ANNUAL REPORT FOR THE BOARD OF
THE INTERNATIONAL SOS FOUNDATION

Prepared by Kai Boschmann
Approved by Laurent Fourier

5 December 2016
ABOUT THE FOUNDATION

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

The objective of the Foundation is to improve the health, safety, security and well-being of individuals working away from home, internationally, remotely or on international assignments in remote areas.

The foundation has six main activities:

1. The study of potential health, safety and security risks linked to international and remote assignments.

2. Providing information to governments, employers, workers and contractors concerning the risks as aforementioned in 1.

3. Encouraging employers to develop and strengthen corporate social responsibility in areas in proximity to their worksites.

4. Encouraging the development of an international instrument (such as a code of practice) to address the prevention and mitigation of risks as aforementioned in 1, as well as guidance on what should be done should an accident, illness or security situation occur.

5. Disseminating information about the risks as aforementioned in 1., through communication tools such as leaflets, web-based publications, scientific articles, books, films, meetings and seminars.

6. Other activities in furtherance of the goals as determined by the board.

Examples of the activities, which the Foundation undertakes are:

- Sponsoring academic research into the health, safety and security risks linked to international and remote assignments.

- Paying for associated costs in attending or hosting conferences and events including travel, accommodation, food services, hall rental and audiovisual tool costs.

- Extending financial support to ISF’s goals worldwide in the form of grants, consultancy fees, gifts, subsidies, donations and scholarships;

The Foundation does not aim to make any 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 1 July 2015 to 30 June 2016.
Activities during the Financial Year 2015/2016

The International SOS Foundation global activities are thriving. Its work strategically positions International SOS services to client showing:

- End-to-end travel risk management solutions are often required by legislation.
- Prevention is better than reaction. Risk assessment, health checks, education and training are not only ethical but cost-effective.
- Insurance is good but preventive measures, an assistance platform and compliance tools are ideal to meet regulatory requirements.

AWARD WINNING RESULTS:

The International SOS Foundation is an award winning registered charity with the following awards under its belt:

1. Forum for Expatriate Management's annual EMMA awards in the Asia-Pacific region in its “Best Thought Leadership” category for our Global Framework publication, winner.


3. Forum for Expatriate Management's EMMA awards in Americas and in the EMEA region for its “Best Thought Leadership – Survey/Research Study of the Year” category for our "Return on Prevention study”, runner-up.


1. Duty of Care Awards

The Foundation has innovated again during the year, developing, launching and successfully implementing the first ever global Duty of Care Awards. The awards cumulated in a Gala event on 16 June, 2016 hosted in Hong Kong.

The International SOS Foundation, which hosted the awards, received over 114 entries from clients and prospects. The awards entries were submitted into five categories: Innovation, Resilient Care, Communication, Partnership and Thought Leadership. For each submission, clients submitted a 1,200 word description of their Duty of Care programme.

In May, nine independent judges, who are experts in risk management, security, occupational health and global mobility issues, selected the winners. To maintain the integrity of the process, all winner names were kept secret until the event.

The event was black tie.

Foundation representatives sat at the head table along with several government officials from Hong Kong and China. Stephen Sui, Undersecretary of Labour and Welfare, and Arnaud provided opening remarks. We recognised local organisations from Hong Kong during the first part of the awards. Then, Professor Andrew
Sharman, Chair of the Judges, provided opening remarks for the global programme. We showed short videos highlighting each category theme.

The winners' names were read by the MC and handed winning trophies. After all the winners' names were announced, we took a large group photo to the song "We are the Champions." Finally, we held an art auction where we sold four pictures and a bottle of champagne (Andy Warhol edition of 2004 Dom Perignon) to raise thousands of HK$ for the Hong Kong Cancer Fund.

The following day, we ran a Duty of Care workshop with Dr Philippe Guibert and Lane Aldred from Travel Security Services, Hong Kong.

The event was incredibly successful and helped us build tremendous goodwill and grow our reputation as ambassadors of Duty of Care. We plan to host the event annually in a different region every year.

