

United Nations Global Compact  
United Nations  
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USA

Your reference: COP  
Our reference:  
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Subject: Communication Of Progress (COP) 2010

's-Hertogenbosch, February 3, 2010

Dear Sir, Madam,

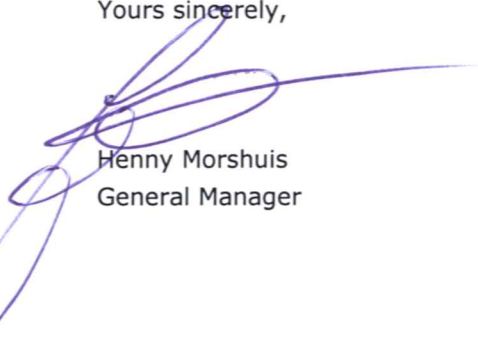
We are pleased to confirm to you and our stakeholders that CINOP in 2010 continues to actively support and promote the ten universal principles, with respect to human rights, labor, environment and anti-corruption, as promoted by UN Global Compact. The universal principles are an important part of our identity, our business strategy and day to day operations, at all levels of our organization.

CINOP internationally contributes in various ways to the Millennium Development Goals. CINOP will in 2010 expand her membership of the Global Compact Netherlands Network (GCNL).

Please find attached a brief profile of our company and our commitment to each of the above mentioned ten principles, and information on our systems, actions and performance, as far as we are able to report on these.

For additional information on our identity and services, we refer to [www.cinop.nl](http://www.cinop.nl) where you can opt for an English version.

Yours sincerely,



Henny Morshuis  
General Manager



## General profile of CINOP

CINOP is an independent, international research and consultancy agency specialized in lifelong learning, vocational education & training (VET), adult education, career guidance and human resource development.

As a consultancy agency we are part of the CINOP Group, a not-for-profit corporation. The echo - also part of our CINOP Group- is-a foundation specialized in the expertise as to vocational education runs publicly funded research programs.

Our core values as stated in our strategy document are involvement, entrepreneurship, partnership and sustainability.

We believe in the continuous development of people. This because learning does not stop at initial education. Every day people gather new knowledge and develop their skills; in a formal, non-formal or informal way. They do so in further education, at the workplace or as a citizen in social society. For us, talent exists at all levels, at any time any place, regardless of gender or cultural or religious background.

Based in the Netherlands, we offer services to governments, educational institutions, sectorial organizations and businesses. From strategic and policy advice to practical implementation. Within and outside the traditional educational context. That is how CINOP makes learning to a part of everyday reality, learning for life.

In the past 10 years CINOP has supported hundreds of clients and carried out numerous projects successfully. We are proud of the confidence that clients have in our ability.

Human Rights		
	Principle 1	
	Businesses should support and respect the protection of internationally proclaimed human rights	<u>Commitment</u> CINOP is committed to this principle. In The Netherlands human rights are protected by law as they are an important part of the constitution.
		<u>Systems</u> CINOP believes that the right to education and personal development is very important, all over the world, in every society. CINOP's main business focus is to develop and improve the quality of vocational education, both through schools and learning in the workplace.

		<p><u>Actions</u></p> <p>In 2008 CINOP won the assignment to organize the Dutch agency of Leonardo da Vinci for the coming 4 years. Leonardo is a European organization that stimulates a lifelong learning, an active and positive citizenship, and workability, through financing projects, usually with a multicultural background. Leonardo also stimulates transnational mobility.</p> <p>CINOP is member of the Workgroup Education of the National Dutch UNESCO Committee.</p> <p>Through this we support the UNESCO objectives.</p> <p>CINOP has been previously presented the UNEVOC CENTRE award by the UNESCO-UNEVOC International Centre for Technical and Vocational Education and Training.</p> <p>In 2009 CINOP continued the implementation of the NUFFIC project 'International LAW Education and Internationalization' at the Faculty of Law of Syiah Kuala University in Banda Aceh, Indonesia. The project aims to build the capacity of teachers to improve their educational level and the curriculum in international law, including human rights education.</p>
		<p><u>Performance</u></p> <p>The various projects financed through Leonardo were once more successful in 2009.</p> <p>We refer to the Leonardo website <a href="http://www.leonardodavinci.nl">www.leonardodavinci.nl</a></p>
	Principle 2	
	Businesses should make sure they are not complicit in human rights abuses	<p><u>Commitment</u></p> <p>CINOP is committed to this principle. CINOP therefore preserves the right to not rendering any services to organizations or countries that abuse human rights.</p>
		<p><u>Systems</u></p> <p>Systems are in place to ensure that any proposal that is sent out is checked by management, to ensure not only the quality and suitability of the offering but also the desirability of doing business with that particular prospect.</p> <p>In any business endeavors where CINOP works in close cooperation or even joint ventures with other organizations, CINOP will always as a standard do a background check.</p>
		<p><u>Actions</u></p> <p>CINOP does the background check in every procurement procedure. During the execution of projects CINOP does the background check when engaging new persons / companies</p>

