

Human Rights

The communication consulting company A.C.A Riegelsberger fully respects and supports the Universal Declaration of Human Rights having been adopted and proclaimed by UN General Assembly Resolution 217A(III) in December 1948.

Recognizing the resolutions 3 aspects, namely “life and security”, “economic, social and cultural rights” and “personal rights and freedom” as every society’s and every person’s fundament of existence, the UN Global Compact principles 1 and 2 represent the constitutive guideline for every thinking, planning and operating.

According to this self-conception A.C.A Riegelsberger explicit acts upon the credo, that economy has to serve humans – and not vice versa. This credo within the agency leads us to a corporate under-statement, that the balance between professional and private belongings must be a *conditio sine qua non*.

Based on a code of behavior in this regard every staff member is invited to act accordingly and to share relevant experiences with colleagues. Cases of developing unbalances shall be reported to the management in order to generate appropriate solutions. The company depends on the creativity and courage for innovation of its staff members. The continuous implementation of the aforementioned aspects referring to human rights in a surprising extend optimized A.C.A’s staff member’s job satisfaction and reduced in the same way the rate of illness or the phenomenon of burn-outs.

Every external supplier as well as our business partners in general are asked and encouraged to respect and support human rights. In case of any recognized violation the management immediately reacts and – like in some cases in the past – ends cooperation.

Every staff member is instructed not to obtain services or goods from those suppliers, who obviously do not take aspects of protecting human rights into their professional account. A.C.A Riegelsberger does its best to do adequate research on this subject before ordering. Recognized human rights violations are to be reported to the management immediately. Twice a month a corporate team meeting exchanges ideas and strategies how to secure human rights aspects within the internal as well as the external sphere.

It is envisaged in 2014 to insist on a signed document, that confirms the awareness for the need of protection of human rights from all our business partners.

Labour Rights

A.C.A Riegelsberger fully respects and proactively supports the four Global Compact labour principles being taken from the ILO Declaration of Fundamental Rights at Work, adopted 1998, International Labour Conference.

The company's management realizes and promotes the right of workers / employees to freedom of association and herewith tries to establish structural dialogue processes most relevant to its own business development.

Contracts of employment are categorically based on German legislatives and nearly 100% are not time-limited.

Due to the specific character of A.C.A Riegelsberger's branch working hours of overtime cannot be balanced monetarily in all cases, but are compensated by additional holidays in accordance with the specific team member.

Within A.C.A there is no forced or any kind of child labour. Both of it would never be accepted.

The only criterion for permanent or probationary employment is the qualification of the applicant for work. The proportion of male / female occupation is balanced.

Regular team meetings follow up the goal to discuss relevant questions, suggestions or demands related to labour circumstances like aspects of security or working hours of overtime.

Furthermore those meetings are held in order to discuss labour rights aspects of suppliers and business partners.

Every staff member explicit is invited to report labour disaffection within the company directly to the management. In addition to this, every team member is motivated to inform about any relevant information touching labour right violation within the sphere of suppliers or any other business partners – especially in case of any information about child labour.

A.C.A's management informs every business partner about its own respect and support of labour rights and hereby expresses its expectations to its partners in spoken or written words.

Environment

A.C.A Riegelsberger respects and continues to support the UN Global Compact principles 7, 8 and 9 - recognizing them as deductions from UN Stockholm Declaration (1972), United Nations Agenda 21 (1992), UN Rio Declaration (1992), UN Johannesburg Declaration (2002) with its Implementation Plan (2003) and as updates in UN Declaration "The World We Want" (2012).

Every investment in technical equipment, office infrastructure or new external services categorically is only decided after an energy- and resource efficiency proof. The continuous improvement in order to optimize the relation between the consumption of raw materials and its efficiency is a permanent intention and action of the company's development. Sustainability in this regard played a crucial role within the agency in the past and will do so in the future to come.

