



Tropicoir®
Lanka (Pvt) Ltd.



UNITED NATIONS GLOBLE COMPACT

Communication On Progress

"Children of Today Will Make Tomorrow's World"

2018-2019



Table of Content

1-2	Who we are
3	Organizational Dash Board
4	Statement of Managing Director
5-6	CSR Model
7	Main Risk Management Procedure
7-8	How we measure the value we create
9	How we honor the UNGC principles.



Who we are,

Tropicoir Lanka (Pvt) Ltd.

Vision

To be the world's leading **sustainable coco solutions** provider.

Mission

Passionately pursue product and process innovation to ensure that our Stakeholders achieve their goals



We continue to be a focused coir growing media business since 1998 and have been promoting sustainable development by producing new and innovative uses for coir. We are a trusted global leader in providing exceptional products to our customers. Customers rely on us to deliver world-class solutions that will maximize their returns and increase their long term business success and most importantly support their sustainability goals. We always try to reach our vision by satisfying our customers.

The nature of our business dictates that the products and services we provide to customers have varying impacts on the environment, our employees and the communities in which we operate. These manifest themselves in varying degrees through the products which we export to our global customers and include:

- The production of coir growing media, much of which is sourced from many coconut plantations is itself a waste product from the desecrated coconut industry. As a consequence we are mindful of ensuring that all relevant environmental controls and proper labour practices are applied throughout our supply chain.
- The washing, drying of coir at our plants where we use of water are closely monitored to be within the stringent requirements of the environmental laws of Sri Lanka. We as a responsible company focus on reducing usage of water by 30% by 2021. The company has upgraded the existing Effluent Treatment Plant in this year and was able to reduce the consumption of water from 15% aiming at a target in 2021.
- Our operations recruit from the local community our factory is located in a rural area providing much needed employment. We therefore recognize the importance of maintaining a strong bond with the community and to support for their sustainability goals.
- Many of our employees who work in our plants are female and work with industrial machinery and equipment and we recognize the importance of providing them with the appropriate training, tools and equipment to create a safe and healthy working environment.

- The delivery of our products and services involves a high level of logistics and we therefore understand the importance of continually reviewing the routing of delivery vehicles to ensure the most efficient delivery of products throughout our entire supply chain.

further strengthening our obligations to a sustainable lifestyle is achieved through our adherence to:

- SO 9001:2015; Quality management principles which includes leadership and involvement of people to achieve our goals,
- ISO 14001:2015; Environmental management system that minimize the impact of our operations on environment, and
- SA 8000:2015; Social Accountability standard that helps to develop, maintain, and apply socially acceptable practices in the workplace.

8.3M

Revenue (USD)

85%

Employee
Retention

11%

Revenue Growth

250+

Employees

15+

(2018-2019)
CSR Projects

33+

Export Countries

Statement of Managing Director

Dinesh Fernando
Managing Director
Tropicoir Lanka (Pvt) Ltd.



I am pleased to submit the details pertaining to Tropicoir Lanka (Pvt.) Ltd. annual communication on company progress for the Sevneth (7th) consecutive year, to the United Nations Global Compact (UNGC). As previously stated we have successfully updated our policies and procedures in line with the UNGC Ten Principles. This has enabled the company to share its corporate responsibility and experiences with our local partners leading to further support in meeting with the needs of our suppliers and customers and also in integrating with UNGC goals implemented within their organizations.

Being the Managing Director I am confident and also proud of the way Tropicoir's employees use their skills, knowledge and experience to create value for communities. Their dedication and wholehearted enthusiasm for supporting our organizational goals and objectives has helped to make a tremendous impact on the people and communities around them. Their support has contributed significantly towards making a difference especially in preparing the next generation to join our workforce while adopting environmentally sustainable work practices.

During the period of 2018/2019, we have mainly focused on employee Health, Safety and Well Being, which is one of the most critical responsibilities. To strengthen the same we have published a Policy and Action Plan on Health, Safety and Well being to communicate the message to the next level

As a result, I'm pleased to report zero fatalities, a downward trend in total recordable injury frequency with the lowest injury rates. We will, of course, remain vigilant in our focus on this critical area to achieve our goal of zero accidents.

