



**GÓRNOŚLĄSKIE TOWARZYSTWO LOTNICZE SA**

**2010**

**COMMUNICATION ON PROGRESS**

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**WE SUPPORT**



## COMMUNICATION ON PROGRESS YEAR 2010



### **DECLARATION OF CONTINUED SUPPORT FOR THE GLOBAL COMPACT INITIATIVE**

In July 2009, the Upper Silesian Aviation Group (GTL), which manages Katowice Airport in Pyrzowice, was the first, and is still currently the only Polish corporation responsible for the management and development of airport infrastructure, to have joined the United Nations Global Compact initiative. In doing so, GTL wishes to underline its commitment in observing the four fundamental principles in the areas of human rights, labour, environment and anti-corruption. We strongly believe that the efforts made towards instigating and developing these principles contribute to increasing the effectiveness of our company's activities thus strengthening its position on the Polish and European air transport market. We continue to systematically aim towards developing new programmes serving to reinforce our policies in terms of transparency, the law, labour standards and environmental protection. With each year, we aim to see the steps we take to bear witness to our continued focus on increasing the quality of services we offer, based on Global Compact's 10 guiding principles.

The Upper Silesian Aviation Group was established in 1993. One year later, the Group assumed management of Katowice Airport in Pyrzowice. Today, it is the third largest airport in Poland in terms of total passenger volume, while at the same time, second only to Warsaw with regards to charter passenger traffic and cargo. In 2010, Katowice Airport's network includes 64 regularly scheduled and charter connections to cities in Europe, Africa and Asia. It is forecast that approximately 2.45 million passengers and 12 000 tons of freight.

Artur Tomasik  
President of the GTL Management Board



## COMMUNICATION ON PROGRESS YEAR 2010



**Principle 1.** To support and respect the protection of internationally proclaimed human rights.  
*GTL supports and respects internationally proclaimed human rights in all manner of business activities. We believe that supporting human rights to be a key element of our achievements and forms the basis for effective, competent and successful development of our company and its activities.*

**Principle 2.** Not to be complicit in human rights abuses .  
*GTL does not accept the abuse of human rights in any way, shape or form.*

**Principle 3.** To uphold the freedom of association.  
*We respect the right to the freedom of association of our employees. We believe this to be one of the pillars leading to the efficient and effective functioning of the corporation.*

**Principle 4.** To eliminate all forms of forced and compulsory labour.  
*GTL strictly adheres to all national and international regulations pertaining to employment.*

**Principle 5.** To abolish child labour.  
*GTL objects to child labour, which is reflected in its business activities.*

**Principle 6.** To eliminate discrimination in respect of employment.  
*GTL ensures equal opportunities for all employees.*

**Principle 7.** To take a precautionary approach to environmental challenges.  
*With each successive year, GTL aims to intensify the process of limiting the negative effect of the Group's activities on the environment.*

**Principle 8.** To undertake initiatives to promote greater environmental responsibility.  
*GTL aims to promote environmental responsibility in the community, including employees, as we believe this to be a significant element influencing environmental protection.*

**Principle 9.** To encourage the development and diffusion of environmentally friendly technologies.  
*Applying environmentally friendly technologies in the preparation and realisation of investments in infrastructure is one of the objectives, in terms of environmental protection that we are aiming to realise.*

**Principle 10.** To work against corruption in all its forms, including extortion and bribery.  
*Our aim is to offer maximum transparency in our activities, with the deep conviction that this has a deciding influence in the fight against corruption in all its forms.*



## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 1.** To support and respect the protection of internationally proclaimed human rights.

### **Commitment**

GTL supports and respects internationally proclaimed human rights in its business activities. We believe that adhering to these rights is one of the key elements at the base of a competent, effective and efficient corporation and its development.

### **Method**

The Human Resources and Professional Development Department oversees equality in the workplace and that internationally proclaimed human rights are respected.

### **Activity**

Regulations regarding human rights have been introduced into internal regulations of the Group.

### **Results**

There have never been any violations of human rights in the history of our company. In addition, we do not cooperate with any corporations which violate human rights.



## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 2.** Not to be complicit in human rights abuses.

**Commitment**

Our company does not tolerate any form of human rights abuses.

**Method**

GTL fulfills all national and international regulations regarding the protection of human rights, in their entirety.

**Activity**

The Human Resources and Professional Development Department oversees the correct implementation of all national and international regulations, including those protecting human rights.

**Results**

There have never been any noted abuses of human rights in GTL's history.



## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 3.** To uphold the freedom of association.

### **Commitment**

We believe that freedom of association to be one of the pillars for the efficient and effective functioning of a corporation.

### **Method**

In accordance with Polish and international laws, our company respects the freedom of association. There are two trade unions functioning at GTL. In addition, the Airport Fire and Rescue Association also has its headquarters at Katowice Airport, with the Management Board of GTL. The company also provided the association with legal aid with regards to the formal registration of this organisation.

### **Activity**

GTL's Management Board honours the role and function of Trade Unions in the company. All manner of motions and proposed by the Trade Unions are examined in the appropriate manner. There are regular meetings with representatives of the Trade Unions and Members of GTL's Management Board in order to develop a common position in difficult matters.

