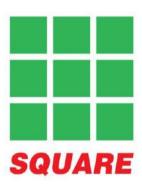
## **The United Nations Global Compact Communication On Progress (COP)**





Name of Organization: SQUARE Pharmaceuticals Ltd

Sector: Pharmaceuticals & Biotechnology

Website: www.squarepharma.com.bd

Country of Headquarter: Dhaka, Bangladesh

Reporting Period: January 2016 to December 2016.

## 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 2017.

Tapan/Chowdhury

Managing Director

Category	Commitment	Activities and Projects	Impacts and Results
Human Rights  Businesses should support and respect the protection of internationally proclaimed human rights and make sure they are not complicit in human rights abuses.  (UNGC Principles 1-2)	We at SQUARE strive to ensure that our activities support the fundamental human rights, set out by the United Nation's Bill of Rights.	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.  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).  The number of Continual Medical Education (CME) programs conducted in 2016 by Medical Services Department were 511 and the number of participants were 37544  Continual Medical Education (CME) program for the healthcare professionals was held in Kenya to update them about recent treatment option & advancement in Medicine on May 2016 & October 2016.  SQUARE provided most recent scientific articles & printed materials of medications for Fiji College of General Practitioners Medical Conference held on June 24th 2016 at Nadi, Fiji.	These clinical meetings and seminars have the following impacts:  • A wealth of knowledge is shared among medical professionals.  • A close relation with the physician community is maintained  • Knowledge of products is increased significantly.  • Medical professionals receive updated information on different drugs and other relevant information.  • A better informed and educated community of doctors creates a win-win situation for all the stakeholders.  • The physician community is supported with contemporary and critical issues related to medicine, disease, medical innovation etc.  • 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.

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Human Rights (UNGC Principles		<ul> <li>Healthcare professionals were participated in Dermatological Conference and Pediatric Conference held at Colombo, Sri Lanka in June, 2016 which was about health hygiene.</li> <li>100+ Gynecologists took part in Gynecological Conference on 3rd week of May'16 at Maternity Hospital, Tajikistan and by this conference they learned about advanced healthcare medicine.</li> <li>40 Gastroenterologists of Tajikistan participated in Gastroenterology Conference on 23rd Sep' 16 at the Scientific Research &amp; Clinical Institute of Gastroenterology which</li> </ul>	
1-2)		was about cutting-age ailment options.	
_ <b></b> ,		The number of seminars and clinical meetings conducted in 2016 by Veterinary Services Department was 465 and the number of participants was 8200. Doctors of veterinary medicine are also conducted some seminars.	
		SQUARE Publications: SQUARE publishes bulletins on a quarterly & half-yearly basis which are distributed among the physicians of Bangladesh. These are Product Guide, Oshudh Nirdeshika, The SQUARE, Diabetes Newsletter, American Family Physician Journal, Women's Health, Neurotale, Insight Heart, GI café, Dermatological Newsletter etc. In 2016, SQUARE published 8 journals & 213000 copies of newsletters. "The SQUARE"-journal has been published in both English (69000 copies) & Bengali (18000 copies) languages.	As a result of this initiative, the physician community is supported with contemporary and critical issues related to medicine, disease, medical innovation etc.

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		☐ SQUARE Pharmaceuticals Ltd. has introduced Housing Scheme for the employees with a fund of BDT 1 Billion. Till now, 08 persons are enjoying this facility.	Employees can take home loan at nominal service charge & with longer repay time to fulfill their dream of own sweet home.
		☐ The employees of SQUARE Pharmaceuticals Ltd. are enjoying 50% discount on treatment for self, spouse, parents & children at SQUARE Hospitals Ltd.	Employees and their families are getting quality treatment from world class standard hospital in Bangladesh and reputed doctors at affordable cost.
		☐ SQUARE Pharmaceuticals Ltd. has participated in the career fest for the Intern Doctors of all medical colleges on 19 Feb 2016 and 3rd Pharma career fair at State University of Bangladesh on 22-23 April 2016.	☐ Students of different Medical colleges & Universities attended the career fair to enrich their career knowledge.
Human Rights (UNGC Principles 1-2)		SQUARE Pharmaceuticals Ltd. has donated two water filter machines to Mohakhali Primary School, Dhaka on 28th February, 2016.	☐ This initiative has been taken to ensure safe drinking water for students & to support them for maintaining health hygiene.
		☐ SQUARE shared humanitarian aid by donating medicine for the Cyclone affected Fijians in April 2016.	☐ This type of continuous initiative has been taken to support the victims from natural disaster.
		SQUARE Pharmaceuticals Ltd. supports 'School of Hope' (a non-profit, non-political, non-religious educational institute) medicines & other daily-need appliances. The school provides quality education & health-support to 250 underprivileged children every day. The donation was handed over to the school principal. The donation includes both medicines and toiletries products.	As a result of this donation, institution received the necessary resources to function efficiently and the children can enjoy healthy life. This also creates the future customers for SQUARE.
		□ SQUARE Pharmaceuticals Ltd. arranged free Diabetes Screening & Awareness Program 2016: Powered by Ansulin for the employees of Head Quarter of SQUARE Group on 19-20 July, 2016. In this event, different medical tests have been conducted e.g., Blood Glucose Level (Fasting/Random), Blood Pressure & BMI (Body Mass Index).	☐ This program was arranged to increase awareness about Diabetes & its prevention.

