2015 ATUS Sustainability Report
Sustainability Management of ATUS

# ntUs

April 2016

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# 00. Overview of the Report

This section covers an overview of ATUS Corporation and its Sustainability Report.

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## Message from the CEO

We are pleased to have this opportunity to pledge our commitment to ATUS' sustainability management through this report.

Since its establishment on May, 2004, ATUS has grown into a professional enterprise in education "that invests and cultivates people."

In order for firms to sustain growth and individuals to improve competitiveness, education is needed endlessly. During the last decade, ATUS Corporation has developed and operated education programs for corporate key talents as well as diverse joint programs with business schools overseas. ATUS will continue its business so as to strengthen its international network and expand the scope of its global programs to other age groups, therefore allowing more individuals for intellectual growth.

In addition, in order to ensure coexistence among medium and small sized companies ATUS will take the role of supporting assured entrepreneurs and core managers, thereby, standing as an insightful organization fulfilling social responsibility.

ATUS aims to achieve the following goals in order to systematically execute sustainable management:

First, ATUS will strive to meet the global standard of transparency and integrity.

Second, ATUS pledges its commitment to social responsibility and will strive to achieve maximum growth by promoting the mutual advancement of all parties concerned.

Third, ATUS will actively work towards a people-oriented management style in order to raise the quality of life of the executives and staff members, and thereby create a desirable working environment.

ATUS will strive to further its ethical, environmental, creative, and innovative efforts, as well as effectively execute sustainability management to become a trusted and respected company. Thank you.

April 1, 2016

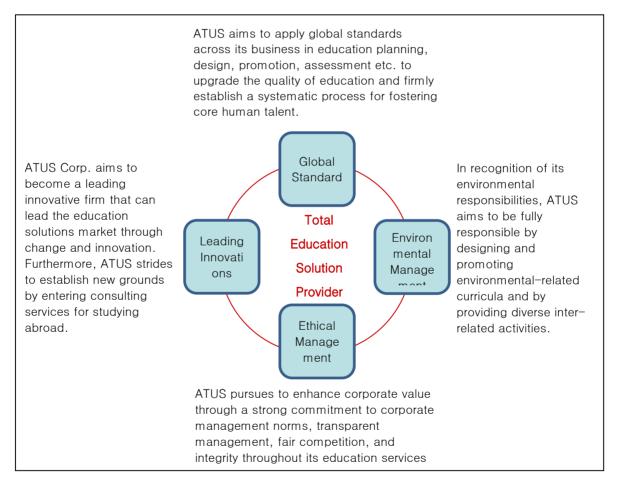
Sung-II Yoon CEO, ATUS Corporation

## Vision and Values of ATUS

Since its establishment in 2004, ATUS has been working hard under the overriding banner of sustainability management. To this day, the company remains committed, toward not only the continued survival as a business, but also toward becoming a company that fulfills corporate social responsibilities.

#### Vision

ATUS is aiming to become a Total Education Solution Provider valuing global standards, leading innovation, environment and ethics management. In doing so, ATUS pursues to establish a Total Education Solution Standard that offers solutions to the broad scope of education from education planning and operation to consulting for studying abroad.

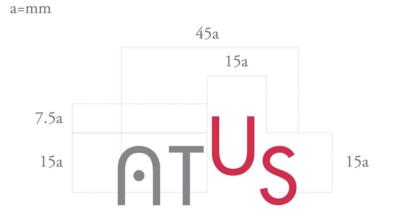


# Overview of ATUS

Corporate Name	ATUS Corporation		
CEO	Sung-II Yoon		
Date of Establishment	May 29, 2004		
Business Type	Education service & education/training advisory, study		
	abroad consuting		
Gross Revenue	KRW 2.5 billion (2015)		
Corporate Address	#1505 Shinchonro 16, Seodaemun-gu, Seoul, South Korea		

#### ATUS' Corporate Image: CI

ATUS, a synthesis of "At" and "Us," implies the notion of "together," refers to the intent to advance together with clients and customers. The idea came about through public participation, which involved an open contest and open vote amongst the entire management and staff of ATUS.



# Global Compact: Ten Principles to Practice

On January 8, 2008, ATUS became the 94th organization in South Korea to join the UN Global Compact and is working to practice the 10 Global Compact principles.



Category	Principle	Practice
Human	1. Businesses should support and respect the	Code of Conduct
Rights	protection of internationally proclaimed human	
	rights.	
	2. Make sure that they are not complicit in human	Code of Conduct
	rights abuses.	
Labour	3. Businesses should uphold the freedom of	Arbeitsordnung
	association and the effective recognition of the	
	right to collective bargaining.	
	4. The elimination of all forms of forced and	Arbeitsordnung
	compulsory labour.	
	5. The effective abolition of child labour.	Arbeitsordnung
	6. The elimination of discrimination in respect of	Arbeitsordnung
	employment and occupation.	
Environment	7. Businesses should support a precautionary	Introduction of
	approach to environmental challenges.	Smart Work
	8. Undertake initiatives to promote greater	River
	environmental responsibility.	Improvement
		Campaign
	9. Encourage the development and diffusion of	Education
	environmentally friendly technologies.	Projects
Anti-	10. Businesses should work against corruption in	The Code of Gift
Corruption	all its forms, including extortion and bribery.	Exchange

### Corporate Governance

ATUS Corporation was established on May 29<sup>th</sup>, 2004 as Seoul Future Forum Corporation as the majority shareholder. ATUS is taking its place as a professional educational institution that provides total education solutions stemmed from more than ten years of education service experience, and serves to contribute to the cultivation of potential talents thereby advancing society through continuous challenge and innovation. Furthermore, ATUS seeks to expand its area of business by tapping into the area of study abroad consulting.

#### Corporate Governance

ATUS is a corporation consisting of 18 stakeholders and 4 board of directors, and adheres to the rights of shareholders and board of directors as stated by commercial law. The 4-member Board of Directors is not influenced by the corporation's shareholders and is run independently.

#### Board of Directors' Actions

In March 2015, Sung-II Yoon was appointed CEO of ATUS through the Board of Directors. Yoon's professional knowledge and passion for successful management is to contribute to ATUS's expectations and development. The Board is composed of three executive directors and one auditor. This Board of Directors is working toward enhancing the corporation's value and shareholders' interests by utilizing a broad understanding of the industry and an array of diverse experience.

	- · · · · ·		
Name	Title		
Sung-II Yoon	CEO, ATUS Corporation		
Jung-Hwan, CHO	Non-executive Director		
	(Seoul Future Forum)		
Yong-Joo CHOI	Non-executive Director		
	(aSSIST)		
Eun-Joong KIM	Auditor (Seoul Business &		
	Economy Press)		

#### Board of Directors Meeting (April 2014)

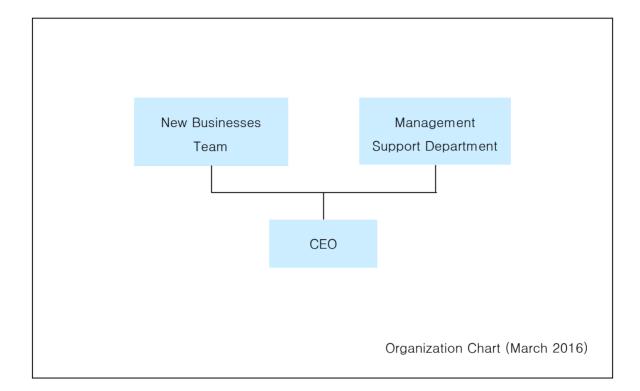
#### - General Meetings of Shareholders

The General Meetings of Shareholders are classified into provisional meetings and regular meetings.

