

Dear Sir;

Thank you very much for your phone call. Please find here under a brief description about Alfa Misr For Industrial Investment.

Alfa Misr for Industrial Investment is an Egyptian joint stock company specialized in refining, packaging and wholeselling of different types of edible oil such as sunflower, corn and soybean oil.

Alfa Misr is also specialized in producing PET bottles of various sizes for edible oil packaging. This is besides producing polyethylene caps of various sizes for PET bottles.

Our Mission

Our mission is to raise awareness of the healthfulness of vegetable oils, vegetable oil-based food products and products made with vegetable oil among consumers and influencers of consumers' opinion to drive product demand.

Our way to achieve this great mission is to adopt our Vision "FROM FARM TO TABLE"

Ethics and Values

We are committed to aligning our operations and strategies with the UN GLOBAL COMPACT ten universally accepted principles in the areas of human rights, labour, environment and anti-corruption. By doing so, business, as a primary agent driving globalization, can help ensure that markets, commerce, technology and finance advance in ways that benefit economies and societies every where . We have always believed that each of us, who wish to be a part of the food industry are given the responsibility of protecting the public by producing food products with best quality

THE FAIR WAY

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Legal Status

The company was established in accordance with law number 8 , year 1997 of investment and free zones authority.

The company is exempted from taxes for 10 years starting the year 2000 , as it is built in one of the new industrial areas.

Man-Power and Salaries

The total number of man power in the factory , offices and port is 720 employees.
The total monthly salaries is with an average of LE 1,450,000 (US\$ 237,000.00).

Capital Assets And Shares

-Authorized Capital	LE 25,000,000 (Twenty five million Egyptian Pounds).
-Issued Capital	LE 25,000,000 (Twenty five million Egyptian Pounds).
-Total Asset Value	LE 55,000,000 (Fifty five million Egyptian Pounds).
-Total number of shares	250,000 (Two Hundred and fifty thousands shares) .
-Share Par value	LE 100 (Hundred Egyptian Pound) .

Activity

The imported crude edible oil is received in Domiata Port of which the company owns a tank farm with a total capacity of 13000 Tons.

The crude oil is transferred using the company's trucks to the refinery in the industrial area of 10th of Ramadan city , about 90 Kms from Domiata port.

The crude bulk edible oil will be stored in two tanks in the refinery with a total capacity of 2400 Tons.

The main brands of which Alfa Misr sell in the Egyptian market is "Berlant Corn Oil" , "Berlant Sunflower Oil" , "Almaz Corn Oil" , "Almaz Sunflower Oil" , "Shouq Soya-Bean oil" , "Amarain Sunflower Oil" , "Shadow Sunflower Oil" , "El Nada Mixed Edible Oil" and "Habiba Mixed Edible Oil" .

Our reason for submitting this report is, first and foremost, to demonstrate the work we are doing so that we may garner support for our goals. Second, we want to show and emphasize the importance of collaboration and partnerships, which provides the foundation for our work.

HUMAN RIGHTS & LABOUR

Alfa Misr For Industrial Investment considers itself as a responsible and forward-looking business and takes its responsibility in the field of human rights and labor very seriously.

We pledge to respect them in every business transaction, whether it is with internal stakeholders such as employees, or with external stakeholders such as suppliers, customers, partners, and civil society.

We have chosen to address human rights and labour in the same section because of the strong connection and overlap between the two areas.

It is our point of view that the steps undertaken to respect and protect human and labour rights within our workforce can be addressed with similar actions.

In order to avoid duplicating information, we believe that combining the two topics together in this report is the most effective way of presenting to you how Alfa Misr addresses these concepts.

As a member of the United Nations Global Compact Initiative, Alfa Misr is committed to the following six principles on human rights and labour:

UNGC PRINCIPLES ON 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 6;
- Principle 3: Businesses should uphold the freedom of association and the effective;; recognition of the right of collective bargaining;
- Principle 4: The elimination of all forms of forced and compulsory labour;
- Principle 5: The effective abolition of child labour;
- Principle 6: The elimination of discrimination in respect of employment and occupation

SYSTEM OF IMPLEMENTATION

We have used the following guidelines to help us achieve the UNGC principles on human and labour rights:

- 1- The United Nations Universal Declaration of Human Rights and the two covenants that together form the Bill of Human Rights
- 2- The Core Conventions of the International Labour Organization
- 3- United Nations Global Compact
- 4- The Global Strategy for women's and children's health

ACTIVITIES & OUTCOMES

Discrimination

Uphold the elimination of discrimination in respect of employment and occupation, our company does not discriminate between its employees regarding their race , religion or gender .

Recruitment:

In Alfa Misr, our workforce consists of 620 full time employees 100 part-time employees.

Among our full-time employees, 30% are women, and 70% are men.

Among our part-time employees and trainers, 13% are women and 87% are men.

We take pride in our objective and impartial recruitment process. Our employees come from all levels of the social stratum.

Alfa Misr does not stipulate any special hiring requirements for its employees beyond the qualifications expected of the task to be performed. In accordance with Principle 6 of the UNGC, we uphold the elimination of discrimination in respect of employment and occupation.

Alfa Misr institute policies and procedures for recruitment based on qualifications, skill and experience and the staff of human resource is recruiting with full impartial without nepotism, the nomination of applicant is depend on job requirements, applicant qualifications including education, previous experience , skills and the ability to do the job .

- "job offer "is produced to the selected applicant by HR department contains : job title , Department or project , Salary , benefits .
- Employment contracts are stating the terms and conditions of service, all employees' rights: salary, social security and their duties. Signed by the new employee and CEO.
- Alfa Misr is recognizing to reach 5 % of total staff in hire people with disabled.

