



PMP
Recruitment

United Nations Global Compact
Communication of Progress



Welcome

Welcome to PMP Recruitments' first annual Communication Of Progress. It describes our approach to the United Nations Global Compact and it's 10 Principles, including our performance in 2015 and our future commitments.





United Nations Global Compact

The United Nations Global Compact was launched in 2000 to harness the power of collective action in the promotion of responsible corporate citizenship. The Global Compact is a framework for businesses that are committed to aligning their operations and strategies with the ten universally accepted principles in the areas of Human Rights, Labour, The Environment and Anti-Corruption.





United Nations Global Compact

Human Rights

- Principle 1:** Businesses should support and respect the protection of internationally proclaimed human rights; and
- Principle 2:** Make sure that they are not complicit in human rights abuses.

Labour

- Principle 3:** Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- Principle 4:** The elimination of all forms of forced and compulsory labour;
- Principle 5:** The effective abolition of child labour; and
- Principle 6:** The elimination of discrimination in respect of employment and occupation.

Environment

- Principle 7:** Businesses should support a precautionary approach to environmental challenges;
- Principle 8:** Undertake initiatives to promote greater environmental responsibility; and
- Principle 9:** Encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

- Principle 10:** Businesses should work against corruption in all its forms, including extortion and bribery.



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Statement of Support for the UNGC

Derek Skelton, Managing Director

Welcome to all readers of PMP Recruitments' first Communication Of Progress (COP) detailing the advances we have made since joining the United Nations Global Compact on 22nd September 2014.

I am pleased to confirm that PMP Recruitment reaffirms its support of the Ten Principles of the United Nations Global Compact in the areas of Human Rights, Labour, Environment and anti-corruption. PMP Recruitment seek to integrate the United Nations Global Compact Ten Principles into our business, for them to have a key influence on our business strategy.

In this annual communication of progress we describe our actions taken and targets for 2016 to continually improve the integration of the Global Compact and it's Ten Principles into our business strategy, culture and daily operations.

Despite some challenging market conditions, PMP Recruitment will remain committed to the United Nations Global Compact as it echoes our continuous commitment to CSR and significantly advances our 10 year ethical story.

I look forward to presenting PMP Recruitments' second Communication in 2016, with the hope to report that we have achieved all targets proposed for 2016.



I'm delighted to welcome you to PMP Recruitments' first Communication Of Progress.

Derek Skelton
Managing Director, PMP Recruitment
The Cordant Group PLC



Protect, Respect, Remedy Framework

In 2011 the UN Human Rights Council implemented the 'Protect, Respect & Remedy Framework', proposed by the Special Representative of the UN Secretary-General on Business and Human Rights, Professor John Ruggie.

This framework was developed resting on three pillars:

1. Government's duty to protect against all human rights abuse within their territory and control by third parties, including business enterprises.
2. Businesses responsibility to respect human rights regardless of the size, sector and location of business, and address adverse human rights impacts which they may be involved in through undertaking a risk assessment.
3. The Government must take appropriate action to provide a remedy to protect those abused by human rights.



Protect, Respect, Remedy Framework

As a way of helping to respect Human Rights and the local environment scores of shoes have been donated to help support Swansea's homeless population from our Swansea branch. PMP Recruitment have made the donation to the charities 'Zac's Place' and 'Rough Edges', who work with homeless and vulnerable people in the local area.

“We provide hundreds of temporary staff to Swansea's largest warehouse and for some workers, when leaving the assignments, return the trainers to us and we are unable to issue these out to new employees so we end up with a surplus of trainers. Donating them to a charity like Zac's made sense to us as it means we can help homeless people in our community.

Helen Buckingham
Swansea Branch Manager



Foot problems are common amongst rough sleepers because, in wet weather, they have no facilities to dry their feet or spare shoes to change into, so we're delighted to receive this donation of waterproof shoes from PMP Recruitment.

Liz Hinds
Volunteer, Zac's Place



Training & Development

PMP Recruitment are committed to investing in their people and supporting them through Training and Development Programmes.

