



Sustainability Program

Implementation Plan

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Mission Statement

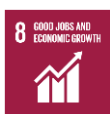
At Olympic, we believe that being a good business means contributing to the well-being of our workers, our customers, our community, and our planet. We believe that our business can, and should, aim to add value to society and operate in a sustainable way. We want to add value by making good products that nourish people, all the while creating jobs and contributing to the Bangladesh economy. We know that one company cannot by itself fix the world's problems, but we want to make sure we do everything we can to make this world a better place. This is why we have decided to introduce a *Sustainability* program.

As a company, our goals are to a) be the employer of choice by providing our employees with an exciting and fulfilling work environment; b) be stewards of social responsibility in Bangladesh through our initiatives; and c) instill confidence in our external stakeholders that our practices are aligned with their social responsibility values. We believe that a good business must be sustainable. We want to take on goals that not only give back to society, but that also hold us to a higher standard as corporate citizens. We are committed to sustainability for the long-run, and we welcome accountability for our actions.

We believe that any good program needs stable funding. This is why we aim, in the long run, to align our funding with the Sustainable Development Goals' recommendations on donor country spending. By committing to this number, we hope to contribute in a meaningful way to our country's development, and to set an example for our peers.

In order to better guide our decisions, we have tied all of our projects to the Sustainable Development Goals set out by the United Nations. We have chosen goals which are most applicable to our line of work and which are closest to our employees' hearts; those which relate to nutrition, education, equity, and climate change.

We are committed to providing our workers with a better life by providing them the working conditions they deserve. We aim to achieve this by complying with labour laws, implementing programs focused on skills and knowledge development, and creating new opportunities for our workers. We want to build a working environment which helps our workers thrive and be proud to work in.



Achieve full employment and decent work for all women and men, and equal pay for work of equal value. (8.5)
Protect labour rights and promote safe and secure working environments for all workers. (8.8)

We are committed to providing our customers with products which are both healthy and delicious. Why compromise? We aim to improve our customers' nutrition by providing them with fortified products they will actually want to eat. We also aim to eliminate unfair business practices by creating and enforcing marketing policies which protect the rights of children and vulnerable people.

End hunger and ensure access by all people to safe, nutritious and sufficient food all year round. (2.1)
End all forms of malnutrition. (2.2)



We are committed to giving back to our community by improving food and nutrition security, and increasing access to education. We have chosen these goals because, as we are in the food industry, we believe it is our duty to ensure that our country has access to good nutrition and has the education necessary to make healthy decisions and to lift themselves out of poverty. We are aware of the virtuous cycle of

education and nutrition, where children can only succeed in their studies if they are well fed, and if they are educated, they tend to eat better and be healthier.



Ensure that all girls and boys complete primary and secondary education. (4.1)

Ensure equal access for all women and men to affordable and quality technical, vocational and tertiary education, including university. (4.3)

We are committed to ensuring that our planet stays healthy and plentiful. We believe we have a duty to ensure that our children will have a flourishing planet to live on for generations to come. In order to make this happen, we plan to reduce our impact on climate change by reducing waste and greenhouse gas emissions, increasing our use of renewable materials and energies, and mitigating climate change's impact on our communities.

Promote the implementation of sustainable management of all types of forests, halt deforestation, restore degraded forests and substantially increase afforestation and reforestation globally (15.2)



Increase substantially the share of renewable energy in the global energy mix. (7.2)

Double the global rate of improvement in energy efficiency. (7.3)

Substantially reduce waste generation through prevention, reduction, recycling and reuse. (12.5)



In undertaking all our projects, we commit to considering gender issues and to actively contribute to the elimination of discrimination against women.



Ensure women's full and effective participation and equal opportunities for leadership at all levels of decision-making in economic, political and public life. (5.5)

Finally, we commit to holding ourselves accountable for the way we conduct business and for the projects we engage in. In designing our projects, we will strive to remain independent and to make a wise cost-benefit analysis based on our key goals, all the while ensuring that our work is measurable, sustainable, efficient and relevant. We will also aim to ensure that our projects are not duplicating the work of another agency, but rather that our projects are unique and complementary. We commit to continuously monitoring and evaluating the projects that we fund or take on. We commit to producing detailed reports that are accessible to all our stakeholders on a frequent basis.

We are committed to making a sustainability program we can all be proud of.

