# UNITED NATIONS GLOBAL COMPACT

# COMMUCICATION ON PROGRESS (COP)

2010-2011









EFQM LOCAL QUALITY SUCCESS AWARD



2008 reddot desen ödülünü kazanan ürün



#### **ELVIN TEXTILE**

Elvin Textile was established in 1959 by Ahmet Cenan Sönmez. First years company was producing top wear fabrics for women. In 1975 production shifted from the workshop to modern factory standards. Elvin is the first company producing fancy tulle in Turkey and it has produced curtain fabrics for 22 years. Elvin has exported 80% of its products to Europian countries, Middleeast, Fareast and ABD since 1982.

Elvin has a solid history in curtain design and production. The chief object of Elvin is to present elegant and creative designs to customers by combining comfort and smartness in decoration and provide customer satisfaction by increasing confidence to company. Elvin Textile has three brands; Elvin, Chanan Designs and Elvin Kids.

Elvin Textile received ISO 9001 Quality Certificate in 1999. In 2007, Elvin proved its success with 'EFQM Local Quality Success Award' and after that in 2008, Elvin received 'EFQM Recognised for excellence 4 star'. In 2008, Elvin also carried off "Red Dot Design Award" which is the most prestigious design award in the world and has beed never carried of by a Turkish company before.

### **ELVIN TEXTILE**

#### **OUR VISION**

"To become a big and strong family that differentiate places with inapproachable products and identify the decoration of the 22th century"

#### **OUR MISSION**

"Our mission is to aim at customer and employee satisfaction, be sensitive to people and environment and provide innovative, high-quality product and service"

#### **OUR VALUES**

- Honesty
- Respect to people and environment
- Customer satisfaction
- Constractive cooperation
- Struggle for perfection
- Attaching importance to science

#### MESSAGE FROM THE CHAIRMAN OF THE BOARD OF DIRECTORS



Elvin Textile is a company having a philosophy of 'People First' and it is always respectful for human rights, honest, principle, environmentally-conscious and looks after employees' rights and safety. Elvin Textile signed The United Nations of Global Compact Aggrement in 2007 as an evidence of setting high value and support on Global Compact composed of ten principles in the areas of human rights, labour, environment and anti-curription and started to work in order to make The Global Compact principles become a part of corporate culture and strategy.

As we have so far always done, in the future we will undertake to be aware of the social and environmental responsibilities, carry out duties entrusted upon us and continue spreading the awareness of Global Compact principles to our all employees and shareholders.

We are proud to present 'Communication on Progress' in which we have outlined our works related to the principles of Global Compact to our employees and shareholders.

In order to minimize environmental impacts, this report is printed in a limited number and presented on our website to all of our shareholders.

Yours respectfully,

Canan Sönmez Canik Chairman of the Board of Directors

Principle 1: Business should support and respect the protection of internationally proclaimed human rights; and

Principle 2: Make sure that they are not complicit in human rights abuse.

#### **COMMITMENT:**

Elvin Textile has taken a course of action 'People First' approach since its inception and believes that making an investment to people is resulted in an investment to the future.

We, Elvin Textile, believe that human rights are universal and all human have equal rights. We committed to upholding UN Universal Decleration of Human Rights.

- We offer happy, comfortable and safe working environment to all of our employees.
- Our employees' food and travel costs are paid out by our company.
- Drinks such as tea, coffee consumed by our employees during the working day is provided by our company.
- Every year we organize dinner for our employees and their families. In these organizations, our employees completed their 10. years are awarded plaque.





• Every year, we organize a New Year Party for all of our employees.





• An evidence of the value attached to our employees, a baby farm was build in 1999 in order to reduce the financial effort of our employee's and improve employee's satisfaction, although it is not a legal necessity. Early childhood education is given to our employee's children between 0-6 years old without any payment. It does not matter what the duty of the employee, each employee's child has the same rights in babayfarm.

