



Communication On Progress (COP)

Implementing UN Global Compact Principles in
ChangeAgent for Arab Development and Education Reform
(CADER)

March 2021

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Statement of support by the General Manager

With great pride I am pleased to confirm that ChangeAgent for Arab Development and Education Reform (CADER) reaffirms its support of the ten principles of the United Nations Global Compact in the areas of Human Rights, Labor, Environment and Anti-Corruption.

In this annual Communication on Progress, we describe our actions to integrate the Global Compact and its principles into our services, policies, culture and daily operations. We are also committed to share this information with our stakeholders using our primary channels of communication.

Yours Sincerely,

Ms. Bahieh Tamimi

General Manager



Company Profile

Registered in Jordan since 2004, ChangeAgent for Arab Development and Education Reform (CADER) is a leading Arab professional development company in the region. It is the coronation effort of a joint Arab-European study of the requirements for education reform and development in the Arab World. CADER is a distinguished model of public private partnership between academia and business that forms a consortium of two diverse regional and local institutions, each of which is an expert in its own field. This consortium is comprised of *FAL Holdings Arabia Co. Ltd.* a leading company in the Kingdom of Saudi Arabia, and *Yarmouk University*, a prominent public University in Jordan.

CADER provides *advanced localized training and professional development consulting services* on education reform policy making and planning according to 21st century requirements. CADER's goal is to empower a highly-skilled education workforce to prepare a generation able to compete in the knowledge society. Through its training programs and consultations, *CADER plays the role of a change agent that aims at creating new professional standards in education.* Our challenge is to build and develop sustainable solutions that foster a deep and long lasting impact in schools by offering flexible, practical and tailor-made professional development programs in order to enhance educators' personal and professional growth and improve their competences.

Over the last years, CADER established itself in the field of professional development and mastered a model that contributes to its strength since the model it follows depends on developing competences. CADER's competence-based model is a locally-developed model that draws on international proven experiences in the field of education reform and professional development. What distinguishes CADER's model most is its reliance on building knowledge rather than consuming it, providing solutions based on the needs of the workplace and its staff rather than ready-made ones, and promoting life-long learning skills and self-directed learning skills.

CADER's employees and Master Trainers are the company's main resources. They are distinguished by their professional and practical experiences in the field, thereby ensuring that our clients receive the most effective and professional service.

For more information about CADER you may pay us a visit on: www.cader.jo

Human Rights Principles

Principles

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: Make sure that they are not complicit in human rights abuses, Assessment, Policy and Goals.

Policy/Commitment

CADER ensures that human rights are respected and integrated into daily operations and an overall approach from top down. CADER believes that employees are entitled to:

- Freedom of speech
- Freedom from fear
- Freedom from discrimination
- Freedom from slavery
- Freedom of opinion and expression
- Right to recognition and equality before the law
- Right for self-development
- Right to equal pay for equal work

CADER has the concern to respect and promote the principle of nondiscrimination on all the levels of its employees, with special emphasis on: recruitment, career development and training, and appraisal.

Implementation

- CADER is fully adhered to Jordan's Labor law as well as other rules related to Labor/Human rights introduced by law.
- CADER has set up a Code of Honor which is published on the website to make our commitment to human rights clear to our employees and partners. To know more about our Code of Honor you may visit:
http://www.caderjo.com/website/?menu_id=48
- CADER has an equal opportunity of recruitment based on qualifications and experience; its recruitment policy is not based on religion, sex, age, nationality or color...etc
- CADER has an open evaluation system of its employees which is based on their performance where they can discuss their evaluation results with their superiors.
- CADER provides open clear and written recruitment policies and procedures to ensure fairness to all candidates.
- Regarding Corona Pandemic, CADER cares about the health of its employees and takes their concerns seriously.

Measurement of Outcomes

- CADER has developed appraisal forms based on clear key performance indicators that ensure the absence of any act of bias, unfair or subjective judgment. These indicators are shared and agreed on by all employees.
- CADER has provided each employee with clear written procedures and internal policies that ensure fairness to all employees.
- CADER invests in its employees by providing an intensive six-month professional development training for newly-recruited employees, this training includes technical training, soft skills, time management and ethics at work ...etc. Beside that CADER designs and implements training and professional development activities on continuous basis during its periodic meeting on Sundays based on the employees' needs.
- CADER believes that each employee has the right for self-development, therefore, it allows its employees to pursue their academic study and provides each one with paid study leave for 6 hours a week. During the past 15 years, about 30 employees obtained their postgraduate certificates while working with CADER.
- CADER provides employees with face masks and sanitizers on daily and weekly basis.
- Each employee has the freedom to work either at office or from home.

