



BANGLADESH EMPLOYERS' FEDERATION

CENTRO VINCULAR



PONTIFICIA
UNIVERSIDAD
CATÓLICA DE
VALPARAÍSO



International Organisation of Employers
Organisation Internationale des Employeurs
Organización Internacional de Empleadores
The Global Voice of Business

Human Rights, Sustainability Reporting and Responsible Business Conduct – What does business need to know?

A workshop for companies, employers' and business organisations

Dhaka, Bangladesh, 4-5 February 2018



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Terms of Reference

Human Rights, Sustainability Reporting and Responsible Business Conduct – What does business need to know?

4-5 February 2018

Business and human rights, sustainability reporting and responsible business conduct more generally are high on many agendas and growing in importance for business. Companies are being confronted with these themes from various angles: human rights and responsible business conduct are attracting increased media coverage; consumer organisations are becoming more vocal in their demands for information on production conditions and routes to market; non-governmental organisations (NGOs) and trade unions are approaching companies with requests for information on human rights impacts on the societies in which these businesses operate.

Society has made a new priority of transparency and credibility in business activity. Investors also link their investment decisions to the human rights performance of companies. Increasingly suppliers to large corporations have to comply with their corporate customers' human rights, social and environmental standards and codes of conduct. **Respecting human rights and reporting transparently about it is becoming a precondition of staying in business.** Responsible business conduct and sustainability reporting have also become an area for policy-making at national, regional and international level.

With the endorsement of the UN Guiding Principles on Business and Human Rights (UNGP) by the UN Human Rights Council in June 2011, there is a general consensus on the respective roles and responsibilities of governments and companies with regard to business and human rights. Business organisations, such as the International Organisation of Employers (IOE), as well as NGOs and trade unions, are supporting the UNGP. Moreover, governments around the world have launched, or are in the process of launching, national action plans (NAPs) for the implementation of the UNGP, which have also been integrated into many initiatives and frameworks for responsible business conduct such as ISO 26000 and the OECD Guidelines for multinational enterprises. **To know the UN Guiding Principles and understand the responsibilities of business, including ways to increase transparency, is a prerequisite of meeting the demands of consumers and corporate customers, investors, governments and society at large.**

What is the aim of the workshop?

- to provide information on national, regional and global trends and developments regarding business & human rights, sustainability reporting and responsible business conduct.



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- to raise awareness of the content of the main international instruments, initiatives and policies and their impact on companies, such as the UN Guiding Principles on Business and Human Rights, GRI, UN Global Compact, ISO 26000, ILO MNE Declaration and the OECD Guidelines for Multinational Enterprises.
- to provide companies with guidance on how to implement the UN Guiding Principles “step by step” and starting sustainability reporting.
- to assist employers’ organisations in developing a policy strategy and service offer in the area of human rights, sustainability reporting and responsible business conduct.
- to know where and how to get support.

What is the target audience for the workshop?

Representatives of companies, particularly SMEs, as well as representative organisations of employers and business.

What is the structure of the workshop?

The workshop will include a mix of presentations, panel discussions, group exercises and exchanges of experiences.

Speakers include senior representatives from the Bangladesh Employers Federation (BEF), International Organisation of Employers, Global Reporting Initiative, and Centro Vincular.

Time & Place

Date: 4-5 February 2018

Venue: Lakeshore Hotel & Apartments

Address: House No 46, Road No 41, Gulshan 2,

Dhaka 1212, Bangladesh

Telephone: + 880 2-9859991

Website: <http://lakeshorehotel.com.bd/>

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AGENDA

Day 1: 4 February 2018	
10:00-11:30 am	Inaugural Session Including Coffee Break**
11:30 am-12:00 pm	Responsible Business Conduct-Why does it matter? Setting the scene Ms. Carolina Hoyl , Centro Vincular de Chile
12:00-1:00 pm	Overview of the main International Instruments on Responsible Business Conduct and Recent Developments at International Level Ms. Linda Kromjong , IOE secretary-General
1:00-2:00 pm	Lunch
2:00-3:00 pm	Responsible Business Conduct-South Asian Perspective with Special Focus on Bangladesh Dr. Selim Raihan , South Asian Network on Economic Modeling (SANEM) Executive Director
3:00-3:45 pm	Stakeholder Expectations (Employers Perspective)*** Dr. Toufiq Ali , Former CEO, KAFCO & Former Permanent Representative of Bangladesh to WTO & UN in Geneva
3:45-4:00 pm	Coffee Break
4:00-4:15 pm	Setting the context - The business case for responsible business conduct Ms. Linda Kromjong , IOE secretary-General
4:15-4:45 pm	The UN Guiding Principles on Business and Human Rights-what it is all about and why is it relevant for SMEs? Ms. Carolina Hoyl , Centro Vincular de Chile
4:45-5:45 pm	Due Diligence: What does it mean-how does it work? Ms. Carolina Hoyl