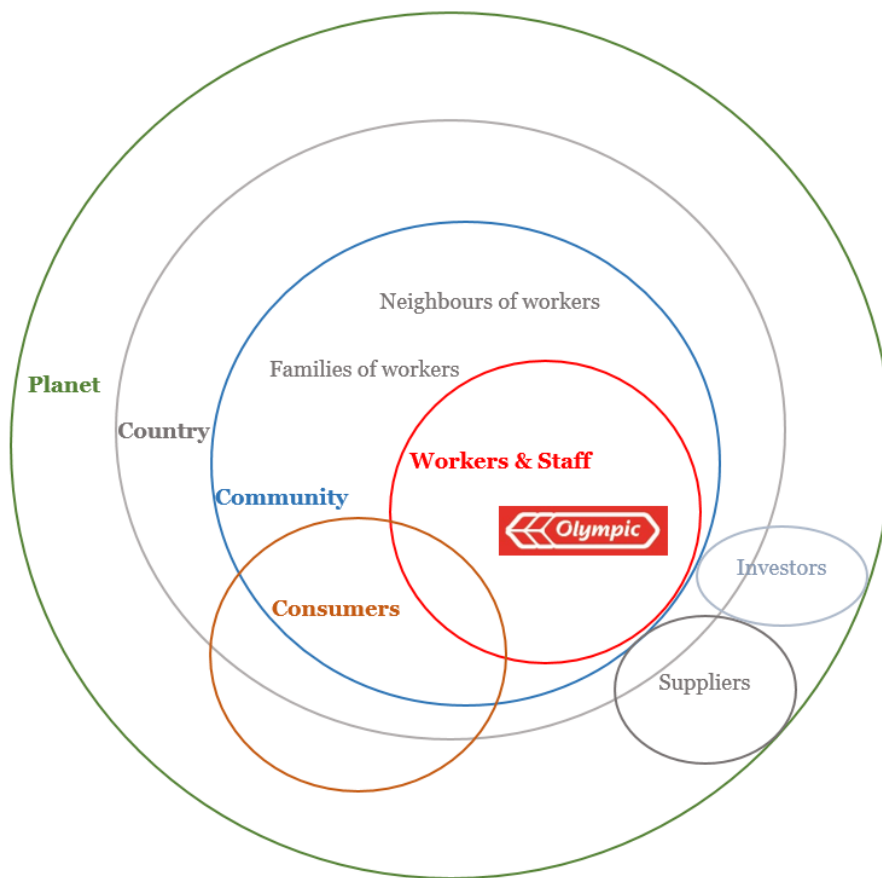


Overview

Definition

At Olympic, we believe that we have several key responsibilities towards our stakeholders, one of which is Corporate Social Responsibility. These activities are primarily intended to minimize the impacts our operations may have on our stakeholders. We are committed to achieving these goals by engaging in ethical and sustainable business practices, as well as tending to the needs of those who work so hard to make us a better company. To us, CSR means treating employees with respect and dignity and being a good neighbour to the people next door as well as those halfway across the world.

