

Vopak WeConnect Foundation Policy Plan 2018



Policy Plan Vopak WeConnect Foundation

1. Introduction

The Vopak WeConnect Foundation was formally registered with the Dutch Chamber of Commerce on 22 June 2017. It reaffirmed Vopak's commitment to improving the lives of youths in the communities in which Vopak operates. The Foundation set forth and institutionalized the WeConnect program of 2016, launched to mark the celebration of Royal Vopak's 400 year history. In that program, all Vopak employees worldwide were invited to submit proposals for projects focusing on young people in the communities in which the company operates. From the many ideas submitted, a jury, including the Netherlands Minister for Foreign Trade and Development Cooperation at the time, selected 16 projects in 16 countries, which received support from Vopak's head office. Given the success of the projects and the enthusiasm of Vopak employees to inspire and empower young people in the vicinity of their business locations, Vopak decided to continue the program. In April 2017, Vopak's Executive Board requested the incorporation of a foundation which would legally enshrine the company's commitment to young people in its communities. The Vopak WeConnect Foundation was set up accordingly.

This policy plan is an update of the 2017 policy plan. It was adopted by the board on 5 April 2018 after approval by the Supervisory Board. The policy plan shall be reviewed annually and amended if necessary.

2. Vision, mission and strategy

❖ Our vision

Vopak is convinced that it is more important than ever for our society and wellbeing that people learn to think internationally and to bridge cultural differences from a young age. This realization grew in the run-up to the celebrations for our 400 year history, because Vopak and its predecessors have been connecting international trade flows for 400 years. The two key factors in the company's longevity were open markets and cooperation between people across geographical, language, cultural and social barriers.

Although for Vopak employees, the importance of international trade and diversity goes without saying, we see across the globe that support for doing business and cooperating across borders is declining. Many young people, especially from underprivileged backgrounds, are not well prepared for a career in the global economy. They are often unaware of the opportunities that lay ahead for them in their own country or region, let alone in the wider world. A lack of contacts with people who speak a different language or have a different social, cultural or national background also limit the opportunities for young people to carve out a decent future in today's world.

Thanks to their education and their experience in an international company, Vopak employees around the world can make a difference for young people in their own community. The Vopak WeConnect Foundation wants to mobilize their strength and enthusiasm and support them in connecting young people in their community to the world. In doing so, the foundation aims to increase the opportunities for these young people in the multifaceted world of today and tomorrow.

❖ Our mission

The Vopak WeConnect Foundation wants to empower teenagers and young adults in the communities in which the company operates by connecting them to the world.

We want young people to experience that there is a world full of opportunities to discover if they learn to look beyond their own boundaries, and to pass on the value of working together with others.

The mission of the Vopak WeConnect Foundation is therefore to empower young people in the vicinity of Vopak locations and to connect them to the world, by:

- opening up new (professional) horizons and increasing their future job readiness, and/or
- inspiring them to work together with others across cultures, languages and social backgrounds.

This mission ensues from Vopak's purpose: storing products that are vital to society with care for people, health and the environment. The company wants to be a good neighbor and strives to support activities that improve the lives of people in its communities. Vopak encourages employees to participate in community programs and to initiate social projects.

❖ Our strategy

Within the available budget, the Vopak WeConnect Foundation supports projects that meet the following criteria:

Project goal: to empower young people and connect them to the world by:

- Opening up new (professional) horizons and/or increasing future job readiness, and/or
 - Inspiring them to work with others across cultures, languages and social backgrounds
- Target group
 - 10 to 24 year olds
 - In the communities in which Vopak operates and/or where Vopak employees live
 - Project fosters diversity, in particular the participation of girls and underprivileged young people
 - Vopak involvement
 - Project must be initiated by a Vopak employee or an employee of a Vopak joint venture, who is involved in the project execution
 - Project must be approved and supported by the Managing Director of the Vopak location or joint venture
 - Support or personal involvement of senior management and HR is recommended
 - Partner organization
 - Involvement of a local partner, like a school or NGO, is mandatory
 - Where applicable, involvement of a joint venture partner is strongly recommended
 - Sustainability
 - The Foundation aims to support sustainable projects and build lasting relationships. Projects approved in 2018 may run through 2019.
 - Impact is measured; mid-year progress report and year-end report are mandatory. Continuation of approved multi-year projects is conditional on a positive year-end evaluation.
 - Project is in line with the Vopak Values, Code of Conduct and Sustainability Policy; this includes integrity; care for safety, health and the environment; and being a good neighbor.

