

**31<sup>ST</sup> March, 2014**

**To our stakeholders,**

I am delighted to confirm that Eugo Terrano Limited hereby reaffirms its support to the Ten Principles of the United Nations Global Compact in the area of Human Right, Labour, Environmental rights and anti- corruption Act.

In this our first annual Communication on Progress, we report our actions to integrate the Global Compact and it's principles into our business strategy, culture and daily operations.

We are ready to share this information with our stakeholders using the contemporary communication technology (website) as our primary media.

Yours sincerely,

**EUNICE IJEOMA AKO OGBUGO**

CHIEF EXECUTIVE OFFICER - ETL

## **HUMAN RIGHTS**

The constitution of Ghana 1992 established 7<sup>th</sup> January 1993 and amended 16<sup>th</sup> December 1995, spelt out the rules and regulations governing Human Rights in various functions.

Eugo Terrano Limited has set up code of conduct for our employee, suppliers and partners. Our code of conduct is in compliance with Ghana amended constitution of 1995 and the International human right "The Equality Act 2010 Code of Practice".

Recently in November 2013, an in – house training was organized by Eugo Terrano Limited to promote Human Right awareness among our employee, when and How to exercise their rights.

Over the previous years, Human Right issues and problems reported by our employee and stakeholders from the various site projects were resolved through or during the staff quarterly Compulsory Interactive meeting held at the Head office in June 2012.

One of such initiative that has been implemented is the overtime allowance and provision of quality accommodation with social amenities publicly at the various project sites for the benefits of those employees who have to undergo a lot of hardship putting in extra hours to achieve set targets while working in the remote areas where are projects are mainly located.

Eugo Terrano Limited will audit and evaluate all employees, suppliers, partners and ourselves to ensure we are not working against the set of defined principles, company policies and guidelines. Any defaulter will be properly documented and given grace period to amend. Continuous disobedient will result in the termination of partnership.

Our Top Management staff constituting of one member of the Board of directors, The Human Resource Manager, Financial Manager, The Company External Auditor and an external Labour expert from the Labour commission will audit all suppliers, employee and partners twice in a year without prior notice to ensure that we are all working within the lay down Human Right guidelines.

## **LABOUR**

Our handbooks and policies states clearly the employee right for collective bargain, compensation, rewards , responsibilities and assess to related risk.

Our Health, Environment and Safety Officer has been given the mandate in the past three years to ensures adequate monitoring, reduction, prevention and management of Health, Risk, Environment and safety related issues are adequately care for, in our quest to achieve zero accident free and minimal environment/health related pollutions during our operations

Our employment policies ensure the right employee of eighteen years and above are engaged for the right job as we believe" using the right tool for the right job".

We would continue to upgrade our employee policies as required and incorporate Global Compact.

We will continue to promote the employee Labour right through frequent in-House training /seminar managed by Human Rights experts. A suggestion box has been places in strategy place within the office complex for employees' compliance and suggestions. Fair wages to employee using the assessment programme. All employee have been enlisted in the National Health Insurance Scheme (NHIS) by the company

We encourage sports and exercise for our employee. Football friendly match was organized between Eugo Terrano Limited and Horizon Insurance Brokers last year as part of sensitizing our employee the importance of exercise.

To improve our employees' life and their families, the company has put in place measures to prove low cost housing for her employees in the Tema metropolis.

Finally, we have achieved 99.5% accident free cases in the past and hope to continue to sustain it. We are 100%compliance to our working agreements with all stakeholders and employee and committed to the ten principles of the United Nation Global Compact requirements.

## **ENVIRONMENT**

Eugo Terrano Limited undertakes its business to the highest construction standards of Ghana in a way that is ethical, safe and minimizes negative impact while making positive impacts on the environments we work. We have put in place air pollution, underground water pollution and noise mitigation strategies to reduce possible occurrence of any kind of pollution and sound levels at the nearby sensitive receptors.

Eugo Terrano Limited has a long term perspective to developing the construction business in Ghana and beyond Africa countries in a way is both profitable and delivers sustainable economic growth into the future.

## **ANTI-CORRUPTION**

The anti – Corruption Law in Ghana by the Commission of Human Right and Administrative Justice (CHRA) Articles 218 (a) and Article 35(8), stated that any form of corruption should be thoroughly investigated and brought to book and Article 35(8) says “take steps to eradicate corrupt practice”.

Guided by this by laws, Eugo Terrano Limited has a zero – tolerance for corruption, bribery and extortion in any form. The company has in the years past put in place the Golden rule of “HONSETY and TRANSPARENCY PAYS”, This has been the bed rock of Eugo Terrano Limited operations.

We are guide by the 2013 procurement law Act 663 in our competitive tenders, selected bidding, in relating to our Suppliers, employees and all stake holders.

Our desire is to continuously educate our employees, suppliers, partners and supervisory agencies the need to check and eliminate corruption, bribery, extortion, kickback of any kind and “settlement as often used” in our daily operations.

Internally, practice of Effective book keeping and percentage degree of honesty in the part of our employee through constant education against corruption, has enhanced adequate check of corruption among our staffs.

Internally we maintain check and balance system over every transaction especially in the procurement, accounting and store departments.

Procurement and account department's transactions are supported with genuine certified receipts and PV's. This PV's and purchase order (profoma invoices) are verified by the Project Management Office (PMO)-Head by a Project engineer, after which the Finance manager, administrative before it finally gets to the Chief Executive Officer.

Eugo Terrano Limited has not and will never be associated with Corruption, bribery and extortion.

The Company procurement, accounting and stores are continually subjected to random external auditing at least four times in a year by our team of auditors which comprises of ; one member from the board of directors, Finance Manager, Our external Auditors, Administrative Manager and Project Manager.

All suspicious act of corruption, extortion, bribery and kickbacks are closely investigated and handed over to appropriate department for further actions.

There has been no act of corruption, extortion and bribery recorded in our company since seven years in operation.