The Business Ecosystem

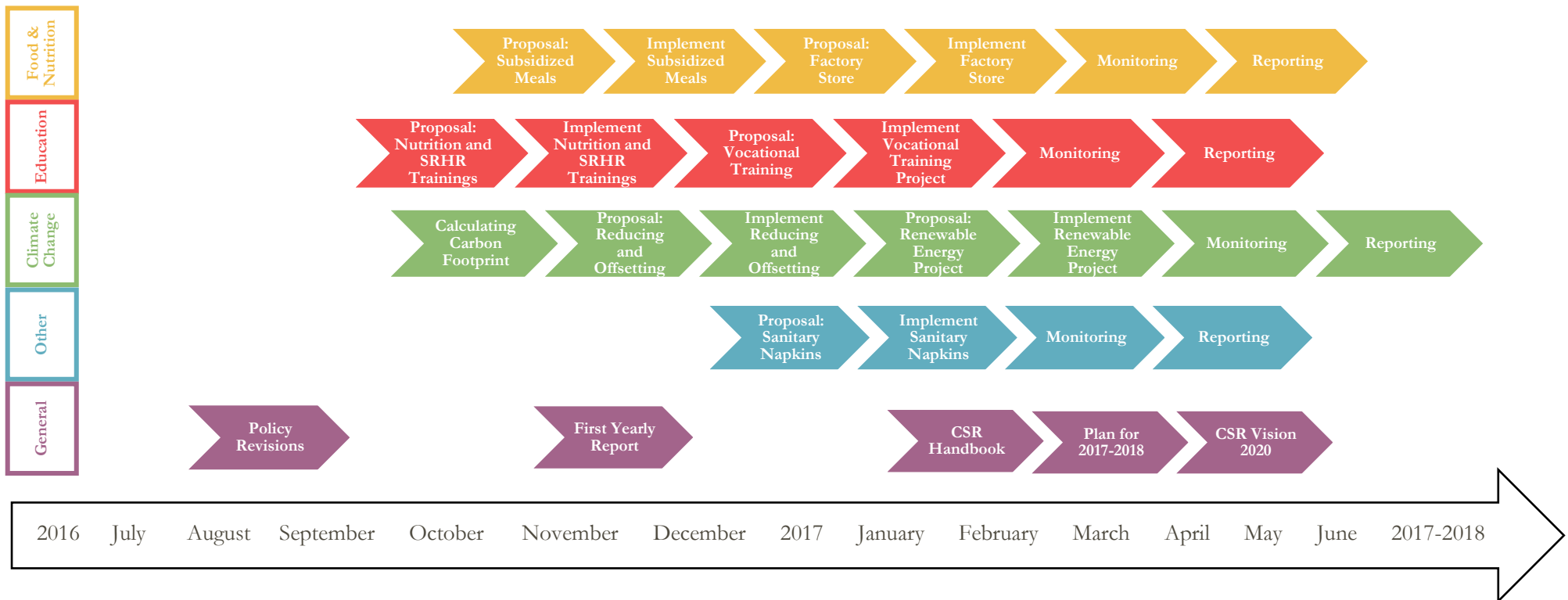


Roadmap

The graph below shows an approximate timeline which we intend to follow in order to develop the projects described below. The timelines in yellow, red and green represent the projects we will conduct in food and nutrition, education, and climate change, respectively. Blue represents other project based on workers' needs, and purple shows a general timeline for events.

The Roadmap includes a Needs Assessment at the very start. In order to have a Sustainability program which produces good and efficient results, we started the program by asking the recipients about their needs, desires, and obstacles to achieving them. This will help us design and implement projects which actually matter to people's lives. It is often the case that midway through a project, obstacles which were not foreseen come up. The Needs Assessment will help reduce these incidences and act with more efficiency.

There are also stages for Proposals, where we will present the detailed plan for the project to the top management or to the board for approval before proceeding. The Monitoring phase of the projects helps ensure that we are producing the results we intended to, and the reporting phase is to ensure our accountability to the company and to the investors.



Ongoing Activities

WORKERS

Labour Rights

Occupational Health and Safety	<p><u>Water and Sanitation:</u> We provide clean drinking water, gender-designated bathrooms to our workers. We make sure that the factory is always clean and we control for pests.</p> <p><u>Health:</u> All employees are certified as fit to work by a doctor before they are employed. We always have a first aid team on the premises, a certified paramedic available, and an arrangement with the local hospital, which is very close to our factories. Sick and injured employees have access to free medical healthcare and 14 days of paid medical leave.</p> <p><u>Building Safety:</u> The ground on which our factories stand are approved before construction, and we hold licences for loads up to 200 tones per square feet although our load usage averages 40 tones per square feet.</p> <p><u>Fire Safety, Emergency Preparedness and Response:</u> We hold a Fire Licence, certifying that we follow all the fire safety rules applicable to us. We have multiple fire extinguishers, heat and smoke detectors, fire hydrant boxes and fire alarms on every floor. All our buildings are made to withstand earthquakes and have safe evacuation methods.</p> <p>We have disaster management committees composed of 40 officers and managers from both biscuit factories. They design our disaster management and fire safety plans, and communicate them regularly with the fire marshal teams.</p> <p>We have a fire marshal team composed of factory operators and lower-level workers in each department, whom we train every week. They are trained by the disaster management committee, and in turn are in charge of communicating plans with other workers in their department. A new team is formed every three months in order to ensure that all workers are trained at one point or another.</p> <p><u>Hazardous Chemicals and Protective Gear:</u> No protective gear is required at the biscuit factories, as no hazardous materials are used. At the battery factory, workers are provided with protective gloves. Those who work with corrosive chemicals must wear robust rubber gloves. Those working with extremely loud machinery are given hearing protectors to reduce the noise they hear down to under 75 decibels, which is the standard limit.</p>
Employment Process	<p><u>Child Labour:</u> We make sure that all of our workers are over the age of 18.</p>

Worker-Management Relations

Reporting System	We have a detailed system for dealing with problems between workers, or problems between a worker and a manager. There is always at least one employee from the Human Resources department available during all shifts. This always includes at least one woman.
Preventing Abuse	We train employees weekly in order to prevent sexual harassment in the workplace.

Wage and Compensation

Profit Sharing	We are one of the only companies in Bangladesh which shares 5% of its profits with its workers. As the Labour Act prescribes, the majority of this sum is distributed to our workers directly, with the remainder being split between our company's welfare fund, and the government's Worker Welfare Fund. Last year, this 5% of profits amounted to a total of 77,277,393 BDT (USD 952,000).
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Bonuses	We provide two annual festival bonuses to our workers, each of which is equivalent to one month's basic wage. We also provide systematic cash incentives for workers who come to work regularly (200 taka per month), and to those who work night shifts (20 taka per day, or 200 taka per week if completed).
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Benefits and Leave

