



COP No.3 – 2012/2013

Alma^{cg}
le #costconsulting

Making sustainable development the energy of our growth

Declaration of continuous support to the principles of the Global Compact

Ever since its creation in 1986, the aim of Alma CG has been to become a favoured partner of private and public sector companies in helping them control expenditure and optimise financing. Faced with new environmental and social challenges, we are convinced that this value-creating process can only take place against the background of a corporate policy that fosters social development and the protection of the environment. This approach enables us to both reduce risks and create real opportunities.

With this in mind, in 2008 Alma CG made the strategic choice of implementing a structured Corporate Social Responsibility (CSR) policy, which enables us to:

- increase our leadership in the Cost Consulting sector by creating consistent and innovative client relations focused on new social challenges, through developing new environment-centred offers that meet business ethics.
- become more attractive to new talents and foster the Group's overall cohesion with all stakeholders (clients, suppliers, employees...), based on values of society and solidarity.

To strengthen our CSR commitments and strategy, in 2010 Alma CG adhered to the United Nations' Global Compact and supports its human rights, labour and environmental principles, as well as its work in combating corruption. A roadmap including these ten principles has been drawn up to help us measure our performance, exchange good practices and steer our commitments.

As the Managing Director of the Group, I am delighted to take the opportunity of this third Communication on Progress (COP) newsletter to pledge our continuing support to the Global Compact and to renew our commitment to promoting its ten principles.

Please read on to find out more about our 2012 achievements and progress, as well as our new CSR roadmap for 2013.

Hervé Amar

Alma CG Managing Director

Our CSR approach based on the 10 principles of the Global Compact

Social

Environmental

Economical

Global Compact principles

Nos. 1–2: human rights
Nos. 3–6: labour

Nos. 7–9: environment

Nos. 10: anti-corruption

Our commitments

To support Social Development for employees via a Human Resources Policy based on responsible recruitment, professional development that is fair for all, appropriating and promoting corporate fundamental values in everyday practices, and integrating all social categories at all corporate levels.

To preserve the Environment by changing our everyday behaviour (travel, materials, recycling...) and our procurement policies to make them more responsible.

To foster Sustainable Growth for Alma and its clients through responsible and ethical corporate practices and through making available new, innovative and value-creating services focused on sustainable development. To promote the Global Compact's ten guiding principles to our clients, using institutional communication (website, brochures...), and to our suppliers, using assessments and actions that raise awareness of the issue.

Our previous achievements

- Signing a company-wide agreement on gender balance.
- Signing the *Charte du Cœur*.
- Improving internal communication.
- Donations and financial support to charities.

- Carbon footprint: international expansion and global overhaul of the group with Bureau Veritas.
- HQE certification for our sites in Asnières and Gennevilliers.
- Improved waste recycling: fitting of plastic goblet, can and bottle compactors.

- Making tools available to clients, e.g. *Green paper on Environment-related tax*.
- Broadening our activity to better meet companies' concerns regarding sustainable development: energy efficiency, responsible approach to procurement, CSR steering software.



2012 actions - Environment

Principles 7-9

Environment – Businesses should:

7. support a precautionary approach to environmental challenges;
8. undertake initiatives to promote greater environmental responsibility;
9. encourage the development and diffusion of environmentally friendly technologies.

Our 2012 achievements:

- The **HQE User Operations Certification** at our Asnières site was upgraded to **Efficient level**. This is recognition of all our Sustainable Development actions put in place at the site, as well as those rolled out at all our other sites.
- Several actions were put in place regarding **business travel to reduce our CO2 emissions**:
 - developing video conferencing equipment in our three main sites to reduce inter-site travel,
 - promoting car-sharing using an ever-growing fleet (10 vehicles), including one electric vehicle,
 - cutting the CO2 emissions of our vehicle fleet by 6.3% in one year: average of 117.8g at 31/12/2012.
- In January 2012, we implemented an **Energy Performance Contract (CPE)** with our partner Dalkia on our main site at Gennevilliers, with the objective of guaranteeing the long-term improvement of our building's energy efficiency by reducing energy consumption.
- To improve its organisation, the Alma group purchased an ERP, which required, among other things, the **optimisation of our Procurement process**.
We centralised all our procurement and suppliers, meaning our procurement practices are better monitored and are therefore more **responsible and sustainable**.
- We donated **IT equipment** to **charities** and **schools**:

	Central processing units	Monitors	Printers	Laptops
Schools	36	36	2	-
Charities	46	75	-	2

- **Waste sorting**:
 - Light bulb and neon tube recycling was rolled out in our three main sites: Lyons, Asnières and Gennevilliers.

2012 actions – Labour management

Principles 1-6

Human rights: Businesses should:

1. support and respect the protection of internationally proclaimed human rights;
2. make sure they are not complicit in human rights abuses.

Labour standards: Businesses should uphold:

3. the freedom of association and the effective recognition of the right to collective bargaining;
4. the elimination of all forms of forced and compulsory labour;
5. the effective abolition of child labour;
6. eliminate discrimination in respect of employment and occupation.

