United Nations Global Compact

Indus Motor Company Ltd
Communication on Progress 2010-11

Message from the Chief Executive Officer

We strongly believe that giving back to our employees and community is critical part of our efforts to build a better Pakistan. As we push ourselves to achieve a company vision, we expect to plough back more in UNGC Principles and will do so by fulfilling our role responsibly as a good corporate citizen. We believe in a shared responsibility towards maintaining and furthering the principals of the Global Compact, and made our selves accountable, through our Communication on Progress by reporting what we had accomplished throughout the year.

The United Nations Global Compact is the largest corporate citizenship in the world comprising of over 8,700 companies from 130 countries. It is engaged in initiatives to promote responsible corporate citizenship, ensuring that business is part of the solution to the challenges of globalization.

We have voluntarily signed this initiative to embrace, support and enact, within their sphere of influence, its ten principles covering Human Rights, Labor Standards, the Environment, and Anti-Corruption:

During last few years, we have achieved number of benefits to our company in becoming a member of the UN Global Compact which include being seen as demonstrating leadership by advancing responsible corporate citizenship, producing practical solutions to contemporary problems in the automobile industry and related sectors concerning sustainable development and corporate responsibility in a multi-stakeholder context.

As CEO, I am pleased to inform you that our UNGC-COP 2010-11 is updated as per the guidelines provided. The level of awareness in our staff of the universal social principles has improved and so has the commitment they have shown in advancing them to the next level.

We assure our commitment to support the Global Compact and its 10 principles for a better corporate environment toward sustainability in business.

Parvez Ghias
Chief Executive Officer,
Indus Motor Company.

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Principle 1

To support and respect the protection of Internationally proclaimed human rights

Commitment: Indus Motor Company respects and honors the human rights of people involved in its operations. Through our social responsibility program, "Concern Beyond Cars," we also support the right to education, health care, and basic facilities for the community.

