

**UN GLOBAL COMPACT
COMMUNICATION ON
PROGRESS**

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TO ALL OUR STAKEHOLDERS

OUR REF:


06th April 2021

RE: UN GLOBAL COMPACT – COMMUNICATION ON PROGRESS

I am pleased to confirm that Polucon Services Kenya Limited 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 sharing this information with our stakeholders using our primary channels of communication.

Sincerely yours,


Dominic Mureithi Mathenge
Managing Director,
Polucon Services Kenya Limited



DESCRIPTION OF ACTIONS

HUMAN RIGHTS

- ✚ At Polucon Services Kenya Limited, we have ensured all workers work in a safe environment through frequent risk identification and controls. In the context of COVID – 19, we have ensured that all our employees are adequately catered for in terms of hygiene, physical spacing, as well as ensuring the provision of face masks and other necessary PPEs
- ✚ As a company we have several policies in place to ensure upholding of all human rights at the work place. This includes but is not limited to our sexual harassment policy, in place to ensure all genders work in a comfortable work environment. We also have a policy to ensure that there is no discrimination in race, religion, gender, or colour.
- ✚ We have additionally ensured that all our employees have the right personal protective equipment to enable work at minimal risks from chemical and gaseous exposure.
- ✚ At Polucon we are quick to ensure that our personnel are a cohesive team that ensures individuals treat each other equally, with respect and courtesy.

LABOUR

- ✚ Polucon Services Kenya Limited is an equal opportunity employer. As a company we have ensured that we hire employees who have reached the employable age without having to dictate to anyone of them to work with us.
- ✚ As a company we have ensured all our employees are paid as and above the market rate to remain competitive as well meet the criteria on the minimum wage.
- ✚ All our decisions at Polucon regarding salary reviews, promotions and transfers are undertaken after a thorough and 360-degree performance review which is highly objective.

ENVIRONMENT

- ✚ As an ISO 9001:2015 certified company, we ensure that we are continuously developing best working practice for all of our operations. We have therefore minimized the use and ensured safe handling and storage of chemicals and other dangerous substances both at our premises and during client visits in compliance with industry best practice guidelines
- ✚ Polucon ensures that emergency procedures are in place to prevent and address accidents affecting the environment and human health.
- ✚ We also avoid environmental damage via regular maintenance of all our processes and environmental protection system. In addition, we are designated by the National Environment Management Authority (NEMA) to check and ensure the environmental compliance of our clients.



ANTI-CORRUPTION

- ✚ Polucon tolerates ZERO corruption and to this end we have actively sought registrations in several anti-corruption and anti-bribery compliance organizations such as Trace International, The Blue Company which is a local initiative and most recently we are in support of the UN Global Compact and all of its principles as a signatory member.
- ✚ Some of these organizations perform annual due diligence on our company, to confirm that we are adhering to internationally accepted guidelines on bribery and corruption in all its possible forms. Compliance to these bodies is consistently communicated to all our personnel.
- ✚ Polucon personnel are aware of the need to assess the risk of corruption when doing business either with clients and through our suppliers.
- ✚ Additionally, we have intentionally set out policies, principles and guidelines that are communicated clearly and consistently to our team as well as externally to all our clients, suppliers, stakeholders and interested parties alike whereby we mention our stand on corruption and ethical behavior.
- ✚ This is communicated verbally as well as through all our electronic communication i.e. emails, website, social media etc.

