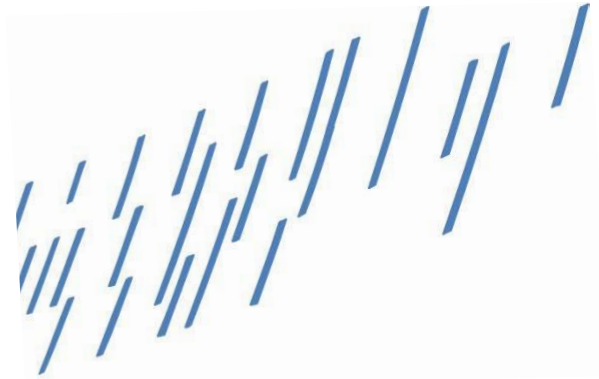


# Communication on Progress

2018-19



# Report Guidelines

Data Consult continues to support the ten principles of the Global Compact notably when it comes to Human Rights Principles, Labour Principles, Environmental Principles and Anti-Corruption Principles. In this report we elaborate on the progress made in each of the following areas:

- 1- Human Rights Policies
- 2- Labour Policies
- 3- Environmental Efforts
- 4- Anti-Corruption Policies



# Human Rights Policies

Data Consult is an equal employment opportunity employer. Employment decisions are based on merit and business needs, and not on race, color, citizenship status, national origin, ancestry, gender, sexual orientation, age, weight, religion, creed, physical or mental disability, marital status, veteran status, political affiliation, or any other factor protected by law.

The safety and health of employees is a priority.

Data Consult makes every effort to comply with all workplace safety requirements.

## **Data Consult's workplace safety rules and regulations are the following:**

- Usage of trolleys when lifting any heavy object to avoid any physical traumas. .
- Health Insurance, life and disability insurance coverage is offered to all employees.
- Fireproofing and fire alert system installed in all offices.
- Following safety rules when installing antennas or working on an elevated platform.  
(Employees are supplied with safety gear and trained on safety measures and fire drills)

Data Consult made sure to include it in its employment manual the above regulations in addition to 2 additional clauses related to workplace harassment and rejection of all forms of violence.



# Human Rights Policies

Anti workplace harassment and anti-violence clauses:

- Data Consult does not tolerate any form of workplace harassment. For Data Consult workplace harassment can take many forms. It may be, but is not limited to, words, signs, offensive jokes, cartoons, pictures, posters, e-mail jokes or statements, pranks, intimidation, physical assaults or contact, or violence.
- Data Consult has adopted a policy prohibiting workplace violence. Consistent with this policy, acts or threats of physical violence, including intimidation, harassment, and/or coercion, which involve or affect Data Consult or which occur on Data Consult or client property, will not be tolerated.

Data Consult is also committed to several other rules that help create a healthy and respectful work environment.

- . Data Consult provides fair treatment for all staff in handling grievances.
- . Data Consult provides a wages and benefits package that meets and rivals national standards.
- . Data Consult ensures a fair treatment when it comes to trainings and skill development.
- . Data Consult ensure that its engineers are trained according to international technological standards.
- . Data Consult upholds the freedom of association and the effective recognition of the right to collective bargaining.
- . Data Consult supports the elimination of all forms of forced or compulsory labor.



# Human Rights Policies

When it comes to its business association and partnerships Data Consult does not hire or deal with companies that do not respect the abolition of child labor, moreover the company hires only employees who have completed their university studies.

Moreover, Data Consult does not manufacture or trade with products or deal with any entity that does not respect the Human Rights and Labour Principles as stipulated by the United Nations.

All of the above regulations are stated in Data Consult's Internal Regulations, Employment Contracts and Business Agreements.

Data Consult acquired WorldNet in 2016 and made sure that all of its policies are aligned with the UN Global Compact's Ten Principles.

# Environmental Efforts

Data Consult has also been active in reducing its carbon footprint; to that end Data Consult partnered with Zero Waste Act and Pesco Energy SAL to take its commitment towards a greener Lebanon a step further.

To further support this step, Data Consult runs an e-service employee interaction tool where employees can find organizational announcements, news/events, and furthermore use the portal to manage annual leaves, payroll transactions and employee claims/requests. The launching of online workflows has reduced the usage of paper by 30%.

Moreover Data Consult continuously initiates and promotes eco-friendly technologies, such as teleconferencing, energy optimization solutions, data virtualization, Cloud based solutions,, etc. that will allow its clientele to grow their businesses while minimizing their carbon footprint and initial investment.

