

From June 2017 to June 2018

June, 2017

To our interested stakeholders:

We are pleased to confirm that **HATCH! VENTURES VIETNAM (HATCH!)** reaffirms its support of the Ten Principles of United Nations Global Compact in the areas of Human Rights, Labour, Environment, and Anti-Corruption.

In this annual Communication on Progress, we describe our actions to continually improve the integration of the Global Compact and its principles into our business strategy, culture and daily operation; and to engaging in collaborative projects which advance the broader development goals of the United Nations, particularly the Sustainable Development Goals (SDGs).

HATCH! also commit to share this information with our stakeholders using our primary channel of communication.

Sincerely,



GIÁM ĐỐC
Phạm Quốc Đạt

| | Assessment, policy and goals | Implementation | Measurement of outcome |
|---------------------|---|---|---|
| HUMAN RIGHTS | <p>HATCH!'s policies support the Universal Declaration of Human Rights.</p> <p>All employees perform the work they do with full consent. HATCH!'s employees sign contracts that clearly state their work hours, work load, and compensation.</p> <p>HATCH! is committed to uphold the rights and dignity of all its employees through the creation of a work environment characterized by professionalism, fairness, openness, trust and respect.</p> | <p>We base our hiring decision solely on skills, experience, and competencies of applicants. Selection criteria and procedures are kept under review to ensure that individuals are selected, employed, appraised, promoted and otherwise treated on the basis of their relevant merits, abilities and aspiration. All employees are given equality of opportunity and encouraged to process within the organization.</p> | <p>In HATCH!, we monitor our growth not only in number, but also in at the scope of diversity that our organization covers. The company comprises people from various backgrounds, various cultures and various skillsets.</p> <p>HATCH! fosters a cultures of respect and teamwork. Teams communicate constantly, for collaboration and for monitoring each other's work performance at workplace and compliance with company policies. Each employee is free to voice any concern and resolve these issues with their supervisors and/or with HR. In the same token, they are free to report any violations of company rules.</p> |
| LABOUR | <p>HATCH! believes that association and collective bargaining are fundamental employee rights. Presently, HATCH!'s employees discuss work conditions, employees relations, and terms of employment with their supervisors and with HR. There is currently no trade union at present, and the</p> | <p><i>Compensation</i></p> <p>HATCH! pays all employees well beyond minimum wage, pursuant to local labour laws. Regular work time does not exceed eight hours per day, six days per week.</p> | <p>HATCH! has not been involved in any investigations, legal cases or other relevant events related to contravention of the Global Compact Labour Principles. Employees are given clear information regarding their working hours and requirement, and are free to make use of all</p> |

company puts no ban on its establishment.

HATCH! upholds the elimination of forced labour. All HATCH! employees are compensated for the work they do, at rate and during hours that are agreed upon before they sign their work contract. All employees have freedom to end their employment at HATCH!, as long as they follow the clearly enumerated exit procedures in accordance with company policies.

HATCH! recognizes international and local laws on child labour. The company fully supports and implements these policies.

We ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, color, nationality, ethnic or national origin, marital status, sexuality, religion, political belief or disability; or be disadvantaged by criteria which cannot be shown to be justifiable in term of good employment practice.

Exit procedures

Employees who wish to resign must submit a letter of resignation dated at least 30 days before the effective date of resignation. They should address the letter to their supervisor and HR officer. That letter will be acknowledged with appropriate written acceptance upon recommendation of the manager concerned.

Standard exit procedure includes clearance from all departments, as well as an exit interview to ascertain reasons for leaving HATCH! and to determine areas of concerning needing management attention.

Age requirement

HATCH! ensures that all employees are of legal working age according to Vietnamese laws.

welfare facilities provided including teabreak areas, kitchen, and rest room, etc. HATCH! has not been subjected to any health and safety statutory notices or prosecutions in the last year.

HATCH! has employees working on both a full-time and part-time/flexible working basis and does not discriminate anyone on their job role, occupation or employment status.

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| ENVIRON MENT | HATCH! recognizes the need to be environmentally responsible. As a growing company, HATCH!'s current environmental actions are small, yet precautionary and concrete. With collaborative tools, the company's collaboration methods among internal teams and with customers are mostly paperless. | Employees are often advised to print documents only when necessary. If it has to, employees are encouraged to print on both sides. Sharing documents and collaborating within teams are often done online, through Email, Google Drive or Airtable. | The company's environmental initiatives ensure a clean, green and safe workplace; as well as lower consumption of printing supplies and less solid waste. |
| ANTI- CORRUPT TION | HATCH! hold its employees to the highest standards regarding to corruption in all its form. HATCH! adhere to the Vietnamese Anti-Corruption Law to maintain a strict ethics policy, and its financially audited regularly by an outsides organization. | At HATCH!, the accounting department maintain accurate records which properly and fairly document all financial transactions and auditors review financial records annually. HATCH!'s policies have no tolerance for systematic corruption or bribery that could be seen as malfeasance. | HATCH! has not been involved in any legal cases, rulings, or other events related to corruption or bribery. |

