



**ENVIRONMENTAL
MANAGEMENT
GUIDELINES OF ANEL
GROUP**

INTRODUCTION

Strategies and policies established at Anel Group level account for the conduct of environmental management at Group level. In addition to the environmental regulations of the countries Anel Group companies operate in, the necessary operating conditions of Group companies regarding the issues of environmental management are determined by the policies designed to be compatible with the international environmental management principles, standards and initiatives, starting with the United Nations Global Compact and Sustainable Development Goals.

All the companies affiliated with Anel Group implement environmental management in a similar approach. The main principles pursued for that purpose are stated on the Anel Group Environmental Policy and Managements Systems Certificate documents.

Our group companies realize their activities by evaluating their risks and opportunities and improving their environmental policies and targets.

1.0 THE FIELDS OF ACTIVITY OF ANEL GROUP COMPANIES

Anel Holding: Anel İş Merkezi, Saray Mah. Site Yolu Caddesi No:5/4 34768 Ümraniye/İSTANBUL/TURKEY; carries on the management activities of the holding companies that includes centralization, audit and administration of other units of the company that normally undertake strategical and organizational planning and deciding role.

Anel Elektrik: Was founded in 1986. Resident in Anel Elektrik A.Ş, Anel İş Merkezi, Saray Mah. Site Yolu Caddesi, No:5/4 34768 Ümraniye/İSTANBUL/TURKEY; In the head office and employer fields that has 3784 m2 usage area, carries on electrical and mechanical systems engineering project construction activities, testing and commissioning, technical operation of the facilities, maintenance and repair activities.

Anel Mep: Resident in Qatar Finance House Building, C-Ring Road Near Gulf Cinema 2nd Floor, Office No:2, PO Box 21346 DOHA/QATAR; In the head office and employer fields that has 93m2 usage area, carries on electrical and mechanical engineering construction activities, technical operation of the facilities, maintenance and repair activities.

Anel Emirates: Resident in Pearl Plaza Building, M Floor-9 W -10/C-69 46373 Khalidiya, Abu Dhabi / UAE Tel: +971 2 666 4 9 17 Fax: +971 2 666 49 27; In the head office and employer fields that has 804m2 usage area, carries on electrical and mechanical engineering construction activities, technical operation of the facilities, maintenance and repair activities.

Anel Marin: Was founded in 2005 and is an expansion of Anel Group engaged in ship construction; resident in, Metroofis Plaza, Kat:9 Yeşilbağlar Mah. Kaptan Sk. No:19 34893 Pendik/İSTANBUL/TURKEY; in the shipyards with 350 m2 usage area, provides service in a wide platform that involves ship electricity, electronics, mechanical system engineering, modernization, production, supplying, maintenance, care and services with tests which the industry requires.

Anel Sis: Was founded in 1990 to provide services in the field of LV panels manufacturing. Resident in Anel İş Merkezi, Saray Mah. Site Yolu Caddesi, No:5/4 34768 Ümraniye/İSTANBUL/TURKEY; within 1310 m2 usage area, engages in production, installation, cabling, marketing, sales and after sales service activities for Lv main distribution and mcc panels, below of above flush vertical distribution panels, building installation panels, compensation panels, automation and relay panels

Anel Doğa: Was established in 2003 as the first and only electronic waste recycling facility in Turkey and continues its activities as the first “integrated” recycling facility in Bağdat Cad. Uzun Çıkmazı Suadiye 41170 Kartepe/KOCAELİ/TURKEY, on 20.860 m2 area. Is engaged in activities such as recycling of electrical and electronic waste, processing of end-of-life (eol) vehicles and temporary storage, scrap metal processing, interim storage of hazardous wastes, hazardous waste recovery, non-hazardous waste recovery, cable recovery and waste-derived fuel preparation.

Oto Kumbara is a “End-of-Life Vehicle Logistics Chain” system established for the collection of vehicles which have come to the end of their lives for recycling purposes in 81 provinces with a total of 618 delivery points since 1st January of 2011.

