Fiba Yenilenebilir Enerji

# WORKING PRINCIPLES - WORKING GROUP ON ENVIRONMENT AND OHS

## Aim

The aim of the Working Group (WG) on Environment and OHS is to monitor the results produced by respective units and progress towards targets, identify emerging needs that arise from current developments and inform the Sustainability Committee.

## Composition of the Working Group

- The Working Group on Environment and OHS is chaired by the HSE and Sustainability Manager.
- At least one representative from the HSE and Sustainability, Operations, and Investment Projects departments is responsible for attending the WG meetings.

## Roles and Responsibilities

- The Working Group must fulfill the duties established by the Sustainability Committee.
- The WG develops business plans to implement the strategies, goals, policies and tasks set by the Sustainability Committee.
- The Head of the Working Group is responsible for evaluating the outcomes generated by the WG and presenting them and the meetings of the Sustainability Committee.
- The responsible officers are tasked with taking and following up actions, data collection and informing the Head of the WG.
- The WG is responsible for identifying needs in its field of mandate and presenting recommendations to the Sustainability Committee regarding regulations relevant to its scope of roles and responsibilities.
- The roles and responsibilities of the WG may be updated in accordance with the decisions and guidance of the Sustainability Committee.

Meetings and Reporting

- The WG meets as necessary but no less than quarterly in any case.
- The secretarial duties of the WG are carried out by the HSE and Sustainability Department which will also prepare the minutes of meetings.
- The minutes of the meetings should include the following items as a minimum:
    - Place and time of the meeting,
    - Agenda items,
    - Attending members,
    - Decisions taken.
- The minutes of the meeting are submitted to the Sustainability Committee in writing within the month that follows the meeting date.
- Members who will not be able to attend the meeting for a valid excuse should inform the committee secretariat in advance. Otherwise, they will be considered absent without an excuse.

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## ANNEX 1: Actions of the Working Group:

The WG Actions were set out upon approval of the Sustainability Committee on 01 August 2022. These actions will be updated as necessary on the basis of recommendations from the Working Group and guidance and approval of the Sustainability Committee.

- Measuring the annual installed power of Fiba Yenilenebilir Enerji.
- Developing plans to achieve emission reduction and carbon neutral targets.
- Tracking the share of energy in power generation.
- Identifying projects and investments to monitor environmental and social compliance standards.
- Identifying the number of operations which hold specified certificates and ensuring that the certificates are up-to-date.
- Developing biodiversity management plans and updating the plans as necessary.
- Identifying the number of projects with a biodiversity management plan.
- Maintaining actions and measures for sustaining the zero accident target for the subcontractors and tracking annual accident numbers of the contractors.
- Maintaining the OHS Incentive Scheme.
- Identifying the party to prepare the Environmental and Social Impact Assessment Report, determining the number of reports and commissioning the reports.
- Designating the management systems and responsible persons in the company to assist with the environmental and social impact assessment.
- Identifying the consultancy firm to calculate the carbon footprint and the calculation standard.
- Identifying plans and actions to reduce carbon footprint.
- Following on current sustainability reporting systems and monitoring developments in sector-specific reporting.
- Identifying the consultancy firm for the sustainability report.
- Identifying environmental trainings for employees, training content, trainers, participants and participant numbers.
- Executing environmental drills.
- Organizing OHS-E meetings with all employees to discuss about the contents of the OHS-E bulletins of the months, observations of employees, incidents etc.
- Commissioning HSE and Sustainability Department with the preparation of the bulletin needed for OHS-E meetings.
- Creating incentives (awards etc.) for employees to promote full compliance with the rules.
- Tracking completion rates of HSE and Sustainability Departmental Trainings and creating a tracking system.
- Developing annual OHS-E Quality Training Plans.
- Organizing risk assessment workshops.
- Organizing events with broad participation including employees of contractors for employee engagement in risk management.
- Identifying NGOs active in the OHS-E field to implement joint social responsibility projects, cooperate or make donations.

- Monitoring scheduled maintenance and service activities.
- Monthly monitoring of matters, actions and plans which could be used as content for the sustainability report.
- Updating and publishing the sustainability report every year.