



Environmental and Social Management System Manual

April 2020

Environmental and Social Management System Manual	Corporate Procedure	Phase: Operation	April 2021
	Status: Active	Operational Controls	Version: 01

Table of Contents

1.	<i>ES IMPACT ASSESSMENT STUDY AND ENGINEERING PREPARATION</i>	1-1
1.1	<i>BIODIVERSITY ACTION PLAN DEVELOPMENT</i>	1-1
2.	<i>APPENDIX</i>	2-1
2.1	<i>ESMS DOCUMENT INDEX</i>	2-1

1. ES IMPACT ASSESSMENT STUDY AND ENGINEERING PREPARATION

1.1 BIODIVERSITY ACTION PLAN DEVELOPMENT

Intent

To identify impacts toward biodiversity and developing a mitigation plans such that biodiversity is protected and conserved as best as possible.

Requirements

1. Determine the need for developing a biodiversity action plan (BAP). This may include conducting a desktop study to identify whether project is in, near or contains an area that is legally protected, hosts protected species, habitats, ecosystems or is considered to be sensitive. Triggers for the Development of a BAP include but not limited to:
 - Legally required or requirement from funding to prepare a management plan for the management of biodiversity and ecosystem service values;
 - Significant impacts on biodiversity values have been identified to likely if not appropriately controlled (as identified through the ES Impact Study). This means that there are likely to be significant risks to species or habitats as a result of the operations; or
 - There are identified business benefits for the protection and management of biodiversity values. This means that there may be benefits for EGCO operations to engage with third parties or the community to protect habitats and species.
2. Complete prerequisite prior to preparing and implementing the plan. This may include but not limited to:
 - Baseline biodiversity survey to identify and confirm species, habitats and ecosystems within the project boundary;
 - Local communities engagement and consultation in biodiversity management where possible;
 - Planning for integrating the biodiversity action plan with project environmental and social studies, environmental and social management plans and other related processes; and
 - Allocation of resources (e.g. time, human resources, finances, etc.).
3. Set objectives, targets, completion timeframe and appropriate indicators for monitoring the conservation and effectiveness of the biodiversity action plan once implemented. Example of actions to be included in the BAP are:
 - Improving the site nature conservation by increasing the attractiveness and biodiversity value of the site.
 - Ongoing rehabilitation of land to improve biodiversity and land capability
 - Identify opportunities to improve biodiversity and integrate with other management plans
4. Implement training, awareness and education for all stakeholders such as employees, local communities.

5. Review the effectiveness of the biodiversity action plan regularly. Adjustments/ amendments shall be made and recorded to ensure effectiveness.

Relevant Documents

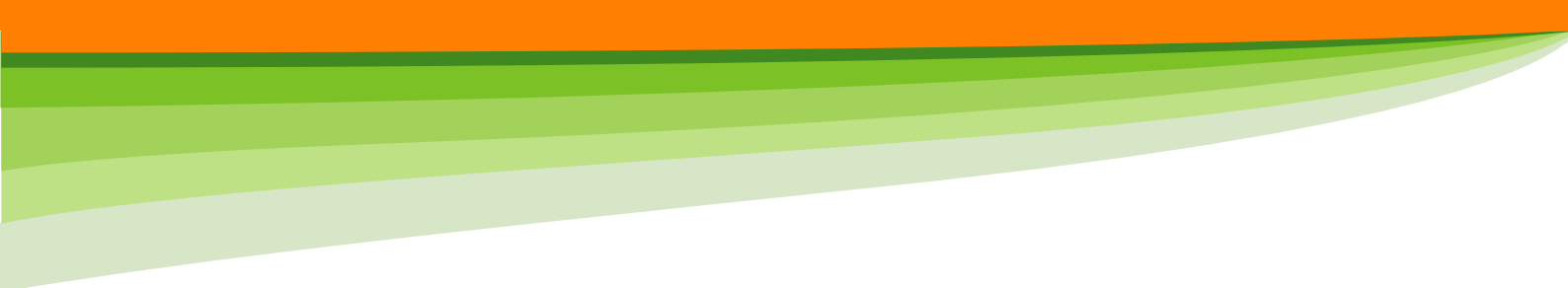
- Biodiversity Progress Report – Biodiversity Commitment

2. APPENDIX

2.1 ESMS DOCUMENT INDEX

ESMS Element	Procedure	Tool
4.1 Project Feasibility		
<i>Green Field Development</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>Brown Field Development</i>		
4.1.4 ES Due Diligence	ES Due Diligence	ES Due Diligence
4.1.5 Post Merger and Acquisition	-	-
4.2 ES Impact Assessment And Engineering Preparation		
4.2.1 ES Implace Studies and Management Plans	ES Impact Assessment Study	Outline of Impact Assessment
4.2.2 Biodiversity 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
4.3 CONSTRUCTION		
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 & Commissioning	-	-
4.3.5 Operation and Maintenance Manual Development and Training	-	-

ESMS Element	Procedure	Tools
4.4 OPERATION		
<i>Planning</i>		
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
<i>Implementation</i>		
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
<i>Evaluation</i>		
4.4.13 Monitoring and Reporting	-	ES Performance Indicators Template
4.4.14 Assessment and Verification	Internal and External Audit	Compliance Audit Protocol
<i>Improvement</i>		
4.4.15 Handling of Non-conformities	Handling of Non-conformities	Corrective Action Request Form
4.4.16 Management Review	-	-
4.5 ASSET RETIREMENT		



Environmental and Social
Management System Manual