

COMMUNICATION ON PROGRESS (COP)

Period covered by your Communication on Progress (COP)

From: May 2017

To: April 2018

1. STATEMENT OF CONTINUED SUPPORT BY THE CHIEF EXECUTIVE OFFICER (OWNER OR PRESIDENT IN THE CASE OF SMALL BUSINESSES)

Please use the box below to include the statement of continued support signed by your company's chief executive

30 July 2018

To our stakeholders:

I am pleased to confirm that Tamayyaz reaffirms its support of the Ten Principles of the 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 operations. We also commit to sharing this information with our stakeholders using our primary channels of communication.

Sincerely yours,

Rita Rizk
CEO

2. DESCRIPTION OF ACTIONS

Human Rights

Please use the box below to describe **actions** your company has taken in the area of human rights:

- Maintain safe, suitable and sanitary work facilities for our employees and clients
- Diligently apply our HR policy to ensure that our employees are protected from workplace harassment, including physical and verbal abuse
- This year we have involved the team in defining the culture they would like to work in and we have introduced a new culture booklet and provided the proper communication and training for the team members

Labour

Please use the box below to describe **actions** your company has taken in the area of labour:

- Ensure that the company does not participate in any form of illegal labour practices
- Ensure that our employees are well rewarded for their performance, based on well defined KPIs
- Ensure that employment-related decisions are based on relevant and objective criteria, which are directly linked to the company's strategy

Environment

Please use the box below to describe **actions** your company has taken in the area of environment:

- Introduced a system of recycling for all plastic and paper items used in the premises of the company
- We are now using led lights in the office
- We are now using an eco-friendly printing system by only now printing when necessary and only double sided and black and white when possible
- We encouraged all employees on the proper use of electricity in the office
- We have decreased the use of plastic cups

Anti-Corruption

Please use the box below to describe **actions** your company has taken to fight corruption:

- We ensure complete compliance of Tamayyaz's operations with national legal requirements
- During the past 12 months, we have provided intensive training workshops to more than 160 senior decision makers in various Banks and Companies on the subject of Good Governance and Business Ethics
- During this period, we have also organised 3 conferences on the subject of Corporate Governance, which were attended by more than 200 participants free of charge.

3. MEASUREMENT OF OUTCOMES

In the box below, please include the most relevant indicators to **measure outcomes**:

- Number of harassment related complaints to HR department
 - Number of stakeholders reached through trainings, workshops and conferences
 - Number of times recycling bins are filled and appropriately disposed of
 - The electricity invoices and the number of plastic cups purchased
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