

# Communication on Progress Report

United Nations Global Compact

Reporting period: February 2017 to February 2018



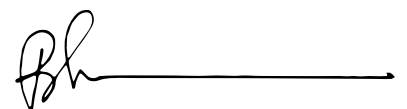
## Statement of Continued Support from the Managing Director



Sustainable businesses have progressive environmental and human rights policies and this is most important for viable industrialization and Globalization. Not only to comply with the policy, structure and vision. It is necessary because the resources are not infinity in this globe. Sustainable business, or green business, is that has minimal negative impact on the global or local environment, community, society, or economy—a business that strives to meet the triple bottom line. Epyllion believe that CSR is a sustainable way of business management to execute company's commitment and responsibility towards the People (Employee and community), Planet (Natural environment) and the Profit (Economic development). As we connect man, machines, and materials around the world, we create enormous opportunity while changing lives.

I am gratified to introduce Epyllion's Communication on Progress (COP) report with our endeavors with CSR actions to achieve the Sustainable Development Goals (SDGs). Epyllion Group has been implementing different actions through the fund of Epyllion Foundation keeping in mind to attain the SDGs adopted by United Nations. Since 1994 Epyllion Group has created a large family of more than 17000 people with its business footprint in 23 countries worldwide. In this reporting year of 2017-2018, we made progress in terms of economical, societal and environmental point of view. We increased resource efficiency through innovation. We broadened the scope of our goals to achieve business sustainability with including our supply chain and value chain. Our commitment towards the sustainable business development now incorporates the SDGs with upholding full support towards these globally set goals.

As the Managing Director of Epyllion Group I believe achieving the SDGs requires the partnership of governments, private sector, civil society and citizens alike to make sure we leave a better planet for future generations. We are promoting sustainable industries, and investing in innovation to facilitate Sustainable Development Goals being alliance with 10 Principle of United Nations Global Compact (UNGC). Human resource plays a vital role in its success. These achievements of ours prevailing due to the personnel of the Epyllion Group are placed at their right positions according to their caliber and inspiration.



Reaz Uddin Al-Mamoon  
Managing Director  
Epyllion Group

Managing Trustee  
Epyllion Foundation

Date: February 09, 2018

Epyllion Group has recognized the significance of sustainability and hence is continuously adopting sustainable development business practices. These practices have been in line with our organizational core values and our vision to be the leader in the business domain and have a visible contribution to the GDP of Bangladesh. As one of the leading exporters in the ready-made garments (RMG) sector in Bangladesh, this is progressively more important for us. Sustaining effective corporate governance practices remain a key priority of Epyllion Group's board of management. Corporate governance in Epyllion is dynamic and business-focused with rooted in a culture of transparency and accountability.

At the same time, the efforts to ensure sustainable growth span through complete planning from procurement to operations, from how it runs business to the products and services it provides, Epyllion pledges to continue the progress it has made in business for last 24 years.

We give emphasis on creating larger societal value with continuing to manage financial value creation. Epyllion's aspiration to be a business pioneer in terms of sustainability is manifest in its Vision and Values as well as in the Vitality of its human capital, dedicated to building an exemplary enterprise for the country. We recognize that the Company's capacity to create societal value will crucially depend on the continued robust growth of its businesses. Towards this, significant investments have been made to create superior intellectual capital through business innovation and social responsibility.

Epyllion started adopting CSR in business quite long ago with an aim to go beyond compliance. It formed Epyllion Foundation in 2011 with focusing on the triple bottom-line of sustainable development. It had shown its full support and commitment towards the Sustainable Development Goals (SDGs) and CSR initiatives were taken to showcase the commitment towards the goals. With the globally changing scenario, Epyllion is now adapting the new Global Goals set by the global leaders to put its effort on eliminating poverty, inequality and climate change by 2030.

Epyllion's CSR for people starts from the organization itself. It connects to the society through its own employees. Its target to be an employee friendly organization encourages it to initiate and empower social beneficiary programs in broader community. The efforts and initiatives of Epyllion Group in CSR are recognized by national and international stakeholders.

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# Core Philosophy & Ethical Views of Epyllion Group

Epyllion Group is known as an entity whose main driven force is its human resources. Within the framework of the group, human resource plays a vital role in its success. Our core philosophy and ethical views are mainly casted for protecting environment to establish Ethical Business Practice utilizing Human Spirit.

Human Spirit  
Ethical Business Practice  
Protecting Environment

### **We are focusing with Human Spirit:**

Epyllion foundation is INTEGRITY, We conduct our business in an open and forthright manner in strict compliance with applicable laws, rules regulations. Our strength is our PEOPLE, the collective talents of our employees comprise our most important asset. Our style is TEAM WORK, providing a workplace environment that effectively balances and stimulates the individual and the team is our hallmark. Our goal is EXCELLENCE, Excellence in the form of quality is a shared attribute of the customers and markets we serve and the products we build.

We are in that state to accomplish CSR with Commitment, Sustainability with Responsibility following the mentioned principles.

## Our Principles

We are in that state to accomplish CSR with Commitment, Sustainability with Responsibility following the mentioned principles.

1. Seven Core Principles of ISO 26000
2. 10 Principles of UN Global Compacts
3. 17 SDGs by UN
4. 33 Objectives set by Epyllion foundation.

