

	<p>Communication on Progress</p>	
<p>Year 2015</p>		

Statement of continued support

Our statement of continued support

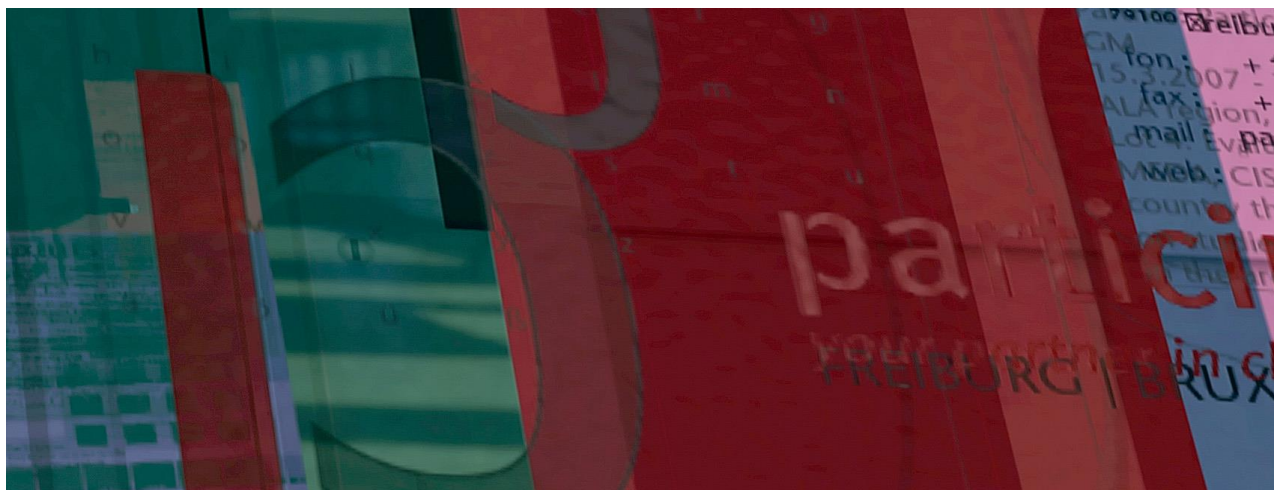
Particip GmbH – Your Partner in change was founded in 1989 and is now an independent, internationally-recognised consultancy company, offering the expertise and the know-how gained in over a thousand assignments worldwide. As a multi-cultural company, our services focus on international development and include monitoring and evaluation, capacity and organisational development, technical assistance, policy advice, development of management guidelines at policy, programme and project level, and studies, surveys and analyses – all services covering a broad variety of sectors and themes. For more information about Particip please visit our website at (<http://www.particip.de>).

As a consultancy in international development cooperation our overall approach focuses on sustainable development in accordance with the UN Millennium Development Goals.

The great coherence of our corporate values with the ten UN Global Compact principles encouraged us to become a signatory of the UN Global Compact on 7 September 2007. This is our seventh Communication on Progress (COP).



Johannes G. Walter
Managing Director



Human Rights

Principle 1

Business should support and respect the protection of internationally proclaimed human rights

Principle 2

Business should ensure that they are not complicit in human rights abuses

professional standards in development consulting and sets a framework for action.

In order to guarantee adherence to Particip's ethical principles, an internal person of trust can be addressed confidentially whenever a staff member considers that one of Particip's ethical principles is not being complied with. It is guaranteed in the Code of Conduct that no employee or expert will suffer adverse consequences for reporting any disregard of Particip's ethical principles.

We ensure "equal pay for equal work" by using a transparent remuneration structure for our staff directly involved in project work irrespective of any personal circumstances such as gender. Requirements to be met for achieving different salary levels are clearly defined and available to all employees.

Our commitment

We openly commit ourselves to complying with internationally proclaimed human rights in accordance with the UN Declaration of Human Rights and to observe the national laws in all countries we work in. We fully abide by the principles of non-discrimination against anyone regardless of gender, religion, colour, disability or origin.

We are aware that human rights are less protected in some of the countries we work in than in Germany, where our headquarters are located.



We therefore attach importance to the fact that our commitment is not only binding for our permanent staff in our headquarters in

Freiburg and our branch in Brussels, but also for all freelance experts contracted by us for short- or long-term assignments at home or abroad.

Since August 2010 Particip has an official Code of Conduct. By signing it all staff members in our headquarters in Freiburg and our branch in Brussels ensure their assent. The Code of Conduct lays down our ethical principles, provides us with a practical guideline while working to the highest

Performance

GRI Indicator LA 13: Percentage of employees in following categories
(based on full-time equivalent)

		2013	2014	2015
Gender	Female %	56%	54%	55%
	Male %	44%	46%	45%
Age groups	under 30 years old	17%	22%	21%
	30 – 50 years old	73%	67%	66%
	Over 50 years old	10%	10%	13%



GRI Indicator LA 13: Composition of senior management in following categories
(based on full-time equivalent)

		2013	2014	2015
Gender	Female %	17%	17%	17%
	Male %	83%	83%	83%
Age groups	under 30 years old	0%	0%	0%
	30 – 50 years old	50%	33%	17%
	Over 50 years old	50%	67%	83%

GRI Indicator LA 14: Ratio of basic salary of men to women
Our remuneration system applies irrespective of gender; hence this ratio is 1:1.

Targets

- Ensure the good practice standards are maintained.

Labour

Principle 3

Business should uphold the freedom of association and the effective recognition of the right to collective bargaining

Principle 4

Business should support the elimination of all forms of forced and compulsory labour

Principle 5

Business should support the effective abolition of child labour

Principle 6

Business should support the elimination of discrimination in respect of employment and occupation

Besides our transparent remuneration system for fixed salary levels, a flexible salary based on the company's profit margin is added to the fixed salary in order to enable employees to participate in the company's success. Since 2014 a component rewarding seniority has been added to the flexible salary system.