• Turkey is the only country that bestow a festival to children and share it with all children in the world. Every year on 23rd April, Elvin Textile organizes activities in order to celebrate children's festival with our employees and their children.





• To create a team spirit and strengthen communication between our employees, Elvin organizes football and volleyball tournaments each year and encourages employees to participate in sport activities.

- There are a doctor and a nurse working three days a week and six days a week respectively in our factory.
- Annual Health Screening are performed for our employees.
- Elvin Textile organizes educational and instructive trainings in order to enhance employees' skills and capabilities.
- Elvin uses 'Suggestion System' in order to supply employees incorporation to work processes and increase their satisfaction. Suggestion system offers an efficient way to get ideas, comments and suggestions of our employees on how to improve our company's services and what are the concerns about procedural violation, potential environment and regulatory issue or a possibly fraudulent activity.
- To increase employee's satisfaction and determine and meet employee's expectations, Elvin conducts Employee Satisfaction Survey every year.
- Elvin Textile provides internship to vocational high schools and university students.

- We believe that making investment to children's education is essentially making investment to the future. Therefore, Elvin gives scholarship for employee's children educated at university and high school.
- Elvin always provides support to its employees in case of illness, disaster or any other necessaries.
- Preserving customer's and employee's privacy, keeping customer's and employee's personal information safe and using these information only for the purpose mentioned before is one of the most important principle of Elvin Textile.
- Elvin Textile is careful when choosing suppliers. Elvin only works with the suppliers that are respectful of human rights and aware of social responsibilities.

## **LABOUR**

Principle 4: the elimination of all forms of forced and compulsory labour

Principle 5: the effective abolition of child labor

Principle 6: the elimination of discrimination in respect of employment and occupation

#### **COMMITMENT:**

Elvin Textile is against forced labor, compulsary labor, child labor, child and women exploitation and discrimination in repect of employment and occupation. Elvin is very sensitive about these topics and never tolerate such abuses. We have never practice any violation related to forced labor, compulsary labor, child labor, child and women exploitation and discrimination in repect of employment and occupation directly or indirectly before.

According to Elvin Textile recruitment policy, Elvin is ensuring non-discrimination with regard to religion, national origin, ethnic group, gender, age, marital, university or school graduated.

#### **LABOUR**

- Every employee must sign a contract stating the terms and conditions, the job description and the wages before starting to work in Elvin Textile.
- Job descriptions of all employees are certain.
- Elvin Textile receive approval from employees in the event of a change in their job description, position and location.
- Elvin comply with legal regulations about working time and conditions. Employee never do overtime if it does not want.
- Employees' age must be over or 18 years old. Elvin is against child labor and does not tolerate any kind of child labour. To avoid child labour, Elvin provides support to employee's children and other children in need for education.
- Elvin's employees are given equal opportunities for personal and career development.
- Every employee can throw up a frost whenever they want. All forms of forced and compulsory labor are unacceptable in our factory. There has never exists forced or compulsary labor in Elvin textile since its inception.

#### **LABOUR**

- Fairness and transparency in recruitment processes is essential. Job applications to our company is made by filling out forms in the employment sites and then received applications are assessed according to the level of education and experience without discrimination.
- According to Elvin Textile recruitment policy, Elvin is ensuring non-discrimination with regard to religion, national origin, ethnic group, gender, age, marital, university or school graduated. As an example, a Japanese has been engaged in Product Development Department since 2007.
- We believe that woman enpowerment is vital for future generations and sustainable development. Women represent 25 percent of Elvin employees.
- Disabled worker is employed in our company. We provided them an appropriate working environment and they are placed to the appropriate position according to competencies.

Principle 7: Business should support a precautionary approach to environmental challenges

Principle 8: Business should undertake initiatives to promote greater environmental responsibility

Principle 9: Business should encourage the development and diffusion of environmentally friendly technologies.

#### **COMMITMENT:**

Our priority is to protect human and environmental health.

