL COMPACT HALF YEAR COMMUNICATION ON PROGRESS 2008

Company Address	Article 13 71a The Grove London W5 5LL	Date	07 July 2008
Country	United Kingdom	Membership date	19 January 2004
Contact name	NEELA BETTRIDGE	Number of employees	20
Contact position	Director	Sector	Consulting and auditing
Contact tel number	+44 (0)20 8840 4450	Website	www.article13.com

Brief description of nature of business

Article 13 are experts in business responsibility, typically in the areas of corporate social responsibility (CSR) comprising social, environmental, ethical, economic, sustainable development and governance. We work regionally and internationally in CSR consultancy, CSR training, executive coaching and mentoring, social research, and financial impact analysis.

We are part of the Article 13 Group and our sister company, Wheelhouse UK Ltd, provides executive business coaching and performance development to embed and integrate business responsibility.

Statement of continued support


Article 13 has been a signatory of the United Nations Global Compact (UNGC) for almost five years and remains committed to advocating, upholding and developing long term strategies to meet our commitment to the UNGC principles. We ensure maximum input and participation from staff and associates on a regular basis. We have formalised action plans dedicated to achieving our targets as well as put procedures in place to identify areas where we can step up our actions and go even further. High level commitment at board-level means that initiatives and other elements of our UNGC programme are reviewed to reveal significant behavioural changes amongst employees across the company.

In addition Article 13 has been actively featuring UNGC members' CSR activities on our website; since January 2008 namely Belu, Veolia Environnement, CEMEX and Stora Enso.

In 2008 we have increased our commitment to:

1. Achieve advocacy of client networks, contacts, associates and suppliers. Our aim is to facilitate one sign up to the UNGC in 2008.
2. Link our work more closely to the UN Millennium Development Goals (MDGs) by:
 - a. Integrating the MDGs into our policies wherever possible;
 - b. Initiating at least one action which responds to each of the MDG goals throughout the year;
 - c. Verifying, reporting, monitoring and communicating actions and results of MDG advocacy; and
 - d. Linking our employee volunteering / team away days to UNGC / MDGs at least once a year.



<p>3. Actively seek to build new models of collaboration and partnership to take forward our UNGC programme:</p> <ul style="list-style-type: none"> a. Throughout our stakeholder network; and b. Through putting our clients in touch with each other where appropriate. <p>4. Uphold our commitment to tackling climate change and the UNGC's Caring for Climate business platform by:</p> <ul style="list-style-type: none"> a. Taking practical action; achieve at a minimum, nil growth in carbon emissions from our actions in 2008/09; b. Building capacity; offset our emissions created through business activities, including those accounted for in our carbon clause; c. Working collaboratively; seek new models of collaboration and joint partnerships to develop, meet and innovate to adhere to regulation and standards; and d. Being an active business champion; respond to climate change risks with a precautionary approach and encourage others to take similar action when appropriate. 			
Signature:		Position:	Director Article 13 Group Ltd

PRINCIPLE 1	BUSINESS SHOULD SUPPORT AND RESPECT THE PROTECTION OF INTERNATIONALLY PROCLAIMED HUMAN RIGHTS
<p>Our Commitment or Policy Sustainability Policy Diversity and Equal Opportunities Policy Health and Safety Policy Integrity Policy Supply Chain Policy Client Engagement Policy Environmental Policy Fair Commercial Terms Policy</p> <p>A brief description of our Processes or Systems <i>Human rights management system</i> – Article 13 advocates and supports internationally acclaimed human rights through explicit mention in our policies that commits Article 13 to demonstrate active leadership, inspiring others to do the same, such that human rights set the minimum standard for the Group's supply chain performance.</p> <p>Additionally, policies are reviewed, updated and communicated on an annual basis to ensure company compliance, raise awareness and identify new ways to support and respect the protection of human rights.</p> <p>Actions implemented in the last year / planned for next year</p> <ul style="list-style-type: none"> ➤ As 2008 is the 60th Anniversary of the Universal Declaration of Human Rights (UNHR) Article13 has signed the declaration online and has actively advocated its enforcement by adding a message and link that communicates the anniversary onto all staff email signatures. We have also posted an online press release that encourages support for the Human Rights declaration and reinforces awareness of its 60th anniversary. Additionally our website feature in September 2008 will focus on human rights. 	