Management Systems

	Safety			Health		Industrial Relations and Employees		
Actions	Safe Working Conditions	Employee Transport Safety	Customer Vehicle Safety	Road Safety campaigns	Healthy Environment for Employees	Basic Health and Education Facilities	Fair Investigation procedures	Quality of life and entertainment actions for the internal public	Employees Survey
Performance	• We ensure that our employees are provided with a safe working environment. Personal protective equipment is provided to employees as per their job requirements. • We implement the Japanese 5S concept which stands for Sifting Sorting, Sweeping, Spick/Span and Supreme Attitude. These five elements mainly focus on improving cleanliness and working condition. Top Management conducts 5S walks of the plant and work places and audits against standard at regular intervals. Each year, a champion is announced and awarded a 5S Trophy. • We have implemented KI-J (Kaizen Initiatives through Jiritsuka - Self Reliance). KIJ is a Safety Philosophy of Toyota Motor Corporation that strives to stop fatal or near fatal accidents. • Periodic checkups of fire extinguishers, fire alarms, sprinkles, etc. • As a Toyota affiliate, we endeavor to follow Toyota Motor Corporation (TMC) Global Safety Standards and are subject to their audit. • A Joint platform has been established within the Toyota network in which every plant shares safety examples and accidents to take proactive measures for prevention. • All IMC employees are insured while traveling either locally or internationally. • IMC SHE (Safety Health Environment) activities are part of new employee orientation and ATM's (Assistant Team Member) classroom training module. • Firedrills practices to test fire alarm systems and fire reporting procedures under simulated emergency conditions • Including workplaces emergency plan consisting of staff actions, evacuation plans and arrangements for contacting the fire brigade • Including workplaces emergency plan consisting of staff actions, evacuation plans and arrangements for contacting the fire brigade • Including workplaces emergency plan consisting of staff actions, evacuation plans and arrangements for contacting the fire brigade • All IMC workers are encouraged to walk on defined path with safety call points on each turning points	• We provide pick and drop transport to all employees. All our contractor drivers have attended safe driving courses and are given regular safety briefings. There is a coordinator in every van to monitor and report any unsafe driving practices, travel route issues, vehicle or employee complaints regarding transport. • Wearing seat belt is mandatory for company transport drivers and employees using vehicles. • Use of mobile phones is prohibited while driving. • Road Safety awareness and compliance session for Company's drivers • Internal Company Road Safety branding for awareness creation • First Aid Training Sessions to Drivers and Vehicle Coordinators. • Availability of Fire Extinguishers and First Aid Box in each vehicle. • Frequent vehicle maintenance and fitness checks.	• Standard operating procedures to ensure that shipping quality audits, proper transportation, insurance and vehicle delivery inspections at dealerships is done. • All vehicles are insured during transit. • Vehicle safety manuals are distributed along with documents	• Our Company has a CSR slogan, "Concern Beyond Cars", and as a good corporate citizen, we have undertaken several initiatives for Road Safety as mentioned in our website. These initiatives involve different stakeholders in various sectors including, government, and private organizations, NGOs, schools, Corporate, Health, Education, Traffic, Engineering and Law Enforcement. • IMC has initiated a project with Jinnah Post Medical College to collect road accident data and provide further information on poor road condition caused for accident. • Data collected from various hospital on monthly hospitals is consolidated and communicated to concern authories.	• Our Company has 'Green Areas' where we continuously plant trees. Starting from a desert, over 6,000 trees have been planted in the factory premises. • In line with ISO 14001, we provide excellent working conditions. Exercise is encouraged before start of work at the shop floor. We support sports and other healthy activities. •.Use of natural lighting at the plant. • Installation of spot coolers to improve air circulation and lower temperature on a production line for better working conditions. • Committee formed to monitor and improve IMC canteen environment. • Renovation of IMC canteen to provide healthy food • Rest areas are developed for technical workers inside plant to rest n break time	• Our Company follows the Basic Health Factory Act, which includes factory hygiene, employee personal hygiene, environment, vaccination, emergency medical assistance, employee hygiene cards and periodic medical checkups. •. Annual vaccination of Hepatitis B for Team members and Apprentices. • We have common cafeteria for all employees where nutritious food at subsidized rates is served. • To ensure employees hygiene and healthier lifestyle ,periodic checkups are are arranged. • Committee formed to monitor and improve IMC canteen environment. • Distribution of milk, bread, juices, and high energy foods are provided to production workers as per operational best practices. • Drinking water is filtered, cleaned and regularly tested to ensure fitness for human consumption. • Hospitalization insurance and life insurance coverage is provided to employees. • Employees Financial Assistance Committee meets at least once a month to provide financial assistance to employees for illnesses or accidents not covered by insurance or hospitalizations cover, educational expenses, etc. • Under the Social Security Ordinance and Education CESS we make contributions to institutions for educational assistance to the children of permanent workers. • We contribute to EOBI (Employees Old Age Benefit) institutions. • IMC Scholarship Scheme for staff children up to higher education.	• The Company follows the Industrial and Commercial Employment (Standing Orders) Ordinance 1968, which contains the procedures for disciplinary actions against misconduct. Investigations and disciplinary actions at Indus protect employees' rights, ensure fair treatment and the opportunity to be heard. • Suggestion boxes are placed at prominent locations	• Family Day is held annually in which over 4,000 employees and their families participate. • The company has instituted a policy in which 4 team members are selected by ballot to perform Company sponsored Hajj every year. • IMC encourages Sports and health activities, like Inter Department Cricket Tournament, every department participated in it. IMC also has an official Cricket Team, which takes part in various tournaments • All departments are allocated with an annual entertainment budget for staff welfare and entertainment. • Every department at IMC regularly holds departmental picnics to increase motivation and for team building. • LFA for non-management employees is also provided in addition to the monthly compensation. • All departments are allocated with an annual entertainment budget for staff welfare and entertainment. • Every department at IMC regularly holds departmental picnics to increase motivation and for team building. • LFA for non-management employees is also provided in addition to the monthly compensation.	• Staff Canteen and Company Transport Surveys are regularly done. Results of the survey are used to make positive improvements in the standard and quality of service and food. • IMC participates in the TMC Global Employee Morale survey (conducted annually) which covered all regional TMC affiliates. • Interactive sessions with fresh employee groups are held to get employees feedback.

