e-wis

COMMUNICATION ON PROGRESS

2016

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e-wis

Theme 2010
GREEN IS A SHADE OF BLUE
Future ...

CORPORATE SOCIAL COMPLIANCE POLICY

E-W INFORMATION SYSTEMS LIMITED WILL CONDUCT BUSINESS ACTIVITIES IN A SOCIAL RESPONSIBLE WAY

EW INFORMATION SYSTEMS LIMITED UNDERSTANDS THAT SOCIAL COMPLIANCE STANDARDS ARE STILL EVOLVING AND IT IS THE POLCIY OF THE COMPANY TO ENSURE THAT THESE STANDARDS ARE FOLLOWED AND THIS INCLUDES ISO 9001, BCP (BUSINESS CONTINUITY PROCESS) AND STANDARDS OF THE INTERNATIONAL LABOUR ORGANISATION (ILO)

ALL BUSINESS ACTIVITIES AND LABOUR PRACTISES ARE IN COMPLIANCE WITH APPLICABLE LOCAL LAWS AND REGULATIONS AND ALL OF OUR POLICIES AND PROCEDURES WILL BE RE-VISITED PERIODICALLY FOR CONTINIOUS IMPROVEMENT.

THE GLOBAL COMPACT
WE SUPPORT

S T A T E M E N T O F C O N T I N U E D S U P P O R T

GLOBAL COMPACT

COMMUNICATION OF PROGRESS

JANUARY TO DECEMBER 2016

E-W INFORMATION SYSTEMS LTD.

STATEMENT OF CONTINUED SUPPORT

Pioneering the rapidly changing ICT sector in Sri Lanka has been challenging since the inception of E-WIS. Yet, I am proud to state that E-WIS has been successful throughout the journey of more than 31 years. We have always been the local interface of the international ICT arena.

In a developing country like Sri Lanka, ICT plays a major role. Our contribution to the nation had always been significant since we managed to set high benchmarks in the field. Most of the time, we have been the first to break the ice and open new ventures where any other party was invited to follow us.

Solutions of E-WIS group range from ICT consultancy, ICT solutions, secured data printing, hardware and software retailing, web based solutions to ICT training and diversify to Plantation. We bring the globally available knowledge and latest technologies through our well experienced and highly skilled professionals. We are experts in customizing the global technologies to suit the local scenarios.

E-WIS signed the Global Compact in July, 2003 as the first ICT Company in Sri Lanka to recognize the importance of ethical business practices and to adhere to a standardized approach to set and achieve goals. This in return benefits the organization, stake holders and the country as a whole.

Apart from commercial purposes, we always contribute to the well-being of the society as a socially responsible corporate citizen. All our CSR initiatives are geared towards linking the gap between the rural and the urban with a digital bridge aiming at prevention of brain drain from rural to urban. We “go green” with our environmentally friendly carbon credit programs and recycle programs and we manage our resources to get the maximum utilization.

We believe that our commitment towards Global Compact is a responsibility that we must undertake to drive our company and its stake holders to success while serving the country. We will continue to strive hard to ensure that we improve and enhance our practices in the years to come.

Sanjeewa Wickramanayake

Chairman/CEO
E-WIS Group of Companies
25 March 2017

E W I N F O R M A T I O N S Y S T E M S L T D

Serving the industry for more than 29 years, we are the pioneering ICT Company in Sri Lanka. With our global partnerships, expertise and knowledge, we continue to set very high benchmarks in the national ICT arena.

Any ICT related solution is possible with us. We have been the ice breaker for many projects and the leader at new ventures paving the way for others. Our product and service portfolio highlights our 360 degree coverage in the ICT showground. The strongest proof of our excellent service is our longstanding and loyal customer base which includes Top 100 companies and almost all the government ministries and institutes.

This is the true endorsement of our capabilities.

We benchmark ourselves against global standards and strive to maintain the highest level of quality in everything we do.We are accountable to all our stakeholders and that is why we implement sustainable business practices to let them “EXPERIENCE THE EXCELLENCE”.

ISO 9001 REGISTERED
MGMT. SYS. RvA C 024
DNV Certification B.V., The Netherlands

2010 Gold
For The Greater Good

THE GLOBAL COMPACT
WE SUPPORT

E W I N F O R M A T I O N S Y S T E M S L T D

-VISION-

CUSTOMERS FOR LIFE

-MISSION-

Is To Be The Information Technology Vendor Of Choice In Areas

Which We Choose To Serve In Order To Achieve 100%

Customer Satisfaction.

A Personal Commitment To Success Is Made By All Staff Members

Resulting In Teamwork, Excellence And Pride In Ourselves And

Our Organization.

- QUALITY POLICY -

Ensure we undertake commitment we fully understand and possess the competence to deliver on time to satisfy our customer's needs and expectations. Make a win-win situation for our customers, business partners and us.

