Online Application Guideline - Business Organizations -

To participate in the Global Compact, a business organization:

Prepares a Letter of Commitment (Fig. 1) signed by the Chief Executive Officer to the Secretary-General of the United Nations expressing commitment to

- the Global Compact and its ten principles; and
- take action in support of UN goals; and
- the annual submission of the Communication on Progress (COP).

Requirements of the Letter of Commitment for business organizations

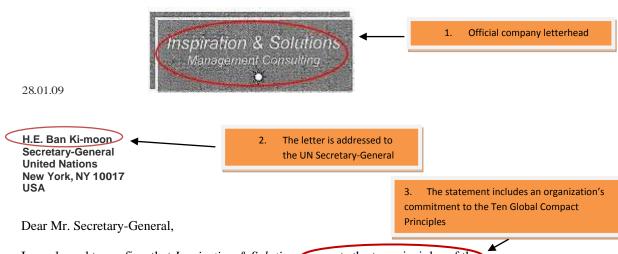
- 1) The letter contains an official company letterhead;
- 2) The letter is addressed to the UN Secretary-General;
- 3) The statement includes the organization's commitment to the ten principles of Global Compact, taking action in support of UN goals, and the annual submission of the **Communication on Progress (COP)**;
- 4) The COP will include the three necessary elements (statement signed by the chief executive expressing continued support for the Global Compact, a description of practical actions, and a measurement of outcomes).
- 5)The letter of commitment is signed by company's <u>chief executive or equivalent</u> (name and title must be legibly printed underneath the signature);
- 6) The letter of commitment (one-page statement) is scanned and available for upload before completing the Online Application Form.

Please note: The Commitment Letter is posted on the participant's profile page on the Global Compact website in order to promote transparency.

<u>Completes the Online Application Form</u> (Fig. 2a-2b below) and uploads a digital copy of the Letter of Commitment signed by the highest executive;

- The name of the company's chief executive who signed the Letter of
 Commitment must correspond with the entry in the online registration form.
- To ensure that your Letter of Commitment fulfill the requirements stated above.

Fig. 1. Sample Template-Requirements of the Commitment Letter for Business Organizations



I am pleased to confirm that *Inspiration & Solutions* supports the ten principles of the Global Compact with respect to human rights, labour, environment and anti-corruption.

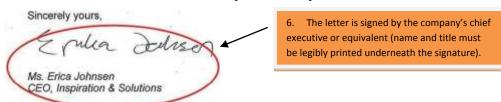
With this communication, we express our intent to advance those principles within our sphere of influence. We are committed to making the Global Compact and its principles part of the strategy, culture and day-to-day operations of our company, and to engaging in collaborative projects which advance the broader development goals of the United Nations, particularly the Millennium Development Goals. *Inspiration & Solutions* will make a clear statement of this commitment to our stakeholders and the general public.

We recognize that a key requirement for participation in the Global Compact is the annual submission of a Communication on Progress (COP) that describes our company's efforts to implement the ten principles. We support public accountability and transparency, and therefore commit to report on progress within *one year* of joining the Global Compact, and *annually* thereafter according to the Global Compact COP policy. This includes:

4. The statement includes a commitment to engage in partnerships to advance the broad UN goals, and the annual submission of the Communication on Progress (COP).

measurement of outcomes).

- 5. The COP will include the three necessary elements (statement signed by chief executive expressing continued support for the Global Compact, a description of practical actions, and a
- A statement signed by the chief executive expressing continued support for the Global Compact and renewing our ongoing commitment to the initiative and its principles. This is *separate* from our initial letter of commitment to join the Global Compact.
- A description of practical actions (i.e., disclosure of any relevant policies, procedures, activities) that the company has taken (or plans to undertake) to implement the Global Compact principles in each of the four issue areas (human rights, labour, environment, anti-corruption).
- A measurement of outcomes (i.e., the degree to which targets/performance indicators were met, or other qualitative or quantitative measurements of results).



7. The letter (a one-page statement) is scanned and available for upload before completing the On-line Application Form.

Fig. 2a. Online Application Form for Business Organizations (part 1 of 6)

Now to Participate / Apply Now	412	
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Highlighted fields are required.