Hours and Overtime	Workers are compensated with double their basic hourly wage for every hour of overtime they put in, as is prescribed by the Labour Act.
Leave	<p>Our permanent staff enjoys a minimum of 40 days of leave per year. This includes two festival leaves, sick leave, and casual leave. In addition to this, earned leave is added according to their time in service, as per the Labour Act.</p> <p>Maternity leave is granted to female permanent staff for the duration of eight weeks before confinement and eight weeks after.</p>
Insurance	We provide life, health and injury insurance to all our employees.
Facilities and Others	<p>We provide dormitories for technical staff and supervisors who need to work at night and/or live far away. We provide meals for all officer-level employees and above, as well as a canteen for regular workers.</p> <p>We have a small medical centre at both biscuit factories with an officer available at all times. We play classical music at night in our new biscuit factory as a way to motivate workers and create a good working atmosphere.</p>

CONSUMERS

Quality Control

Raw Materials	We test the quality of all our supplied products before we even accept the shipment. Every ingredient has its own dedicated tests which we perform upon the reception of every shipment. We have metal detectors that check our raw materials for ferrous content before production. We use SAP-ERP system to manage our inventory and production line, helping us reduce errors and improve efficiency, all the while ensuring unparalleled product quality.
Process	<p>Our factories are GMP areas (Good Manufacturing Practices), meaning that we make sure worker uniforms, shoes and hands are clean at all times. All women are required to wear the hijab for sanitary purposes. Men are required to wear a hairnet. Everything and everyone who enters the GMP area is disinfected and monitored.</p> <p>We make sure that everyone who goes onto the production floor is fit to do so, and will not contaminate our products. A consultant from the ICCDRB tests microbial growth and culture every week, taking samples from the floor, air, hands, etc., to ensure GMP compliance. The consultant also monitors the quality and cleanliness of water we use.</p> <p>We have metal detectors that check biscuits during production. We make sure that all our cookies are similar in taste, texture, packaging, etc. For this, we test them at every stage of production.</p> <p>In order to ensure that all our policies are respected and known to our consumers, we are ISO 22000 certified. In addition, SGS tests our products and audits our factories once a year, according to various standardized criteria.</p>

Finished Goods

Every new product we launch must be approved by the Bangladesh Standards and Testing Institution, who review our product's ingredients, recipe and nutritional information for approval.

We make sure that all our products are similar in taste, texture, packaging, etc. For this, we test them after production in different environments to ensure that their shelf life and quality are preserved.

In order to make sure that all packages are the same weight as advertised, we have built-in mechanisms that weigh each box we ship out. We also go above and beyond labelling policies imposed by the BSTI in order to best inform our customers. We include our ingredients list, nutritional facts, and certifications on all of our packaging.

COMMUNITY

Education

Ongoing Donations

In the last few years, we have donated BDT 947,000 to various educational institutions and events in Bangladesh. These include debate competitions, graduation ceremonies and university events. We also fund an annual Energy Plus football tournament which is meant to encourage youth to partake in healthy, productive activities as a part of their daily lives. We also donate BDT 90,000 per month to four madrassas and one primary school for the employment of Science, Mathematics and English teachers.

Food & Nutrition Security

School feeding and production of fortified foods

We have been part of many projects which involved fortified food production and distribution. For instance, we have produced cereal bars for the Land O'Lakes school feeding program. This project benefitted 75,000-100,000 school children and teachers per day, in 441 schools. We produced a total of 15 million cereal bars. We were successful in improving the nutritional status of children and in incentivizing them to go to school. Seventy-six percent of parents in program areas viewed the cereal bars as the most effective incentive for their children to attend school. The cereal bars created a 27 percent increase in school attendance, to reach levels of approximately 95 percent.

Similarly, we produced Complementary Food Supplements (CFS), High Energy Biscuits (HEBs) and Ready-to-Use Complementary Foods (RUTFs) for the World Food Programme (WFP). We also produced fortified biscuits through a manufacturing agreement with internationally renowned pharmaceutical company GlaxoSmithKline (GSK).

These projects contributed to improving the community's nutritional status, and they also helped us develop as a company. These projects helped us improve our food security measures by inciting us to acquire certification by various bodies such as ISO.

PLANET

Inputs

Energy

We mainly use natural gas, government-supplied electricity, and diesel as sources of power. We have one solar panel at each factory, which produces 2.2kw of electricity per hour. The energy produced by these panels is used for lighting and ventilation. Our total requirement for lighting and ventilation at this time is of 44kw/ hour, at each factory. Our factories each use approximately 600 kw/hour of energy in total.

We adhere by all the energy safety procedures mandated by the government. We are continuously switching to LED lightbulbs, as they are more energy-efficient than CFL lightbulbs. We have switched 50% of our lightbulbs so far, and counting.

Outputs

Emissions We burn natural gas for energy. We calibrate the burners regularly to ensure that no sulfur oxide, nitrous oxide or carbon monoxide are emitted into the environment. The air is regularly tested by a third party to make sure we do not emit those toxins. We have a generator that runs on diesel. We clean its chimney every year and obtain an air report from a third party. We submit this report to the Environment Department to acquire clearance for its use.