		and for the existing persons / companies involved CINOP keeps itself informed of their actual status.
		<u>Performance</u> There was no need in 2009 to decline any business or venture.

<b>Labor Standards</b>		
	Principle 3	
	Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining	<u>Commitment</u> CINOP is committed to this principle. Both as to the internal organization of CINOP, as to a variety of contacts and services.
		<u>Systems</u> CINOP actively facilitates and stimulates her employees, to participate in the works council that meets with the company's management on a regular basis. CINOP has its own collective agreement.
		<u>Actions</u> <ul style="list-style-type: none"> <li>- Employees have an important say in the strategy of the company. In 2009, a new company structure was designed, together with all employees.</li> <li>- CINOP has a variety of clients such as trade unions.</li> </ul>
		<u>Performance</u> The works council works properly and is consulted on a regular basis. CINOP worked in 2009 for various sectors and trade unions and has been able to support them through ideas they can use in their negotiations with employers (and their unions).
	Principle 4	
	The elimination of all forms of forced and compulsory labor	<u>Commitment</u> CINOP is committed to this principle. In the Netherlands this is not an issue. It can be an issue in our projects outside of Europe.

		<p><u>Systems</u></p> <p>All employees within CINOP have a great deal of influence on their own jobs and the way they operate. All employees systematically meet with their managers, and a system of written plans and reports as to employee's ambition and personal development is in place.</p> <p>As to our projects in- and outside of Europe, we work on the improvement of vocational education. By doing so, we help people to improve their level of education, so they can get good jobs. Also, this has a positive impact on the development of regions / countries in general and the economy in particular. That helps against forced and compulsory labor.</p>
		<p><u>Actions</u></p> <p>In 2009 we participated –as a consultancy specialist- in various projects that are relevant with respect to principle 4 and 5. In 2009 CINOP continued projects in several programs which are aimed at the development of the vocational education and training systems in Ghana, Bhutan, Indonesia, South Africa, Palestine, Tanzania and Zambia. Through these programs laborers will become more independent.</p>
		<p><u>Performance</u></p> <p>In 2009 has again functioned as a corporate democracy, to the satisfaction of both the employees, the managers, the managing director and the board of trustees.</p>
	Principle 5	
	The effective abolition of child labor	<p><u>Commitment</u></p> <p>CINOP is committed to this principle.</p>
		<p><u>Systems</u></p> <p>We refer to principle number 4. The impact of our work outside of Europe on the quality of life of children is enormous.</p>
		<p><u>Actions</u></p> <p>Through the involvement in the projects on the vocational education and training systems CINOP achieves indirectly a positive influence on the abolition of child labor.</p>
		<p><u>Performance</u></p> <p>The projects in Africa and Asia are proceeding successfully. Several projects in Africa have been brought to a close according to their goals.</p>



	Principle 6	
	The elimination of discrimination in respect of employment and occupation	<u>Commitment</u> CINOP is committed to this principle.
		<u>Systems</u> CINOP employs professionals from various cultural / religious backgrounds. Not only because CINOP believes that to be the proper cause of action, but also because CINOP needs the expertise these employees bring to the company in general and the projects in particular. In our procedures discrimination is forbidden. We select on the basis of suitability in knowledge, skills and behavior. Gender equality is important for CINOP. This implies not only an equal division of men and women but also female empowerment and a significant amount of women on leading positions. CINOP aims to give both male and female students equal opportunities with regard to access to education, retention and employability through their projects. CINOP is a specialist as to competence-profiles and the recognition of previously acquired competences.
		<u>Actions</u> In 2009 we followed procedures as usual. We have had no complaints as to racial or other sorts of discrimination, such as age or gender. As a consultancy and project management specialist we have - for a variety of organizations and companies- set up or improved their systems regarding a structural model for the demanded competences per position and the ways to measure these. We have also worked on the improvement of employee selection and career paths. By working in accordance to these systems, we support fairness as well as personal development. An extensive project CINOP continued to be involved in 2010 on both a managerial and professional level, is the Dutch Illiteracy Project, funded by the Dutch government. This project helps immigrants into a better starting position on the Dutch labor market. Gender equality receives increasing attention in the international projects of CINOP.
		<u>Performance</u> CINOP group employs about 160 people, more than 50% female.