Date	Agenda	
March 2016	Appointment extension of directors and audits	
March 2016	Financial statement and budget approval	
April 2015	Addition of business area	
March 2015	Stock audit reporting	
March 2015	Inauguration Approval of Sung-II Yoon as CEO	
March 2015	Financial statement and budget approval	
December 2014	Stock audit reporting	
November 2014	Stock audit reporting	
March 2014	Addition of business area: software development, e-learning	
March 2014	Financial statement and budget approval	
August 2013	Inauguration Approval of Hae-Kwang LEE as CEO	
March 2013	2012 Financial Statement Approval	

#### History of General Meetings of Shareholders (March 2013 - March 2016)

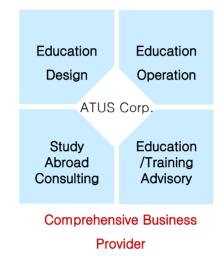
# Organization Chart



The total number of executives and staff by average during the year of 2015 was 12. The total number of staff was similar to the previous year of 2014, and the activities regarding sustainability management are run by the Management Support Department.

# Services at ATUS

Launched in 2004 with the goal of serving as a Total Education Solution Provider, ATUS not only provides the education necessary for developing the core human resources of business partners, but offers diversified education services to cultivate competent members of society. Through its management and employees' extensive experience with education design and operation, ATUS promotes a variety of education programs that may be challenging to other young businesses and fulfills customer demands through its joint

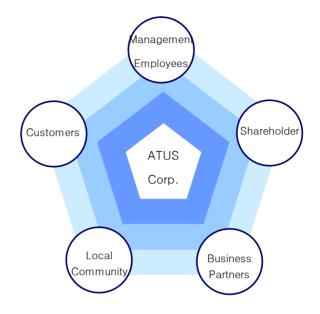


programs with prominent schools overseas, customized in-house programs and even short-term programs for grooming professional talents.

In 2015, ATUS began its services in study abroad consulting, thereby, encompassing a more comprehensive scope of management education consulting.

## Stakeholders

A stakeholder is defined as any individual or group that influences or is influenced by ATUS' management activities. It is the company's policy to respond proactively to each and every stakeholder group. This report uses value chain and influence as standards to conduct a stakeholder analysis. As shown in the diagram, we have five main interested parties: management and employees, customers. shareholders. business partners, and the local community. ATUS is committed to collecting the diverse views of all stakeholders and is highly receptive to all feedback and critique.



#### Management & Employees

All management and employees that serve at ATUS represent internal stakeholders. ATUS adopts an impartial hiring system to shape its management and employee structure, and continues to provide ongoing opportunities for life-long development and growth for its employees. Moreover, through a fair wage and benefits system, ATUS strives to provide adequate compensation as well as stable and sound working conditions for all.

#### Customers

Customers include both corporate and individual consumers that use ATUS' services. ATUS is committed to providing the best services possible to boost the competency level of core human resources in corporations as well as in society at large and its constituents. To this end, ATUS conducts regular customer satisfaction surveys and ensures the application of customer feedback in future services.

#### Shareholders

Shareholders are institutional and individual investors holding shares at ATUS. We advocate the creation of sound shareholder wealth through business performance

distribution and payout, and are working hard to enhance long-term shareholder returns by maximizing enterprise value.

#### Business Partners

Our business partners include financial institutions, distributors, online companies, ad agencies, etc., that engage in various forms of transactions with ATUS. We view all such parties as valued business partners, and are dedicated to ensuring fair and equitable business with all of them. ATUS offers all qualified companies equal business opportunities based on the principle of free competition. ATUS also provides all partners with equal access to any necessary business information.

#### Local Community

ATUS wishes to contribute to competence building and life-long learning through diverse high quality education services. A diligent tax payer, ATUS upholds all laws and regulations including those concerning environmental protection, and is making every effort to reduce its water and energy usage by adopting a rigorous system of resource management. ATUS recognizes that it is a part of the local community and intends to become leading social contributors by helping create sound personal wealth and corporate value.

## **Report Information**

Since establishment, ATUS has dedicated itself to sustainability management. ATUS published its 2015 Sustainability Report to review and build on its past and to be able to better advance toward the future.

#### Reporting Scope and Time Period

This report uses data collected as of the end of 2015. The economic productivity section consists of data collected from the last 3 years from January 2013 to December 2015. ATUS produced a comprehensive report of all business activities in terms of their economic, social, and environmental dimensions.

#### Reporting Guidelines

ATUS' Sustainability Report adheres to the BEST Sustainability Reporting Guideline, which was jointly developed by the Ministry of Trade, Industry and Energy, the Korean Chamber of Commerce, and IPS. All figures quoted in the report are based on the Korean Won. The BEST guideline supplements the weak points of the "Global Reporting Initiative" (GRI), and is more applicable for the Korean business environment. The guideline includes both social responsibility and innovation management, and allows companies to select a standard based on company size.

#### Report Content

**Economic Performance** Through financial and status reports on ATUS Corporation, economic outcome as well as the innovation and creativity management initiatives are reported.

**SR Performance** ATUS reports on its business ethics practices regarding the treatment of its management and employees; its internal control system to prevent unethical behavior; system for supporting win-win with its business partners; and customer satisfaction and service related policies. It also reports on contribution to society and related issues.

**Environmental Performance** ATUS reports on its stated environmental policies and environmental monitoring outcome.

# 01. Economic Achievements

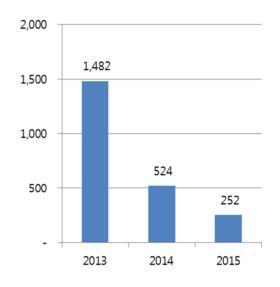
This section highlights ATUS' financial performance and current status in order to report on economic outcomes, as well as the innovation and creativity management initiatives.

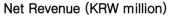
Highlights on Financial Performance Innovation Management Creativity Management

# Highlights on Financial Performance

#### Net Revenue

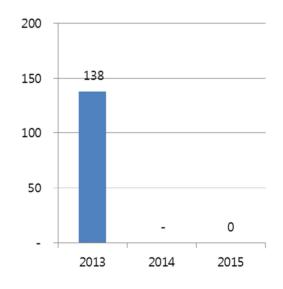
Net revenue recorded KRW 1.48 billion in 2013, KRW 520 million in 2014, and KRW 250 million in 2015. As investments were made on new business initiatives, such as its online business and study abroad consulting activities, net revenue exhibited a tendency of decrease.





#### Current Status of Tax Payment

The year-end corporate tax payment for 2015 amounted KRW 0. This owes to the deficit in net revenue and net profit coming from the underperformance of the online business and study abroad consulting business newly started in 2014 and 2015.



Corporate Tax (KRW million)

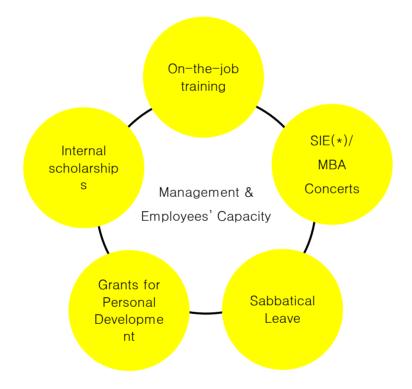
					(KRW million)
Year	Revenue	Corporate Tax	Net Profit	Asset	Capital
2013	1,482	138	591	4,550	4,365
2014	524	0	-336	4,012	3,797
2015	252	0	-611	3,190	3,168

## • Key Financial Performance Indicators

## **Innovation Management**

#### Education and Training Systems to Promote Continuous Education

ATUS firmly believes that having superior human resources determines a company's competitiveness. ATUS employs an innovative education system other than the yearlong on-the-job-training programs in order to encourage management and employees to pursue continuing education. As a result, in 2015, each employee by average had 97.8 hours of education and training.



