

The logo for ADARA GROUP, with 'ADARA' in large, multi-colored letters (A: green, D: blue, A: orange, R: yellow, A: purple) and 'GROUP' in smaller, grey letters below it.

**ADARA**

GROUP

— BRIDGING WORLDS —



**UN Global Compact**

**Communication on Progress**

**AUGUST 2022**





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## CONTACT US



E: [info@adaragroup.org](mailto:info@adaragroup.org)  
T: +61 2 9395 2800  
[www.adaragroup.org](http://www.adaragroup.org)  
[www.adarapartners.org](http://www.adarapartners.org)

# A STATEMENT FROM OUR CHAIR AND CEO

At Adara, we believe in using the power of business and partnership to change the lives of people in poverty. It is for this reason that we are strong supporters of the United Nations Global Compact (UNGC). It recognises the important role of business in making our world a better place. This is critical in the face of climate change, growing food insecurity and the ongoing COVID-19 pandemic. The values and goals of the UNGC are vital as we create an inclusive and sustainable world.



At Adara we believe that each and every person should have access to quality health, education and other essential services, no matter where they live. The first part of the Adara Group is an international development organisation called Adara Development that has expertise in Maternal, Newborn and Child Health, and Remote Community Development. Adara Development has worked in Nepal and Uganda since 1998. The second part of the Adara Group consists of two businesses, Adara Partners and Adara Advisors, which are 'for purpose' rather than for profit. Their sole objective is to fund Adara Development's administration and emergency project costs. This allows 100% of donations received by Adara Development to go directly to project-related costs. Together, these entities make up the Adara Group.

Since Adara's inception to May 2022, the Adara businesses have donated more than AUD \$20 million to Adara Development. In addition, our donors have contributed more than AUD \$40 million. We touch the lives of more than 200,000 people living in poverty each year and countless more through knowledge sharing.

Our work aligns closely with the UN Sustainable Development Goals (SDGs) which provide a shared blueprint for the future of our planet. We recognise that the SDGs can only be achieved in partnership and that all sectors have a role to play. Our commitment to partnership across divides is embodied in our tagline: "Bridging Worlds."

The Adara Group has been a participant of the UNGC since 2018, and we actively support and promote this important initiative. We are pleased to confirm that the Adara Group reaffirms its support of the Ten Principles of the UNGC in the areas of Human Rights, Labour, Environment and Anti-Corruption.

In this third Communication of Progress, and through our 2021 Operations Report, we describe our actions to continually improve the integration of the Global Compact and its principles into our business strategy, culture and daily operations.

Yours sincerely

Audette Exel AO  
Founder and Chair  
CEO Adara Advisors Pty. Limited and  
Adara Partners (Australia) Pty. Limited

Madeline Vaughan  
CEO Adara Development



# INTRODUCTION

We see a world in which each and every person has access to quality health, education and other essential services, no matter where they live.

Our mission is to bridge the world of business and the world of people in extreme poverty, and to support vulnerable communities with health, education and other essential services.





# REMOTE COMMUNITY DEVELOPMENT

An estimated 3.4 billion people – around 44% of the global population – live in the rural areas of developing countries. Despite the decrease in global poverty since 1990, a person's place of residence still largely determines their access to essential services.

We're on a mission to deliver excellent health and education services to people living in some of the world's remotest places.

We specialise in improving access to local health services and ensuring children have access to quality early-childhood, primary, secondary and tertiary education. By improving the quality of education in Nepal, we also aim to eliminate child trafficking.

Our work reaches three key areas of Nepal: the remote district of Humla in the Himalayas, the remote region of Ghyangfedi and the capital Kathmandu.



## Health



We ensure communities in our target areas have access to year-round healthcare. We do this by improving health post facilities and training staff; funding a Tibetan Medicine Practitioner to treat remote communities; providing emergency medical support; facilitating specialised training for remote communities; and supporting facilities and health workers during the COVID-19 pandemic.

## Education



Our education projects span 20 Nepali schools and include school improvement initiatives, teacher training, school infrastructure upgrades, vocational education support and distance learning programmes during lockdown periods. Through these projects we aim to develop and maintain model schools, as we have done with the Yalbang School in Humla and Shree Ghyangfedi School.

## Nutrition



With many remote communities in Nepal often facing widespread food insecurity, nutrition support has long been a central tenet of our remote community development work. We provide greenhouse development support, training and seeds to local farmers. This allows communities to cultivate their own fruit and vegetables all year round. We also provide emergency food distribution to communities in need.

