

# COMMUNICATION ON PROGRESS

Svizera Europe BV 2019



21<sup>st</sup> May 2019

To our stakeholders:

I am pleased to confirm that Svizera Europe B.V. 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 share this information with our stakeholders using our primary channels of communication.

Sincerely yours,

B.R.L. Ploos van Amstel

Managing Director

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## HUMAN RIGHTS

- The team of Svizera Europe believes that everybody must be treated with equality and dignity without regard to gender, color, race, place of origin, ancestry, creed, political beliefs, sexual orientation, religion, marital status, disability or age. There is a zero tolerance policy to any form of discrimination. A code of conduct is in place. Svizera Europe expects every relation inside and outside Svizera to respect the code of conduct.
- Svizera Europe BV holds a code of conduct. A statement like this is signed by an authorized person and is required as evidence of compliance with this Code of Conduct in their own company. All employees of Svizera Europe are fully aware of the Human Rights and Policies. The team respects the human rights and take all required responsibilities for the protection of human rights within the company and their environment.
- In addition Svizera Europe will take the company goals on human rights of our suppliers and freight carriers into account during the selection process. If Svizera Europe discovers that one of the employees or business relations is violating the code of conduct, this will lead to termination of the business relationship.
- Svizera Europe BV believes that awareness of social responsibility starts with the individual. Therefore we chooses to invest in the well-being and development of their own team. Every year Svizera Europe has a fund for each employee for their personal growth.
- Alongside the investment in their own team, Svizera Europe finances a school project for children in Rwanda and provides scholarships for this students. This in cooperation with the non-profit organization Omega Ministries. Together we strive for better future for the children and young adults in Rwanda. Education is also a key part for the awareness of the human rights.
- Information regarding our human rights, especially how our company deals with incidents (if applicable) as well as investigations, legal cases, rulings, fines and other relevant events regarding human rights, will be appointed in our annual report.



## LABOR RIGHTS

- ‘Child labor and forced labor should not be used in any situation. No harsh or inhumane treatment is allowed and no discrimination is practiced. Working conditions are safe, hygienic, working hours are not excessive and living wages are paid.’

As a team as well as a company Svizera Europe strives to spread this message to the companies we are working with. All of the above labor rights are also incorporated in the Code of Conduct of Svizera. For our own investigation the business relations will be visited.

- Svizera Europe ensures that we only work with manufacturers and suppliers who act on the same values regarding the labor rights as written in our Code of Conduct. Svizera will not tolerate child labor and forced labor in any situation, not even with our suppliers and manufacturers. Each manufacturer and supplier will be re-evaluated each year. If any violation occurs this will lead to immediate termination of the business relationship.
- The team of Svizera Europe consists of a multi-ethnic team. Demographics of employees are based on diversity factors such as culture, languages and habits. These differences in culture and habits give the team of Svizera Europe a wider view of the world.
- Information and cases regarding labor rights, especially how our company deals with incidents as well as investigations, legal cases, rulings, fines and other relevant events in the field of the Global Compact Labor principles, will be appointed in our annual report.



## ENVIRONMENT

- Svizera Europe is aware of the impact of their activities on the environment. As a team we do the utmost to optimize our practices to have the most beneficial effect. We strive to ensure that our manufacturers and suppliers will do the same.
- Our goal for the upcoming year is to continuously developing our new line of products which contribute to a better society and environment. Providing a solution to societal problems. For example solar and water solutions. It is our aim to find alternative sources of energy that are environmentally and economical friendly that will contribute and improve the quality of life in rural areas.
- Svizera Europe is also participating in the initiative of the City Almere to achieve a city with full recycling of all garbage in 2022 and already reduce the packaging material, to reduce garbage and high volumes during transportation.
- Within the team of Svizera Europe, we manage a paperless office. Additionally, we separate all kinds of waste for recycling. We strive to reuse products and materials, and whenever applicable we donate items which would have gone waste to end users facing a crisis situation where there is no availability for more suitable alternatives. This ensures that the total waste generated by our company is at lowest as possible.
- Svizera Europe is implementing all kinds of modifications that lead to an environmentally neutral building. We strive within two years that the company will run completely on solar energy. Thanks to our own bonded warehouse complete with a quarantine and assembly section, we have total control over the packaging and assembly of our products. Which enables us to achieve and maintain the highest quality standards. We continuously search for the best way to improve our warehouse in innovative, responsible ways.

