



United Nations Global Compact
COMMUNICATION ON PROGRESS 2022

infeurope S.A.

The period from December 2021 to December 2022

Statement of continued support

infeurope reaffirms its support of the United Nations Global Compact in the areas of Human Rights, Labour, Environment and Anti-Corruption, and its commitment to the Global Compact's initiatives and principles.

As a professional services company, we are not confronted with many of the issues covered by the Principles of the Global Compact. Still, we endeavour to observe those Principles wherever applicable and to make them part of our company culture and operations.

A handwritten signature in blue ink, appearing to read "Stefan Geier - Dr Arno J. Burr".

Stefan Geier and Dr Arno J. Burr

Managing Directors, infeurope S.A.



Human Rights Principles

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights

Principle 2: make sure that they are not complicit in human rights abuses

Assessment, Policy and Goals

As a services company, our people and our policies are fundamental to our success, and we continually seek to ensure that we honour the fundamental rights of our employees, both as individuals and as employees.

Implementation

infeurope has an established code of conduct to which all employees must comply which addresses, among other principles, those of integrity and ethics.

Moreover, the Grand Duchy of Luxembourg has traditionally adopted a legislative strategy which is strongly supportive of gender equality, human rights and the rights of employees. Infeurope follows a strong ethical approach and we conform fully and willingly to all applicable legislation.

Measurement of outcomes

By virtue of the small size of the company, the predominantly qualified and professional staff working at a senior level, and the nature of our business activity in which human rights issues are uncommon, we have not yet encountered any such issues.

However, we envisage that all such incidents would be formally addressed and recorded.

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Labour Principles

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

Principle 6: the elimination of discrimination in respect of employment and occupation

Assessment, Policy and Goals

Our code of conduct addresses respect for the employee's privacy and prohibits any form of discrimination and harassment.

Equally, we, of course, conform to all applicable legislation, as noted earlier.

Implementation

A Staff Committee, elected regularly by the employees, exists to offer a platform for dialogue between management and employees. Through this platform, we formally address any issues concerning labour rights.

In addition, we address labour-related problems in the regular meetings between management and staff.

Measurement of outcomes

Once again, the nature of our business activity and the predominantly senior and professional staff profile mean that labour rights issues are extremely rare.

Where a labour issue arises, it would be addressed by the company's senior management in consultation with the staff committee, and the outcome formally recorded.

Environmental Principles

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

Reflecting the type of work the company undertakes, ours is an office-based environment heavily dependent on IT services. Consequently, we focus our attention concerning environmental issues on optimising our use of IT and energy and on making use of products which are recyclable or made from recyclable material. The environment is a domain in which we can make a tangible impact; therefore, since we are also consumers of office products and supplies, we seek to ensure environmentally acceptable solutions in these areas.

Implementation

Our energy measurement project helped us better understand our energy use and how this might be improved, and it essentially confirmed that the measures we had already implemented were more than adequate. We have a range of measures in place that help improve energy usage and reduce the carbon footprint of our business activities, comprising our environmental management system.

Infeurope has recently relocated office but nevertheless, we continue to implement further improvements where possible. For example, our new heating system consumes considerably fewer resources, and we aim to minimise our use of air-conditioning.

We actively encourage our employees to work from home, lowering emissions produced by people travelling into the office by car or bus.

If being present in the office is required, we also encourage our staff to make use of the free Luxembourg public transport or the city bike Veloh, which has a station located near the office

In the same vein we have spared electricity usage as less



Computers and lights have been used within the office.

We have also installed Birdhouses and we have bee apiaries placed around the premises to promote the local wildlife.

We continue to discourage unnecessary printing of documents and, where printing is necessary, encourage double-sided printing. Our new printing equipment has an environmental benefit since it is more energy-efficient.

All of our copy/print paper is already certified with the European Ecolabel, and is PEFC-certified. We are progressively moving wherever possible to similarly eco-friendly sources for other items - such as binders and folders. Moreover, we always seek to use stationery products with less environmental impact.

Where possible, we minimise transport usage by using teleconferencing, videoconferencing, and virtual classrooms for training. We advocate the use of public transport wherever possible.

We offer glass bottles of water to our staff instead of plastic. These glass bottles are given back and can be infinitely recycled without loss of impurities. We have also eliminated the use of plastic straws within the office.

Concerning recycling, empty toner, ink cartridges, and electronic waste are given to a licensed local disposal agent, and empty bottles are returned to the vendor and recycled. Since the beginning of the year, we have also been recycling PMC waste using a national PMC collection initiative.

We try to ensure that natural resources and raw materials are used most efficiently, and we honour the principle of pollution prevention at our premises. We also ensure that all employees are familiar with this environmental policy and that all staff can suggest suggestions. In addition, our employees are encouraged to follow sound ecological principles when working at client sites and, as applicable, to conform to the environmental policy of the client.

Measurement of outcomes

Our energy measurement project resulted in a detailed energy usage audit, serving as a benchmark for monitoring future usage and the benefits of improvements.

In addition, we plan to establish targets for transition to environmentally-friendly products.

Anti-Corruption Principles

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery

Assessment, Policy and Goals

Most of our service activities are provided to the European public sector - predominantly the EU institutions and agencies - and to UN agencies, where anti-corruption policy is firmly established. Hence, a commitment to honesty, fair practice and avoidance of conflicts of interests is fundamental to our business.

Implementation

Our standard employment contract forbids our personnel from accepting or offering any gift (monetary or otherwise) to or from our clients and suppliers. That, along with the code of conduct, prohibits the divulgence or acquisition of confidential information of infeurope, its clients and suppliers.

Thus, any such action construed as an enticement or a means to obtain an unfair commercial advantage would be considered a breach of contract and result in disciplinary action or, worst case, dismissal.

Measurement of outcomes

Although the anti-corruption measures described above are well established, corruption is not a significant issue for the company, given the nature of our business and client base.

Even so, should it arise, it would be treated as a contractual breach, as noted, and formal procedures conformant with Luxembourg law would be invoked. We formally record the outcome of such proceedings.