Moreover, my team and I give the assurance to always endeavour to inculcate practices derived from the UNGC principles amongst our communities thus promoting these practices in their lives as well. When I'm looking back on the previous year and paying attention to the behavior of our company, I realized that we are not just promoting the practices communicated by the UNGC. Still, we represented the principles, benefits of adopting the practices, and the importance of UNGC principles throughout our actions and achievements. The following pages describe the projects initiated by the company during the period 2018/2019 relating to the principles of the UNGC.

CSR Model



Tropicoir Corporate Social Responsibility principles

The company CSR policy is in line with the Triple Bottom Line approach which takes in to consideration Environmental and Social Factors and unifies the three pillars People, Planet and Profit.

Responsible business

- We being a responsible team commits to build and maintain trust in our community and our stake holders.

Ethics

- We recognize that ethics of our stake holders are vital to the long-term sustainability of both our company and the community which we live in.

Compliance

- We follow the rules and regulations to the expected standards and we have a mechanism to verify same.

Good corporate governance

- Our commitment also extend to our community which plays a central role in our success.

Transparency

- We are open to all stake holders and welcome the ideas of them.

Commitment to Society

- By creating strong linkages over the last decade, we forged a strong sense of civic duty and we are deeply committed to improving the living conditions in our community.

Commitment to the Environment

- We pledged to plant 100,000 coconut plants by 2021 under the program of “Anagathaya Wawamu Kapruka Rekaganimu”
- We have an objective of reducing water footprint by 50% by 2021
- We have an objective of reducing energy footprint by 75% by 2021



The key initiatives which we have undertaken during the year 2018-2019 include,

- **CSR**
 - a. Donations to the families affected by 21 April 2019 bomb blast at Katuwapitiya
 - b. Donation to Hiripitiya Church
 - c. Donation to Vishnu Dewalaya Kandy
 - d. Donation to Rajamaha Viharaya – Hettipola
 - e. Donation to build a house
 - f. Build a Sangawasa Building at Karathana Temple
 - g. Purchase of a water pump for the water tank at Anamaduwa
 - h. Donation of a Computer to MOH Kurunegala

Main Risk Management Procedure

We follow the below given policies and practice same to mitigate the risk we face.

- a. HR Policies
- b. Financial Risk Regulations
- c. Purchasing policies and procedures
- d. Quality standards i.e. ISO 9001, ISO 14001, SA 8000, GMP, RHP etc.



Risk Manages through,

- a. Communication
- b. Identification
- c. Assessment
- d. Treatment
- e. Monitoring

How we measure the value we create

Following pillars underpin everything we do. Each pillar has defined key performance indicators (KPIs) and targets that we set for the business and against which we measure our financial and non-financial performance: For our KPIs see *page 8*

Safety and Health

To do no harm to our workforce.

Environment

To minimize our impact on the environment.

Socio-political

To partner in the benefits of mining with local communities and government.

People

To create sustainable competitive advantage through capable people and an effective, performance-driven organization.

Production

To sustainably produce valuable product.

Financial

To deliver sustainable returns to our shareholders.

Key Performance Indicators

Safety and Health

Fatal Injury Frequency Rate
Total recordable injury rate
New cases of occupational diseases

Environment

Energy consumption
Water consumption
Air pollution

People

Voluntary labour turn over
Women in Management
Women in work force

Production

Per KG cost
Cost against budget
Quantity against budget

Financial

Turn over
Gross profit
EBIDTA Margin



How do we honor the UNGC Ten principles.

Our formal commitment to the UNGC and its ten principles of human rights, labor rights, environment, and anti-corruption was initially made in 2007. The following report reflects actions we took during the year 2018 and as the UNGC and its principles are further strengthened and integrated into our business.