Develop and answering desire to continuously improve our processes and systems so as to serve our customers better.

Adopt an eco-friendlt approach to everything we do and protect our environment by reducing our carbon

- C S R V I S I O N -

"TO ELIMINATE DOMESTIC BRAIN DRAIN FROM RURAL TO URBAN BY FACILITATING RURAL COMMUNITIES WITH ICT KNOWLEDGE AND INFRASTRUCTURE"

-ECO-FRIENDLY VISION-

"GREEN IS A SHADE OF BLUE"

"To utilize our maximum potential by implementing an eco-friendly approach in everything we do to direct the national ICT sector towards a greener platform in order to preserve the environment for future generations to come"

- OUR PARTNERS -

LEXMARK™

Microsoft GOLD CERTIFIED Partner

hp

redhat ADVANCED BUSINESS PARTNER

ORACLE

PRONTO - Xi Business Partner

AXIS COMMUNICATIONS AUTHORIZED PARTNER

PRONTO Software

O'CONNOR'S

CISCO PARTNER Select Certified

Juniper® NETWORKS

- A F F I L I A T E C O M P A N I E S -

EWIS Peripherals (Pvt) Ltd.

Sole authorized distributor for Lexmark Printers and consumables, as well as an authorized dealer and distributor for APC and Liebert Power products in Sri Lanka.

EWIS Solutions (Pvt) Ltd.

Totally solutions oriented company in Sri Lanka which develops and secures business based on the implementation of Information Technology solutions.

EWIS Services (Pvt) Ltd.

Structured cabling & communication section of e-wis was formed to be responsible for premises structured cabling of Data, voice and power providing LAN and WAN solutions.

EWIS Software (Pvt) Ltd.

Offers real-time enterprise strategies, giving our customers a powerful and compelling competitive advantage that their entire business performance is transformed.

E-Career Training (Pvt) Ltd.

Is the most innovative Training centre offering up-to-date and career oriented training programs.

Wishya Online

Is into the ISP arena as a provider of internet access and other related services. Main objective in launching this subsidiary was to popularize and enhance the use of internet and other related services island wide.

- A F F I L I A T E C O M P A N I E S -

Open System Technologies (OST)

OST is the authorized distributor for Autocad, CA/Security and Backup Softwares Redhat Linux, Research Engineers products as well as the authorized Training partner for Redhat, AutoCAD , Project Planning & Management, 3D Studio Max, Maya, Photoshop, Graphics & Multimedia, Diploma in Interior Designing courses.

Open Systems Integrators (Pvt) Ltd (OST)

OSI provides cost effective, professional Software Solutions using CA, Microsoft, Lotus & Open Source (Linux) Technologies which covers Network services & Solutions, System & Security Solutions, Data Backup Solutions, Application Development and workflows and services of Architects drawing and printing.

Toppan Forms (Colombo) Ltd.

EWIS group diversified its business portfolio to data printing service and computer printing forms arena by joining hands with Toppan Forms (Japan) Ltd. So that Toppan Forms (Colombo) Ltd. joined the EWIS family.

EWIS Plantations

With the understanding of the need to diversify in to different spears of the economy, this company was created to uplift and support the Agricultural productivity in Sri Lanka. Starting with Coconut Plantation from scratch at Ulhitiya in Badulla districts now moved in to forestry Plantation in Matale District as well.

- COMMUNICATING THE GLOBAL COMPACT -

EWIS is a signatory to the UN Global Compact and will continue to support the Ten Principals in the Areas of Human Rights, Labour Standards, Environment and Anti-Corruption.

These Principals provide guidance for the continuous development of our Group Polices and Practices and are Documented in a manual titled 'Global Compact' which is available for use by all Employees.

This manual clearly identifies all the Ten Principals identified in the Global Compact Policy.

Our report enables our Shareholders, Clients and other stakeholders to learn more about how we conduct our business and how we measure our progress on issues of Corporate Social Responsibility and sustainability in addition, we know there are areas where we need to improve.

This report will be a learning process for our Company and will allow us to set measurable goals and benchmarks against which we can monitor our future progress.

- PRACTICING THE GLOBAL COMPACT WITHIN THE ORGANIZATION -

Human Rights : Principle 1

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

Access to communication as a basic human right and human rights play a central role in our values, professionalism, respect and perseverance that guides us in our business. Our ethics and Policies to both our employees and suppliers are clearly identified in the manual which outlines procedures for Human Rights, Labour Standards, Environment and Anti Corruption.

Compliance Standards are clearly identified in this manual. EWIS has a Chief Compliance Officer whose role is to monitor compliance with all applicable laws and regulations. We are compliant with all laws and regulations and have no claims or incidence of fines or noncompliance in connections with any laws, regulations or rules regarding Human Rights, Labour Standards, Environment or Anti Corruption.

