



# SHWE THAN LWIN TRADING CO.,LTD.

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## United Nations Global Compact

### Communication on Progress (COP) Report

#### Statement of continued support by Senior Vice Chairman

Date 10<sup>th</sup> July 2019

To our stakeholders:

I am pleased to confirm that Shwe Than Lwin Trading Co., Ltd. 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,

Zaw Win Tun  
Managing Director  
Shwe Than Lwin Trading Co.,Ltd.

## **Actions on Human Rights Principles**

Shwe Than Lwin Trading Co., Ltd. is in full support of the Principals of Human Rights with the intention of creating better workplace such as mutual respect, trust and understanding among the employees. Any form of discrimination or harassment relating to gender, religion, race and color is not allowed.

As a responsible Trading Company, it is committed to build good corporate governance and sustainability, transparency and accountability are the most important corporate value for us. Employees are allowed to report human rights abuses to the high levels of management without any fear.

The company organized and carried out various CSR activities. The said activities will prove that we are trying our best to achieve our goals.

## **Measurement of Outcomes**

There is no grievance and complaint with regard to Human Rights abuses in our company and its related businesses. We always listen to the voices and the opinions of our employees and stakeholders to be sure that no one is breaking Human Rights Principles in the daily performances. We reaffirm our commitment to support and respect the Human Rights Principles and refrain from involvement in Human Rights abuses.

## **Actions on Labor Principles**

There is no forced labor and child labor in our company. We always make an attempt to be in line with our commitments to labor rights. Our employees' guide book has been created with the intention of protecting all our employees against any form of situations on unfairness and inequality. Besides, Employment Contract has been prepared for the employees in which detailed information on compulsory labor and any form of labor abuses is included.

Leave allowance, the reasonable working hour and other benefits allowance such as overtime package and travel allowance are



offered to all employees. All employees of our Company are the members of Social Security Board that is a government organization and its service provides sickness allowance, maternity and work related injury allowance for its members. Ferry service for the employee has also been provided so as to commuting easily from home to work and from work to home. There is a break time for lunch and relaxation in the workplace.

Yearly salary increment and bonus payment are provided for the employees according to their performance which has been appraised by the management. There is no gender discrimination at all. We value our human resources and appreciate individual's capacity and their performance. Every Employee has an access to have adequate training in their respective occupation.

All employees have been given the right to report their grievances freely. The management including human resource department and the head of department constantly keep a close watch on the performance of each employee to be more pleasant and productive working environment.

### **Measurement of Outcomes**

There is no case of labor abuse and breach of our commitments till the date of this report. We always pay full attention to be qualified human resource and the company will comply with the principles of labor rights of the UNGC. We have decided to build up a good relation between the management of the company and the employees.

### **Actions on Environment Principles**

We offer full support for the UNGC principles in connection with the environmental responsibilities. We use energy-efficient light bulbs in the workplace to reduce energy consumption. The light and the computers or laptops and other electrical devices are switched off by the employees when they are not in use or after work.

We strive to reduce paper usage by substituting electronic communication among the internal and external network. The instructions have been given to the employees not to waste water while

using water taps and related water system and the workplace and its environment must be cleaned by dropping the litter systematically.

### **Measurement of Outcomes**

We would like to proclaim that there is no intense occurrence or serious damage to the workplace and environment caused by our business. We encourage our employees to value the environment and to follow the environmental principles in their daily life. We will implement the UNGC's Environment Principles towards sustainable development and responsible business.

### **Actions on Anti-Corruption Principle**

Our internal policy strongly states that "giving or accepting gifts or bribes to anyone or from anyone is strictly prohibited." If there is something wrong regarding bribery in the workplace, the management encourages our employees to report the case without any hesitation or fear.

We are committed to the implementation of good corporate governance based on accountability, transparency and fairness. With the aim of promoting the long-term interests of the Company, we will try to get public trust in the Company.

### **Measurement of Outcomes**

There is no report of corruption in all its forms up to now due to the effective control system. We reaffirm our commitment to comply with the Principles of UNGC in our daily business operation.