## Child Protection



We aim to eliminate child trafficking by improving the quality of education in schools and encouraging parents to send their children – especially girls – to school. We also raise awareness among policymakers and influencers, and implement anti-trafficking projects with our partner The Himalayan Innovative Society in target communities.



# MATERNAL, NEWBORN & CHILD HEALTH

Every day, across the globe, more than 800 women die from causes related to pregnancy and childbirth, and 7,000 babies die during their first month of life. Most of these deaths are preventable.

We're on a mission to strengthen maternal, newborn and child health services in low-resource settings.

We specialise in delivering high-quality healthcare to women, newborns and children at health facilities, in the community and at home. By working to upskill healthcare workers and equip facilities, we aim to reduce preventable maternal and newborn deaths. We do much of this work in partnership with Kiwoko Hospital in Central Uganda, which the Ugandan Ministry of Health recognises as a centre of excellence in newborn health.

With more than 24 years' experience, we are now scaling our work to accelerate change across Uganda.



## Centre of Excellence

With our partner, Kiwoko Hospital, we have pioneered a holistic model of care for women, newborns and children in the facility and community.



## AdaraNewborn

We are expanding our high impact model that has the power to halve stillbirths and newborn deaths across 10 facilities across Uganda.



## Bubble CPAP

To help premature babies breathe, we teamed up with PATH, University of Washington, Seattle Children's Hospital and Kiwoko Hospital to develop an innovative bubble continuous positive airway pressure (BCPAP) kit for babies suffering from respiratory distress syndrome in low-resource settings.



## Hospital to Home

We support high-risk infants in the hospital and when they return home through a network of volunteer community health workers for up to a year after discharge.



## Adara Youth Community Centre

We provide support to adolescents through counselling, sexual and reproductive health education and services including family planning, life skills training, and connection with health services.



## Baby Ubuntu – Early Intervention

In partnership with the London School of Hygiene and Tropical Medicine we implemented and tested an early-intervention programme to improve quality of life for children at-risk of neurodisabilities and their caregivers.



## Critical Healthcare

We support at-risk communities in Central Uganda, including people living with HIV, diabetes, disabilities, epilepsy, mental illness, and tuberculosis.



# COVID-19 RESPONSE

We continue to leverage our expertise in Maternal, Newborn and Child Health (MNCH) and Remote Community Development (RCD) to support communities living in poverty during the COVID-19 pandemic. This pandemic has shown us that we are all connected – and that the crisis will not be over for any of us until it is over for all of us. Adara is determined to reach out and help the communities we support in Nepal and Uganda to face this crisis.

Adara's teams and partners have been working extremely hard to respond to surges of COVID-19, while ensuring that essential services in education, health, nutrition and child protection continue.

## IN OUR MNCH WORK, WE HAVE:

- Sourced additional supplies of personal protective equipment (PPE) to ensure the safety of Kiwoko Hospital, Nakaseke Hospital and Adara staff.
- Secured and purchased adequate amounts of oxygen concentrators and pulse oximeters to save lives.
- Constructed isolation units within Kiwoko Hospital's neonatal intensive care unit (NICU) and maternity ward and establishing an 18-bed respiratory ward to support the care of patients with COVID-19.
- Worked with Kiwoko Hospital to develop staffing contingency plans and funding additional staff to ensure appropriate coverage in case of staffing shortages due to COVID-19.
- Supported staff with protocols, guidelines and research around best practices in COVID-19 prevention and management.
- Provided emergency nutrition support to communities in need.
- Continued to provide in-home follow up care to 97% of eligible high-risk infants discharged from the Kiwoko Hospital NICU.



