United National Global Compact: Communication on Progress 3 October 2020 to 3 October 2021

Zeya & Associates Company Limited

Tax ID: 194825072

Energy, Healthcare, Industry & Reforestation

Table of Contents

Message from Our Chairman/ CEO	1
United Nations Global Compact Human Rights Principles	2
United Nations Global Compact Labor Standards Principles	9
United Nations Global Compact Environmental Principles	14
United Nations Global Compact Anticorruption Principles	20



Date: 2 October 2021 Ref: 001/ UNGC/ 2021

H.E. António Guterres Secretary-General United Nations New York, NY 10017

Dear Mr. Secretary-General

We, Zeya & Associates Co., Ltd. (RGK + ZNA Group) support the ten principles of the UN Global Compact on human rights, labor, 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 goal of the United Nations, particularly the Millennium Development goals, Zeya & Associates Co., Ltd. (RGK + ZNA Group) will make a clear statement of this commitment to our stakeholders and the general public.

This is the seventh Communication on Progress as we have joined since 7 October 2014.

We have been pursuing the rules, regulations and notifications on COVID 19 Epidemic besides keep on supporting healthcare sector and people who are facing difficulties. We have awareness of advancement of responsible business practices is essential for recovery from the COVID-19 pandemic and long-term corporate competitive advantage.

We will keep continuing our best to blend the Global Compact and its principles into our business strategy, culture and daily operations. Moreover, to fight global warming and climate change, we start reforestation to rebuild habitats and degradation.

We are pleased to share this information with our stakeholders using our channels of communication.

Sincerely yours

Zeya Thura Mon Chairman/ CEO

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United Nations Global Compact Human Rights Principles

"At Zeya, we believe that discrimination and equal opportunities are great important things to the management of our employees in real life. Our obligation to non-discrimination in human right policies applies to all aspects of employment, including advertisements, recruitment and selection programmes, access to training, promotion, disciplinary procedures, redundancy and dismissal."

We also commit to provide a safe and healthy working environment for all employees and our visitors.

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

We strongly respect and support the **human rights** with applicable international and national practices. We do act with due diligence to avoid infringing the rights of others. We persist to enforce our Standard human right policies that safeguard non-discrimination or equal opportunities to the management of our employees based on equal access to benefits and fair treatment.

We support **Social Rights** which are the rights a person should expect from living in a society, such as the right to healthcare and education, food, water, housing. We have awareness that Human Rights starts from birth and cannot be taken away.

We strongly believe that discrimination and equal opportunities are great important things to the management of our employees in real life. Our obligation to non-discrimination in human right policies applies to all aspects of employment, including advertisements, recruitment and selection programs, access to training, promotion, disciplinary procedures, redundancy and dismissal.

We also pursue The Social Security Law which was enacted in 2012 in Myanmar. According to Social Security Law, 2012, we enforce to enjoy more security in social life and health care for our employees who are major productive force of the Company and State.

We commit to provide a safe and healthy working environment for all employees and our visitors.

We have a practice on assisting Cultural Rights, which encompass many activities such as right to eat, wear clothes, marry, celebrate events and so on.

Implementation

The main business stream of Zeya is Engineering, though, 23% of our workforce is women and the pay level and structure of workforce is depend on their respective skills and merits regardless of gender, giving equal opportunities to the women workforce for promotion, transfer and training and also increasing the opportunities for women to participate in management level to implement "Gender Equality as a Human Right".

To develop skills requirements of our people, we provide educational assistance and financial supports to the every employees in our company, their families members and the families those who are in difficulties.

We make sure that all staff understand that safety is everybody's responsibility. We provides all employees with Health & Safety workplace training programs to cover both general and function specific Health and Safety knowledge. We also takes care not only health and safety of our employees but also clients, contractors and visitors to our offices and events.

We work with governments, law firms and NGOs to institute policies to help better protect individual's right to privacy. We closely perform with Hospitals, Health Care organizations, Charity Organizations, Border Areas Development Association and local societies.

