



Mindworking Asia

CSR | Corporate Social Responsibility

As applicable to Graphic Associates International Limited (GAIL), – established in Bangladesh, and 2% owned by Bangladeshi Ahmed Infotech Solutions and 98% owned by Mindworking Asia A/S, VAT no. DK 27 21 28 24.

Aim

We are actively integrating social and environmental responsibility into our outsourcing concept. Through aggressive use of CSR, we want to create and maintain goodwill so that our position and views as a company are clear to our customers and our employees.

Staff Policy

The company has produced a “Human Resource Management Policy and Guidelines” document, which deals with all relevant issues relating to employees and management. A copy of the document is given to all new employees when they are hired. All employees must be 18 years old or over. We ensure that no employee is discriminated against on the grounds of religion, political affiliation or any other reasons.

We provide our staff with office facilities of European standard (with good ergonomics, lighting, user-friendly computer monitors, air conditioning and sanitation).

We have listed more examples from our CSR policy below:

- Employment contracts for all employees
- 37-hour working week
- Food and drink fully included for all 3 shifts
- 5 weeks of holiday per year
- 4-month notice period
- 15% pension
- Extra pay for overtime work
- Healthcare scheme for all employees
- Appraisal interviews and set development programmes for all employees
- 6 months of maternity leave with full pay
- Full pay during illness, irrespective of duration, for ‘non-permanent’ illness

Other factors

The environmental impact of the work done at our office is limited. Wherever possible we use energy saving appliances, including lighting and IT equipment.

Supplier Code of Conduct Declaration

We 100% adhere to the conditions set out in the “Supplier Code of Conduct” declaration produced by The Danish Institute For Human Rights and The Confederation Of Danish Industries. You can download the code from our website or contact Mindworking Asia for a copy.