

# FAME

## Communication on Progress of **FAME Pharmaceuticals Industry Co.,Ltd.**



### Address

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#### **FAME Organic Pharming Project**

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The period covered by  
Communication on Progress (COP) of  
FAME Pharmaceuticals is  
from February 2018 to February 2019.

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## Implementation on

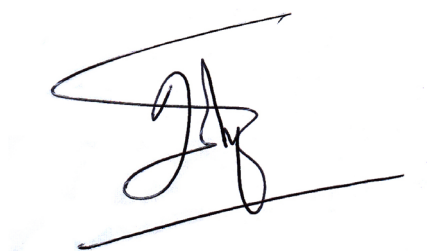
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## STATEMENT OF CONTINUED SUPPORT

Mr. Antonio Guterres  
Secretary – General  
United Nation  
New York, NY 10017  
USA

Dear Mr. Secretary- General,

I am honored and pleased to confirm that FAME Pharmaceuticals Industry Co., Ltd attests its participation in United Nation Global Compact in the fields of Human Rights, Labour, Environment and Anti-corruption. In this annual Communication on Progress, we represent our continuing actions to upgrade the integration of the Global Compact and its principles into our business structure, culture and daily operations. We also commit to share this information with our customers, colleagues and stakeholders using our primary channels of communication.

A handwritten signature in black ink, appearing to be 'Dr. Khin Maung Lwin', is written over a light blue rectangular stamp. The signature is fluid and cursive, with a long horizontal line extending to the right.

Dr. Khin Maung Lwin  
Managing Director  
FAME Pharmaceuticals Industry Co.,Ltd.



## MESSAGE FROM THE MANAGING DIRECTOR

Our main priority is “Better Health and Brighter Future for people from Myanmar to worldwide through leading innovation in Organic Herbal Medicines.” Thus, FAME has been building a common vision for eco-innovation by implementation awareness of innovation project. Our innovation policy is focus on alignment of market based innovation with National Health Needs.

Now, FAME Pharmaceuticals has been five years for being member of United Nation Global Compact by implementing the principles of UNGC since 2014. On the other hand, we are performing our CSR activities continuously. FAME’s CSR Goal is **“To embrace responsibility for the corporate action and encourage a positive impact through activities on the consumers, employees, communities and environment”**. In addition, we also encourage our stakeholders, business leaders and self-contractors for co-operation in CSR activities. We are proud to share these ideas and principles with the United Nation Global compact and everyone affected with our daily operations.

FAME’s Communication on Progress clearly embellishes how we have embedded policies and procedures which comply with 10 principles of UN Global Compact. We take clear actions on these principles and improve our performance year-on-year. This is the fifth report of our activities and progress during 2018.

For coming years and future, I hope that we strongly commit to support both UN Global Compact and our CSR activities to fulfil more and more with sustainable ways. I believe that our corporate social responsibilities can be carried out by not only voluntary approach but also developing our responsible practices with acceleration.

A handwritten signature in black ink, appearing to be 'K. Maung Lwin', written over a horizontal line.

Dr. Khin Maung Lwin  
Managing Director  
FAME Pharmaceuticals Industry Co.,Ltd.



# Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.



## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.



ASEAN Energy Award  
(Winner) in 2013



President's Excellent  
Performance Award  
in 2014



ASEAN BUSINESS AWARDS  
For CSR in 2010  
(Finalist)



ASEAN BUSINESS AWARDS  
2014 (2<sup>nd</sup> Runner UP)  
Most Admired ASEAN  
Enterprise Innovation



National Winner 2014  
(Myanmar)  
Most Admired ASEAN  
Enterprise Innovation



ASEAN-OSHNET  
Excellence Award 2016



ASEAN Business Awards  
SME Excellence-Employment  
Country Winner 2018



ASEAN Business Awards  
for Innovation  
SME Excellence Award Winner 2017



CLMV SME  
EXCELLENCE AWARD 2016



Excellence in Workplace Environment  
Gold Winner 2017



# Human Rights Principles

## Principle 1:

Business should support and respect the protection of internationally proclaimed human right.

## Principle 2:

Business should make sure they are not complicit in human right abuses.

Our objective is to create the happy and healthy workplace for employees and then they can do their duties to the best of quality according to Universal Declaration of human right. So, we take the actions of current and future plans concerning with the employees. We are providing technical and education trainings, entertainment programmes and health and safety system for employees. Moreover, we support all employees for equality of opportunity with no discrimination on race and color, sex and gender.

## I. Training Programmes

We continuously invite internal and/or external trainers from local and foreign for capacity building of our employees. The skilful trainers give the application trainings and technical trainings to the responsible employees as job requirements. We also send employees to foreign countries for learning the knowledge and technical know-how to be able to abreast internationally. We aim to become more skilful persons and to give and share more knowledges to other employees.

In 2018, there were (22) external trainings including Foreign (7) and Local (15) and regular internal trainings including education programme, departmental meetings and trainings and monthly management system trainings.

## External training



## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.



Cloud Mill ( FAT)  
18-24 MAR 2018 (Taiwan)



Product Stability and Workshop on Stability  
Prediction Tools  
28-30 JUN 2018 (Singapore)



Solving Human & Organizational Problems  
9-22 MAY 2018 (Japan)

We also make a supporting programme related with new machines. When we purchase a new machine from external suppliers, their experts provide the technical and application trainings to our responsible employees to be more proficient and familiar with that machine.



Application Training for Aflatoxin  
Testing by Eurofins (Singapore)



### Internal training

We have training programmes for new employees who firstly join to our workplace. The aim of these trainings is to be friendly with the company's systems and to be able to collaborate well. Training period is not more than 10 hours and trained by responsible managers.

1. HR manager explains in house HR Rules and Regulations.
2. QMS MR explains Quality Management System (ISO 9001:2015).
3. QA manager explains Good Manufacturing Practice (GMP).
4. OHSAS Officer explains Occupational Health and Safety Assessment System (OHSAS 18001:2007).
5. EMS MR explains Environmental Management System (ISO 14001:2015)
6. CSR MR explains Corporate Social Responsibility 2.0 Policy (ISO 26000)

And then, we make evaluation programme after each training.

After all that, they have to learn on job training from their respective managers in their department and departmental training monthly. System trainings are required not only for new employees but also for all employees as refreshment trainings.



New Employee training



Departmental training



Departmental training



## II. Education and Entertainment

We have Saturday programme in alternative week and HR department manages the employees into (4) groups: group A, B, C, D and make the schedules for education and entertainment programmes. The system representatives give the education trainings at theatre alternatively and we also invite external speakers and the famous Myanmar authors for Symposium Programme to improve general knowledges and motivation. Improving general knowledges needs for employees because it helps with personal growth, good citizenship, and a stronger society. In the same way, entertainment programmes are arranged to employees for mind relaxation. Each employee can relax by seeing the film during working hours three times per year.