## IN OUR RCD WORK, WE HAVE:

- Supported more than 120,000 Nepalis to return home from India by supplying them with drinking water, handwashing stations, dignified menstruation kits and health kits for those who test positive to COVID-19. This work was carried out alongside the Nepal Police, UNICEF and the Nepal Red Cross.
- Secured and transported countless boxes of face masks, face shields, hand sanitiser and other forms of PPE to Adara-supported health posts and the Humla District Hospital in Simikot. We also provided the hospital with fuel for their generators, oxygen cylinders and pulse oximeters, and supported the establishment of an isolation centre.
- Offered frontline health workers safe accommodation, meals and medical attention at Kings College in Kathmandu. This was designed for health workers who were unable to return home due to the risk of transmitting COVID-19 to their loved ones.
- Mobilised female community health volunteers (FCHVs) in Ghyangfedi to run training sessions in their local communities on personal hygiene, social distancing and hand washing. These FCHVs were equipped with health kits that contained essential PPE, pulse oximeters and thermometers that allowed them to support the home-based care of COVID-19 patients.
- Worked with the Ghyangfedi local government to set up a Children's Ward within an unused floor of an existing isolation centre. The ward included 10 child-safe beds, toys, child-friendly decorations and a television. Our team also provided medical kits for patients that included necessities such as toothbrushes, toothpaste and water purification tablets.
- Continued to strengthen and implement our distance learning programmes across all Adara-supported schools so children could continue learning during school closures. This included radio education, facilitating teacher home visits and learning units, and distributing home learning kits.



# 1. HUMAN RIGHTS PRINCIPLES

- **Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights**
- **Principle 2: Business should make sure that they are not complicit in human rights abuses**

## ASSESSMENT, POLICY AND GOALS

Adara's vision is that each and every person has access to quality health, education and other essential services, no matter where they live. Our mission is to bridge the world of business and the world of people in extreme poverty, and to support vulnerable communities with health, education and other essential services. Wherever we operate, we respect and support human rights, articulated in the freedoms in the Universal Declaration of Human Rights (1948).

Adara's Development Philosophy is the cornerstone of Adara's commitment to upholding human rights. All staff, volunteers and development partners are trained in our philosophy which reinforces Adara's deep and connected relationships with the communities in which we work, our local NGO partners and our donors.

Adara endorses the principles of the UN Convention on the Rights of the Child (1989), specifically Article 19. Adara promotes child protection at all levels through its Child Protection Policy and Child Safeguarding Toolkit. This Toolkit includes minimum standards across HR and training processes, creating child-safe environments and child safeguarding reporting systems. We work with local partners to implement child safeguarding policies.

All personnel engaged by Adara must sign the Child Protection Code of Conduct and are trained in safeguarding. Positions which involve contact with children or working with children (even remotely) must undergo a police check, and where available, a working with children check. This includes all visitors to project sites.

Adara requires business partners and suppliers to uphold and support human rights. Adara's Partnership Guidelines set out selection criteria and due diligence requirements to thoroughly evaluate the fit between Adara's values and a potential partner. We seek to ensure that all partners share our values and meet key governance and compliance requirements, particularly in relation to protecting children.

The Adara businesses are Certified B Corporations, meaning they have met verified high standards in relation to social and environmental performance, public transparency and legal accountability in their operations.

## OUR ACTIONS IN THE PAST 18 MONTHS

**EXAMPLE 1:** *Adara's work in the prevention of child trafficking*

**RELEVANT ARTICLES:** *Articles 4 and 5 – Freedom from torture and slavery*

In 2015, in the wake of the devastating Nepal earthquake, we began working with the Ghyangfedi community in the Nuwakot district. The community was severely affected by the earthquake. All buildings, schools and homes were either damaged or destroyed and 86 people died.

The Ghyangfedi community faced huge issues of girl trafficking, illiteracy and poverty. To address these challenges, we worked to create a significant new school to provide a quality education for children. With the help of our supporters, we rebuilt an earthquake-safe school for the Ghyangfedi community that opened in June 2017. In 2019, we began working with an additional seven schools in the region.



Together with the Ghyangfedi community and staff, we have implemented numerous initiatives to ensure children and their families are aware of their rights. This has included introducing a Child Club, where students participate in the school community and raise awareness about child rights through activities and events.

In 2021, Ghyangfedi's Child Club carried out an anti-child marriage musical drama. This short piece was developed by the students and premiered at a local festival before students began to tour the drama throughout the area. Teachers and students also facilitated discussion with parents about the importance of education, as well as the dangers and tragedy of child marriage and child trafficking.

The drama ran for a month before Nepal faced its deadly second wave of COVID-19. This meant that students and families were sensitised to the power of education before the virus closed schools for several months.

After years of progress, there are now 608 students enrolled across the eight Adara-supported school in Ghyangfedi – 49% of whom are girls.