#### ATUS' Management and Employee Education and Training System

\*SIE (Seminar for Intellectual Exchange): Monday Seminars for intellectual exchange among employees

## Creativity Management



#### Personal Sustainability Report

Since 2013, in accordance with new HR policies, the sustainability report normally devised for businesses and corporations were applied on personal life aspects and imported as a part of measuring the performance of employees.

This new attempt will encourage employees to practice sustainability not

only on the corporate level, but also on individual levels. Such personal sustainability reports were written based on the model developed by the Institute for Industrial Policy Studies (IPS), a leading research institute in the field of sustainability.

# 02. CSR Achievements

This section introduces an internal control mechanism for applying ethical management and preventing unethical acts in relation to employee treatment. This section also reports on a support system for facilitating good corporate partnership relations and service related policy for customer satisfaction. It also reports on social contribution activities and results of related issues concerning the local community.

Ethical Management Management and Employees Customer Service Local Community Business Partners

## Ethical Management

ATUS observes ethical policies and believes that a company's sustainable growth is possible when it offers health value to stakeholders. Under this principle, ATUS implements a company-wide ethical management system that consists of a code of ethical conduct and policies regarding gifts exchange and integrity contracts.

#### Code of Ethics

#### Who This Applies to

All ATUS management and employees

#### Management and Employee Responsibilities

To know and comply with work-related guidelines

If questions arise when the code is applied, one must receive assistance from the person in charge.

If involved parties or another employee violates the code of conduct, or are asked to perform an act with the risk of violating it, one must bring up the issue immediately.

#### Penalty for a Breach of Conduct

Management and employees that violate the code may face disciplinary action.

#### Legal Compliance and Corruption Prevention

(Legal Compliance) Management and employees must adhere to the law and regulations of the country in which they are working in.

(Corporate Regulation Compliance) Management and employees must adhere to corporate regulations

(Conflict Avoidance) Management and employees must avoid all acts or relations that present a conflict between the interest of the company and the interest of the individual.

(Prohibition of False Documentation) Management and staff must not write false documents under any circumstances

#### The Attitude of Management and Employees

(Self-Development) Management and employees should establish an appropriate rolemodel goal, continuously work toward self-development

(Innovation Leadership) Management and employees should constantly strive for best practice.

(Trust and Respect) Management and employees should have mutual respect and

implement trust as an underlying principle of work

#### Responsibility toward Management and Employees

(Equal Opportunity Employment) ATUS recruits, employs, trains, compensates, and promotes new employees regardless of race, religion, nationality, gender, age, and physical disabilities and also provides other employment conditions.

(Equal Personnel Assessment) ATUS adopted an objective personnel assessment system with the participation of all management and staff for rational and appropriate promotion and allocation of assignments, by which corporate outcomes are altogether achieved

(Impartial Regulation) ATUS considers fairness and rationality when corporate regulations are newly implemented, and publicizes those minutes transparently.

(Privacy Protection) ATUS respects individual privacy and protects personal information of all employees.

(Human Resource Development) ATUS provides an opportunity for all management and employees to attain the education training required for their work responsibilities.

(Health and Safety Measures) ATUS creates and maintains a safe and healthy work environment and strives to prevent workplace injury.

#### **Customer Satisfaction**

(Prevention of Invasion of Privacy) ATUS does not disclose client information to third parties without client consent.

(Customer Satisfaction) ATUS always respects all clients' opinions and provides services and benefits from the client's perspective and gains trust by endlessly creating value that benefits the customer.

(Customer Loyalty) ATUS not only presents optimum quality to all clients, but also works to continue the relationship after the term of service is terminated, in order to increase clients' trust.

#### Fair Trade

(Improper Payment) When offering services or during business dealings, ATUS representatives are prohibited from presenting money or other valuables, or providing services for the purpose of securing an improper position of advantage.

(Fair Trade Rule Compliance) In all business transactions, including pricing, purchasing, selling and sales promotion, ATUS complies with fair trade policies and law.

(Fair Trade) In order to fulfill the rights of all businesses and to abide by the principle of free competition, ATUS assures equal opportunities and impartially distributes information

necessary for creating business deals to all companies qualifying each criteria.

(Intellectual Property Protection) ATUS not only protects its own intellectual property rights, but also that of other organizations. This requires proper understanding of the registration and use of word processing, printing, web postings and all other forms of asset.

#### Environmental Protection and Social Contribution

(Environmental Protection) ATUS exerts its best efforts to protect nature and to preserve a clear environment, and complies with environmental protection related laws

(Energy Conservation) ATUS exerts its best efforts to eliminate wasteful consumption of resources

(Social Contribution) ATUS recognizes its role in the local community and is a leader in social contribution through its ethical gains and corporate value

#### Integrity Contract

ATUS implements the Integrity Contract in efforts to eradicate acts of corruption during business transactions with subcontractors and to establish transparency during the contract process. Under the integrity contract, during the process of purchase biddings, closing of contracts, and fulfilling contracts, etc., bribes are neither accepted nor offered from participating companies. In the case of violating this bribery policy, both sides agree to a restriction penalty, which serves as a measure to prevent corruption. The main aspects of the Integrity Contract are the following:

- Upon signing and conducting the contract, any party must not directly or indirectly present material goods, special treatment, or unjustified profit to the other party's executives and employees related to the contract

- If the above situation occurs, responsible parties will be subject to limited biddings, cancellation of contract, halt in transaction, or other forms of disadvantages.

- If the above case is proven true, responsible parties cannot raise any civil or criminal objections against the cancellation of the contract and against other occurring disadvantages

#### Bribery: Guidelines for Gift Exchange with Transaction Companies

In order to properly apply ethical management, ATUS sets up a guideline for bribery and related gift exchange acts that is clearly stated as a standard for ethical value discernment during the active duties of management and employees.

Providing gifts to	Cash prohibited unless in a major family event (In the case of a family
a transaction	event, such as weddings or funerals, maximum of KRW 100,000)

company	Gift certificates and coupons prohibited	
	Gifts below KRW 50,000 market price	
Receiving gifts	Cash, gift certificates, and coupons must be returned and reported	
from a transaction	Must report gifts that are worth more than KRW 50,000	
company	Must return and report gifts that are worth more than KRW 100,000	
	Items such as alcoholic beverages must be reported and should be	
	shared in company events	
	Celebration or consolation gifts exceeding KRW 100,000 must be	
	returned and reported	
Other situations	In the case of situations that are not included in the guideline or are	
	difficult to judge, employees must consult with the manager to solve	
	the problem.	

#### Code of Conduct

In order to practice ethical management, a code of conduct was established for management and employees. Enacted to protect the honor and dignity of management and employees, pledges are made during the orientations for new employees so that the contents of the code are agreed upon.

1. We pledge to respect our colleagues and adhere to our roles and positions and work cooperatively.

2. We take careful observation of our oral representations and demeanor in order not to damage our dignity, and exhibit our attractiveness through formal attire.

3. We treat our clients with all sincerity and retain our smiles even when our clients make unacceptable requests.

4. When clients present us with gifts as a sign of friendship, we pledge to politely reject them without damaging the relationship. If we accept gifts due to unavoidable circumstances, we immediately report to the head of the department.