Our generators have a body canopy and a room canopy to insulate them and reduce the vibrations and noise pollution. We also control the chimneys to reduce noise. We usually keep the noise around 75 decibels, which is the international standard. This is also required for obtaining environmental clearance.

Effluents We have two deep tube wells and a settling tank to separate oils from waste water at each factory. We adjust the water's PH level before releasing it into the pond. We partly reuse waste water after treating it with UV lights. We do not use toxic chemicals at the biscuit factories. As for our battery factories, all the water we use is fully utilized in the production of our batteries.

New Projects

Focus Area Allocations

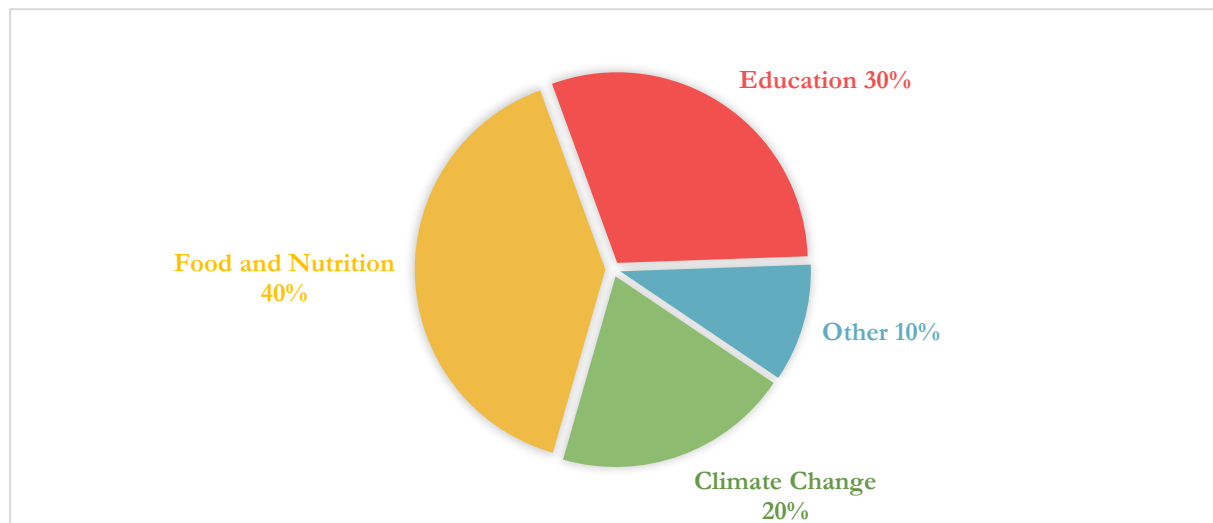
During our preliminary research, we identified three areas of need which are relevant to our organization and which are close to employees' hearts. These areas are: Education, Environment, and Food & Nutrition. These are areas which need to be improved for the benefit of all four stakeholders, as part of our CSR program.

These focus areas were chosen because they are close to our employees' hearts, and because they may be instrumental in supporting the company's values. We chose Food & Nutrition as our main focus area because of the natural fit with our business. Olympic has the possibility of using its influence, resources and expertise to promote improved nutrition in Bangladesh. Projects related to nutrition will have a positive influence on branding and the company's image, all the while providing a deeply needed service to society. We propose that 40% of the budget be allocated to projects for Food & Nutrition Security.

We chose Education as the second most important focus area because it is the one cause that all employees interviewed identified and said they cared about. As a company, education can also be beneficial. Better education will lead to a selection of more skilled workers, as well as a better work ethic and efficiency. We suggest that 30% of the budgetary allocated to projects for Education.

