



**MEO Jewelry Co., Ltd.**

**UN Global Compact**

**Communication on Progress**

**January 2020 - January 2021**



**MEO JEWELRY**

## Letter from the CEO

### **To Our Valued Partners and Stakeholders,**

As mindful corporate citizens, we see Corporate Social Responsibility (CSR) as an extension of our core capacities at MEO Jewelry, and we aspire to serve our planet with the same attention to detail, commitment to quality, and openness to innovation that have made our factory a manufacturing leader in the silver and gold jewelry industries. Throughout our company's history we have sought comprehensive solutions that address the interests and concerns of all stakeholders in the supply chain, maintaining a commitment to environmentally-friendly production, best business practices, and sustainable growth through a series of policies, initiatives, and partnerships.

It is with this commitment to a more sustainable future in mind that MEO Jewelry became a signatory member of the UN Global Compact in January 2020. The UN Global Compact's Ten Principles and orientation towards achieving the UN's Sustainable Development Goals align perfectly with our company's own aim to serve as a model for the promotion of human rights, practice of responsible environmental stewardship, adherence to labor rights protocols, and opposition to corruption.

The global COVID-19 pandemic has undoubtedly made this past year a challenging one for our company, partners, fellow community members, and other stakeholders. At the same time, such a monumental event has also offered us an opportunity to reflect upon our operations within our firm, our presence in the supply chain, our impact upon our local community, and our role in the wider world. We consider ourselves fortunate to have entered this unprecedented period of trial and transformation with the UN Global Compact as a guide. The Ten Core Principles and Sustainable Development Goals have provided a comprehensive framework by which we have been able to evaluate the needs of our stakeholders during these difficult days, calibrate our CSR platform towards helping local communities hardest hit by the pandemic, and maintain a business model that is efficient, sustainable, and ethical.

As an innovative, dynamic, agile SME, we at MEO Jewelry recognize our unique position to drive change forward as a new member of the UN Global Compact. We hope that our valued partners and associates



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will support us in this important and rewarding commitment, learn more about the UN Global Compact's Ten Principles and the UN's Sustainable Development Goals, and consider how they might further support UN Global Compact's pathbreaking mission to promote sustainable growth within our industry that benefits all stakeholders.

What follows is our own Communication on Progress (COP) for the reporting period from January 14, 2020 to January 13, 2021, in which we describe our work as a new member of the UN Global Compact at the Signatory Level.

Mr. Somsak Prasansapakit  
CEO & Managing Director  
MEO Jewelry Co., Ltd.



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## **Communication on Progress (COP) for January 14, 2020 - January 13, 2021**

### **The Year at a Glance**

#### **Responsible Jewellery Council Membership**

We are happy to announce that, after a period of thorough self-assessment, followed by a third-party audit process, MEO Jewelry became a member of the Responsible Jewellery Council (RJC) in August 2020.

The RJC is widely regarded as one of the global jewelry industry's most comprehensive standards initiatives. The organization serves as a dynamic platform for stakeholders throughout the jewelry supply chain, and members abide by the RJC's Code of Practices (COP), which affirms their commitment to ethical manufacturing, environmental sustainability, anti-corruption, and human rights. Last revised in 2019, the RJC COP is a living document that maintains a robust program of best practices for the silver and gold jewelry industries. Furthermore, the RJC COP's guiding principles have been carefully formulated so that they are aligned with the UN's Sustainable Development Goals and various OECD guidelines. We thus completed the extensive process of self-assessment and the third-party audit for RJC membership with both the 2019 RJC COP and the UN Global Compact's Ten Principles in mind.

#### **MEO Jewelry's SHINE Initiative**

Debuted this year, MEO Jewelry's SHINE (Social, Holistic, Innovative, Natural, Enterprise) initiative is a coordinated, all-encompassing scheme to ensure our factory's responsible manufacturing, community engagement, and environmental sustainability. Our company aims to serve as a living laboratory for developing, testing, and implementing solutions that address some of the most challenging bottlenecks that inhibit the jewelry industry's progress towards greater environmental sustainability and more ethical business practices. MEO Jewelry's SHINE initiative continually analyzes our factory's processes and the greater value chain in order to actively seek out further opportunities to reduce our carbon footprint, enhance our contribution to the community, and redirect resources towards alternative uses.