		All projects have been successful and have contributed to fairness. Several examples can be found on our website (most only in Dutch language).

Environment		
	Principle 7	
	Businesses should support a precautionary approach to environmental challenges	<u>Commitment</u> CINOP is committed to this principle.
		<u>Systems</u> CINOP supports a sustainable use of the world's limited resources. CINOP as a rule stimulates her employees to work from home on days that are possible, to relieve the environmental impact. CINOP has a corporate social responsibility committee organizing activities to make employees aware on a sustainable use of people, planet and profit.
		<u>Actions</u> The corporate social responsibility committee has a fund for private initiatives of employees. In 2009 CINOP has contributed a statement to the Copenhagen Climate Conference.
		<u>Performance</u> Employees became aware of their behavior and the challenge of a sustainable environment.
	Principle 8	
	Businesses should undertake initiatives to promote greater environmental responsibility	<u>Commitment</u> CINOP is committed to this principle.
		<u>Systems</u> As a consultancy specialist with regards to learning technology, CINOP organizes e-learning and blended learning for organizations. Because of this technology students need to travel less, and less material has to be printed. This saves all



		sorts of natural resources and so indirectly promotes a greater environmental responsibility.
		<u>Actions</u> On September 9 2009, world environment day, the social responsibility committee asked attention for a sustainable use of the environment by having a green carpet and biological fruit. Furthermore, CINOP supported two-sided copying.
		<u>Performance</u> The projects CINOP worked on were successful.
	Principle 9	
	Businesses should encourage the development and diffusion of environmentally friendly technologies	<u>Commitment</u> CINOP is committed to this principle.
		<u>Systems</u> We refer to principle 8.
		<u>Actions</u> We refer to principle 8
		<u>Performance</u> We refer to principle 8.
Anti-Corruption		
	Principle 10	
	Businesses should work against corruption in all its forms including extortion and bribery	<u>Commitment</u> CINOP is committed to this principle.
		<u>Systems</u> CINOP stimulates her employees and managers to be honest and fair on in business transactions. In order to prevent any corruption, extortion or bribery, CINOP has proper administrative procedures in place. CINOP employees

		<p>knowledgeable financial staff and as required by law, has an external accountancy firm check all procedures and transactions.</p> <p>CINOP is ISO 9001 certified.</p> <p>A supervisory board is in place.</p> <p>CINOP also has a system in place for complaints, treated confidential if required, related to our works council.</p> <p>When working outside of Europe, CINOP usually works in conjunction with other organizations, to share knowledge, but also to be less susceptible to bribery and corruption.</p>
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		<p><u>Performance</u></p> <p>We performed well. The accountant was satisfied. No complaints with regards to corruption, bribery or extortion were received.</p>
General		
	Involvement Millennium Development Goals	<p>In 2007 several Ministries organized the SCHOKLAND – meeting. Numerous companies and individuals subscribed to the Millennium Development Goals. CINOP was one of the initial subscribers. The Goals that were set meet the 8 International Millennium Development Goals.</p> <p>Under this agreement the Learn4Work initiative was started for Ghana, Ethiopia, Kenya and Zambia. CINOP has taken part in the Zambia project.</p> <p>These goals are also part of the National Dutch UNESCO Committee to which CINOP is a member of the Workgroup Education.</p> <p>As a UNEVOC CENTRE CINOP is dedicated to furthering the UNESCO goals in the area of TVET.</p>
	External monitoring	<p>CINOP is monitored on the execution of its projects by its Contractors. Contractors were the Dutch Governmental Agency Nuffic, UNDP; EuropeAid and several Dutch Ministries.</p> <p>These organizations demand statements in which several of the principles mentioned above are recognized.</p> <p>Furthermore these organizations monitor CINOP during the execution of the projects on the practical sustainability of these principles.</p>