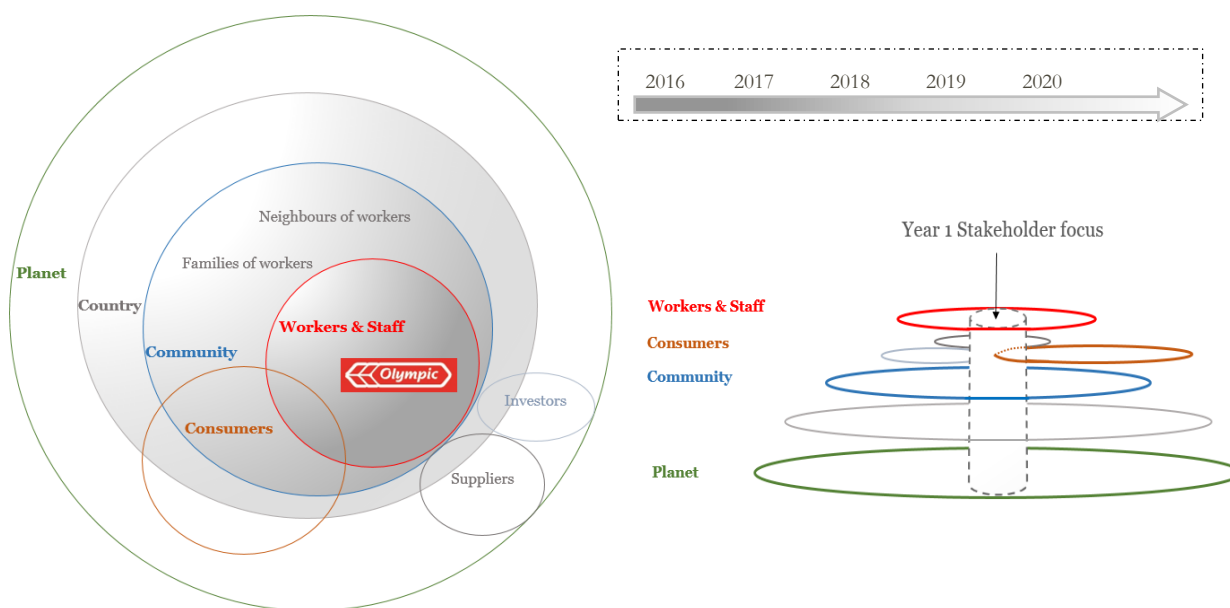
No one is affected more by Climate Change than Bangladesh. It is a key concern for the country, as well as for our staff. As a company, we use the land's resources for our production. We believe that it is therefore our responsibility to ensure that land remains healthy and bountiful for all. This is why we have chosen to include projects on environmental sustainability, with 20% of the allocated budget.

Finally, we have kept 10% of the budget for 'Other' projects. We believe that the best CSR is employee-driven. As such, we will use the results of our needs assessment to design projects that will improve their quality of life and are not featured in the three first categories.



Expanding our Focus

No Sustainability program is honest and solid without changes from within. A company which is serious about social responsibility must commit to making itself better first. As such, we will focus on projects which improve the life of workers, their close communities, and the environments we directly affect. After the first initial years, we plan to expand our projects outward, eventually reaching more distant communities and stakeholders. The progression can be seen with the transition gradient below. The sideways view of the diagram illustrates how our first year projects can address the needs of the stakeholders that are closest to our operations.



The projects described below are those which we are interested in pursuing for each focus area. Here, they are classified by stakeholder, and marked according to focus areas. Projects will be fully planned and approved before proceeding. They are examples of projects we would like to take on this year. One or two of these projects per focus area will be chosen for implementation, based on budgetary allocation.

WORKERS

Vocational Training for Women

Category:
Education






Beneficiaries:
Five female casual workers

Duration:
6-24 months

Women are disadvantaged in Bangladesh when it comes to employment. They have less access to education, fewer acceptable job options, less physical and professional mobility than men do. In addition, they often struggle to convince their families to let them work.

At Olympic, we recognize the need for women to be hired not only as casual employees, but in higher positions as well. Women can contribute to our company in a unique way, using their different mindsets, creativity and problem-solving techniques to improve our company.

In order to help women fulfill their full potential, Olympic can provide free vocational training for five women within the company. These women can be chosen based on their excellent work ethic, and desire to work for the company as a staff member for a minimum of three years after their training is completed. The company would pay for all educational fees, as well as their gross salary, in order to facilitate the transition and fulfill these women's obligations to their families.