The complete exchange of the agency's light system and the technical upgrade of its ICT equipment lowered traditional electricity energy consumption nearly 22% in a 2 years' time period. Stand-by options of technical equipment like TV screens and/or music devices are not used anymore. The company's electricity consumption exclusively is based on hydro- and/or wind-/solar energy.

The company's staff members are urgently requested to be aware of environmental protecting aspects. Electricity, heating energy and paper consumption are parameters that can easily be measured. Resulting out of this, the rates of savings and the results of the intention of continuous lowering are monthly published by the management.

Transparency

A.C.A Riegelsberger respects, supports and strictly adheres to UN Global Compacts principle 10. Derived from United Nations Convention Against Corruption, adopted on October 2003 (58th session of the General Assembly of the United Nations) principle 10 basically represents the ethical conduct for handling every kind of financial transaction and defines the structures and the individual ethical behaving to establish them.

Incipiently A.C.A Riegelsberger underlines its understanding of taxes as an important private sector contribution for society, its stability and its social welfare as a whole! Paying taxes for A.C.A means to further guarantee and expand the economic success of the Federal Republic of Germany – of which A.C.A is a part of.

Every actor of the company is strictly advised not to accept or to offer any kind of bribery. To guarantee the staff member's awareness for this rule, a special "manual of good corporate practice" was developed and handed out. During the above mentioned agency meetings selected aspects of the subject are discussed and in case of need, the manual has to be modified. This happened twice within the time frame of this report.

Being a small enterprise it is important for A.C.A to provide financial transparency to all its employees. Relevant documents like business tenders, bills, calculations and so forth are results of collaborative work and therefore they are transparent by nature. Basically it can be stated, that because of the structure, size and the nature of services of A.C.A Riegelsberger the risk for violating UN Global Compact principle 10 is extremely low.

Unfortunately it must be stated, that from time to time we do receive requests to make out incorrect invoices for the interest of customers, what we categorically refuse. We recognize that this fundamental strategy is the precondition for our long term success.

Additional specific aspects of A.C.A Riegelsberger

Proactively supporting United Nations Global Compact since 2003 for A.C.A means to have learned and experienced many aspects resulting out of the four main pillars of sustainability, namely “Human Rights”, “Labour Rights”, “Environmental Protection” and “Transparency”. We were able to continuously experience the well reflected methods and strategies of the Global Compact’s implementation on the global, regional and national levels. Tools like “information sharing & learning”, “policy dialogues” and multi-stakeholder “partnership projects” were recognized as most impressive successes. All that and many more out of the Global Compact’s sphere opened A.C.A’s perspectives for the urgent need of sustainability and its development wherever on earth. Resulting out of the Compact’s “case study” and “business case” concepts A.C.A expanded its engagement for sustainable development and - while doing this - had the privilege to cooperate with UN Habitat.

During Habitats Governing Council in April 2011 Mr. Riegelsberger was officially appointed as UN Habitat Youth Goodwill Envoy.

As a result out of these developments, IFGRAL - Institute for Global Responsibility and Leadership - was established in August 2012 together with Dr. Günter Karl, former Senior Manager at UN Habitat, IFGRAL today hand in hand with UN Habitat focusses on the tremendous challenge to eradicate global youth unemployment until 2030.

Mandated by UN Habitat, IFGRAL and its administrative body “Kari-Consult” composed a draft resolution for the Asian Pacific Ministerial Conference on Housing and Sustainable Development in Amman, Jordan, 10th to 12th of December 2012. The outcome of the draft resolution titled “Youth, ICT and Sustainable Urban Development” is fully reflected in the Amman Declaration and Implementation Plan which was followed up and given more strength through a resolution at the 24th UN Habitat Governing Council in Nairobi in April 2013. This draft resolution titled “Youth and Urban Development” was unanimously adopted.

Today IFGRAL prepares innovative solutions and project programmes in order to implement a modified model of the dual vocational education and training system (being extremely successful in German speaking countries) for the interest of other countries and its young people. It already today can be anticipated, that this ongoing processes will completely change the character of business activities of A.C.A Riegelsberger as a whole.