

Infonordic Communication on Progress

DECEMBER / 2013

Statement of continued support by the CEO

Torremolinos, 17th of December 2013

“I am pleased to confirm that Infonordic SL reaffirms its support of the Ten Principles of the United Nations Global Compact in the areas of Human Rights, Labour, Environment and Anti-Corruption. In our first annual Communication on Progress, we will more firmly describe our actions to integrate Global Compact and its principles into our business strategy, culture and daily operations. We are also committed to share this information with our stakeholders using our primary channels of communication.”

Martin Wenzell

Chairman of the board
Infonordic S.L.

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Human rights Principles

Assessment, Policy and Goals

At Infonordic we respect the human rights and our employees as individuals. As this is our first Communication on Progress, our goal is to implement these principles and a specific company policy on this matter in our company handbook, which is given to all employees at Infonordic.

In our company handbook we have standard procedures for illness and health, and we obey the laws of Spain and the EU. Both of these require that we as a company follow and respect the human rights.

At Infonordic it is always possible for an employee to have a day off in certain urgent cases, e.g. sickness or death in close family or other special personal matters.

All employees have a required Spanish working contract, which also covers Seguridad Social (medical help and pension.)

Implementation

To ensure the right for everyone to speak freely, we have a monthly meeting, where management and the employees have the possibility to discuss and talk freely about any topics regarding work.

We also have a post box, where it is possible to give positive or negative critics anonymous. Afterwards our COO will Q&A on these notes in an email sent to all employees.

It is always possible for an employee to have a day off in certain urgent cases, e.g. sickness or death in close family or other special personal matters.

Measurement of outcomes

It is our goal to make a periodic review of the results and new improvements within this area, and report this to senior management for further actions.

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Labour

Assessment, Policy and Goals

At Infonordic our policy is, that a happy employee is a good employee – and that it is in our common interest to have a good team spirit within the company. As our main business is within outsourcing, we think of the employees as our most valuable asset, and have done a lot to ensure that the labour principles are respected.

Implementation

At Infonordic our policy is, that a happy employee is a good employee. We encourage our employees to take several breaks during the day. These breaks are paid by the company. For non-Spanish employees, we are offering free Spanish classes every week, so it is easier for them to be better integrated to the Spanish Society.

To encourage team work and team spirit, we arrange joint company trips, where all employees can participate – main part of the expenses to these trips are paid by Infonordic (journey and hotel).

We offer a free healthy lunch and fruit every day to our employees and also free coffee, tea and cold drinking water during the day.

As we do not support child labour, we have and will not employ children under 18 at our company.

Measurement of outcomes

All points regarding Labour are looked at constantly and new ideas and improvements are provided to the senior management at a monthly basis.

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Environment

Assessment, Policy and Goals

At Infonordic we care about the environment. Our approach is that we have a common responsibility of taking care of the resources provided on Earth, and our company policy is to always be aware of ways to save energy and reduce the natural resources.

Implementation

At Infonordic we have mainly Scandinavian customers, and to reduce CO2 significantly our company policy and main goal is to use our video conference system weekly to be in touch with our customers, instead of travelling.

It is also a company policy to use low-energy light bulbs to reduce the energy used per working day. Furthermore we have written standards for when it is allowed to use the air conditioning system.

Measurement of outcomes

As environmental policies are in every employees interest, we will be measuring our energy consumption, and compare it with last year. We will also make a survey among our employees to see if there are new and good ideas of saving energy among them.

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Anti-Corruption

Assessment, Policy and Goals

At Infonordic we support the international fight against corruption. We are determined to uphold high standards and work ethics among our employees within this field.

Implementation

As we have mainly Scandinavian customers and suppliers, we do not experience problems with corruption – but we will be working on a note in our company handbook to make sure, that all employees are notified that corruption in any way will not be tolerated within Infonordic.

Measurement of outcomes

Senior management will see to, that the chapter on anti-corruption is implemented in the company handbook as soon as possible.