Education Programme by External Speaker



Education Programme



Entertainment Programme



### III. For Safety and Health care of employees,

For the Health and Safety of employees by OHSAS 18001:2007 system, new employees have been made medical checked-up for infectious diseases such as HIV, TB, HBV, HCV etc. We also support the medicines free of charge. If we have emergency case, the employee is admitted to contracted Pan-Hlaing Siloam Hospital. We provide a First Aid box at each department and well-trained First Aider from each department. We also give First Aid training to First Aider as required. Moreover, we check regularly body mass index (BMI) of each employee to be able to keep the healthy body weight.

For safety, we supply proper training, supervision, personal protective equipment (PPE) and facilities to meet the requirements. In addition, we continually enhance on our work safety performance from time to time by controlling potential hazards.



Checking BMI

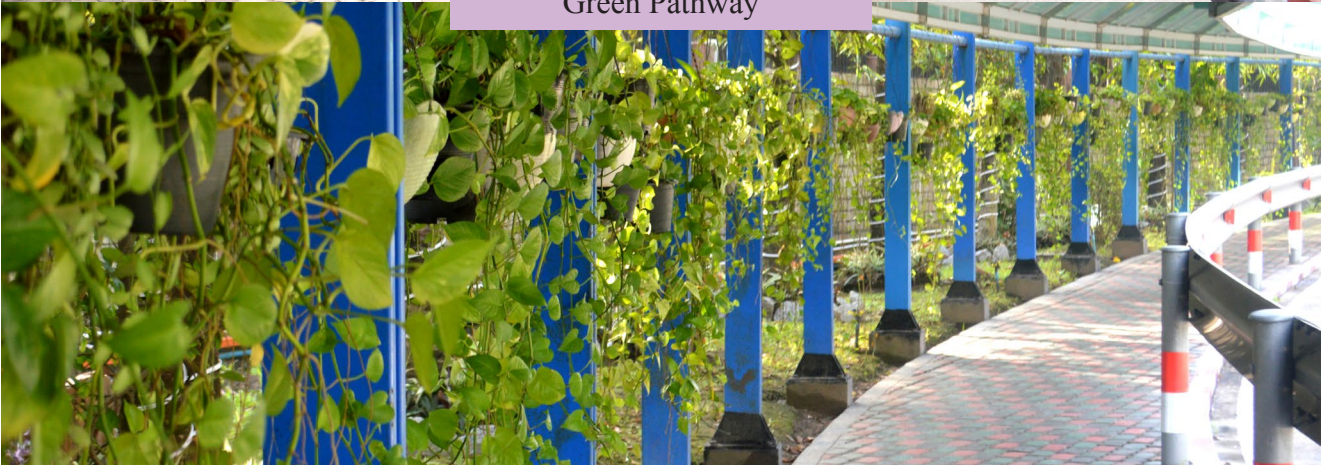
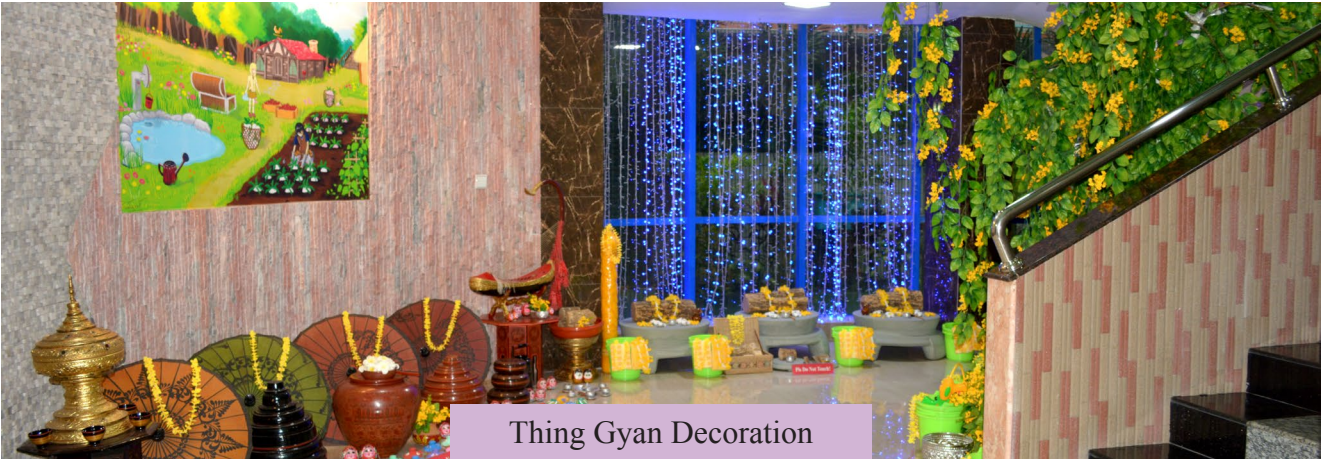


### IV. Refreshment



Myanmar New Year Refreshment







## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

We create a pleasant and comfortable working area, library with up to date pharmacopoeias, medicinal books and references, cafeteria, transportation and theatre for our employees.

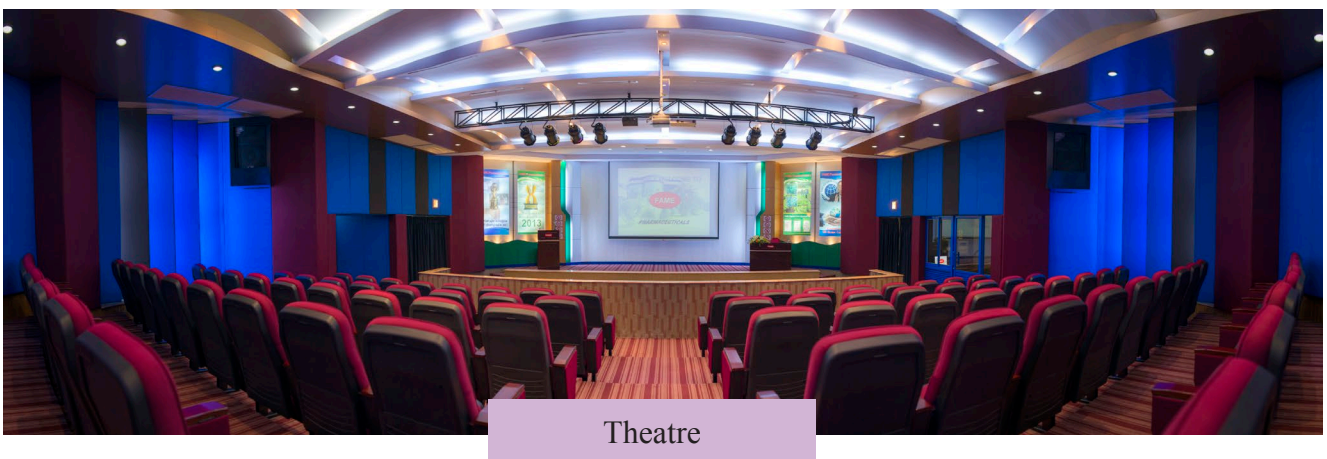


Comfortable and clean  
working area



Professional Library

Transportation



Theatre



## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.



