

THE GLOBAL
COMPACT

HIPPOCRATESRESEARCH



Communication on Progress

Year: 2011

STATEMENT OF CONTINUED SUPPORT

Dearest Colleagues,

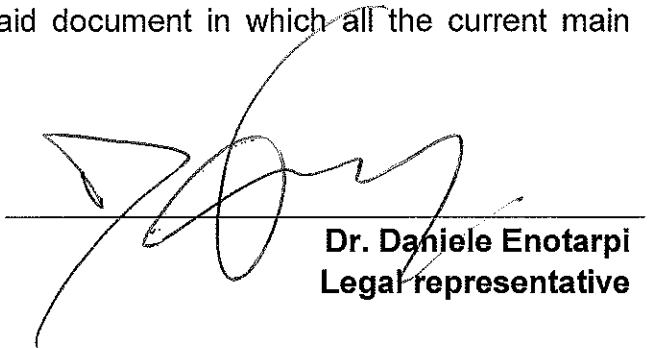
I am writing to confirm our willingness to continue to support the ten principles of the Global Compact.

We joined the Global Compact on 11 January 2006 and intend to continue to support you because we strongly believe in your principles.

Indeed our commitment to the initiative is perfectly in line with our company policy and with our desire to provide a concrete contribution, despite being a small enterprise.

For this reason, in response to your request, we present our C.O.P. for the current year (2011) with which to inform all our stakeholders of the activities and results reached thanks to the promotion and application of the ten principles of said document in which all the current main issues are dealt with.

Yours sincerely,



Dr. Daniele Enotarpi
Legal representative

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Brief description of nature of business

Hippocrates Research Srl is a CRO (Contract Research Organisation), i.e. a company that offers services in clinical research, which interfaces with pharmaceutical companies.

More specifically, interacting with the figures above Hippocrates Research Srl offers its clients a wide range of clinical pharmaceutical research services to help the development processes of Clinical Trials of medicinal products and medical devices.

It takes care of managing and monitoring all phases of clinical trials involving medicinal products/medical devices for use on human beings.

PRINCIPLE 1	BUSINESS SHOULD SUPPORT AND RESPECT THE PROTECTION OF INTERNATIONALLY PROCLAIMED HUMAN RIGHTS
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Actions	<p>Actions realized</p> <p>As happened in previous years, during 2011 Hippocrates Research Srl has actively undertaken promotion and safeguarding of human rights. Since it was born in 1995 our company has been promoting, sharing and above all applying the principles of the Declaration of Helsinki (1964 and subsequent revisions). Furthermore HR supports the universal declaration of human rights, adopted by the General Assembly of the United Nations on 10 December 1948, thereby demonstrating our consistent efforts in the promotion of such principles in every moment of our daily work activities.</p> <p>In order to guarantee safety and health in the workplace, our company adopts and implements the regulations in force in Italy, ensuring its employees have a healthy and safe workplace. Furthermore, once again this year the people identified as being in charge of safety were able to take part on the training course regarding the safety regulations in the workplace, fire-fighting and first aid.</p> <p>For what concerns the health of the employees, HR organised not only the mandatory medical visits but also a specific check up by an occupational physician to assess the adequacy of the posture held by employees during their normal performance of working activities.</p> <p>In recent years Hippocrates Research has continued to grow and to increase the number of staff, always respecting the needs of the employees to work in a spacious environment equipped with the tools that ensure productivity and encourage concentration, and has for instance arranged for the installation of sound-proof panels between one work station and another.</p>
	Outcomes

Our commitment in the next few years is that of continuing to monitor both the environmental conditions and the well-being of our employees seeking to guarantee an ever more pleasant environment, in which everyone can develop their own skills, carrying out work that is ever more qualifying and gratifying. For these reasons our company culture is based on the principle that "a working environment of good quality improves the quality of the work".

By the end of 2012 the work relative to a further enlargement of the work place will be completed along with the fitting out of a refreshment zone, with the purpose of enabling employees to make use of their breaks in a cosy environment aimed at encouraging socialisation between the colleagues themselves. Furthermore, to limit the level of stress and make the work place more relaxing and comfortable, a system of cable radio will be installed that will enable employees to enjoy background music during their working activities.