The Seven Core Subjects, which every user of ISO 26000

1. Organizational governance.
2. Human rights.
3. Labor practices.
4. Environment.
5. Fair operating practices.
6. Consumer issues.
7. Community involvement and development.

The ISO 26000 defines seven core subjects of social responsibility for sustainability and long term success.



## Ten Principles of UN Global Compact

### Human Rights

Principle 1 : Businesses should support and respect the protection of internationally proclaimed human rights

Principle 2 : Make sure that they are not complicit in human rights abuses

### Labor

Principle 3 : Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining

Principle 4 : The elimination of all forms of forced and compulsory labor

Principle 5 : The effective abolition of child labor

Principle 6 : The elimination of discrimination in respect of employment and occupation

### Environment

Principle 7 : Business should support a precautionary approach to environmental challenges

Principle 8 : Undertake initiatives to promote greater environmental responsibilities

Principle 9 : Encourage the development and diffusion of environmentally friendly technologies

### Anti-corruption

Principle 10 : Businesses should work against corruption in all its forms, including extortion and bribery



# Sustainable Development Goals (SDGs)



The Sustainable Development Goals (SDGs) are a collection of 17 global goals set by the United Nations in 2015. A total number of 169 targets are interrelated through the 17 broader goals to achieve. The SDGs cover a broad range of social and economic development issues. These include poverty, hunger, health, education, climate change, gender equality, water, sanitation, energy, environment and social justice. The SDGs are also known as "Transforming our World: the 2030 Agenda for Sustainable Development" or Agenda 2030 in short. The goals were developed to replace the Millennium Development Goals (MDGs) which ended in 2015. Unlike the MDGs, the SDG framework does not distinguish between "developed" and "developing" nations. Instead, the goals apply to all countries. In September 2015, the General Assembly adopted the 2030 Agenda for Sustainable Development that includes 17 Sustainable Development Goals (SDGs). Building on the principle of "leaving no one behind", the new Agenda emphasizes a holistic approach to achieving sustainable development for all.

## CSR

**3** GOOD HEALTH  
AND WELL-BEING



**4** QUALITY  
EDUCATION



**5** GENDER  
EQUALITY



**8** DECENT WORK AND  
ECONOMIC GROWTH



**9** INDUSTRY, INNOVATION  
AND INFRASTRUCTURE



**13** CLIMATE  
ACTION



# CSR

**CORPORATE SOCIAL RESPONSIBILITY**



## Corporate Social Responsibility (CSR)

CSR is the short form of Corporate Social Responsibility. It means for an enterprise is to complete its business without creating negative impacts to the environment and its community. It also can be defined in many perspectives. Corporate Social Responsibility is a management concept where companies integrate social and environmental concerns in their business through operations and interactions with their stakeholders.

Corporate social responsibility (CSR) is consider as a business approach that contributes to sustainable development by delivering economic, social and environmental benefits for all stakeholders. CSR is a very broad concept that addresses many and various topics such as human rights, corporate governance, health and safety, environmental effects, working conditions and contribution to economic development.

It is an attempt to align private enterprises to the goal of sustainable global development by providing them with a more comprehensive set of working objectives than just profit alone. The perspective taken for an organization to be sustainable. The concept of CSR is still very new in Bangladesh and the concept is also varies regarding perspectives. In recent years there is considerable pressure from various agencies for companies to act responsibly and be accountable for the impacts they have on social, political and ecological environments.

We believe to sustain and grow in the long term, it cannot see itself as being isolated from the community around it. The community must mean people and the broader environment in which we live. Thus business should invest responsibly, avoiding projects where the potential for environmental damage outweighs the economic benefits, and ensure the welfare of different internal and external stakeholders.

Key CSR issues for Epyllion Group is environmental management, eco-efficiency, responsible sourcing, stakeholder engagement, labour standards and working conditions, employee and community relations, social equity, gender balance, human rights, good governance, and anti-corruption measures.

## Sustainability and CSR:

CSR is now universal concept with many definitions and practices. It is differently understood and implemented for each company and country around the world. The way it is understood and implemented, differs greatly for each company and country. Moreover, CSR is a very broad concept that addresses many and various topics such as human rights, corporate governance, infrastructure, Education, health and safety, environmental effects, working conditions and contribution to economic development. Whatever the definition is, the purpose of CSR is to drive change towards sustainability.

CSR is important, because it influences all aspects of a company's operations- from sourcing to final servicing. It is also Significant for brand differentiation. Conscious consumers want to buy products from companies they know, believe, & trust. Same suppliers want to form business partnerships with companies they can rely on, employees want to work for companies they respect and get honor, reputed. Large investors want to support firms that they perceive to be socially responsible, and welfare, nonprofits want to work together with companies seeking practical solutions to common shared goals which are SDGs.

Social concerns are now an area of interest for the business world. Positive initiatives of a corporation are to assess and take responsibility for the company's effects on environmental and social wellbeing. Corporate social responsibility (CSR) simply raises for strategies by which corporations or firms conduct their business in a way that is ethical and society friendly. Through CSR an enterprise can involve a range of activities such as working in partnership with local communities, socially sensitive investment, developing relationships with employees, customers and their families, and involving in activities for environmental conservation and sustainability.