CSR journals have been distributed since 2013 and publish once per year. All employees are willing to participate in CSR journals. In CSR journals, they share their own feelings, poems, novels, motivation, environmental technologies, education, religious knowledges and health awareness letters. Thus, we can improve internal communication between all employees. CSR journals are available to our employees, stakeholders and business partners free of charge to know more about our company activities

# Labour Principles

## Principle 3:

Business 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 labour

## Principle 5:

the effective abolition of child labour

## Principle 6:

the elimination of discrimination in respect of employment and occupation

For supporting Human Right in working area, we allowed freedom of association and collective bargaining in our factory. So, we organize Social Accountability (SA 8000) Team to avoid conflicts by building mutual understanding between employer and employees.

Social Accountability (SA 8000) team was organized with SA members since 2008.



In SA 8000 Team, a member from each department and SA leader are elected by voting system once a year and has a SA representative of SA Executive Committee. Every SA member has opportunity to discuss on behalf of his or her department at SA meeting which holds monthly. In meeting, each department discusses their problems, needs and expectations. After that, the employer decides and negotiates the required decisions.

### SA8000:2008 PRACTICE OF FAME PHARMACEUTICALS

Discipline as government and ILO  
Practice as GMP and ISO  
Appointed only over 18 years  
Overtime must be voluntary  
Working hours : 8 hrs / day 44 hrs / week  
Minimum of one day off in a week  
Coverage of OHSAS 18001 : 2007  
No discrimination  
Fair payment  
Allowance as indicated  
Compensation as necessary  
Formation of SA8000 Task Force  
Freedom of expression

### If any problem with human right issue please contact...

#### ILO ADDRESS YANGON

ILO address Ygn  
No.1(A), Kanbae (Thitsar) Road,  
Yankin Township, Yangon, Myanmar.  
Tel : +95 01 - 2336538, 2336539, 578925, 579956  
FAX : 01 2336582  
Email : yangon@ilo.org

Township Labor Supervisory Committee  
Ministry of Labor Union of Republic of Myanmar  
Hlaing Tharyar, Yangon, Myanmar.  
Phone - 01 645 026, 645 063

We display the principles board of SA 8000 team and follow the guidelines.



## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.



SA Meeting

FAME volunteer task force(FVTF) has volunteering activity by donation of cash and in-kind to orphanage house, nursing home, flood-victims, etc. This consists of not only monastery donation and aid given to local people but also to help build on the health knowledge and skills to attain sustainable development.

It has been 36<sup>th</sup> donation of FVTF activity.



Donation at Pan Pyo Latt Monastic School





## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

All Employees are eligible to monthly salaries, overtime allowance for extra hours, travelling allowance, supporting transportation, Social Security Insurances at Social Security Board for employees and for yearly leave entitlement; causal leave, earned leave, maternity leave, lactation leave, paternity leave, funeral leave, fully paid extended medical leave and blood donors leave.

We offer salary to our employees according to basic salary policy of Local Labour Organization.

We practice labour policies and regulations settled by Local labour laws and ILO.

There is no forced and compulsory labour and overtime is voluntary.

There is no discrimination on a person's race, colour, gender and religion which are not related to a person's ability.

In our factory, we do not appoint any person who is under 18 years old. Moreover, our business contractors do not hire under 18 years old person. Not only in our factory but also in our business contractors follow the abolitions of child labour.

We always provide vacation plans especially for serviced employees working at FAME Pharmaceuticals.

Human resource department arranged 2 recreation vacations in 2018; one was Ngapali Beach vacation and another was Taunggyi-Innlay vacation for relaxation in Myanmar NewYear holidays.







For first time, we arranged “Stipending Ceremony” for FAME employees’ children in this year. Employees took part together with their children (from primary to university students) in this ceremony. Managing Director furnished financially but also school accessories. Senior executives also participated by donating necessities for students. Furthermore, we annexed lucky draw programme for fun. As for students from rural areas, we gave in cash to their parents instead of them.







We celebrated new year staff party on 28<sup>th</sup> December. In that party, we appreciated and awarded to outstanding employees without taking leaves and blood donors. Besides, we honoured outstanding OHSAS members and FVTF donors according to donation amount during the whole year. Moreover, we arranged interesting programmes like singing content, lucky draw programme, traditional dance, providing foods and so on.





## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

For Employees' health and safety, we are implementing Occupational Health and Safety Assessment System (OHSAS 18001:2007) since 2006. We have future plan to upgrade to ISO 45001:2018 (Occupational Health and Safety Management System) in the coming year.

### OCCUPATIONAL SAFETY AND HEALTH POLICY

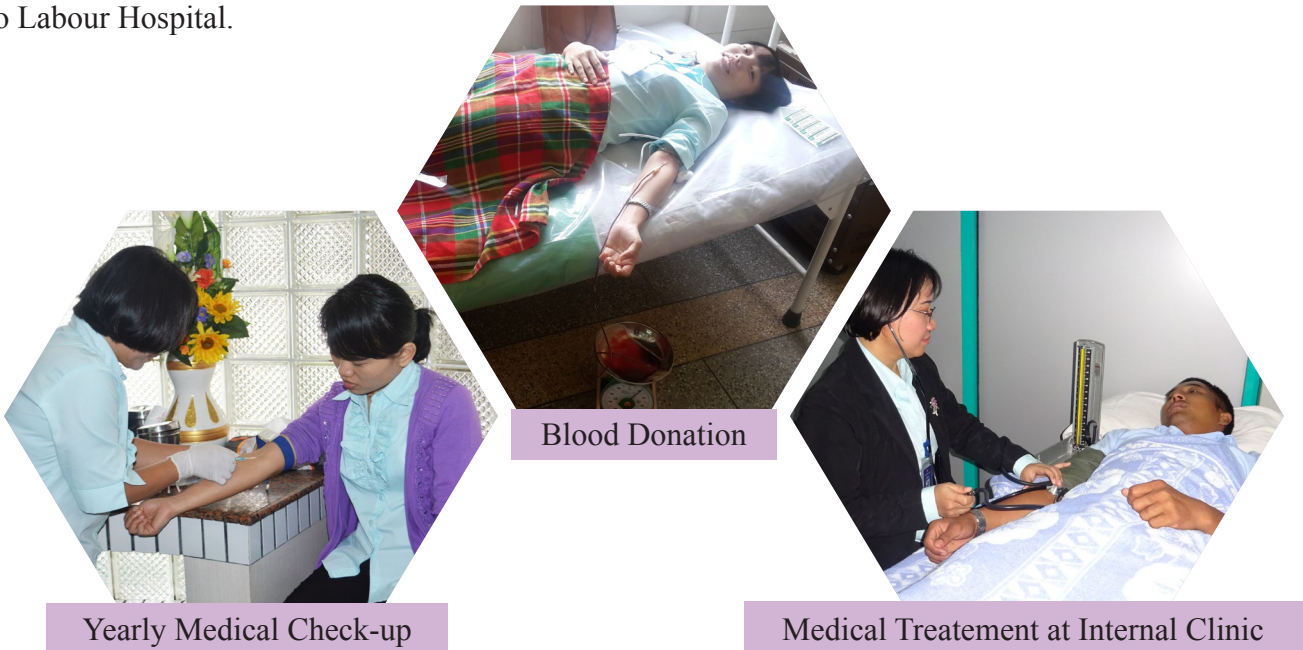
1. FAME Pharmaceuticals implements occupational health and safety management system which is appropriate to the nature and scale of the organization's occupational health and safety risks.
2. FAME Pharmaceuticals will maintain a safe and healthy work environment by controlling potential hazards as much as we can and will document and maintain the implemented the Occupational Health and Safety management system according to the ISO (OHSAS 18001) international standard guidelines.
3. FAME Pharmaceuticals will comply with current applicable occupational health and safety legislation and where Myanmar legislation is inadequate, will comply with international standards and go beyond to the requirements.
4. FAME Pharmaceuticals will provide proper training, supervision, safe equipment and facilities and sufficient resources to meet our requirements.
5. FAME Pharmaceuticals will continually strive to improve on our work safety performance from time to time by controlling potential hazards so as to ensure safety and health for every parties involved.
6. FAME Pharmaceuticals OSH Policy is available to all interested parties.
7. FAME Pharmaceuticals reviews the OSH Policy periodically to ensure that it remain relevant and appropriate to our organization

## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

For Occupational Health, we support OHSAS activities as follows;

1. Pre-employment medical checking
2. Yearly medical check-up
3. Internal clinic for employees and appoint a doctor for healthcare
4. BMI (Body Mass Index) checking
5. First Aid Training and Exercises
6. Blood donation
7. Sharing the awareness letter concerned with health.

We have internal clinic for employees and support the medicines free of charge. Every employee can consult or get medical attention with OHSAS doctor at FAME internal clinic for medical problems. If we have emergency case, the employee is admitted to contracted Pan-Hlaing Siloam Hospital and transferred to Labour Hospital.



For Occupational Safety, we implement the guidelines such as

1. General Safety ( Laboratory Safety, Biological safety, Electrical Safety, Chemical Safety, Machine Safety, Construction Safety, Confined Space Safety, Working at height procedure, proper handling and storing of materials and tools and so on).
2. Personal Protective Equipment (PPE) Management
3. Vehicle Safety
4. Proper Housekeeping
5. Hazards Identification and Risk Management
6. Accident Incident and Near Miss Investigations and reporting
7. Emergency and Major incident plan
8. Fire management plan
9. Occupational Safety Training

OHSAS officer and safety officer regularly check on various risks associated with our work activities, including fire hazards, machinery hazards, electrical hazards, etc.



Chemical Safety

Biological Safety



Electrical Safety

Machine Safety





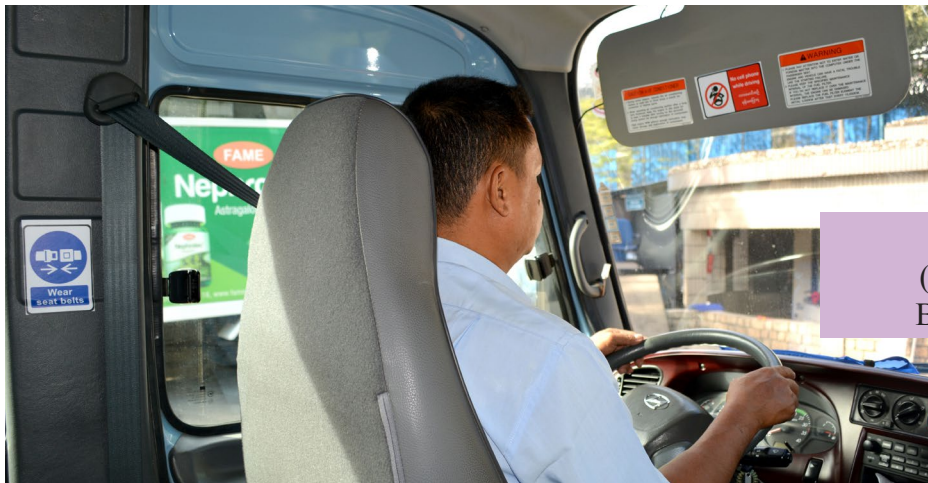
## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.



Construction safety



Storage of Materials



Vehicle Safety  
(Alcohol Testing and  
Black Box Checking)



Clean & Tidy Workplace



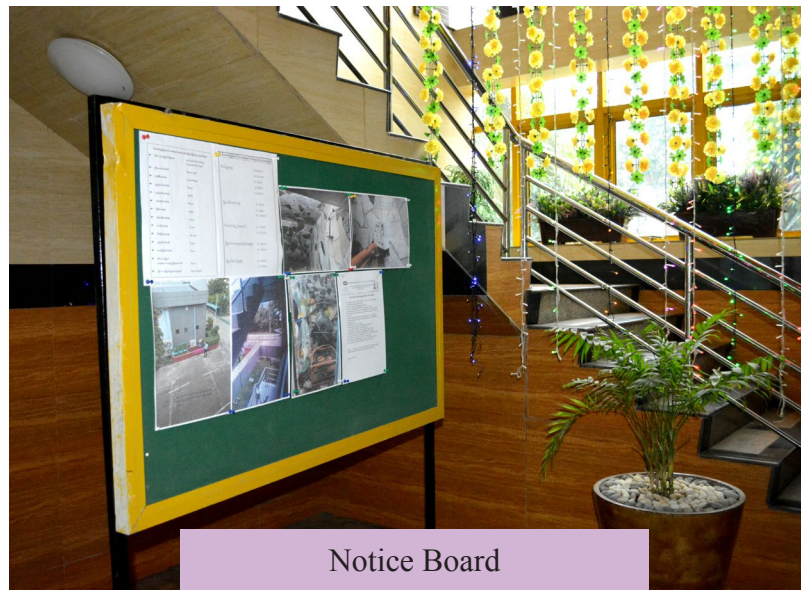
## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.