We keep on assisting Border Areas Development Association (BDA). BDA has launched a Microfinance Company and supporting farmers in Upper Myanmar.

We has signed Memorandum Of Understanding (MOU) with AYA Bank for AYA HOME LOAN SCHEME in which all staff from our organization could purchase home with special rate since 2 April 2018.

We spent more than MMK 832,706,596 for donating Hospitals, Clinics for healthcare and improvement activities between October 2019 and end of September 2021. We donated cash, PPEs, medical equipment, air-conditioning systems to COVID-19 Quarantine Centers, Hospitals and Health care Centers.

Besides, we have provided a 6-storey building and Lotus Guest House with 16 rooms as a temporary residence for front line doctors and health care professionals who are fighting against COVID-19 epidemic. Total donation amount was MMK 218,200,000.

U Zeya Thura Mon, Managing Director and Daw Khine Khine Myint, Deputy Managing Director of Zeya & Associates Co., Ltd supported for Capacity Building Program organized by Directorate of Investment and Company Administration (DICA) from 17-05-2021 to 19-05-2021.

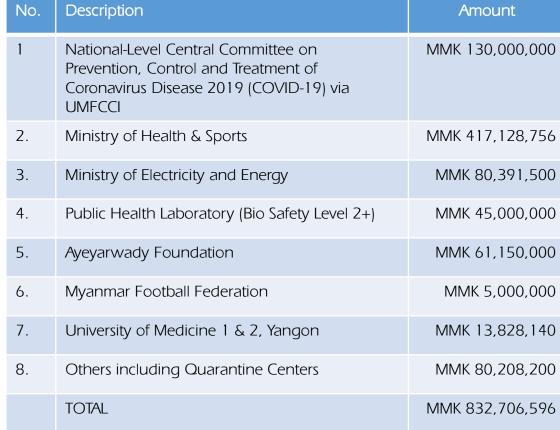
Donation for prevention and control of COVID - 19 in Myanmar (April 2020 to Sept 2021)























Donation of Doctors' House

RGK+Z&A Group donated a 6-storey building, Shwe Hnin Si House with 21 rooms and Lotus Guest House with 16 rooms (2 people stay in one room) as a temporary residence for frontline doctors & healthcare professional who are fighting against COVID-19 during COVID-19 period.

Total donation amount - MMK 218,200,000











COVID-19 Antibody Blood Donation Campaign

Zeya & Associates families and friends have successfully implemented the campaign of COVID-19 Antibody Blood Donation under the leadership of Chairman from 10-09-2021 at National Blood Bank. Under this campaign, the members of Z&A will donate blood on every Saturday.



Together We Fight COVID-19

COVID-19 Antibody Blood Donation Campaign

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COVID-19 Antibody Blood Donation Campaign





Supported for Capacity Building Program organized by Directorate of Investment and Company

Administration (DICA)



U Zeya Thura Mon, Chairman and Daw Khine Khine Myint, Deputy Managing Director of Zeya & Associates Co., Ltd supported for Capacity Building Program organized by Directorate of Investment and Company Administration (DICA) from 17-05-2021 to 19-05-2021. U Zeya Thura Mon provided training for Leadership Capital and Negotiation Skill and Daw Khine Khine Myint provided training for Human Resource Management and Development.

We provided 2 awards for the best essay writing of "This I Believe" and 3 consolation awards. Total awarded amount is USD 275.













Measurement of outcomes

We accomplish periodic review of results by management team and the results show there is no case of human right violations, complaints and breaches during this report period. The areas reviewed were Working Condition and Hours, Employment Status, Employee Benefits Programs, Training Development, Performance. And the period is October 2020 to end of September 2021.

In order to keep RGK+Z&A Group a COVID-19 disease free workplace, we have formed a Z&A COVID-19 Fight Team since 29 March 2020. **100%** of staff have been vaccinated.

We have the awareness of right to education, thus our Education Supports for 2021 - 2022 Academic year have been planned. Due to COVID-19 pandemic, schools are temporarily closed. We hope we will be able to support near future. Below is the budget plan for 13th Education Support (2021-2022 Academic Year).

