



UN Global Compact
New York
USA

Rümlang, 9 January 2014

Adjustment request COP reporting cycle

To our stakeholders:

We recognize that a key requirement for participation in the UN Global Compact is the annual preparation and posting of a Communication on Progress (COP) that comprises of a statement of continued support for the UN Global Compact, a description of practical actions with regard to the principles of the UN Global Compact, and a measurement of outcomes or expected outcomes.

We hereby ask for an adjustment of our reporting cycle in order to align it with our financial and sustainability reporting cycle that both go from the first of July to the 30 of June. Our annual COP report will be posted on the UN Global Compact website by 17 December at the latest.

Sincerely yours,

Kaba Management + Consulting AG

A handwritten signature in blue ink, appearing to read "M. Bahnmüller", with a long horizontal line extending to the right.

Martin Bahnmüller
Senior Vice President
Group Communications