

# Corporate Social Responsibility Policy



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## **Our Company**

We are a consultancy firm that cares about agriculture. Dedicated to deliver enjoyment to consumers, we do so through sustainable business development. Our scope of work ranges from agricultural inputs to fresh produce, processed goods and end consumer products.

Since 2006 we work passionately to assist our clients to improve all processes from farm to fork, in which assuring food quality and safety is one of our core competencies. We inspire our clients into refreshing insights in their sourcing, quality assurance and marketing opportunities.

Acting with awareness is a prerequisite of doing business in Asia. With knowledge from and experience in different countries and cultures we assist our clients within this mind set.

#### Our mission:

Grow better lives from farmers to consumers by making our clients successful in the production and marketing of sustainable food.

#### Our vision:

To be the most recognized consulting firm in Asia for the sourcing and marketing of agriculture products.

#### Our values:



We are *passionate* about agriculture



We are committed to deliver



We are inventive to inspire



We are *synergic* in approach



We are *genuine* by nature

We recognize that our social, environmental and ethical conduct has an impact on our reputation. We therefore take our Corporate Social Responsibilities (CSR) seriously and are committed to advancing our policies and systems cross the company to ensure we address and monitor all aspects of CSR that are relevant to our business. These include good ethical behavior, concern for employees and their health and safety, care for the environment and community involvement. We strive to maintain a productive and open dialogue with all parties who may have an interest in our activities including employees, shareholders, customers, and suppliers.

We work closely with our customers, monitor supplier performance and actively encourage feedback from our employees. We maintain our website as one of the main routes for providing information to interested parties and for contacting us. The Management takes ultimate responsibility for CSR and is committed to developing and implementing appropriate policies while adhering to a fundamental commitment to create and sustain long term value for shareholders. In Fresh Studio we are driven largely by knowledge, our main assets are the talents and skills of the people we employ.

#### **Our Ethics**

We expect that all of our business is conducted in compliance with high ethical standards of business practice. We apply these standards to all dealings with employees, customers, suppliers and other stakeholders:

- 1. All employees have the right and responsibility to ensure that Fresh Studio's business is conducted with high ethical and legal principles;
- 2. Our policy is to operate within applicable laws;
- 3. Discrimination or harassment of any kind will not be tolerated;
- 4. No bribes shall be given or received;
- 5. Conflicts of interest must be avoided;
- 6. We aim to be a responsible partner within our local communities;
- 7. Employees are encouraged and supported to report, in confidence; any suspected wrongdoings ("whistleblowing").
- 8. Appropriate ethical behavior is reviewed as part of our company's internal control process.

## **Our Workplace**

### **Employees**

Fresh Studio is its employees. Therefore we aim to find, keep and engage the highest caliber of employees and encourage their contribution and development. An environment that fosters innovation and collaboration is critical to our success, so we strive to develop appropriate career paths and internal recognition programs.

We are committed to providing equality of opportunity to all existing and prospective employees without unlawful discrimination on the basis of religion, disability, gender, age, marital status, sexual orientation, race, ethnicity or any other protected status. We encourage cultural diversity in our teams as we believe it invigorates creativity, a valuable asset in our company.

Communication and team spirit are vital for our business. We keep people in the different offices connected through our internal bi-monthly newsletter, inter office exchanges and team building activities.

#### Remuneration

We shall develop and maintain our salary structures, to provide every employee a competitive level of compensation that considers internal equity and minimum wage

regulations. Our Human Resources Department shall ensure that the salary administration program provides a systematic approach based on job documentation and evaluation, and considers the prevailing job market conditions to establish salary ranges that reflect the relative value of each position. It is the responsibility of Fresh Studio's management to administer salaries in accordance with established policies and procedures in a fair and equitable manner. Human Resources Management (HRM) shall maintain the salary administration program, in partnership with the Management Team.

#### **Health & Safety**

We believe that a healthy and safe working environment is key to our success. Good health starts with good food. We therefore provide healthy in-house cooked meals in most offices where we serve vegetables and fruits from the farmers we work with. We create specious and light working areas with plenty of work space. We minimize the use of cleaning detergents. We are against smoking and demotivate smoking by not providing any space than outside the offices for smoking. All our offices and facilities follow a smoke free policy.

Our biggest safety risk is the traffic in which our employees take part daily. For long distances and during office hours we encourage employees to use a car rental company or to go by taxi. We provide a good private accident insurance next to the required insurances of the government.

## **Our Marketplace**

#### Clients

We want to assist our clients to get their agriculture products out of the commodity trap, in which a potato is just a potato and a fish is just a fish, in order to establishing a foundation for future growth. However we only will do business with clients who not only strive to solve their problems or increase their profits, but who at the same time are committed to be more sustainable and who want to grow better lives in the end.

#### **Suppliers**

We will only do business with partners, suppliers or contractors who deliver quality materials and services, who safeguard the rights and welfare of its workers by providing wages and benefits that comply with government laws and regulations, and who do not engage in forced labor and the hiring of minors. In addition, we will encourage our suppliers / contractors to initiate and implement programs on security, health, safety, environment and social responsibility. This will be implemented by all our managers who purchase goods or services and will be regularly reviewed by persons independent of these managers.

#### **Environment**

We are committed to minimizing our environmental footprint and inspiring others to do the same.



## **Recycling and Reducing Waste**

In our offices, but also in our projects we address the waste issue and try to reduce waste as much as we can. We separate the waste for recycling and give it to the waste collectors. When working with farmers we encourage them to collect the waste and either send it away with municipal collector or incinerate in dedicated field incinerators.

#### Water

Working in the agriculture sector, we understand the importance of water as no one else. We therefore encourage all employees to use water economically.





## **Energy**

We are fully committed to reduce our electricity consumption by monitoring our use and trying to reduce it. Our main consumption is caused by electronic devices we use in our work (computers, telephones, printers), air conditioners and lights.

#### **Materials**

As a consultancy firm we use a lot of paper. Paper reduction has our focus. For our internal and external marketing materials we try to use materials with least impact on the environment.





#### **Transport**

When and where we can we share transport to/between the offices and to the fields. We'll strive to minimise air travel between the offices and to use conference calling. We'll research the possibilities to offset our air miles through a CO2 credit program by the end of 2013.

#### **Local Community**

We support our employees' enthusiasm for helping local communities and contributing their expertise towards charitable work, educational and community programs. We believe that biodiversity is key to a vital food production sector and we therefore sponsor a local environmental organization to safeguard this.

#### **Professional Community**

We want to promote employee's involvement and participation in professional institutions and bodies. We play an active role in developing and implementing best practice and facilitating professional collaboration in all our technical fields.

The Management team of Fresh Studio takes full responsibility to guard the implementation of the above CSR policy and will publish yearly a progress report that is public.

On behalf of the Management,

Irmen Mantingh Vice Director