Data Consult adopts a minimalistic approach to stock keeping to further reduce its carbon footprint.  
Data Consult affiliates with Partners and suppliers that are respectful of the UN Global Compact's ten principles.  
Data Consult seeks to lead by example in taking actions to be environmentally sustainable business.

# Environmental Efforts

Data Consult has engaged Pesco Energy SAL to switch its entire office light fixtures to a more environmentally friendly solutions and this efforts has reduced the energy consumption over the last two years by 60%.

To better illustrate the positive impact on the environment, Data Consult is proud to share in numbers the savings made as per the below table.

Environmental Benefits over 60 months.	
Annual CO2 emission reduction	114,792 kg <sup>4</sup>
Annual Tree Planting Equivalent	178,668 m <sup>2</sup> of tree <sup>5</sup>

# Environmental Efforts

In addition to the obvious measurable savings described above, we also witnessed equally important savings when it comes to the following:

- Economy on the upgrade of the existing electrical installation components such as avoiding the replacement of the existing electrical components (cables, breakers ...) and increasing their lifetime.
- Economy on the maintenance/replacement of CFL tubes and halogen spot lights as they have an average lifetime of 2 years.
- Decrease in heat dissipation, thus reduction of load on the AC systems.





# Environmental Efforts

To complement the above mentioned efforts, Data Consult switched to more eco friendly solutions as per below:

- . Data Consult went digital in all its client communication, i.e. newsletters, invitations, event collaterals to reduce the usage of paper, making sure to opt for environmentally friendly products and recycled material.
- . Data Consult invested in a new cloud based portal to manage its customer relationship.
- . Data Consult & WorldNet (acquired by Data Consult in 2016) with the help of its sister company Exeo migrated to Google business to benefit from the collaborative experience of Google drive.
- . Data Consult has signed the Green Pledge which was initiated by Lebanon Opportunities which is "based on the recommendations of the United Nations Environmental Program, the Corporate Green Pledge provides a list of 7 green engagements to companies and organizations that allow them to become environmentally friendly in a feasible manner. It is an expression of their moral commitment to a greener corporate behavior."

**The above measures helped the company further reduce its usage of paper, hardware and electricity by adopting a cloud based storage and management solution for its data.**



# Environmental Efforts

Data Consult continues its collaboration with Zero Waste to recycle all the waste generated by the company, with respect to the international norms of recycling and waste management.

- . Data Consult reduced its paper consumption by 63% from 2015 to 2018 .
- . Data Consult also enrolled in a Plastic and Aluminum recycling program that is also aimed at encouraging employees to adopt the same approach outside the company premises.

The below table highlights in numbers the amount of recycled paper, plastic and aluminum.

Year	Paper (in kg)	Plastic (in kg)	Aluminium (in kg)
2014	328		
2015	424	58	4
2017	461	90	1
2018	370	70	1

The table highlights in numbers the amount of recycled paper, plastic and aluminum.

# Environmental Efforts

Data Consult provides managed services to all its clients with solutions that will manage their resources and energy consumption.

For starters Data Consult is in the process of installing smart devices that will allow the automatic shutdown of office lights and AC units when employees step outside of their offices.

In the same spirit, the solution will allow the company to monitor in real time the energy consumption of all its electrical appliances including the back up generators.

These solutions aim to reduce energy consumption, waste and emissions and allow for a smarter management of any energy consuming machine.



ENERGY  
CONSUMPTION



ENVIRONMENTAL  
SUSTAINABILITY



APPROPRIATE  
TECHNOLOGY

# Anti-corruption policies

DATA CONSULT



27001



Data Consult actively works against corruption in all its forms, including extortion and bribery.

This position is reflected in all activities that the company engages in, it is even stated in the employment manual and as part of the onboarding process, where newly hired employees are warned not to engage in any form of bribery or extortion activities and to report any such violations whether by fellow colleagues or third parties.

In addition, this year Data Consult pursued the ISO 27001 certification that guarantees the security of data, thus updating all legal, physical, and technical controls related to the management of data and information security.

- . Data Consult employment contracts stipulates that unethical business practices offer grounds for dismissal.
- . Data Consult has signed several anti-bribery and corruption agreements with partners and clients alike prohibiting the use of any form of bribery, gifts or money donations.
- . Data Consult will be ISO 27001 certified by the end of 2018.

# Closing Statement

Data Consult continues in bringing awareness to these four principals in all its daily communication and business activities.

Our focus points for the coming year are as follows:

- 1- Promoting Green Technology and IoT Solutions internally and externally.
- 3- Bringing more awareness to the 10 principles of global compact through our active participation in all workshops and SDG forums organized by the local GCI channels.
- 4- Abiding by international recognised standards/requirements for information security management systems.

Thank you,  
Data Consult Management