The entire office and warehouse is equipped with LED-lighting. The skylights in the warehouse are covered with Redusol . This is a protective layer which reflects a high level of sun light.

Svizera Europe searches for the most innovative way for the shipment of our goods. We strive to deliver our products in a few shipments as possible by consolidating goods at our warehouse in The Netherlands before shipping them to the final destination. Moreover, when possible we choose suppliers and manufacturers close to our premises which results in a reduction in greenhouse gases.

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The environmental policies of our freight carriers and suppliers will be taken into account during the selection process and request our suppliers for commitment to this Code of Conduct. In addition we will advise final users how to recycle or reuse the items that remain after using our products.

- More information regarding our environmental performances, especially how our company deals with incidents as well as investigations, legal cases, rulings, fines and other relevant events in the field of our environmental performances, will be appointed in our annual report.



## ANTI-CORRUPTION

- Fraudulent and corrupt practices will me no means be tolerated by Svizera Europe. We will not accept any gifts and/or benefits from anyone with whom we're doing business with. Services, gifts and payments to any employee or agent are illegal under anti-corruption law. In addition, Svizera Europe has a zero-tolerance for corruption, bribery and extortion.
- The team of Svizera is not permitted to have any personal or family interest within our business relations, suppliers or other parties we do business with
- All mailboxes within Svizera Europe are also accessible by a ghost reader and are for that reason monitored. The bank account of Svizera Europe is double handed and monitored by a third person. With all agents there are agency agreements in place with incorporated the ethical code.
- Employees are not allowed to store any information on a local hard drive, all information is stores on the server and accessible for a limited group of persons.
- Svizera Europe is a known sender and has an AEP security and safety, the employees are trained to recognize risks. Svizera works together with other organizations to share information or carry out joint actions to discover corruption if any.
- Any form of corruption by Svizera employees or external relations will lead to immediate ending of the relationship.
- Employees are not allowed to except any personal gifts. Receipt of packages in the warehouse of Svizera Europe will always be attended by two persons
- Any cases about corruption which has to do with Svizera Europe for examples incidents as well as investigations, legal cases, rulings fines and other relevant events in this manner, will be appointed in our annual report. However Svizera Europe B.V. confirms than non-past and current litigation has taken place which Svizera Europe was or is involved.



## APPENDIX 1: LETTER OF COMMITMENT



20-4-2016

H.E. Ban Ki-moon  
Secretary-General  
United Nations  
New York,  
NY 10017  
USA

Dear Mr. Secretary-General,

I am pleased to confirm that Svizera Europe supports the ten principles of the Global Compact on human rights, labour, environment and anti-corruption. With this communication, we express our intent to implement those principles. We are committed to making the Global Compact and its principles part of the strategy, culture and day-to-day operations of our company, and to engaging in collaborative projects which advance the broader development goals of the United Nations, particularly the Sustainable Development Goals. Svizera Europe will make a clear statement of this commitment to our stakeholders and the general public.

We recognize that a key requirement for participation in the Global Compact is the annual submission of a Communication on Progress (COP) that describes our company's efforts to implement the ten principles and support any specialized UN Global Compact issue platform that our company may join at a later date. We support public accountability and transparency, and therefore commit to report on progress within one year of joining the Global Compact, and annually thereafter according to the Global Compact COP policy. This includes:

- A statement signed by the chief executive expressing continued support for the Global Compact and renewing our ongoing commitment to the initiative and its principles. This is separate from our initial letter of commitment to join the Global Compact.
- A description of practical actions (i.e., disclosure of any relevant policies, procedures, activities) that the company has taken (or plans to undertake) to implement the Global Compact principles in each of the four issue areas (human rights, labour, environment, anti-corruption).
- A measurement of outcomes (i.e., the degree to which targets/performance indicators were met, or other qualitative or quantitative measurements of results).

Sincerely yours,

Mr. Boudewijn Ploos van Amstel  
Managing Director

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We Care!