### **EXAMPLE 2:** *Maternal, newborn and child health work*

**RELEVANT ARTICLES:** *Article 3 – The right to life – Article 25 – The right for mothers and children for special care and assistance*

We're on a mission to strengthen Maternal, Newborn and Child Health services in low-resource settings. We specialise in delivering high-quality healthcare to women, newborns and children at health facilities, in the community and at home. By working to upskill and equip facilities, we aim to reduce preventable maternal and newborn deaths. We do much of this work in partnership with Kiwoko Hospital in Central Uganda, which the Ugandan Ministry of Health recognises as a centre of excellence in newborn health.

At Kiwoko Hospital, we worked together to introduce a newborn unit in 2000 that was later expanded in 2010 to accommodate increasing admissions. In the nine years following its expansion, maternity ward admissions rose by almost 50 percent, and admissions in the newborn unit rose by 168%, including the admission of many babies born outside the hospital who were at greater risk of death. Despite this rapid growth, maternal deaths as a proportion of births fell by 50% and newborn survival rates remained above 89% over this period. Year on year, more than 1,200 babies are admitted to Kiwoko's newborn unit.

With more than 24 years' experience, we are now scaling our work to accelerate change across Uganda through our AdaraNewborn model. AdaraNewborn is an evidence-based model that provides support to mother and baby from the time of pregnancy through to when they return home after birth. It includes five arms of care: antenatal, intrapartum, inpatient, newborn care, postnatal, and infant follow-up.

For the past five years, we have also worked with a second AdaraNewborn site, the public hospital Nakaseke Hospital, demonstrating impressive improvements in survival rates. In 2017 we worked to introduce a small special care baby unit (SCBU) and the hospital has made big strides in improving newborn care capacity. In November 2021, we supported Nakaseke to open a 14-bed newborn unit that can provide more advanced care. Thanks to Adara's incredible equipment partners such as the DAK Foundation and FREQ2, this new unit has been supplied with medical equipment and an innovative oxygen system. This equipment, coupled with continued training and mentorship, will facilitate the provision of a quality care in the unit.

We now have ambitious plans to expand this AdaraNewborn model across 10 facilities in Uganda over the next decade, with the goal of halving newborn deaths and stillbirths in AdaraNewborn facilities.





**EXAMPLE 3:** *Education in low-resource settings*

**RELEVANT ARTICLES:** *Article 26 – The right to education*

We're on a mission to deliver excellent education services to people living in some of the world's remotest places. We specialise in improving access to quality early-childhood, primary, secondary and tertiary education. By improving the quality of education in Nepal, we also aim to eliminate child trafficking.

In Nepal, we have been working with communities in Humla for over 20 years. Our earliest project, the Yalbang School, was named in 2017 as the best school in remote districts of Nepal and the fifth best school in Nepal by the Ministry of Education among 30,000 government and 7,000 private schools.

Since the first wave of COVID-19 in 2020, Adara has offered distance education programmes across all 18 Adara-supported schools to ensure children continue learning. This included radio education, facilitating teacher home visits and learning units, and distributing home learning kits. In Humla, we have offered radio education. Through this radio programme, teachers delivered classes on key subjects such as math, science and English four hours a day, six days a week. We have paired these with home learning kits that include textbooks and stationery.

**EXAMPLE 4:** *Adara's respect for privacy and security*

**RELEVANT ARTICLES:** *Article 12 – No one shall be subjected to arbitrary interference with privacy, family, home or correspondence, or attacks to honour and reputation*

Adara respects the privacy of all our staff, donors, partners and recipients of support through our programmes work. We have invested internal resources into ensuring that we are complying with the privacy laws and regulations in all relevant jurisdictions and that we are adopting best practice from a global perspective. Steps taken to ensure that we are respecting and upholding the privacy of all persons include:

- team members attending external training sessions regarding privacy and data protection;
- conducting internal training sessions for our staff;
- obtaining consent where required from individuals before collecting or processing their personal data; and
- documenting our commitment to privacy protection, treatment of personal data and approach for responding to privacy handling concerns in various policies and reviewing relevant policies on an ongoing basis to ensure that the policies are fit for purpose and compliant with all applicable laws.

Adara has a publicly accessible privacy policy on our [website](#), setting out how Adara collects, handles, stores and discloses private information. We regard the security of personal information as a priority and implement a number of physical and electronic measures to protect it. We ensure that all personal data is securely stored in order to protect against unlawful access or disclosure. We have comprehensive measures in place to protect the security of data stored electronically

To protect the security of private information, our preference is to store personal data electronically rather than in hard copy. Where this is not possible, we ensure that relevant documentation is securely stored in areas with restricted access to prevent against unauthorised disclosure.