Working hours :

Alfa Misr is committed to working hours set by Egyptian law, any extra hours is calculated as over time .

Official Paid holidays: all Muslim and Christian Holidays are paid.

Maternity protection:

Alfa Misr provide paid Maternity leave of 90 days for employed women

Nursing Mothers are allowed to leave the company one hour earlier than the regular schedule daily time.

Child labour :

No child labour is allowed in our company (not less than 18 years old) and close this term the contracts with our subcontractors .

Performance appraisal:

Our HR department created system to evaluate employees, first one after three months from hiring and the next one is annual appraisal.

The performance appraisal process as a positive interaction and provide a permanent connection between the staff and their managers.

Evaluate the performance is made by the employee direct manager on the appraisal form and is negotiated it with the employee and he can object to the evaluation, Human resource department active these evaluations by:

- Fixed probationary employee.
- Granting of annual premium or extra incentive.
- Training course to improve weakness points and gain more skills.

Training:

HR department prepare annual training plan according to the performance assessment of the employees and Department manager plan to improve employees performance and to increase their knowledge and skills.

Employee suggestion system

Alfa Misr seeks to guarantee freedom of individuals to participate in his opinion and creative ideas, through forming of a committee to study proposals and award winners.

Social activities: Creat new social activities: Sport days and birthdays celebrations, which makes employees engaged each other to keep good relations among them and get some entertainment for the renewal of their activity.

ENVIRONMENT

Alfa Misr takes care of the environment in every aspect when delivering its services. We stick to our commitment to the UN Global Compact by implementing the three principles on environment, in all our activities. The principles are

UNGC PRINCIPLES ON THE ENVIRONMENT

- Principle 7: Businesses should support a precautionary approach to environmental challenges
- Principle 8: Businesses are asked to undertake initiatives to promote greater environmental responsibility
- Principle 9: Businesses are asked to encourage the development and diffusion of environmentally friendly technologies

One fundamental and overarching principle of the UNGC on the environment is the precautionary principle. The precautionary approach is applied to minimize the environmental impact of our everyday activities. It also seeks to reduce future impact through the spreading of knowledge via our sphere of influence. We are deeply committed to this principle.

SYSTEM OF IMPLEMENTATION

At Alfa Misr , we have many management systems and strategies to help us address and achieve our commitment to environmental sustainability. We wish to reinforce our commitment to the environment by taking it into serious consideration in all our activities. We further aspire to invite the Egyptian population to contribute to green and sustainable development. We believe adopting a green way of thinking at the company level is one of the best ways to spread green consciousness within our sphere of influence.

Our commitment to the environment is also demonstrated in our engagement to the ISO 18000 and ISO 21000 family of standards concerned with environment management. These standards consist of a framework of policies and strategic approaches that advise organizations on how to improve their environmental performance continuously and how to minimize the harmful environmental effects of their activities. As a responsible follower of the ISO, we undertake an environmental evaluation once a year and an official audit in environmental protection once every three years. At TMA, we consider it as one of our goals to enhance the environmental sustainability of our company in the years to come. By adopting these standards, our company intends to identify and minimize the negative environmental impact of its activities and services, and demonstrate new methods of raising environmental awareness.

- 1- Raise environmental awareness among youths and other stakeholders through educational material, seminars, and workshops

- 2- Organize campaigns and conferences on the subject of environmental management to actors within our sphere of influence
- 3- Emphasize, through education, the importance of recycling and alternative methods of saving energy.

ACTIVITIES & OUTCOMES

Alfa Misr have made considerable changes to our facilities to ensure our equipment and appliances are eco-friendly. These environmental initiatives

- 1- Using notebooks made from recycled paper
- 2- Efficient disposal of garbage
- 3- Avoiding needless use of water and energy
- 4- Avoiding use of chemicals and substances detrimental to the environment

ANTI-CORRUPTION

OUR COMMITMENTS

Alfa Misr is deeply committed to the 10th principle of United Nations Global Compact, stating that businesses should work against corruption in all its forms, including extortion and bribery. We believe it is fundamental to sound management to adopt openness and transparency. We will not condone any violation of the law, dishonesty, or unethical business transactions by any employee or partner.

UNGC PRINCIPLES ON ANTI-CORRUPTION

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

Corruption prohibits the sound and stable development society. The smaller the company, the more susceptible it is to corruption.

Alfa Misr is committed to the idea that it is every company's responsibility to maintain an honest way of conducting business. With this principle in mind, we will not support, maintain, or accept any unethical business acts.

Alfa Misr also commits to providing clear and transparent governance, and well-stated processes in all aspects of its business.

All Alfa Misr executives are fully informed on forms of corruption and their relating legislation. We also recognize the negative impact extortion and bribery have on business development. It is our policy to inform our staff on the different forms of corruption so that they have the ability to identify and fight against corruption.

We pursue transparency in all levels of our business . We believe transparency is a key factor in the fight against corruption. Alfa Misr publishes annual and quarterly financial reports for the purpose of enhancing financial transparency.

By implementing the OHSAS 18001, ISO 14001, and ISO 9000 standards, we hope to demonstrate that we are fully committed to quality management.

We believe transparency provides beneficial value to our management system. Likewise, we hope that by publishing this sustainability report, we have effectively demonstrated to the community and our stakeholders the activities unfolding within our company. We seek to maintain honest and trustworthy relations with all our stakeholders, and continuously strive to build a better and more sustainable future for Egypt and the world.

CONTACT US

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