

Annual Report to the Board of the International SOS Foundation

About the Foundation

The International SOS Foundation (“ISF”), legally called “Stichting International SOS”, is established on October 25th, 2011 in accordance with the Dutch Civil Code. The registered office is in Amsterdam, John M. Keynesplein 3.

The object of the Foundation is to improve health, safety, security and wellbeing of individuals working away from home, internationally, remotely, or on international assignments in remote areas and furthermore all that is directly or indirectly connected or will be beneficial to this, in the broadest sense.

The foundation has six main activities:

- the study of potential health, safety and security risks linked to international, remote, and international assignments in remote areas;
- providing information to governments, employers, workers and contractors concerning the risks as aforementioned in a;
- encouraging employers to develop and strengthen corporate social responsibility in areas in proximity to their worksites;
- encouraging the development of an international instrument (such as a code of practice) to address the prevention and mitigation of risks as aforementioned in a., as well as guidance on what should be done should an accident, illness or security situation occur;
- providing means of wide-spread dissemination of information about the risks as aforementioned in a. through communication tools such as leaflets, web-based publications, scientific articles, books, films, meetings and seminars;
- any other activities in furtherance of the goal as determined by the board.

Examples of these activities which the foundation undertakes are:

- Extending financial support to ISF’s goals worldwide in the form of grants, consultancy fees, gifts, subsidies, donations, scholarships;
- Sponsoring academic research into the health, safety and security risks linked to international, remote and international assignments in remote areas;
- Paying for the costs involved for attendance at or the organization of conferences and/or events such as travelling costs, accommodation costs, food services, hall rental, audiovisual tools and other facilities.

The Foundation will also support organizations and groups of persons in the pursuit of charitable activities.

The Foundation does not aim to make a profit. Its income is generated through gifts, inheritances and legacies, grants and donations. The Foundation is registered as a public charitable institution (a so called “ANBI”) with the Tax Authorities.

The reporting year of the foundation is from July 1 to June 30 of the consecutive year.

Activities during the financial year 2012/2013

1. International SOS Foundation website refreshed

After the successful launch of the foundation in March 2012 in Cancun at the International Commission on Occupational Health World Congress, The Foundation's first goal was to create a global repository of information on Duty of Care which was only possible thanks to the creation of The International SOS Foundation website. The centrepiece of the website is a database, designed as a publically available resource. This provides a digital platform to the Foundation to further communicate its message and acts a central point for organisations keen to understand more the Duty of Care for their employees who are working away from home. To help drive the traffic toward the ISF website, the site has been re-designed to be more user-friendly: its main enhanced features being an easier navigation for the user, based on keywords, and overall better user-experience.

2. National Duty of Care Legal Executive Summaries (co-branded with leading local law firms)

To fulfill one of its main goal e.g. becoming a key vehicle for Duty of Care, The Foundation has recently endorsed legal précis targeted to a C-suite population. Please note that Executive Summaries have been developed by regional law practice for the distribution country here below:

- Australia
- France
- Germany
- Netherlands
- Italy
- Singapore
- Spain
- Switzerland, english version, german version or french version
- UK

Also Professor Andrea de Guttry (professor of Public international Law at the Scuola Superiore Sant'Anna, Pisa, Italy, a public university which promotes education and research in the field of Social and Experimental Sciences) developed the latest paper for European Union Member States: "Duty of Care of the E.U. and its Member States towards Their Personnel Deployed in International Missions."

3. *Global Road Safety Partnership

The Foundation joined forces with GRSP to help mitigate road accidents faced by business travellers and expatriates while away from home. Key action plans from this new collaboration: Developing education campaigns & training to educate travellers and expatriates assessing & applying road risk ratings for countries conducting research on road risk prevention. The new partnership fits with the ISF main objective: being a Duty of Care ambassador. We aim to work closely with the GRSP to study and understand how to reduce road risks and provide proactive education to global workforces.

* The non-profit Global Road Safety Partnership, (www.grsroadsafety.org) was formed in 1999 and its members are leading multi- and bi-lateral development agencies, governments, businesses and civil society organisations.