5. By regulation, we consider informal dinner meetings with clients as part of work and must adhere to the main purpose of attending such meetings and never make our clients feel burdensome.

6. We properly show our gratitude to our clients and all others who have supported our work.

7. If we are sexually harassed during interactions with our clients, colleagues, or other work-related parties, we pledge to not hide the matter and report to the head of the department to make sure that no damage is done.

8. We protect our own safety and integrity at all times and places.

9. We speak with prudence so that we can take responsibility for our words.

#### CEO's Will

ATUS adheres to the principle that in order to instill corporate ethical management, the CEO must have a strong will and act first. To do this, ATUS joined the Institute for Industrial Policy Studies' (IPS) B.E.S.T Forum since October 2003 and pronounced our commitment to ethical management to both internal and external audiences. The B.E.S.T Forum is a national forerunner in ethical management and seeks methods to implement ethical management at the CEO level, shares information related to ethical management strategy, and seeks to contribute to the environment and the local community. (B.E.S.T is an acronym for "Business Ethics is the Source of Top Performance")

#### Prevention of Sexual Harassment

To build a workplace culture where people work together, ATUS implemented an education program for sexual harassment prevention for management and employees since 2004, based on the law on sexual harassment prevention. This program provides a basic understanding of sexual harassment and behavioral methods to prevent victimization of sexual harassment, countermeasures after becoming a victim, behavioral guidelines to avoid becoming a harasser, and also countermeasures for when being suspected of a harasser. Comprehensive education on violence prevention was additionally added twice a year so that a more variety of and more in-depth contents could be covered on preventing violence. Classes of sexual and domestic violence were analyzed, and the education about the processes and penalties when such cases occurred and what to do, helps form and improve the morals in management and staff at ATUS. Since implementing this program, no case of sexual harassment has been found since ATUS' establishment. ATUS will continue to provide education in this area to create a harassment-free, enjoyable workplace environment.

12th Sexual Harassment Preventive Education	April 29, 2013
13th Sex Trafficking Prevention Education	October 21, 2013
14th Sexual Harassment Preventive Education	April 21, 2014
15 <sup>th</sup> Comprehensive Education on Violence Prevention	July 7, 2014
16 <sup>th</sup> Comprehensive Education on Violence Prevention	October 13, 2014
17 <sup>th</sup> Comprehensive Education on Violence Prevention	April 27, 2015
18 <sup>th</sup> Comprehensive Education on Violence Prevention	October 26, 2015

List of Preventive Education Dates

#### Regulation for the Prohibition of Workplace Sexual Harassment

Article 89 (Prohibiting Workplace Sexual Harassment) The company ensures that business owners, superiors, or employees do not abuse their position and that they do not use sexual language or behavior to other employees related to work, or utilize this as a disadvantage over an individual's employment, or cause sexual humiliation and worsen the workplace environment.

Article 90 (Preventing Workplace Sexual Harassment) The company implements education for preventing workplace sexual harassment at least once a year in order to prevent workplace sexual harassment and construct conditions where employees can work in a safe work environment. The company takes action toward department transfers, disciplinary action, and other actions that apply for sexual harassers. The company must not place measures that disadvantage the victimized employee.

Article 91 (Workplace Sexual Harassment Prevention Education) Workplace Sexual Harassment Prevention Education must include each of the following details:

1. Acts and subordinate statutes concerning sexual harassment on the job;

2. Handling procedures and standards for measures upon occurrence of sexual harassment on the job at the relevant business place;

3. Grievance counselling and procedures for relief of victims to sexual harassment on the job at the relevant business place;

4. Other matters necessary for prevention of sexual harassment on the job.

#### Article 92 (Examples of Standards Identifying Workplace Sexual Harassment)

1. Examples of sexual language or behavior

1) Physical behavior: contact of parts of the body etc.

2) Language Behavior: obscene conversations just as dirty jokes etc.

3) Visual behavior: obscene photos, pictures, graffiti, publications etc.

2. Examples of employment related disadvantage

Unilaterally making employment or working conditions disadvantageous such as disqualification for employment, salary reduction, exempt from promotion, move of station, suspension, leave, layoff etc.

3. Examples of worsened workplace environment

Forming threatening or hostile employment environments or impeding work performance by creating sexual disgrace. Article 93 (Workplace Environment Related Action) The company must autonomously work toward solutions for employees victimized of workplace sexual harassment that report distress by, for example, entrusting the case to the grievance committee.

## Management and Employees

#### Employment Figures

ATUS has contributed to the local community's job creation by employing the youth internship initiative, and the average length of service is 2.7 years.



#### Employment Policy

(Equal Opportunity Employment) ATUS recruits, employs, trains, compensates, and promotes new employees regardless of race, religion, nationality, gender, age, and physical disabilities and also provides other employment conditions. ATUS also enforces policies for gender equality and is putting effort to expand the diversity in management and employees. As of December 2015, management and employees consisted of 17% women and 83% men. Compared to last year figures of 44% female and 56% male, the ratio has broken its balance, but ATUS will continue to exert effort to bring the balance back.

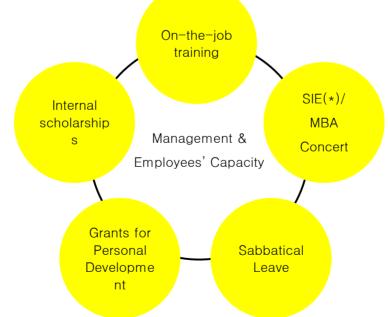


#### Flexible Off Hours Policy

Since 2013 and as a part of the Smart Work policy, ATUS allowed employees to release themselves from work one hour early on every Friday. The Flexible Off Hours policy has improved the standard of living of employees through their increased personal time. The policy also suggests a transition from a job-centered drinking culture to a family-oriented leisure culture.

#### Education Training System for Management and Employees

Based on the conviction that the overall quality of service is determined by the competency of management and employees, ATUS established an education training system to promote lifelong education for management and employees.



ATUS' Management and Employee Education and Training System

**Corporate Sponsorship System** ATUS offers corporate sponsorship opportunities to its management and employees who choose to enroll in an education program organized or hosted by aSSIST and other affiliated institutions. This internal scholarship program is designed to help its employees develop their competency and abilities, as well as enhance the knowledge and skills they need to perform their respective jobs. ATUS aims to create an environment that encourages all employees to strive for self-realization and growth.

Category	Degree P	Non-degree Programs	
	Master's Programs	Non-degree Programs	
Requirement	Individuals with more	Individuals with more	Individuals with more
for	than 2 full years of	than 3 full years of	than 1 full year of
Application	continued service that continued service that		continued service
	meet matriculation meet matriculation		
	requirements requirements		

\* Degree Programs: programs acquiring Master's or Ph.D degrees

\* Non-degree Programs: certificate program, job training program etc.

\* Internal Programs: operated or hosted by ATUS and other affiliate organizations

**Grants for Personal Development** All management and employees are entitled to a total of KRW 500,000 per year (KRW 250,000 semiannually) for their individual development. Management and employees decide on objectives in which they need development and then individually plan and execute educational measures suitable to their area of need.