PMP Recruitment are committed to developing their employees professional skills to advantage both the business and the individual. To support this objective PMP Recruitments' Training and Development team offer programmes to suit all employees needs. In addition to this, all employees undergo an extensive Onboarding process upon joining the business.

Stronger Together

Joining Stronger Together in 2014 was something PMP Recruitment's Managing Director, Derek Skelton felt very strongly about and over the last 2 years a considerable amount of work has been done in order for PMP to remain compliant with the initiative. In order to create awareness of Stronger Together and it's aim amongst employees PMP's Managing Director set aside a budget to fund 30% of all senior management staff to attend the external Stronger Together Workshop between 2014-2015 and for all the Senior Management team to have attended by 2016. As a Recruitment agency PMP Recruitment are heavily involved in educating not only their employees but the many thousands of assignment based employees they recruit on a daily basis, therefore training their employees in the area of Stronger Together gives them the ability to successfully cascade down accurate information to all assignment based employees.

“Empowering our employees knowledge is key to imbedding the Stronger Together aim of reducing worker exploitation into our business.”

Derek Skelton
Managing Director





Ethical & Compliance

PMP's experienced Learning and Development team work closely with all functional areas of the business to develop training courses to meet the needs of all employees.

In 2014 they collaborated with the Internal Compliance team to develop an Ethical and Compliance workshop to be delivered to all employees across the UK. This one day training course focused on ensuring all employees fully understood the importance of carrying out the correct processes and procedures involved in placing an assignment based employee on site.

As a recruitment agency it's particularly important that we and our client meet all current legislation from all governing bodies involved in the supply chain. The Learning and Development team received outstanding feedback from employees expressing it gave them the confidence they needed to re-assure them they were carrying out the correct procedures, as a result, the course is still being delivered across the business and in 2016 PMP Recruitment have plans to collaborate with 2 key clients who will be attending the Ethical and Compliant training course.





Student Placement Scheme

In 2014 PMP Recruitment made the decision to launch a student placement scheme and recruit an undergraduate student to work within their Human Resource Department.

Students participating in this scheme are subject to a development process focusing on assisting the HR Department in all its functions to provide an outstanding HR service to a £200m turnover business, as well as implementing Company initiatives, in respect of ethical and compliant practices for all its staff and workers.

PMP Recruitment have benefited from recruiting an undergraduate student as it provides them with a resource for specialist projects as well as giving them an opportunity to see potential future employees in practise before making a full time appointment. By advertising their Student Placement Scheme to local Universities it has given local students the opportunity to put their knowledge into practise, helping them bridge the gap between higher education and the work place to increase their employability upon graduating.



My placement experience at PMP Recruitment has taught me more than I ever imagined. Being given real life tasks and responsibility within the company has helped me grow in the working environment and enhanced my confidence on a personal level. I hope that the experience and knowledge I have gained during my placement will increase my employability in the future. I would advise anyone to undergo a 12 month placement with PMP Recruitment and experience the most valuable, worthwhile year yet!

Charlotte Rathbone
Student Placement



Time Off For Training Policy

PMP Recruitment are committed to ensuring all employees are adequately trained and understand that some training courses/studying may take place outside of the business.

In order to facilitate this PMP Recruitment have developed a Time Off For Training Policy which sets out what all eligible employees with a statutory right to request time off for training/studying are entitled to. This ensures that all employees are supported through the process and are aware of their entitlements.

At PMP It's important to understand that it's not essential that the time off leads to an award or qualification, the most important requirement for us is that the training/studying being carried out will help improve business performance and the employees effectiveness within the business. PMP Recruitment make every effort to support employees when undertaking training/studying and where feasible will seek to offer financial support.



PMP Recruitment have enabled me to develop my IT skills by funding an Intermediate Level IT course recognised at European level for Microsoft software. This has enabled me to work more effectively, feel more confident achieving goals and deliver a more advanced standard of work which has contributed to me gaining promotion within the Company.

Debra Biggs
HR Advisor





Who We Are



Years experience



480
employees



Part of the
Cordant Group



National Coverage

As a privately-owned company PMP operate alongside other well known recruitment agencies under the Cordant Group Brand. The Cordant Group incorporated in 1957, remains the second largest privately owned recruitment company with a national footprint in excess of 160 branches nationwide.