Client comments:

- "I just wanted to send you and the ISOS / ISOS foundation a thank you note for setting up the great initiative with the Duty of Care awards and for organizing such a fantastic ceremony. Had a great time and of course this was topped by winning the innovation category."
- "What a magnificent event! Well organized and executed...And very gratifying for the Alcoa team to be recognized for a tremendous sustained effort which, we believe, bolsters Guinea healthcare capacity for the long term."
- "The event, as I mentioned to you next day, was very well organized and executed. As they say in Quality parlance - first time right...."
- "It was indeed a pleasure to hear of this prestigious award. Every student that experiences adventure to places beyond their experience is a result of teachers' due diligence. Partnerships within schools, partnerships between schools and partnerships with experts and expert organisation all enable Duty of Care to be enhanced. I am delighted for the colleagues who do this work and for ESF as a whole.

**Duty of Care Awards Fast Facts:**

- 113 Fantastic Entries. Exceeded the stretch target of 100. (35 from Americas/34 from Asia/32 from Europe)
- 10 May, 2016 announced Shortlist in Press Release.
- Tweeted shortlist and put on .com and Duty of Care site.
- Tweeted individual company names to boost engagement.
- We provided 2 complimentary tickets to overseas attendees (90% of all RSVPed/70% said YES!)
- Goal of 80 guests at event. We had 130!
- 21 June, 2016 Press Release of winners

Why it worked:

1. Met market need
2. Personalised outreach
3. Strong distribution strategy
4. Local government partner
5. Strong team work

For 2016/17 we are aiming to hold the event in Berlin, Germany on 29 June, 2017.

[https://www.dutyofcareawards.org/](https://www.dutyofcareawards.org/)
2. New Duty of Care Reports

INTERNATIONAL WHITE PAPERS

Duty of Care Case Studies: SAP, Alcoa, Thomson Reuters, OCBC and Dow Chemical share their award-winning DoC initiatives. To be launched December 2016

Managing the Safety, Health and Security of Mobile Workers: An Occupational Safety and Health Practitioner’s Guide Published by IOSH and the International SOS Foundation. This work will help prepare the occupational safety and health practitioner to become part of a multidisciplinary team that manages work-related travel safety, health and security within an organisation

Americas:

US & CANADA

Legal perspective on the health, safety & security responsibilities for US Mobile Workforce, Employer Best Practices and Travel Risk Mitigation Checklist. To be launched imminently.

Canada’s Mobile Workforce: A Legal Perspective on Duty of Care and Employer Best Practices Published by International SOS, Sherrard Kuzz, Canadian Centre for Occupational Health and Safety, 2016. Paper explores the legal landscape and the Duty of Care Canadian employers owe their Canadian workers who travel and/or work abroad.

Australasia:

NEW ZEALAND

June 2016, Health, Security & Safety – Responsibilities of NZ Organisations to employees on business travel & overseas assignments in conjunction with the Foundation; co-authored by a Foundation representative.

Asia:

CHINA

Enterprises’ Duty of Care to Employees (Mandarin Chinese) Published by King & Wood Mallesons and the International SOS Foundation. An overview of Duty of Care in the oil and gas industry in China.

Enterprises’ Duty of Care to Employees (English) Published by King & Wood Mallesons and the International SOS Foundation. An overview of Duty of Care in the oil and gas industry in China.
White Paper on Employer's Duty of Care for Employees Working Overseas (English/Mandarin) Published by the CCPL (Centre For Comparative and Public Law) and the International SOS Foundation. An overview of the Health and safety risks faced by the Hong Kong-based employees travelling and working overseas.

Localisation of IOSH and International SOS Foundation paper “Managing the Safety, health and security of mobile workers: an occupational safety and health practitioners’ guide


**HONG KONG**

White Paper on *Employer’s Duty of Care for Employees Working Overseas* by Farzana Aslam Centre for Comparative and Public Law, Faculty of Law, University of Hong Kong, May 2016.