**Sabbatical Leave** Since the latter half of 2005, ATUS implemented a sabbatical program for the purpose of recharging employees. The program is available to

Applicants for	Sabbatical	Leave
----------------	------------	-------

2013	2014	2015
0	1	0

anyone who has served over 3 years at ATUS and the selection process is based on years of consecutive service and work contribution. Selected employees are provided with either a 4 week or 8 week fully-paid vacation days in addition to a separate research grant, and are given an opportunity for self-development and revitalization during their sabbatical period. This policy was later expanded and reformed in 2008 to become an effective system for self-development and employee training. In the latter half of 2014, one employee was selected for sabbatical leave and this was a second sabbatical opportunity for the individual. In 2015, however, there were no employees eligible for sabbatical leave which resulted in no cases taking advantage of this opportunity.

Job Specific Education All management and staff receive an opportunity for job specific education in order to increase their job specific capacity. Every year, employees select for themselves and participate in education programs most suitable to their job specifications, which guarantees the autonomy on choice of contents.

**SIE (Seminar for Intellectual Exchange)** SIE is a knowledge and culture sharing forum for management and employees, which was established in June 2004 as a regular seminar held for about an hour every Monday starting 7:50AM.

No.	Date	Theme	No.	Date	Theme
511	2015.01.05	Redefining Work	535	2015.07.06	Don't Neglect Me!!
512	2015.01.12	Non-language Communication	536	2015.07.13	Design, Embracing People
513	2015.01.19	Sympathy, the Creative Connection Between You and Me	537	2015.07.20	FinTech Revolution and the Future of Finance
514	2015.01.26	Youth Challenging for a Better Society	538	2015.07.27	Emotionally Communicating with Society of the 21 <sup>st</sup> Century
515	2015.02.02	Science of the Brain, the Beginning of Decision	539	2015.08.10	Power to Change the World, Out-of-box
516	2015.02.09	Insight on the World, Perspectives	540	2015.08.17	Introduction of the Autism Center
517	2015.02.16	Flip Learning	541	2015.08.24	Smart photo shooting in an Smartphone Era
518	2015.02.23	Coexisting with Bacteria	542	2015.08.31	Power of Space
519	2015.03.02	New China	543	2015.09.07	Collective Intelligence
520	2015.03.09	Success and Failure of Firms - Learning from History	544	2015.09.14	Education on Personal Information Protection
521	2015.03.16	Leadership Evolution	545	2015.09.21	Time Poor! Scarcity in Abundance!
522	2015.03.23	Learning from Psychopaths	546	2015.10.05	What Kind of Character are You?
523	2015.03.30	Business Humor	547	2015.10.12	Burnout Syndrome
524	2015.04.06	2030 Korean Society Megatrend Research	548	2015.10.19	Home, Sweet Home!
525	2015.04.13	A Journey to a Different Dimension of Business:	549	2015.10.26	Comprehensive Education on

#### SIE Activities (Jan 2015 – Dec 2015)

		HR Paradigm Shift from Regime to Field Operation			Preventing Violence
526	2015.04.20	'New China, New Choice' to the Young 20's	550	2015.11.02	Good Life, Good Food
527	2015.04.27	Comprehensive Education on Preventing Violence	551	2015.11.09	Slogans Determine Everything
528	2015.05.11	New Point of View on Advertising	552	2015.11.16	Music and Prejudice
529	2015.05.18	Howe Were They So Happy?: Conditions for Happiness	553	2015.11.23	Business by Digging Dirt
530	2015.06.01	Color Therapy	554	2015.11.30	Story of Stationary
531	2015.06.08	Keeping Myself Healthy	555	2015.12.07	Changing Frames
532	2015.06.15	Small Weddings, New Wedding Culture	556	2015.12.14	Documents Also Need Makeup
533	2015.06.22	The Case Western Reserve University's 'Leadership Deep Dive' program	557	2015.12.21	Digital Marketing
534	2015.06.29	Outstanding Performance			

Establishment of the Seminar for Intellectual Exchange (SIE) Funds Since July 2007, ATUS established a year-based funding system for SIE. Established to promote lifelong education for employees, it serves as a feedback system that compensates for the participation outcomes based on the number of management and employees and amount of participation in education training. The funds will likely instill interest and anticipation regarding the employee education system. In 2013, total SIE funds distributed to all management and staff amounted KRW 529 million.

#### Education Training Fees

ATUS education and training funds are invested for professional job specific education and self-development activities for management and employees.

			(81111 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	2013	2014	2015
Total Training Funds	17,500,000	17,166,760	25,119,500
Training Costs per person	1,555,555	1,430,563	2,283,590

(Unit: KRW)

#### Number of Lost Working Days

Since 2004, there has been no case of strike or working days lost. ATUS will continue its efforts to maintain a constructive relationship with its management and employees.

#### Health and Safety Regulation

In order to protect employees, ATUS establishes employees' safety and health protection provisions under the ethics code.

Article 77 (Liability of the Company) ATUS established a safety standard of facilities and machinery as required by law and the necessary health measures to protect employees

Article 78 (Liability of the Employee) Employees must abide by the following for risk prevention and health sanitation.

1. Obey regulations related to workplace safety and health care.

2. Keep the workplace clean at all times in efforts to prevent accident

3. Do not remove or alter security equipment, fire facilities, sanitation facilities, and any other related installations without permission.

4. Do not use flammable devices or smoke in other areas other than designated.

5. Always keep the workplace clean and dispose waste at specified areas.

6. Receive vaccinations and medical examinations offered by the company.

#### Article 79 (Medical Examination)

1. The company must regularly provide medical examinations for all of its employees. However, when a new employee has already undergone a medical examination, the company is not required to provide another examination in the same year according to the Occupational Safety and Health Act which stipulates that office employees are provided with a medical examination once every two years, and for all other types of employees once every year.

2. If the medical examination results indicate that there are concerns that an illness may worsen from having an infectious disease or mental illness, or if the employee was contracted of disease, the company can restrict or prohibit work of the employee.

3. When it is recognized necessary for the health management of the employee, the company can change the work location, change the nature of the work, reduce working hours or take other appropriate measures.

Article 80 (Taking measures from results) The company will carry out health measures necessary from the results of the medical examinations, and the employee shall comply

with those measures.

#### Benefits Program

ATUS does its best to support welfare benefits in order to improve employees' quality of life. National Health Insurance, National Pension System, Industrial Accident Compensation Insurance and Employment Insurance are implemented under the legal benefits program. Retirement Pension, Schooling Expense Support, Medical Expense Support are also provided apart from the legal program.

**Retirement Pension Plan** The Retirement Pension Plan is a corporate welfare system designed to help employees carry on stable post-retirement lives by setting aside severance payments in an external financial organization. On December 1, 2005, the Ministry of Employment and Labor set up a Laborers' Retirement Allowance Security act to grant the autonomy of the labor-management union. Since September 2006, ATUS implemented a pension system and 7 employees have obtained the benefits of this system.

**Medical Expense Support** ATUS establishes and conducts the following health and safety regulations in order to improve the health and safety of its employees.

1. We have a contract with a designated hospital for employees and their families' health care management.

2. We conduct medical inspections for new employees at our designated hospital.

3. Based on the doctor's diagnosis, we prohibit or restrict the working of the employees with infectious disease, mental illness, or work related disease.

4. Each department is equipped with a first-aid kit for use in emergency treatment response to accidents.

5. We provide safety measures on providing first aid for persons with accidental injury or disease, and preventing subsequent accidents and accident expansion.

6. We inspect and improve the workplace through qualified experts in the case of healthhazardous activities in the workplace.

**Medical Examination** Regular medical examination for employees' health and safety, medical inspection for new employees, standard medical examinations, and special medical examination are provided. Regular medical examinations are subcategorized for new employees and regular employees, and are each scheduled as shown in the table below. In accordance with other ordinances, we conduct regular medical examinations

regardless of the schedule when necessary.