PRINCIPLE 2	BUSINESS SHOULD ENSURE THAT THEY ARE NOT COMPLICIT IN HUMAN RIGHTS ABUSES
Actions	<p>Actions realized</p> <p>Hippocrates Research has always placed relevance of training considering it an essential element both for the growth of the professionalism of the employees and of the company itself. Each year a number of training courses are organised on ICH/GCP taught by external lecturers, which are organised throughout the year working alongside in-house training courses.</p> <p>Also this year there will be training courses for all company staff but bearing in mind that some of them are more specific and therefore only addressed to the relevant company figures.</p> <p>The courses taught by external lecturers focus mainly on:</p> <ul style="list-style-type: none"> Pharmacology Courses - specific area; English courses – organised in two levels (intermediate and advanced); IT courses; Courses on safety and first aid.

Over the last few years the following hours of training have been carried out with teachers from outside the company:

Year	Annual training course hours
2007	414
2008	723
2009	1055
2010	1100
2011	1145

As envisaged in the Global Compact 2010, the hours of training have increased and reached a total of 45 hours more compared to the previous year (coming very close to those forecast last year).

Future planning – forecast:

Year	Annual training course hours
2012	1195*

* the data may undergo slight changes

Given technological progress, many of the training courses were carried out via Web-ex to allow employees to be able to make use of them in the most flexible way depending on the needs of the individual.

Measurement of (expected) outcomes and value added for our company

Outcomes

With the conviction that one never ceases to learn and bearing in mind that the sector in which we work is in continual change and evolution, our future objective is always aimed at improvement of the training of staff in any case, with the intention of specializing our employees more and more, continuing to increase the hours of training, both in-house and outside the company (“shadowing” visits in the field).

PRINCIPLE 3	BUSINESS SHOULD UPHOLD THE FREEDOM OF ASSOCIATION AND THE EFFECTIVE RECOGNITION OF THE RIGHT TO COLLECTIVE BARGAINING
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Actions	<p>Actions realized</p> <p>Freedom of association guarantees the right of workers to join organisations that have formed to defend a shared interest.</p> <p>Article 18 of the Italian Constitution states that "citizens have the right to associate freely, without authorisation, for purposes which are not forbidden to individuals by criminal law."</p> <p>HR, specifically taking this article into account, and in general all national and international legislation, supports that freedom and promotes cooperation among all the employees for collective problem solving.</p> <p>Our company has always strived to act in accordance with ethical standards, with transparency at the base of all our activities such as communications and contracts that involve both internal staff and external personnel.</p> <p>Respecting the laws in force and principles of fairness and transparency, including business deals and relationships with external stakeholders are conducted with the same commitment, strongly prohibiting the seeking and establishment of personal relationships likely to affect the conduct of a proper work contract.</p> <p>For these reasons, HR establishes working relationships only with partners who pay attention to the principles set out above.</p>
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Outcomes	<p>Measurement of (expected) outcomes and value added for our company</p> <p>Hippocrates Research provides its employees with the working conditions set by collective agreements in the industry in general and the current regulations.</p> <p>In addition, both national and international legislation is respected with regard to freedom of association and protection of the right to trade union organisation which guarantees the right to all workers to freely form and join organisations, institutions, committees and associations.</p>
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PRINCIPLE 4

BUSINESS SHOULD ENSURE THE ELIMINATION OF ALL FORMS OF FORCED AND COMPULSORY LABOUR

Actions realized

Despite the formal abolition of slavery in many countries dating back to more than a century ago, the problem of forced labour still unfortunately exists today, especially in the most underdeveloped countries. According to some estimates from the International Labour Organisation there are about 12 million people who are victims of this phenomenon.

HR is committed to providing its workers with satisfactory working conditions, investing heavily on the development and care of its human resources. In addition, through training and career guidance, it promotes the inclusion in the labour market of subjects that are considered "disadvantaged" such as the young and women.

HR is firmly convinced that although these premises require investments of both financial and managerial type, the success of a company is determined by the skills, motivation and commitment of its individual members. With this in mind, Hippocrates Research is committed not only to the strengthening of company capital but also to the ongoing training of its intellectual capital in accordance with the special needs in the various areas of the company. The importance of people within our company can also be seen by the continuous search for new talent who can bring innovation to the same, encouraging the growth and success of HR on the market.