- In March 2008 Article 13 signed up to Amnesty International’s Irrepressible campaign by attaching a link to the press section of our website that exposes censored information. It is updated by Irrepressible.info and allows the user to view content which is otherwise suppressed in countries still practising human rights abuses. See http://www.article13.com/A13_OurPress.asp
- Article 13 has strengthened its policy on fair and sustainable procurement within our policies and activities. The policy extends across suppliers, clients and other organisations within our supply chain. We have done this through expressing our commitment in our Environmental Policy as well as entering it into all our staff induction and reporting procedures.
- In May 2008 Article 13 reviewed our website to ensure its compliance with the W3C Accessibility Initiative Standard 2008. This has meant updating our page formats and colours and providing an accessibility help page in order to provide easy site access to disabled persons.

Measurable Results or Outcomes

- In June 2008 all emails sent from Article 13 advocated human rights protection by highlighting the 60th anniversary of the declaration and linking viewers to further information. Also during June 2008 Article 13 posted a UNHR press release which allowed our network and others to view information as well as promoting actions that advocate human rights.
- Article 13’s commitment to Amnesty International’s Irrepressible campaign was expressed by encouraging people to view otherwise censored information via our website. This maintains support for increased awareness and acknowledgment of continuing human rights abuses in countries where censorship is still applied.
- As a formal section in our policies we communicate that Article 13 will consider at board level any decision to work with clients whose core business might possibly be considered unethical. Additionally, our environmental policy commits us to sustainable and ethical procurement standards that support local businesses and the community, reduce environmental impacts from transportation, and reduce the risk of supporting human rights abuses.
- By updating our website to comply with the accessibility standard, Article 13 publicly advocates anti-discrimination and freedom of access to information. See Website Accessibility press release.

PRINCIPLE 2 BUSINESS SHOULD ENSURE THAT THEY ARE NOT COMPLICIT IN HUMAN RIGHTS ABUSES

- Our Commitment or Policy**
 Sustainability Policy
 Diversity and Equal Opportunities Policy
 Health and Safety Policy
 Integrity Policy
 Supply Chain Policy
 Client Engagement Policy
 Environmental Policy
 Fair Commercial Terms Policy



A brief description of our Processes or Systems

Human rights management system – Article 13 advocates and supports internationally acclaimed human rights through explicit mention in our policies committing Article 13 to demonstrate active leadership in activities and inspiring others to do the same, such that human rights set the minimum standard for the Group's supply chain performance.

Additionally, policies are reviewed, updated and communicated on an annual basis to ensure company compliance, raise awareness and identify ways to support and respect the protection of human rights.

Actions implemented in the last year / planned for next year

- In April 2008 Article 13 added an Integrity Clause to all client, supplier, and associate agreements. This is available on our website and was communicated via email to all Article 13 members and clients at the time of entry.

Integrity Clause - Article 13 Group

Article 13 Group values ethical integrity as central to the performance of business in all dealings with clients, suppliers, associates and staff.

This clause seeks to ensure the ethical integrity of individuals and organisations working with, for, or under the name of Article 13 and their commitment to advocate human rights, transparent and accountable business dealings and promote anti-corruption in all its forms.

Therefore, as part of Article 13's terms and conditions you are agreeing that you and/or your organisation adheres to the ethical principles and values of transparency, accountability and anti-corruption. It also implies that you uphold the internationally claimed human rights, have not partaken in, nor will partake in, directly or indirectly, any form of corruption, including extortion and bribery.

Furthermore, you are agreeing that if you do encounter a principle or action that undermines this agreement, you will identify, remedy, assume accountability and report the incident to a Director of Article 13 immediately.

Views and questions relating to integrity are actively encouraged and should be raised within the company and Article 13 as appropriate. Article 13 endorses the need for joint consultation to maintain open communication to achieve good ethical performance.

Through this approach to human rights, transparency and anti-corruption in all its forms, Article 13 is focused on updating and informing our networks and visitors on relevant campaigns, legal information, resources and events. For information on Article 13's commitment and other initiatives being undertaken by Article 13 to advocate the UNGC principles, please visit: http://www.article13.com/csr/ungc_iip_values.asp

- Article 13 practises a policy of fair treatment and equal opportunity for all staff, clients, associates and other stakeholders. Through staff diversity and health and safety measures we actively seek to ensure the protection of human rights and prevent occurrences of abuse.

