

# ANNUAL REPORT 2011 COP

## SEYYOU COMPANY



ADDRESS: Iraq- BAGHDAD- AL-KARRADAH  
Iraq-Missan –Halfaya Petroleum Camp  
Jordan – Amman – Shmeisani

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Global Compact Network  
Iraq



## OUR COMMITMENT? AND WHY?

### Our first annual Communication on Progress describe

Our philosophy it is for support the work of international organization to development the situation and understanding of Iraqi people and brought them to democracy  
This is starting from inside ourselves, by joining our company To UNGC from 2009, and through the implementation rules inside our company and commitment with Ten principle of UN, as well as our intent for supplying the financial support and logistic with UNGC local network

SeeYou International Company has signed the United Nations Global Compact, and Is promoting the 10 Principles through its commitments And actions and its stakeholder relationships. We are also committed to share this information  
With our stakeholders using our primary channels of communication  
SeeYou commitment and support the intent of The UN Global Compact to encourage companies to embrace, support and enact, Joining, to applicable set of core values in the Areas of human rights, labor standards, the environment and anti-corruption:

#### **Human Rights**

- Principle 1: Businesses should support and respect the Protection of internationally proclaimed human rights;
- Principle 2: Make sure that they are not complicit in human Rights abuses.

#### **Labor**

- 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;
- Principle 6: The elimination of discrimination in respect of Employment and occupation

#### **Environment**

- Principle 7: Businesses should support a precautionary approach to environmental challenges;
- Principle 8: Undertake initiatives to promote greater environmental responsibility;
- Principle 9: Encourage the development and diffusion of environmentally friendly technologies

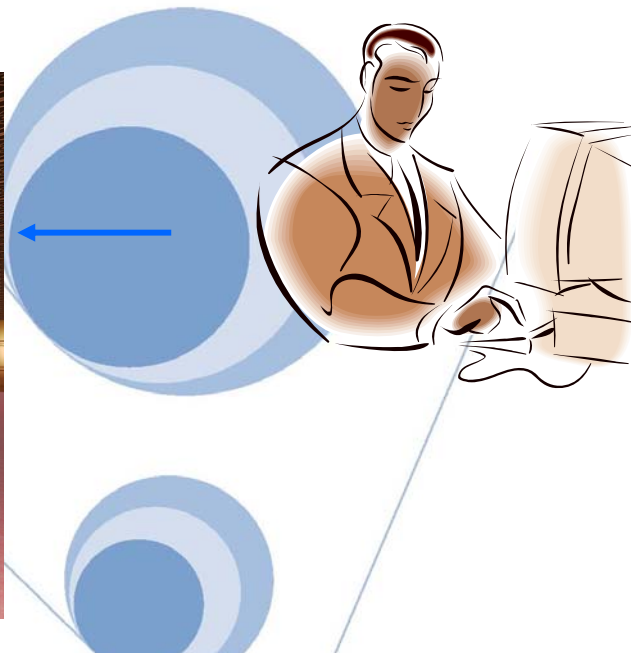
#### **Anti-Corruption**

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





HOTELS , Baghdad 2011



Improve the standard of living by providing job opportunities



Our goods imported are subject to quality checks by international companies to check the quality control to prevent tampering and corruption



Improvement the environment for people condition



Keep the healthy by using qualified materials do the purpose



Get new Jobs opportunities and commitment with safety rules human rights



Time schedule to prevent time waste



# SEE YOU TRADING & CONSTRUCTION



Making requital to encourage efficiently workers



Page 1 of 1

**CENTRAL ORGANIZATION FOR STANDARDIZATION AND QUALITY CONTROL**  
**الجهاز المركزي للمقياس والمقياس**  
**Pre-Import Inspection, Testing & Certification Program of Goods into the Republic of Iraq (ICIG)**  
**برنامج التفتيش والتجربة والمقاسم المسبق لإصدار شهادة المطابقة للمنتجات الواردة إلى العراق**

**CERTIFICATE OF CONFORMITY**  
**شهادة المطابقة**

CnC No: رقم الشهادة: IQC 2012 002988 / 001  
 Issuance Date: تاريخ الإصدار: 06/04/2012