HR indicators	Objective	2011	2012	Analysis
Overall workforce		1554	1291	
-of which % of long-term contracts	N/A	97%	97%	- The numbers are stable, considering that the Group has sold certain entities.
- of which % working in France		87%	82%	- A company-wide agreement on gender balance has been signed.
% of women	N/A	57%	56%	- The number of women in the workforce has hardly changed in three years. Their positions in management have remained stable.
% of women managers	N/A	34%	33%	- Turnaround is on a par with that of last year. It is mainly tied to the wishes formulated by the employees regarding their desired evolution within the company.
% of turnaround	N/A	14%	14%	- A number of trial periods were not conclusive from the employer's point of view
Integration of new recruits	80%	81.7%	77.4%	- Particular emphasis was placed on internal mobility, and has become a core HR strategy to improve the development of employees internally.
Rate of professional development	11%	13.6%	22.5%	

2012 actions – Labour management

The men and women working at Alma Consulting constitute the group's main asset.

To ensure that each employee feels professionally fulfilled both today and in the challenges tomorrow will bring, we commit to putting in place a human resources management system that is in line with our deliberate and committed social responsibility policy.

We are convinced that the way in which we welcome, integrate and support our employees conditions how well they will take up their functions and the success of their future career within the company, and helps develop their feeling of belonging. We are putting in place the necessary means so that each and every employee may find their place, understand their role and share, on the long term, our culture and our values, whatever their profile, their past career path, their differences, their position etc.

To this end, we must each and all be involved in welcoming, integrating and supporting new recruits, whether we belong to the HR or management teams, work colleagues, or employees in other positions. Fairness and respect for the individual shall be our guiding principles.

Employing seniors

Our business is to provide added value. Experience is therefore of paramount importance, with the management of senior workers becoming a major challenge for the group.

We have put in place a deliberate, dynamic approach that is in line with the generational diversity present within Alma, in order to foster the personal and professional fulfilment of employees, implement the means necessary to facilitate the pursuit of a career dynamic, and enable those employees concerned to serenely anticipate the second part of their professional career.

Disabilities

Differences are of great value to our company and are testament to our cohesion and diversity policies.

Taking disabilities into account within the group, whatever our profession, our process, our culture and our values, is part of our policy, shared by all.

The challenges are significant, both from a collective and an individual point of view:

- to positively influence views on differences,
- to be successful in the long-term integration of employees,
- to raise the awareness of employees on disabilities, and broaden their horizons,
- to enable disabled employees to find a fulfilling professional environment within the group.



Tutoring

To ensure that teams share the company's values and objectives as well as enjoy the possibilities it offers each individual to follow their own career path and be fulfilled professionally, we must create a difference and drive the company's overall project.

Welcoming and integrating new colleagues means giving them time and attention, whether they are an external recruitment or have come from another department:

- to help new recruits get their bearings in a professional environment,
- to give meaning to their work,
- to foster their investment in the structure.

Welcoming new employees to a service/department concerns us all. It is a strong act of management that encourages team cohesion.

Sustainable Development

This year, the Group has decided to entrust the management of Sustainable Development actions to the Supplier Relations department, which comprises the Procurement and the Office Management departments.

Through its relationships with suppliers, the management of the building and its waste, the management of business travel and the responsibility for the group's procurement, the Supplier Relations department is one of the main actors associated with CSR, being directly involved in applying the Compact's 10 guiding principles.

2013–2014 roadmap

Social	Environmental	Economical
Nos. 1–2: human rights Nos. 3–6: labour	Nos. 7–9: environment	No. 10: anti-corruption
<ul style="list-style-type: none"> - Implementing the set number of worked days for executives, in a bid to increase their satisfaction. - Signing the company-wide agreement on gender balance. - Rolling out a programme raising awareness of disabilities in the workplace. - Solidarity Leave campaign. - Implementing a Generation contract for the under-26s and the over-50s to ensure their proper integration and development within the company. 	<ul style="list-style-type: none"> - Centralising recycling using a single service provider for better monitoring and better waste recycling. - Extending our video-conferencing system to reduce the amount of business travel. - Aiming to reduce overall business travel by 30%. - Implementing electric hand dryers to reduce paper consumption. 	<ul style="list-style-type: none"> - Ever better market positioning through: <ul style="list-style-type: none"> * continuously improving client relations, * covering all corporate spending or investments, * offering technical skills and expertise on the concept of Cost Consulting, * R&D focused on client needs.



About Alma CG

Alma CG is the European leader in cost consulting (€212 million in turnover and 1,300 employees), advising major corporations, SMEs and public bodies on how to reduce costs and obtain financing, State aids and subsidies. The remuneration of Alma CG's expert advisers is indexed exclusively on the results obtained.

We are present in France and in 8 other countries throughout the world—Spain, the UK, Poland, Belgium, Portugal, Hungary, the Czech Republic and Canada.

16,000 clients trust us to find solutions—including 75% of France's top 200 companies.

Alma CG is certified by the Professional Office for the Certification of Management Consultancy Services (OPQCM) and has received ISO 9001 certification, the new quality standard for all its activities since December 2003. Additionally, Alma CG is a member of Syncost and of Syntec Conseil en Management.

For further information, visit almacg.fr



Alma Consulting Group

12/16 rue Sarah Bernhardt
92600 Asnières-sur-Seine
+33 (0)1.41.49.41.00