For Details: www.otokumbara.com

2.0 ANEL GROUP ENVIRONMENTAL POLICY

With our policy consisting of the principles of:

- Comply with all current laws and regulations and implement the programs and procedures that would ensure this to be the case.
- Aim to accept legal requirements as the minimum level to be met and exceed them when identifying the quality standards with respect to environment.
- Minimize risks by creating clean work environments for our staff utilizing cutting-edge technology.
- Prepare disaster management and improvement plans in order to be ready for natural urgent cases.
- Aim to reduce negative impacts on the environment by reducing our wastes, energy and water consumption.
- Utilize opportunities to improve and review environmental policies continuously.
- Inform staff, suppliers, customers and investor partners about developments, ask for their contribution to the achievement of objectives and support them to achieve their own objectives.
- Measure and improve our performance and share it with our business and investor partners annually.
- Commit to work in accordance with the best practices accepted globally.
- Aim to increase the usage of environment friendly products in all our works.
- Aim to reduce greenhouse gas emissions proportionally to our activities and to maximize the energy efficiency.
- When choosing our stakeholders, we attach importance to their environmental performance and observe constantly.

Our Environment Policy that includes our environment conservation and development processes is under the supervision of our top management. The policies have been announced to ensure that the group employees know and understand, and they are provided with easy access and understanding through the trainings provided. The eligibility of the policies is reviewed by the senior management at the Management Review Meetings and revised if necessary and announced in the same way.

Anel Group carries out improvement studies in line with its environmental policy by setting targets in line with the following priority focus areas and by monitoring their performance.

| Environmental Responsibility | Target | Methodology |
|---|---|---|
| Climate Change | Prevent unnecessary increase of carbon footprint amount To be involved in greening activities | Increasing Awareness, Environmentally friendly fuels preference, Measurement-Monitoring, Business cooperation with NGOs |
| Water | Prevent the usage of unnecessary water | Increasing Awareness, Using Photocell fittings, Measuring-Monitoring, Grey-Water System, Business Association with NGOs. |
| Energy | Prevent unnecessary energy use Using clean energy resources | Increasing Awareness, Efficient Use of Daylight, Extinguishing Illumination with Automation at Noon, Using Solar Panels, Measuring-Monitoring |
| Utilization of Environmentally Friendly Products | Working with environment friendly producers Doing their work without harming the environment Encouraging stakeholders to use environmentally friendly products in their works | Increasing awareness, Working with environment friendly suppliers, Information |

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|--------|---|--|
| Wastes | To ensure that waste is sent to recycling Reduction of unnecessary paper waste Encouraging employees to use waste boxes | Waste Collection Areas and Cases, Awareness Raising, Green IT Activities, Measurement-Monitoring |
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3.0 ENVIROMANTAL MANAGEMENT SYSTEM OF ANEL GROUP

Group-wide environmental management is managed by an organization that extends from Anel Holding to the activity centers of group companies. Various departments are set up and the management and administration of the environmental management is realized with a participative approach.

The top level decision-making body of environmental management in the Anel Group is the Senior Management of the Anel Group. Anel Group has established Environment Committee with the participation of related departments on environment, energy and sustainability issues of group companies for Holding. This committee is in charge of setting long, medium and short term environmental management strategies and creating action plans. The task of the committee is to share existing best practice examples among group companies, conduct compliance studies with environmental legislative changes, organize environmental education work, and develop groupwide environmental management systems.



Performance evaluation reports are prepared every year in the framework of key performance indicators determined by the Environmental Committee and presented to the senior management of Anel Group. On the other hand, periodic audit results, which are based on policy and performance by the management systems team, are presented to the top management of the company at the management's audit meetings.

As Anel Group, we carry out our annual internal audits according to our internal audit process with our employees who are entitled to receive the internal auditor certificate resulting in outsourced training and are included in our internal auditor pool.

Apart from the contributions made by the Environmental Committee and the audits conducted by the internal audit teams, the environmental policy and performance of the group companies also pass through the company independent external audit processes. As a result of the inspections, improvement studies are carried out for the development issues. The deficiencies detected after the Environmental Audit are tracked through online system and improvements are realized.

The environmental management systems of the Group companies are based on internationally recognized standards, ISO 14001 Environmental Management System Standard. Annually, these systems are certified by periodic external audits conducted by an independent certification body to ensure application reliability. The seven group companies of Anel Group are ISO 14001 certified.

Group companies also provide environmental management activities and the achievements they have achieved, as well as the senior management of their companies, to the senior management of the Anel Group. In addition, this information is presented to stakeholders related to various instruments, especially our Corporate Responsibility Reports.

The Anel Group assesses and rigorously manages the environmental impact resulting from the services it provides. The Anel Group focuses on reducing environmental impacts across the value chain by addressing environmental risks through a holistic approach to supply, logistics, production, and services to the consumption process. For this reason, the group companies expect their stakeholders (suppliers, subcontractors, employees, customers, etc.) to adopt the same environmental policies and management approach, and they also place environmental management criteria in the supplier and subcontract selection and evaluation processes and aim to raise awareness.