Reference N°: رقم المرجعي: 420120H8432  
 Registration N°: رقم التسجيل:

Importer: المستورد Address: العنوان City - Country: المدينة-الدولة: IRAQ	Exporter: المصدر Address: العنوان City - Country: المدينة-الدولة: 42100 SHAH ALAM, SELANGOR, MALAYSIA
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Invoice amount / قيمة الفاتورة: 45,887.00 USD ( FOB )  
 Invoice N°: رقم الفاتورة: 7084  
 Date: تاريخ الفاتورة: 30/03/2012

**INFORMATION FOR BORDER VERIFICATION PURPOSE**  
**معلومات لغرض التحقق في الحدود العراقية**

Method of shipment: طريقة الشحن: MEXED  
 Country of shipment: بلد الشحن: MALAYSIA

Document number: رقم الوثيقة: ECU/INV/2007864  
 Document date: تاريخ الوثيقة: 01/04/2012

Place of origin: مكان المنشأ: TRABEEL  
 Country of origin: بلد المنشأ: ISRAEL

Marking details: تفاصيل الترميز: 11 00 PUCHONG  
 Full container: FULL CONTAINER

Item	Declared Quantity	Unit	Origin as marked on goods	Goods Description (description / brand / model)	Remarks (ملاحظات)
11 00	BOX	MALAYSIA	420120H8432	11 00 BOX MALAYSIA	11 00 BOX MALAYSIA

**Remarks:** TO SUPPLY OF HOT DIPPED GALVANIZED SECTIONAL RECTANGULAR WATER TANK COMPLETE WITH STANDARD ACCESSORIES AS FOLLOWING

**ملاحظات:** 2694594

**SGS (Malaysia) Sdn Bhd** Company No. 19871 - T  
 No. 26, Jalan Anggerik Vanilla 31/03,  
 Kota Kemuning, 40460 Shah Alam,  
 Selangor, Malaysia  
 Tel : 603 - 5121 2320  
 Fax : 603 - 5121 1816

**SGS**  
**ORIGINAL**

Certificate No. : F680101/KL/N/5289(10150514)  
 Page 1/3  
 Date: 25<sup>th</sup> August 2011

**PRE-SHIPMENT INSPECTION CERTIFICATE**

Exporter: ALAM TIMUR INDUSTRIES SDN BHD  
 29, Jalan TSB 1, Taman Industri Sg. Buloh,  
 47000 Sg. Buloh, Selangor, Malaysia

Importer: SEE-YOU DAMLIYA COMPANY FOR GENERAL TRADING AND CONTRACTS LTD.  
 IRAQ-BAGHDAD-AL KARRADAH ST-MAHALLA 903  
 ST 12 - BUILDING 2  
 POSTAL BOX : 10002 IRAQ, BAGHDAD-KARRADAH  
 TEL : 00-964-7903-724-182 / FAX : 00-964-7703-975-648

Description of Goods: TO SUPPLY OF HOT DIPPED GALVANIZED WATER STORAGE TANK COMPLETE WITH STANDARD ACCESSORIES AS FOLLOWING:  
 (A) 20' X 12' X 8' (H) HDG TANK X 5 NOS

Document References: a) Commercial Invoice No. 7276  
 b) Packing List No. AT/PL/Inv/7378/ly  
 c) Certificate of Zink Coating No. IGC/TH546/11

Place of Inspection: ALAM TIMUR INDUSTRIES SDN BHD  
 No. 7, Jalan TPP 5/10  
 Taman Perindustrian Puchong,  
 Seksyen 5, 47100 Puchong,  
 Selangor.