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Day 2: 5 February 2018	
9:00-9:30 am	Recap of Previous Day
9:30-10:00 am	Introduction into Sustainability Reporting and the IOE-GRI guidance publication for SMEs Asthildur Hjaltadottir – Director Services, Global Reporting Initiative (GRI)
10:00-11:00 am	How to get started with reporting? Asthildur Hjaltadottir – Director Services, Global Reporting Initiative (GRI)
11:00-11:15 am	Coffee Break
11:15 -12:15 pm	Responsible Business Conduct: How to start integrating policies and practices for responsible business conduct Carolina Hoyl , Centro Vincular de Chile
12:15 – 1:15pm	Diving deeper into sustainability reporting – GRI Standards and their structure Asthildur Hjaltadottir – Director Services, Global Reporting Initiative (GRI)
1:15-2:15 pm	Lunch
2:15-3:45 pm	What Role do Employers' Organisations have? Which Services for Members on Responsible Business Conduct are Needed? Next Steps? <ul style="list-style-type: none"> • Ms. Linda Kromjong, IOE secretary-General • Mr. Kamran T. Rahman, Bangladesh Employers' Federation President
3:45-4:00 pm	Summary and Conclusions
4:00 pm	Closing



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Participants and Observer List

Sl.	Name	Designation and organization
1	Mr. Sirajul Islam Azad	GM I HR, Admin and Compliance Bitopi Group
2	Mr. Ashique Mahmud Chowdhury	Group HR Controller –HRD Bitopi Group
3.	Ms. Zinia Khanam	Senior Officer Administration and Human Resource, Alliance Capital Asset Management Limited
4.	Ms. Bristy Rani Ghosh	Research Associate Research and Development
5.	Mr. Amzad Hossain	Finance Director & Company Secretary Amann Bangladesh Ltd.
6.	Mr. Md. Mehanazuddin Rupom	HR Manager Amann Bangladesh Ltd.
7.	Mr. Khandaker Istiaque Mahmud	IR and Admin Manager Linde Bangladesh Limited
8.	Mr. Ahmed Fuad	Talent Management Manager Linde Bangladesh Limited
9.	Mr. Abdullah Al Mamun	Deputy Manager, HR Advanced Chemical Industries Limited
10	Mr. M. Enamullah Sayeed	General Manager, External Affairs Robi Axiata Limited
11	Mr. Md. Towfiqzaman Chowdhury	General Manager, Corporate Responsibility Robi Axiata Limited
12	Mr. K M Rezaur Rahman	Senior General Manager, Project Management Envoy Garments Ltd.
13	Mr. Mohammed Al-Tauhidul Islam	Manager, Compliance Project Management Division



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14	Mr. Khan Md. Ali Reza	Manager (Factory) Mirpur Ceramic Works Ltd.
15	Mr. Abdullah-Al-Rashid,	Assistant Manager (HR), Khadim Ceramics Ltd. Mirpur Ceramics & Khadim Ceramics Ltd.
16	Anjum Rasna Hasan	Grameenphone Ltd.
17	Mr. Zunaid Qader Chowdhury	Officer HRD
18	Mr. Khandaker Gyasuddin	Executive Director (Administration) Bengal Glass Works Ltd.
19	Ms. Rumana Ahmed	Head of Communications GSK Bangladesh Limited
20	Mr. Tariqul Bari	Manager HRD
21	Ms. Sabrina Sultana Chowdhury	Executive HRD
22.	Mr. Masud Bin Majid	Head of Finance and Controlling BASF Bangladesh Ltd.
23	Mr. Ekhlasur Rahman Khan	Head of Supply Chain BASF Bangladesh Ltd.
24	Ms. Nazmun Nahar	Management Executive Novartis (Bangladesh)Ltd.
25	Mr. Md Salahuddin	Executive Human Resources Department-Chittagong
26	Ms. Shamma Tasnim	Training Officer, Human Resources Department, Head Office Coats Bangladesh Ltd.
27	Mr. Naim Ahmed BPM	Director Internal Security G4S Secure Solutions Bangladesh (P) Ltd.
28	Dr. Muhammad Abdul Mazid	Adviser (Former Secretary to GoB and Chairman, NBR), A K Khan and Company Limited