Measurable Results or Outcomes

- The addition of the Integrity Clause to our terms and conditions raises awareness in Article 13's network to our commitment to the protection of human rights. It also shows active leadership in committing our clients and wider networks entering into an agreement with Article 13, to adhere to the integrity of human rights and anti-corruption.



➤ Article 13 reviews each client and checks the brief to ensure that the company upholds the protection of human rights in its activities and workings. Internally, a dedicated member of staff monitors our own practice by reviewing and updating our Health and Safety system monthly, as well as our Investors in People standard, to ensure the upkeep of our policies and other human rights related standards and procedures.

PRINCIPLE 3 BUSINESS SHOULD UPHOLD THE FREEDOM OF ASSOCIATION AND THE EFFECTIVE RECOGNITION OF THE RIGHT TO COLLECTIVE BARGAINING

Our Commitment or Policy
 Sustainability Policy
 Diversity and Equal Opportunities Policy
 Health and Safety Policy
 Training and Development Policy
 Integrity Policy
 Supply Chain Policy
 Client Engagement Policy
 Fair Commercial Terms

A brief description of our Processes or Systems
Human Resource management system – Article 13 operates a completely transparent and accountable human resources system. All staff are given a full induction that involves training and development, health and safety, environmental practice and employee conditions. Article 13 also operates a regular review and assessment for each employee supported by in-house coaching conducted on a weekly basis by one of the directors or their manager.

Staff are actively encouraged to participate in decision making and are regularly involved in company strategy. In 2008 we will be renewing our Investor in People standard and taking our commitment to employee engagement even further by enhancing our formal channels of communication and governance structures.

Actions implemented in the last year / planned for next year

- As of January 2008 Article 13 has updated its induction procedures to formally include Article 13’s environmental practice, training and development, health and safety and employment conditions. It is our aim to have all staff aware and conscious of Article13’s commitment to engagement, channels of possible action, and freedom of association.
- In April 2008 Article 13 held the third of regular networking events for staff, clients, associates and suppliers. It provided an informal chance for all individuals and companies working with Article 13 to network in a professional and transparent manner.
- Article 13 operates a coaching culture which allows employees and management to regularly communicate issues, problems and areas of excellence. It also allows a chance for employees to ask questions, share their opinions and be involved further in the business’ approach.
- In May 2008 Article 13 re-introduced a procedure whereby management formally updates all staff on client dealings, key contacts, and other relevant business strategy. These meetings take place on a monthly basis and allow staff to query, clarify and contribute through a formal communication channel upheld by senior management.

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<p>Measurable Results or Outcomes</p> <ul style="list-style-type: none"> ➤ As a result of our updated induction procedures we can provide fully transparent evidence of all recruitment, employment achievements and terminations. As part of this update Article 13 recently implemented recruitment procedures that include a list of aims, objectives, and responsibilities and an action plan on how best to achieve both employee and employer expectations. Regular meetings are held to ensure these plans are appropriate and mutually beneficial at all stages. ➤ We received very positive feedback from all who attended Article 13's third networking event. It was noted that the evening provided a great opportunity to be further involved in all aspects of Article 13's workings as well as strengthening the transparency of our vast network of suppliers, associates and client base. ➤ Our coaching culture is a significant communication channel for all staff including management and provides opportunity for recognition, problem solving, conflict resolution, and skills development. It is practised regardless of position or project, and enables staff to work through issues and projects progressively, whilst being supported and encouraged by top management. ➤ As a result of our newly re-introduced monthly meetings staff are better informed, more involved, and highly motivated in almost all business activities. In a recent session it was noted that this action has introduced a sense of responsibility and involvement within and among team members.