In the course of our operations, we are conscious of and committed to international standards and expectations for privacy protection including:

- minimality;
- only storing data for as long as is necessary to achieve the purpose for which it is collected;
- informing data subjects of the collection of their data and how their data will be treated, and, where required, obtaining their informed consent prior to the collection of their data;
- only disclosing personal information where we have gained permission to do so;
- appointing a contact person who individuals can contact to access any personal information held about them and, if necessary, request that it is corrected; and
- securely storing data, in order to realise our commitment to best practice from a privacy and security perspective and protect the privacy and security of all beneficiaries, staff, donors and partners.



# EVERYDAY ACTIONS WE CONTINUE TO TAKE



Adara integrates a rights-based approach into the development of its programmes, which is written into our Remote Community Development (RCD) and Maternal, Newborn and Child Health Plans (MNCH). On all projects and strategies, Adara's approach is to engage vulnerable people.



Adara's induction programme, Adara University, trains all new staff on the protection and promotion of human rights. Adara staff working on project sites have regular training on child protection and safeguarding.



- Adara promotes accountability and transparency to ensure responsibility for the respect and support of human rights is assumed by all relevant stakeholders, at all levels. Adara's Partnership Agreements include an obligation on the partner to comply with Adara's child protection policy and require all partners to act in an ethical manner which respects the cultural practices, sensitivities and dignity of beneficiaries, in particular women and children.
- Adara also provides training assistance and shares knowledge with its in-country programme partners regarding child protection and safeguarding.
- Adara's rights-based approach, which is aligned with the UN Sustainable Development Goals (SDGs) ensures that human rights considerations are assessed at every stage of the development of its programmes, from design to evaluation.
- Adara's MNCH Plan is aligned with UN's Sustainable Development Goal 3 (good health and wellbeing) and works towards our strategic goal of reducing preventable maternal, newborn and child deaths and improving the health and well-being of communities in low-resource settings.
- Adara's RCD Plan is aligned with the UN's Sustainable Development Goals 3 (good health and wellbeing) and 4 (quality education). Under this plan, we aim to improve the lives of people in remote and vulnerable communities through impactful health, education and child protection programmes.
- Through all phases of programme development Adara actively collaborates with local communities to ensure accurate assessment of any potential human rights impacts. We consistently monitor the progress of our projects to ensure they all have the desired outcome and to implement mitigation strategies as issues arise.





## 2. LABOUR PRINCIPLES

- **Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining**
- **Principle 4: Businesses should uphold the elimination of all forms of forced and compulsory labour**
- **Principle 5: Businesses should uphold the effective abolition of child labour**
- **Principle 6: Businesses should uphold the elimination of discrimination in respect of employment and occupation**

### ASSESSMENT, POLICY AND GOALS

Adara values the strength that a diverse workforce and an inclusive culture brings to our organisation. Because we prefer to employ local candidates in our programme locations, our local workforces, including our leaders, are representative of the communities in which we operate.

Our control framework of relevant policies and standards include our Development Philosophy, Anti-Bullying Policy, Whistleblower Policy, our Ethical and Sustainable Procurement Policy, our Child Protection Policy and Safeguarding Policy.

Collectively, these documents, developed with reference to core international standards, such as the Universal Declaration of Human Rights and International Labour Organisation Declaration on Fundamental Principles and Rights at Work, demonstrate Adara's commitment to an inclusive workplace that treats people with respect and dignity. In particular, they

- promote equality of opportunity for all persons;
- promote a good and harmonious working environment where all persons are respected;
- prevent occurrences of discrimination, harassment and victimisation;
- allow for lawful affirmative action to be taken, where appropriate.

Through our Partnership Guidelines and Know Your Partner procedures, amongst other things, we look at labour practices when onboarding a new partner or renewing an existing partnership agreement.

All our staff in Australia, United States of America, Nepal and Uganda are covered by an Employee Assistance Programme. We respect the right of all employees to choose to belong to a union and seek to bargain collectively.