Туре	Examination Period		
Existing Employee	Once per year (National Health Insurance, ATUS)		
New Employee	At least once within one month prior to employment		

Under the Enforcement Decree of the Industrial Safety and Health Act Article 98 Clause 3, when employees are hired or transferred to a risk-prone department, employees are given special medical examinations every 6 months or annually. Employees are given specific medical examinations when deemed necessary. The regulations of medical examination fees are shown below:

1. The primary examination fees are charged to the company, and secondary examination fees are charged to the individual.

2. Medical fees for work injury or work-related disease is entirely charged to the company.

3. Regulations for general medical fees of employees and their families follow a separate guideline.

4. Medical compensation is unavailable in the case of neurasthenia, dental disease that does not directly affect physical health, when employees are working in mandatory military service, when being covered by the Industrial Accident Compensation Insurance, or when other medical fees are deemed inappropriate for compensation.

**Female Employment Support Policy** As a policy aimed at supporting female management and employees, maternity protection regulations were implemented. As 2 among the total 12 employees are female, ATUS takes this issue seriously in views of employee management. Based on the notion that family-oriented management is a major aspect of the company, we are striving to implement more diverse benefit policies accommodating female employees.

Regulations regarding maternity protection are the following:

**Article 40 (Equal Treatment)** According to the Labor Standards Act and Equal Employment Opportunity Act, the company shall not, without a reasonable explanation, discriminate an employee for being a female in the following.

- 1. Discrimination in terms of Recruitment and Employment
- 2. Discrimination in terms of Wages
- 3. Discrimination in terms of Education
- 4. Discrimination in terms of Assignment

- 5. Discrimination in terms of Promotion
- 6. Discrimination in terms of Retirement
- 7. Discrimination in terms of Dismissal

#### Article 41 (Restrictions on Night Work and Holiday Work)

1. When the company intends to have female employees work during the time from 10:00 p.m. to 6:00 a.m. and on holidays, the company shall obtain the workers' consent.

2. An employer shall not have pregnant women and nursing mothers work during the time from 10:00 p.m. to 6:00 a.m. and on holidays: Provided, That this shall not apply to any of the following cases where agreement between the president of the company and the approval of the Minister of Employment and Labor is obtained.

#### Article 42 (Overtime Work of Pregnant Women)

1. The company shall not have any women in pregnancy do overtime work, and if there is a request from that employee, the work can be changed to a type of work that is light.

2. The company shall be forbidden to have any women, for whom one year has not passed after childbirth, do overtime work exceeding two hours per day, six hours per week, or 150 hours per year.

#### Article 42-2 (Permission to reduce work hours for pregnant women)

1. Where a female worker who has been pregnant for not more than 12 weeks or for not less than 36 weeks requests the reduction of her work hours by two hours a day, the company shall permit it: However, the company may permit to reduce her work hours to six hours if her work hours are shorter than eight hours a day.

2. No employer shall reduce a worker's wages for reason of reduction of work hours under paragraph (1).

Article 43 (Permission, etc. for Time for Medical Examination of Unborn Child) Where a pregnant worker claims time necessary for a periodical medical examination for pregnant women, the company shall grant permission for such time.

1. Different examination time for the following months of pregnancy will be granted unless related laws indicate otherwise. A maximum of 4 hours will be granted for each examination visit.

- 1) Up to 7 months of pregnancy: once every two months
- 2) From 8 to 9 months of pregnancy: once each month
- 3) After 10 months of pregnancy: once every week

2. The company shall not cut wages of such worker by reason of time for medical examination under paragraph 1.

#### Article 44 (Leave Before and After Childbirth)

1. The company shall grant a pregnant woman a totoal of a 90-day maternity leave (120day maternity leave, if she is pregnant with at least two children at a time) before and after childbirth. In such cases, at least 45 days (60 days, if she is pregnant with two or more children at a time) of the leave period after childbirth shall be allowed.

2. Where a pregnant female worker requests the leave under relevant laws due to her experience of miscarriage or other reasons, the company shall allow her to use the leave at multiple times any time before her childbirth. In such cases, the period of leave after the childbirth shall be at least 45 days (60 days, if she is pregnant with at least two children at a time) consecutively.

3. Where a pregnant woman has a miscarriage or stillbirth, the company shall, upon the relevant worker's request, grant her a miscarriage/stillbirth leave, unless indicated otherwise by relevant laws. However, the same shall not apply to any abortion carried out by artificial termination of pregnancy.

1) Within 11 weeks: 5 days from the day of miscarriage or stillbirth

2) Between 12 and 15 weeks: 10 days from the day of miscarriage or stillbirth

3) Between 16 and 21 weeks: 30 days from the day of miscarriage or stillbirth

4) Between 22 and 27 weeks: 60 days from the day of miscarriage or stillbirth

5) Over 28 weeks: 90 days from the day of miscarriage or stillbirth

4. The first 60 days (75 days, if she is pregnant with at least two children at a time) in the period of leave under paragraphs (1) through (3) shall be stipendiary, and the remaining 30 days (45 days, if she is pregnant with at least two children at a time) determined according to relevant laws: Provided, That when the leave allowances before and after childbirth, etc. have been paid under relevant laws, the payment responsibility shall be exempted within the limit of the relevant amount.

5. The company shall reinstate her to the same work or to the work for which wages of the same level as before leave are paid after the end of a maternity leave under paragraph (1).

#### Article 44–2 (Paternity Leave)

1. Where a male worker requests leave on grounds of his spouse's childbirth, the company shall grant leave for at least three up to five days. In such cases, he shall be paid for the first three days out of the period of leave used.

2. No leave provided for in paragraph (1) may be requested after the lapse of 30 days from the date the spouse of the relevant worker gave birth.

#### Article 45 (Nursing Hours)

1. The company shall grant thirty-minute or longer paid nursing time twice a day to those female workers who have infants under the age of one, upon request.

**Hotline System** Since January 2009, a hotline system was introduced to allow management and employees to discuss problems or give suggestions regarding issues related to sustainability management in the realm of transparency and fairness related to ethical management, environment management and social responsibility.

Establishment of a Joint Labor-Management Committee In July 2009, a joint labormanagement conference was established by a six-member committee. This allows employers and employees to reach a mutual consensus on business related matters, management, and other relevant matters, and thereby grow as a developing organization.

### Customers

ATUS' vision is to continuously endeavor to provide the most enjoyable, forefront, and leading services to our customers "when with us." We offer diverse business activities for customer satisfaction.

(Customer Satisfaction) ATUS always respects all clients' opinions, provides services and benefits from the client's point of view, and gains trust by endlessly creating value that benefits the client.

**Responding to Client Opinions** We conduct lecture evaluations, operation evaluations, satisfaction surveys and other surveys on each education program and seminar in order to respond and provide feedback to client opinions. Response to client opinions is discussed at regular meetings and is reflected in the improvement of teaching environments, educational welfare, selection of lecturers, curriculum planning, and class scheduling.

**Customer Support** We organize meetings and family events for alumni members and also publish regular newsletters. To foster continuing education for clients, we provide useful information about our other education programs and seminars, and also provide discounts on a case by case basis.

**Client's Privacy** We set forth the principle not to disclose any private information of clients. In the case where disclosure of private information is deemed necessary, we are subject to release the information upon clearly stating the intent of use and matter, after receipt of full consent from the client and under the supervision of the person dedicated to such processes.