Sample Wearing PPE

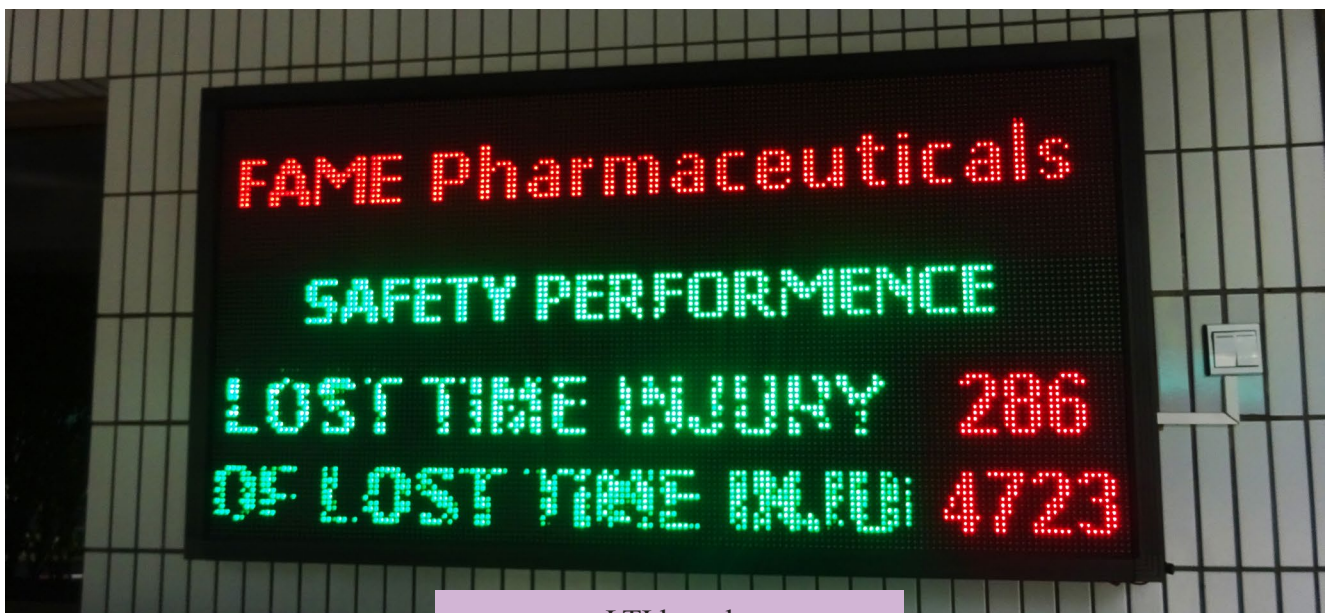


Personal Protective Equipment (PPE)



Notice Board

We describe Lost Time Injury (LTI) board to aware employees' health and safety as a part of safety performance in OHSAS System.



LTI board

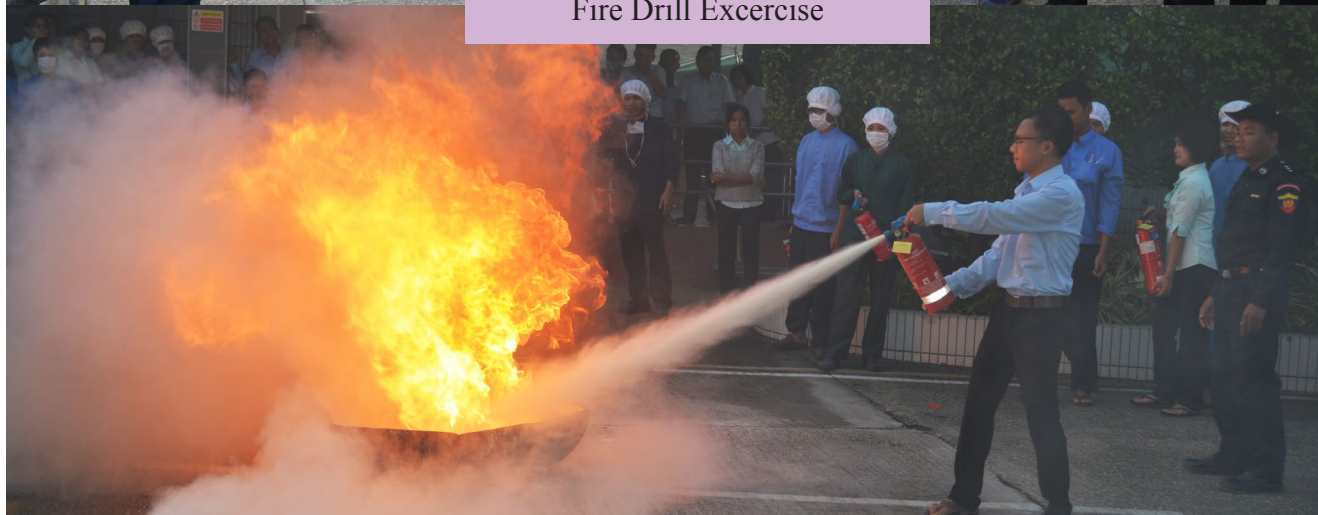


## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

For fire safety, fire drill training and exercise was done twice a year (in March and December) in collaborating with Hlaing Thar Yar Fire Brigade. All the employees from the whole factory participate in Fire Drill.



Fire Drill Exercise



Fire Hose Reel Usage Training



Fire Pump and Hose reel Testing

# Environmental Principles

## Principle 7 :

Businesss should support a precautionary approach to environmental challenges

## Principle 8 :

Undertake initiatives to promote greater environmental responsibility

## Principle 9 :

Encourage the development and diffusion of environmentally friendly technologies



As Organic herbal medicines manufacturing company, we control the risk of environment caused by our factory leading to create the green environment. In April 2016, Environmental Management System was upgraded to 2015 version.

According to Guidelines of Environmental Management System (ISO 14001:2015), we always need to consider product life cycle and update the EMS risk assessment register for our factory especially for our interested parties requirements (1) internal, and (2) external interested parties like Employees, Government sectors, Environmental technological companies, Engineering service companies, External Analytical lab, Communities, etc.

Also update the Material Safety Data Sheet (MSDS) for all chemicals which can affect the environment and human health. In MSDS that mentioned how to prevent environment risk and human health.

FAME Pharmaceuticals QUALITY MANAGEMENT DEPARTMENT MATERIAL SAFETY DATA SHEET								
Department /Activity : Research and development Department								
Date: 3.9.2016.								
No	Product / Chemical Name	Type of Material Physical Properties	Chemical properties/ Formula	Hazard	Risk : What can happen and how it can happen	Extinguishing media	Source information	Existing Control
1	Cream soap	White, soft cream	Salt formed by saponification of vegetable oil with caustic soda	Corrosive to skin	Eye and skin contact, ingestion	—	MSDS	Wash thoroughly after handling
				Disposal	Water pollution	—	MSDS	Waste Water Treatment
2	Glass cleaner	Liquid	—	Combustible	Irritates eyes & skin	Any Extinguishing media	MSDS	Keep away from heat, sparks or flames
				Disposal	Land contamination	—	MSDS	Spillage SOPs P-QMD 16
3	Carbon Ink (Printer cartridge)	Characteristic colour	Carbon	Flammable	Abdominal pain, nausea, vomiting, redness, pain, drying, cracking, dermatitis, respiratory tract disturbance after prolonged inhalation without PPE, (Carbon Mask)	Dry chemical powder, carbon dioxide, water spray or alcohol resistant foam	Site inspection, MSDS	Practice good personal hygiene after handling. Store away from ignition sources and in areas of good ventilation, wear the PPE

QMD/MSDS(I-QMD-26/Rev -04)

Revised by Daw Ei Ei Myat Aung/JUNE-7-2016

Approved by :Dr.Khin Maung Lwin/JUNE-8-2016

## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

To reduce the risk of these environmental impacts, we clearly set objectives and target upon this.

- (1) Energy conservation
- (2) Soil pollution control
- (3) Water pollution control
- (4) Air pollution control

For precautionary approach, we are practicing spillage exercise for emergency chemical spillage and distribute awareness letters concerned with environmental issues as EMS activities.