				Cash						Cash	Supporting/	
No.	ltems	Student s	Per pax, MMK	Total Cash amt., MMK	Book (3 do조)	Pencil (1 doz)	Lunch box + Bottle	Face Mask	Materials Cost, MMK/ pax	Total Materials Cost, MMK	+ Materials, MMK	Student MMK
1	KG	13	250,000	3,250,000	10,000	1,560	7,800	0	19,360	251,680	3,501,680	269,360
2	1st Standard	12	200,000	2,400,000	10,000	1,560	7,800	0	19,360	232,320	2,632,320	219,360
3	2nd Standard	9	200,000	1,800,000	10,000	1,560	7,800	0	19,360	174,240	1,974,240	219,360
4	3rd Standard	6	200,000	1,200,000	10,000	1,560	7,800	0	19,360	116,160	1,316,160	219,360
5	4th Standard	9	200,000	1,800,000	10,000	1,560	7,800	0	19,360	174,240	1,974,240	219,360
6	5th Standard	4	200,000	800,000	10,000	1,560	7,800	0	19,360	77,440	877,440	219,360
7	6th Standard	1.1	200,000	2,200,000	10,000	1,560	7,800	0	19,360	212,960	2,412,960	219,360
8	7th Standard	1.1	200,000	2,200,000	10,000	1,560	7,800	0	19,360	212,960	2,412,960	219,360
9	8th Standard	9	300,000	2,700,000	10,000	1,560	7,800	3,000	22,360	201,240	2,901,240	322,360
10	9th Standard	3	300,000	900,000	10,000	1,560	7,800	3,000	22,360	67,080	967,080	322,360
11	10th Standard	8	300,000	2,400,000	10,000	1,560	7,800	3,000	22,360	178,880	2,578,880	322,360
12	Waiting matriculation exam res	2	400,000	800,000	10,000	1,560	7,800	3,000	22,360	44,720	844,720	422,360
13	University - 1st Yr	3	400,000	1,200,000	10,000	1,560	7,800	3,000	22,360	67,080	1,267,080	422,360
14	University - 2nd Yr	7	400,000	2,800,000	10,000	1,560	7,800	3,000	22,360	156,520	2,956,520	422,360
15	University - 3rd Yr	3	400,000	1,200,000	10,000	1,560	7,800	3,000	22,360	67,080	1,267,080	422,360
16	University- Final Yr	2	400,000	800,000	10,000	1,560	7,800	3,000	22,360	44,720	844,720	422,360
	Student Total	112	Cash Total	28,450,000						2,279,320	30,729,320	ммк

Grand Total Cost KG- University Fianal Yr.

22,267.62 US\$

United Nations Global Compact Labor Standards Principles

"The long-term sustainability of our company is heavily dependent on our people and our people is a key source of competitive advantage and ultimately, profitability. We do need to sure that our workforce has the right mix of people, with appropriate skills and experiences, allowing the business to compete effectively and innovatively. We view our people as a business asset, rather than just a cost."

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 labor;

Principle 5

the effective abolition of child labor; and

Principle 6

the elimination of discrimination in respect of employment and occupation.

Assessment, Policy and Goals

Zeya supports freedom of association and, where applicable, recognize the right to collective bargaining. We make disclosure of standard operating procedures and job descriptions through our employee handbook, create an open and a favorable work environment. We have an obligation to respect, protect and fulfill economic, social and cultural rights. Staff members want to work for an organization that encourages and respects individuals, and this is one of our core values across the Zeya network. We have a strict policy regarding with not employing child labor. Our organization prohibits sub-contractors not to employ child labor. Our Company's Human Capital Manual clearly reveals that it covers policies concerning employee rights and responsibilities, compensations and benefits.

Implementation

We understand that by putting effective anti-discrimination and anti-harassment procedures in place in business, we can improve productivity and increase efficiency.