	☐ SQUARE Textiles Ltd. provides pick & drop services with school buses for the children of factory employees. Currently, 125 students are enjoying this service.	Boosts the morale of the student. Creates future customers for SQUARE. The service generates employee satisfaction.
Human Rights	□ SQUARE HOSPITALS LTD. has launched corporate office based health awareness program "SQUARE HEALTH TALK". Initially started with Grameen Phone & SQUARE Pharmaceuticals Ltd. Corporate Office. The topic for Grameen Phone was "Pain & Stress" & for SQUARE Pharmaceuticals Ltd. was "Smoking cessation" and "Healthy Living". This is a health awareness program conducted by a team of reputed physicians of SQUARE HOSPITAL.	The children enjoys hassle free journey.  SQUARE HEALTH TALK helps to create awareness as well as practical knowledge on "HOW TO LEAD A PRODUCTIVE AND HEALTHY LIFE".
(UNGC Principles 1-2)	□ SQUARE Kindergarten, High School & College provides education and educational facilities to the boys & girls of the employees as well as to the children of the local community. As of 2016, there are 565 students in SQUARE Kindergarten, High School & College out of which 285 are female and 280 are male. Total 61 teachers out of which 17 are male and 44 are female and 19 staffs are there to provide adequate services.	☐ This initiative enables the children of the employees to receiving quality education at a subsidized rate and creates employee satisfaction. The children of the local community are equally benefitted with standard education.
	☐ SQUARE established Dishari Computer Training Institute in Pabna to train the underprivileged community and enable them to build their future with contemporary knowledge in computer science. In 2016, a total of 341 students received training out of which 198 are female and 143 are male. 13 students trained from Dishari Training Institute are working at SQUARE group at present.	☐ The initiative offers an alternative training solution to the section of the community unable to afford costly training programs. Trainees are empowered as prospective users of future technology enabling them to build their future with contemporary knowledge in computer operations. This also helps to get them job and to become self-employed.

	☐ SQUARE operates a fuel station named Eakub Filling Station which is run by women employees.	The station generates employment opportunities to rural women allowing them to be self-sufficient. Women are empowered as they are able to have their own source of income.
Human Rights	SQUARE Toiletries Ltd. is partnering one of the projects of CARE by empowering women of JITA and BRAC. CARE, JITA and BRAC are humanitarian organizations committed to helping families in poor communities improve their lives and alleviate poverty. The project enables rural women to purchase our products from hubs at Trade Price (TP) and sell it to households at Maximum Retail Price (MRP), keeping the margin (not less than 10%) for themselves.	Product awareness and demand increases in those areas and helps the poor rural women to experience the better & safer way of living.
(UNGC Principles 1-2)	SQUARE Toiletries Ltd. provides health & hygiene information to adolescent girls under the brand "Senora" & "Femina". This is a free campaign in association with "Campaign for Popular Education (CAMPE)" that creates awareness among High School girls. Female garment workers are also covered under the campaign. This awareness program covered 3.8million girls till 2016 (over last 4 years)	This campaign educates them about menstruation facts and made them ready for a healthier future. It also introduced our products to them.
	"Meril Baby" (a brand of SQUARE Toiletries Ltd.) takes initiatives to make life better for Bangladeshi mothers by informing them of breastfeeding benefits and by helping them guide their babies to a healthy future. SQUARE Toiletries Ltd. also disseminates vaccination information for Polio elimination from Bangladesh. 3.7 million mothers were benefitted under this program. SQUARE also arranged breast feeding & diaper changing room at International Trade Fairs and also gave free samples of supermom diapers in Bus station & Rail station of Dhaka during Eid festivals.	Mothers are benefitted with adequate knowledge on breastfeeding, helping them guide their babies to a healthy future.