Human Rights : Principle 2

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

All steps to ensure a work environment free of Harassment, abuse or coporal punishment in any form. The Company believes that all Employees should enjoy a working environment that is free from discrimination and intimidation and adheres to all Policies that protect its employees from being subject to any harassment and abuse.

Best employee relation mechanisms are enforced for grievance handling and disciplinary action (if required), is taken as per the national laws and regulations, all such actions shall be documented. All Senior Members of the Management Team sign a statement affirming their understanding of the Policy on Prohibition Harassment and Abuse.

- PRACTICING THE GLOBAL COMPACT WITHIN THE ORGANIZATION -

Labour Standards : Principle 3

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

Appropriate Company relations are carried out to ensure that freedom of Association and right to bargaining without any distinction. We ensure that the best management practices are put into practice

to have a very employee friendly work place through best employee relations mechanisms. EWIS does not discriminate employees who choose to join any association or bargain collectively and does not discriminate applicants who have previously exercised their lawful rights of free Association and/or collective bargaining.

All employees are not represented by a Labour Union or a collective bargaining agreement. However, employees are encouraged to use a number of formal and informal methods of communication. Employees are free to make recommendations to the Management and provide opportunities for employee feedback at our Staff Meetings held every Six Months.

We also identify areas for improvement such as Recognition and Rewards schemes, Teamwork and Information Communication schemes. We consult Departments in order to ensure Team Building is done and use Companywide e-mails to communicate more information to employees.

Labour Standards: Principle 4

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

We exclude the use of child labour and prohibit forced labour in our Organization.

All Employees earn more than the stipulated minimum wages in Sri Lanka as prescribed by the law. Our Managers and salaried employees are trained and required to formally ensure that they adhere to our Ethics and Policies.

Employment is offered for the available vacancies with the person's consent and we ensure that no Forced, Bonded or Prison Labour involving in the Marketing of their Products and Services.

Company has a free access telephone line for employees for any complaint or suggestion to be done. Such complaints can be directed to General Manager Human Resources or the General Manger Operations/Compliance or the Chairman/CEO. The receiver will evaluate and take corrective action and such actions are recorded at the Human Resources Department.

- PRACTICING THE GLOBAL COMPACT WITHIN THE ORGANIZATION -

Labour Standards : Principle 5

Business should support the effective abolition of Child Labour.

We exclude the use of child and forced labour at our Operations. The youngest employee is 20 Years of Age, working as a Management Trainee in our Marketing Section. The minimum age for recruitment is 18 years and we obtain proof of age documentation from all potential Staff prior to recruitment and review the documentation for authenticity.

We develop or participate in and contribute to policies and programs, which provide for the transition of any child found to be performing Child Labour to enable him/her to attend and remain in quality education until no longer a child.

Policies and procedures of EWIS, for the employment of young persons shall confirm to the provisions of the relevant National Laws, ILO standards or Customer Regulations, which ever gives higher protection to the employee.

Labour Standards: Principle 6

Business should support the elimination of Discrimination in respect of employment and occupation.

Business should support the elimination of Discrimination in respect of employment and occupaqstion.fx

EWIS does not discriminate any person in hiring, compensation, access to training, promotion, suspension, termination, retirement or other employee related issues based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation or any other personal characteristic or belief.

We ensure equal treatment for equal work and accommodate free exercise of religion by employees. The company expressly prohibits testing applicants for pregnancy prior to hiring, refusal to hire applicants that are in their child bearing years, involuntary transfer of pregnant workers to tasks more strenuous that those performed prior to the pregnancy and refusing to allow pregnant workers time off when they are required.

- PRACTICING THE GLOBAL COMPACT WITHIN THE ORGANIZATION -

Environment: Principle 7

Business should support a precautionary approach to environment challenges.

We respect the right of existence for lives of other being and committed to conserve and preserve natural resources around us by constantly monitoring and preventing pollution.

EWIS is committed to the protection of the environment and recognizes the importance of incorporating environmental issues relevant to the activities of the business.

Environment: Principle 8

Business should undertake initiatives to promote greater environmental responsibility

EWIS recognized the potential environment impairment, which can be caused by it's work process. All Personnel associated in the Company carry out their duties in an environmentally responsible manner to have a sound environment by continual improvement and pollution prevention.

EWIS is committed comply with the relevant environmental legislation and regulations, sets out the environmental objectives and targets in the process and operating conditions, which will be reviewed periodically and improved to minimize the environmental impacts.

- PRACTICING THE GLOBAL COMPACT WITHIN THE ORGANIZATION -

Environment: Principle 9

Business should undertake the development and diffusion of environmentally friendly technologies.

