# **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.

# Assessment, policy and goals

- Description of the relevance of human rights for the company (i.e. human rights risk-assessment). Description of policies, public commitments and company goals on Human Rights.
- The Global Compact Self-Assessment Tool is used to assess situation of the New Link Marketing Limited in relation with the ten principles of the United Nations Global Compact in the areas of human rights, labor standards, the environment, and anti-corruption. Findings below are supported by both written and unwritten policies that need further improvement. SNT set a Goal A local company with happy, healthy and safety working environment in compliance with the ten principles of the United Nations Global Compact.

# **Implementation**

- We provided safe and healthy working conditions through some health and safety procedures in place.
- Fire extinguishers are readily available; Workplace maintained to ensure clean and comfortable conditions including a suitable temperature, ventilation, lighting, and sanitation areas; and also safe drinking water provided.
- Workers are allowed 8 working hours per day, 24 consecutive hours of rest in every seven day period.
- The company pays wages at regular intervals. Sales Incentive payment systems are provided daily.
- Workers are entitled to pay sick leave. Female workers are entitled to no less than 12 weeks of paid maternity leave per child.
- The company grants compassionate or parental leave to workers and also contribute some cash for cost of labor (maternity).
- The company protected workers from workplace harassment including physical, verbal, sexual or psychological harassment, abuse, or threats. Workers are made aware of all workplace monitoring, with cameras.

 The company respected the privacy of its employees whenever it gathers private information.

## Measurement of outcomes

- During the reporting period, no cases of human rights violations or complaints were reported.
- Annual review are planned to monitor the progress of the company towards UNGC principles.

#### Labor

Principle 3: Business should uphold freedom of association and 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: Eliminate discrimination in respect of employment and occupation.

# Assessment, policy and goals

- Description of the relevance of labor rights for the company (i.e. labor rights-related risks and opportunities).
- The company ensured that it does not participate in any form of forced or bonded labor.
- We practice equal employment Opportunity to each individual regardless of race, color, gender, religion, disability & marital status.
- We encourage workers education to complete graduate and other vocational training whenever necessary to improve their development.

## **Implementation**

- Description of concrete actions taken by the company to implement labor policies, address labor risks and respond to labor violations.
- Workers can give notice and leave employment within one month.
- This is clearly communicated to workers prior to starting employment.

- The company does not withhold wages or bonuses and pays them in a timely and regular manner.
- Workers are able to earn a living wage sufficient to meet the basic needs of themselves and their closest dependents.
- Overtime work is paid, voluntary and not compelled through threat of pay deductions, termination or other sanctions.
- The company does not retain identity cards or other personal items without which workers cannot leave employment.
- All workers are allowed to leave company premises at the end of their shifts.
- Loans or salary advancements to workers are based on fair terms that are clearly explained to the worker.

### Measurement of outcomes

- Description of how the company monitors and evaluates performance.
- The organization structure is flat and there is an effective line of communication between top management and staff who can directly submit ideas and suggestions without barriers.
- Since our company follows the human rights and fulfills their benefits, turnover rate is very low.

#### **Environment**

Principle 7: Businesses should support a precautionary approach to environmental challenges.

Principle 8: Undertake initiatives to promote greater environment responsibility.

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

# Assessment, policy and goals

- Description of the relevance of environmental protection for the company (i.e. environmental risks and opportunities). Description of policies, public commitments and company goals on environmental protection.
- We try to improve less paper wastage, less electricity and pollution. We always consider preventing risks of environmental impact.

# **Implementation**

- Description of concrete actions to implement environmental policies, address environmental risks and respond to environmental incidents.
- We always practice to avoid environmental damage such as air pollution, waste disposal and sewage drainage.
- Another environmental a companywide practice is providing staff training in public parks by collecting and properly getting rid of rubbish in the areas after the training.
- Our offices are installed with energy saving lights to promote clean energy in the environment.

#### Measurement of outcomes

- Description of how the company monitors and evaluates environmental performance.
- We always monitoring environmental issue so we are in good relationship with our environment & neighbors.
- New Link Marketing Limited is therefore saving energy in office rooms and promotion clean energy in the environment.

# **Anti-Corruption**

Principle 10: Businesses should work against all forms of corruption, including extortion and bribery.

# Assessment, policy and goals

- Description of the relevance of anti-corruption for the company (i.e. anticorruption risk-assessment). Description of policies, public commitments and company goals on anti-corruption.
- The company's Managing Director has declared that the company will not engage in corruption at any time or in any form.
- Staff integrity is a must in the way New Link Marketing limited approaches every issue. The company is against all forms of bribery: not only among staff but also with outside companies and organizations.

## **Implementation**

- Description of concrete actions to implement anti-corruption policies, address anti-corruption risks and respond to incidents. The company aware that anti-corruption commitment and practice all employees up to management.
- Staff training on company rules and policies includes policies related to gift acceptance and overall upgrading of moral.

## Measurement of outcomes

- Description of how the company monitors and evaluates anti-corruption performance. We review quarterly among the employees and management.
- Each and every employee is fully aware of all forms corruption and of anticorruption/ anti- bribery measure.
- Corruption is kept to the minimum at New Link Marketing Limited.