	SQUARE Toiletries Ltd. along with 'Save the Children and 'Bill & Melinda Gates foundation' initiated a 24/7 helpline system for young mothers named 'Supermom'. More than 01 lac mothers took advice through this helpline in 2016.	☐ Mothers took advice for their babies' health problems through this helpline.
Human Rights (UNGC Principles 1-2)	☐ Maasranga Television (a sister concern of SQUARE Group) broadcasts live "SQUARE Hospital Doctor's Chamber" every Friday. This is a program where Doctors and senior consultants communicate directly with patients over telephone, providing valuable information and advice on various important topics related to diseases & treatment. In 2016, some important topics were Heart disease misconceptions, Mouth cancer, Urinal stone, Polycystic Ovarian Syndrome, World health day & diabetes prevention, Deadly COPD for smokers, Breast cancer awareness & prevention, Rheumatic fever and arthritis, Epilepsy etc.	☐ This initiative creates health awareness among the mass population. Valuable information and advice on various important topics related to diseases & treatment can be provided.
	Maasranga Television also on aired some TVC regularly to make awareness among people. For example, Careless Driving, Food Poisoning, How to behave with domestic workers, Road Cleanliness, Traffic Awareness, Sexual Harassment in Workplace.	☐ These TVCs create awareness among mass people.
	☐ SQUARE Toiletries Ltd. has been a part of postpartum hemorrhage (PPH) reduction intervention of ICDDRB.	Postpartum hemorrhage (PPH) declined by 66% over the past 9 years; the Maternal Mortality Ratio (MMR) in Bangladesh is now 176 per 100,000.

	"Meril Splash" (a brand of SQUARE Toiletries Ltd.) engaged Dr. Mehtab Khanom, an eminent educationist and activist in the field of psychosocial counseling for psychological counseling through Supermom number (0961-2222-333 & website-supermombd.com) regarding various complexities and problems related to health and psychology of babies that parents face during rearing them. She and her associates' advice not only about baby's mental health but also about mental health of elders.	There are a limited number of psychiatrists against a huge number of patients (10 million). As a result everyone does not get easy access to this few psychiatrists. Through this initiative, SQUARE made it easier for people to receive psycho-social counseling.
Human Rights	☐ SQUARE Toiletries provide free blood pressure check-up & 6 lakh Zerocal sachets (free) to the morning walkers.	☐ This initiative creates health awareness among the mass population.
(UNGC Principles 1-2)	SQUARE Toiletries Ltd. took initiative to educate children to clean germ from hands through "Hand Sanitization Program" in different schools. SQUARE Toiletries Ltd. also placed Sepnil Hand Sanitizer & Sepnil Hand Wash for free in the washroom of around 23 premises of 12 schools in Dhaka city.	☐ This program is helping children to make a habit of washing their hand when they are exposed to dirt and germs.
	☐ SQUARE Toiletries Ltd. arranged a competition for children from age 0 to5 named "Supermom Baby Olympiad". In 2016, More than 300 participants played 6 different games and for each game 3 kids were winner.	☐ This program is helping children to be socialized and make a habit of physical sports rather than engaged with computer games.

Human Rights (UNGC Principles 1-2)	□ SQUARE Toiletries Ltd. stood beside the people who were suffering from cold winter by partnering with JAAGO Foundation (a non-profit organization catering to the education needs of children from socially and economically disadvantaged background) for a winter clothing drive. The whole country was connected through social and mainstream media to create awareness among the mass. There were many collection points in almost every corner of the country and JAAGO distributed the blankets in the most impoverish areas.  □ SQUARE Toiletries Ltd. and Dhaka University jointly started 3 years fellowship program named "CSC (Center for Genocide Studies)-SQUARE Fellowship 2015-2017". This fellowship is provided to the meritorious students who studied genocide studies. In 2016, 6 students got the fellowship.  □ SQUARE Toiletries Ltd. arranged Folk Fest & Bengal Music Festival. "Magic"- oral care brand, SQUARE Toiletries Ltd. also arranged Folk Competition (a talent hunt program) called "Magic Bawliana".  □ SQUARE Food & Beverage arranged an award program to celebrate International Women's Day. In 2016, 3 women got "Radhuni Kirtimoti Shommannona 2016". The award is given under the areas of journalism, entrepreneurship & social welfare.
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Category	Commitment	Activities and Projects	Impacts and Results
Labour Standards  Businesses should uphold	We respect the right of workers to join an association and engage in	SQUARE Pharmaceuticals Ltd. established Workers' Trade Union named "SQUARE Kormochari Samity" (Registration No: 1322). There are around 1474 members of the Trade Union.	The door to negotiation with management is open as a result of this Trade Union. Various concerns of the workers are addressed.
the freedom of association, the effective recognition of	constructive dialogue with the workers' representatives. We follow ethical practices	Detailed background and reference verification is done as a part of recruitment & selection process to ensure no child is employed.	This ensures compliance with the Labor Law.
the right to collective bargaining, the elimination of all forms of	and labor standards at workplace. At SQUARE, we do no recruit any child labor and do not have any forced/bonded labor	Competency based recruitment system are carried out. Employees are selected based on their skills and competence. Last year a total of 622 employees were recruited under the system.	Any possibility of discrimination based on gender, race or religion is eliminated.
forced and compulsory	engagement policy. We also provide safe working conditions for all. We	HR policies are continuously updated as per the Labour Law of the country.	Gratuity & Provident Fund (PF) policy for the employees has been implemented as per the amendment in the Labor Law.
labor, the effective abolition of child labor and the elimination of discrimination	appreciate the individuality of our workers and treat them fairly, equally and respectfully regardless of personal characteristics such as nationality,	SQUARE Pharmaceuticals Ltd. runs the program "Shohoj Kisti Reen Prokalpa" under which all unionized employees can take loan to purchase necessary home appliances with a small service charge. In 2016, a total of 423 employees were benefited by this scheme.	All unionized employees can take loan to purchase necessary home appliances to improve their standard of living.
in respect of employment and occupation.	gender, age, ethnicity, religion, or disability.	Female employees do not work during night shift operations.	This ensures security and work-life balance for the female employees.
(UNGC Principles 3-6)		All of our employees are covered under mandatory Group Life Insurance.	This ensures compliance with the Labor Law and employee satisfaction.