### OUR ACTIONS IN THE PAST 18 MONTHS

- We continue to have gender diverse leadership. Our international development arm is led by both a female CEO and a female Chair. Women make up more than 50% of our boards. The Adara businesses continue to be female owned and/or controlled.
- We continue to have racially and ethnically diverse boards in our international development arm which ensures our boards are advised by those with local expertise and deep specialist knowledge.
- Our 2021 staff engagement survey, which was completed by 93% of staff, indicated an overall satisfaction score of 79% and an engagement score of 84%.
- In March 2021 our Sydney team were given a half day to partake in the March4Justice for equality, justice, respect and an end to gender violence.



- We carried out a salary review process which resulted in all staff directly employed by Adara receiving pay rises above the national CPI rate in their country. The goal was to help ease cost of living pressures for our staff.
- We introduced a flexible working policy to allow employees to benefit from in-office and at-home working.
- We developed a flexible leave policy for reuniting with family and friends. This provides flexibility to support staff who want to spend an additional period of time reuniting with family and loved ones during 2022 and 2023, which might not have been possible with their existing leave balances and/or work requirements.



## EVERYDAY ACTIONS WE CONTINUE TO TAKE



Adara provides in-country Staff Manuals for each office. These employment handbooks set out how Adara implements labour policies, reduces labour risks and responds to labour violations.



Sourcing product and services from suppliers and partners in an ethical and socially responsible manner in line with our Ethical and Sustainable Procurement Policy.



- Adara's Support Leave Policy provides five days paid support leave (every year) for any employee who experiences family violence.
- Through our Remote Community Development work in Nepal we give more and more children access to education that they wouldn't otherwise have. Our programmes enhance the quality of any existing education offerings which keeps children in school for longer. This thereby reduces the chance that they will be forced into child labour.
- Adara acknowledges that maintaining a safe work environment requires everyone's continuous cooperation. This means that staff are individually responsible for protecting their own health and safety, and the health and safety of other workers and people in the Adara workplaces by working in compliance with Adara policies and safe work practices, and the national law.
- Adara's Anti-Bullying policy allocates responsibility for all staff to ensure they do not adversely affect the health and safety of others in the workplace.



## 3. ENVIRONMENT

- **Principle 7: Businesses should support a precautionary approach to environmental challenges**
- **Principle 8: Businesses should undertake initiatives to promote greater environmental responsibility**
- **Principle 9: Businesses should encourage the development and diffusion of environmentally friendly technologies**

### ASSESSMENT, POLICY AND GOALS

Adara is committed to limiting the environmental impact of its operations and promoting environmental sustainability throughout its projects. Climate change presents complex challenges for the communities we operate in. In partnership with our stakeholders, we are managing risk and building resilience to climate change. We understand that climate change is the single greatest challenge in the fight against poverty and inequality. On an ongoing basis our Global Leadership Team strategise how to address the changing climate at the programme level. Where possible we include climate change assessments and initiatives in our programme design.

Adara's commitment towards environmental stewardship is captured in our Environmental Sustainability Policy. The policy formalises Adara's commitment to limit the environmental impact of its operations and promotes environmental sustainability throughout its projects.

It is also cross referenced in Adara's Ethical and Sustainable Procurement Policy. This means that suppliers who Adara wishes to work with should, where practicable, recognise and comply with Adara's Environmental Sustainability Policy. As set out in the Ethical and Sustainable Procurement Policy, Adara will strive to work with suppliers who are mission aligned companies.

Adara will continue to inspire a commitment to environmental sustainability throughout our offices and project sites, by proactively pursuing a strategy that integrates:

- the Ten Principles
- UN Sustainable Development Goals, and
- the high standard of social and environmental performance as a Certified B Corporation organisation.



### OUR ACTIONS IN THE PAST 18 MONTHS

- Even though the easing of COVID-19 restrictions has facilitated a return to working in the office, we continue to have a flexible working from home model which allows our employees to work either from home or from the office. This hybrid model helps to reduce each employee's carbon footprint because they no longer need to commute to work everyday, employees are able to make lunch at home which is often less wasteful in terms of excess food waste and packaging.
- Meeting online is now the primary option for employees avoiding the need to travel long distances.
- We encourage recycling in Adara offices and have created infographics outlining what can and cannot be recycled.
- We have established a working group to discuss how we can reduce our carbon emissions. The group is made up of people from different teams who meet monthly. As part of this, we are assessing our current carbon footprint and establishing plans and actions for reducing our emissions.

- We have further developed our child club programme in Humla and Ghyangfedi to encourage environmental stewardship in the younger generation. We partnered with Ghyangfedi school to create a new school garden to teach students gardening skills and to provide fresh fruit and vegetables for the school's midday meals.