# Epyllion Group





## 1.1

### Epyllion Group: Stepping beyond the territory

Epyllion Group is the journey of a dream that started with an RMG factory of two sewing lines and 200 human resources in 1994. It was located at Mirpur Industrial Area, an industrial zone in the capital of Bangladesh. With this factory, Epyllion started growing up. With the dedicated team, innovative ideas and long-term vision, Epyllion is still in growing position that is expanding day by day. Epyllion is all about new initiatives, new ventures and new aims with rooted principles and ethical views. Currently Epyllion is a business house with textile, garments, and garments accessories for exporting RMGs to worldwide. Epyllion Group is now having its business footprint in Bangladesh's retail fashion industry with Sailor. A food & beverage unit is also waiting for its nationwide commercial launch. With a set of work force of more than 16000 skilled officials, Epyllion Group is sustaining and will sustain the optimum business development in terms of profit, people and planet. It has positive growth in employment generation, annual turnover and sustainable supply chain. Epyllion's focus point in journey is to be an institution where the human development and social contribution will be focused and profit will come as the by product.





## 1.2

## Business sectorial exposure



## 1.3

### Business growth over the years

#### 1.3.1 Capacity growth (From 2008-09 Fiscal Year to 2015-16 Fiscal Year)

2008-2009	:	8%
2009-2010		31%
2010-2011		32%
2011-2012		2%
2012-2013		9%
2013-2014		12%
2014-2015		8%
2015-2016		3%
2016-2017		5%

#### 1.3.2 Export growth (From 2008-09 Fiscal Year to 2015-16 Fiscal Year)

2008-2009	:	22%
2009-2010		19%
2010-2011		25%
2011-2012		5%
2012-2013		11%
2013-2014		10%
2014-2015		25%
2015-2016		5%
2016-2017		12%



## 1.4

### Decent Work and Economic Growth

Epyllion Group always take initiative to establish employees' rights as we believe employees come first. Operative training and awareness program in-house and external continuously develop efficiency level of the working people. Best performers are rewarded with incentives on attendance, efficiency and productivity. Employment opportunity for a large quantity of human resource contributing to the economic condition as well as to our national economic growth.

While Epyllion has achieved significant milestones in its sustainable journey, the road ahead will continue to be challenging. Epyllion recognizes the need to play a much larger role in growing societal value for Bangladesh, the country with divergent socio-economic challenges. We commit to build responsible competitiveness in business with good corporate governance and efficient & ethical organizational strategy. Regrettably, markets, as they are structured.



## 1.5 Integrated management system

Business management system of a company defines its ethical standpoint, corporate governance and long-term vision. In managing business, Epyllion Group's organizational structure is arranged such a way that people can perform jobs to ensure customer satisfaction and achieve organizational goal. The structure is formal and flexible based on operational need. In formal settings, there are Code of Conduct and formal policies to control tasks and responsibilities and to take decisions to be implemented in every part of the organization.

An integrated management system that includes from business planning and forecasting to the finance, operation, HR, Compliance and SR management is adopted to ensure the conformity with national and international expectations. Stakeholder engagement is another prime concern for a business. Stakeholders play an important role in the success of our organization and hence their perspectives are of extreme importance. We recognize all those individuals and/or groups who are affected by our business activities or those who have the power and influence to affect our business as our stakeholders.





## 1.6 Business & sustainability

Epyllion Group's business runs with the promise to work in the path of sustainability. Being a socially responsible organization we support the global views in social responsibility issues. When stating our full support to the Global Sustainable Goals, we take the 7 SR principles from the core discussed issues of ISO 26000 and the 10 guiding principles of the United Nations Global Compact. It adopts the global aims and views in its business management system. Led by the United Nations, the world has adopted the Sustainable Development Goals, a bold new global agenda for ending poverty, fighting inequality and preserving the environment. And Epyllion, with showing full support to all these seventeen goals, has adopted the goals that are similar and achievable from its business stands.

Anything Epyllion initiates and anything it does as its social responsibility commitment, it makes sure it is sustainable, feasible and meets the stakeholder interest. Epyllion aims to connect the society through the own employees with decency. Nothing can bring a fruitful result if we don't know what our stakeholder is interested for. After all they are the beneficiary. Their voice must be counted. From CSR, Epyllion looks for the human development, team building and corporate governance in business management.

## 1.7 Epyllion Foundation

Epyllion Group is implementing social welfare related actions through Epyllion Foundation. Epyllion believe that CSR is a sustainable way of business management to execute company's commitment and responsibility towards the People (Employee and community), Planet (Natural environment) and the Profit (Economic development. Epyllion Group has been implementing different actions through the fund of Epyllion Foundation keeping in mind to attain the SDGs adopted by United Nations. Epyllion Foundation is the Trust under Epyllion Group incepted on April 2011. This trust has been formed to look after the welfare of society and its people. The foundation firmly believes that setting-up new industries and creating employment opportunities is the best form of serving the society. Our special focus is on the SDG no.