<p>PRINCIPLE 4</p>	<p>BUSINESS SHOULD SUPPORT THE ELIMINATION OF ALL FORMS OF FORCED AND COMPULSORY LABOUR</p>
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<p>Our Commitment or Policy Sustainability Policy Diversity and Equal Opportunities Policy Health and Safety Policy Training and Development Policy Integrity Policy Supply Chain Policy Client Engagement Policy Fair Commercial Terms</p> <p>A brief description of our Processes or Systems <i>Labour practices management system</i> – Article 13 operates a completely transparent and accountable labour practices management system. All staff are involved in a regular update and review of job descriptions, bi-annual reviews of employer and employee satisfaction, and fully equal training and development opportunities. Article 13 also operates a regular review and assessment for each employee supported by in-house coaching conducted on a weekly basis by one of the directors or their line manager.</p> <p>Actions implemented in the last year / planned for next year</p> <ul style="list-style-type: none"> ➤ Article 13 practises a policy of fair and sustainable procurement and upholds its standards of buying products that actively contribute to the elimination of all forms of compulsory and forced labour. This is entered into our policies and communicated to staff on a regular basis. ➤ In February 2008 Article 13 actively participated in Fairtrade Fortnight by adding a



signature banner on all Article 13's staff emails. One member of staff also prepared fair trade 'goody bags' for all Article 13 staff and promoted the choice of buying fair trade through email communication, office posters and signage, and verbal discussion of ethical consumerism.

- As part of our commitment to providing work experience and graduate placements Article 13 provides a consistent opening for an intern to join the team. In April 2008 we invited a candidate from the Leonardo De Vinci programme to join our organisation for six months. The programme aims to increase the transfer of professional skills across and between eastern and western Europe and strengthen business relations.
- We conduct regular brainstorming sessions for all staff members to increase their understanding of the Global Compact's principles, as well as their understanding of their role in embedding the principles in the organisation. Additionally we aim to create a feeling of real involvement in the process by which Article 13 upholds its commitment to the UNGC.

Measurable Results or Outcomes

- In all possible cases we choose fairly traded products, from sustainable sources, recycled or recyclable, and from small or local businesses. As a part of our communication of these procedures we advocate procurement that supports local businesses and the community, reduces environmental impacts from transportation and reduces the risk of supporting human rights abuses.
- As part of our contribution to Fairtrade Fortnight, Article 13 advocated fair trade products and initiatives to all people in communication with us. Over the 14 day period all emails sent from Article 13 staff members gave the link to the Fairtrade website and encouraged the fair trade consumer choice. As a result of discussion within the in-house team, our commitment to fair procurement was also strengthened.
- In the first half of 2008 Article 13 had two very successful internship placements. Both of these interns gave extremely positive feedback, noting that Article 13 strives to support the professional and personal development of the placement. In April 2008 Article 13 took on a candidate from the Leonardo De Vinci Programme and thus currently contributes to the aim of greater cooperation and development of services and sector experience within and across Europe.
- As part of our employee engagement system Article 13 organised a brainstorming session that allowed all team members, regardless of position, to contribute ideas and opinions to our new UNGC strategy. In June 2008 our current intern organised and facilitated a brainstorming session on new and innovative ideas to action our commitment to the UNGC principles through June 2009.

PRINCIPLE 5	BUSINESS SHOULD SUPPORT THE EFFECTIVE ABOLITION OF CHILD LABOUR
<p>Our Commitment or Policy Sustainability Policy Diversity and Equal Opportunities Policy Health and Safety Policy Training and Development Policy Integrity Policy</p>	



Supply Chain Policy
 Client Engagement Policy
 Fair Commercial Terms

A brief description of our Processes or Systems

Labour practices management system – Article 13 operates a completely transparent and accountable labour practices management system. All staff are involved in a regular update and review of job descriptions, bi-annual reviews of employer and employee satisfaction, and fully equal training and development opportunities. Article 13 also operates a regular review and assessment for each employee supported by in-house coaching conducted on a weekly basis by one of the directors or their line manager.

Actions implemented in the last year / planned for next year

- In May 2008 one of Article 13’s directors signed the Business Call to Action for the Millennium Development Goals on behalf of the Article 13 Group. We have also further integrated the MDGs into our business activities by dedicating at least one action to each goal. We have approached and set up links with charities and NGOs that advocate the eradication of child labour, poverty, hunger and illiteracy through a range of campaigns and initiatives.
- In 2008 Article 13 has continued its work in partnership with Indian company Collage. As part of our joint venture Article 13 has contributed its skills and expertise to business in India in CSR and sustainable development, especially around the social and environmental issues pertinent to branding and reputation.