**INDIA**

Employer’s Duty of Care When Employees Are Deputed Overseas: India Perspective (English) Published by Nisith Desai Associates and the International SOS Foundation. Outlines the Duty of Care for businesses operating in India.

**JAPAN**

Employer’s Duty of Care in Japan Positioning Paper (English) Published by the Baker McKenzie and the International SOS Foundation. Outlines the Duty of Care for businesses operating in Japan.

**KOREA**

The Korea Employer’s Duty of Care to Their Overseas Employees: A Legal Perspective (Korean) Published by the BKL (BAE, KIM & LEE) and the International SOS Foundation. A briefing paper on Duty of Care in Korea and the responsibility of companies to their business travellers and expatriates.

**MALAYSIA**

The Malaysia Employer’s Duty of Care on Workplace Safety and Health When Employees Travel (English) Published by Shearne Delamore & Co. Brief overview of an employer’s obligation of health and safety towards its employees under the laws of Malaysia.

Health, Security & Safety: Responsibilities of Malaysian Organisations When Employees Are on Business Travel an on Overseas Assignments (English) Published by the International SOS Foundation, Malaysian Employers Federation, Prevent and Shearn Delamore & Co. Whitepaper on laws and regulations in Malaysia pertaining to the Duty of Care of employees and workers working or travelling overseas.
MYANMAR

Myanmar Occupational Health and Safety Framework for the Manufacturing Sector (English) Published by Audier & Partners and the International SOS Foundation. Outlines Myanmar's occupational health and safety framework for the manufacturing industry.


PHILIPPINES

Philippine Employer's Duty of Care (English) Published by Picazo Buyco Tan Fider, Santos Law Offices, and the International SOS Foundation. A legal perspective and strategic guidance to organisations in the Philippines to manage the safety, health and security of their employees on overseas travel.

SINGAPORE

Health, Security & Safety (English) Published by the Workplace Safety and Health Council, Workplace Safety and Health Institute, Rajah & Tann, Prevent and the International SOS Foundation. Overview of the responsibilities of Singaporean organisations towards employees on business travel or overseas assignment.

The Singapore Employer’s Duty of Care on Workplace Safety & Health When Employees Travel (English) Published by Rajah Tann and the International SOS Foundation. Overview of the Singaporean employers' Duty Of Care responsibilities for employees travelling overseas for work.

THAILAND

Employers’ Duty of Care when Employees are Assigned Overseas – A Thai Perspective (English) Published by the Employers’ Confederation of Thailand (ECOT), Dharmniti Law Office and the International SOS Foundation. This paper is a guideline for Thai employers regarding their Duty of Care responsibilities when assigning their employees to work overseas.

Employers’ Duty of Care when Employees are Assigned Overseas – A Thai Perspective (Thai) Published by the Employers’ Confederation of Thailand (ECOT), Dharmniti Law Office and the International SOS Foundation. This paper is a guideline for Thai employers regarding their Duty of Care responsibilities when assigning their employees to work overseas.

EEMEA

SOUTH AFRICA
Duty of Care in South Africa: A Legal Perspective (English) Published by Werkman's Attorneys and the International SOS Foundation. Learn about an employer's duty of care in South Africa under the Occupational Health and Safety Act and what it means for travellers, assignees and worker's abroad.

**EUROPE:**

**FRANCE**

Étude sur les Entreprises de Taille Intermédiaire: Santé et sécurité des collaborateurs en mobilité à l'international (French) Published by the International SOS Foundation. Covers Duty of Care legislation in France and how mid-sized companies can protect their workforce abroad.

L'obligation de sécurité des employeurs vis-à-vis de leurs salariés en mission à l'étranger (French) Published by Latham & Watkins, International SOS Foundation. Learn about the responsibilities that French employers have to protect their workforce traveling and working abroad.

**NORWAY**

Duty of Care in Norway: A Legal Perspective (English), Published by Kluge and International SOS Foundation. An overview on the responsibility of Norwegian companies for their employees travelling on business and overseas assignments.

