



1. PURPOSE:

- To define the process for the identification the environmental aspects of its activities and services within the defined scope of the environmental management system.
- To define the criteria for the significance of the identified Environmental Aspect and to evaluate the significance of the identified Environmental Aspects so that relevant objectives or procedures can be developed for those considered to be significant.

2. SCOPE:

This procedure is applicable to all the facilities and locations covered by operations within United Arab Emirates. The procedure covers the identification of environmental impacts, determination of significant environmental impacts and periodic update of the register of environmental impacts.

3. DEFINITIONS:

- **Environmental Aspect:** Environmental Aspect is an element of an organization's activities, products or services that can interact with the environment.
- **Environmental Impact:** Any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organization's activities, services.
- **Significant Aspect:** Environmental aspect that has or can have a significant environmental impact.

4. RESPONSIBILITY:

It shall be the responsibility of the Managing Director, Management Representative to have effective implementation of this procedure.

5. PROCEDURE:

- Environmental aspects, which have a direct or indirect impact on the environment, are initially identified by Manager and individual site Officer by a number of means, e.g. study of individual processes, site investigation, environmental audits, questionnaires, interviewing the people, etc. Initial identification of the aspects can be recorded in Initial Aspect Identification Form (MR-FRM-028) as initial feedback from the concern function. Environmental aspects are identified in the following areas;
 - Emissions to air (Release of Toxic / harmful gases from plant and from vehicles),
 - Releases to water (Disposition of Waste Water or Solid particles with Waste Water to the Water draining).
 - Releases to land (Disposition of Waste Chemicals, other solid waste or waste water to the land),
 - Use of raw materials and natural resources. (Water Consumption, Use of Paper products, Wood Products)
 - Use of energy (Fuel Consumption, Electricity Consumption)
 - Energy emitted, e.g. heat, radiation, vibration
 - Waste and by-products,
 - Physical attributes, e.g. size, shape, colour, appearance.



- Noise, odour, dust, vibration, heat, and visual impact.
- The probability and severity criteria are set out by the organization for determining whether the identified aspect is linked to a significant environmental impact or not.
- The impact associated with environmental impairment for any given situation is comprised of two parameters;
 - Probability of Occurrence: (likelihood)
 - L (1) – Extremely infrequent event: Frequency will be more than 30 days.
 - M (2) – Moderately frequent event: Frequency is between 8 days to thirty days.
 - H (3) – Frequent event: Frequency in between 1 to 7 days
- Severity of the Consequences:
 - L – (1) Low Impact: No complaint from outside the organization. Laws not breached, impact short duration but have some effect on environment in some way.
 - M– (2) Medium Impact: Regulation not breached and no complaints are received from clients. Environmental performance can be improved by implementing additional measures.
 - H – (3) Long term damage to the environment, serious breach of regulations, violation of client requirements, wide-ranging implications may arise from incident, public has serious concern over the issue, serious risk to health, court case may arise.

Assessment Matrix for Environmental Aspect Evaluation is given below in figure 5.3.3.1 and 5.3.3.2.

ASSESSMENT MATRIX (Figure 5.3.3.1.)

(SIGNIFICANCE = PROBABILITY X SEVIRITY)

SEVERITY OF THE CONSEQUENCES	PROBABILTYY (LIKELIHOOD)			
		L (1)	M (2)	H (3)
	H (3)	SIGNIFICANT (3)	SIGNIFICANT (6)	SIGNIFICANT (9)
	M (2)	INSIGNIFICANT (2)	SIGNIFICANT (4)	SIGNIFICANT (6)
	L (1)	INSIGNIFICANT (1)	INSIGNIFICANT (2)	SIGNIFICANT (3)

(Figure 5.3.3.2.)

RISK (R = S X P)	DESCRIPTION	ACTION
1-2	INSIGNIFICANT	Acceptable: No major further controls required.
3-4	SIGNIFICANT	Extensive Action required with planned approach. Action taken must be documented in <u>Environmental Aspect / Impact Register (MR-FRM-29)</u>
6-9	SIGNIFICANT	Immediate Extensive Action required with planned approach. Action taken must be documented in <u>Environmental Aspect / Impact Register (MR-FRM-29)</u>

- The Environmental Aspect Evaluation should be carried out for activities under the following conditions;
 - **Normal:** This covers the usual activity level within the organization, Steady state activities.
 - **Abnormal:** Conditions may vary and certain conditions are classed as abnormal. Dust generation due to heavy wind, Office relocation causing high paper waste levels are examples.
 - **Emergency Conditions:** Water or fuel tank leakages, flooding, fires, toxic releases due to accident are examples of emergency situations.
- The environmental impacts of these situations must be recognized so actions can be carried out to minimize or to eliminate the impact to the environment.
- A listing of all environmental impacts with the Environmental Aspect Impact Assessment and control measures are recorded in Environmental Aspect / Impact Register (MR-FRM-29). This document shall be distributed and explained to all the employees at different levels of the organization, contractors and other visitors as applicable.
- Involvement of workforce shall be ensured for the environmental aspects identification & impact assessments and defining and implementing the control measures.
- Environmental aspects and impacts of any new process/activity shall be assessed and evaluated for their significance. As a result, any additional controls required will be introduced and Environmental Aspect / Impact Register (MR-FRM-29) shall be updated.
- Legal requirements with respect to the identified aspect shall be identified, recorded and evaluated.

6. BREACH OF POLICY:

Any employee or third party found to have engaged in bribery or corruption will face:

- **Disciplinary action**, up to and including termination of employment.
- **Legal consequences** under UAE law, including fines or imprisonment.

7. REVIEW AND MONITORING:



This policy will be reviewed annually by management to ensure it stays effective and is in compliance with UAE regulations.

8. TRAINING AND AWARENESS:

- All employees will receive training on conflict of interest and ethical business practices.
- This policy will be included in the employee induction program.

9. ACKNOWLEDGEMENT:

All employees must read, understand, and adhere to this ESG policy. By continuing employment with ACME Electric Switchgear L.L.C, each employee agrees to comply fully with its principles and requirements.

Prepared By:



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