sick leave, casual leave & annual leave for all its employees. Factory employees get free medical & medicine facilities for sickness at workplace.   SQUARE Pharmaceuticals Ltd. is providing profit  The plan promotes healthy employer-employee relation.			
sharing through WPPF (Workers' Profit Participation Fund) which is a direct payment & in addition to salary and bonuses.  Labour Standards Sharing through WPPF (Workers' Profit Participation Fund) which is a direct payment & in addition to salary and bonuses.  Labour Standards Sharing through WPPF (Workers' Profit Profit In addition to salary and bonuses as it is in addition to salary and bonuses.		sick leave, casual leave & annual leave for all its employees. Factory employees get free medical &	
I (UNGL Principles		sharing through WPPF (Workers' Profit Participation Fund) which is a direct payment & equally distributed to the employees	The plan is an additional earning for employees as it is paid
3-6) 🔲 SQUARE Pharmaceuticals Ltd. established 🖵 Ensures compliance with the Labor Law and its amend	 S	"Safety Committee" & "Participation Committee" in which the number and responsibilities of Owner & Worker	☐ Ensures compliance with the Labor Law and its amendments. "Safety Committee" helps to maintain proper safety of employees.
SQUARE Textiles Ltd. provides day care & Breast feeding center facilities to the children of women workers. There are 5 babysitters taking care of 32-35 children from 8 am to 5 pm. There are breast feeding center, where near about 8-9 female workers are availing this facility right now.		Breast feeding center facilities to the children of women workers. There are 5 babysitters taking care of 32-35 children from 8 am to 5 pm. There are breast feeding center, where near about 8-9 female workers are availing this	☐ Employees are satisfied and feel tension-free during work.

Category	Commitment	Activities and Projects	Impacts and Results
Environment  Businesses should support a precautionary approach to environmental challenges and	We strive to be a leader in all aspects of environmental protection and systematically identify and manage environmental risks in our activities and over the entire value chain of our	☐ We utilize Effluent Treatment Plant (ETP) in our manufacturing plants. Purified water through ETP is used to maintain Green belt around plants. SQUARE's Environmental license has been updated on a continuous basis. 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).	<ul> <li>Our stakeholders are satisfied and there are no formal complaints regarding environment.</li> <li>ETP's treated water is re-used for gardening &amp; plantation purpose. It is reducing the use of underground water consumption.</li> </ul>
undertake initiatives to promote greater environmental responsibility. Businesses should also	products and services. We make efficient use of natural resources and minimize the environmental impact of our activities and products over their life cycle.	☐ We use incinerators for disposing solid wastes to protect the environment from pollution. The exhaust temperature is cooled down to 200 deg C from 1100 deg C during operation using cyclonic water scrubber. In 2016, a total of 19000 kilograms waste was disposed through incinerator.	☐ The cooling of exhaust temperature prevents the atmosphere from warming.
encourage the development and diffusion of environmentally friendly technologies.		■ We maintain large greeneries around SQUARE establishments. Green landscaping & roof garden have been developed on different floors & levels at our plant in Kaliakoir. More than 85,000 sft area has been developed & about 1,44,000 sft area is under development. Approximately 2500 plants of different types have been planted.	☐ Soil erosion is prevented.  Increases aesthetics around the compounds.  Helps to protect from global warming.
(UNGC Principles 7-9)		<ul> <li>In the office areas, canteen, café &amp; reception areas- large glass wall panels have been placed</li> <li>A lake has been designed in our plant. Most of the portion of that lake is already developed &amp; rest of the portion is under development to store surface water.</li> </ul>	<ul> <li>□ This ensures daylight in those areas.</li> <li>□ It will be used as a reservoir of fire water and also to increase aesthetic beauty of the plant. It plays a vital role on diversity. Allocated 1,00,000 sft area for reservation of natural water will help to keep biodiversity at plant premises.</li> </ul>