Management Systems

Industrial Relations and Employees			Community and External Publics		Safety
Actions					
Preventing forcible displacement of individuals	Employee Achievement Recognition	Employment policy for disabled people	Protect economic livelihood of communities	Supplier/Contractor pre qualification requirements regarding human rights	Use of Security Services to protect operations. Standards for use of force are respected
Performance					
• Displacement according to prescribed Labor Law i.e. Standing (Orders) Ordinance 1968. There is no reported case of forcible displacement.	• CEO's Best Attendance Award for employees • Attendance incentives (monetary benefits) are offered which have led to significent increase in attendance. • Long Service Award. • Special Farewell parties for retiring employees. • Recognition and mention of outstanding employees who have contributed at various milestones. • Scholarship for employee children	• Our Company follows the Workmen Compensation Act in matters related to disability. Alternate job assignments are given to employees who are handicapped or who suffer service disabilities.	• Being a good corporate citizen, IMC community services to provide quality food, free medical facility and educational scholarships and material for under privileged communities around the plant. • Donation of Books and School Bags to the under privileged. • Efforts are made to recruit local people that meet our specific skill sets. • Every year IMC provides 50 scholarships to deserving students of neighboring communities also those families with lower income to pay for their children's education	• We ensure that our supplier or contractor pass the pre-qualification criteria to be a business partner with IMC. • Every contractor is advised to meet IMC's and SHE (Safety, Health and Environment) requirements • Principles of transparency, fairness and equal opportunity for qualified and capable suppliers and contractors are followed.	• For safe working environment, the Company employs security services. • A standard operating procedure, with communication and command levels has been established to meet security, accidents, natural calamities and other high risk situations. • Safety handouts for Safe Traveling are provided to foreign travelers and visitors to IMC. • Liaison with Overseas Investvestors Chamber of Commerce and Industries (OICCI) for an update regarding Security Situation of the City. • Regular visits of Local Police personnel on Motor cycles during day / night around IMC to watch for any abnormal activity . • Complete manning of IMC premises 24 hours , through Security Towers/ Security Guards for early warning • Technology based security apparatus ensuring detection and prevention of Hazards through CCTV coverage. • Conscious security awareness by evolving standing operating procedures for scaling up from routine functioning to ALERT & HIGH ALERT status.

Principle 2:

To avoid complicity with human rights abuse.

Commitment: Indus Motor Company is committed to avoiding complicity with human rights abuse in all areas of operations.

Management Systems

Ethics		Employees	External Public	
Actions				
Our Vision and Values aspire the Company to be the Most Respected, and as a good corporate citizen, Indus expects its employees to uphold and enhance the reputation of the business by:	The Company Statement of Ethics asks employees to maintain an environment that is free from harassment and in which all employees are equally respected. This means any action that creates a hostile or offensive work environment e.g. sexual harassment and any disparaging comments based on gender, religion and race or ethnicity, are prohibited.	Equal opportunity programs	Vendor / Supplier pre-qualification	Education, research, health and community development programs with NGOs
Performance				
• Maintaining a high level of integrity in all business relationships, both inside and outside the Company. • Fostering the highest standards of conduct and competence amongst those for whom they are responsible. • Ensuring transparency in business transactions, and rejecting any business practice which might be deemed to be improper. • Promoting fair business practices and ensuring compliance with regulatory and legal requirements.	• Statement of Ethics is signed by each employee. • Complaint tracking is done to ensure intervention and countermeasures. • Compliance with Standing (Order) Ordinance 1968. • We believe in open environment and respect for people. • Every year the Code of Ethics is reviewed for any updation. • Violations of Code of Ethics are viewed seriously and have resulted in disciplinary action and in some cases led to termination of service.	• Female employees are given equal opportunity in all aspects of employment including international assignments and trainings. We have female employees in various functions, including engineers in our manufacturing departments. • There are Equitable Career paths and growth opportunities for female employees. • Ladies day out training specially designed for women at IMC	• We encourage all vendors and suppliers to be ISO 9001 Certified or have an acceptable Industry or Trade certification.	• IMC sponsored around 6.0 million for research on Road Traffic Injuries to identify and eliminate causes of road accidents • Road safety campaign introduced in various schools to educate students • Various training sessions were held for Traffic Wardens in Karachi • Our CSR projects help foster the right of children to basic education and health. • Give scholarships to children pursuing Primary and Secondary education. • IMC provide funds to TCF (a non-profit organization) for free education in under privileged areas

Principle 3:

To uphold the freedom of association and the effective recognition of the right to collective negotiation.

Commitment: Indus Motor Company believes in freedom of association and the right of collective bargaining of all its workers. We believe in taking a proactive approach to employee issues.

