

The United Nations Global Compact Communication On Progress (COP)



Name of Organization: Square Pharmaceuticals Ltd

Sector: Pharmaceuticals & Biotechnology

Website: www.squarepharma.com.bd

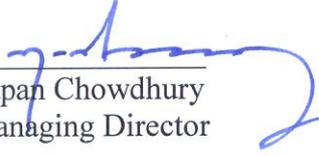
Country of Headquarter: Dhaka, Bangladesh

Reporting Period: January 2012 to December 2012.

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 2013.


Tapan Chowdhury
Managing Director

Category	Commitment	Actions /Activities/Systems	Outcomes												
<p>Human Rights</p> <p>(UNGC Principles 1-2)</p>	<p>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><input type="checkbox"/> Informing Physician Community on Latest Development in Medical Science</p> <p>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.</p>	<p><input type="checkbox"/> Continual Medical Education (CME) programs 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). Following number of participants had joined in our Continual Medical Education (CME) program :</p> <table border="1" data-bbox="1435 595 2096 742"> <thead> <tr> <th>Year</th> <th>Number of Programs</th> <th>Number of Participants</th> </tr> </thead> <tbody> <tr> <td>January 2012 to December 2012</td> <td>415</td> <td>28000</td> </tr> </tbody> </table> <p><input type="checkbox"/> 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). Following are the number of programs organized and number of participants attended under the programs of VSD</p> <table border="1" data-bbox="1435 1174 2096 1321"> <thead> <tr> <th>Year</th> <th>Number of Programs</th> <th>Number of Participants</th> </tr> </thead> <tbody> <tr> <td>January 2012 to December 2012</td> <td>320</td> <td>9600</td> </tr> </tbody> </table>	Year	Number of Programs	Number of Participants	January 2012 to December 2012	415	28000	Year	Number of Programs	Number of Participants	January 2012 to December 2012	320	9600
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		<p>The following bulletins are distributed free of cost among physicians of Bangladesh:</p> <p>The Square: electronic version of this bulletin is also available at the following link: http://www.squarepharma.com.bd/TheSQUARE.html</p> <p>Square: electronic version of this bulletin is also available at the following link: http://www.squarepharma.com.bd/BanglaSQUARE.html</p> <p>e-Square: electronic version of this bulletin is also available at the following link: http://www.squarepharma.com.bd/ESQUARE.html</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 Ltd. (a sister concern of Square Group) is providing pick-up & drop services with school buses for the children of factory employees. 	<ul style="list-style-type: none"> ❑ Square has donated 02 Haemodialysis machines (complete set up) with two specialized hospital beds to National Heart Foundation Hospital & Research Institute, Mirpur, Dhaka. In addition, Square sponsored a free medical treatment & medicine distribution campaign program in Kalapani, Ulipur, Kurigram to enhance the knowledge & awareness of poor villagers regarding health and hygiene factor, the approximate price of the medicines were equivalent to amount of Taka 65,000. ❑ Total 471 Students are getting quality Primary and Secondary Education from Square Kindergarten and Square High School annually. <p>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.</p> <ul style="list-style-type: none"> ❑ Square Textiles Ltd. (a sister concern of Square Group) is providing pick-up and drop services with 02 (two) school buses & 02 (two) minibuses for the School going children of factory employees.
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Category	Commitment	Actions /Activities/Systems	Outcomes
<p>Labour Standards</p> <p>(UNGC Principles 3-6)</p>	<p>We are committed to freedom of association, not to recruit any child labour and elimination of discrimination in respect of employment and occupation.</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 & selection 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. <input type="checkbox"/> Square is allowing festival leave, sick leave, casual leave & annual leave for the employees to comply with the labour law. 	<ul style="list-style-type: none"> <input type="checkbox"/> There are around 1185 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 concerns of the Group. <input type="checkbox"/> Last year we recruited 673 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"/> In the year 2012, total 481 employees have been benefited from "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"/> Last year Square conducted pre-employment health checkup for 673 employees. <input type="checkbox"/> All the concerns of Square are currently following the policy of not allowing to work during night shift operations for total 6715 female employees. <input type="checkbox"/> Total 5290 employees of Square Pharmaceuticals Ltd. are covered under Group Life Insurance. <input type="checkbox"/> Total 5290 employees are enjoying the profit sharing benefit. <input type="checkbox"/> Total 5290 employees of Square can enjoy festival leave, sick leave, casual leave & annual leave.

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<p>Environment</p> <p>(UNGC Principles 7-9)</p>	<p>We are committed to support precautionary approach to environmental challenges & promote greater environmental responsibility.</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). Sabazpur Tea Garden uses natural pest & controls weed manually. It only employs renewable resources and maintains the soil's fertility. These practices demonstrate the garden's commitment to protect both human health and wildlife. <input type="checkbox"/> Square Knit Fabrics Limited (a concern of Square Group) is committed to conduct environment friendly operations through rain water harvesting plant, solid waste management, organic fertilizer plant, Effluent Treatment Plant, process water consumption, machine cooling water reuse, heat recovery system, plantation, eradication of air pollution & noise pollution. 	<ul style="list-style-type: none"> <input type="checkbox"/> Satisfied Stakeholders around our manufacturing plants & no formal complaint 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 2012, total 17029.28 kilograms waste were disposed through Incinerator, the breakdown is as follow: <ul style="list-style-type: none"> • Waste Powder: 2205 kilograms • Solid Waste: 12482.28 kilograms • Batch Documents: 1817 kilograms • Carton, Leaflet etc.: 525 kilograms. <input type="checkbox"/> We are using total 250 Energy Saving Bulbs / Compact Fluorescent Lamp (CFL) at our Corporate Headquarters. <input type="checkbox"/> Sabazpur Tea Company Ltd. (a sister concern of Square Group) has been internationally declared as an organic garden certified by LACON GmbH, Germany. By using organic fertilizer, total 180000 kilograms tea was produced in the year 2012 at Sabazpur Tea Co. Ltd., Moulovibazar. <input type="checkbox"/> Square Knit Fabrics Limited (a concern of Square Group) has been selected as one of the best environmentally compliant factories to receive the prestigious "Award of the Environmental Compliance Program" jointly organized by BGMEA, IFC, UK Aid & Norad.

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Anti-Corruption (UNGC Principle 10)	We are committed to work against corruption in all its forms, including extortion and bribery.	<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. 	<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 673 newly joined employees have undergone the awareness building program regarding business ethics & anti-corruption through orientation program.