The Cordant Spirit: Values & Vision

Our Mission

We will transform the way recruitment and facilities services are delivered around the globe, offering customers a unique and superior service, by utilising leading technology and creating an environment where talented leaders and game-changers who share our passion for disruptive innovation are given the opportunity to succeed and change their lives.





The Cordant Spirit: Values & Vision



Candour

'We will be open and honest with ourselves and others.'

We value and respect candour, encouraging open and honest feedback recognising that our reputation and the trust people place in us depends on being honest with ourselves and others.

Collaboration

'We will work as a team and succeed together.'

We put the needs of the team above our own, respect the role others play and work collaboratively to ensure we achieve our vision.



Opportunity

'For people to succeed.'

We will inspire, support and invest in our people who will share in our success. We will provide the opportunity, inspiration, investment and support to enable our people to realise their full potential because they belong to our family and are core to our success.



Relentlessness

'Desire to succeed.'

We are driven to be the best. We have a relentless desire to succeed, be the best, and deliver superior services which create long-term value for the business and our customers.



Disruptive Innovation

'We will continually challenge convention.'

We will continually challenge the status quo, push boundaries and utilise leading edge technology, to optimise how we work, to deliver superior value-added services.



What We Do

PMP Recruitment are a leading name in the recruitment industry specialising in the light industrial and logistic markets, powered by our national expertise and experienced resources.

Our customised, flexible workforce solutions include temporary and contract staffing, peak season/high volume staffing, contingent workforce management as well as permanent hires.

As a privately-owned staffing company with more than 20 years experience in the industry, PMP Recruitment know what it means and what it takes to be a dedicated partner, and are extremely committed to the long-term success of their clients.

Here at PMP we know that the key to a successful organisation is through hiring and retaining great people, so in 2015 we developed and published a set of HR policies that are directed at creating an environment that will attract, develop, motivate and reward employees. The working environment at PMP is enhanced by lifestyle-friendly policies that support human rights, citizenship, health and safety, disability, personal and career development and high standards of ethical and professional conduct.

As we've grown, it's remained crucial for our CSR policy to be inclusive of our entire workforce as we engage all employees to help to introduce new initiatives into our daily operations, priding ourselves on being at the forefront of all ethical practices.



480

Number of internal employees



15,000-25,000

Number of assignment based employees*

**The number of assignment based employees varies in accordance with our client requirements. E.g. The number of assignment based employees rises for some clients in quarter four due to pre-Christmas production.*



Who We Work With

Our commitment to exceed our client and candidate expectations starts at every front desk and reaches across to our Business Development and Account Management, Administrative Professional, On-site Leader, Team Leader and Business Centre Management team.

With over 25 years experience in the temporary and permanent recruitment markets PMP Recruitment work with an impressive client portfolio, including some well know retailer and popular brands:

- Nestle
- Greencore
- Del Monte
- BT
- Royal Mint
- SOHO Sandwich
- Sainsbury's
- Bakkavor
- Tesco
- Hoover
- United Biscuits
- The Royal Mint
- Norbert Dentressangle
- Wavin
- Amazon
- Kinnerton Confectionery
- Ocado
- Weetabix Direct



Nestle



Sainsbury's



Who We Are

PMP Recruitment have an extensive presence across the UK with 320 managed locations we're a proud employer to tens of thousands of temporary agents, with 15 Business Centres/Branches listed below and over 300 on site locations UK wide.





Human Rights

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

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

As a recruitment agency joining the United Nations Global Compact Human Rights and Labour have biggest impact on our business. One of the key driving forces behind us joining this initiative is that we already have a positive impact on human rights by offering a recruitment service, by employing people and by contributing to economic and social development within the UK.

PMP Recruitment became supporters of the Stronger Together initiative in May 2014 and shortly after in January 2015 qualified to become Business Partners.

Stronger Together is a multi-stakeholder collaboration aiming to reduce the occurrence of forced labour, labour trafficking and other forms of hidden third party labour exploitation. Labour exploitation is becoming an increasing problem in the UK private economy sectors such as agriculture, manufacturing, construction and domestic work, making it increasingly challenging for recruitment agencies such as PMP Recruitment supplying to these sectors.



