

BEKTO PRECISA (#32491) ENVIRONMENTAL AND SOCIAL ACTION PLAN – April 2013

Item	Action	Completion Indicator	Timetable
PS1: Social and Environmental Assessment and Management Systems			
1.	Develop and implement an Environmental Management System in line with PS:1 and ISO14001, and an Occupational Health and Safety (OHS) management System in line with OHSAS18001 and PS1; integrate these systems into the existing Quality Management System.	Submit adequate evidence to IFC that system implementation is completed.	July 2014
2.	Appoint a full time experienced Environment, Health and Safety Manager.	Submit curriculum vitae, approved written job description and contract to IFC.	December 2013
PS2: Labour and Working Conditions			
3.	Development and implement a grievance mechanisms aligned with PS:2 and communicate this to workers.	Submission of agreed grievance mechanism to IFC and confirmation of communication to workers.	October 2013
4.	Amend HR documentation so as to confirm freedom of association is allowed for.	Submission of HR documentation confirming amendment.	October 2013
5.	Undertake monitoring of VOC's on the printing floors and waste water treatment and based on the findings thereof, agree with IFC on mitigation measures if required.	Submit monitoring results to IFC and agree on mitigation measures if required.	October 2013
6.	Amend the emergency response plan to include chemical/oil spillages allied to the provision of MSDS's for all hazardous materials to be available at the places of storage and usage. Provide evidence of worker training on the amended emergency response plan including the availability of the MSDS's as defined above.	Submit Emergency Response Plan and training records to IFC	December 2013
7.	Amend the existing incident recording procedures to include contractors.	Submit amended procedures to IFC	October 2013
8.	Amend the HR policy and procedures so as to include the requirement for such to be similarly applied to permanent workers and contractors alike, inclusive of requirements associated with the environmental and OHS system requirements. Explicitly mention " freedom of association" right for employees in HR Policy	Submit updated HR Policy to IFC	October 2013

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9.	Include the requirement in contract documentation for the construction / expansion component for contractors to align with the associated PS:-2 requirements inclusive of an OHS plan compliant with industry good practice.. Following appointment of the preferred contractors, submit their HR plan inclusive of the OHS plan documentation to IFC confirming alignment with PS2.	(i) Submit contract to IFC (ii) Submission of agreed contractor documentation to IFC inclusive of OHS plan.	Before any contract signed
PS3: Pollution Prevention and Abatement			
10.	Install a waste water treatment plant (WWTP) for domestic waste water that will ensure compliance with the WBG EHS Guidelines in respect of discharge quality and install oil/water separators for surface water prior to discharge to the river	(i) Provide evidence to IFC that the WWTP is operational. (ii) Submit monitoring results for waste water discharge confirming compliance with the WBG EHS Guidelines. (iii) Submit evidences for installation of oil /water separators	June2014 December 2014- ongoing in Annual Monitoring report December 2013
PS4: Community Health, Safety and Security			
11.	-Install fire detection system at the processing and administration units	(i) Submit evidences to IFC	December 2013