Labor Principles

Principles

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labor;

Principle 5: The effective abolition of child labor; and

Principle 6: The elimination of discrimination in respect of employment and occupation.

Policy/Commitment

CADER is committed to adhere to the labor rights as applicable in Jordan, and is against the illegal use of child labor, and all other unacceptable forms in the treatment of workers physical punishment, female abuse, compulsory extra working hours, and forced labor and other forms of abuse.

CADER will continue to refine its employment policy as needed and incorporate the Global Compact Principles.

Implementation

- CADER's employees and their families are all entitled to medical insurance.
- CADER's employees are covered by social security benefits as stipulated by the law.
- CADER has an optional provident fund for the employees to which the company contributes the same percentage as that of the members in the fund.
- CADER covers the insurance of the cars of the staff working in projects that require doing so.
- CADER believes in open door approach and therefore holds regular meetings where each employee has the opportunity to discuss any issue related to work.
- Each employee in CADER has easy and direct access to top management where he/she can suggest ideas, express him/herself, and perform any other inquiry.
- Each employee in CADER has a contract of employment clearly stating the terms and conditions of service.
- CADER's employment policy depends on clear job requirements and only judged based on their achievement and clear key performance indicators regardless their background, religion, sex... etc.
- CADER has clear Human Resource system that ensures transparency, equality, and fairness among all employees.
- CADER's employees are not asked to work extra hours that extend their assigned working hours.
- CADER follows policies and laws issued by the Ministry of Labor and the Ministry of Interior as a response to Corona Pandemic.

- CADER insists that employees follow the COVID-19 prevention protocols (face masks, sanitizers, social distancing,... etc.) to help the employees stay safe.

Measurement of Outcomes

- CADER has never been charged with, indicted for or involved with the use of slave labor.
- There is no forced or compulsory labor in CADER.
- There is no child labor in CADER, the minimum age of the employees is 25 years.
- There is no discrimination in case of employment; our employees belong to various religions (Islam and Christianity), and different age groups that's between (28 – 60) years.
- Each employee in CADER is ensured to have at least a day and a half weekly rest.
- CADER provides employees with face masks and sanitizers.
- Each employee has the freedom to work either at office or from home.

Environmental Principles

Principles

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility; and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

Policy/Commitment

CADER supports the concepts of a precautionary approach to environmental challenges, promotion of greater environmental responsibility and development of environmentally friendly policies.

CADER is also committed to protect the environment and prevent pollution while doing the daily work.

Implementation

- CADER procures materials like paper, ink from environmentally responsible companies and suppliers.
- CADER utilizes cost effective solutions for lighting such as Halogen pulps.
- CADER's HR department depends on electronic system where the employees can submit their vacations, leaves and reports which reduces paper consumption.
- CADER has started an initiative for recycling paper and all employees are aware of this initiative.
- CADER is a free smoking area.

Measurement of Outcomes

- The Halogen pulps have increased the efficiency of the energy consumption however we can't provide an accurate percentage due to the fact that the government keeps changing the rate of electricity.
- Recycling initiative has decreased the consumption of paper by about 35%.

Anti-Corruption Principle

Principle

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

Policy/Commitment

CADER will not tolerate any violation of the law, dishonesty or unethical business dealing by any employee, including any payment for, or other participation in, any illegal act such as bribery, theft, money laundering, etc.

CADER is committed to do business with the highest ethical standards.

Implementation

- CADER conducts annual external financial audit by international audit company.
- CADER conducts internal audit upon demand, where the company has delineated financial responsibilities to improve checks and balances.

Measurement of Outcomes

- Internal and external audit has not observed any incident of bribery/corruption.
- One of CADER's projects was audited internationally and it came out clean.
- CADER adheres to American rules and regulations regarding USAID funded projects in Jordan.