On the basis of the previous statements and in compliance with national legislation, Hippocrates Research is against any form of forced labour, extorted as a result of threats of punishment.

Actions

Measurement of (expected) outcomes and value added for our company

Hippocrates Research has always respected the rules established by the National Contract and applicable laws, paying its employees a salary in line with those collective agreements also with regard to overtime. With reference to the salary we wish to provide our workers with a fair wage that allows them a satisfactory standard of living.

Moreover, as explained later in Principle number 6, HR has adopted a type of flexible timetable to accommodate the needs of both the company and its personnel, not ignoring but rather stimulating the professional growth of each employee.

Outcomes

PRINCIPLE 5	BUSINESS SHOULD ENSURE THE EFFECTIVE ABOLITION OF CHILD LABOUR
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Actions	Actions realized	<p>In an increasingly globalised market, characterised by interdependence between the different countries of the world, companies are faced with problems that, in some cases, do not directly affect their country. More and more companies and institutions are in fact committed to supporting services for the common good that may not be considered normal business activities.</p> <p>Faced with issues relating to "child labour", international organisations such as the ILO and national companies must play an active role in the fight against child exploitation.</p> <p>Companies which operate on a variety of international markets, albeit of a small size such as Hippocrates Research, have to commit themselves to supporting and promoting human rights and in particular the right to childhood taking a clear stance against such abuses. In the world some 200 million children work and are forced to forgo an appropriate education and give up their fundamental rights; disconcerting figures that must motivate companies to engage in a serious and concrete way in the fight against these abuses. Our company, in its small way, tackles the problem by trying to raise awareness among our employees on these issues and more generally all those who have working relationships with it.</p> <p>HR, being in constant contact with society, may play an important role in the growth and training of it with regard to these issues.</p>
	Outcomes	<p>Measurement of (expected) outcomes and value added for our company</p> <p>Our company has always been involved in the fight against the exploitation of child labour and the use of other forms of coercion against our employees and people in general.</p>

PRINCIPLE 6**BUSINESS SHOULD ENSURE THE ELIMINATION OF DISCRIMINATION IN RESPECT OF EMPLOYMENT AND OCCUPATION****Actions realized**

Many people still suffer from discrimination at work which still has disastrous consequences both socially and economically. Discrimination may indeed be considered as a brake on development, a waste of human talent and a solicitation to accentuate social tensions and inequalities. Precisely in order to combat this problem our company condemns any type of discrimination on the subject of employment and work.

Hippocrates Research stipulates a work contract with its employees perfectly in line with that provided by the CCNL (National Collective Labour Contract) in respect of principles such as legality, fairness and transparency.

Furthermore, our company, operating in a constantly evolving sector and in which specific skills are needed, considers a specific training path as crucial based on both training in the field and on numerous training courses scheduled every year in Italy and abroad. These activities aim to give opportunities to our employees each year to improve their professional skills, keeping abreast of issues concerning their work.

In contrast to widespread gender discrimination, even in Italy, particularly affecting women, HR can boast that on its workforce there is a prevalence of female employees, not only in the lower hierarchical spheres but also in top management.

A higher number of women on our staff therefore means coping with different requirements, and for this reason Hippocrates has introduced tools of flexibility that facilitate the reconciliation of work and private life such as:

- the introduction of flexi-time,
- the possibility of entering later and leaving earlier for parents who have younger children
- the possibility of reducing the Friday timetable, doing away with the hour of lunch break
- the possibility of working from home (home based).

In a meritocratic perspective, employees are not evaluated by HR and then discriminated against based on gender, religion or economic status of the person, but in relation to the commitment, perseverance and professionalism shown in practice. Based on the principle that every person is unique and unrepeatable, and in appreciating intellectual and company flexibility, HR is opposed to any kind of discrimination, keeping itself up to date on all the regulatory guidelines.