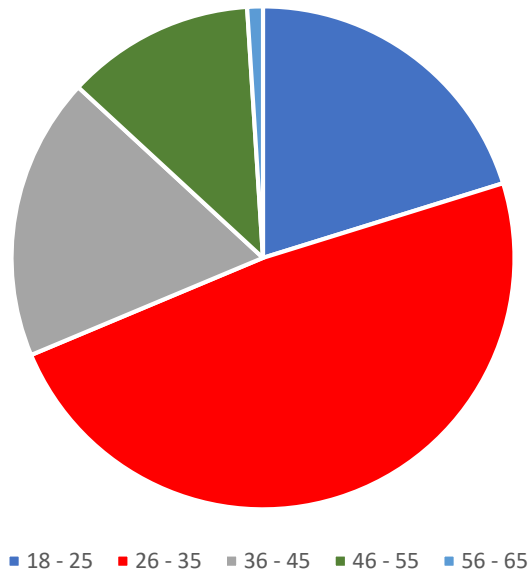
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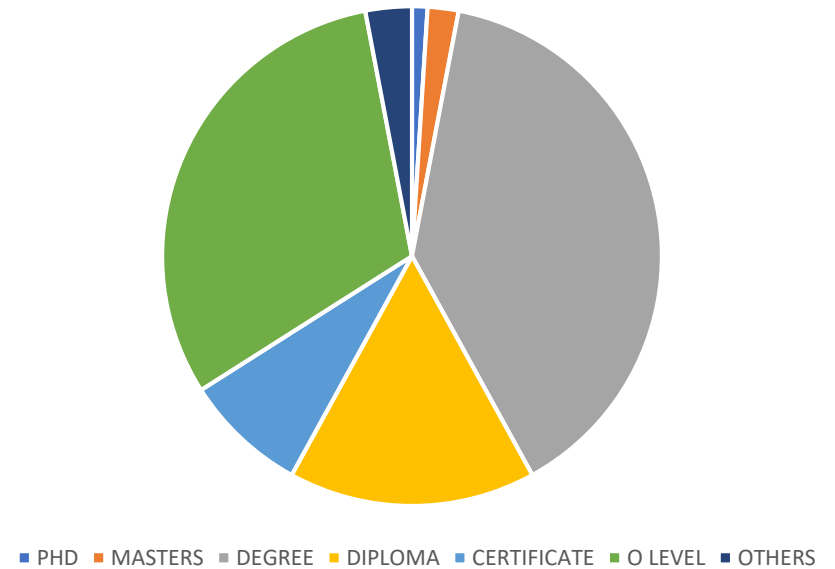
MEASUREMENT OF OUTCOMES

- ✚ **Demographics of management and employees broken down by diversity factors (e.g., gender, ethnicity, age, etc.)**

STAFF AGE



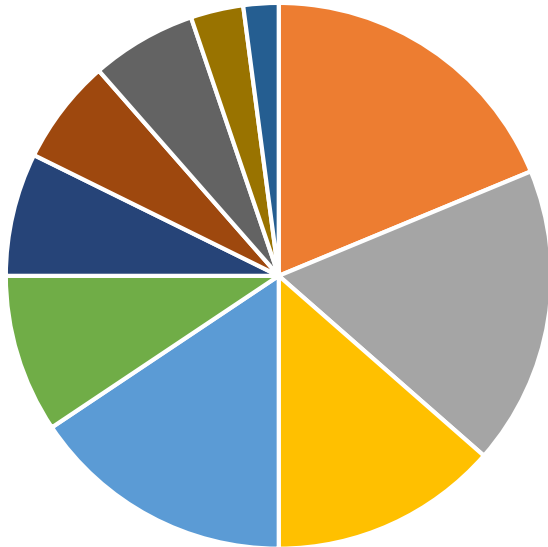
STAFF QUALIFICATION



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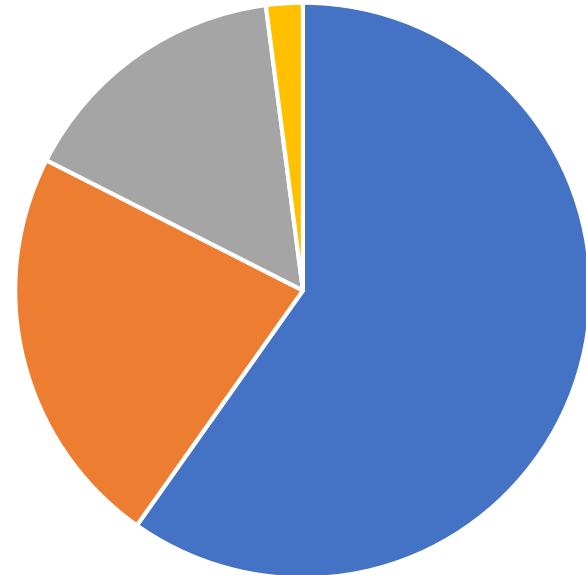