Fig. 2b. Online Application Form for Business Organizations (part 2 of 6)

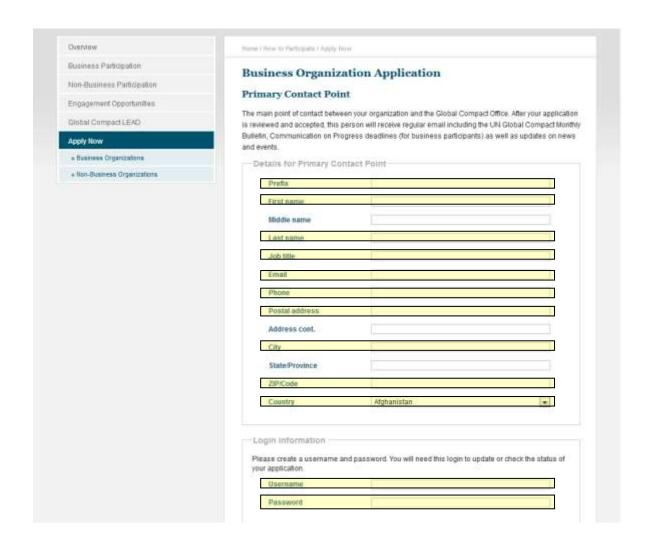
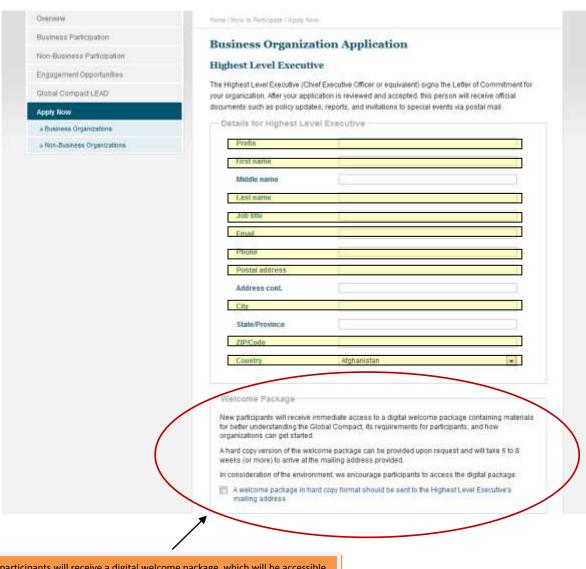


Fig. 2c. Online Application Form for Business Organizations (part 3 of 6)



All new participants will receive a digital welcome package, which will be accessible through their online profile. There is also the option to receive this package in physical form via courier. In consideration of the environment, we encourage participants to choose to access the digital package in lieu of the physical package.

Fig. 2d. Online Application Form for Business Organizations (part 4 of 6)

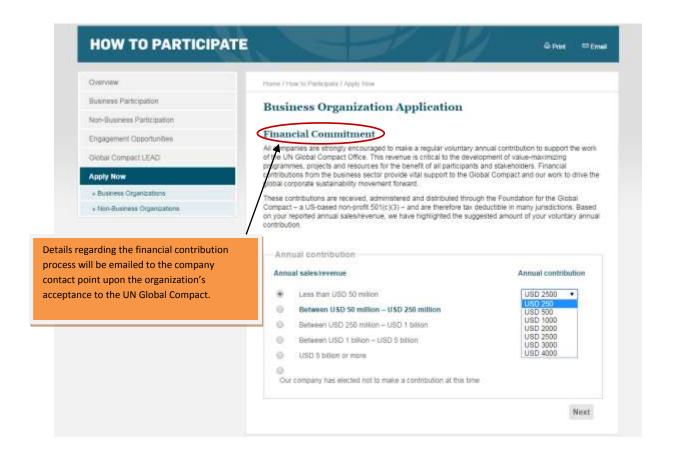


Fig. 2e. Online Application Form for Business Organizations (part 5 of 6)

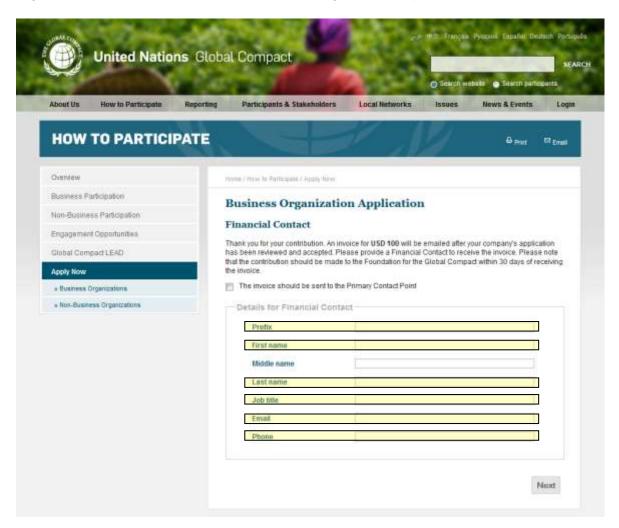


Fig. 2f. Online Application Form for Business Organizations (part 6 of 6)