As stated in the Global Compact of 2010, Hippocrates Research has voluntarily adopted a plan of health insurance called Fondo Est (established in implementation of the National Labour Contract for the employees of Service Industries and Tourism, and signed by Confcommercio, FIPE, FIAVET and the trade unions: Filcams CGIL, Fisascat CISL and

Actions

	<p>Uiltucs UIL) which aims to provide workers with additional assistance to that already offered by the National Health Service. This assistance extends to all employees and also provides some services sensitive to the special role that women play in society such as the "maternity package".</p>
<p>Outcomes</p>	<p>Measurement of (expected) outcomes and value added for our company</p>
	<p>With reference to the commitment to comply with the regulations in force and in order to reflect today's society characterised by multiculturalism, Hippocrates Research has on its staff the presence of people of different ethnicity. Furthermore, our company aims to strengthen a culture of responsibility, continue to promote integration and growth of skills of those providing, in addition to health and safety at work, a policy and a company style based on cooperation, fairness and respect for people.</p>

PRINCIPLE 7	BUSINESS SHOULD SUPPORT A PRECAUTIONARY APPROACH TO ENVIRONMENTAL CHALLENGES
Actions	<p>Actions realized</p> <p>The Hippocrates Research company is committed every year in an ever more marked manner, to implementing all the strategies and procedures to ensure energy conservation, even though its business is considered of low environmental impact.</p> <p>In this light figures and tools have been arranged to promote and encourage the development of a company culture that is more and more attentive to these issues.</p> <p>As mentioned in the Global Compact of 2010, the company organisation has been arranged around cycles of work schedules that allow a manager responsible for monitoring of the shutdown of all electrical and electronic equipment to avoid equipment being left in stand-by.</p> <p>With regard to the lighting system, in areas characterised by less use of the offices a system of motion sensors has been installed for automatic switching on and off of lights.</p> <p>What is more, we have also almost completely changed the lights, introducing the use of low-consumption light bulbs that can actually guarantee energy savings.</p> <p>To limit the excessive consumption of paper and ensure savings for several years now the use of setting of two-sided printing has been foreseen and, when possible, each employee has been trained to recycle used paper by means of the appropriate bins.</p> <p>In addition, if the printed documentation only serves for internal use, sheets of recycled paper are often used.</p> <p>The actions described above are intended to demonstrate the ongoing commitment of our company to respect the environment and, in order to improve these strategies, all employees are kept informed and encouraged to implement these procedures.</p>
	Outcomes

PRINCIPLE 8**BUSINESS SHOULD UNDERTAKE INITIATIVES TO PROMOTE GREATER ENVIRONMENTAL RESPONSIBILITY****Actions realized**

As mentioned in Principle 7, with the aim to reduce what is the impact on the environment, HR encourages each employee to make rational use of resources and energy, actively trying to limit the consumption of paper, batteries and toner.

Regarding paper, for several years, in every email message sent both internally and externally, one is reminded to reflect on the actual need of printing of the same thanks to use of the message "🖨️ Please consider the environment before printing", present in the electronic signature of each employee and manager of the company.

Here we report some pertinent information relating to monthly savings of paper through the use of the aforementioned double-sided printing function:

- Average monthly page production found: 78,000 sheets approx.
- Equal to A4 reams monthly: 156 Reams
- Annual projection in A4 reams: 1,872 Reams

Hypothesising application of 30% of pages printed front and back:

- Average monthly page production found: 54,600 sheets approx (**- 23.400 sheets**)
- Equal to A4 reams monthly: 109 Reams (**- 47 Reams**)
- Annual projection in A4 reams: 1,310 Reams (**- 562 Reams**)

In support of our attention to the recycling of paper and to ensure a real commitment, each office is equipped with boxes suitable for collecting paper for recycling that are periodically emptied into the recycling bins by the figures who are specifically responsible.

Regarding the use of batteries, they are mainly used for the operation of wireless keyboards and mice, whose use has significantly been reduced only to the circumstances of work (for example, use of laptops instead of desktop PCs).

Spent batteries are collected in a dedicated box and then destined for recycling. As in previous years, this year the total number of batteries ordered corresponds to 100% of the batteries recycled.

HR is also involved in the recycling of printer toner: indeed once finished, they are collected in a special container and then sent for recycling.

This year, the recycling of batteries and toner has increased by about 3% more than the previous year for a total of 23%.

Actions

Measurement of (expected) outcomes and value added for our company

Outcomes

Although last year some of the companies with whom we have work activities, welcomed our request to use only electronic media to store some documents, for the next year we hope that they will require less and less paperwork limiting consumption of paper in order to determine a decrease in the number of reams of paper ordered and an increased use of recycled paper.

