

Communication on Progress Stafa Group

Participant

- [Stafa Group](#)

Published

- 2013/12/12

Time period

- November 2012 – December 2013

Format

- Stand alone document – Basic COP Template

Differentiation Level

- This COP qualifies for the Global Compact Active level

Self-assessment

Includes an explicit statement of continued support for the UN Global Compact and its ten principles

Description of actions or relevant policies related to Human Rights

Description of actions or relevant policies related to Labour

Description of actions or relevant policies related to Environment

Description of actions or relevant policies related to Anti-Corruption

Includes a measurement of outcomes

Statement of continued support by the Chief Executive Officer

- Statement of the company's chief executive (CEO or equivalent) expressing continued support for the Global Compact and renewing the company's ongoing commitment to the initiative and its principles.
- From: J. van Gool COO Stafa Group
To: our stakeholders:

I am pleased to confirm that STAFA GROUP reaffirms its support of the Ten Principles of the United Nations Global Compact in the areas of Human Rights, Labor, Environment and Anti-Corruption.

In this annual Communication on Progress, we describe our actions to continually improve the integration of the Global Compact and its principles into our business strategy, culture and daily operations. We also commit to share this information

with our stakeholders using our primary channels of communication.

12-12-2013

Human Rights

Assessment, policy and goals

- Description of the relevance of human rights for the company (i.e. human rights risk-assessment). Description of policies, public commitments and company goals on Human Rights.
- Stafa Group recognize that Human Rights are an integral part of corporate citizenship and we respect and support the Universal Declaration of Human Rights. Our focus is how people's individual strengths and abilities can contribute to our collective goals and personal development.
Stafa Group is developing a Human Rights Statement, in line with international standards. Furthermore we are developing Supplier Code of Conduct and supplier commitment to 10 principals of UNGC.
Also we are assessing our International suppliers on several Ethical issues. The output of the survey is crucial for duration and development of this relationship. Persons with disabilities are currently working and contributing to our company.

Implementation

- Description of concrete actions to implement Human Rights policies, address Human Rights risks and respond to Human Rights violations.
- • Human Rights policy (in development)
 - Corporate Values
 - Supplier commitment to 10 principals of UNGC (in development)
 - Supplier Code of Conduct (in development)
 - Supplier site Assessment SURVEY

Measurement of outcomes

- Description of how the company monitors and evaluates performance.
- • Yearly evaluation on Human right topic
 - Reactions from Suppliers

Labour

Assessment, policy and goals

- Description of the relevance of labour rights for the company (i.e. labour rights-related risks and opportunities). Description of written policies, public commitments and company goals on labour rights.
- Stafa Group does not use forced, compulsory or child labor. Stafa Group support freedom of association and, where applicable, recognize the right to collective bargaining. Our people want to work for an organization that encourages and respects individuals, and this is one of our core values of Stafa Group. Our drive to

create a company culture of diversity and inclusion is fundamental to who we are, and critical to retaining our best people.

Implementation

- Description of concrete actions taken by the company to implement labour policies, address labour risks and respond to labour violations.
- • Company hand book
 - Supplier site Assessment SURVEY
 - Company rule book
 - ARBO hand book
 - Suggestion box
 - Grievance mechanisms
 - Personal interviews with all employees (yearly)

Health and Safety Policy

Stafa Group is committed to protecting the health and safety of all persons in the workplace including employees, contractors and other visitors. Stafa demonstrates this commitment through its health and safety management system that is integrated with all organizational activities related to products, services and people.

Stafa, employees, contractors and visitors have a duty of care including; the responsibility to work safely, to take all reasonable care for their own health and safety, and to consider the health and safety of other people who may be affected by their actions. Stafa will take all reasonable and practical steps to improve work safety conditions and will strive to uphold its core values of safety, knowledge, integrity and leadership in order to achieve its goal of zero harm. Stafa is committed to:

- Complying with all applicable health and safety laws, regulations, standards and other.
- Providing safe plant and equipment, for controlled work.
- Implementing risk and hazard management systems which are; relevant and suitable for the organisation's risk exposure as well as identify, promote and continuously improve health and safety performance.
- Ensuring all managers remain directly responsible and accountable for the health, safety and welfare of their employees and provide adequate resources to assist managers in this cause.
- Provision of appropriate Health and Safety Training to all relevant persons.
- Maintaining relevant policies, procedures, systems, information, training, recognition programs, an organizational structures to support and communicate effective health and safety practices throughout Stafa.
- Utilising appropriate internal and/or external expertise when required in all related activities.
- Establishing clear targets and objectives on a biennial basis to improve health and safety in the workplace.
- Effectively disseminating health and safety information to all employees
- Maintaining a positive safety culture through encouraging active participation, consultation and cooperation of all employees, contractors and visitors in promoting and developing measures to

improve health and safety at work.

- Actively responding to and investigating all incidents, and ensuring injured employees are returned to suitable work at the earliest possible opportunity through equitable claims management and rehabilitation practices.

Stafa will implement and maintain these systems, inclusive of standards, policies and

procedures. These standards will be monitored regularly to ensure their integrity and effectiveness to

facilitate continuous improvement.

Measurement of outcomes

- Description of how the company monitors and evaluates performance.
- - Suggestion box
 - Grievance mechanisms
 - Yearly evaluation with Health & Safety advisor
 - Reports and evaluation of: Health Management / Prevention / Sick leave follow-up / reintegration (Yearly)

Environment

Assessment, policy and goals

- Description of the relevance of environmental protection for the company (i.e. environmental risks and opportunities). Description of policies, public commitments and company goals on environmental protection.
- We, Stafa Group, hereby make the following statement.
In all our activities, working practices and business relationships, we will continuously work towards protecting, conserving and enhancing all aspects of the environment both at local and global levels.
In order to strive towards this goal we will:
 1. Meet all the necessary and regulatory requirements, in so far as they pertain to our business.
 2. Keep abreast of environmental issues and in particular those that are of direct relevance to our business.
 3. Continue to raise the awareness of all employees, as to the effect of their actions on, and their responsibility to, the environment; by communication, discussion and training.
 4. Minimize our environmental impact by the operation of suitable minimization, recycling, reduction schemes.
 5. Manage our building(s) and site(s) in an environmentally sensitive manner.
 6. Make use of, wherever practicable, best environmental practice when planning and developing new and existing operation.
 7. Operate a thoughtful buying policy selecting, wherever practical, alternative products, materials and

services which cause less damage to the environment.

8. Put in place the necessary management systems to instruct, control and monitor, in order to achieve our commitment

Implementation

- Description of concrete actions to implement environmental policies, address environmental risks and respond to environmental incidents.
- • CO2 footprint with yearly goals
- Our Corporate social responsibility (CSR)
- Renewing all 1000 TL light tubes with new environmental friendly LT5 tubes
- Our RIE program
- Stafa is using 100% Green energy (reported)
- Supplier site Assessment SURVEY
- Several initiatives for improvement

Measurement of outcomes

- Description of how the company monitors and evaluates environmental performance.
- • Reports of incidents
- Reviews of results by Management Team
- Evaluating CO2 footprint and setting new goals

Anti-Corruption

Assessment, policy and goals

- Description of the relevance of anti-corruption for the company (i.e. anti-corruption risk-assessment). Description of policies, public commitments and company goals on anti-corruption.
- Stafa group is committed to achieving a high standard of ethical behavior in everything that we do. We support the resolutions made in the UN Convention Against Corruption. Furthermore we are developing Supplier Code of Conduct and supplier commitment to 10 principals of UNGC. Also we are assessing our International suppliers on several issues. The output of the survey is crucial for duration and development of this relationship. Stafa is against all forms of corruption, including extortion and bribery.

Implementation

- Description of concrete actions to implement anti-corruption policies, address anti-corruption risks and respond to incidents.
- • Supplier site Assessment SURVEY
- Suggestion box
- Grievance mechanisms

Measurement of outcomes

- Description of how the company monitors and evaluates anti-corruption performance.
- • Yearly evaluation in Management team meeting with the Company Board.

Note: Responsibility for the content of participants' public communication related to the Global Compact principles and their implementation lies with participants themselves and not with the UN Global Compact Office.