We uphold a dignity at work policy which aims to foster and atmosphere of mutual respect in which staff can feel accepted, able to work with dignity and to their full potential and embrace the benefits which diversity can bring.

We have been finding out the opportunity to deepen implementation of the Women's Empowerment Principles and strengthen their contribution.

We do not recruit any person who is under the age of 18.

We also send staff abroad to attend trainings regarding with technical, management and secretarial skills. We support the staff who are learning Post Graduate Diplomas, such as Diploma in Business Law, Diploma in International Law.

We perform financial support for homes for employees as well as health care. According to rules and regulations, we allow staff to take maternity leave, paternity leave and so on. Employees can go to the hospitals (Victoria, Asia Royal, SSC, Aung Yadanar Hospital and so on) for their health care and they can re-claim the expenses according to the principles. We do not execute any discrimination on the basis of racial or ethnic origin in relation. We do not assign any child labor (or) forced labor in our organization. We pursue employ equal opportunity standards, besides offering a healthy lifestyle workplace and appropriate requirement.

23% of our workforce is women and we give the same opportunities to our women workforce in respect of employment and occupation including advertisements, recruitment and selection programmes, access to training, promotion, disciplinary procedures, redundancy and dismissal.

Measurement of outcomes

We performed a 40% random check in all working sites including sub-contractor sites and there was no child labor and force labor. We found out that all employees are above 18 years old.

According to the feedback from the staff, they satisfy the health care system.

We view our people as a business asset, rather than just a cost. The below is the total training investment in our people up to the reported period.

Zeya & Associates has offers online Capacity Enhancement programs during 2020 as follows:

Module	Leadership Development Programme	Programme Date
1	Transformational Leadership for COVID Crisis	27-28 June 2020
2	Work From Home and Human Resource Management	11-12 July 2020
3	Time and Stress Management	25-26 July 2020
4	Wining Customers during COVID Crisis	08-09 August 2020
5	Financial Literacy for Business Leaders	22-23 August 2020
6	Soft Skill Development for Business Leaders	05-06 September 2020
Module	Social Development Programme	Programme Date
1	6 weeks Online Yoga Programme	04 July to 9 August 2020
2	21 Days Mindful Living Collective (MLC) Programme to Relieve Anxiety Naturally provided by Elisha Goldstein, PhD	21 September to 12 October 2020

Leadership Development Programme

Social Development Programme







Online Yoga





Mindful Living Collective



In just minutes a day, come away with simple ways to release anxiety, recharge, and nourish yourself

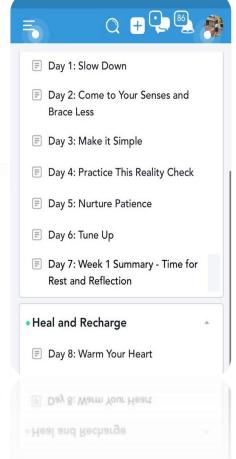


Day 6: Tune Up



Today's Intention: Reflect on the last week to see how it's going and what needs a tune-up.

Today's Intention: Reflect on the last week to see how it's going and what needs a tune-up.



United Nations Global Compact Environmental Principles

"Our commitment is using our resources responsibly to support the long-term sustainability of our company and of the environment in which we and our clients live and operate. In the same way that humans and animals leave physical footprints that show where they have been, so Zeya tries to leave good evidence of our operations in the environment."

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.

Assessment, Policy and Goals

We aim to be a paperless organization. Besides, we are trying to increase percentage of recyclable waste and encourage generating power (energy) from waste. We avoid using coal plant power generation which shall impact the environment. Besides, we support in environmental conservation by growing and maintaining trees. We reduce the usage of resources and practice the waste management system. We educate the cost and benefits of clean technology, besides utilize clean technology for Public Transportation in Yangon Region.

Regarding with the environment, we have awareness of embed sustainability into strategy and take action to secure a resilient future.

Implementation

We educate our employees about the environmental awareness frequently.

