

18.02.2022

I am pleased to confirm, that Gepra LTD reaffirms its support of the ten principles of the United Nations Global Compact in the areas of Human Rights, Labor, Environment, Anti-corruption and Woman Empowerment Principles.

In this Annual of Communication on progress, we describe our actions to continually improve the integration of the Global Compact and Women Empowerment and its principles into our business strategy, culture and daily operations, as well as our communications with our stakeholders. We also commit to sharing this information with our stakeholders and the general public using our primary channels of communication.

Sincerely yours,

Ekaterine Zhvania,

Director



To ensure inclusive and equal education and create opportunities for continuous education for all, Gepra manages projects bellow:

NIKO NIKOLADZE AWARD

Niko Nikoladze University Award was established in the spring of 2019.

Today the education system and economic development are not compatible. Georgia ranks 106th among 138 countries in business-university relations. The existing educational program does not meet the requirements of modern business, which is why it is necessary to have a close, practical relationship between them.

The establishment of this award helps to stimulate the field of education, in order to bring the curricula as close as possible to the requirements of modern business, as well as to provide practical experience for students, which will further facilitate their employment and appropriate use of education, in some cases, as happened during the hackathon, the formation of new professions and specialists - hackathon participants can already create chatbots.

The benefits to businesses are huge. On the one hand, participating in the competition helps to introduce programs tailored to the business, and on the other hand, to present it as a responsible company and establish a close relationship with potential employees or customers, as well as to promote creative innovative ideas to develop their business.

The purpose of the award is to strengthen the link between business and the education sector, to encourage the introduction of programs tailored to the needs of the business and, on the other hand, to identify talented students, encourage their innovative ideas and promote professional development.

The award envisages competitions in higher education institutions with the sponsorship of business companies, holding a competitions with real assignments and handing over cash prizes and Niko Nikoladze award to the winning teams.

The target groups are universities and business companies for which corporate responsibility is important and they are willing to contribute to the provision of quality education.

Website: <https://nikonikoladze.org.ge/>

FB Page: <https://www.facebook.com/nikonikoladzeaward/>

The first competition within the framework of the award was held in the spring of 2019 in cooperation with TSU Student Competition "Mission" and the company "Basisbank". Basisbank instructed students to create a Basisbank Education Support Project. Student teams have been working on this assignment for a month. They were mentored by consultants from the non-governmental organization - Cida and Gepra.

While working on the project, students were also given lectures on the role of project management, marketing research, communication methods and businesses in the development of quality education.

The prize fund of the competition was 5000 GEL, which the partner brand distributed to the three winning teams: 1st place - 2500 GEL, 2nd place - 1500 GEL, III place - 1000 GEL, and an additional prize from Gepra was awarded to the first place team in the amount of 500 GEL.

This particular project directly responds to the 4th goal of sustainable development:

Digitization of the manuscripts of public figures

Gepra's special projects list includes project „Digitization of the manuscripts of public figures“ which aims to raise awareness and develop the Georgian script. Created fonts are completely free for anyone.

The initiator of digitization of handwritten fonts is Gepra. Digitizable fonts are selected by Gepra according to public demand. The project consists of the following stages:

- Selection of a public figure
- Finding his manuscripts
- Work on digitization
- To announce
- Font presentation

This project helps to raise awareness, emphasize the importance of public figures once again and introduce them to the new generation. In addition, we haven't many Georgian fonts, so the creation of fonts of public figures contributes to the development of the Georgian alphabet also.

The Manuscript Digitization Project promotes GEPR as a responsible company that promotes Social changes, raises awareness, promotes technological development and stimulates the development of education

At first Niko Nikoladze's manuscript was created in collaboration with the National Center for Manuscript and calligrapher Davit Maisuradze. The font presentation was held on Mother Language Day on April 14 at the Writers House.

The next digitized manuscript belonged to Iakob Gogebashvili, which we presented to the public on its 180th anniversary. On March 31, on the 82nd anniversary of the first President of Georgia, Zviad Gamsakhurdia, his handwritten font was created in cooperation with the National Archives and the Archives of the Ministry of Internal Affairs, and on May 26, on the 82nd anniversary of Merab Kostava, we presented Merab's font to the public. The National Archives and the Tbilisi Museums Association helped us to provide his manuscripts.

Currently, in cooperation with the National Archives, fonts are being created based on monuments from all three types of the Georgian alphabet ("Anbandidi Sakhareba" - Asomtavruli, "Sakhareba-Palimpsest" - Nuskhuri, "Jason and Medea Story" – Mkhedruli fonts,) dedicated to the fact that 5 years ago UNESCO includes all three types of Georgian script in the list of intangible cultural heritage. We will present the mentioned fonts to the public in November.

The National Center for Manuscripts, the National Archives of Georgia, the Archives of the Ministry of Internal Affairs, and the Tbilisi Museums Association are involved in finding the manuscripts. We collaborate with calligrapher Davit Maisuradze in creating the manuscripts.

We actively use Gepra's website and Facebook pages, online or TV media to cover the information. The fonts are available on fonts.ge and calligraphy.ge.