Measurable Results or Outcomes

- In support of the eight MDGs and the ways in which business can commit to meeting them, we have designated one member of staff to research, communicate and involve Article 13 in at least one goal every month. Our strategy (still in progress) will feature actions locally and globally that support charities and programmes contributing to the abolition of child labour as well as child hunger, poverty and illiteracy.
- Article 13 is continuing its support in building up the sustainability and best practice of social and environmental standards in India. This includes advocating the increase and transfer of skills into the educational and professional development of ethical business responsibility.

PRINCIPLE 6	BUSINESS SHOULD SUPPORT THE ELIMINATION OF DISCRIMINATION IN RESPECT OF EMPLOYMENT AND OCCUPATION
<p>Our Commitment or Policy Sustainability Policy Diversity and Equal Opportunities Policy Health and Safety Policy Training and Development Policy Integrity Policy Supply Chain Policy Client Engagement Policy Fair Commercial Terms</p>	

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A brief description of our Processes or Systems

Human Resource management system – Article 13 operates a completely transparent and accountable human resources system. All staff are given a full induction that involves training and development, health and safety, environmental practice, and employee conditions. Article 13 operates a regular review and assessment for each employee supported by weekly in-house coaching conducted by one of the directors or their line manager.

Staff are actively encouraged to participate in decision making and are regularly involved in company strategy. In 2008 we will be renewing our Investor in People standard and taking our commitment to employee engagement even further by enhancing our channels for communication and governance structures.

Actions implemented in the last year / planned for next year

- As of January 2008 Article 13 has updated its recruitment, employment and induction procedures and increased our efforts to be transparent, fair, ethical and appropriate. We have formally included training and development, health and safety regulation, and environmental practice into the induction programme, review and assessments.
- Article 13 has procedures in place to review, revise and update training and development records for all members of staff. We conduct a policy of fair and equal opportunity for all employees whereby individuals are encouraged to suggest training and development opportunities. Procedures have been implemented in 2008 to ensure adequate follow up and bi-monthly training record updates. Our human resources system ensures non-discriminatory hiring, employment opportunity and promotion.
- Article 13's director Jane Fiona Cumming, attended the All Parliamentary Group on Corporate Responsibility in June 2008. The Group's aim is to promote debate and understanding of social and environmental responsibility among parliamentarians.

Measurable Results or Outcomes

- As a result of our updated induction procedures we can provide fully transparent evidence of all recruitment, employment and terminations. As part of this update Article 13 also revamped our recruitment procedures to include aims, objectives, and responsibilities and an action plan with expectations for both the employee and employer. These are approved by both parties and used as a benchmark for subsequent reviews which are fed back into the individual's job description.
- In a recent feedback session it was noted that staff are encouraged to contribute to their training and development needs in a supportive and comfortable environment. Staff have also noted the increased value of follow up sessions to communicate the effectiveness and contribution of training and development to the individual as well as the organisation. It was also noted in an end of internship review that Article 13 provides non-discriminatory and collaborative assistance to all members of staff regardless of position and employment.
- The All Parliamentary Group meeting on corporate responsibility generated key discussions on the need for a broad stakeholder approach and inclusiveness. Issues ranged from stakeholder involvement in the design, to a deep understanding of the required connections to deliver a sense of continuity. Article 13 supports this view internally through the below policies, and actively promotes formal stakeholder engagement in its client work. See [Diversity and Equal Opportunities Policy](#), [Training and Development Policy](#), [Supply Chain Policy](#), and [Client Engagement Policy](#).



PRINCIPLE 7**BUSINESS SHOULD SUPPORT A PRECAUTIONARY APPROACH TO ENVIRONMENTAL CHALLENGES****Our Commitment or Policy**

Sustainability Policy
Environmental Policy
Supply Chain Policy

A brief description of our Processes or Systems

Environmental management system – Article 13 follows very strict environmental practise and adheres to the precautionary principle in all its workings where possible. We have a strong environmental ethos within the company which is monitored on a monthly basis and supported by continuous communication and efforts towards lowering the environmental impacts of business through monitoring and reporting targets.