We are involved in Electric Power Generation and we have fossil-fuel power plants, located in Hlaw Gar, Yangon, however we do not use coal for power generation. Environmental and Social Impact analysis was thorough performed.

Furthermore, we educate not only employees but also natives about benefits of growing trees. We have grown trees in the area of 230 acres in Upper Myanmar, along the express way between Nay Pyi Taw (Capital) and Mandalay (238 miles). We also have been growing trees in Mingalardon township, where the power generation plant located.

In order to reduce electric power consumption, we installed special glasses in air-conditioned rooms. We do switch-off the unnecessary lights and electrical appliances.

We use low emission cars and travelling together instead of using individuals.

We try not to print out papers and reuse one-sided papers.

We encourage using electronic communication in order to obtain proficiency and conservation of environment. We maintain no leakage water system and safe the water. In addition to this, we have installed reclaimed water system so that it will not harm environment.

We have preventive maintenance programs for all machines and we do regular maintenance, thus, it helps to reduce air pollution.

We have been supplying Incinerators that help environmental conservation.

As we are one of the founders of Yangon Bus Public Co., Ltd., we encourage using CNG for Buses.

We plan to establish "Waste to Energy Power Generation Plants" which are located in Nay Pyi Taw and Yangon. Those plants will run on Municipal Waste. That will help protecting air pollution, water pollution, besides we can obtain energy.

Measurement of outcomes

In accordance with Organization's policy, Environmental and Social Impact Assessments are conducted.

RGK + Z&A Group conducted Environmental GAP Analysis in our 50 MW Gas Engine Power Plant in Hlawga, Myanmar in June 2014. This analysis was done by AF-Consult Switzerland Ltd. This analysis was conducted according to IFC (International Finance Corporation) guidelines for IFC's Performance Standards on Social & Environmental Sustainability and IFC's Environmental Health and Safety Guidelines for Thermal Power Plants.

Our 50 MW Gas Engine Power Plant complies 5 numbers of Performance Standards (PS) on Social & Environmental Sustainability. Furthermore, 1300MW Natural Gas and Liquefied Natural Gas (LNG) based (11) Power Plants with overseas investments. Another milestone is that Myanmar's First LNG – to – Power Project started generating electricity for Yangon in August 2020.

Complied Performance Standards	Description
Performance Standard 1	Social and Environmental Assessment and Management Systems
Performance Standard 2	Labor and Working Conditions
Performance Standard 3	Pollution Prevention and Abatement
Performance Standard 4	Community Health, Safety and Security
Performance Standard 5	Biodiversity Conservation and Sustainable Natural Resource Management

We have been growing trees since 2013 between Nay Pyi Taw and Mandalay Expressway. The area is 230 Acres, which is located in Tat Kone Township (Nay Pyi Taw Region) They type of trees are Ironwood trees, Gum-Kino trees, Eucalyptus trees, Mahogany trees, Plat Fiber (White), Hardwood and Teak.

Trees in (238) Miles (Yangon – Mandalay) Express Way (End of September 2021)

Total Number of Trees 88,416

Fruit Trees & Vegetables are 2,731





Planting Trees near Myanmar Central Power compound in August 2019, Mingalardon Township, Yangon. No cases of impacts on environment and no complaints are reported during the report period.





Sr.	Name of Trees	Number of Trees			
1	Eucalyptus	3,087			
2	Ironwood Tree	20,207			
3	Gum-Kino Tree	15,103			
4	Mahogany	2,770			
5	Plant Fiber (White)	5,083			
6	Teak	1,091			
7	Mun Jun Tree	1,510			
8	Small Tree Yielding Wood	1,766			
9	Close-Grained Wood	3,682			
10	Large Timber Tree	3,024			
11	Sal Tree (Shorea Robusta)	6,920			
12	Terminalia Elliptica	3,119			
13	Resinous Wood	4,049			
14	Persimmon Tree	2,880			
15	Kyet Yoe Tree	1,126			
16	Nape`	7,978			
17	Chrysanthemum Velutina	802			
18	Bridelia Retusa	1,177			
19	Gmelina Arborea	73			
20	Cutch Tree	238			
Total Number of Teak and Hardwood Trees 85,685					