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## **Responding to the Global COVID-19 Pandemic**

COVID-19 has posed unprecedented epidemiological, economic, and social challenges for individuals, firms, and societies worldwide. In the face of this tragic circumstance, we at MEO Jewelry have made every effort to safeguard the health, economic security, and social wellbeing of our community, including our employees, their families, our business partners, our neighbors, and other stakeholders.

Indeed, a crisis such as this year's global pandemic serves as a reminder of how interconnected and interdependent we all are, and how pervasive global problems demand comprehensive global solutions. We strive to play our part at the level of our firm through our SHINE CSR initiative, at the level of our industry through our membership in the Responsible Jewellery Council, and at the level of our global community through our membership in the UN Global Compact.

## **Human Rights**

### **Assessment, Policy, and Goals**

MEO Jewelry maintains a comprehensive human rights policy, which is announced by the company's managing director, sent to business partners, and communicated to employees by the company's human resources supervisor. This human rights policy has been formulated in accordance with the best practices outlined in the Universal Declaration of Human Rights, OECD due diligence guidelines, and other UN conventions.

MEO Jewelry's human rights policy is included in the company's Supplier Code of Conduct, which is reviewed and signed by all suppliers, and in the company's Product Disclosure Policy, which is reviewed and signed by all customers.

Within the company, MEO Jewelry's human rights policy is communicated to staff during trainings and posted on a message board in a common staff area. This information includes details about a grievance mechanism and remediation process for employees, as defined by company policy.



## **Implementation**

As a new member of the UN Global Compact network and the Responsible Jewellery Council, MEO Jewelry reviewed and revised its human rights policy in order best reflect the principles of these two important international organizations, including the Ten Principles of the former and the Code of Practices of the latter.

During the reporting period, MEO Jewelry conducted human rights due diligence to assess both the actual and potential impacts of its operations and business upon the human rights of parties both within the company and elsewhere in the supply chain. This assessment included communicating the most recent human rights policy to suppliers and customers by sending and reviewing the Supplier Code of Conduct and Product Disclosure Policy documents.

## **Measurement of Outcomes**

During the reporting period, no human rights-related grievances were reported at MEO Jewelry.

The company collected, verified, and archived Know-Your-Customer (KYC) data related to human rights from all relevant stakeholders in the supply chain.

MEO Jewelry's human rights policies and the relevant records and documents were reviewed by a third-party auditor in the process of the company's Responsible Jewellery Council membership certification. This auditor also conducted individual and group interviews to assess the knowledge and implementation of the company's human rights policies among factory staff.

## **Labour**

### **Assessment, Policy, and Goals**

MEO Jewelry's workplace labor policies fully support the ILO Core Conventions, the UN Global Compact Labour Principles, and other relevant guidelines and regulations in support of workers' rights, freedom of association, and collective bargaining, and in opposition to child labor, forced labor, and workplace discrimination.



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MEO Jewelry's labor rights policy is included in the company's Supplier Code of Conduct, which is reviewed and signed by all suppliers, and in the company's Product Disclosure Policy, which is reviewed and signed by all customers.

The company does not hire employees under the age of 18, and the ages of employees are verified, with copies of ID cards kept on file. MEO Jewelry also does not use labor recruiters or similar agencies. Working days, working hours, and compensation rates are specified in the employment contract that is signed by employer and employee. All employees are enrolled in Thailand's Social Security system, and the relevant contributions to the Social Security fund are paid on a monthly basis. Recruitment announcements are not based on sex, race, religion, or other forms of discrimination.

Information about labor rights policies, the prohibition of harassment, forced labor, workplace threats, and violence are clearly posted in a common staff area and communicated by human resources staff. This information also includes details about a grievance mechanism and remediation process for employees, as defined by company policy.

### **Implementation**

As a new member of the UN Global Compact network and the Responsible Jewellery Council, MEO Jewelry reviewed and revised its labor rights policy in order best reflect the principles of these two important international organizations, including the Ten Principles of the former and the Code of Practices of the latter.

During the reporting period, MEO Jewelry conducted labor rights due diligence to assess both the actual and potential impacts of its operations and business upon the labor rights of parties both within the company and elsewhere in the supply chain. This assessment included communicating the most recent labor rights policy to suppliers and customers by sending and reviewing the Supplier Code of Conduct and Product Disclosure Policy documents.