### Environmental Policy

1. FAME Pharmaceuticals implement Environmental Management System to improve its Environmental Management and ultimately, to reduce the environmental impacts of its operation, activities and products.
2. Environmental Management organizations will clearly define responsibilities and authorities. This shall be established to ensure conformance with legislation and regulation of the nations and with other related requirements to which the organization subscribes related to its environmental aspects.
3. The environmental impact caused by our production activities, products and services shall be precisely analyzed and assessed. The objectives, targets and measure for improving the environment shall be established, implemented and reviewed considering technical and economical possibility.
4. Activities for suppression of waste, energy saving and material conservation should be promoted.
5. All persons working for this Environmental management system should be given full understanding of this environmental policy through environmental education and internal information. All the persons concerned oneself should be interested in an environmental problem and be able to act. We are implementing continually our EMS policy by Internal Environmental Management Committee.

### I. Energy Conservation

Sources : Electricity, Diesel fuel, Water

#### Main objective :

To promote energy and natural resource conservation and reduce use of water, electricity & diesel fuel by developing energy management systems.

#### Operational control :

To develop energy saving programmes, better maintenance and evaluation of energy leakage.

#### Monitoring & Measurement :

Checking the actual usage of records.



Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

1. Electricity



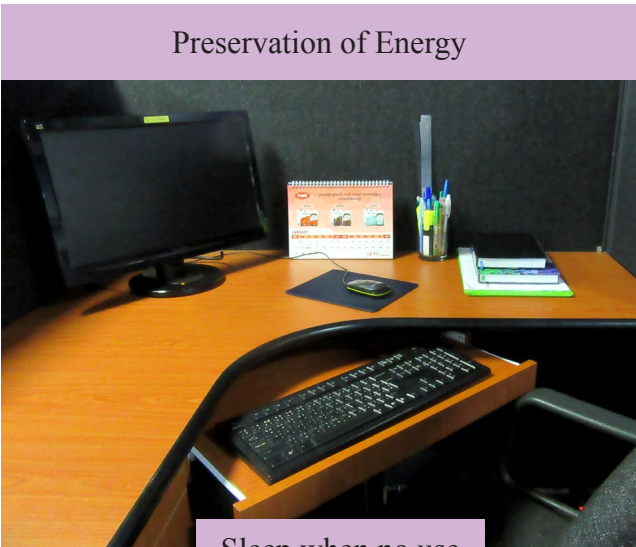
Sharing Knowledge for energy saving



Herbal drying process in Glass House



Lobby Area with Natural Light

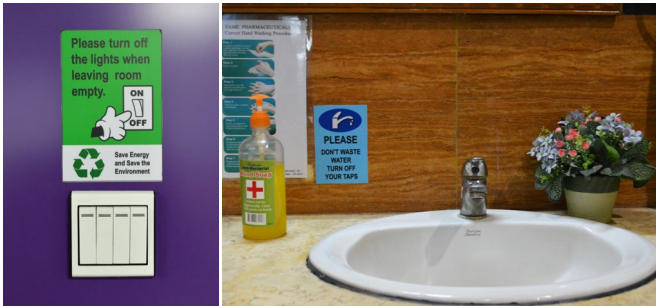


Preservation of Energy

Sleep when no use



Energy Saving with LED lights




Warning stickers for saving electricity usage and water resources



2. Diesel fuel

**Differences Between  
Pharmaceutical Grade & Industrial Grade Air Compressors**

BRAND	BOGE (30HP)	KAESER (30HP)
Country of origin	Germany	Germany
Used for	Pharmaceutical Grade	Industrial Grade
Price	USD 70,700	USD 16,258
Type	Oil free scroll Compressor	Screw Compressor
Model	EO 22	ASD 37
Sound level	64 dB (A)	66 dB(A)
Air receiver tank capacity	750 L	1000 L
Maximum pressure	8 bars	8 bars
Standard	ISO 8573-1	-
Compressed Air Quality Class	Class 0	-
Control	FOCUS Control 2	SIGMA Control 2
Filter Model & Impurity	F 36 P-Pre filter 99.925% (1µm)	Air filter
	F 36 M-Micro filter 99.999%(0.01µm)	Oil filter
	ST 35-Sterile filter 100% sterilised	Oil separator cartridge



Pharmaceutical Grade Compressor House

3. Water

**Aircon outlet  
water storage tank**



**Handwashing**



**Mopping**





## II. Soil Pollution Control

### 1.Waste Management

**Objectives :** To prevent soil pollution and pay back money from wastes

**Programmes :** Waste bin segregation, practice chemicals and oil spillage exercise

**Operational Control :** Give training to all employees about waste types and awareness of spillage response procedure.

**Monitoring & Measurement :** Monthly resale records and departmental spillage exercise records



Waste Bins



Customer information for recycling waste



Oil Spillage Exercise



## 2. Paper

**Objectives :** Prevent deforestation

**Programmes :** Communicating and reporting via intranet and internet mailing system, E-form, outlook mail, using double sided copying, reusing free sided papers

**Operational Control :** All departments use A4 paper within their limitation and don't print the paper if not necessary.

**Monitoring & Measurement :** Monthly review of departmental A4 usage





## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

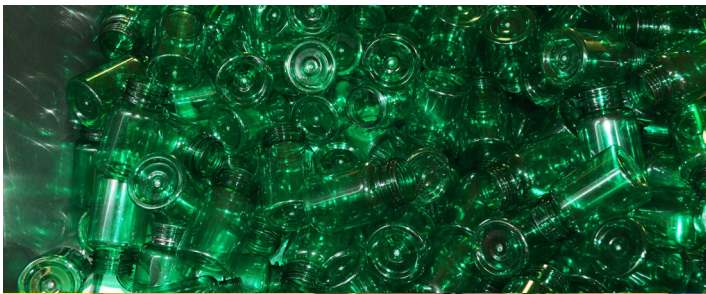
### 3. Plastics

**Objectives :** Reduce plastics as much as we can

**Programmes :** Using PET bottles, PP plastics for our product packaging and biodegradable bags in our product selling

**Operational Control :** EMS departmental checklist for plastic control and resold recyclable plastic waste to local buyer

**Monitoring & Measurement :** Plastics resale records



Using PET bottles



Packing with PP plastics



Reducing usage of plastics and substitute biodegradable bags





### III. Water Pollution Control

Statement : Waste Water Management

**Objectives :** Prevent water pollution and bad smell from drainage  
Protect death of living organisms in water due to disposal of waste water

**Programmes :** Testing of waste water from our factory

**Operational Control :** Daily site inspection and monthly cleaning of wastewater treatment tank and other devices

**Monitoring & Measurement :** Waste water test result

**ISO TECH LABORATORY**  
WTL-RE-002  
Issue Date : 01-10-2012  
Effective Date : 01-10-2012  
Issue No : 1.0 Page 1 of 1

WW1118 067

**WASTEWATER QUALITY TEST RESULTS FORM**

Client : FAME Pharmaceuticals  
Nature of Water : Wastewater (Effluent)  
Location : Hating Thar Yar Township  
Date and Time of collection : 20.11.2018  
Date and Time of arrival at Laboratory : 20.11.2018  
Date and Time of commencing examination : 21.11.2018  
Date and Time of completing : 20.11.2018

**Results of Wastewater Analysis**

Parameters	Results
pH	7.6
Biochemical Oxygen Demand (BOD) (mg/l)	30
Chemical Oxygen Demand (COD) (mg/l)	64
Dissolved Oxygen (DO) (mg/l)	1.2
Total Solids (mg/l)	591
Suspended Solids (mg/l)	38
Dissolved Solids (mg/l)	553
Water (mg/l)	1.6
Ammonia Nitrogen (NH <sub>4</sub> ) (mg/l)	14.6
Ammonium Nitrogen (NH <sub>4</sub> ) (mg/l)	15.5
Phosphate (mg/l)	4.1

Remark: This certificate is issued only for the receipt of the test sample.