BUSINESS LITERATURE LIBRARY

Supporting education is one of Gepra's main CSR priorities. As such, the company has created a knowledge database containing the best business literature, and made it available to Georgian entrepreneurs in the Georgian language.

The aim of the Business Literature Library project is to promote business education in Georgia by translating and publishing the works of modern business literature. This is a long-term initiative. So far, 20 seminars, training courses and workshops have been held since the project's inception, where the founder of Gepra explained in detail the importance of the books and discussed the risks, that startup companies should be aware of.

Because of the increased demand for online events during the pandemic, the company is developing a web page containing the information about their upcoming seminars and lectures. A masterclass tour is also planned in Georgia's rural regions to increase awareness on modern business methodologies.

Books published by Gepra:

- Value Proposition Design
- The Business Model Navigator
- Zero To ONE
- This is Marketing
- HBR Guide- Building your business Case
- HBR Guide – Project Management

- HBR GUIDE- Leading Teams
- HBR GUIDE – Being more Productive
- HBR GUIDE – Motivating People
- HBR GUIDE – Managing Strategic Initiatives
- Good to GREAT

GEPRA – USING TRAINING AND ENTREPRENEURSHIP TO EMPOWER WOMEN AND REDUCE INEQUALITIES

Companies that signed the WEPs are making commitments to foster business practices that empower women and carry out meaningful and responsible communication.

They can play an important role in advocating for gender equality, challenging stereotypes and changing attitudes and beliefs through gender-sensitive communication.

Gepra was one of the pioneer companies that joined the WEPs movement as early as 2017. After signing on to the WEPs, the company developed its WEPs implementation action plan, trained the staff in gender equality and prevention of sexual harassment, and launched mentoring programme to promote women’s education and professional development.

Specializing in PR, marketing communications and strategic communications, Gepra facilitated women’s empowerment by providing training in establishing personal business models, marketing, communications and various other services they required.

Gepra’s employees undertook an online training course in preventing sexual harassment in the workplace, and the company adopted a sexual harassment complaints mechanism. Gepra is also continuously categorizing the suppliers according to gender in order to support women producers and service providers.

During the COVID-19 pandemic lockdown period, Gepra took a step towards promoting women’s economic empowerment in the world of entrepreneurship and business by launching online webinars in various areas of expertise.

Gepra is actively involved in all activities, carried out by Global Compact Network Georgia.

In 2021, Gepra was involved in initiative **“Target Gender Equality in Georgia”**.

Participating in Target Gender Equality helped our company assess its current gender equality performance based on the Women's Empowerment Principles, set and refine targets for women's representation and leadership, and identify policies and actions to drive inclusion within your organization. Now we also have the opportunity to learn from other stakeholders and identify opportunities to work together to tackle barriers to gender equality in Georgia and globally.

In 2021, Gepra participated in following CSR awards, took place in Georgia:

- **CSR AWARD 2021** – organized by Global compact Network Georgia
- **SDG PIONEER 2021**
- **Business for Gender equality 2021** – organized by “WOMEN FOR TOMMOROW”. GEPRA was one of the winner.

Human Rights:

We support human rights and equal treatment for all regardless of race, color, sex, religion, language and other status. Gepra creates safe working facilities for all employees and protects workers from workplace harassment, such as: physical, verbal, sexual, psychological harassment; We observe all law and regulations protecting the privacy of employees and vendors, customers and partners.

Labor:

All decisions made by GEPRA TLD are based on relevant and objective criteria. Our policy of employment surrounds all aspects of the employment relationships, including hiring and promotion, offering training opportunities, wage and salary administration. We ensure, that our company does not participate in any forms of forced and bonded labor.

2019 was a year of many changes and innovations for the company:

- A survey of staff satisfaction / problems was prepared and an evaluation and monitoring system was implemented. We conduct surveys to assess employee satisfaction, analyze data per sex and act upon obtained results. GEPRA conducts an internal survey (as a stand-alone

survey or part of a staff satisfaction survey) on the training needs and priorities of female and male employees and uses the result for planning trainings and capacity development. We have an internal training system we call Mentoring, in frames of which any staff member can conduct trainings and consequentially everyone can learn from one other.

- Feedback culture development - A six-month plan for the implementation of feedback culture was developed.
- The process of developing a competency model has begun

The Labor Code was amended. Accordingly, there was a need in the company, to hire labor inspectors.

The company provides health insurance for all employees.

Gepra proactively informs both female and male employees about their rights in respect to parental leave, including the new hires and encourages men to take parental leave, as well.

Environment

Gepra LTD avoids any kind of environmental damage and ensures all emergency procedures necessary for company safety. At the office, we have 2 pieces of green boxes, where we collect all the paper used at the company. 4 times in a year, Green box's representatives come at our office and take all paper for recycling.

Twice in a year Gepra's staff clean parks from garbage.

The whole office is equipped with energy efficient lamps.

Anti-Corruption

Gepra LTD ensures, that internal procedures support the company's anti-corruption commitment and maintains a strict code of ethics in all our business transactions. We do not engage in corrupt activities by any business associates and outside partners.

Measurement of outcomes: Planning to inform all our employees and partners regarding the Principles of Global Compact and to permanently inform all parties regarding our achievements in these fields; Creation and support of a waste management program.