**stronger
together**

**2015
BUSINESS
PARTNER**



Human Rights

In order to implement Stronger Together within the business and educate not only our internal employees but the many thousands of assignment based employees we employee on a daily basis PMP Recruitment have made it a mandatory requirement that all branch and site locations must display the Stronger Together multi-language workplace posters and give all new starters a copy of the Stronger Together worker leaflets upon induction.

This gives PMP the confidence that everyone they've employed has been briefed and is aware of Stronger Together's aim. In addition to this PMP have developed a Stronger Together Policy, committing to develop and adopt a proactive approach to helping to tackle hidden labour exploitation. This policy covers all recruitment branches and site locations.

In 2015, as a way of advancing their commitment, PMP developed a Stronger Together training module including the downloadable training video, this later became a compulsory part of PMP's on boarding process for all new employees. It covers PMP's Stronger Together policy along with directions and actions required for individuals to become compliant with the initiative whilst reinforcing their learning, giving confidence to managers that they are competent in complying with this crucial area of compliance. It is mandatory that all new starters successfully complete this module in order to pass probation.



Human Rights

To further PMP's commitment to the Stronger Together initiative in 2016, PMP's HR Department have collaborated with the Learning and Development department to develop and deliver an ethical workshop. PMP hope to deliver this workshop to 100 internal employees by the end of 2015, with a long term vision to deliver the ethical workshop to all employees by 2017.

Here at PMP we understand that the Stronger Together objective of reducing hidden third party labour exploitation will only be achieved if we, as a labour provider continue to implement good practise and engage our workforce as part of the solution, we have a key role to be aware of the potential signs of human trafficking.





Human Rights

In 2008 the Abacus brand within PMP obtained the Global Social Accountability SA8000 accreditation. This represents a major breakthrough, SA8000 being the first auditable social standard, created by a truly independent process.

SA8000 has been recognised since 1997 and was first formed by the New York based non-profit making body 'Social Accountability International (SAI)'. As of June 2013, it was recognised in over 72 countries across 65 industries, giving it global existence.

SA8000 is a voluntary, auditable standard which encourages businesses to develop, maintain and apply socially acceptable practises to their workplace, creating a common ground for measuring social compliance in businesses across the globe. Its main objective is to ensure that Human Rights and ethical practises are applied to every individual when recruiting and continuously throughout the period of employment. SA8000 is intended to be a significant milestone in improving workplace conditions.





Human Rights

Alice Tepper Marlin, President and CEO of Social Accountability International (SAI) speaks about her long term visions for SA8000:



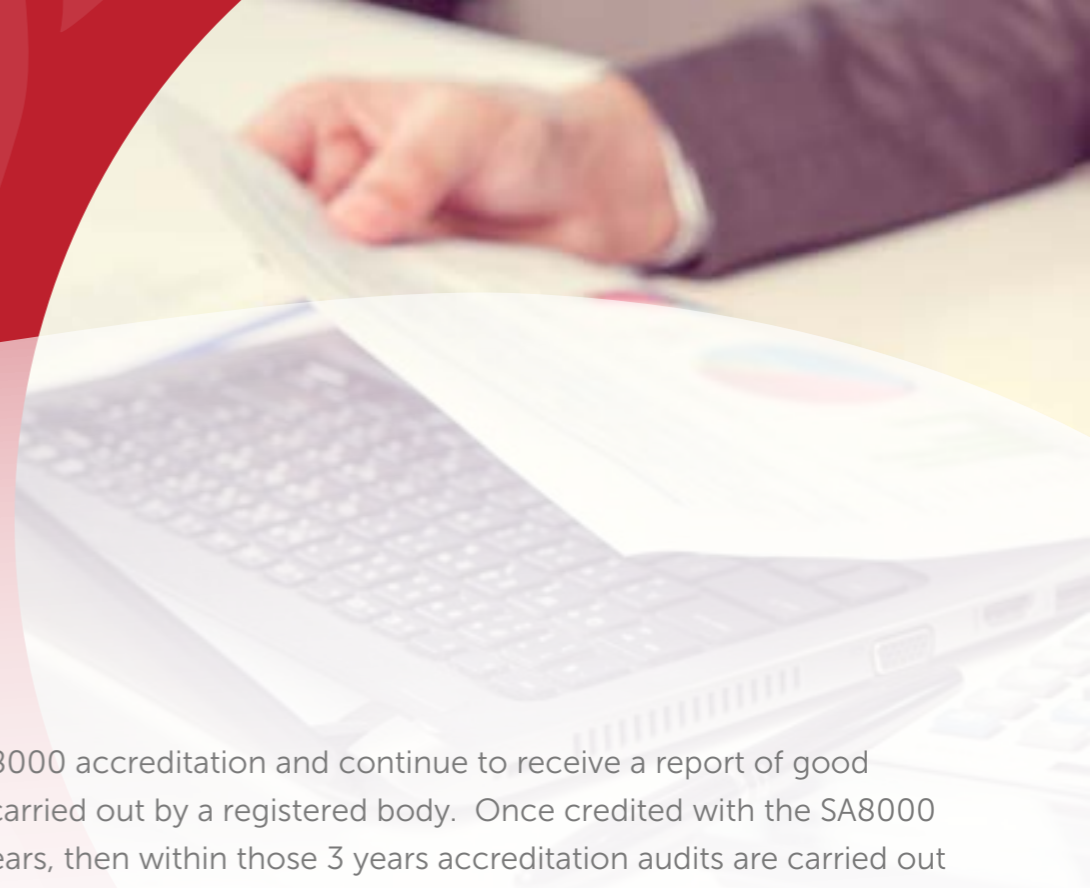
Multi stakeholder vision of the world where everyone who has a stake in working conditions is pulling together. Meaning workers get exposed to less hazards, get paid a decent wage and children are in school not working long hours in factories. It also means better deals for businesses because they won't have the worry of a bad reputation, potentially exposing them to significant risk.



Human Rights

As a result of successfully complying with the eight key areas measured upon audit the SA8000 authority have continuously provided Abacus with a positive report of good practise which the company uses to share with it's clients, prospective clients, assessment based employees and all internal employees.

In order to maintain the SA8000 accreditation and continue to receive a report of good practise a rigorous audit is carried out by a registered body. Once credited with the SA8000 certification its valid for 3 years, then within those 3 years accreditation audits are carried out 6 monthly to ensure the business is continuously meeting the required standards. The audits carried out are very thorough and during Abacus' last audit (February 2015), the auditor visited client sites, privately interviewed internal/assignment based employees at random, carried out detailed health and safety check in branch and on site and requested a copy of all assignment based employees working hours for the past 3 months to analyse overtime.





Human Rights

All audits are assessed based on the principles of fundamental human rights principles, and it measures the performance of businesses in these eight key areas.

Child Labour

Age is confirmed through the presentation of a valid ID. Any Assignment based employee aged 16-18 can only start work once the following criteria has been met:

- Young Workers risk assessment to be carried out
- Suitable PPE to be provided free of charge
- No exposure to hazardous materials or dangerous environments
- Only light duties are to be carried out
- Don't work more than 8 hours per day between 7am-7pm Mon-Sat only, providing they aren't attending school.

The Abacus 'Young Worker Policy' details the requirements for the employment of Young Workers and is to be followed without exception



Anti-Corruption

Forced Labour

Employment at Abacus is entirely voluntary. Assignment based employees are not required to pay any form of deposit or surrender any personal identification documents, they are always entitled to leave site after completing their standard working day and resign their positions providing they give reasonable notice. In return, Abacus will not withhold any of their salary or benefits, engage in or support human trafficking of any kind, or deal with any company utilizing forced labour.

Health and Safety

Abacus follow best practice requirements for Health and Safety implementation. Abacus have up-to-date 'Employer's Liability Insurance' Certificate, Risk Assessment forms and issue Health and Safety information to all assignment based employees in their 'Workers Handbook' and to all internal employees during their Induction process. We have a joint responsibility with clients for our assignment based employees when on assignment and therefore check to ensure good health and safety practices are in place through risk assessments via the contract set up process.