<p>Training on SRHR</p>	<p>Category: Education</p>  <p>Beneficiaries: Five female casual workers</p> <p>Duration: 2-3 months</p>	<p>Our needs assessment has found that both women and men have very little knowledge of healthy habits, and that this has a large impact on productivity and absenteeism rates. It has also found that, as it is the case everywhere in Bangladesh, women are at a disadvantage in the workplace. They often miss work due to menstrual pain and stigma, they do not feel comfortable discussing this topic with their male supervisors, and they face a myriad of issues at home that affects how they work.</p> <p>In order to help rectify these issues, we would like to provide training to both male and female workers on Sexual and Reproductive Health and Rights. This would involve teaching them about how to interact appropriately with the opposite gender in the workplace, as well as provide a platform for gender-related issues to be discussed and solved.</p> <p>We understand that this topic is very sensitive, and we pledge to approach it with utmost caution, cultural appropriateness, and transparency. This training will surely improve the work environment, contribute to workers' health, increase productivity and decrease absenteeism rates.</p>
<p>Training on Nutrition</p>	<p>Category: Food & Nutrition</p>  <p>Beneficiaries: All factory workers and mid-level managers</p> <p>Duration: 2-3 months</p>	<p>Malnutrition is rampant in Bangladesh. Even most workers are not immune to this. This is often due to more than just poverty. It is also linked to poor nutrition, education and long working hours.</p> <p>By providing workers with knowledge on Nutrition, sanitation and best practices, Olympic could contribute to improving worker health, education, and productivity. Indeed, nutritional status has been found to be deeply linked with productivity in the workplace. When conducting our needs assessment, we found that workers have very little knowledge of what foods are good for them or their families, and that they would be open to learning about this topic. We also found that they often lack energy during their shifts, which we believe is in part due to their bad nutrition practices.</p> <p>In partnership with an NGO, we would like to train workers to become peer-educators, and mid-level management to become master trainers. The only cost to this project would be the initial investment. This project would be sustainable as we would integrate nutrition training into the basic training all workers receive when joining Olympic, and we would task master trainers with ensuring that the information is passed on among workers, regardless of turnover.</p>
<p>Subsidized Meals</p>	<p>Category: Food & Nutrition</p>  <p>Beneficiaries: All 1,906 casual factory workers</p> <p>Duration: Demand-based</p>	<p>By cooking warm meals every day and providing them to our factory workers at cost, we could ensure that the food they are consuming is entirely nutritious. This would in the long run improve the lives of workers' children as well, because parents' nutritional status is passed down to their children. Workers would be relieved from the task of cooking in the morning, which is a highly time-consuming endeavour.</p> <p>This would increase productivity and reduce absenteeism. It would also ensure that workers have more discretionary income. This project would be sustainable in the long-run, as workers would pay for the meal, and Olympic would only have to bear the cost of production. As such, this project would be entirely driven by demand.</p> <p>The company's initial infrastructure costs would be covered in the first year. All the company would have to pay in the long-run would be the cooks' wages. The service provided to workers through this program would continue to have beneficial effects on their lives.</p>
<p>Factory Convenience Store</p>	<p>Category: Food & Nutrition</p>	<p>The needs assessment showed us that one of the main problems faced by workers is that they cannot appropriately feed themselves. Often, this is because they must travel long distances to buy groceries and do not have access to long-term storage (e.g. Fridge). We would like to</p>



Beneficiaries:

All factory workers

Duration:

Demand-based

solve this problem by setting up a small convenience store on each factory premises that is only accessible to workers. The cost of running this store would be born by the company, while the cost of the food would be borne by workers. As such, the success of this project would be demand-driven and sustainable. In addition, this scheme would enable workers to have access to safe, nutritious cooking ingredients at a discounted rate. They would therefore be able to cook more easily and more often, thus improving their and their family's nutritional status.

Category:

Other



Most women in Bangladesh use unsanitary means to control their period, or even no means at all. This leads to infections and/or absenteeism. This in turn leads to lower chances of being hired as staff, and receiving the benefits that such a position offers.

Free Sanitary Napkins

Beneficiaries:

All 1,132 female factory workers

Duration:

Monthly for one year

If we were to take on this kind of project, we would have a first-time distribution which would include a brief explanation on how to use the napkins, as well as a few health facts related to periods. We would distribute two pairs of underwear per woman as well, as most rural and poor women do not tend to own any. A month after the first distribution, we would survey female workers to see if they used the napkins, and to answer their questions. From then on, we would simply keep free napkins in the women's bathrooms at all times. New employees would receive their first napkins and underwear as part of their orientation package.

CONSUMERS

We believe that what we provide our consumers already goes above and beyond the laws of Bangladesh. We do not see any immediate need for a project which improves the consumers' lives, especially since many of our customers will be affected by our community projects. As such, for the first year of the CSR program, we will not be conducting any projects specifically targeting consumers.

COMMUNITY

We believe that what the best way to ensure sustainability of our operations is to first focus on our workers' well-being, and then address the community's needs. We plan to expand our projects to include the communities around the factory within one or two years. Nevertheless, while the projects stated above target mainly our workers, they will surely have an indirect impact on the workers' families, and hopefully their community. We will not claim responsibility for any changes within the community that occur indirectly because of our projects, and we will attempt to measure them. We will simply see this indirect impact as an added bonus of our projects.

PLANET

Renewable Energies

Category:

Climate Change





Duration:



One-time investment, sustainable

The world is becoming too warm. No one is more affected by climate change than Bangladesh. The country has been working toward using more renewable energy. As a frontrunner in the private sector, Olympic should participate in this movement.

We can commit to using renewable energy to generate the power needed for part of our lighting needs. This would not only be good for the planet; it would also be economical for Olympic. Although the one-time capital investment is significant, there is a constant return to investment when it comes to saving on energy costs. In the long-run, using renewable energy costs next to nothing and does a

Energy Efficiency	5–10 year return	great deal of good. For instance, we could entirely switch our daily lighting needs to be provided by solar power over a three or four-year period, and spend approximately the same as if we used natural gas. Let there be light!
	<u>Category:</u> Climate Change	Increasing our energy efficiency would be a great way to invest in the environment all the while reducing our overall energy costs. While most of our machinery and power sources are already very efficient, we believe that we can do even better.
		