Actions implemented in the last year / planned for next year

- In August 2007 SmartWorks (a Global Action Plan initiative) conducted an Environmental Audit and Assessment of Article 13 Group. The programme was recently followed up in March 2008 to see what changes and improvements have been made. The initial report recommended a number of 'quick wins' as well as 'longer term' actions that Article 13 could take to make key savings especially in energy consumption. The follow up review looked at progress and actions taken in line with these recommendations focusing on the areas of energy, water, waste and resource use, procurement, travel, legislation and environmental management.
- In March 2008 Article 13 produced and communicated the individual carbon footprint of all staff as well as the carbon footprint of the company and its workings. We have set a target to lower the company and individual footprints by 25% by December 2008.
- All staff are encouraged by verbal communication and signage to turn off unnecessary electricity points including computer screens, lights, electrical equipment etc.
- As of April 2008 we have changed our approach to new business mail outs and instead of posting hard copies we now email all our new business contacts.
- Article 13 has renewed its commitment to producing and updating an environmental tracking report that details monthly monitoring of electricity, carbon, paper, CO₂ emissions and energy consumption. This is communicated to the board every three months.
- In March 2008 Article 13 terminated its water cooler contract which contributed to emissions through delivery as well as electricity used for cooling, and replaced it with a plumbed water filter for staff and visitor use. We also invested in a coffee machine which replaced the need for take away paper cups which were increasing due to the growing number of staff.
- On 5 June Article 13 contributed to World Environment Day (WED) through three actions:
 - We committed to offsetting a tonne of carbon for every 100 hits on our website for the duration of WED;



- We turned off all electricity in the office for one hour and enjoyed a 'well being' lunch; and
- We posted a press release noting these actions as well as advocating others to follow our example in the environmental challenge.

Measurable Results or Outcomes

- According to our evidence chain of the 16 SmartWorks recommended actions from August 2007, we have implanted all but two actions which are not possible; the 14 actions that were taken are listed below:

Recommended Action	Article 13 action	Date completed
1. Use the (provided) Monitoring Sheet to ongoing monitor and report internally on your energy use	Article 13 is using an internal reporting spreadsheet that is completed monthly and compared to the previous year's figures	Ongoing monthly
2. Survey what electrical equipment is left on out of work hours and consider fitting timers on equipment such as printers and water coolers that do not need to be on out of these hours	Article 13 has put the heating and water cooler on timers which automatically switch off the equipment during non-working hours (note that the water cooler contract was terminated in March 2008 – as above)	October 2007
3. Consider using plug-in power supply timers or 'bye bye standby' plugs for communal equipment such as water coolers, photocopiers and printers	It is company policy to switch off all electrical equipment when not in use and at the end of a day (also see point 2 above)	N/A
4. Monitor temperatures within the office so that you are not overheating or overcooling	Article 13 has purchased a thermometer and put our heating on a timer. We also adjust temperature levels to suit climatic conditions on a monthly basis	Ongoing monthly
5. Investigate with your landlord replacing your electric heating with gas fired central or under floor heating	Not currently an option for Article 13	N/A
6. Label light switches to make it easy for staff to identify what switch relates to what area	Article 13 has labelled all switches reminding staff to switch them off as well as labelling the main light switches showing what area they relate to	February 2008
7. Put save-a-flush in all toilet cisterns	Article 13 has added a save-a-flush into its toilet cisterns	October 2008
8. Investigate installing a plumbed in water supply instead of your water cooler	Article 13 has replaced the water cooler by installing a plumbed water filter	March 2008
9. Consider installing push/spray taps	Not currently an option for Article 13	N/A

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10. Reduce paper use by 20% over the next 6-12 months	Article 13 has reduced the amount of reams used by 30% from October 2007 to March 2008	Ongoing monthly
11. Perform a waste bin spot check to ascertain how much waste going in desk bins could actually be recycled or composted	Article 13 has opted for a non desk bin policy. We have reduced the amount of non-recyclable waste and sort recyclable waste on site	(no bin policy) December 2006 (on site sorting) March 2008
12. Consider offering staff tax free bikes through the Cycle to Work Scheme (www.cyclescheme.co.uk)	Investigated but not applicable.	N/A
13. Assign a member of staff responsibility to keep up to date on legislation that affects Article 13. This could involve keeping a simple register of relevant legislation and what is being done to ensure compliance	Article 13 has a designated member of staff to update a list of legislation that is pertinent to Article 13's activities.	(Initial review conducted) October 2007 (Update review conducted) June 2008
14. Ensure that any waste electrical equipment is NOT disposed of in the general waste	Article 13 disposes of electrical equipment through the DELL recycling programme ensuring all electrical waste is disposed of in an environmentally friendly way	As of December 2007 we use DELL recycling services

