

The United Nations Global Compact Communication On Progress (COP)



Name of Organization: Square Pharmaceuticals Ltd

Sector: Pharmaceuticals & Biotechnology

Website: www.squarepharma.com.bd

Country of Headquarter: Dhaka, Bangladesh

Reporting Period: January 2011 to December 2011.

Our Statement of continued support for UN Global Compact

Square Pharmaceuticals Ltd. is one of the pioneer signatories of UN Global Compact in Bangladesh. UNGC principles are aligned with company's culture from the very outset. So, signing UNGC was a public endorsement of what Square had already been practicing. The Management Team leads the entire range of activities with dedication and continues to identify sustaining ways of meeting our commitments to the UNGC. We strongly agree as an organization to increase the momentum and practical steps to meet our commitment made to UNGC.

We run our business with transparency, under ethical standard and scaling up CSR activities to our stakeholders. I, as the Managing Director, feel obliged to express our commitment towards UNGC and will continue our efforts going forward in 2012.


Tapan Chowdhury
Managing Director

Category 1: Human Rights	UNGC Principles 1-2
Actions	<p>Commitment: We are committed to extend our support for the protection of internationally proclaimed human rights within their sphere of influence & make sure that they are not complicit in human rights abuse.</p> <p>Activities/Systems</p> <p>□ Informing Physician Community on Latest Development in Medical Science Being in the pharmaceutical sector, the Company maintains a very close relation with the physician community. The management believes a better informed and educated doctor community creates a win-win situation for all the stakeholders. For this purpose, Square takes multiple initiatives under its Continual Medical Education (CME) programs.</p> <p>❖ Clinical Meeting: These meetings are organized aiming to upgrade the day-to-day developments in medical sector. These meetings act as a forum for training and knowledge-sharing among the medical professionals and often attended by experts on the respective subject as key-note speakers which are continued efforts; these meetings are conducted by dedicated team of medical graduates of the Medical Services Department (MSD).</p> <p>Our AgroVet Division also conducts seminar and clinical meeting across Bangladesh for Veterinary Doctors, Farmers and Quacks to disseminate the regular updated information of different drugs. These meetings are organized by Veterinary Graduates of Veterinary Services Department (VSD).</p> <p>❖ Square Publications: Square is publishing quarterly & half-yearly publications to support the physician community focuses on contemporary critical issues related to medicine, disease, medical innovation etc. The following bulletins are distributed free of cost among physicians of Bangladesh:</p> <p style="padding-left: 40px;"><i>The Square:</i> electronic version of this bulletin is also available at the following link: http://www.squarepharma.com.bd/TheSQUARE.html</p> <p style="padding-left: 40px;"><i>Square:</i> electronic version of this bulletin is also available at the following link: http://www.squarepharma.com.bd/BanglaSQUARE.html</p> <p style="padding-left: 40px;"><i>e-Square:</i> electronic version of this bulletin is also available at the following link: http://www.squarepharma.com.bd/ESQUARE.html</p>