Next year HR will also arrange for the recycling of batteries and toner working with even greater commitment. Although plastic is not used significantly in the course of our work, we will in future implement new procedures for recycling it, equipping ourselves with separate collection bins.

PRINCIPLE 9	BUSINESS SHOULD ENCOURAGE THE DEVELOPMENT AND DIFFUSION OF ENVIRONMENTALLY FRIENDLY TECHNOLOGIES
Actions	<p>Actions realized</p> <p>Energy saving and environmental impact (CO₂ emissions, water consumption and deforestation) depend on both the consumption of electricity and that of paper. In order to decrease the use of paper documents, our company has installed a link to the internal company server in which all documents are shared at each work station. This system allows you to view and update any document, especially those physically located in different offices without having to resort to a printer or sending by fax.</p> <p>Despite efforts to limit the use of printers and photocopiers, our work cannot be separated from their use and for this reason HR is committed to using new generation equipment. This year all printers have been replaced with those of the new generation which, as well as offering solutions and services that best meet the needs of Hippocrates Research, guarantee lower environmental impact.</p> <p>Reduction of CO₂ emissions depends on:</p> <ul style="list-style-type: none"> ⇒ use of Duplex functions: printing front/back reduces the consumption of paper and therefore the emission of CO₂ on the production of paper; ⇒ lower overall energy consumption: for a printed page it takes an average of 0.055 kW. It is useful to know that for every kW/h 12.55 tonnes of CO₂ are produced. <p>Regarding the disposal of toner, as also described in Principle 8, once consumed they are collected in a particular space, away from personnel, and are then collected by the supplier for proper disposal. As for batteries, the percentage of toner cartridges ordered and that of those sent for disposal is equal to 100%</p>
	Outcomes

PRINCIPLE 10	BUSINESS SHOULD WORK AGAINST CORRUPTION IN ALL ITS FORMS, INCLUDING EXTORTION AND BRIBERY
Actions	<p>Actions realized</p> <p>Hippocrates Research believes in the value of work and considers legality, fairness and transparency to be essential prerequisites to achieve its economic, social and productive objectives. The activity of Hippocrates is geared to strict compliance with the laws and regulations in all the countries where it operates.</p> <p>In this light the company is actively striving to ensure that all staff, employees, consultants, suppliers and customers act with professional integrity in compliance with applicable laws, respecting the principles of transparency, accountability, consistency and fairness.</p> <p>In no case then can compensation be paid to employees not in accordance with the extent of services rendered and with the contracts stipulated in accordance with applicable law.</p> <p>In addition, all collaborators are required to respect the confidentiality of sensitive information related to the work followed by Hippocrates Research and its customers, by not divulging confidential information to the outside.</p> <p>The business dealings and relationships with institutional stakeholders are conducted in accordance with law; it is therefore prohibited for representatives, managers or employees of public administration to seek and to establish personal relationships in favour, to influence, such as to interfere or directly or indirectly affect, conducting a proper contract of employment or administrative process.</p> <p>In the conduct of any negotiations and activities Hippocrates Research avoids situations in which the parties involved in transactions are or may appear to be in situations of conflict of interest.</p>
Outcomes	<p>Measurement of (expected) outcomes and value added for our company</p> <p>In order to pursue the principles of lawfulness, fairness and transparency the management adopts models of organisation and management that provide for appropriate measures to prevent misconduct.</p> <p>Therefore it adopts specific control procedures designed to verify that all operations are carried out in compliance with the legislation in force, so that each transaction is properly recorded, authorised, verifiable, legitimate, consistent and appropriate.</p> <p>HR also disseminates to all employees the legal framework, rules of conduct and procedures to be observed in order to ensure that the activities of business are conducted in compliance with the law.</p> <p>To implement a fair and transparent management of relations with local authorities, institutional partners and employees of the Public Administration HR produces appropriate documentation to support all activities already conducted or in progress in order to eliminate any potential risk of conflict of interest.</p> <p>In view of improvement for management and control HR is constantly renewing its technology and IT system in such way as to track and be able to find documents and information in real time. For the protection of confidential information besides the computerised apparatus and the making aware of staff, HR is committed year after year to minimising the turn-over of staff.</p>

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

This document will be published on our website so that our employees, suppliers and the companies we work with can view it at any time.