Freedom of Association

No union or labour organisation is recognised within the company, however all assignment based and internal employees have the right to be a member of any trade union.

Discrimination

Abacus do not discriminate on any grounds against employees or job applicants.



Human Rights

Disciplinary Practices


Abacus do not tolerate the use of corporal punishment, mental or physical coercion, or verbal abuse. The company fully supports the rights of all individuals to be treated with dignity and respect at work. The disciplinary procedures are itemised in the Company Disciplinary Procedure for all to see.

Working Hours

SA8000 compliance demands that overtime (i.e. normally over 40 hours per week) should not exceed 12 hours per week and always be paid at a premium rate. Abacus Ethical Worker Policy states employees should have one day off a week or two in 14 days. Assignment based employees tend not to have a standard working week, as work is offered at an hourly rate with variable hours depending on client requirements. There is no contractual commitment to work a basic number of hours other than when a Worker agrees to attend a designated shift and assignment. Under these arrangements, the basic working week is 32 hours on average. For those Assignment Based Employees who do work overtime as defined by client hours, the majority do receive a premium rate.

Remuneration

Abacus guarantees wages always meet at least the UK National Minimum Wage legislation and wages are paid on a weekly basis in arrears or on the 21st of each month for permanent staff.



While PMP Recruitment as a whole has not been audited to achieve the SA8000 Standard, it is nevertheless important to recognise that PMP comply with these 8 key areas as many of the policies and procedures to implement these within Abacus originated from PMP.



Human Rights

All 29 internationally agreed Human Rights contained within the International Bill of Human Rights and ILO Core Conventions are relevant to PMP, offering a recruitment service.

In order to ensure we are compliant since joining the United Nations initiative in September 2014 our internal United Nations project team have developed a GAP analysis assessing the difference in performance between PMP Recruitment and the 29 internationally agreed Human Rights to determine whether the business is meeting the United Nations requirements, if not, steps needed to do so.

In carrying out a GAP analysis the project team have identified all the policies, procedures and risk assessment forms PMP have in place that ensure they are compliant, these include:

- Health and Safety Policy
- Stronger Together Policy
- Young Workers Risk Assessment Form
- Ethical Sourcing & Supply Policy
- Whistle blowing Policy
- Privacy to Personal Data Policy

Actions derived from the GAP Analysis are set out in our Achievements/Targets 2015/2016 section.



Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labour;

Principle 5: The effective abolition of child labour; and

Principle 6: The elimination of discrimination in respect of employment and occupation.

PMP Recruitment have been stakeholders in the non profit making organisation Sedex since 2008.

As the largest collaborative platform for sharing ethical supply chain data, Sedex is an effective supply chain management solution, helping to protect and reduce risk within PMP Recruitment as well as improving our supply chain practices.

This is predominantly done through their secure, online database which allows us and other members to store, share and report information on four key areas:

- Labour Standards
- The Environment
- Health & Safety
- Business Ethics



Sedex is a not for profit membership organisation dedicated to driving improvements in ethical and responsible business practices in global supply chains.





Since Sedex was officially launched in 2004 they have seen significant growth in membership numbers, their annual review in May 2012 revealed that 25,000 organisations world wide have joined Sedex in its 8 years of existence.

This significant growth demonstrates the increasing importance and value of responsible procurement to businesses and a growing recognition that a collaborative approach is an effective way of driving ethical and sustainable improvements in global supply chains.

Since being a stakeholder in Sedex, PMP Recruitment have benefited from a range of tools they offer including a common standard self-assessment questionnaire and market leading risk analysis tools developed in partnership with the well known risk analysis firm 'Maplecroft'. These tools have been used to help identify areas of risk within our supply chain, enabling us to take the necessary steps to address and resolve any issues before they become costly to the business.





Labour

One of the main benefits for PMP in joining Sedex is that it provides us with an efficient and cost effective way of sharing ethical information with our clients and potential clients, helping to cut down on unnecessary paperwork and saving time and money.

