



## **Environmental and Social Management System Manual**

April 2020

<b>Environmental and Social Management System Manual</b>	<b>Corporate Procedure</b>	<b>Phase: Project Feasibility</b>	<b>April 2021</b>
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# 1. PROJECT FEASIBILITY

## 1.1 RISK AND OPPORTUNITY ASSESSMENT

### *Intent*

To identify key environmental and social aspects, risks and potential impacts required to monitor and control.

### *Requirements*

#### **Corporate**

1. Determine group-wide external and internal ES risks and opportunities that could affect the ability to effectively implement ESMS and ability to achieve ES objectives.
2. Develop actions to address the issues and incorporate actions into relevant functions and track for progress.
3. Revisit the group-wide external and internal ES risks and opportunities at least every 2 years.

#### **Site**

4. Identify environmental aspects, health & safety hazards and community issues along with the associated opportunities which may occur due to operation, activities, provision of products and services or logistics. Impacts can occur on the environment, employees, contractors, suppliers or any other relevant stakeholders such as neighboring communities.
5. Take into account aspects and impacts identified from the environmental studies conducted during the project development stages (e.g. IEE, EIA, ESIA, SIA or HIA).
6. Assess the identified environmental, health and social risk and opportunities, then rank each aspect and hazard (e.g. high, medium, low) such that mitigation measures or control procedures can be developed accordingly. Attention should be given to risks and opportunities which can be exacerbated by climate change (e.g. flooding, fresh water quality etc.). Mitigation measures are intended to reduce possible risk to an acceptable level.
7. Assessment of identified risk and opportunities shall be conducted by a group of competent individuals. External experts may be required to provide inputs on specific areas as necessary.
8. Incorporate regulatory requirements into the identification of risk and opportunities.
9. Ensure ES risk assessment is reviewed on an annual basis or as-needed basis in order to mirror any changes implemented in the group, site, activity, products or services.
10. Implement developed mitigation measures/ control procedures to manage the ES risk and opportunities.
11. Communicated ES risk and opportunities in addition to mitigation measures/ control procedures to relevant personnel. Identified risk and opportunities can be used for development of policies, objectives, targets and key performance indicators.

### *Relevant Documents*

- Risk and Opportunity Assessment Procedure

## 2. APPENDIX

### 2.1 ESMS DOCUMENT INDEX

ESMS Element	Procedure	Tool
<b>4.1 Project Feasibility</b>		
<i><b>Greren Field Development</b></i>		
4.1.1 ES Risk Screening	-	ES Risk Screening
4.1.2 Stakeholder Identification	Stakeholder Analysis and Engagement	Stakeholder Mapping Tool Engagement Plan Template
4.1.3 ES Obligations and Permit	-	-
<i><b>Brown Field Development</b></i>		
4.1.4 ES Due Diligence	ES Due Diligence	ES Due Diligence
4.1.5 Post Merger and Acquisition	-	-
<b>4.2 ES Impact Assessment And Engineering Preparation</b>		
4.2.1 ES Implace Studies and Management Plans	ES Impact Assessment Study	Outline of Impact Assessment
4.2.2 Bidodiversity Action Plan Development		-
4.2.3 Resettlement Plan Development		Outline of Resettlement Plan
4.2.4 Indigenous People Plan Development		Outline of Indigenous People Plan
4.2.5 Design	-	-
4.2.6 Stakeholder Analysis and Engagement	Stakeholder Analysis and Engagement	Stakeholder Mapping Tool Engagement Plan Template
4.2.7 EPC Bidding (TOR) & Contracting	-	Contract terms – EHS Management Section
<b>4.3 CONSTRUCTION</b>		
4.3.1 Site Preparation	-	-
4.3.2 Induction	-	-
4.3.3 Execution (Construction and Installation)	- Supplier Code of Conduct - ES Management for Construction	Inspection Checklists
4.3.4 Testing & Commissioing	-	-
4.3.5 Operation and Maintenance Manual Development and Training	-	-

ESMS Element	Procedure	Tools
<b>4.4 OPERATION</b>		
<b><i>Planning</i></b>		
4.4.1 Management Leadership and Commitment	-	-
4.4.2 Risk Assessment	ES Risk Assessment	ES Risk Assessment Template
4.4.3 Management of Change	Management of Change	Change Management Request Form
4.4.4 Requirement and Compliance	-	-
4.4.5 Goals and Improvement Plan	-	ES Goals and Action Plan Template
4.4.6 Stakeholder Engagement	Stakeholder Analysis and Engagement	Stakeholder Mapping Tool Engagement Plan Template
<b><i>Implementation</i></b>		
4.4.7 Competency, Training and Awareness	-	Training Needs Matrix
4.4.8 Contractors and Suppliers Management	Supplier Code of Conduct	-
4.4.9 Operational Controls	-	-
4.4.10 Emergency Preparedness and Response	Emergency Preparedness and Response	-
4.4.11 Communication and Grievance Mechanism	Grievance Management	Grievance Form
4.4.12 Incident Management	Incident Reporting and Investigation	Incident Investigation Form
<b><i>Evaluation</i></b>		
4.4.13 Monitoring and Reporting	-	ES Performance Indicators Template
4.4.14 Assessment and Verification	Internal and External Audit	Compliance Audit Protocol
<b><i>Improvement</i></b>		
4.4.15 Handling of Non-conformities	Handling of Non-conformities	Corrective Action Request Form
4.4.16 Management Review	-	-
<b>4.5 ASSET RETIREMENT</b>		



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