

## Sustainability Plan 2019-20

SI	Area	Facility Goal	Facility Activity	Timeline	Activity Responsible	Targeted Impact	1st Followup
1	SOCIAL HIGG	55% at social score	Identify the scope of improvement	2/28/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Selected improvement area	Done
			Get approval from top management	3/15/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Management approval for improvement	Done
			Make an action plan to achieve the goal	3/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Securing and enhancement of previous year score	Done
			Follow up & monitoring of the implementation of action plan.	9/30/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	CAP completion	Done
			Find out discrepancy & take corrective action	10/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Accuracy of Performance data	Done
2	FEM	To get 60% of FEM Score	FEM-3 Registration	Done	Sr. Executivr, EMS Admin & Compliance	Completion of Registration	Done
			To attend Capacity building & FEM-3 content training arranged by H&M	1/23/2019	Sr. Executivr, EMS Admin & Compliance	Enhancement of the capability of EMS responsables	Done
			Analyze previous year score and set target for 2019 score improvement	1/31/2019	Sr. Executivr, EMS Admin & Compliance	Securing and enhancement of previous year score	Done
			Prepare CAP and get approval from top managements	2/10/2019	Sr. Executivr, EMS Admin & Compliance	Management approval for improvement	Done
			Followup and ensure the implementation of the CAP	3/15/2019	Sr. Executivr, EMS Admin & Compliance	CAP completion	Done
			On time self Assessment and module posting.	3/31/2019	Sr. Executivr, EMS Admin & Compliance	Module posted on time	Done
3	Energy	10% GHG reduction per product comparing 2017 baseline	Capacity building training on Energy efficiency	2/5/2019	Sr. Executivr, EMS Admin & Compliance	Enhancement of the capability of responsible person	Done
			Baseline setting based on 2017 production and Energy consumption data	2/28/2019	Sr. Executivr, EMS Admin & Compliance	Accuracy of Baseline	Done
			Preparing realistic action plan based on third party Energy audit report (PaCT)	3/10/2019	Sr. Executivr, EMS Admin & Compliance	Satisfactory report from management	Done
			Followup and ensure the implementation of the CAP	10/31/2020	Sr. Executivr, EMS Admin & Compliance	% completion of the CAP	Work in progress
			Analyze reduction performance	12/31/2020	Sr. Executivr, EMS Admin & Compliance	Reduction of KPI	Work in progress
5	Wage	Ensure 100% wage digitization	Collaborating with local bank	3/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Bank acknowledgement	Done
			Train workers on digital banking system	6/30/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Workers knowledge on wage digitization	Done
			Implement 100% wage digitization	12/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	% completion of wage digitization	Done
6	Industrial Relation	Resolve 100% workers grievance	Policy Development to secure 100% Grievance or dispute settlement	Done	AGM/Sr. GM, Admin, HR, Compliance and Operation	Policy Development	Done
			Maintaining Grievence related log, formation of Grievance Disposal committee and maintain regular meeting minutes	Done	AGM/Sr. GM, Admin, HR, Compliance and Operation	Documents Verification	Done
			Awareness program for Management staffs and workers	12/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Feedback	Continuous process
			Conducting pre and post election training program	5/30/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Feedback	Continuous process

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7		Re-Election of Participation Committee	Conduct election & re-election as per timeline	6/30/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Election result	Done
			Communicate election procedure to H&M before election	5/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Satisfactory report of H&M	Done
			Ensure the functionality	12/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Functionality of PC	Continuous process
8		Ensure women in leader position through skill development	Make action plan	6/30/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Completion of Action plan	Work in progress
	Diversity & Inclusiveness	Recruitment of diversified workers	Policy Development on the recruitment of Diversified Workers	7/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Policy Development	Done
			Engage with External Stakeholder to recruit Diversified Workers i.e Sourcing, Technical Support, Evaluation on the non-discrimination of diversified workers.	12/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Recruited diversified worker	Work in progress
10		Formation of women lead anti harassment committee	Women lead Anti- Harassment committee formation	3/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Formation of Committee	Work in progress
			Conduct worker and management training on Gender Based Violation	5/31/2019	AGM/Sr. GM, Admin, HR, Compliance and Operation	Effectiveness committee	Continuous process
11	OSH	100% Remediaton of Accord initial findings	Continue remediation follow up to secure 100% correction rate	6/30/2019	Sr. GM, Admin, HR, Compliance and Operation	% completion of the CAP	Work in progress
			Follow up inspection benchmarking with accord methods and standards	6/30/2019	Sr. GM, Admin, HR, Compliance and Operation	% completion of the CAP	Work in progress
12		Formation of safety committee Appointed qualified Safety officer	Form safety committee and complete safety training	Done	AGM Admin, HR, Compliance and Operation	Effectiveness of committee	Safety training is a continuous process
			Capacity Building of factory Safety Officer	Done	AGM Admin, HR, Compliance and Operation	Effectiveness of committee	Continuous process