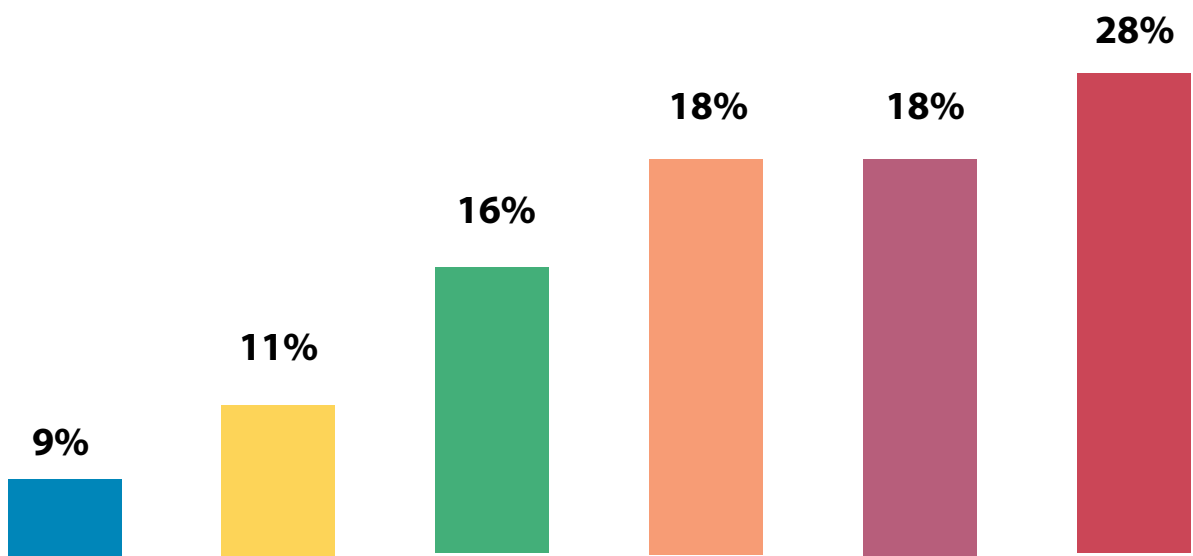
- 3. Good Health and Well-being
- 4. Quality Education
- 5. Gender Equality
- 8. Decent Work and Economic Growth
- 9. Industry, Innovation and Infrastructure
- 10. Reduced Inequality
- 13. Climate Action
- 17. Partnerships to achieve the Goal.

To meet the societal challenges in the form of CSR, Epyllion Foundation is formed as an independent entity. This foundation started its journey from 26th April, 2011 and till to date; it is continuing its effort in improving the living standard of the community and advancing the potentiality of the society and environment. With its journey of five years, it has initiated and involved in social and environmental programs to meet global needs and challenges with 33 Objectives.

## 1.8

### Focused issues of Epyllion's CSR with financial allocation

- a.  Good health and wellbeing
- b.  Education & communication
- c.  Employee engagement
- d.  Environment and health & safety
- e.  Youth & sports development
- f.  Community involvement and development





# Human Rights



### 2.1 Our commitment towards human rights



Epyllion Group is committed to maintain business practices with being stimulus to the international norms and standards of human rights. We uphold the commitment for our core business and the sphere of influence also

### 2.2 Good Health & wellbeing



Epyllion Group's one of the focused issues in terms of CSR is health & wellbeing. It has developed its strategic approach to health and wellbeing and is concentrating on building a "sustainable workforce". To remain one step ahead in the global competitive business, sustainable workforce and community put an additional strong point. Stepping beyond the regulatory requirements of the country and international expectations, Epyllion Group initiates its own innovative programs to aid employees and communities in terms of health and wellbeing. Corporate health shield agreement, health service agreement with the health service providers and health insurance coverage for the employees are the regular packages for the employees to sustain a "Sustainable workforce".



Regular health camps are organized in all factories round the year. Additional to this, community health camps are also organized to aid the community people to get free health advice and medications. More than 1500 community people were served under this program with the scope of pediatric health care, women health care and medicine & general health care. Health awareness programs are also conducted to generate mass awareness. This year, a "Run for Awareness" marathon program was conducted to generate awareness on diabetes and its severity.

Epyllion Group is always there to be with the expecting female employees. Welfare officers and the medical team keep them in regular monitoring and check-up to follow-up their health condition and the wellbeing of the fetus. Nutrition allowance, a monthly monetary allowance is provided for their nutritional wellbeing. After coming back to their regular service after the child birth, all women employees get women to women counseling from the medical expertise and welfare officers



### Statistical figure in reporting year

**950** women employees enjoyed "Nutrition allowance" during pregnancy.

**125** children were taken care of at the child care center.

**42** children were covered under the vaccination program.

**1905** employees were served under the regular health camp.

**1500** community people were served by the community health camp.

**350** officials ran for awareness under an awareness generation program.

**584** New Born Gifts to welcome newly born junior members of Epyllion Group.

**220** people received pre-employment health check-up service in subsidized manner.

**100%** employees were covered under health awareness programs.

### 2.3

### Measurements of outcome

1. Employees are prepared as Sustainable workforce for betterment of the Company;
2. People are now aware to be preventive for diabetes related illness;
3. Prevented the children from many diseases for vaccination program;
4. Reduced mal-nutrition among expecting mothers;
4. Community people are getting free medicine and health services;
5. Working mothers are more productive for child care Center.

### 2.4 Quality education



Education is the key indicator for development. Besides the basic expectation in living standards for people, quality education of all ages gives people the lifelong learning opportunities, which is the key importance for individuals and holds an array of benefits for them and the society. Education promotes people's full economic and societal participation, enables them to be better informed and more active citizens, contributes to their personal well-being, supports their life goals, and increases their efficiency as workers and a citizen of the nation.