Management Systems

Industrial Relation and Employees				
Actions				
.-Freedom of Association: Number of Employees represented by Labor Unions .-IMC employees are represented by Labor Union .-Workers are able to form a trade Union of their choice without fear of intimidation or reprisal	Using collective bargaining for addressing working conditions and terms of employment and relations	Union Charter Signing	Freedom of union to protect employee interests without management recrimination	Cases related to Unions and how they were decided
Performance				
• The Company complies with Industrial Relations Act 2008 wherein employees are free to join any trade union of their choice. • The Company has two registered Trade Unions. One is CBA comprising of 95% of total strength.	• CBA along with their stewards and Union members coordinate with the management for improving their working conditions and other job related issues. • The Union has the right to negotiate for its demands related to working conditions as per the Industrial Relations Act. • Collective bargaining has provided employees with better benefits and working condition while also enhancing their morale and productivity.	• On the expiry of the last agreement on March 31, 2011 a new agreement was signed in June, 2011 for the period up to March 31, 2013 by the union and management in a win-win situation and in record time.	• Union activities are governed by the Standing Ordinance 1968 and Industrial Relation Act 2008. • The Company complies fully with the law for all cases pertaining to disciplinary action and termination of employees, including any members of the union.	• No cases related to Labor Unions reported during the year. • Industrial relations and organizational climate is very cordial.

Principle 4:

To eliminate all forms of forced or compulsory labor.

Commitment: Indus Motor Company forbids any form of compulsory labor in any of its areas of operations, or by any of its business partners

Management Systems

Employees			Business Partners	
Actions				
Employment contracts state terms and conditions of service, voluntary nature of employment, freedom to leave and any penalties associated with departure or cessation of work	Record of checking lowest wage rate against regulated amount	Third party audit of supplier/contractor/vendor labor conditions	Supplier Registration	Vendor, Supplier and Business Partnership contract: Contracts are executed with suppliers after they confirm that they are not using any form of forced labor in the supply chain
Performance				
• Employment contracts do not violate any human rights or labor laws. • Either party can terminate employment contracts within the notice period. • Exit Notice period varies from 30-90 days. • Exit Interviews are taken to solicit feedback.	• All workers in the Company are above minimum wage as specified by the government and are paid competively according to market conditions.	• Basic Employer is responsible for encouraging and ensuring all vendors and contractors to fulfill their legal requirements regarding the health and safety of their employees and workers according to the Law of Land. • No supplier has been excluded because of forced labor issues.	• Supplier are selected after they confirm the legitimacy of their labor practices and no forced labor.	• Encouraged after performing evaluation

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Principle 5:

To effectively abolish child labor.

Commitment: Indus Motor Company forbids engagement of any form of child labor in any of its areas of operations, or by any of its business partners.

Management Systems

Employees		External Public	
Actions			
Failsafe documents and procedures for preventing under-age employees	Third party audit of labor conditions	Suppliers/contractors, vendors and other business partners' pre-qualification requirements regarding human rights and child labor	Program for community children to keep them out of workforce
Performance			
• All our permanent workers and apprentices are in the category of an adult person in accordance with The factories Act 1934 and no under-age employee is hired. • To prevent under-age hiring, at the time of their induction, the ages of all employees and apprentices are confirmed through their Matriculation Certificate, Form 'B' of NADRA (National Database) or Birth Certificate or National Identity Card. • No underage employee is working in the Company.	• Regular third party audits are conducted by the Labor Directorate which covers health and safety, working hours and environment and other requirements of the Labor Laws.	• All contractors are liable to fulfill their social security and human rights requirements as prescribed by different laws, including prohibition of under-age workers. • Company's employees visiting suppliers and vendors are encouraged to visually observe and report non-compliance with any laws to the Company's management.	• Food distribution in neighboring communities and scholarships for under privileged children pursuing education. • Distribution of School bags and books free of cost in neighboring communities.

Principle 6:

To eliminate discrimination in employment and occupation.

Commitment: Indus Motor Company supports equal employment opportunities, diversity and inclusion for its employees and does not discriminate against them. The Company strives to ensure a safe and healthy working environment for all employees.