**Client Information Protection** To protect personal information of our clients, we do not require them to present their social security numbers and we follow the laws involved in the Privacy Act. To prevent the accidental disclosure of personal information, we regularly conduct education for proper practice.

(Prevention of Privacy Invasion) ATUS does not disclose client information to third parties without the client's consent.

## Local Community

Interchange and Sharing through the "MBA Concert at aSSIST" - Wednesday Concert



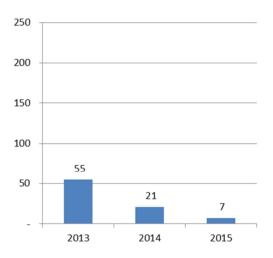
Every Wednesday, we provide our employees time for creative а inspiration and refreshment through a 30 minute music concert from 12:30 PM. This weekly event exercises sharing as it is even open to the general public with the help of a number of employees, and stands as a donation of talent by the violist Won Jin Song and pianist Se Jin Song, professors at aSSIST. who were the actual performers behind the scenes of the famous Korean drama, "Beethoven Virus." Began in January 2011 under the title "Immortal Love Story, the name of the regular event later changed it name to MBA Concert, and has reached a total of 240 performances. Since 2013, recorded highlights of each concert became available to the public through online.

## **Business Partners**

ATUS recognizes the importance of transparent relations with our business partners and strives to establish transparent business relationships under the non-payment/payment regulation shown below. It was reduced by KRW 14 million compared to the previous year in 2015.

## Non-Payment/Payment Regulation Regular monthly payments are paid on the 20th day of the month according to the previous month's tax invoice. Month-end-payments are paid at the end of the month according to the invoice. Other payments are paid within 1-5 days

after internally claiming the expense.



Non-Payment Balance (KRW million)

## 03. Environmental Achievements

The Environmental Management Achievement section reports on ATUS' environmental policies and monitoring results.

## **Environmental Achievements**

#### **Environmental Management Policy**

ATUS will protect nature and sustain efforts to conserve a clean environment, and abide by laws related to environmental protection.

ATUS endeavors to avoid dissipation of resources.

#### **Environmental Management Activities**

**Recycling Shelf** In order to conserve energy and resources, ATUS operates a public recycling shelf which shares office stationary that are not used very often. This is an extension of the previous A-NA-BA-DA Campaign which is an executable objective for all members of the organization so that they may take participation in conserving resources and reducing costs.

**Reducing Disposable Items** ATUS employees prohibit the use of disposable items to protect the earth and humans. We implemented various campaigns, such as using personal mug cups, handkerchiefs, and green shopping bags for environmental protection and cost saving.

# 04. Appendix

Third Person Assurance Statement BEST Index Contact Information

## Third Party Assurance Statement

#### To the Members of ATUS Corporation's Management

The Institute for Industrial Policy Studies (hereafter referred to as the Auditor) was commissioned by ATUS Corporation as a 'third party assurance provider' to review ATUS Corporation's Sustainability Report (hereafter referred to as the Report).

#### **Responsibilities and Objectives**

ATUS Corporation is responsible for sustainable management objectives, performance management, data collection, and related information and opinion within the Report. Based on an agreement with ATUS Corporation, the review process did not examine the claims and credibility of the Report. Rather, the objective of the Third Party Assurance Statement is to verify whether information or claims presented in the Report contain any material bias or error, and to present an independent opinion required to analyze whether there are areas of improvement needed to improve the quality of the Report.

#### Criteria

The review process was executed using the 1) AA1000 Assurance Standard(2008) 2) The BEST Sustainability Reporting Guidelines and 3) The Global Reporting Initiative (GRI)' s Sustainability Reporting Guidelines.

#### Opinion

The Auditor presents this opinion statement below based on the materials and documents presented by ATUS Corporation.

#### [Inclusivity]

# Was the establishment of strategy and participation process appropriate for ATUS Corporation's interested parties?

The Auditor is convinced that ATUS Corporation recognizes the importance of interested parties' participation in promoting sustainability management and aims to reinforce participation of those interested parties. However, the Auditor recommends that ATUS Corporation define the scope of influence for its interested parties, and establish a strategy and process for those parties, and specifically disclose the

performance from the utilization of such strategies and processes.

#### [Materiality]

Does the Report provide key information to interested parties concerning economic, social, and environmental issues of greatest material importance to ATUS Corporation?

The Auditor states that the Report did not omit or exclude any crucial information. The Auditor found the Report to contain information of key material importance to ATUS Corporation across economic, social, and environmental dimensions. Henceforth, however, the Auditor suggests that ATUS Corporation collects key issues of concern to interested parties and implement a system to report the issues.

#### [Responsiveness]

#### How well does the Report respond to interested parties' demand and interest?

The Auditor found that ATUS Corporation adequately categorized and defined its interest parties. The Auditor highly recommends that ATUS Corporation establish a communication channel and system where interested parties can participate in mutually active communications.

#### Recommendation for Advancement

The Auditor highly regards ATUS Corporation's effort to publish its eighth sustainability report and recommends the following report to be taken into consideration

- Establishment of sustainability management strategies related to corporate environment and educational business
- Focusing on key issues and performances of the reporting year
- Establishment of channels to induce smooth communication and activity among internal and external interested parties
- Reinforcing reporting on the needs of interested parties and the actions provided
- Reinforcing to overcome negative performance measures.

#### Independence

The Auditor has no affiliation with any realm of ATUS Corporation's for-profit business or activities and was not involved in the preparation process of any part of the Report and had full independence and autonomy in carrying out this assurance task.

#### Adequacy

The Institute for the Industrial Policy Studies, commissioned for providing this opinion by ATUS Corporation, was established in 1993 and began gaining specialized experience in the areas of ethics management, social responsibility management, sustainable management since 2002, and is a "Third Party Assurance Provider" providing audits and opinions for sustainability reports in the Republic of Korea.



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April 12, 2016 Yun-Cheol Lee President The Institute for Industrial Policy Studies



# BEST Index

	No	Details of BEST index
Corporate	А	Corporate Overview
Overview	A_1	Corporate vision about sustainable management and CEO's statement
	A_2	Key risk and opportunity factors
	A_3	Corporate name
	A_4	Key products and services
	A_5	Organization map and list of affiliates and subsidiaries
	A_6	List of joint ventures, partly-owned affiliate, leased facilities and vendors
	A_7	List of overseas business sites
	A_8	Legal ownership structure of the organization
	A_9	Characteristics of market where one operates
	A_10	Size of organization (total number of employees, product and service, liabilities and assets)
	A_11	List of international and domestic industrial & business associations
	В	Contents of Report
	B_1	Scope of report
	B_2	Limits to the scope of report
	B_3	Reporting period
	B_4	Cost of economic, environmental and social performances, the definition and standard of calculating the cost efficiency
	B_5	Changes in the method of measuring economic, environmental and social performance
	B_6	Reporting cycle
	B_7	Efforts to improve credibility of the report
	B_8	Changes since the previous report
	B_9	Contact information of the person in charge of the report
	B_10	BEST Matrix
	С	Stakeholder Engagement
	C_1	Criteria and selection of key stakeholders