Tested by : *[Signature]*  
Signature : Zee Hsin Co  
Name : B.Sc (Chemistry)  
Sr. Chemist  
ISO TECH Laboratory

Approved by : *[Signature]*  
Signature : See Chat  
Name : B.E (Civil) JEN,  
Technical Officer  
ISO TECH Laboratory

(a division of WEG Co., Ltd.)  
No.18, Lantel Road, Northweng Quarter, Insein Township, Yangon, Myanmar  
Ph: 01-640880, 09-73225175, 09-73242162, Fax: 01-644506, E-mail: techlaboratory@gmail.com, Website: weg-myanmar.com

Treated water use as gardening purpose

Treated water use as washing car

Store the treated water

Filter the impurities of waste water by sand, coconut shells and rock

**Future Plan for Waste Water Treatment :**

We already contracted with KUBOTA waste water treatment company for new machine installation



IV. Air Pollution control

Statement : Carbon dioxide emissions

- Objectives :

Protection of the health of surrounding air system and to perform positive impact on environmental air quality
- Programmes :

Fame Organic Pharming Project plan, glass house drying and natural air drying system and plantation around the factory
- Operational Control :

Inspect to all departments which apply energy conservation practices or not, practise the spillage exercise to prevent the wastage of diesel oil, check diesel pipes to impede leakage and regular maintenance of generator filter and car exhaust, use R410A aircon gas to prevent ozone depletion
- Monitoring & Measurement :

Monthly data records of carbon dioxide emission and absorption



R410A aircon gas



Glass House drying

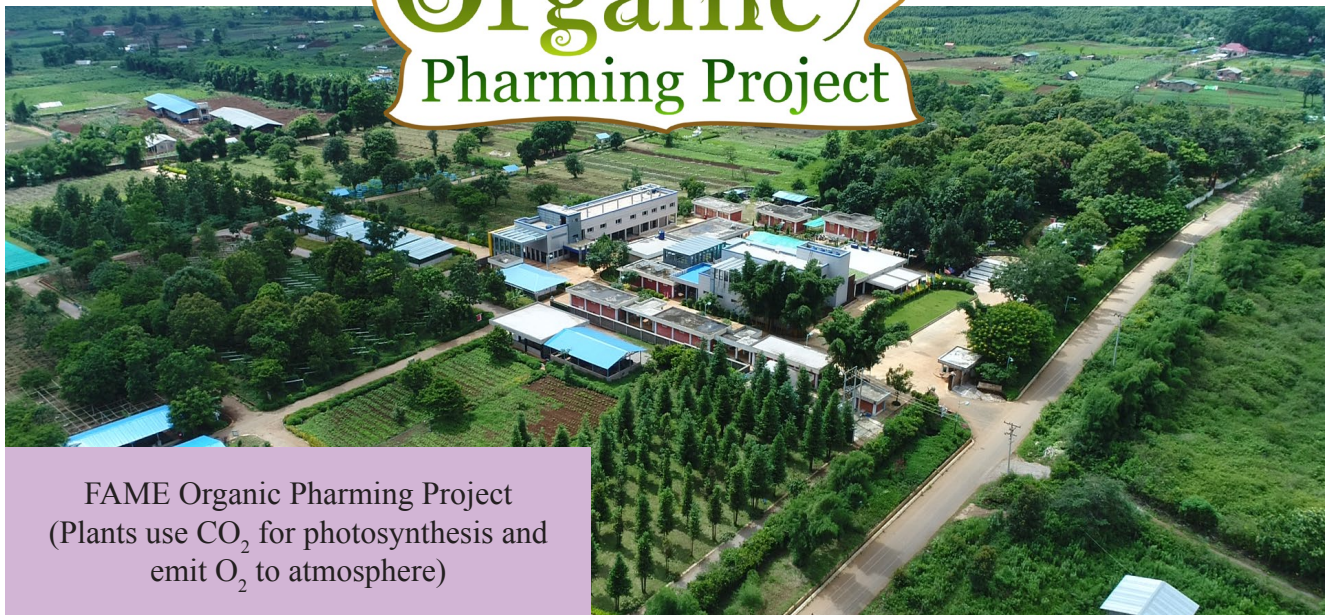


## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

We have been building a common vision for eco-innovation by implementation eco-friendly policies, programmes and practices for organizational awareness of innovative organic farming project. Thus, Fame Organic Pharming Project was first established in Pyin Oo Lwin, Mandalay in 2003. The purposes of Fame Organic Pharming Project are

1. To develop the organic Agriculture techniques in Myanmar
2. To minimize the risk of hazards to the environment
3. To conserve the endangered medicinal plants in Myanmar
4. To share the knowledge concerning with side effect of using synthetic pesticides and Genetic modified food
5. To distribute our organic raw materials and products to local markets and foreign markets

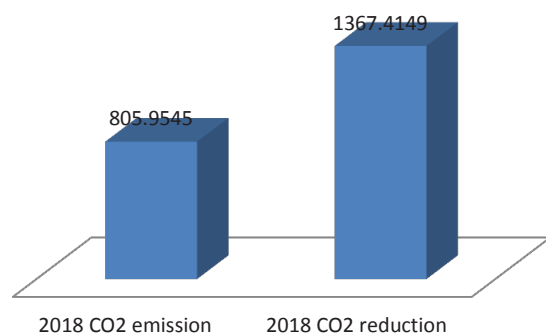
By doing Fame Organic Pharming Project, we can not only get the qualified organic raw materials but also save the environment.