## EVERYDAY ACTIONS WE CONTINUE TO TAKE



The inclusion of minimum environmental standards in contracts with suppliers and other relevant partners.



Internal awareness-raising and training on environmental stewardship for employees.

Actively pursuing initiatives to reduce waste material and which improve the energy efficiency of products, services and processes:

- Adara does not accept plastic containers, bags, napkins and cutlery.
- All computers are shut down and screens turned off at the end of the day and office equipment is recycled as e-waste.
- On project sites we source local, sustainable materials to limit environmental footprint.
- We promote alternative materials for heating and cooking in remote communities, as opposed to use of wood.
- We encourage local communities to plant trees and plants.
- We use sustainable, low-impact transportation.
- We support in-country partner organisations to achieve their environmental goals through knowledge sharing.
- We continue to assist communities by providing solar lighting systems and smokeless stoves. This has significantly reduced indoor air pollution and contributed to the decreasing rates of respiratory disease symptoms in the residents.
- Adara works closely with villages in Humla to supply much needed additional electricity through clean micro-hydro power systems.



## 4. ANTI-CORRUPTION

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

### ASSESSMENT, POLICY AND GOALS

Adara is firmly committed to operating with integrity and maintains a strict stance against bribery and corruption.

The foundation of Adara's position against fraud, bribery and corruption is outlined in our Anti-Fraud, Bribery and Corruption Policy and Control of Funds and Resources Policy. Together, these documents, developed in consideration of the principles articulated in the UN Convention against Corruption, demonstrate Adara's commitment to the highest levels of integrity and ethical standards in all our relationships. In particular, they

- demonstrate Adara's commitment to a high standard of governance and accountability;
- operationalise Adara's business integrity compliance programme;
- strengthen open and transparent dealings with stakeholders.

Adara has a global whistleblower policy, which operationalises Adara's confidential whistleblowing programme and enables a wide range of individuals associated with Adara, including employees, suppliers, consultants, volunteers and interns/secondedes, directors and in-country partners receiving funds from Adara, to report (subject to local law) any concerns about the business or behaviour of individuals in the business.

Adara is also committed to a culture of transparency and encourages its employees to speak up about their issues and concerns, through management or formally through the whistleblower process.

Adara's dedication to open and transparent dealings with all its development stakeholders is demonstrated in its Open Information Commitment, published on its website. Adara believes strongly in the power of information and knowledge sharing to contribute to positive global change.

### OUR ACTIONS IN THE PAST 18 MONTHS

- Adara engages external auditors to audit each of its entities, once a year. In Nepal, Adara's books and accounts are subjected to a statutory external audit by the Social Welfare Council every 2.5 years. These audits are used as one of the methods to identify suspicious payments, allegations of bribery or corrupt behaviour. There have been no such incidents reported via the audit process.
- All programme partners must have their financial records externally audited and must provide audit reports to Adara.
- We have partnered with ADL Compliance Limited who provided us with anti-money laundering and anti-terrorism financing training for our staff, and we also delivered internal training to our Uganda based staff relating to anti-money laundering and anti-terrorism financing.
- We have a comprehensive due diligence processes in place against which we review donors and partners.



## EVERYDAY ACTIONS WE CONTINUE TO TAKE



We encourage in-country partners to engage in honest and ethical conduct and include minimum business integrity standards (including compliance with anti-money laundering and counter terrorism laws, establishment of adequate controls and processes, and Adara audit rights) in partner contracts.



Adara maintains a robust checks and balances system over transactions, including utilising dual authorities. All financial information is checked and controlled by our finance and operations teams.



- Adara provides a whistleblowing mechanism which enables staff, suppliers and partners to raise concerns about misconduct or an improper state of affairs in relation to Adara in a protected way.
- Adara's complaints handling policy is published on the website, referenced in its annual report, explained to all staff during induction and included in Adara's partnership agreements.
- Adara maintains a confidential, anonymous staff survey every two years, where all staff members can record feedback (including concerns). The communication is anonymous and passed directly to the boards of Adara Group, providing staff with a direct access to the board.
- During the induction process, all new staff are trained in Adara's governance processes.
- Specialised training on good governance and anti-money laundering and counter terrorist financing are provided to Adara's leadership teams, directors (where relevant) and teams which handle money and donations and relations with partners.