Management Systems

Employees						External Public	
Actions							
Ensure equal access to employment by women and minorities	Workforce Diversity	Career Plan: Discrimination in staff promotions	Maintenance of the Code of Ethics	Ethics Committee aims to analyze possible violations of the Code and directs the most serious cases to senior management for action	Avoid systematic applications of job requirements that disadvantage certain groups	T-TEP (Toyota Technical Education Program) Apprenticeship Programs	Programs and partnerships to aid minority suppliers, contractors, vendors and business partners
Performance							
• IMC endeavors to be an Equal Opportunity Employer. Women and minorities are offered jobs in the Company without any discrimination. Minorities are given special holidays in accordance with their religious customs.	• 2010 Workforce Total Work Force =1948, including Apprentices = 396 • Average age: Team Members = 27 yrs Management = 335 yrs • The nature of our operations and plant location discourages women in applying for jobs at IMC.	• Hiring and promotions are done on merit, professional performance and qualification. • Constant disclosure in Company's internal communication.	• Code of Ethics document is signed by all hired employees.	• In the weekly and monthly management meetings, serious violations are highlighted. • HR Committee also assists in compliance of the Code of Ethics and considers cases of violation.	• Our System ensures no disadvantage to any group.	• The T-TEP program, in collaboration with Toyota Motor Corporation, Japan and three leading institutes in Pakistan provides training in the latest automotive technology to young technicians. Graduates of this program find ready employment. Till date 158 graduating students have been hired by the Toyota Network • Our company provide technical proffessional education related to automobile production to high school graduate in the Apprenticeship Program at Plant. More than 900 fresh graduates have been trained and absorbed in our Company as regular employees • We have in-house Technical Training Center and develop multi-skilled workers. • All deserving students from universities are eligible to apply for meritous internships at IMC • Desirous students from recognized universities are encouraged and provided support in their research projects with IMC. • Plant Tours especially aimed at university students are also carried out.	• Minorities business partners and suppliers are provided equal oppurtunites and right as per our company policy. • The Company operates a Vendors Development Program where vendors can obtain financial, technical, managerial and other assistance without any discrimination. Study tours are conducted for vendors to foreign manufacturers so that they can see and learn by observing onsite (Genchi Genbutsu). • SPTT (Supplier Part Tracking Team) consisting of IMC and TMC representatives visit vendors as a project to monitor vendor performance. • Suppliers product quality regularly audits are conducted to ensure quality as per SQAM (Suppliers Quality Assurance Manual)

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Principle 7:

Companies should support a precautionary approach to environmental challenges.

Commitment: Indus Motor Company is committed to actions in all areas of operations that avoid or mitigate the negative impact on the environment, complying with the National Environmental Quality Standards (NEQS)

Management Systems

← Environment Management →					← External Public →		
Actions							
Safety, Health and Environment (SHE) Steering Committee, comprising of senior management, reviews compliance requirements, approves plans and monitors their progress	Initiatives to advance environmental awareness within the Company.	Performing environmental impact Assessment	Regular Environmental Auditing, Certification and Awards	Green house gas reduction strategy	Pre-qualification of untested materials	Two way communication with stakeholders about uncertainties and potential risks	Participate in industry wide collaborative efforts to share knowledge and deal with issues
Performance							
• SHE Steering Committee, which is chaired by the CEO, meets regularly as per agreed calendar. • SHE Sub-committee comprising of representatives from all departments has led to improvement of SHE practices	• Safety Healthcare and Environment is the top most agenda item in daily, weekly and monthly meetings. • Regular training and education programs for our employees • Communication through Safety, Health and Environment (SHE) Visualization Boards and SHE Bulletins. • Daily Production Circle Meetings to communicate safety tips in the plant • To address variety of environmental problems and increase awareness of employees,month of June is celebrated as Environment month. • Company wide branding and notices were displayed for all employees. Senior Management and employees planted more than 300 trees during environment month	• We have established a procedure for identifying, recording and mitigating the environmental impacts of our operations each year. • Gas emissions from generator, ovans, drying ovans and vehicles are regularly monitored. • Sound Levels are monitored on regular intervals at the plant. • TMC audit was conducted by Japanese team fromTMC for our Waste Water Treatment Plant and observations noted are being worked upon.	• Surveillance of ISO 14001 done. • Certificate renewal for 14001 was successfully done by external bodies • Annual Global EMS Audit is conducted by Toyota Motor Corporation, Japan. • Biannual Internal EMS Audit System.	• IMC is committed to promote clean environment and encourage efforts made by our employees and management to enhance Ozone protection and minimize Green House Effect by continuously reducing consumption of ozone threatening Volatile Organic Compounds (VOC) constituents as well as reduction in electricity consumption. • Introduced paper recycling system by providing recycling trays in each departments to store and reuse papers • We monitor electricity and natural gas consumption on a monthly basis in various sections of the plant and every year, set electricity and natural gas consumption reduction targets to contribute indirectly to CO2 emission reduction As a responsible corporate citizen, we minimize electrical power consumption due to the prevailing national power shortage. • IMC has its own Co-Generation Power Plant for electricity supply to plant and corporate office. By using Co-Generation IMC has significently reduced Co2 emissions and also saved energy as compare to last year • Burners are tuned and calibrated on monthly basis to reduce Co2 emission and save energy • We have installed Energy Management System to monitor the consumption of gas and electricity in each department which will help us to monitor overall efficiency	• We have established a "Green Purching Guideline" in consultation with Toyota Motor Corporation, Japan. • As a policy all newly inducted vendors and dealers have to be ISO certified.	• Corporate Communications (e.g. Annual Report, Kaizen, Company magazine, website, press releases, notice boards, intranet, e-notices etc.). • Visits by external stakeholders, regulatory bodies, government officials, financial analysts, shareholders, etc in which they are given presentations and plant tours.	• Encourage our dealerships and vendors to get ISO 14001 certification. • Assist government and auto industry in framing and implementing EPA, Auto Policy and other regulations. • IMC has introduced Toyota (Dealers Environmental Risk Audit Program) for Dealership . certification. Currently 9 dealers are certified DERAP and 04 are in process of being certified.