Organic Fertilizer in ZNA Forestry

Through Brown Process by using dried leaf







Through Black Process by using cow dung







Chairman/ CEO's commitment on Reducing Carbon Footprint

The group chairman/CEO is using VOLVO Xc90 T8 Hybrid for his office transport. The hybrid Xc90 T8 Twin Engine are environmentally friendly. An efficient 2.0-litre four-cylinder petrol engine combined with a powerful electric motor, the Xc90 T8 achieves CO2 emissions of just 49g/km, helping reduce carbon footprint.

At the same time, Xc90 T8 Hybrid reduce fuel consumption and its consumption is 134.5 mpg.

Bamboo Sharpening Activity





United Nations Global Compact Anticorruption Principle

"We are committed to achieve a high standard of ethical behavior in everything that we do.

Restrictions on accepting gifts prevent outside interests from giving things of value to

employees. These restrictions prevent outside interests from exercising, an improper

influence over decision-making."

Principle 10

Businesses should work against corruption in all its forms, including extortion and bribery.

Assessment, Policy and Goals

We are committed to achieve a high standard of ethical behavior in everything that we do. Restrictions on accepting gifts prevent outside interests from giving things of value to employees. These restrictions prevent outside interests from exercising, an improper influence over decision-making.

Implementation

We provide Human Capital Manual which supports anticorruption commitment. Furthermore, we preserve internal accounting and auditing procedures related to anticorruption. We promote anticorruption environment within the organization's personnel. There is a restriction of accepting gifts in our organization. On the other hand, an employee may accept the promotional materials or souvenir or small gifts (not valuable). We effort with consultants, partners to promote Anti-Corruption Best Practices.

We are the provider of foreign companies such as GUASCOR POWER, Rolls-Royces Power Systems Company and so on. Thus, we are complying with the Foreign Corrupt Practices Act and Other Laws Restricting Bribes through those foreign companies. According to requirements, our company staff also attending training regarding with the Foreign Corrupt Practices Act and Other Law Restricting Bribes. Furthermore, our company will strive to obtain the certification to conduct that kind of training for our employees.

We will continue to promote and practice our principle and our high standards of ethics.

Measurement of outcomes

Monthly review accomplished by management team. We keep on monitoring for the breach of policies and no case was arisen. Our Company has both internal and external audit functions, thereby ensuring that records, processes, and financial statements are closely examined at regular intervals.

The other management members will strive to obtain the Certificates on FCPA Compliance as well.

In our company, Mr. Aung Thu Htoon/ Executive Director of Power Systems, Mr. Ravichandran Sabrinathan/ Associate Director of Supply Chain, Mr. Aung Kyaw Phyo/ EE, Mr. Maung Maung Soe/ EE and Mr. Tay Zar Lin/ EE have got their FCPA Compliance Certification from DRESSER-RAND on 7 August 2014.

We have also received **ISO 9001-2015** since 12 April 2017 which proves a quality Management System is implemented.

No disciplinary action taken on any of our employees as a result of any acts of bribery, corruption or extortion.

Furthermore, we cognizance **CFO Principles on Integrated SDG Investments and Finance,** which was recently launched by UNGC.

Participation in Improving Doing Business Environment of Myanmar







RGK + Z&A Group participate in all of the 10 indicators task forces for improving Doing Business Environment of Myanmar.

RGK+Z&A Group is doing the following activities

- 1) Preparing and presenting Master Work Plan
- 2) Preparing and presenting Contributor Lists Report
- 3) Preparing and presenting Six Countries Comparison Report
- 4) Studying and presenting 10 indicators Survey Questionnaires
- Supporting to obtain Model answers for 10 indicators Survey Questionnaires
- 6) Supporting to Secretarial Task Force of Doing Business
- 7) Regular attending Doing Business meetings and making presentations to improve Doing Business Environment of Myanmar.