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29	Mr. Kazi Mustak Ahmed FCA, MBA	Chief Financial Officer A K Khan and Company Limited
30	Ms. Shayaka Sharmin	Head Public Affairs & Communication Novartis (Bangladesh) Limited
31	Ms. Maksuda Begum	Sr. Manager Human Resources Novartis (Bangladesh) Limited
32	Mr. Md. Mizanur Rahman	General Manager- Human Resources Apex Footwear Limited
33	Mr. Shahidul Islam	Head of Government & Regulatory Affairs, GRA Rahimafrooz Batteries Ltd.
34	Ms. Anika Mobin	Sr. Officer Factory Recruitment & Leadership Development Nestle' Bangladesh Ltd.
35	Mr. Rezual Karim	Production Manager Nestle' Bangladesh Ltd.
36	Mr. Alamgir Islam	Factory HR Manager Nestle' Bangladesh Ltd.
37	Ms. Lutfun Nahar Bithi	Dy. Manager Beximco Textile & Apparel Division
38	Mr. Aminul Islam	Asstt. Mgr, HR and compliance Beximco Textile & Apparel Division
39	Ms Sabina Begum	Sr. Executive Shinepukur Ceramics Ltd.
40	Ms. Shakila Iyasmin	Executive Shinepukur Ceramics Ltd.
41	Mr. Nurul Maruf Khan	Executive Vice President & Head of CRM Credit Risk Management Division
42	Mr. Abu Noor Md. Farukh	Assistant Vice President & Head of Group R&D Research & Development Dept.
43	Dr. Hasan Mahmood	Manager Sales Training Sanofi Bangladesh Ltd.



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44	Ms. Salma Momtaz Mannan	Manager, Process and Engagement Sanofi Bangladesh Ltd.
45	Mr. Omar Gias	Joint Secretary, Bangladesh Garment Manufacturers & Exporters Association (BGMEA)
46	Mr. Mohammad Monower Hossain	Sr. Deputy Secretary, Bangladesh Garment Manufacturers & Exporters Association (BGMEA)
47	Ms. Quhelee Jinat Jhumu	Assistant Secretary, Bangladesh Garment Manufacturers & Exporters Association (BGMEA)
48	Mr. Md. Sharif Hossain	Sr. Joint Secretary (Compliance & Labour), BKMEA.
49	Ms. Farzana Sharmin	Joint Secretary (Compliance Cell) BKMEA.
50	Mr. Md. Rakib Hasan	Asst. Deputy Secretary (R&D Cell) BKMEA
51	Mr. Helal Uddin	Senior Officer, HRD Standard Bank Ltd.
52	Mr. Saddam Hossain	Officer, HRD Standard Bank Ltd.

Observers

Sl.	Name	Designation and organisation
1	Ms. Miwa Yamada	IDE-JETRO
2	Mr. Murali Kanapathy Kesava	Assistant Programme Manager, BW, CO-Dhaka ILO Country Office for Bangladesh
3	Ms. Hickey Jenny Anne	Assistant Programme Manager, Better Work Programme ILO Country Office for Bangladesh

International Staff

Sl.	Name	Designation and Organisation
1	Ms. Linda Kromjong	Secretary- General- International Organisation of Employers (IOE)
2	Ms. Asthildur Hjaltadottir	Director- Regions and Programs Implementation Global Reporting Initiative (GRI)
3	Ms. Carolina Hoyl L.	Development Manager- Centro Vincular – (CL)
4	Ms. Caroline Balikungeri	Project Assistant - International Organisation of Employers (IOE)

ABOUT



BANGLADESH EMPLOYERS' FEDERATION

The Bangladesh Employers' Federation is an all-country organisation representing all sectors, industry, trade, banking, insurance, etc. The need for such a Federation stemmed from the desire of employers to have an organisation that will provide them with guidance, assistance in the field of industrial relations, bring their concerted views on labour matters to the attention of the Government and represent them both in the national and international levels. Accordingly, the Bangladesh Employers' Federation was established, and it is the only Federation of its kind in the country. Bangladesh Employers' Federation (BEF) was registered as the national organization of the employers in 1998.

Website: <http://www.bef.org.bd/>

Email: _sg@mccibd.org

Tel: +880 2 956 5208-10

Fax: +880 2 956 5211 – 12



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The International Organisation of Employers (IOE) is the largest network of the private sector in the world, with more than 150 business and employers' organisations as members in 144 countries. The IOE supports and represents the worldwide business community in international labour and social policy forums with the aim of ensuring that such policy promotes the viability of business, making it the Global voice of business

Website: www.ioe-emp.org

Email: ioe@ioe-emp.org

Tel: +41 22 929 00 00



Centro Vincular forms part of the Pontifical Catholic University of Valparaíso in Chile and has 15 years of experience in integrating sustainability into business and organisational strategies. The Centre's experience includes applied research projects; capacity building of business executives on sustainability topics as well as certified training courses such as the Global Reporting Initiative (GRI); consultancy work on sustainability strategies and reporting; as well as the promotion of public policy on sustainability at the national, regional and global levels. Centro Vincular has implemented capacity building programmes in Latin America.

Website: <http://www.pucv.cl/>

Email: contacto@vincular.cl

Tel: +56 2 2344 5800 /+56 32 2273500



GRI is an international independent organization that helps businesses, governments and other organizations understand and communicate the impact of business on critical sustainability issues such as climate change, human rights, corruption and many others. Its mission is to empower decision makers everywhere, through our sustainability standards and multi-stakeholder network, to take action towards a more sustainable economy and world.

Website: www.globalreporting.org

Tel: + 31(0) 20 531 00 00



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