As a supplier, when we became a stakeholder in Sedex we initially completed a self assessment questionnaire and now have the freedom to choose who we share this information with on the database, along with any other relevant ethical information we wish to provide, such as audit reports and certifications.

The Sedex system is very secure and confidential giving us the satisfaction that any information we provide is kept secure and confidential, we as a business have complete control over who can view our data. By allowing suppliers to share the same data with many customers, Sedex helps reduce the need for multiple audits, allowing both parties to concentrate on making real improvements, having confidence in who they are working with.

PMP have really benefited from the database Sedex offers giving us the opportunity to view potential clients supply chain information before supplying them, this helps us to ensure that our supply chain is as ethical as can be.



Labour

PMP Recruitment have developed and internally circulated an 'Ethical Worker Sourcing and Supply Policy' to show ongoing commitment to ensuring that all workers are sourced and supplied ethically as well as being treated fairly and with respect throughout employment.

Within this policy it illustrates that all forms of forced and compulsory labour are forbidden, setting out the correct procedures, practises and checks employees should carry out in order to be compliant.

- No workers are bonded or forced to work against their will
- Workers are free to leave their employment, after giving reasonable notice, without losing any pay or benefits to which they are entitled.
- Workers are given a choice whether or not they wish to work overtime and are free to leave the work site after their shifts end.
- Workers are not required to pay deposits (e.g. for uniforms, personal protective equipment, tools etc.)
- Original ID papers are kept for no longer than the time to copy them.





Ethical Worker Sourcing & Supply Policy

The Ethical Worker Sourcing and Supply Policy also states PMP's approach to recruiting people under the age of 18.

PMP Recruitment do offer work to those aged between 16-18 years, however, a young workers risk assessment form must be completed prior to them being placed at a client site, the client must also be made aware to ensure that the hours and type of work being carried out is suitable. The policy also states that under no circumstances will PMP Recruitment recruit anyone under the age of 16.





Supporting the Ethical Trading Initiative

The Ethical Trading Initiative is a leading alliance of companies, trade unions and NGOs that promotes respect for workers' rights around the globe.

Their vision is to create a world where all workers are free from exploitation and discrimination, where workers can enjoy conditions of freedom, security and equity.

Upon committing to support the ETI, PMP Recruitment have affirmed to support and implement the ETI Base code within the business, taking on the responsibility to improve the working conditions of the people they employ.

The ETI Base Code is a universal framework which covers many important issues including 'Freedom of association and the right to collective bargaining'. Tens of Thousands of workers all over the world lose their jobs every year for attempting to form or join a trade union or improve their working conditions. Some even lose their lives! Here at PMP we understand the importance of this and as a result anyone employed by PMP Recruitment has the right to join a trade union. If an employee decides to join a trade union they will not be treated differently or discriminated against on any grounds.



FREEDOM OF ASSOCIATION & THE RIGHT TO COLLECTIVE BARGAINING ARE RESPECTED

Tens of thousands of workers all over the world lose their jobs every year for attempting to form or join a trade union or improve working conditions. Some even lose their lives.



LIVING WAGES ARE PAID

Roughly half the world's population still lives on two dollars a day. If people can't feed their families on an adult's wage, they may send children to work.



REGULAR EMPLOYMENT IS PROVIDED

Most workers can be laid off when it suits the employer. This fuels

EMPLOYMENT IS FREELY CHOSEN

Slavery and bonded labour are totally unacceptable. Some 20.9 million people globally are forced to work for their employers.



CHILD LABOUR SHALL NOT BE USED

215 million children work to support their families, missing out on education and often damaging their health. This reinforces the cycle of poverty.



DISCRIMINATION IS PROHIBITED

Minorities are often the lowest-paid



Discrimination Policy

As a business PMP are committed to promoting diversity and providing equal opportunity to all areas of the business from recruitment, employment and career progression to learning and development.

PMP try to ensure that all applicants, employees, workers and visitors (including clients and suppliers) receive equal treatment irrespective of 'The Protected Characteristics' which include their sex, marital or civil partnership status, sexual orientation, gender reassignment, race, colour, ethnic or national origins, religion or belief, disability or age. PMP do not tolerate unlawful discrimination, victimisation or harassment and bullying and those responsible may be subject to disciplinary proceedings under the Company's disciplinary policy.