EWIS supports local and global efforts to reduce pollution and gas emissions both internally and externally by making our employees aware and sharing best practices through involvement in programs both locally and internationally, where ever possible.

EWIS has taken steps to train all our employees to identify different kinds of hazards at our work place and to take preventive action as when the necessary arise.

Anti-Corruption: Principle 10

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

Our Ethics and Policy applies to both our Employees and Supplies on Anti-Corruption. The guide provides employees and contractors with directions and advice on carrying out business within our Organization.

Our contribution to society includes the value that flows from the broader contributions of our Operations, such as payments to our Employees and suppliers and disbursements to governments, including taxes and loyalties.

- PRACTICING GLOBAL COMPACT - 2008 -

GLOBAL COMPACT PRINCIPLE	ACTIONS TAKEN AND IMPACT ACHIEVED 2014
1.Business should support and respect the protection of internationally proclaimed human rights. 2. Make sure that they are not complicit in human rights abuses	**Commitmen** We support the international declarationof human rights. We do not discriminate against any person, regardless of race, sex color or religion. We aim to reduce working capacity for various social or physical reasons by creating easier working evironment and easier job flexibility **Activities :** Our Social Responsibilityis a key awareness factor to all employees. We hire new employees with no Discrimination to Race or Caste. Effective methods to check employment of Child Labour with proper verification of birth Certificate is done. A manual on all procedures is maintained for this purpose which is assessable to all employees. Adequate awareness and training is given to all front Line Managers on all Policies laid down on Global Compact Principals.

GLOBAL COMPACT PRINCIPLE	ACTIONS TAKEN AND IMPACT ACHIEVED 2014
3. Business should uphold the freedom of association and the effective recognition of the right to collective bargaining 4. The elimination of all forms of forced and Compulsory labour 5. The Effective abolotion of Child Labour. 6. The Elimination of discrimination in respect of employment and occupation and occupation	**Commitment** : We take working conditions seriously and have adequate Safety measures while working. A 'Vehcile Safety Policy' is also in place to ensure that the Highest Safety Standards are met. **Activities :** **Health and Safety** – Policy of providing Safe and Hygenic working environment for employees is documented in our manual and all possible meausures to prevnent accident, protect our employees, equipment and buildings. We educate our employees to report unsafe conditions or hazards and prevent disaster Fire evacuation Team is in place and Safety drills are held periodically. **Freedom of Association** : Company policy on the manual is available for all employees and Labour Law explained to all new recruites at induction. Approppriate Company relations are carried out to ensure that maximum efforts are put into respecting rights for re-Association and collective bargaining **Forced Labour and Discrimination :** Employment is done on their Free will for available vacancies. Minumum age verification is done by checking birth Certificate, which is 18 years. Grievance handling is done in three paths, that is Section Head, General Manager Human Resources and Welfare Council Representative. If these are not addressed the employee could meet the Chief Executive Officer In 2011 all employees have gone through awareness on Health and Safety, Child Labour and Forced Labour and Discrimination. No accidents were reported in the 2011 in the Workplace and our goal is to ensure that we will keep it as a goal for the Coming Year by practising good Health and Safety Procedures

GLOBAL COMPACT PRINCIPLE	ACTIONS TAKEN AND IMPACT ACHIEVED 2014
7.Business should support a precautionary approach to environment challenges. 8. Undertake iniatives to promote greater environment responsibility 9. Encourage the development and diffusion of environment friendly technologies	**Commitment :** We recognize our environment responsibility. We strive continuously to reduce waste which includes Energy. **Activities :** Energy usage is monitored and effective reduction is seen. Electronic waste is either re-cycled ordisposed of in a proper manner. All sub contractors working in our Organisation is given proper education on Energy Saving. In 2008 we initiated a collection program for used 'Toner Cartridges' from our Customers, used on Lazer Printers which in turn makes the customer liable for a discount on new Toner Cartriges purchased . This initiative is being continued into 2012 was well in our Support to Protect the environment on e-waste We encourgae the development and diffusion of environmentally friendly technologies and will continue to support environment Classified Changes A way to lower this impact will be to cut down our wastage on areas that will effect the climate. Adequate mesures are taken in the workplace to dispose of e-waste and thereby support environment change
10. Business should work against all forms of corruption, including exortion and bribery	We do not accept any form of corruption and do not use bribe or extortion in any way.All suppliers are Registered with our Company and bribes in any sort not accepted by the Management or Bribes paid to any party who makes purchases from our Organiation. No employees may receive money or any other form of benefit from a supplier. Any employee who owns a financial or other significant interest in a potential or actual customer or competitor may not occupy a position in the company which he/she could influence decisions with regard to that pary and no employee may accept 'incentives' other than agreed goods and services as per thePurchase order given to them.