KHEA (Keen Hand for Educational Assistance) was initiated in 2012 and since then so far 540 students received BDT 5.2 million under this scholarship program. Every year, Epyllion Group arrange this program to motivate students to continue their study with the motto, "Read. Lead. Succeed"

6 years of journey  
with 4 educational  
tiers

A total of 540  
students are  
reached so far

12 proud parents  
have their both  
children entitled for  
KHEA

5.2 million BDT are  
given as scholarship

12 KHEA achievers are  
graduating from  
renowned universities.

47 of the KHEA  
achievers are  
continuing study with  
full time employment

Epyllion Group publishes a quarterly magazine, "Amader Kotha" for the employees that is the reflection of our own thoughts, feelings, news and write-ups. This is an open door for our employees to express their imagination and writing capability as well as act as their escape from life stress. This year, a new addition to the publication is added. "Amader Choto Kotha", a magazine for the junior Epyllions is publishing its second issue. This magazine aims to flourish the writing and thinking capability of the children.

Epyllion Foundation assists the people below the poverty line and the orphan children to continue their basic education though free education and monetary assistance. Three educational and training institutions have received aid from Epyllion Foundation this year.

Communication and promotion are done with the publication of ICT (Information, Communication and Training) materials. This year's calendar and notebook are published with the theme of Epyllion's continual support and commitment towards the Global Goals.

### 2.5

## Measurements of outcome

1. The poor and illiterate parents are now interested to educate their children;
2. Financial support is helping the families to bear the education related expenses for establishing Quality Education;
3. The unprevailed students are getting opportunity to continue their study in future.
4. The community association with the supported student get inspired for quality education.
5. The KHEA students are now examples in their society for their academic progress.
6. Students are now getting opportunity to study in renown universities.



### 2.6

## Employee Engagement Program Considering Gender Equality

The garment industry in Bangladesh has played a significant role in economically uplifting a large group of poor and vulnerable women. Today, approximately 80 percent of garment workers are women from different parts of the country. Epyllion Group is always concern about equal opportunity for both male and female. In total work force 68% is male and 32% is female. Control over income also provides the women with more decision making power at home, voice in the social sphere and self-esteem. Observation of International days like, International Women's Day, World Diabetes day, Father's Day, Mother's Day and involvement of staff increase awareness on gender equality in this society. To establish efficient and safe work environment we give emphasis on health care and subsidy in health check-up, free transport, lunch, snacks, fair price shop, child care, dormitory service, nutrition allowance for expecting female employees, new born gift, birthday celebration farewell program for all and so on.

Our "Human Spirit" the motto Epyllion believes in shows the full commitment to maintain a sustainable organizational climate with facilitating the employees with all suitable and feasible assistance and engagement program.

Epyllion Group regularly organizes celebration programs and team building programs like cultural festival, New Year's celebration and sports programs in all factories of both Dhaka and Gazipur zone to motivate employees and to accelerate their team building approach and satisfaction. These sports programs continue throughout the year based on the seasons. Incentives and subsidies are adopted for the employees to accelerate their motivation and proficiency.



### 2.7

## Measurements of outcome

1. Employees are get engaged with the ownership feelings of globalization;
2. Many employees are now aware about International and global concerns;
3. Involvement in sports activities worked for interactive team building across the organization;
4. Reward on any achievement also work as motivation for better devotion to work

### 2.8

## Reduced inequalities

The true sustainable development comes with equal opportunities for all. Equality is at the core of all the sustainable development goals. Together we can empower and promote the social and economic inclusion of all people irrespective of age, sex, disability, race, ethnicity, origin, religion, economic or other status.



Epyllion Group is an equal opportunity employer and always considers growing inclusively. To aid the vulnerable groups, we encourage recruiting disable and third genders in our business units. Right now, we have 42 disable employees in our factories. All these disable employees have received special recognition from the Epyllion Foundation in last annual festival 2016.





A Fair price shop is initiated at one of Epyllion's ready-made garments unit, Epyllion Style Limited. This initiative is taken with the aim to support employees to get their daily commodities in fair price that is 20% lower than the MRP in the market. Employees are provided with support from this shop with better products and service to the best possible way. This first fair price shop of Epyllion is named after the most sustainable official of this company, Renu Miah, Manager, Product Development Center, who is working with this company for last twenty years with his loyalty, dedication and efficiency. It is the Epyllion way to demonstrate respect towards its loyal employees.

Epyllion is the name of lifestyle for its members and associates. To accelerate this view and vision, we continuously engage ourselves in peer groups and business and non-business associations and organizations. To shape up the society in broader aspect in terms of reducing inequalities and bringing positive changes in norms, Epyllion is ahead of others. In aiding the disable persons, we are working with CRP and Marks & Spencer. Epyllion Group, through Epyllion Foundation, assists the extreme poor and other vulnerable groups of the society through community involvement projects as deemed by the suitable proposals and sustainable options. Epyllion Group has been involved in collaboration with Prothom Surjo Foundation to run their child shelter home, Prothom Surjo, for the unfortunate street children.

Epyllion Group aims to engage itself in any program which sustains and bring a sustainable result for the beneficiaries. We invest and engage ourselves in community development projects with our stakeholders in terms of philanthropy, volunteerism and environmental protection.

Considering the degree of natural calamity, this year Epyllion Foundation contributed winter wear and blankets among more than 2000 people of Ramna, Jorgash, Khorkordia and Machabond Upazillas of Kurigram District with generous cooperation of the district administration of the said District. 1000 flood victims of Chilmari and Ulipur Upazilla of Kurigram District were facilitated with rehabilitation program.