**DENMARK**

Duty of Care Owed by Danish Companies to Their Overseas Employees: A legal Perspective (English) published by the International SOS Foundation and Norrbom Vingding. This summary provides an overview of the legal framework in Denmark governing Danish employers’ responsibility with regards to health and safety.

**FINLAND**

Duty of Care Owed by Finnish Companies to Their Overseas Employees: A legal Perspective (English) published by the International SOS Foundation and Castren and Snellman. This summary provides an overview of the legal framework in Denmark governing Finnish employers’ responsibility with regards to health and safety.

**SWEDEN**

Duty of Care Owed by Swedish Companies to Their Overseas Employees: A Legal Perspective (English) Published by the VINGE and the International SOS Foundation. This summary provides an overview of the legal framework in Sweden governing Swedish employers’ responsibility with regards to health and safety.

**SWITZERLAND**

Extension du Devoir du Protection (“Duty of Care”) aux Bilans de Santé des Voyageurs en Mission et des Expatriés (French) Published by Jean-Bernard Carbonnel. This study provides an overview of medical practices (including health checks) by Swiss employers to ensure Duty of Care.
UNITED KINGDOM


3. Recent Duty of Care Events

The Foundation shared its Duty of Care expertise in conjunction with several organisations around the world. These sessions focused on helping employers develop travel risk management policies and procedures in regards to employment laws, benefits, tax, health, safety, security, emergencies, crisis management and well-being as well as other issues.

Americas:

<table>
<thead>
<tr>
<th>COUNTRY</th>
<th>DATE</th>
<th>ACTIVITY</th>
<th>CAMPAIGN TITLE</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canada</td>
<td>8 Mar 16</td>
<td>Event</td>
<td>Legal Duty of Care in Canada for Energy, Mining and Infrastructure organizations</td>
<td>Toronto, Ontario M5V 2X3, Canada.</td>
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<tr>
<td>Canada</td>
<td>9 Mar 16</td>
<td>Event</td>
<td>Legal Duty of Care in Canada for Corporate Organizations</td>
<td>60 Yorkville Ave, Toronto, Ontario</td>
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<tr>
<td>Canada</td>
<td>19 Apr 16</td>
<td>Webinar</td>
<td>Legal Duty of Care in Canada: A Roundtable Discussion</td>
<td>Web</td>
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<tr>
<td>US</td>
<td>26 Oct 16</td>
<td>Email Campaign</td>
<td>‘Managing the safety, health and security of mobile workers” by the Institution for Occupational Safety &amp; Health (IOSH) and the International SOS Foundation.</td>
<td>Web</td>
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### Australasia:

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<th>COUNTRY</th>
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<tbody>
<tr>
<td>New Zealand</td>
<td>June/July 16</td>
<td>Events in Auckland Wellington and Christchurch</td>
<td>Health, Security &amp; Safety – Responsibilities of NZ Organisations to employees on business travel &amp; overseas assignments; in conjunction with the Foundation. co-authored by a foundation representative.</td>
<td>Toronto, Ontario M5V 2X3, Canada.</td>
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<tr>
<td>Australia</td>
<td>Nov 16</td>
<td>Event in Sydney And global; webinars</td>
<td>Share Economy Webinar Americas &amp; APAC Nov 2016, Webinar Europe Dec – Adam Maine presenting.</td>
<td>Web</td>
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### Asia:

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<tr>
<td>MALAYSIA</td>
<td>21,22- Sep-16</td>
<td>ASIA REMOTE SITE</td>
<td>Asia Remote Site &amp; Corporate Wellness Conference 2016</td>
<td>Kuala Lumpur, Malaysia</td>
<td><a href="http://www.arhc.asia/">http://www.arhc.asia/</a></td>
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<tr>
<td>INDIA</td>
<td>06-Apr-16</td>
<td>DOC EVENT</td>
<td>Understanding your Duty of Care Responsibilities for Business Travellers and International Assignees</td>
<td>Bangalore, India</td>
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<td></td>
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<td>Duty of Care for Scholastic Travellers</td>
<td>HONG KONG</td>
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<tr>
<td><strong>MALAYSIA</strong></td>
<td>02-Dec-15</td>
<td>DOC PAPER</td>
<td>Health, Security &amp; Safety: Responsibilities of Malaysian Organisations When Employees Are on Business Travel an on Overseas Assignments</td>
<td>Kuala Lumpur Sentral, Malaysia</td>
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<tr>
<td><strong>MYANMAR</strong></td>
<td>09-Mar-16</td>
<td>DOC PAPER</td>
<td>Myanmar Occupational Health and Safety Framework for the Manufacturing Sector</td>
<td>Yangon, Myanmar</td>
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<td></td>
<td>09-Mar-16</td>
<td>DOC EVENT</td>
<td>Minimise Your Risk Exposure in Myanmar's Manufacturing Sector</td>
<td>Yangon, Myanmar</td>
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<td><strong>PHILIPPINES</strong></td>
<td>01-Oct-15</td>
<td>DOC PAPER</td>
<td>Employer’s DoC Paper</td>
<td>Manila</td>
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<td></td>
<td>02-Oct-15</td>
<td>DOC EVENT</td>
<td>DoC Boardroom Series: Return on Prevention</td>
<td>Manila</td>
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<td></td>
<td>05-Oct-15</td>
<td>DOC EVENT</td>
<td>DoC Boardroom Series: Duty of Care and the Philippine Employer</td>
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<td><strong>TAIWAN</strong></td>
<td>20-Oct-16</td>
<td>DOC EVENT</td>
<td>Duty of Care Media Roundtable</td>
<td>Taipei/Taiwan</td>
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<td><strong>THAILAND</strong></td>
<td>18-May-16</td>
<td>DOC PAPER</td>
<td>Employers’ Duty of Care when Employees are Assigned Overseas</td>
<td>Bangkok, Thailand</td>
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<td></td>
<td>18-May-16</td>
<td>DOC EVENT</td>
<td>Employers’ Duty of Care when Employees are Assigned Overseas</td>
<td>Bangkok, Thailand</td>
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<td><strong>SINGAPORE</strong></td>
<td>06-May-16</td>
<td>DOC EVENT</td>
<td>Duty of Care Conference</td>
<td>Singapore</td>
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**China:**

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<tr>
<td><strong>CHINA</strong></td>
<td>On-going</td>
<td>STAKEHOLDER MANAGEMENT</td>
<td>Promoting Duty of Care and Participate as a Judge in DoC Award</td>
<td>China</td>
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<tr>
<td></td>
<td>On-going</td>
<td>STAKEHOLDER MANAGEMENT</td>
<td>Partnership with China Enterprise Confederation/China Enterprise Directors Association to Promote Duty of Care and Participate as a Judge in DoC</td>
<td>China</td>
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<td>Country</td>
<td>Date</td>
<td>Activity</td>
<td>Campaign Title</td>
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<td>Sweden</td>
<td>15 Oct 15</td>
<td>Intl.SOS event</td>
<td>Keeping your global workforce healthy, safe and secure</td>
<td>Stockholm</td>
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<td>Denmark</td>
<td>10 Nov 15</td>
<td>Intl.SOS event</td>
<td>Keeping your global workforce healthy, safe and secure</td>
<td>Copenhagen</td>
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<td>Finland</td>
<td>24 Nov 15</td>
<td>Intl.SOS event</td>
<td>Keeping your global workforce healthy, safe and secure</td>
<td>Helsinki</td>
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<td>Germany</td>
<td>27 Jan 16</td>
<td>External event</td>
<td>New report about European Trends in Travel Risk Management</td>
<td>Hamburg</td>
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<td>Germany</td>
<td>25 June 16</td>
<td>Intl.SOS event</td>
<td>Prevention as part of Travel Risk Management</td>
<td>Sankt Augustin</td>
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<td>Belgium</td>
<td>27 Oct 16</td>
<td>Intl.SOS event</td>
<td>Looking after your mobile workforce in a globalising economy</td>
<td>Brussels</td>
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<td>Scotland</td>
<td>30 Nov 16</td>
<td>Intl.SOS event</td>
<td>Sending workers abroad: a legal framework</td>
<td>Aberdeen</td>
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<td>France</td>
<td>7 Dec 16</td>
<td>Intl.SOS event</td>
<td>Medical and Travel Security Risk Management for the MEM</td>
<td>Paris</td>
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<td>France</td>
<td>8 Feb 16</td>
<td>Intl.SOS event</td>
<td>Medical and Travel Security Risk Management for the MEM</td>
<td>Lyon</td>
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4. Global Road Safety Campaign (GRSP)