4. Help in conducting research on return of investment in managing the Duty of Care

Last financial year, ISF was surveying the resources needed to complete a financial analysis to create a tangible business case for businesses to be convinced their bottom line will benefit from managing their duty of care responsibility right in the first place and from implementing travel risk mitigation

process and procedures.

After months of assessment, ISF has finally commissioned Prevent, an Institute for Occupational Safety and Health to run this research for us as an independent and external consultancy centre.

The goals of the "Return on Prevention" project are:

- Pioneer an industry white paper, to calculate the R.O.I and cost-benefit analysis of health and travel risk programmes for international business travellers & expats in medium & high risk countries
- Demonstrating benefits of Duty of Care based in quantitative data analysis

This has been proven very difficult for Prevent to recruit organisation which not only agree to partake the study but are also in possession of global data on their personnel's absences, cause of absences, cost of the latter borne by the employer should an incident occur abroad. As a result, the scope of the study has been modified over the course of the project, and this has been reduced to analysing the data of one very representative Energy Mining and Infrastructure company compiled in one case study.

5. International Meeting of Experts with a view to launching a Guidance Document

This document, as called for at the two International SOS Foundation Forums (Cancun, March 2012 and Singapore, September 2012) was designed to give the employer the necessary information so that s/he will be able to put into place the necessary structures and infrastructures to first and foremost prevent, mitigate, respond effectively to and recover from a situation involving the safety, health and/or the security of an employee working away from home. The ISF has commissioned our consultant Dr David Gold to prepare a draft guidance note on Duty of Care of Employers for People Working away from Home, and host and moderate a meeting of international experts in September 2013 in Singapore to review the aforementioned draft. This document aims to become an international guidance document harmonising the multifacets guidances regarding duty of care. The International SOS Foundation, under its mandate, has facilitated a meeting of leading international occupational safety, health, security and risk management experts with a view to providing organisations, workers and professionals in these disciplines with a document to help them realise their organisations' responsibilities.

The meeting took place as planned from the 9/11 September 2013 in Singapore gathering the below panel:

Name	Designation	Institution
Dr. Janet ASHERSON	Adviser, Environment, Safety and Health	International Organisation of Employers
Franck BARON	Chairman	Pan-Asian Risk & Insurance Management Association (PARIMA)
Walter EICHENDORF	<ul style="list-style-type: none"> • Deputy Director General • Vice-president both of the research division and the prevention culture division 	<ul style="list-style-type: none"> • German Social Accident Insurance (DGUV) • International Social Security Association (ISSA)
Dr. David GOLD	<ul style="list-style-type: none"> • Consultant • Managing Director • Former Senior Official 	<ul style="list-style-type: none"> • International SOS Foundation • Gold-Knecht Associates • SafeWork, International Labour Office
Dr. Philippe GUIBERT	Regional Medical Director, South and South-East Asia	International SOS
HO Siong Hin	Commissioner for Workplace Safety and Health	Ministry of Manpower, Singapore
Steve HORVATH	President	Canadian Centre for Occupational Health and Safety
Dr. Olivier LO	Group Medical Director, Occupational Medical Services and Operations Division	International SOS
Michele PATTERSON	<ul style="list-style-type: none"> • President • Former Executive Director 	<ul style="list-style-type: none"> • International Association of Labour Inspection • SafeWork South Australia
Michael SHARP	Regional Security Director, Asia-Pacific	Travel Security Services
Jukka TAKALA	<ul style="list-style-type: none"> • Executive Director • Former Director • Former Director 	<ul style="list-style-type: none"> • Workplace Safety and Health Institute, Ministry of Manpower, Singapore • European Agency for Safety and Health at Work • SafeWork , International Labour Office
Jane WHITE	Research and Information Services Manager	Institution of Occupational Safety and Health

This has proven to be a very fruitful workshop sessions whereby the draft of the guidance document has been debated, improved, and ratified.