### Measurement of Outcomes

These policies, contracts, timesheets, payment records, overtime payment records, and tax payment records were also reviewed in the process of the Responsible Jewellery Council audit. The auditor verified these details by individual and group interviews during the RJC certification process.

During the reporting period, no labor rights-related grievances were reported at MEO Jewelry.

The company collected, verified, and archived Know-Your-Customer (KYC) data related to labor rights from all relevant stakeholders in the supply chain.

## Environment

### Assessment, Policy, and Goals

MEO Jewelry maintains a comprehensive environmental policy, which is announced by the company's managing director, sent to business partners, and communicated to employees by the company's human resources supervisor. This environmental policy has been formulated in accordance with the best practices outlined in the UN Global Compact's Ten Principles, the UN Sustainable Development Goals, the 4 R's (Reduction, Reuse, Recycling, and Recovery) approach to sustainable business practices, and the company's own robust platform for sustainable jewelry manufacturing.

MEO Jewelry's environmental policy is included in the company's Supplier Code of Conduct, which is reviewed and signed by all suppliers, and in the company's Product Disclosure Policy, which is reviewed and signed by all customers. The factory remains dedicated to manufacturing environmentally-sustainable products, offering production in recycled silver and recycled gold, as well as compostable product packaging as eco-friendly options.

Within the company, MEO Jewelry's environmental policy is communicated to staff during department-specific trainings and posted on message boards in the relevant departments. Many waste products are retrieved by certified third-party contractors that specialize in the treatment and recovery of industrial materials.



### **Implementation**

During the reporting period MEO Jewelry conducted staff trainings that covered the proper separation and disposal of different waste products in accordance with the company's new environmental policy. The company also launched programs to recycle or recover various materials used in production, and to encourage the more efficient use of electricity and water throughout the factory.

MEO Jewelry also engaged with its customer base to educate clients about the availability of recycled metals and compostable packaging as options that could allow them to reduce their environmental impact. Finally, the company launched its SHINE (Social, Holistic, Innovative, Natural, Enterprise) initiative, a robust CSR program that prioritizes sustainable manufacturing and responsible environmental stewardship.

### **Measurement of Outcomes**

During the reporting period, MEO Jewelry monitored and reported on the levels of wastes, electricity consumption, and water usage each month, per production output. The factory also issued a comprehensive environmental impact assessment, covering the activities of all relevant departments.

MEO Jewelry's environmental policy and the relevant records and documents were also reviewed by a third-party auditor in the process of the company's Responsible Jewellery Council membership certification.

## **Anti-Corruption**

### **Assessment, Policy, and Goals**

MEO Jewelry maintains a zero-tolerance policy for corruption, bribery, trading of influence, abuse of functions, money laundering, the finance of terrorism, and extortion, and fully supports the UN Convention against Corruption in its stated aim to combat all forms of corruption and encourage best business practices. This policy is announced by the company's managing director, sent to business partners, and communicated to employees by the company's human resources supervisor.

MEO Jewelry's anti-corruption policy is included in the company's Supplier Code of Conduct, which



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is reviewed and signed by all suppliers, and in the company's Product Disclosure Policy, which is reviewed and signed by all customers.

### **Implementation**

As a new member of the UN Global Compact network and the Responsible Jewellery Council, MEO Jewelry reviewed and revised its anti-corruption policy in order best reflect the principles of these two important international organizations, including the Ten Principles of the former and the Code of Practices of the latter.

During the reporting period, MEO Jewelry sent revised Supplier Code of Conduct and Product Disclosure Policy documents for the review and signature of the company's suppliers and customers, respectively. The company also educated its staff on best practices in order to combat corruption among all relevant stakeholders.

### **Measurement of Outcomes**

During the reporting period, no high risk transactions were identified between the company and any of its stakeholders, including suppliers of materials, business partners, and clients. All transactions with suppliers, customers, and other partners were done by traceable transfer and check payments, with no cash payments made.

MEO Jewelry's anti-corruption policy and the relevant records and documents were also reviewed by a third-party auditor in the process of the company's Responsible Jewellery Council membership certification.