Date of Inspection: 23<sup>rd</sup> August 2011  
 Reference No: SGS Job No. 10150514  
 Inspector: Anuar Nizam

THIS IS TO CERTIFY that according to the references mentioned above, we have carried out pre-shipment inspection to comply the requirement as per Commercial Invoice No. 7276. After careful visual examination and inspection, which were conducted to the best of our knowledge, ability and in a conscientious manner, we report as follows:-

**SGSPAPER**  
 10784244



Different Kinds of schools, with USAID to support the Education progress for People keep the rights, as well as through support civilian organization by supplying them necessary of works



Provide best environment for people to teaching and learning



Supplying the laboratories with all necessary to keep pupils in touch with all facilities



**USAID**  
FROM THE AMERICAN PEOPLE



**ALLIED  
WORLD**  
NATIONAL ASSURANCE COMPANY

## Assessment risks, Opportunities, goals, strategies, and policies

Our employees and all our business partners respect the Universal Declaration of Human rights and environmental protection. Based on our commitment we have set up a code of conduct, published on **our safety plan and our activity hazard analysis and HSSE Management System depend on our works with international petroleum Companies (PetroChina International and GazProm Russian Company , USAID, KELLOGG BROWN & ROOT, INC. etc...) with different clients**

And insurance all our works with (DBA) Defense base Act Health and environment and Human rights and Anti corruption and how our company develops and refines goals and metrics specific to its operating context to meet its goals

### **STATEMENT OF SAFETY AND HEALTH POLICY**

1-Based on hazard evaluations (conducted by supervisors), employers shall select, and have each affected employee use, PPE that will protect the employee from hazards.

2-Employers shall communicate PPE decisions to each affected employee and select PPE that properly fits each affected employee.

3-Employees shall use all PPE that may be required to maintain their exposure within acceptable limits.

4-Employees shall be physically able and medically

determined qualified to use the personal protective and safety equipment that may be required in their job duties.

5-Employers shall ensure users of personal protective and safety equipment are trained to know the following: when PPE, and what types of PPE are necessary; how to properly don, doff, adjust, and wear PPE; limitations of the PPE; and proper care, inspection, testing, maintenance, useful life, storage, and disposal of the PPE.

a-Each affected employee shall demonstrate an understanding of this training and the ability to use PPE properly before being allowed to perform work requiring the use of PPE.

b-When the employer has reason to believe that any affected employee who has been trained does not have the understanding and skill required for the use of the PPE, the



employer shall assure the employee receives the necessary retraining to acquire the appropriate skills.

c-The employer shall verify that each affected employee has received and understood the required training by a written certification that identifies the name of each employee trained, the date(s) of the training, and the subjects taught.

6-A copy of the manufacturer's use, inspection, testing, and maintenance instructions shall be maintained with the personal protective and safety equipment.

7-Personal protective and safety equipment shall be tested, inspected, and maintained in serviceable and sanitary condition as recommended by the manufacturer.

8-When employees provide their own equipment, the employer is responsible for assuring its adequacy in protecting against the hazard and its state of repair.

9-Protective footwear, such as rubber boots, protective covers, ice cramp-ons, and safety-toed boots, shall be worn by all persons exposed to hazards to the feet (including, but not limited to, puncture, slipping, electrical, or chemical hazards)

## ***HSSE Management System Elements and Expectations***

### **1. Leadership and Accountability**

Effective health, safety, security and environment (HSSE) management relies on the commitment of all SEE YOU personnel to achieve excellent performance. Leaders within SEE YOU operating groups are expected to champion the HSSE management system. These people are held accountable for personally leading the effort by demonstrating behaviors that are supportive of our HSSE objectives, by clearly defining HSSE roles and responsibilities, by providing needed resources, and by measuring, reviewing and continuously improving our HSSE performance.

#### **Expectations**

Business is conducted throughout all SEE YOU operations in accordance with the SEE YOU HSSE Policy. SEE YOU leaders regularly engage the workforce in clear, two-way communications, and model positive HSSE behaviors by personal example both on and off the job.

Opportunities are sought to reinforce and reward group and individual positive HSSE behaviors.

HSSE considerations are taken into account during strategy development, planning and decision-making processes.

Roles and responsibilities are defined and clearly communicated for management of HSSE issues and leaders stress the need for active involvement of all personnel.

Adequate resources are allocated to meet HSSE management system requirements.