In 2012, The Foundation joined forces with GRSP, a non-profit organisation of leading multi- and bi-lateral development agencies, governments, businesses and civil society organisations, to help mitigate road accidents faced by business travellers and expatriates whilst away from home.

Laurent Fourier continues to be Vice-Chairman of the GRSP Board.

Together with the GRSP, we worked on digitalising and adding to our Travel Risk Map a third layer of road fatalities around the world. [http://www.travelriskmap.com/](http://www.travelriskmap.com/)

Together the GRSP and the Foundation continue to promote our Road Safety Pocket Guide and The Road Safety e-learning module.

5. International SOS Foundation website

We have transitioned the entire Foundation website to SiteCore in advance of the large requirement for the Duty of Care Awards entry mechanisms. This also represented a small annual saving.

The Foundation has kept content on its website refreshed and current. We have updated our repository of white papers, legislative documents, guidance notes and scientific papers, so that we can continue to be seen as thought leader in the area of employer responsibility. We have posted press releases and advertised events related to the ISF’s activity. [www.internationalsos.com/foundation](http://www.internationalsos.com/foundation)

The Foundation now has its own Twitter account. [@DoC_Awards](https://twitter.com/DoC_Awards)

We keep the International SOS’ Duty of Care blog on LinkedIn updated: Direct link: [https://www.linkedin.com/groups/8433640](https://www.linkedin.com/groups/8433640)

Medical Publications are another good way of showing our thought-leadership and medical expertise in our field. We have created a detailed landing page with attachments for this: [www.internationalsos.com/medical-publications](http://www.internationalsos.com/medical-publications).

In the year reported, the website has received over 10,000 visits (a further 11-percent increase compared to the year before). Traffic has been distributed as follows: 19% USA, 18% UK, 11% Singapore, 4% France, 3% Germany, 3% India, 3% Australia, 2% Russia, 2% Canada and 35% rest of world.

6. Asia Remote Conference

Asia Remote Health Committee (ARHC) is now a fully independent, non-profit committee of the Foundation. It is dedicated to improving the safety, security, health and welfare of people who live and work in remote locations in Asia. The Committee aims to drive and develop workplace safety and health guidelines and standards for remote sites in Asia. This is done through the sharing of methods, solutions and experience of the industry-experts.
The Asia Remote Site Health and Corporate Wellness Conference took place in Kuala Lumpur, Malaysia, on 21-22 September 2016. This annual conference is supported by volunteers of the Foundation.

“Over 250 Leaders and practitioners gathered for the fifth consecutive Asia Remote Site Health and Corporate Wellness Conference in Kuala Lumpur, Malaysia, on 21-22 September 2016. The Conference is organised by the Asia Remote Health Committee, a chapter of the International SOS Foundation. This year’s conference—which combined for the first time, a new mega-trend track on corporate wellness.

This event brought over 40 experts in the fields of occupational health, clinical medicine, and global security to share the latest trends and best practices. Speaker from organisations such as PETRONAS, Shell, Conoco Philips, Control Risks, WPO, Intel, Google and Cisco shared innovative insights while interacting with the audience through a mobile event app whereby attendees were able to join live-polling sessions and ask questions real-time. The event also brought together exhibitors from Teleflex, Orticon, PerSys, Zoll, Prince Court Medical Centre and Beacon Hospital.”
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 2015/2016 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 Ms Kai Boschmann (replaced 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. The register of volunteers is kept up-to-date on the Foundation website: https://www.internationalsosfoundation.org/about-us