We undertake to take part in social responsibility projects in order to increase environmental awareness in the community, study in order to develop environmentally friendly technologies and use human and evironment-friendly production processes in Elvin Textile.

- Elvin make its employees conscious of using nature- friendly products and conserving of nature by provision of water and energy conservation and waste minimization.
- The priority in the selection of raw-materials and production processes in Elvin Textile are being human and evironment-friendly and reducing waste production
- In Elvin dye-house Termosol Dyeing Method, an environmentally friendly method, is used. This method reduces dye and chemical consumption, therefore reduces the amount of hazardous materials in waste water. In addition, natural gas is used instead of fuel oil, which reduces the environmental pollution and energy cost.
- The chemicals used in our company is stored in well-ventilated areas in order to protect human health and avert environment pollution. All precautions such as protective clothing are taken at the time of working with chemicals and hazardous elements in order to prevent occupational injuries and illnesses. Waste oils used for machines are sent to recyling plants by putting up with related regulations.

- Employees are educated about paper recycling in order to reduce paper consumption. Waste papers are collected in recycling boxes and they are sent to *ÇEVKO*.
- Solid waste is collected in specific areas and sent to recycling. Package waste are collected and sent to Er-Ka Paper-Package Company. Cargo sachets are kept in a box to be saved for and send to the producer for recyling.
- Waste batteries is collected in the waste battery collection boxes and sent to recycling.



- Our company has joined reforestation workings.
- To wet the babies head and celebrate a wedding, Elvin donates tree to TEMA in behalf of the baby or the newly married couple.
- In the event that a wreath must be sent, Elvin donates money to Turkish Education Fund and send its wreath.
- We use photocell lighting in our toilets and corridors in order to reduce electricity consumption.
- Elvin Textile always work with suppliers admitting their responsibilities to environment. Besides, Elvin wants reports which shows that the supplier's products are human and environment-friendly.

- Elvin Textile definitely give place to the eco –friendly and biodegradable products in the collections.
- Elvin Textile have fulfilled its duties to develop and spread eco-friendly technologies. Elvin Textile produced GREEN GUARD with the aim of contributing to the provision of water and energy savings by working together with universities and research institutions. GREEN GUARD wipes out organic stains such as tea, wine and coffee and enhance air quality by reducing or eliminating polluted compounds in air such as CO and cigarette smoke under sun light or artificial light, without washing. Besides, it has antibacterial property. Thanks to this properties, you do not need to wash GREEN GUARD. Since no washing requirement, it also reduces the need for ironing and drying, and by the help of this property GREEN GUARD both reduces energy consumption and improves the quality of users life.

• Elvin received "INNOVATION AND TECHNOLOGY AWARD" (Medium-Sized Company Category) given by The Scientific and Technological Research Council of Turkey (TUBITAK), The Turkish Industrialists And Businessmen's Association (TUSIAD) and Technology Development Foundation of Turkey (TTGV).





- Elvin knows that we have to maintain the historical and cultural values as well as environmental values in order to put by for the future.
- Elvin renewed the worn out curtains of Mecidiye Villa.





• Elvin prepared special collection consists of Ottoman motifs for palace costumes and decoration of Mahpeyker Movie, one of the project of Istanbul 2010 European Capital of Culture.





### ANTI-CORRUPTION

Principle 10: Business should work against corruption in all its forms, including extortation and bribery.

#### **COMMITMENT:**

Elvin Textile has been against corruption in all forms including debit, extortion, bootlegging, deceit, bribery since its inception. We will not tolerate any kind of corruption in our personal life as well as in our business activities. We have never practice any violation related to corruption directly or indirectly before.

## ANTI-CORRUPTION

- Elvin follow all all local and national law and regulations, and stick to the rules.
- Elvin comply with all local and national regulations according to customs legislation.
- Preserving the privacy of documents of employees, customers and suppliers is one of the most important principle of Elvin Textile.
- Our employees are requested to report any violations in our factory and our suppliers.
- Elvin neither support a political party nor aid to them.