### 2.9

## Measurements of outcome

1. All workers are getting opportunity to buy product on fair price;
2. Victims from disaster like flood, land slide, and cold wind can resilience by financial support;
3. Street children are getting opportunity to get the basic rights;
4. Differently able persons are also part of the development through inclusion;
5. Equal opportunity is great inspiration for all level staff.



### 2.10 Looking towards the future

Youth development is one of the prior concerns of Epyllion Group. To shape up the society with assisting its youth group, Epyllion Group has a formal sports development program; “Epyllion Group Football Development Program”. This initiative started in 2013 and lasted in 2015. Under this program, Epyllion Group already organized a district level football development program with Narayanganj DFA, Nur-Uddin Ahmed Gold cup is remarkable example to develop the football environment in Narayanganj district. After completion of this initiative, Epyllion stepped out from its sphere to national level. In 2015, Epyllion Group signed up a three-year long football development initiative with BFF. Under this initiative, BFF is hunting the talents from grass roots level and groom them up for national levels football team with focusing on age-group football development of the country under this initiative of Epyllion. This initiative will be extended up to 2017 and is considered as a part of sustainable CSR practice of Epyllion Group. The scrutiny behind this forwarded step from Epyllion Group was to revive the sports environment of the country and to rejuvenate the sportsmanship attitude of the youth who tends to engage in addiction and anti-social activities.

Considering the junior members and the youth of Epyllion family, Junior Epyllion program had taken an innovative idea to introduce 10 teens from Epyllion family with official ambience. “Children Learning Program”, the one-week program let the participants work for a full working hour at office with basic tasks to gather an experience on professional environment and to feel how their parents work hard at office.

A youth development program “Rise above all” was sponsored and associated by Epyllion Group to aid the youth inspiration and motivation from the successful persona in divergent arena. A group of more than 1500 youth attended this day-long program where the successful persona from divergent arena shared the success story with the participants and motivate them to excel in life.





### 2.11

## Measurements of outcome

1. Awarded with the Standard Chartered Financial Express CSR Award in 2016
2. Achieved the OHSAS 18001:2007 certificate for three business units (Epyllion Knitex Limited, Epyllion Fabrics Limited and Epyllion Washing Limited)
3. Absent of any fatal or moderate occupational health hazard.
4. 100% employees (both staffs and workers) are covered under EIP (Employee Induction Program) and other necessary training and awareness program.

# Labor Right



### 3.1

## Our commitment towards the labor rights



Epyllion Group is committed to responsible business practices with absolute regard for conventions of the ILO, UN and national law related with Labor. We uphold the commitment not only for our core business but also for our suppliers and vendors as well.

### 3.2

## Decent work & economic growth



Epyllion's corporate governance philosophy is strengthened with adherence to the sustainable labor management to improve levels of efficiency in our businesses and sustainability initiatives with better performance. Workplace health and safety falls in the core business management. All factories maintain the safe and sound working environment complying with the international standards. All factories are audited by accredited third parties in terms of workplace health and safety issues. There are independent committees in all business units made up with competent officials in all business units to look after the health and safety issues.

In 2017, approximately 271 trainings were conducted on health and safety related issues. Each business unit has one professional safety officer to look after the safety issues. This year, "Safety month" was observed with the theme "Safety in practice". This initiative included safety awareness programs through display and postage materials, publications, employee engagement and training programs along with safety training, mock drills and safety assessment in all business units. Necessary caution signage, materials, PPEs are arranged and given adequately to ensure health and safety in business units.

### 3.3

### Measurements of outcome

1. A total of 5940 employees were covered to aware health and safety related issues;
2. Good safety practice develops awareness among the staff of the entity;
3. All staff including workers are Safe and working decently;
4. Women's participation in this sector increased for safe working environment;
5. Mock drills and training materials are effective for safety related good practices.



## 3.4 Reduced Inequality



Epyllion Group, as an equal opportunity employer, believes equality in every aspects of its business. So having “Equality in employment” is one of the central concerns of our HR practice. It underpins the concept of decent work for all employees regardless of their gender, religion, origin, race, disabilities. All are getting equal treatment from the company. But, to some extent, we give special consideration to the vulnerable groups as they are being the minority and are in way back from the privileged group. To bring equality, we need to support them first to be in a same territory with us.

## 3.5 Freedom of association



Freedom of association is practiced in Epyllion with upholding the rights of forming and joining any government registered trade unions or any other labor or other associations. A social dialogue mechanism through the formal Participation Committee (PC) and view exchange meeting with the top management is adopted in Epyllion. Worker’s Participation Committee is a team building initiative which helps to build rapport between the top management and workers. Workers have opportunity to seat and discuss issues through this committee and can settle their mutual interest. This committee regularly sits together to engage in open discussion for mutual benefit. Worker representatives of participation committee are elected by formal and neutral election procedure. View exchange meetings are organized round the year with all workers to encourage them to share their views and interests for collective facilities.

### 3.6 Upholding child rights

We believe in child friendly world and we put our best possible effort to ensure the same within our sphere of influence. All children have right to live a life with mental and physical wellbeing, social security and education. We have modern equipped child care center in our factories with professional attendants. With this facility, our children are getting primary care and comfort when their parents are away for job.