- As a result of our individual carbon footprinting all staff are making a dedicated effort to ensure that their activities in and out of the office take into account the impacts on the environment and community. Article 13 has also committed to lowering their carbon footprint by conference calling where possible, abiding by our recycling policy and making extra efforts where possible to reduce energy consumption.
- Our electricity consumption has dropped from 2,498 kW per month in December 2007 to 862 kW per month in May 2008 as a result of staff behaviour in the office towards electricity consumption. Totalling a saving of 1636 kW in 6 months! In addition to this reduction in electricity usage, we are using 100% green energy.
- Since March 2008 we have contacted 395 new business contacts of which 281 were emailed. This means a saving of 342 pages (2 x A4 pages and 1 x C5 envelope per contact) in three months and a 71% decrease in paper used for new business purposes. This has proved not only successful in our paper use reduction but also in our advocacy of reducing paper waste to our increasing network.
- As a result of our monthly environmental tracking report, in-house team members are far more aware of the impacts of our business activities as well as their out of office activities. This has raised awareness and thus created a behaviour change in our day to day workings by setting targets to reduce our business impacts. Employees now actively suggest improvements and communicate ideas on how to lower our electricity, paper, and energy consumption.
- The replacement of the water cooler and the investment in a coffee machine has contributed to a 30% reduction in our electricity consumption as well as to our indirect emissions from delivery. We have also noticed a reduction in paper recycling especially of take away coffee cups due to the purchase of an office coffee machine.



- The three actions Article 13 undertook on World Environment Day (WED) resulted in:
 - The offset of a total of four tonnes of carbon for the approximate 400 hits on our website during that day;
 - We saved 1.8 kW of electricity in the hour that we had our staff lunch!

PRINCIPLE 8**BUSINESS SHOULD UNDERTAKE INITIATIVES TO PROMOTE GREATER ENVIRONMENTAL RESPONSIBILITY****Our Commitment or Policy**

Sustainability Policy
 Environmental Policy
 Supply Chain Policy
 Sustainable Events Code

A brief description of our Processes or Systems

Environmental management system – Article 13 follows very strict environmental practise and adheres to the precautionary principle in all its workings where possible. We have a strong environmental ethos within the company which is monitored on a monthly basis and supported by continuous communication and efforts towards lowering the environmental impacts of business through monitoring and reporting targets.

Actions implemented in the last year / planned for next year

- The carbon clause in all client contracts requires a contribution of GBP 20 (equivalent to 2.67 tonnes of CO₂), increased from GBP 10 as of March 2008 to account for the overall increase in carbon emissions resulting from project requirements. This amount is agreed as part of the budget and included in Article 13's annual carbon offsetting procedures.
- As of November 2007 Article 13 develops and runs Green training sessions that promote tools and techniques for business to implement in their adoption of environmentally friendly procedures and practice.
- Article 13, for the second year running, will participate as a team in the Tree-Athlon in London. The event promotes awareness raising of the importance and benefits of urban trees. As part of the event participants are given saplings to plant in the effort to increase the number of urban trees.
- In keeping with our environmental management system, Article 13 continues to abide by a Sustainable Events Code that stipulates environmental and social standards we require venues and suppliers to abide by. This is made clear at first contact and communicated in the promotion of our event or activity.
- In June 2008 Article 13 participated in the National Liftshare campaign which encourages people to share car space when commuting to and from work. It aims to reduce emissions, raise awareness of alternatives, and alleviate social exclusion.

Measurable Results or Outcomes

- We have had positive feedback from the increase in our carbon clause contribution. It has been noted that it is a fair and just amount to be included in the budget. The total will be offset in our annual carbon offsetting programme at the close of 2008.



- There have been increasing numbers of people / businesses attending our Green Training sessions and their positive feedback indicate successful promotion of green initiatives in business activities. Between January 01 2008 and June 30 2008 we have run 7 training courses and had a total of 28 delegates attend.
- As a result of Article 13's participation in the London 2008 Tree-Athlon we will donate money towards urban regeneration (target yet to be specified), actively promote the event and also advocate its cause through online press releases, our monthly newsletter and on the UNGC pages of our website.
- Resulting from our determination to maintain our sustainable events guidelines we review all suppliers and/or venues raising their awareness of the impact of green practice on consumer choice and rewarding best practice. The standards upheld by our suppliers and venues are also mentioned in the promotion of events; raising awareness to our wider network.
- We added National Liftshare's link and directions to further information on our UNGC calendar section of the website and also encouraged staff to get involved where possible. Unfortunately none of Article 13's staff had the opportunity to participate in a Liftshare scheme however we had on average 400 visitors a day to our website where the Lifshare link and information was available.