30 nationalities

PMP have an ethnically diverse workforce, employing over 30 different nationalities



59%

of their workforce are female



Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility;

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

As a non-manufacturer, instead a labour provider, the main risk areas in implementing the UNGC and its 10 principles is in respect to Human Rights and Labour. However, PMP Recruitment are continuously looking for ways to make progress and since joining the UNGC have examined ways in which they can reduce their impact on the environment.

A target for PMP Recruitment is to reduce their impact on the environment, which includes factors that contribute to climate change, via a commitment to continual improvement and to give maximum co-operation in complying with environmental legislation and regulations. As a result, all branch locations have been supplied with recycling facilities and are repeatedly encouraged to use energy saving light bulbs. PMP Recruitment also insist that all IT equipment is switched off when not in use to prevent the unnecessary and needless waste of energy.



Environment

In addition to this, as a way of reducing paper consumption all computer devices within the company have been set to print double sided and have to be changed manually to change the printer settings.

In October 2014 PMP Recruitment invested heavily in new technology and a central wifi system to facilitate this for the business. The investment has aided and improved collaboration between internal employees through the facilities Google has to offer such as conference calling and hangouts. By December 2014 all employees were trained in Google and at least one employee per branch was given the 'Google Champion' title acting as a first point of contact for any queries or further training employees required.

Since Google has been fully integrated into the business employees have been encouraged to use the Google hangout facility as apposed to travelling for meetings. This has helped to reduce the company's impact on the environment through reducing their carbon footprint as well as acting as a cost saving for the business.



Anti-Corruption

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

PMP Recruitment are compliant with the Bribery Act and in 2015 developed and published an Anti-Corruption policy to ensure all employees do not participate in any corruption, bribery or extortion.

The policy states that employees will face disciplinary action where it is deemed that the employee has offered, promised or given a 'financial or other advantage' to another person where they intend the advantage to bring about improper performance or acquire new business or to personally gain as a consequence.

Any employee who receives a gift of any kind from an existing or potential business contact or candidate must disclose the fact of the gift, its nature and the identity of the sender to his/her Manager / Human Resources. If the gift is anything other than a small token of appreciation having no substantial financial value, the employee will be required to return the gift, this is particularly important at Christmas when clients send in gifts to specific members of staff.

PMP Recruitment only operate in the UK significantly reducing the risk of potential fraud and corruption from overseas.



Achievements & Targets

20% of employees have attended external Stronger Together Workshop

Developed & published a 16 page written record of PMP's ethical journey over the last ten years.



Delivered Ethical & Compliant update to all 375 staff



Joined United Nations Global Compact and were graded Business Partners of Stronger Together



Written and internally published a 'Anti-Bribery Policy'



Developed a common set of HR Policies for the Recruitment division which are published in a common location, easily accessible for all employees.

All SMT to attend external Stronger Together Workshop by 2016/17

To communicate PMP's ethical story to all major clients and key stakeholders.



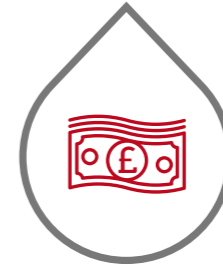
Develop content to align with the UNGC & deliver it as a training course to 100 employees. Collaborating 2 key clients attending this course.



To communicate PMP's 2014/2015 ethical achievements to 25% of their key clients.

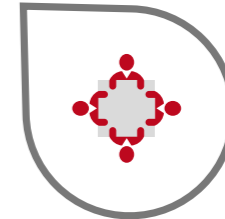


Brief SMT on the policy



To deliver a series of workshops covering key policies on:

- Discrimination
- Data Protection
- Grievance





2015 COP Feedback

As a stakeholder of the UNGC PMP Recruitment would appreciate any feedback and comments on its 2015 Communication Of Progress.

PMP Recruitment became members of the UNGC in September 2014 therefore this is PMP Recruitment's first annual Communication Of Progress. As part of our commitment to the UNGC we will submit an annual Communication Of Progress to the UN office in New York.

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