### 3.7 Measurements of outcome

- 1. WRAP and BSCI certified:** Certified with WRAP (World wide Responsible Accredited Production) since 2006 and BSCI (Business Social Compliance Initiatives) since 2012.
- 2. SEDEX membership:** SEDEX (Supplier Ethical Data Exchange) membership since 2006
- 3.** No labor strikes or any kind of labor unrest ever
- 4.** Employee grievance records and Analysis of exit interview of employees demonstrate high satisfaction of labors.
- 5.** Corporate focal point in establishing national CSR guidelines on child rights in Bangladesh
- 6.** Diversified work force is found in every sector from administration to planning and production including disables, transgender, tribal races
- 7.** Low or ignorable amount of migration and absenteeism.
- 8.** Complements from trade unions and labor associations



# Environment



### 4.1

## Our commitment towards the environment

Epyllion Group is committed to be in a compliance with all the applicable national laws and international standards and consider environmental sustainability in every business decision. We are committed to restore and improve the eco efficiency and invest in feasible technical and technological improvisations and to promote sustainable initiatives to combat vulnerability of pollution, biodiversity loss and climate change

### 4.2

## Industry, innovation & infrastructure

Innovative technological progress is also key to finding lasting solutions to both economic and environmental challenges, such as providing new jobs and promoting energy efficiency. Leadership in Energy and Environmental Design (LEED) is a rating system devised by the United States Green Building Council (USGBC) to evaluate the environmental performance of a building and encourage market transformation towards sustainable design. The system is credit-based, allowing projects to earn points for environmentally friendly actions during construction.

Going green is our aim as environment is our priority. We all are putting our footprints on the holy earth. We must take care of it. If going green costs us huge money, it is going to give us quite lot more than that. Saving our environment, conserving it for our future is our main concern. We project the roadmap towards the future with complete eco-efficient way, eco-friendly way. A balanced life for all living bodies, the biodiversity, the nature, lifestyle and obviously the business itself is the projection. Business deserves the green concerns for making it sustainable.

From Epyllion, we look for the sustainable business with focusing on the triple bottom line of sustainable development. With focusing towards the energy efficiency and sustainable resource utilization, we opt for international norms and standards along with certifications for green business. Epyllion has a LEED (Gold) certified industrial infrastructure. Epyllion Style Limited Green Complex is LEED (Gold) certified industrial infrastructure. Another RMG unit is waiting for launching which is also anticipating to get the LEED (Gold) certification. The commercial building of Epyllion, Ninakabbo is an award winner from the government authority of being provident in energy consumption. Epyllion Style Limited, a readymade garments unit of Epyllion Group is certified with "Eco Factory Standard" by Marks & Spencer. Epyllion is investing in infrastructure and innovation for economic growth and development.



### 4.3

#### Maximum utilization of resources

All business units are equipped and maintained in such a way that the energy and water consumption are just to the exact requirement. We have our sustainability commitment to reduce at least 30% energy usage from our current benchmark within 2020 by utilizing the day light, energy efficient lighting, intensive insulation, energy efficient motors and equipment and environment friendly technologies. We are adopting environment friendly technologies to be more efficient in terms of environmental sustainability, such as, hot water generation system with cooling water return and reuse, water harvesting system for both rain water and gray water, solar lighting system, energy efficient servo motors and many more technologies and equipment to uphold our commitment to be eco efficient manufacturing company. To reduce the waste generation and manage the generated wastes we have adopted world renowned technologies to mitigate the waste volume and concentration of toxic chemicals. To minimize our waste volume, we take care from the beginning of raw materials sourcing to the final waste treatment with having processes that are equipped with environment friendly technologies.

We are contributing our endeavors to unveil human spirit for the harmonious growth of the earth. This world is in extreme challenge in resource scarcity, extreme pollution, loss of biodiversity and climate change. We, though are a tiny part of the world, aim to take the responsibility of our footsteps which we are keeping in the earth. In taking care of environment, our simple viewpoint is, "Think globally. Act locally". Our contribution comes from our perpetual devotion to improving the efficiency of every stage of activities, products and services with reducing energy and CO2 emissions, minimizing waste and providing better solutions to the environment. We are closely working with our stakeholders to lessen the anthropogenic impact on environment





### 4.4 Sustainable communities in terms of environment

Taking the stewardship to the environmental responsibility at Epyllion Group starts with the Top Management who emphasizes and reinforces the same in its broader environmental commitment. We plan and implement environmental programs to improve the environmental performances and outcomes in respect of achieving environmental sustainability. We want to draw positive footprint on global climate necessitate. In reporting phase, we have organized tree plantation program under the title, “Plant for planet”. This initiative launched its first step at Viqarunnissa Noon School and extended its footprint to 23 schools of Dhaka City. Students from educational institutions attended a drawing competition where they painted on empty drum from Epyllion’s Textile Division and then planted saplings for their school premises. This program aimed to initiate a tree plantation program with reusing industrial wastes. 650 drums were recovered to give life to 650 saplings with involving more than 2200 students in this program. Considering the target group of this program, impact is quite high magnitude in terms of nature conservation and development of environmental awareness.