3. Activities of the Foundation

The Foundation offers financial support and guidance to projects that meet the objectives as laid down in the bylaws and described in the previous section. The Foundation undertakes the following activities:

- It motivates employees to contribute to empowering youth in their communities and to submit project proposals.
- It advises Vopak employees as necessary in the submission of project proposals and in setting up clear and succinct interim and final reports.
- Once the request has been approved, it helps project managers get started where necessary and ensures that the project managers know what is expected of them.
- Where applicable, it ensures that the selected projects receive financial support in line with the financial paragraph.
- It maintains regular contact with project managers worldwide and acts as a sounding board for them.
- It manages and stimulates the use of an online platform on which project managers can share knowledge, experience and *best practices*, and it encourages them to connect with other project managers.
- It communicates with internal and external stakeholders through various channels and ensures that the projects and the opportunities to set up projects are being adequately communicated.
- At the end of every calendar year, the Foundation gives account of its activities and for the projects carried out in that year.

After the foundation was set up mid-2017, the board had first to organize its work procedures and program. It started actively communicating in August through various channels (intranet, email, calls, division newsletters, Google+ community) to encourage colleagues to submit project proposals. The board was happy to be able to approve 12 new projects, of which 9 received financial support and 2 were completed in the same year (China and Malaysia). The 2016 project in Durban continued into 2017 and was successfully completed; the team in South Africa intends to set up a new phase of the project in 2018. In total, fifteen hundred eighty-six (1,586) children and young people were reached by a WeConnect project.

Below are a couple of examples of projects which were carried out or started in 2017.

Pakistan

In Karachi, Pakistan, the WeConnect team is setting up a program in cooperation with Circle Pakistan for youth, in particular young women, aged 18-24 years, from underserved communities. They will go through a training program with classes three times a week for four hours. During theory and practical sessions, they will acquire technical and digital skills, as well as life skills, which will help them bridge the digital economic and gender divide. Technology is one of the fastest growing industries in Pakistan. IT knowledge and experience give young people the opportunity to find a job or work-from-home opportunities and grant them access to information, rights, and learning & growth opportunities. Through this project, the participants will be enabled to increase their livelihood and generate a positive impact for their families and communities. The program will run until the end of 2018.

Malaysia

In Pengerang, Malaysia, the WeConnect program set up a training program for youngsters from the Sekolah Menengah Tanjung Datuk high school. The program, which builds upon the first program launched in 2016, enables them to become more familiar with the English language, to broaden their view of development opportunities in the wider world and be better prepared for their life after high school. The students were encouraged to grow their knowledge and self-confidence during interclass English debates and debating

competition within the school. At the same time, the students were provided with tools to seize their future opportunities. Life skills workshops were organized to help them identifying issues and finding solutions on subjects such as healthy relationships, understanding their own rights, writing resumes and mock interviews. They also visited a terminal and had inspirational meetings with role models and industry experts to acquire practical knowledge. The Pengerang team aims to continue the program in 2018.

Brazil

In Alemoa, Brazil, young people in the community are being offered English and Spanish classes, taught by foreign university students, like in previous years. In addition, the youngsters will participate in inspiring collaborative programs that broaden their horizon and create new job opportunities and relationships. The project is composed of three parts: First, the “14 rules of Johan Cruyff”, applying football as a means of developing social and communal values; second, the “Anne Frank Exposures”, promoting a reflection on the impacts of discrimination, racism and freedom; and third, the language project consisting of English and Spanish classes. The current project will run until the end of 2018 and, if successful, should continue in following years.

In Aratu, Brazil, a group of students from local high schools in the port surrounding area will be selected to acquire a professional qualification course that will help them prepare for the local job market, including jobs in the port that are normally out of reach for them. The students will get a professional qualification course of 160 hours, and will obtain a certificate upon successful completion of the course. Besides, they will learn about health & safety and develop life skills, which should help them break the vicious cycle of unskilled manual labor and poverty. The WeConnect team hopes to inspire the students by organizing lectures and share stories about their personal and professional trajectories. The project will run until the end of 2018 and, if successful, should continue in following years.

Rotterdam Botlek

In Rotterdam Botlek, the Netherlands, Vopak employees continued to provide practical training to 14-18 year old students of two local schools, for whom theoretical learning is challenging. The lessons mainly focus on obtaining their SCC certificate (Safety, Health and the Environment). With this certificate, the students will have a better chance of finding a regular job. The practical training includes working with fire extinguishers, providing first aid assistance, working with breathing apparatus, emergency simulations and working with hydraulic tools. An essential success factor of this program is the personal attention and patience of the Vopak employees involved. The program will run until autumn 2018 and, most probably, should continue in following years.

The Foundation’s ambition for 2018 is to increase the number of projects and the number of children and young people reached by the foundation across all geographies.

It will also launch an honorary Award for the most inspirational WeConnect project.