Specific, measurable and realistic HSSE performance goals and objectives are established. HSSE performance is assessed against those objectives, based on feedback from line management, peers and others in the Business Unit.

The HSSE management system is implemented and supported throughout the organization.

Sharing of best practices learned inside and outside the company is promoted





## 2. Regulatory Compliance and Corporate Standards

Achieving compliance with regulations, standards, guidelines and internal policies is vital to our business success. Effective processes exist to help identify, understand and communicate throughout the organization all applicable requirements. All facilities are operated and maintained to ensure safe, secure, and environmentally sound performance while adhering to all regulatory requirements. SEE YOU corporate standards are developed and implemented as needed to establish common HSSE practices across all business units.

### Expectations

All applicable regulatory requirements are met or surpassed and operational integrity is maintained through documented operational, maintenance, inspection and integrity management systems. Where local regulatory requirements are absent or inadequate, standards are set that protect people and the environment. Voluntary program participation is supported where it enhances HSSE performance or community relations.

Critical Standards and procedures are provided as interpretation for some of the most common risks, implementing lessons learned and translation of key corporate expectations into common practice.

In joint ventures and partnerships where SEE YOU is not the operator and has a major ownership interest, we will encourage the implementation of similar HSSE management systems.

Systems are in place and responsibilities are assigned to identify, interpret, communicate and operate within applicable regulatory requirements, including permit approval, monitoring and reporting requirements, recordkeeping and other legally binding HSSE requirements.

Key operating parameters are established and regularly monitored. The workforce understands their roles and responsibilities to maintain operations within these parameters.

Clearly defined start-up, operating, maintenance and shutdown procedures are in place with designated authorities identified (e.g., safe work permits, hand-over, equipment and process isolation, etc.)

Reliability and availability of protective systems are maintained by appropriate testing and maintenance programs, including management of temporary disarming or deactivation.

Energy efficiency and resource conservation opportunities are identified and acted upon throughout the operational life of facilities.

HSSE impacts associated with operations, including storage and use of hazardous chemicals, generation of waste, emissions, noise, releases to surface and groundwater, and energy uses are minimized to the extent practicable.

Comprehensive waste management programs are in place to ensure that wastes are minimized, re-used, recycled or properly disposed of.

Abandonment, remediation, reclamation and restoration programs are used as needed to minimize land-based impacts associated with our businesses.



### 3. Contractor and Supplier Management

A cooperative effort between SEE YOU and its suppliers and contractors promotes safe working and environmentally sound conditions, attitudes and behaviors. SEE YOU uses only competent suppliers and contractors who are properly trained, appropriately equipped, effectively supervised and comply with all applicable industry regulations, standards and policies. We work together with these groups to ensure that our HSSE Expectations are aligned, and we monitor their performance to ensure that our HSSE Expectations are met.

#### Expectations

Pre-qualification and retention criteria are established for work performed by contractors, suppliers and others.

Contractors are expected to have approved and audited basic safety programs that meet or exceed industry standards and protocols. SEE YOU company will communicate the HSSE requirements to contractors and suppliers in any solicitation for bid or request for proposal.

SEE YOU business units must require that contractors and suppliers follow all regulatory and SEE YOU HSSE requirements as a part of the written contract or purchase order, including documentation.

Hazards and risks associated with contractor and procurement activities in our businesses are identified, managed and communicated.

All independent contractors coming to work for SEE YOU complete a basic orientation which meets business unit and minimum industry standards.

SEE YOU business units will require documentation that the contractor's employees have the proper qualifications and training, in advance of the work being performed.

SEE YOU business units require that all contractors develop HSSE reporting procedures to address incidents, statistics, emissions, releases and inventory data required by SEE YOU.

### 4. Incident Analysis and Prevention

HSSE incidents are reported, investigated and analyzed to prevent recurrence and improve our performance. Our investigations focus on root causes and/or system failures. Corrective actions and preventative measures are utilized to reduce future injuries and losses. The value of the investigation data is enhanced by sharing the results with a wide audience.

#### Expectations

All health, safety, technical integrity and environmental incidents are openly reported, investigated, analyzed and documented. Security incidents are managed on a "need-to know" basis.