THE TEN PRINCIPLES HUMAN RIGHTS

Principle 1:

Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2:

make sure that they are not complicit in human rights abuses Assessment, Policy and Goals

As a practice from the inception we the Tropicair, wholeheartedly acknowledge the importance of supporting and respecting the protection of internationally proclaimed human rights processes. Our policies and procedures been designed to ensure that we are not complicit in any human rights abuses. Our main human rights risks relate to our suppliers. We reduce these risks by closely managing our supply chain and only awarding contracts to a few trusted suppliers that we have worked with over the last decade that the company has been in existence. We respect the race, color, ethnicity or national origin, gender, sex, religion and political conviction of all stake holders.

Our HR Policies are in compliance with all Sri Lankan Laws and SA 8000 rules clearly stipulating the number of work hours, ages of employees and leave entitlements for all company employees. Our organization is also committed to improving the quality of education providing generous scholarships to children of all company employees to ensure a bright future for all.

Lastly with the completion of our policies and procedures, our attention now shifts to developing a supplier code of conduct in order to ensure that the values of the UNGC which have tremendously benefit us will also be experienced by our suppliers.

THE TEN PRINCIPLES LABOUR RIGHTS



Principle 3:

Businesses 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; and

Principle 6:

the elimination of discrimination in respect of employment and occupation Assessment, Policy and Goals

Our Human Resources Policies and Procedures outline importance of Human Rights of all employees and committed to upholding the conventions and recommendations of the ILO Core Conventions. A direct impact on our overall strategic performance is clear evidence of our ability to look after the well-being and development of all our people. By engaging our people we have improved our customer's satisfaction with our products and retention of employees and ultimately leading to enhanced growth prospects for Tropicair.

In addition, we invest in the development of our people's skills and in 2019 we spent approximately LKR 2.5 million on training and development all of which have helped us retain our valued employees. Further we do appreciation of our responsibility to our employees, and the importance of creating and maintaining a working environment where the basic rights of all employees are recognized.

Furthermore our anti-discriminatory criterion outlined in our HR Policies Document is in accordance with Principle 6 of the Global Compact. We also have specific practices relating to workplace health and safety in order to ensure that our employees are not forced to work in unsafe conditions. We provide all employees with compensation if injury or incidence does occur and are also currently reviewing our HR Policies so that all suppliers and business partners are made aware of our labour principles. This review reinforces our company commitment through our policies to eliminate forced labour, child labour, and employment discrimination. We will continue to refine our policies to incorporate the principles of the UNGC into all aspects of our work.

THE TEN PRINCIPLES ENVIRONMENTAL

Principle 7:

Businesses should support a precautionary approach to environmental challenges;

Principle 8:

Undertake initiatives to promote greater environmental responsibility; and

Principle 9:

Encourage the development and diffusion of environmentally friendly technologies



Respect for our environment is central to our approach to sustainable development and we continue to acknowledge the importance of our business activities supporting a cautionary approach to environmental challenges. We vigorously undertake initiatives to promote greater environmental responsibility, and encourage the development of environmentally friendly technologies. We remain fully committed to protecting the environment both through our own actions and also by working with our suppliers. By effectively planning and implementing these programs, we limit the environmental impact of our activities thereby conforming to the UNGC environmental principles.

One of our objective is to reduce water foot print and energy foot print by 50% and 50% respectively by 2021. In order to achieve same we have upgraded the Effluent Treatment plant at Tropicair Bingiriya and managed to covert the energy source. We continually engage to meet our target by 2021.

THE TEN PRINCIPLES ANTI-CORRUPTION

A person in a dark suit and white shirt is holding up their right hand, palm facing forward, in a 'stop' gesture. In front of their hand, another person's hand is holding a thick stack of US dollar bills, including several \$100 bills. The background is a plain, light-colored wall.

Principle 10:

Businesses should work
against corruption in all its
forms

Tropicoir is committed to Principle 10 of the Global Compact. Our company's HR Policies, states that employees and the employers will not engage in fraud or corruption, report any fraudulent or corrupt behavior, report any breaches of the law as well as generally accepted practices of good conduct along with understanding and applying all relevant accountability requirements. We are committed to eliminating acts or corruption, and have a zero tolerance policy for any violation of this policy.