Our commitment

Our company's most valuable asset is our people. We offer our staff long-term professional and personal development perspectives. In this regard we have been able to keep the percentage of employees formerly employed as student assistants or interns over 20% in 2015.

As regards overtime worked we achieved our goal of reducing it to a maximum of 10% four years in a row.

Performance

GRI Indicator LA 2: Employee turnover in following categories

(based on total no. of employees)

		2013	2014	2015
Gender	Female %	7.4%	9.5%	5.8%
	Male %	1.9%	4.8%	0%
Age groups	under 30 years old	5.6%	0%	1%
	30 – 50 years old	3.7%	14.3%	4.3%
	Over 50 years old	0%	0%	0%

Percentage of part-time employees

(based on total no. of employees)

2013	2014	2015
22.22%	19.05%	21.74%

GRI Indicator LA 3: Benefits provided to full-time employees that are not provided to temporary or to part-time employees

Benefit	Full-time employees	Temporary employees	Part-time employees
Accident insurance	yes	yes	Yes
Company pension scheme	yes	yes	Yes
Allowance for childcare	yes	yes	Yes
Allowance for homework	yes	yes	Yes

Percentage of overtime worked

(based on regular working hours)

2012	2013	2014	2015
9.10%	7.50%	3.05%	5.12%

Percentage of permanent staff members formerly employed as student assistants or interns

(based on total no. of employees)

2013	2014	2015
18.52%	22.22%	20.29%

Percentage of permanent work contracts

(based on total no. of employees)

2013	2014	2015
87.04%	95.24%	89.86%

Targets

- Keep overtime worked under a maximum of 10%

Environment

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

Our commitment

We actively contribute to environmental awareness and are committed to minimizing the negative environmental impacts of our day-to-day work. Amongst others the location of our headquarters in Freiburg in a "plus-energy building" shows our environmental commitment. Plus-energy



buildings are characterized

by on average generating more energy than its inhabitants spend.

We kept on our policy, that no employee is provided with an own company car. The company owns one car that is at everyone's disposal for business purposes. In exchange, PTC provides *Bahncard50* - a German Rail loyalty card that offers a 50% discount - to all travelling employees. Travels within Europe are therefore mainly undertaken by train. However, kilometres driven with the company car have increased significantly in

2015. One reason might be the move of our branch office in Brussels to a new building and the implicated increased need for IT support and equipment. Our IT administrators are located in Germany; hence they had to travel to Brussels several times.

Most employees come to work by bike or by public transport. Only very few colleagues come by car.

In 2015 we have significantly reduced the number of copies used. For 2016 we will try to keep the ratio of used copies per 1,000€ turnover below 10.

We support the DHL GoGreen climate protection project by combining our shipments with DHL GoGreen

whenever DHL calculates CO₂ emissions by using a method based on 14064

In accordance with the specifications of the Kyoto

Protocol, these emissions are offset by climate protection projects.



service possible. It calculates our emissions generated by the transport method according to the ISO standard. In accordance with the Kyoto Protocol,

Performance

GRI Indicator EN 4: Indirect energy consumption

	2013	2014	2015 ¹
kWh	37,805	40,800	45,245
Turno- ver [€]	20,178,141	22,503,514	30,200,000
kWh / turnover per mille	1.87	1.81	1.50

GRI Indicator EN 1: Materials used

	2013	2014	2015 ¹
Copies	268,837	303,072	288,883
Turno- ver [€]	20,178,141	22,503,514	30,200,000
Copies / turnover per mille	13.32	13.47	9.57

Company car use

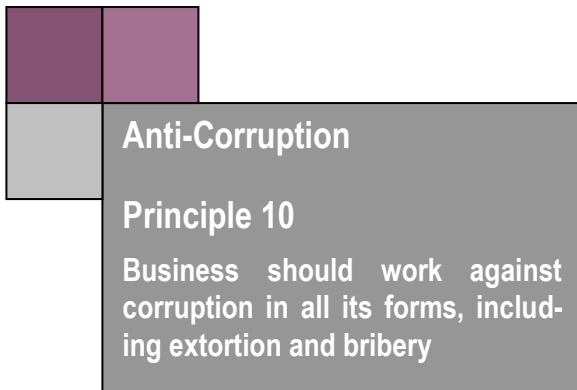
	2013	2014	2015 ¹
km	6,811	6,345	12,147
Turno- ver [€]	20,178,141	22,503,514	30,200,000
km / turnover per mille	0.34	0.28	0.40

¹ Estimates

Target

Keep the ratio of copies used per 1000€ turnover below 10.





Anti-Corruption

Principle 10

Business should work against corruption in all its forms, including extortion and bribery

Our Commitment

As an actor in international development cooperation, we are convinced that our company's long-term success is not feasible at the expense of a few individuals or the general public, but solely in a sound, trustful and fair societal environment.

We therefore attach great importance to the fact that our staff members know and adhere to Particip's no-tolerance policy regarding corruption.

All contracts with freelance experts clearly refer to the issue of corruption. By signing his/her contract the freelance expert agrees amongst others with the following points:

1. The contractor shall not accept any commission, discount, allowance, indirect payment or other consideration in connection with, or in relation to, or in discharge of, his obligations under this contract.
2. In context of services provided by the Contractor he shall not accept or give any favour, gift or remuneration from or to any source external to Particip without obtaining its approval. Otherwise, Particip may, without prejudice to any accrued rights of the Contractor under this contract, terminate this contract