Near miss reporting is encouraged and positively recognized as a means of preventing incidents and improving HSSE performance.

All incidents undergo root cause analysis so that systems, procedures and behaviors can be corrected to eliminate or minimize the likelihood of recurrence. Incident investigations are documented and corrective actions closed-out.

Information gathered from incident investigations is analyzed to identify broad trends and develop preventive actions.

Key lessons learned from investigations are shared across the organization and, when appropriate, with industry contacts.



## 5. Communications and Stakeholder Awareness

Effective internal and external communication performed appropriately and consistently over time promotes a solid understanding of our HSSE expectations and performance. We value the importance of community awareness and actively engage in dialogue with various stakeholders to maintain public confidence in the integrity of our operations our commitment to HSSE excellence.

### Expectations

Open and meaningful communications are established and maintained with personnel, regulatory agencies, public organizations and communities regarding the health, safety and environmental aspects of our business.

Assessments of new project developments include a review of HSSE impacts on local communities, and issues raised are communicated and integrated into the business case.

Communication systems are in place to ensure we take responsibility for our operations and act in a timely fashion in responding to community concerns and issues.

HSSE impacts of any divestment or decommissioning on the local community are reviewed and communicated as necessary.

## 6. Engineering Controls

New facilities and modifications to existing facilities are designed, constructed and commissioned using recognized standards, procedures and management systems to ensure HSSE performance expectations are achievable throughout their operational life. Acquisitions are reviewed for potential HSSE issues and impacts.

### Expectations

Baseline technical, environmental and safety data are collected before the development of any significantly sized new operation, facility, or major modification.

Facilities are designed and constructed using technology which balances costs and benefits to manage technical risk and minimize or eliminate emissions, discharges, releases and other environmental impacts.

Project management systems and procedures addressing technical integrity and HSSE accountabilities are documented and well understood. Design, procurement and construction standards are formally approved by the designated technical / engineering authority.

Operational, maintenance and HSSE expertise are integrated early in the project / design stage and collectively complete and approve a Management of Change review. Experience from previous projects and current operations is applied.

Deviations from design standards are identified and managed within the business unit, with the reasons documented and retained.

Quality assurance and inspection systems are in place to ensure that facilities meet design and procurement specifications, that construction is in accordance with approved standards, and that equipment replacement or modification maintains operations integrity.

Documented pre-and post-startup reviews are carried out for all newly installed or modified equipment to confirm that construction is in accordance with design, all required verification testing is complete and acceptable, and all recommendations / deviations are closed and approved by the designated technical authority.





## Anti-Corruption

### Bribery and Corruption

Our company working with different parties under rules considers  
Any commission, advantage, gift, gratuity, reward or bribe given, promised or offered by or on behalf of the Company  
Determine as criminal liability which may be thereby incurred,  
Subject the Contractor to the cancellation of this and all other contracts

**General Conditions  
(FIDIC\_1987)**

**General Conditions  
(Iraqi-Law)**

## Implementation

Our HSSE management system plan reaching for the rights of employees we are now entitled to healthy insurance. and Making requital to encourage efficiently workers, making periodical training for workers about the necessary of safety issue, trying to improvement the behavior of our employees, And awarding certificate letter and finical award for successors

As well as, encourage our partners to commitment with regulations and rules through the communication channels

## Measurement of outcomes

### Finance

If we talking about audit company annually our company submitted the settlement, to the TAX office GCT, through the accounting office to measurement the finance and all details of projects execution through one year

If there is any weakness in the company's accounts, the auditor of the company the legal notice the company's management mistakes

It is also the other sides are reviewed on regular basis the company's accounts, sometimes in a surprise audit expenses

It is also within the policy of the company's selection of people dedicated to the work of procurement to prevent the manipulation, bribery and corruption

It is also within the company's policy to establish training courses for staff on a regular basis and computational

It is also within the company's policy formation of specialized committees on the subject of procurement to audit the prices of materials used in steel work

## Support of UNGC



The first meeting in Iraqi community



Selection of steering community