4. Structure of the organization

The Foundation consists of a Supervisory Board and a Board for daily management. The members are appointed for a period of four (4) years. The Supervisory Board and the Board are made up as follows:

❖ Supervisory Board

- Mr Eelco Hoekstra, Chairman of the Vopak WeConnect Foundation Supervisory Board, and Chairman of the Executive Board and CEO, Royal Vopak
- Ms Karen Beuk, Member of the Vopak WeConnect Foundation Supervisory Board, and Global Director Corporate Communication, Royal Vopak
- Mr Chen Yan, Member of the Vopak WeConnect Foundation Supervisory Board, and President China and North Asia Division
- Mr Dick Richelle, Member of the Vopak WeConnect Foundation Supervisory Board, and President Asia and Middle East Division
- Mr Jan Bert Schutrops, Member of the Vopak WeConnect Foundation Supervisory Board, and President Europe and Africa Division
- Mr Boudewijn Siemons, Member of the Vopak WeConnect Foundation Supervisory Board, and President Americas Division.

❖ Board

- Ms Elsbeth Tiedemann, Chair of the Vopak WeConnect Foundation Board, and Issues & Public Affairs Manager, Royal Vopak
- Ms Karen Visser, Secretary of the Vopak WeConnect Foundation Board, and Communication Professional, Royal Vopak
- Mr Jermain Carter, Treasurer of the Vopak WeConnect Foundation Board, and Senior Global Tax Manager Royal Vopak
- Ms Sarah Otto, Member of the Vopak WeConnect Foundation Board, Customer Services Representative, Vopak Terminal Vlaardingen B.V., member of Young Vopak organization.
- Mr Ouassim Laarari, Member of the Vopak WeConnect Foundation Board, Maintenance planner, Vopak Terminal Botlek B.V., board member of Young Vopak.

The Board is responsible for carrying out the objectives of the Vopak WeConnect Foundation, with the principal task of selecting and advising on projects that are eligible for financial support. In carrying out its activities, the Board leans on the broad expertise and experience of the Supervisory Board. The Supervisory Board counsels the Board, oversees the implementation of the strategy by the Board, appoints the members of the Board and acts as ambassador of the Vopak WeConnect Foundation.

In accordance with the bylaws, the chairman, secretary and treasurer of the Board resign their position when they change jobs or leave Vopak, or otherwise in accordance with the bylaws. The Young Vopak members are appointed for a period of two (2) years; the initial management board may deviate from this time period in order to prevent that both of the Young Vopak members leave the board at the same time. Board members will stand down if they no longer comply with the profile stipulated in the bylaws or the board regulations established by the Supervisory Board.

The Supervisory Board is a sounding board for the Board, supervises the policy pursued by the Board, nominates the members of the Board and is engaged as ambassador of the Vopak WeConnect Foundation.

Members of the Board and of the Supervisory Board shall not receive any remuneration or compensation for activities carried out for the benefit of the Foundation. Expenses that are incurred by the Board or the Supervisory Board in the context of carrying out their roles are reimbursed by the Vopak entity with which the members have their contract of employment. Other tangible and intangible support (time of employees, making facilities available at Vopak locations, etc.) that are offered by Vopak entities to the Vopak WeConnect Foundation are not charged to the Foundation.

No single member of the Board or of the Supervisory Board has an overriding authority within the Foundation, and accordingly, no single person is able to dispose of the capital of the Foundation as if it were their own capital.

5. Financing and donations budget

The Vopak WeConnect Foundation has no profit motive. Any income earned is to benefit the realization of its objectives.

Any favorable liquidation balance shall be spent on a not-for-profit organization with a similar objective or on an overseas institution which is considered a public benefit organization and which has a similar objective.

The Vopak WeConnect Foundation receives its financial and non-financial support from Royal Vopak. Royal Vopak has signed a contract to contribute a minimum of EUR 200,000 a year to the Foundation for at least three years, with the intention of prolonging the funding after that period. The Vopak WeConnect Foundation does not have the intention to actively raise funds, but reserves the possibility to receive additional financial and non-financial support, in whatever form.

Nonetheless, on the occasion of his departure as Vice Chairman of the Executive Board and CFO of Royal Vopak, Jack de Kreij asked his relations for donations to the foundation instead of personal presents.

The Vopak WeConnect Foundation strives not to allow the management costs (for administrative and financial services) to exceed 3% of the allocated budget. It is expected that in the year in which it is founded, these costs shall amount to more than the targeted 3%.

The Vopak WeConnect Foundation does not retain more capital than is reasonably necessary for the continuation of the predicted activities for the purpose of realizing the objectives of the Foundation.

6. Capital management

n/a