FAME Organic Pharming Project  
(Plants use CO<sub>2</sub> for photosynthesis and emit O<sub>2</sub> to atmosphere)



41.1% of CO<sub>2</sub> can reduce in 2018



Comparison of equivalent CO<sub>2</sub> emission and reduction



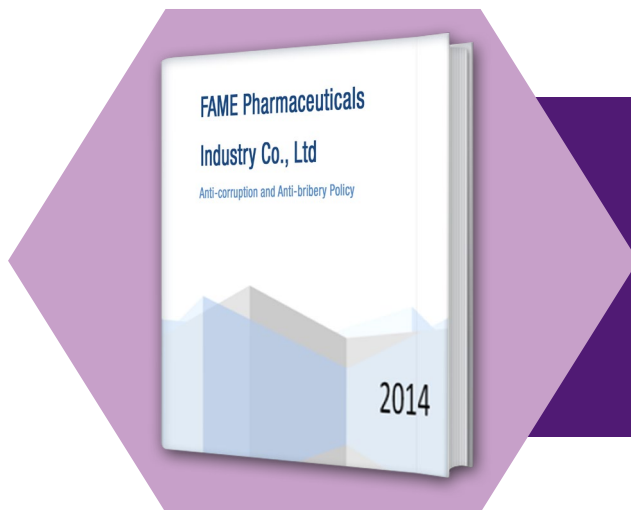
# Anti-corruption and Anti-bribery Policy

## Principle 10:

Business should work against corruption in all its forms, including extortion and bribery

## Policy Statement

FAME Pharmaceuticals has a well-established reputation in conducting all of our business in honest and ethical manners. We also take zero tolerance approach to corruption and bribery by any of our employees, third-party representatives. Furthermore, we are committed to conducting our business in all applicable laws, rules and regulations and the highest ethical standard.



## *Handbook of anti-corruption*

**Distribute this book to all departments  
for implementation of  
Anti-corruption policy**

## Implementation

We conduct training for all new employees and provide relevant training on how to implement and adhere to anti-corruption policy for all existing employees. Annually we ask all employees to formally accept conformance to this policy.

Our zero-tolerance approach to bribery and corruption must be communicated to all those who are working with us including suppliers, contractors and business partners at the outset of our business relationship with them and as appropriate thereafter.

In case of gifts and hospitality,

Employees of FAME Pharmaceuticals do not make with the intention of influencing a third party to obtain any business advantage, or to reward the provision or retention of business, or explicit or implicit exchange for benefits.

It is given openly, not secretly according to applicable national laws and conformity with Local custom.

Employees not offered to, or accepted from, government officials or representatives, or politicians or political parties.

Employees of FAME Pharmaceuticals who received appropriate gifts contribute what they received to charitable donations for vulnerable community.

## **Anti-corruption and Anti-bribery Principle**

All employees follow principles in interactions with the Government

1. FAME Pharmaceuticals will proactively seek dialogue and co-operation with the Government of Republic of the Union of Myanmar provided such engagement is necessary, appropriate and mutually beneficial to both parties.
2. FAME Pharmaceuticals will build its dialogue with Government Officials on its active involvement in and close link to civil society including Non-governmental organizations.
3. FAME Pharmaceuticals is committed to honesty and integrity when in its interactions with Government Officials, by adopting a transparent and responsible behavior, respecting all applicable local laws.
4. In their interactions with Government Officials, employees of FAME Pharmaceuticals are expected to take all reasonable steps to ensure the truth and accuracy of all statements made or information provided by them.
5. Employees of FAME Pharmaceuticals shall always identify themselves openly and correctly when representing and their specific function.
6. Employees shall not misrepresent their status or the nature of their inquiries to Government Officials nor shall they create any false impression in relation thereto.

## **Facilitation Payments and Kickbacks**

Either employees of FAME Pharmaceuticals or person acting on behalf of FAME Pharmaceuticals may not make or accept any kind of facilitation payments and kickbacks.

“Facilitation payment” is defined as payment made to a government officials to facilitate approval of some type of business transaction or activity.

“Kickbacks” is defined as “Payments made to commercial organizations in return for a business advantage, such as a payment made to secure the award of a contract”.

Employees of FAME Pharmaceuticals avoid any activity that might lead to a facilitation Payment or Kickback will be made.



## Communication on Progress of FAME Pharmaceuticals Industry Co.,Ltd.

### Donations

FAME Pharmaceuticals do not make any donation or contribution whether in cash or kind to any political parties or candidates.

As part of FAME Pharmaceuticals Corporate Social Responsibilities, we are committed to support in the development of our community therefore we accept to make charitable support and donations for the development of local people, whether of in-kind services, knowledge, time, or direct financial contributions. However, every employee of FAME Pharmaceuticals do careful to ensure that charitable contributions are not used as a scheme to conceal bribery. We only make charitable donations that are legal and ethical under local laws and practices. We, FAME Pharmaceuticals publicly disclose information of the charitable donations every time we make.



### Record-Keeping

All documentations related to anti-corruption policy are kept in Document Control Centre. Monitoring and measurement are done on Yearly basis.

We keep financial records and have appropriate internal controls in place which will evidence the business reason for making payments to third parties. Responsible persons ensure that books, records and overall financial reporting are also transparent. They accurately reflect each and all underlying transactions. We declare and keep a written record of all hospitality or gifts accepted or offered which will be subject to



Document Control Center

managerial review which is usually held twice a year.

We also ensure all expenses claims relating to hospitality, gifts or expenses incurred to third parties are submitted in accordance with our expenses policy and specifically record the reason for the expenditure. All accounts, invoices, memoranda and other documents and records relating to dealings with third parties, such as clients, suppliers and business contracts, should be prepared and maintained with strict accuracy and completeness. No accounts must be kept “of-book” to facilitate or conceal improper payments.

### Monitoring and Review

Top level management which includes Board of Directors are responsible for monitoring and measurement on the sustainable effectiveness of FAME’s anti-corruption policy and review the implementation of this policy, regularly considering its suitability, adequacy and effectiveness.

All employees are responsible for the success of this policy and should ensure they use it to disclose any suspected danger or wrongdoing.

Employees are invited to comment on this policy and suggest ways in which it might be improved. Comments, suggestions and queries should be addressed to the Board of Directors.

This policy does not form part of any employee’s contract of employment and it may be amended at any time.



### Conclusion

As FAME has a vision to create the best workplace for our employees not only in Myanmar but also in ASEAN countries, our MD manages to fulfill the requirements of the employees in various sections such as infrastructure, facilities, transportation, recreation, education, health and safety. Our MD is an innovative person and he practises the clan culture. Thus, our communication style among the colleagues is like the family type. He leads us as a mentor and guides us the more effective management style and practices as he is a well-known knowledgeable person. Therefore, our Strategy involves having the right sort of management (good at decision making) and the ability to recognize customer needs, the right resources (financial, human etc.), appropriate technological capability (ability to work with new ideas and technologies), and the products that match customer demand.



FAME increases market share through innovation, strengthening customer relationships, smart hiring practices, and acquiring competitors. Effective collective leadership will help us make the most of the opportunities, creating sustainable growth for the future. FAME with the high market share in our industries almost invariably have the most skilled and dedicated employees. Bringing the best employees on board reduces expenses related to turnover and training, and enables companies to devote more resources to focusing on our core competencies especially to meet market demand. Offering competitive salaries and opportunities is one proven way to attract the best employees. Some employees are promoted with more important duties and responsibilities. Some are transferred of department and designation to get the chance of learning related with the different job nature and external training for the development of some specific skills. We also reward Monthly and yearly attendance bonus, Special allowance for the designation and Promotion according to their contributions and performance. Furthermore, our company has Social Accountability team. MD attends monthly Social Accountability meeting and listen the voice of employees. After that, he bargains the needs and wishes of employees. Therefore, we achieved ASEAN Business Awards; SME Excellence – Employment (Country Winner) in 2018.