	C_2	Method of stakeholder engagement
	C_3	Stakeholder engagement and the result of their engagement
	D	Sustainability
	D_1	Economic, environmental and social goal
	D_2	Economic, environmental and social performance
	D_3	Sustainable management strategy and goal of the future
Economic	E	Economy
performanc	EC1	Creation and distribution of economic value produced and
е		distributed
	EC2	Financial impact by climate changes
	EC3	Scope of benefits by organization's fixed rate pension system
	EC4	Human resource supply in key business areas
	EC5	Government subsidy
	EC6	Construction of non-core business infra
	EC7	Indirect economic effect
	EC8	Brand value
	EC9	Innovative Performance
	EC10	Creative Performance
	EC_DMA	Public announcement of management principle _economy
Social	GR	Corporate Governance and Risk Management
performanc	GR1	Corporate governance structure
е	GR2	Ratio of outside directors
	GR3	Composition of board of directors
	GR4	Process that shows the professionalism of the board of
		directors
	GR5	Process of managing and evaluating economic, social and
		environmental performance of the board of directors
	GR6	Organization structure that establishes, executes and supervises
		the economic, social and environmental policy
	GR7	Connection between management compensation and
		economic/social/environmental performance
	GR8	Activities and decisions by the board of directors
	GR9	Compliance with laws and regulations related to corporate
		governance structure

	activities	
GR11	Compliance to corporate prevention principle	
GR12	Process to submit recommendation and suggestions to the	
	board of directors by shareholders	
GR13	Process to prevent the conflict of interest by highest governance	
	body?	
0.014	Policies and System considering the social influence to build	
GR14	investment and cooperation	
EM	Employees	
EM1	Employee status	
EM2	Composition of executives and employees	
EM3	Average wage of employees by gender	
EM4	Level of income and welfare against other companies in the	
	same business region and similar industry	
EM5	Job creation rate and turnover rate	
EM6	Average years of continuous service	
EM7	Preventive policies of discrimination and the result of monitoring	
EM8	Policy related to freedom of association	
EM9	Policy related to prevention of child labor and the result of	
	monitoring	
EM10	Policy related to prevention of forced labor and the result of	
	monitoring	
EM11	Overview of organizations of Labor associations	
EM12	Signing-in of labor union and the number of unionized	
	employees	
EM13	Policy and process about providing and discussing employee	
	information when corporate operation changes	
EM14	About Safety and health committee	
EM15	Industrial safety and health agreement between labor and the	
	management	
EM16	Compliance with the employee-related international regulation	
	and standard	
EM17	Compliance with industrial health and safety issues among ILO	
	Conventions	
EM18	Disease prevention and health improvement programs and	

	policies		
EM19	Number of employees who suffer from injury or disease and		
	absence rate		
EM20	Employee welfare and benefits		
EM21	Efforts to improve working conditions of employees		
EM22	Level of compliance with related laws by employees		
EM23	Reporting process of unfair labor practice and operation status		
EM24	Labor disputes		
EM25	Ethical management department, investment size, reporting structure		
EM26	Regular training and guideline about ethical training		
EM27	Average time for employee training and education		
EM28	Programs for employee training and education		
EM29	Advisory service to employees about performance and caree		
	development		
EM30	Ratio of employees who had human rights-related training		
EM31	Ratio of employees who had human rights-related training		
	among those involved in security, guard and patrolling		
EM32	Policy and support system for family-friendly management		
EM33	Women leadership development programs		
EM34	Women-friendly working conditions		
EM_DMA	Public announcement of management principle _human rights		
1			
EM_DMA	Public announcement of management principle _labor		
2			
PN	Partner		
PN1	Characteristics of the business partners and sustainable		
	management issue		
PN2	Consideration of social and environmental performances among		
	other reasons of selecting the business partners		
PN3	Process of evaluating the social and environmental performanc		
	of the business partners		
PN4	Process of supporting and auditing the social and environmenta		
	performance of the business partners		
PN5	Business partner complaint handling system and handling result		

CS	Consumer			
CS1	Characteristics of products and consumers and sustainable			
	management issues			
CS2	Level of compliance with the consumer-related laws			
CS3	Policies related to fair competition and anti-trust			
CS4	Consumer health policies during the product and service cycle			
CS5	Policies related to product information			
CS6	Key opinions of consumers and the result of the handling of			
	their opinions			
CS7	Products and services innovated in consideration of social and			
	environmental issues			
CS8	Efforts to reduce product impact			
CS9	Policies and management of customer satisfaction			
CS10	Voluntary or involuntary product recall cases and reasons for			
	recall			
CS11	Violations of customer safety and health regulations and			
	customer complaints			
CS12	Violations of laws related to provision of product information			
CS13	Advertisement-related standard and compliance with voluntary			
	regulation			
CS14	Violations related to laws on advertisement and marketing			
CS15	Complaints related to consumer privacy invention			
CS_DMA	Public announcement of management principle _product liability			
CO	Local community			
CO1	Characteristics of the local community where one operates and			
	sustainable management issues			
CO2	Internal policy and process of handling requirements of the local			
	community where one operates			
CO3	The time invested by the company staffs and the cost for local			
	community programs			
CO4	Performance of the local community programs			
CO5	Policy and management related to bribery and corruption			
CO6	Policy and management related to political lobby and donation			
C07	Donation and contribution to parties and supporting organization			
	of political parties			

	CO8	Sociality-related award achievements
	CO9	Sanctions due to violations
	CO10	Social responsibility policy and performance for women,
		children, and elderly persons
	CO_DMA	Public announcement of management principle _society
Environmen	EV01	Environment policy and investment
tal	EV1	Environment-related investment and cost
performanc	EV2	Policies to reduce environmental impact
е	EV3	Quantified goal and performance for environment
	EV4	Initiative to reduce greenhouse gas consumption and reduction
		achieved
	EV5	Initiative to provide energy-efficient or renewable energy
	EV6	Goals and programs to prevent and restore ecosystem
	EV02	Source material and energy
	EV7	Direct energy consumption (operation, product production,
		transportation)
	EV8	Indirect energy consumption
	EV9	Total amount of water resource
	EV10	Total amount of resources by type (excluded water)
	EV11	Ratio of recyclable resource use
	EV03	Environmental impact
	EV12	Amount of green house gas emission
	EV13	Amount of indirect green house gas emission
		(CO2,CH4,N2O,HFCs,PFCs,SF6)
	EV14	Amount of emission of ozone depletion material
	EV15	Amount of emission of air polluting materials such as NOx, SOx
	EV16	Total weight of water by type and disposal method
	EV17	Total water withdrawal
	EV18	Water recycled and reused
	EV19	Impact on water and ecosystem affected by the organization's
		withdrawal of water
	EV20	Impact by the organization's collection of water on the stability
		of water resources and biodiversity
	EV21	Impact of chemicals, oil and fuel leaks on the neighboring
		environment

EV22	Impact on the business site location, size and biodiversity in the
	region which has high value of biodiversity
EV23	Environmental impact caused by key products and services
EV24	Ratio of the weight of actual product to the weight of recyclable
	product among products
EV25	Indirect energy reduction performance
EV26	Business activities and operations in the region which has high
	value of biodiversity and the impact of its activities and
	operations on biodiversity
EV27	Changes of natural habitats by the organization's activities and
	examples of prevention and restoration of natural habitat by the
	organization
EV28	Number of species listed in endangered animals and plants
	among animals and plants living in the business area
EV29	Generation, delivery, import, export and handling of risky waste
	according to Attachment I, II, III and VIII of Basel Convention
EV30	Key environmental impact of transportation among logistics
	process
EV31	Compliance with environment-related laws(by region, by
	industry) and cases of violations and penalties
EV_DMA	Public announcement of management principle _environment

## Contact Information

This Sustainability Report was completed using BEST Guideline, and ATUS Corporation believes that the resulting self-reflection and introspection of management and staff will serve as on invaluable foundation for ATUS's sustainability management henceforth. For readers that to obtain more detailed information regarding this report, please contact the following:

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