<p>Actions</p>	<ul style="list-style-type: none"> ❑ Support to local community: Square has a clear policy to continue support for local community. Square extended its support to local community for advancing the research & development program and also by philanthropy. ❑ Support to Education: Square Kindergarten is constructed primarily to facilitate quality education to the children of the employees. This is a 100% “not-for-profit” initiative where the students receive quality education at a very subsidized fee. Other than its own employees’ children it also provides this education facility for the children of local community and this is 50% of the total students. Square Kindergarten extended its facility from Primary Level (Grade I – Grade V) to Secondary Level (Grade VI and upwards) by establishing Square High School. ❑ Square Textiles, a sister concern of Square Group, is providing pick-up & drop services with school buses for the children of factory employees. ❑ Senora Acid Victim Campaign: Square Toiletries Ltd. one of the concern of Square Group is involved in fund raising program with Acid Survivors Foundation. With this fund Square conducts awareness program and stand along with these Acid survivors. ❑ Women Empowerment: Square is currently operating a fuel station named “Eakub Filling Station” which is run by women employees. ❑ Square Toiletries Ltd., a concern of Square Group, is partnering one of the projects of CARE – “Aparajita”. Through this project we ensure - <ul style="list-style-type: none"> • Empowerment of rural women as they can earn money by purchasing our products at Trade Price & by selling those products to rural households at Maximum Retail Price (MRP). • Mobilization of money is definitely creating a positive impact in rural economy • Basic health & hygiene to the rural area by the sales women in explaining the necessity of using sanitary napkin and health soaps and making these products available at their doorsteps. ❑ Square Group established a Training Institution of IT (Dishari Computer Training Institute) in Pabna to train the underprivileged community who are not capable to afford costly training programs. The initial aspect of this Training Institution is to empower them as a prospective user of future technology and build their own future and nation with state of the art technology and contemporary computer knowledge.
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Outcomes	<input type="checkbox"/> Following number of participants had joined in our CME Program:		
	Year	Number of Programs	Number of Participants
	January 2011 to December 2011	269	22685
	<input type="checkbox"/> Following are the number of programs organized and number of participants attended under the programs of VSD		
	Year	Number of Programs	Number of Participants
	January 2011 to December 2011	308	9240
	<input type="checkbox"/> Square Herbal & Nutraceuticals Ltd., a concern of Square group, donated medicine (equivalent to amount of Taka 1,50,000/-) for research purpose at Gastroenterology Department in Rangpur Medical College, Rangpur. In addition, blanket (equivalent to amount of Taka 10,000/-) were donated to the poor people of Dinajpur during winter season.		
	<input type="checkbox"/> Total 417 Students are getting quality Primary and Secondary Education from Square Kindergarten and Square High School annually. In Primary Completion Exam all the students of “Grade V” passed with credit.		
	<input type="checkbox"/> Square Textile is providing pick-up and drop services with 02 (two) school buses & 02 (two) minibuses for the School going children of factory employees.		
	<input type="checkbox"/> Senora Acid Victim Campaign contributes Taka 01 (one) from per pack sale of Senora Sanitary Napkins for the Acid Victims. On an average 28,00,000 packs of Senora are sold per month.		
<input type="checkbox"/> Square also recognizes the merits of higher educated students. Every year Square awards Gold Medal to the student of Dhaka Medical College who secures the highest mark.			
<input type="checkbox"/> Currently six women are working as ‘fuel operator’ in “Eakub Filling Station” and providing services about 28,800 vehicles monthly.			
<input type="checkbox"/> Under the project “Aparajita”, 52 hubs are being operated by CARE, on an average each hub appointed 10 women. We have given 6,32,014 taka (2.75 percent of total sale) to 52 hubs in the year 2011.			
<input type="checkbox"/> Total 48 students (Male-19, Female-29) have received training from Dishari Computer Training Institute.			

Category 2: Labour Standards	UNGC Principles 3-6
<p>Actions</p>	<p>Commitment: We are committed to freedom of association, not to recruit any child labour and elimination of discrimination in respect of employment and occupation.</p> <p>Activities/Systems</p> <ul style="list-style-type: none"> <input type="checkbox"/> Square Pharmaceuticals Ltd established Workers’ Trade Union named “Square Kormochari Samity” (Registration No: 1322) & negotiates with the management on a biannual basis on different issues. <input type="checkbox"/> Detailed background and reference checkup has been done as a part of recruitment process to ensure no Child Labour is employed. <input type="checkbox"/> Competency based recruitment system to ensure fair and transparent recruitment irrespective of gender, race & religion etc. <input type="checkbox"/> HR policies have been continuously up-to-dated as per existing labour law of the country. Head of HR is responsible to look after all employees related activities. <input type="checkbox"/> Square is running “Shohoj Kisti Reen Prokalpa” under which all unionized employees can take loan to purchase necessary home appliances at nominal interest rate and this fund is operated and managed by a committee of workers representatives. <input type="checkbox"/> We implement our ongoing pre-employment health checkup policy under which all potential recruits undergo medical checkup at company’s cost. We have dedicated Plant Physicians (both male & female) in all of our plants. <input type="checkbox"/> We don’t allow any Female employees to work during night shift operations. <input type="checkbox"/> All of our employees are covered under mandatory Group Life Insurance. <input type="checkbox"/> Square is providing profit sharing which is a direct payment & equally distributed to the employees depending on company's profitability in addition to regular salary and bonuses.
<p>Outcomes</p>	<ul style="list-style-type: none"> <input type="checkbox"/> There are around 1050 members of the Trade Union. Salary & other benefits of workers have been reviewed through negotiation between Trade Union and Management. <input type="checkbox"/> No child is employed in Square Pharmaceuticals Ltd or any other SBUs of the Group <input type="checkbox"/> Last year we recruited 391 employees where we publicly advertised for the positions and both male and female were allowed to apply. We recruited based on their skill and competency. <input type="checkbox"/> SQUARE’s female employees are entitled to avail maternity benefits according to labour law of the country. Retirement policy for the employees has been implemented as per new labour law of the country. <input type="checkbox"/> Total 500 employees have been benefited from “Shohoj Kisti Reen Prokalpa”. <input type="checkbox"/> Last year Square conducted pre-employment health checkup for 605 employees. <input type="checkbox"/> Total 9391 Female employees of the all concerns of Square currently following the policy (not to let any female worker to work at night). <input type="checkbox"/> Total 4617 employees of Square Pharmaceuticals Ltd. are covered under Group Life Insurance. <input type="checkbox"/> Total 4617 employees are enjoying the profit sharing benefit.