### **Results**

GTL fully upholds and respects the freedom of association.



## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 4.** To eliminate all forms of forced and compulsory labour.

### **Commitment**

GTL strictly adheres to all national and international regulations regarding the process and forms of employment.

### **Method**

Each of GTL's employees performs their assigned tasks under contracted conditions. Employees are covered by all social insurance and benefits required by the law according to the labour law. The Group possesses a remuneration regulation that is open and available to the public. This regulation governs all issues regarding promotions, payment of remunerations and bonuses. Apart from regular salaries, paid by the employer, there are several types of motivational and social bonuses available.

### **Activity**

Managers of individual departments are obliged to oversee the duration of the working day, in accordance to national and international regulations. GTL offers employees overtime bonuses or time in lieu of overtime.

### **Results**

There have never been any certified events in which employees were forced into compulsory labour.



## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 5.** To abolish child labour.

### **Commitment**

GTL does not accept child labour in any way, shape or form.

### **Method**

One of the fundamental requirements with regards to GTL's recruitment process involves all prospective employees to provide official documentation proving their age. This regulation is strictly and consistently adhered to.

### **Implementations in recent years**

GTL has never employed under-aged personnel, nor will it ever employ staff under the age of 18.

### **Results**

The age-demographic of employees of GTL as of August 2010 is illustrated in the table below.

Age (year)	Number of employees
under 18	0
18 - 20	0
21- 30	109
31 - 40	162
41 - 50	63
51 - 55	25
Over 55	17
<b>Overall</b>	<b>376</b>





## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 6.** To eliminate discrimination in respect of employment.

**Commitment**

GTL SA ensures equal opportunities for all employees.

**Method**

All GTL employees are legally covered against discrimination in the workplace. The company strictly adheres to all national and international regulations governing this matter.

**Activity**

Regulations governing the level employee remuneration take into account only the level of education and seniority in the workplace. Other factors do not influence the level of remuneration. Regardless of gender, religious beliefs or race, GTL guarantees all employees the same social welfare benefits.

**Results**

At GTL, in recent years there have been no instances of discrimination in the workplace.



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**PRINCIPLE 7.** To take a precautionary approach to environmental challenges.

**Commitment**

With each successive year, we aim towards intensifying the process of limiting the negative impact of the Group's functioning on the environment.

**Method**

GTL supports, achieves and endorses activities aiming to implement and promote preventative measures in terms of protecting the natural environment.

**Activity**

The company established a programme of its own authorship, entitled 'Eco-Airport', which focuses on employees. It aims to inform and educate employees with regards to saving electricity in the workplace and increasing segregation of rubbish. As part of the Integrated Management System launched in 2010, the Group also implemented the Environmental Management Standards including PN-EN ISO 14001.

**Results**

Owing to the implemented solutions, GTL has achieved a level of negative impact on the natural environment.



## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 8.** To undertake initiatives to promote greater environmental responsibility.

### **Commitment**

We aim to promote greater environmental responsibility in the community, including that of our employees, as we believe this to have a significant impact on environmental protection.

### **Method**

The strategies of sponsoring and communicating with clients have resulted in GTL achieving and supporting activities aiming to promote greater environmental responsibility.

### **Activity**

The Group communicates important information regarding environmental protection, thus promoting greater environmental responsibility through a series of articles in an internal bulletin. Similar activities are realised within the magazine which is issued by the Group and whose recipients are clients of the airport that the Group manages. Regular articles regarding saving energy, water management, segregating rubbish etc, are covered as part of the Eco Airport initiative. We also support many different regional initiatives promoting environmental responsibility and protection.

### **Results**

As a result of our activities, we have noted an increased interest amongst employees in terms of environmental protection.



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**PRINCIPLE 9.** To encourage the development and diffusion of environmentally friendly technologies.

### **Commitment**

Applying environmentally friendly technologies in the preparation and realisation of investments into infrastructure is one of the issues regarding environmental protection that we aim to achieve.

### **Method**

GTL requires architectural firms to utilise environmentally friendly technologies in preparing designs for investment projects.

### **Activity**

New, environmentally-friendly solutions, are being applied to the modernisation of the maintenance hangar (October, 2010 to February, 2011). These include a gas boiler room and a special glassed gate construction and skylights to maximise natural light during the day and as a result, limiting energy consumption.

### **Results**

The solutions being applied to investments ensure a decrease of both energy and water consumption.



## COMMUNICATION ON PROGRESS YEAR 2010



**PRINCIPLE 10.** To work against corruption in all its forms, including extortion and bribery.

### **Commitment**

We aim towards maximum transparency in all our activities in the belief that this has a deciding influence of preventing corruption, extortion and bribery.

### **Method**

All forms of competitions, tendering processes etc are fully transparent and are held in accordance with strict national and international regulations. The company systematically monitors the activities of its employees with regards to corruption and bribery. Should there be any irregularities noted, the person to blame will be dealt with to the full extent of the law.

### **Implementations in recent years**

In the next few years, the company plans to take an important step towards preventing corruption and bribery by introducing an ethical code.

### **Results**

In the past years, there have been no instances of corruption noted within the Group.