All the planted saplings were chosen from endemic but local species of Bangladesh. Educational institutes involved their students in this initiative to increase their attachment towards the natural environment. By all these drawing, plantation and potted plan giveaway program, we wanted to encourage the students and associates in planting and gardening. Tree plantation month is observed each year with an aim to neutralize the carbon footprint we are putting through our business operation. In the reporting year of 2011-2017, we have planted approximately 9000 saplings within and beyond our own premises



### 4.5 Measurements of outcome

1. School students are aware about the necessity of trees in our environment;
2. Achieved LEED (Gold) certification from US Green Building Council for Epyllion Style Limited Green Complex in 2015
3. Achieved “Eco Factory” standard under Marks & Spencer’s Plan A: Eco Factory Program in 2015
4. Environmental Clearance Certificate from government authority
5. Certification for organic products: OCS 100 Standard and OCS Blended Standard certified since 2009
6. Efficient energy usage technology and effective management system lowers the energy consumption and energy cost and is beneficiary for the economy and environment both

### 4.6 Partnerships to achieve the Goals

We believe achieving the SDGs requires the partnership of governments, private sector, civil society and citizens alike to make sure we leave a better planet for future generations. Promoting sustainable industries, and investing in innovation are all important ways to facilitate Sustainable Development Goals incorporation with the UN ten principles. Human resource plays a vital role in its success. These achievements of ours prevailing due to the personnel of the Epyllion Group are placed at their right positions according to their caliber and inspiration.



# Anti-Corruption





## 5.1 Our commitment towards anti-corruption

Epyllion Group takes zero-tolerance approach to bribery and corruption and we are committed to conducting our business in ethical and transparent manner. We have adopted our COC and business principles to uphold our commitment towards the anti-corruption ethics and communicate the same to our workforce and associates.

## 5.2 Corporate governance

Being against corruption is not only a commitment to take as basic sense; it is the standpoint of a good business. Epyllion's business ethics stand on corporate governance and fair operating practice with competitive but fair business. Fair operating practices concern ethical conduct in our dealings with other organizations. These include our business relationships between peer organizations, government agencies, as well as communities. Our business views arise in the areas of anti-corruption, responsible involvement in the public sphere, fair competition, socially responsible behavior, relations with other organizations and respect for property rights.

Our supply chain continues to adapt, innovate, and transform our products and services to create outcomes that enable our business and optimize the customer experience. The reach of our global export volume is immense and we take seriously the responsibility of delivering superior products and services in an ethical and responsible manner



### 5.3

### Continuous effort in excellence

Epyllion Group from its core vision, specifically states its persistence on honesty, integrity and fairness in all aspects of business. Ethics are considered as the first and foremost value of our company. It is demonstrated to all individuals associated to this company as if and when anyone faces problems to take a decision where he is not getting clue from the written policies and from the superior, they must follow the ethics and morality.

All employees are highly encouraged to report on corruption issues that come to their knowledge to respective authority with relevant proof. Each incident of reporting is inspected confidentially to find out the truth and the wrong one is punished as per the disciplinary practice.

There is a procurement policy and procedure where it is specifically stated how the suppliers will be selected, communicated, audited and reviewed for continuing business. Regular supply chain conferences are organized to ensure the absence of probabilities of corruption. All suppliers and stakeholders with whom we do business are always under monitoring and observation both in respect of fair maintenance in monetary transaction and social compliance issues. It is reported publicly if any kind of monetary corruption is found. Credit Rating, a distinctive and regular observance of the group provides assurance of absence of any monetary corruption manipulation. A unique concept of ERP is initiated with the aim to establish transparent and responsible supply chain across the operation. This is the leading concept to develop more sustainable supply chain practice.

Epyllion is doing business complying with national and international expectation of business ethics. Along with complying in own business, we are taking care of our key suppliers also. The independent internal audit team (Both in terms of finance and social compliance) look after the key suppliers and monitor them in regular manner with stringent ownership.

As our business footprint increases, we are now engaging with many national and international business companies and associations. In strengthening global partnership with all our stakeholders both in supply chain and value chain, we concern ethical conduct in dealing with any organization including partners, suppliers, buyers, contractors, competitors, associates and others. Our commitment to sustainability drives our ethical and transparent endeavor. We believe in integration of our business values, cultural pillars and operating doctrines to meet the expectations of our customers, employees, partners, investors, communities and wider society.

## 5.4

## Measurements of outcome

- I. Achieved recognition from Marks & Spencer and ISO authority for practicing ISO 26000, the international standard of social responsibility.
- II. Absence of any corruption issues so far

# Achievements





## 6.1

## Awards and recognitions



- a. 6th Standard Chartered Financial Express CSR Award in 2016
- b. 5th HSBC Export Excellence Award in 2014
- c. BDJOBS.COM Best Employer Award 2014
- d. 2nd Social and Environmental Excellence Award in 2014
- e. Annual CSR Award 2014
- f. Honorary Award from BSPA (Bangladesh Sports Press Association) 2014 to the Managing Director of Epyllion Group
- g. Managing Director of Epyllion Group is announced as CIP (2008 and 2012)
- h. Epyllion Style Limited is announced as the "Eco Factory" by Marks & Spencer in 2015
- i. Best Supplier Award from C&A in 2004





## 6.2

## Certifications and memberships



- LEED (Gold) certification for Epyllion Style Limited Green Complex in 2015
- Achieved the OHSAS 18001 standard certification for Three business units of Textile Division of Epyllion Group in 2016
- Recognition for successful integration of the guidelines of ISO 26000 for Epyllion Style Limited
- WRAP certified
- BSCI, SEDEX membership
- Membership to United Nations Global Compact (UNGC) since 2012

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