This strategic framework guides the organisation in identifying threats and hazards, and managing risks to the safety, health and security of those travelling for their work or on international assignment.

It leads the organisation through setting up a travel and assignment safety, health and security policy integrated within its existing policy structure. The framework sets out measures to formulate an organisation's travel risk and emergency management system, proposing key roles and responsibilities as well as developing competencies through training and education.

This tool named after "Global framework. Safety, health and security for work-related international travel and assignments" will then be publically available on our ISF website for organisations around the world to help them shape and cement their Duty of Care policies and procedures.

6. ISF sponsored research into occupational health in the Energy, Mining and infrastructure sector

Through mutual cooperation and exchange of information, ISF and institution Masters of Science candidate Christie Hancock have advanced research in the field of workplace health and safety for the above-mentioned sector. Chrisite Hancock, student at the University of Nottingham has submitted a project proposal in writing identifying the topic to be researched under the supervision of professors from the University of Nottingham. ISF endeavoured to supervise the quantitative and qualitative data collection proposed for the research in the point in case. ISF's financial support only consisted of reimbursing the student for reasonable and necessary travel costs and expenses in relation to the research project in accordance with a pre-defined budget set out by the ISF supervisor.

Also ISF seeked permission from International SOS for the use of office facilities and equipment by the Masters of Science candidate for the duration of the project.

While ISF covered the financial cost of any travels, expenses involved throughout the project, the university of Nottingham and its Masters of Science candidate have granted to ISF a non-exclusive, transferrable, royalty free, perpetual license for any and all work product.

Activities of ISF planned for FY2013/2014

1. Honorary Advisory Board

The board of The International SOS Foundation will invite independent advisors to help govern the Foundation with objectivity and lend their expertise to further its purposes.

The advisors will have the following qualifications to take part of the Honorary Advisory Board:

- Experience in corporate health leadership
- Experience in national or intergovernmental organisational or occupational health policy
- Significant contributions to academic research in occupational or organisational health
- Champion the International Meeting of Experts

2. Support GRSP 2014 objectives

This will consist of contributing to the development of a global good practice manual on "road safety for international assignees". GRSP also needs ISF help to collect data on cause of injuries to fully understand the scale of the road safety issue for the mobile workforce. This can be accomplished via the support of ISF's parent company: about to pilot a programme slightly altering the script of the Coordinator when responding to a call received out of International SOS service delivery platform. The script is now asking for the cause of the incident: road accidents being one of the possible answers.

3. **Participate to global conferences with leading international occupational safety, health, security and risk management experts such as XX World Congress on Safety and Health at Work 2014.**

4. **Diverse publications on ISF website – subject to completion of the final product– not in order of relevance:**
 - research into occupational health in the Energy, Mining and infrastructure sector
 - Global framework, Safety, health and security for work-related international travel and assignments
 - Guidelines for the EU institution (Professor de Guttry/ ISF/ Prevent) Andrea de GUTTRY is full professor of Public international Law at the Scuola Superiore Sant'Anna, Pisa, Italy, a public university which promotes education and research in the field of Social and Experimental Sciences.
 - Return on Prevention case study on an Energy Mining & Infrastructure company

Management

Board

The board of the foundation consists of two members unrelated to one another and who receive no remuneration except the partial covering of expenses and their meeting attendance costs.

During the financial year 2012/2013 the board consisted of the following members:

Chairman:	Mr. Arnaud Vaissié
Secretary and Treasurer:	Mr. Laurent Sabourin

Representatives

The board has appointed Mr. Laurent Fourier and Mr. Philippe Arnaud as representatives of the Foundation. The representatives do not receive remuneration.

Accounting

The foundation's finances are administered by the Finance Department of the International SOS Groups entity located in Amsterdam, the Netherlands. The time spent on the foundations finances are not charged but should be seen as donation to the foundation.

The annual accounts will be reviewed by an independent chartered accountant.

Staff

The Foundation does not have its own staff. Several employees within the International SOS Group assist with carrying out of the activities of the Foundation, at no charge.