Principle 8:

Companies should undertake initiatives to promote greater environmental responsibility.

Commitment: Indus Motors Company is committed to promoting environmentally responsible thinking within the company through encouragement of better environmental friendly practices. We also believe in spreading this thinking to our extended family of suppliers and dealers.

Management Systems

← Environmental Responsibility →			
Actions			
.-Under the environmental section of the Company's Code of Ethics, employees are required to: .-Preserve and protect the environment. .-Design and operate the Company's facilities and processes so as to ensure the trust of adjoining communities. .-Promote conservation of resources, waste minimization and the minimization of the release of chemicals and gas into the environment	Environmental Inspection and improvement plan	Introducing, certifying and continually improving environmental management systems	Training programs
Performance			
• Code of Ethics is signed by all employees for compliance during their tenure with the Company.	• Emission aspects are identified, and EMP (Environment Management Plan) is developed accordingly. • Team from PE & M (Plant Eng. And Maintenance) inspects the plant at regular intervals. • Environmental inspection by Toyota Motor Corporation Audit Team • Monthly monitoring EPI (Environment performance indicators) including Co2,water and waste material	ISO 14001 Certified. • Online monitoring through gas meter and electricity meters to monitor energy consumption	•We perform monthly checks and trainings throughout the entire business for complying with NEQS. • Trainings are often conducted to educate our employees and encourage for environmental friendly work pratices • Seminars held to increase Environmental awareness

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Management Systems

Environmental Responsibility

Actions				
Energy Conservation reduction in per unit usage of utilities	Implementation of VOC Reduction Program	Reduction in usage of consumables	Minimize the Production of solid waste	Reduction in waste per vehicle manufactured
Performance				
• IMC has significently reduced natural gas consumption per vehicle as compared to last year. • We have standardized the air conditioning temperature to 27 degree Celsius for our offices. • Except for basic lighting, building lights are turned off during lunch hour. • Cogeneration Power Plant has made IMC a self power generator and also helped in reducing Co2 emission	• VOC emissions have reduced by 17.6% as compared to last year • IMC has again invested Rupees 4.5 million for installation of new thinner recovery facility. • Installation of regulator in reciprocator which will also reduce thinner usage.	• Reduction in volatile solvents e.g. Thinner recycling actvities are done twice per day Color guns have been seperated for each color Bell flushing consumption reduced	• Promote double side use of paper for reducing paper consumption. • Reduced packing materials and introduced returnable boxes for some vendor supplies.	• Paper recycle system has been implemented in IMC for reducing paper consumption. • Renewable plastic bins have been replaced by paper cartoons for transportation of vehicle parts within and outside the plant