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			Energy saving & LED lamps have been installed for street & indoor lights. 170 LED street lights & thousands of energy savings lamps have been installed.	<u> </u>	Reduced the power consumption and saves energy.
			Motion sensors for lights have been introduced in big corridors of the building & other places where there is less personnel movement.	٥	Reduced the power consumption and saves energy.
Environment (UNGC Principles			All exhausts from the production buildings during production process are HEPA filtered and water scrubber controlled.		No environmental pollution is being taken place from production process since all air borne particles are arrested in HEPA filter & in water scrubber.
7-9)			All generator & boiler exhausts are made as per standard height. Exhaust is being released at a high level (24 m) from ground level.		Environmental friendly practices ensure the protection of environment.
			At Sabazpur Tea Co. Ltd. (a sister concern of SQUARE Group), we use organic fertilizer to produce tea. The tea garden uses natural pest & controls weed manually. It uses only renewable resources and maintains the soil's fertility. Our garden established 6 toilets (Men & Women) in		Environmental friendly practices ensure protection of wildlife and maintenance of biodiversity. Soil fertility is increased. Use of toilets are ensuring the proper sanitation & hygiene of the garden workers as well as protecting the environment from being polluted.
			the garden field.		Sabazpur Tea Company Ltd. has been received "Organic Certificate (EU & NOP)" from Lacon GmbH Germany in 2016. This is the first time green tea (along with black tea) has been incorporated & certified as well in the certification.

Environment (UNGC Principles 7-9)		SQUARE Herbal & Nutraceuticals ltd. (SHNL) seeks to reduce and reverse the adverse effects on the environment by Green Product Designs especially for 'Basak cultivation' (Medicinal Plant).  The company produces herbal medicine such as "Adovas" which not only impacts in environment positively but increases social values and integrity. We have provided adequate training targeting mostly women and unemployed youth. 5 cultivator got help from SHNL to cultivate medicinal plants so far & they are from Rajshahi, Narayanganj, Sirajganj, Sunamganj and Bandarban districts.	<ul> <li>Apart from the fact that there are about 65,000 marginal farmers/families who are earning through this medicinal plant cultivation, there are a number of environmental impacts of this initiative:</li> <li>The medicinal plant cultivation and marketing model enhances social integrity through arranging interaction among the farmers.</li> <li>Huge cultivation of medicinal plant in the abundant land has enhanced forest development (450 KM road side)</li> <li>Use of natural pesticides and organic fertilizer enhanced the caring for environment.</li> <li>Roadside basak cultivation decreased soil erosion.</li> </ul>
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Category	Commitment	Activities and Projects	Impacts and Results
Anti-Corruption  Businesses should work against corruption in all its forms, including extortion and bribery  (UNGC Principle 10)	At SQUARE, we do not tolerate any forms of bribery and corruption. Our employee code of conduct describes various policies and practices regarding appropriate conduct that are aimed to promote acceptable standards for the business and provides the employees a professional work environment. We observe the highest standards of professionalism in daily business activities.	<ul> <li>□ SAP ERP Systems integrates the core business functions/processes</li> <li>□ We follow &amp; ensure "Zero Tolerance" against all kinds of corruption &amp; 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.</li> <li>□ Regular external and regulatory audits (both local &amp; foreign) are conducted in SQUARE.</li> <li>□ All newly joined employees went through orientation program on business ethics &amp; anticorruption.</li> </ul>	<ul> <li>□ Transparency in the transactions of the company is ensured.</li> <li>□ Company assets are safeguarded against misappropriation and fraud.</li> <li>□ Operations of company are run effectively and efficiently.</li> <li>□ Cost of the company is optimized.</li> <li>□ Built awareness in newly joined employees.</li> <li>□ Fair and legal transactions are processed end-to-end and data inconsistencies are eliminated.</li> <li>□ Every transactions are monitored</li> </ul>