PRINCIPLE 9	BUSINESS SHOULD ENCOURAGE THE DEVELOPMENT AND DIFFUSION OF ENVIRONMENTALLY FRIENDLY TECHNOLOGIES
<p>Our Commitment or Policy Sustainability Policy Environmental Policy Supply Chain Policy Fair Commercial Terms Sustainable Events Code</p> <p>A brief description of our Processes or Systems <i>Environmental management system</i> – Article 13 follows very strict environmental practise and adheres to the precautionary principle in all its workings where possible. We have a strong environmental ethos within the company which is monitored on a monthly basis and supported by continuous communication and efforts towards lowering the environmental impacts of business through monitoring and reporting targets.</p> <p>Actions implemented in the last year / planned for next year</p> <ul style="list-style-type: none"> ➤ Article 13 actively researches innovative and potentially clean technologies. We act as the link between Green technology funds and SMEs or post-incubator companies, as well as end customer companies, to provide the exploratory work into potential, investment ready, environmentally friendly technologies. <p>Measurable Results or Outcomes</p> <ul style="list-style-type: none"> ➤ We have built a relationship with major funders and the investment community and enabled the development and diffusion of environmentally friendly technologies. 	

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PRINCIPLE 10 BUSINESS SHOULD WORK AGAINST CORRUPTION IN ALL ITS FORMS, INCLUDING EXTORTION AND BRIBERY

Our Commitment or Policy

Sustainability Policy
 Integrity Policy
 Fair Commercial Terms Policy
 Supply Chain Policy
 Training and Development Policy
 Client Engagement Policy

A brief description of our Processes or Systems

Human Resource management system – Article 13 operates a completely transparent and accountable human resources system. All staff are given a full induction that involves training and development, health and safety, environmental code and employee conditions. Article 13 also operates a regular review and assessment for each employee supported by in-house coaching conducted on a weekly basis by one of the directors or their line manager.

Staff are actively encouraged to participate in decision making and are regularly involved in company strategy. In 2008 we included our Integrity Clause into our terms and conditions and incorporated advocacy for anti-corruption in all its forms, including extortion and bribery. In addition to this, anti-corruption measures are increasingly predominant in our commitment to employee engagement and are expressed even further in our enhanced channels for communication and governance structures.

Actions implemented in the last year / planned for next year

- In April 2008 Article 13 added an Integrity Clause to all client, supplier, and associate agreements. This is available on our website and was communicated to all Article 13 members and clients at the time of entry. It not only states that Article 13 will not consort with current corruption in all its forms but also binds signatories to identify, report and rectify any cases that may arise.
- In May 2008, we made our six month update of our transparency and anti-corruption pages of the website.

Measurable Results or Outcomes

- The addition of the Integrity Clause to our agreements has raised awareness throughout Article 13's network to our commitment to anti-corruption and prevention of all forms of human rights abuses. It also requires those entering into an agreement with Article 13 to adhere to the integrity of human rights, anti-corruption and preventing bribery and extortion.
- As a result of our updated transparency and anti-corruption website pages, they now include the most up to date campaigns, legal information, resources and events to keep our network and web visitors well informed. We also plan to develop a separate page of our website dedicated to transparency and anti-corruption, to be live by September 2008.



How do you intend to make this COP available to your stakeholders?

This COP will be available on www.unglobalcompact.org, www.article13.com, and www.wheelhousecoaching.com.

We will also communicate the COP to Article 13 employees, board members, clients, suppliers, associates and other members of the Article 13 network, as appropriate. This will be done by our internal electronic communication channels, and externally through our quarterly updated e-newsletter.

Other appropriate or interested stakeholders are informed via PowerPoint presentations given in face-to-face meetings, workshops or training programmes.

Article 13 Quality sign off

As part of our commitment to quality, all documents are peer reviewed. This document has been through this process.

Neela Bettridge

07th July 2008

Article 13 Director