	<u>Duration:</u> One-time investment, sustainable 5–10 year return	We would like to invite consultants to collaborate with us on the creation of realistic energy efficiency targets, and on the adoption of high-return methods of saving energy.
Greenhouse Gas Emissions	<u>Category:</u> Climate Change	Every business and household emits some form of greenhouse gas. With rising climate change, it is more important than ever that we do our part in reducing the greenhouse gases emitted into the atmosphere, and that we offset what we cannot avoid producing.
		
	<u>Beneficiaries:</u> Communities close to the factories	We would like to reduce our greenhouse gas emissions by using renewable energies, as mentioned above. We would also like to offset part of our emissions through afforestation or reforestation in the neediest parts of Bangladesh.
	<u>Duration:</u> One-time investment, 5-year project	An afforestation or reforestation project would help us offset our emissions by absorbing greenhouse gases, such as CO2, and leave the air we breathe cleaner. It could also help locals earn a little money by planting trees, as well as by harvesting their fruits in the long run. Trees reduce pollution and noise, and can create much-needed shade for those living in the villages surrounding us. With this project, we can plant a seed, and harvest a better future.

CROSS-CUTTING CONSIDERATIONS

Gender Equity		We intend on taking gender into account for every project we undertake. This means we will not take a project on if we have reason to believe that it will negatively impact existing gender relations. It also means that when designing any project, we will include gender analysis and activities for the promotion of gender equity.
Training, Education and Advocacy		We provide one or more training sessions to our staff per month on topics such as GMP, machine safety, fire safety, good documentation practices and pest control. We have a system whereby department heads assess what each employee needs to be trained on. We keep track of these needs, and the HR department provides training accordingly. We also do on-the-job training, keeping a record of who we trained and on what. Casual employees are trained on changing procedure when entering GMP areas, GMPs, as well as dos and don'ts. We train women and men separately, both trained by a supervisor of the same gender.
		We intend on training employees on CSR-related topics as we develop new projects and initiatives.
Multi-Stakeholder Dialogue and Coordination		In order to best choose the projects we engage in, and the approaches we take in these projects, we will consult with major donor organizations, INGOs, local NGOs, and our beneficiaries. We will strive to remain independent and to make wise cost-benefit analyses based on our key goals, all the while ensuring that our work is measurable, sustainable, efficient and relevant. We also aim to ensure that our projects are not duplicating the work of agencies, but rather that our projects are unique and complementary.



Another major goal of our CSR program is to create a company which our workers and employees are proud of. As such, we intend to survey our staff each year to determine their priorities and goals for the year. As members of the community, our staff are well-placed to understand the most important challenges our country is facing today.

Documenting

An important aspect of accountability and transparency is documentation. We intend on keeping close track of our projects and their respective impacts. As there is limited space in our report, we will ensure that these records may be accessible simply by contacting us.

Monitoring and Reporting

Unlike what most people think of companies engaging in CSR, we are not in it just for the publicity stunt. The actual change matters to us. As such, we commit to monitoring the projects that we fund or take on. We expect quarterly reports from our partners and recipients, and we intend on making the contents public. These will be included in our detailed quarterly reports on CSR and our ongoing projects.

Applying Our Principles to Our Suppliers

We believe in making the entire supply chain sustainable and accountable for its actions. Unfortunately, in Bangladesh this is very difficult at this moment. As such, we plan on choosing one or two focus areas which we care most about, and using our influence and expertise to help our suppliers become more sustainable as well.



Estimated Project Costs

Below is a breakdown of estimated project cost. For the practical purposes of this Implementation Plan, the Budget for this year was set based at 0.5% of Net Profit After Tax in 2015, as this is the budget we have been approved for the first year. Of course, the numbers below are based on a limited number of recipients. As such, a higher budgetary allocation for CSR will be used toward expanding the number of recipients or outputs.

Project	Cost	% of Total Budget
Nutrition Training	₹ 350,000	4.29%
Factory Convenience Store	₹ 1,800,000	22.07%
Subsidized Meals	₹ 1,048,300	12.85%
SRHR Training	₹ 250,000	3.06%
Vocational Training	₹ 834,000	10.22%
Other Training	₹ 250,000	3.06%
Ongoing Donations	₹ 1,080,000	13.24%
Environmental Assessment	₹ 550,000	6.74%
Solar Panels	₹ 760,200	9.32%
Afforestation	₹ 300,000	3.68%
Sanitary Napkins	₹ 407,520	5.00%
Needs Assessment	₹ 110,000	1.35%
Needs-Based Project	₹ 250,000	3.06%
Total Allocated	₹ 7,990,020	97.95%
Total Budget	₹ 8,157,132	100.00%
Total Remaining	₹ 167,112	2.05%

Focus area	Cost	% of Budget	% Allocated	Remaining
Food	₹ 3,148,300	38.60%	40.00%	1.40%
Education	₹ 2,441,000	29.92%	30.00%	0.08%
Environment	₹ 1,610,200	19.74%	20.00%	0.26%
Other	₹ 767,520	9.41%	10.00%	0.59%