Category 3: Environment	UNGC Principles 7-9
Actions	<p>Commitment: We are committed to support precautionary approach to environmental challenges & promote greater environmental responsibility.</p> <p>Activities/Systems</p> <ul style="list-style-type: none"> <input type="checkbox"/> We established Effluent Treatment Plant (ETP) in our manufacturing plants. <input type="checkbox"/> Purified water through ETP has been used to maintain Green belt around plants. <input type="checkbox"/> We established Incinerator for disposing solid wastes to protect the environment from pollution. <input type="checkbox"/> We are using the Energy Saving Bulbs / Compact Fluorescent Lamp (CFL) to save the electricity consumption upto 80% and to become environment friendly. <input type="checkbox"/> We are committed to maintain biodiversity by using organic fertilizer for producing tea at Sabazpur Tea Co. Ltd., Moulovibazar (a sister concern of Square Group).
Outcomes	<ul style="list-style-type: none"> <input type="checkbox"/> Satisfied Stakeholders around our manufacturing plants & No formal complain or case had lodged regarding environmental concern. <input type="checkbox"/> Square’s Environmental license has been up-to-dated on a continuous basis. <input type="checkbox"/> Chemical Oxygen Demand (COD) of our ETP is 200 mg/L. (International Standard for COD has to be less than 400 mg/L for the efficacy of ETP) <input type="checkbox"/> We maintain large greeneries around Square Establishments just to echo our commitment to greater environmental technologies. <input type="checkbox"/> In the year 2011, total 83718.105 kilograms waste were disposed through Incinerator, the breakdown is as follow: <ul style="list-style-type: none"> • Waste Powder: 51960 kilograms • Solid Waste: 4841.105 kilograms • Batch Documents: 1410 kilograms • Carton, Leaflet & BP: 25507 kilograms. <input type="checkbox"/> We are using total 250 Energy Saving Bulbs / Compact Fluorescent Lamp (CFL) at our Corporate Headquarters. <input type="checkbox"/> Using organic fertilizer total 160010 kilograms tea was produced in the year 2011 at Sabazpur Tea Co. Ltd., Moulovibazar.

Category 4: Anti-Corruption	UNGC Principle 10
Actions	<p>Commitment: We are committed to work against corruption in all its forms, including extortion and bribery.</p> <p>Activities/Systems</p> <ul style="list-style-type: none"> <input type="checkbox"/> We follow & ensure “Zero Tolerance” against all kinds of Corruption & we have an “Internal Audit” department which specifically deals with this issue. The head of “Internal Audit” directly report to the Managing Director to ensure better control. <input type="checkbox"/> Awareness building regarding business ethics & anti-corruption for newly joined employees through orientation program.
Outcomes	<ul style="list-style-type: none"> <input type="checkbox"/> Company assets are safeguarded against misappropriation and fraud <input type="checkbox"/> Ensured the operations of company effectively and efficiently <input type="checkbox"/> Ensured transparent financial transactions of the company <input type="checkbox"/> Cost of the company is minimized <input type="checkbox"/> All 391 newly joined employees have undergone the awareness building program regarding business ethics & anti-corruption.