ETHNICITY



■ ETHNICITY ■ KAMBA ■ MIJIKENDA ■ LUO ■ KIKUYU ■ TAITA
 ■ LUHA ■ KALENJIN ■ KISII ■ MERU ■ EMBU

EMPLOYEE STATUS

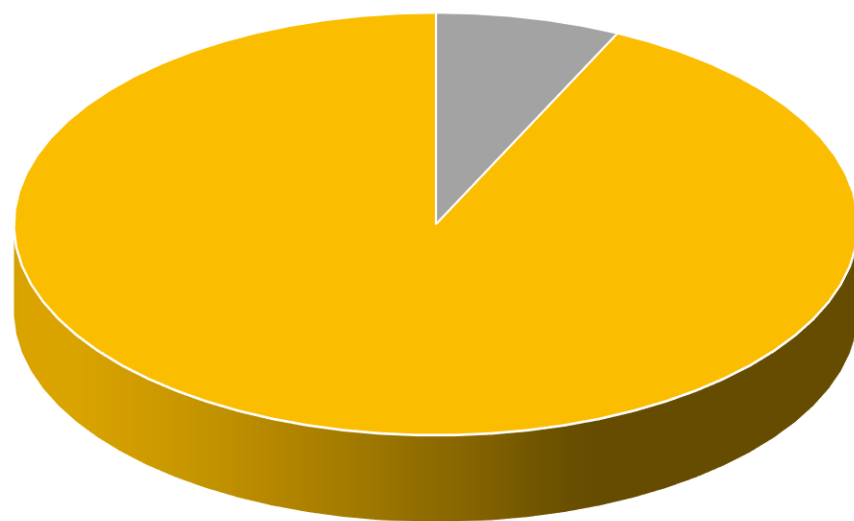


■ PERMANENT ■ CONTRACTUAL ■ CASUALS ■ INTERNS

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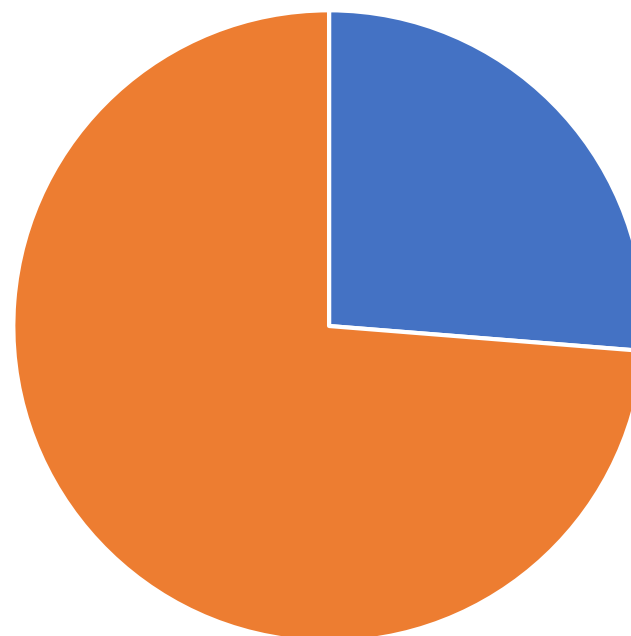


AFFILIATION



■ AFFILIATION ■ MUSLIMS ■ CHRISTIANS

STAFF GENDER



■ FEMALE STAFF ■ MALE STAFF