Management Systems

Environmental Responsibility

Actions						
Pollution prevention or Reuse/Recycling Programs	Use of recycled materials and consumables	Monitoring Underground (UG) fuel tanks	Practicing hazardous solid waste management	Elimination of Substances of Environmental Concern (SOC)	Disposal of Paint Sludge	Working with Suppliers, Vendors and Business partners to improve environmental performance and exclude environmental hazardous raw material in manufacturing of vehicles
Performance						
• Move towards paperless office environment. Concerted efforts to reduce stationary costs. • Use of recycled paper for photocopies and rough work. • Internal Memos are circulated through emails.	• 145 liters per day of Thinner recycling is being done. • Industrial water is treated in our Waste Water Treatment Plant and reused for plantation.	• Monthly checks of UG fuel tanks to avoid sand and water contamination.	• Incineration of hazardous solid waste is carried out through an external contractor. • Scrap contractors segregate scrap before disposal or resale.	• IMC has received statements from its vendors declaring the elimination of lead, mercury, cadmium, and hexavalent chromium while manufacturing parts.	• Paint Sludge is sent for incineration through external contractor.	• Most suppliers are ISO 9001:2000 Certified . • Some of our dealerships are ISO 14001 Certified and we are encouraging others to follow suit. • IMC initiated programs with TMC to reduce SOC from our vendor and suppliers to ensure a clean working environment for employees.

Principle 9:

Companies should encourage the development and diffusion of environmentally friendly technologies.

Commitment: Indus Motor Company is committed to the adoption of environment friendly technologies which minimize the environmental impact from its day-to-day operations and from its products.

Management Systems

← Environmentally - Friendly Technology →				← External Public →
Actions				
.-Implementation of energy efficient projects .-Research and development towards "design for sustainability" .-Programs involving technologies to improve internal energy efficiency or reduce water use.	Environment friendly product certifications Implementing Ozone protection measures	Building cars that burn cleaner fuels	Building car that emit less emissions	Support vendors for environment friendly technology transfers Support dealers for environment friendly technology transfer Support university students to focus on environment friendly technologies
Performance				
• Co-Generation Power Plant for environment friendly energy production with natural gas operated engines and turbine. • Maximize use of environmental friendly parts in car manufacturing. • Use of natural sunlight during day time to reduce electricity consumption for lighting. We use transparent porcelain sheets in our plant roofs. • Recycled water is used for plants which is treated through our wasted water treatment plant	• All products are environment friendly certified under the environmental laws of the Country.	• With the research and our continuous efforts, we have launched Corolla Ecotec (factory fitted CNG) as a cleaner fuel car. • We fulfill all government regulations regarding environmental policies	• Continues technical improvements are made in vehicles to minimize exhaust • Corolla Altis and New Generation Corolla are in compliance with Euro II Standards. • IMC sponsors teams from various enigeering universities to design and build fuel efficient vehicles	• We assist our vendors in obtaining TAAs (Technical Assistance Agreements) with foreign manufacturers, organize study tours and plant visits abroad, arrange technical drawings, assist in improving their manufacturing processes, etc. • We are also supporting our dealers to implement DERAP • We are continuously supporting engineering universities to innovate Environment friendly technologies

Principle 10:

Business should work against corruption in all its forms, including extortion and bribery.

Commitment: Indus Motor Company acts to eliminate corruption in all its forms, through the implementation of ethical codes and policies that govern business operations and relationships with external stakeholders.

Management Systems

← Employees →		← External Public →
Actions		
Code of Ethics for employees	Corporate Governance	IMC adopts a policy that is grounded on transparency, creditability and trust regarding the disclosure of material information to investors and external publics.
Performance		
• Every employee at the time of joining signs the "Statement of Ethics of Business Practices" and this commitment is renewed every . year. • All employee are forbidden to accept gifts or borrow money from another employee of the Company or from a Distributor, Dealer, Vendor or a Customer. Full compliance is required to give full disclosure every year on their business interests, if any, and trading of Company shares. • Confidentiality, honesty and accuracy of information in the course of business is required by all employees of the Company.	• Statement of Ethics and Business Practices followed. • Adopt Internationally acceptable accounting standards. • All funds, assets, receipts and disbursements are properly recorded in the Books of the Company. In particular, no funds or accounts are established or maintained for purpose that are not fully and accurately reflected in the books and records of the Company. • Comply with regulations of Security and Exchange Commission of Pakistan. • Signed Statement of Compliance included in the Company's Annual report.	• Plant Operations data displayed transparently in production and other areas for visual information and management control. • Quarterly briefings for Financial and Security Analysts. • Quarterly Board of Directors Meetings. •Plant Tours for shareholders and other stakeholders. During the year we conducted around 40 plant tours for over 1000 people. • Media/Press briefings and interviews. •Consultative meetings with CSR partners, NGOs, industry and trade bodies, etc.