It is expected that all of the supplier contracts will act with environmental responsibility while carrying out the supplier's activities. Our suppliers are also supervised whether their companies manage environmental impacts.

Anel Group aims to minimize the effects of possible negative risks by evaluating the environmental activities of the activities resulting from the business activities according to the Environmental Dimension and Impact Analysis Procedure.

Within Anel Group Companies, Emergency Procedures have been prepared and applied to our employees through our online system in order to determine the emergency procedures for our business so as to keep the environment and human safety at minimum level in case of emergencies that may be encountered. Periodic exercises are conducted with emergency teams trained to be ready for emergencies.

4.0 OUR PRATICS

Anel Group companies create value, we carry out efforts to protect the natural resources and minimize the negative effects on the environment with the respect and responsibility we have in nature, and we are in compliance with all applicable laws and regulations.

4.1 We attach importance to biodiversity conservation

During our operations, we aim to protect, preserve and enrich biodiversity and historical buildings.

If we see that the public opinion is concerned about the environment during our operations, we evaluate our operations according to the opinions of the public.

We are aware of the importance of biodiversity for the world and in order to preserve the biodiversity, we have created the Memorial Forests in Çanakkale and Balıkesir in cooperation with TEMA Foundation.



4.2 Waste Management



We aim to minimize our waste production and recycle as far as possible. We systematically recycle our wastes which we collect from our head office building and construction sites by creating waste collection zones.

When batteries are thrown out with other waste or are burned, chemical substances that batteries include, cause the environmental pollution. In order to collect batteries and reduce of their detrimental effects, we have placed waste boxes in our head Office.



4.3 Green IT Practises



to the environment.

Since 2016, we have reduced energy consumption with the Cloud infrastructure processes. With using staff identity card system for printers, our paper usage was reduced by 70%.

We switched to the e-billing system and reduced our paper consumption. In order to contribute to efficiency and sustainability, we replace traditional desktop computers which consume high energy, with new generation devices. We recycle electronical devices which turn to waste status. Thus, we recover metals such as copper, aluminum and lead without releasing them

4.4 Calculation of the carbon footprint

We are working to protect the natural resources and to minimize the negative effects on the environment. In this context, we calculate our carbon footprint.

Carbon footprint is a measure of the environmental impact of human activities in terms of the amount of greenhouse gas produced, measured in units of carbon dioxide (CO₂).

Since 2014 we are regularly calculating the amount of carbon released to the atmosphere as a result of our activities and are taking actions to reduce / neutralize greenhouse gas emissions. In order to combat global climate change and to keep carbon released to the environment, we calculate the number of trees needed and donate seedlings on behalf of our employees. At the same time, we are carrying out afforestation work in cooperation with municipalities.



We do our calculations by including the following elements:

- Natural Resource Consumption
- Flight Values
- Vehicle Use

4.5 Grey water recycling & Solar energy production

We produce electricity with solar PV modules installed on the roof and terrace of our head office building. Some of the power needed for the building and interior lighting is supplied from these modules. With electricity generation from renewable energy, we decrease consumption of electricity from the grid.



Thus, we also reduce the consumption of primary energy sources used in the production of electricity. We use our energy efficiently by automatically turning off the lights during lunch hours and out of working hours. In order to reduce our water consumption, we installed the Grey Water System in our head Office. After a series of treatment operations, the waste water is reused for reservoir system.

As Anel Group, we cooperated with UNICEF to donate water for children in various parts of the world. On this way, we provided a water base for 3 needles and 1 arrow to water, which helped the children to lift the difficulty of walking in kilometres.

4.6 We are a signatory to the UN Global Compact

When we signed the pioneering projects in Turkey and in the world, we have taken initiatives for a sustainable world. In 2013, we signed the United Nations (UN) Global Cooperation Agreement.

We carry out our activities with the understanding of continuous improvement while the 10 principles in the Global Compact are passionate about our strategies and our applications.

Ten principles in Global Compact are;

1. Businesses should support and respect the protection of internationally proclaimed human rights; and
2. Make sure that they are not complicit in human rights abuses.
3. Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
4. The elimination of all forms of forced and compulsory labour;
5. The effective abolition of child labour; and
6. The elimination of discrimination in respect of employment and occupation.
7. Businesses should support a precautionary approach to environmental challenges;
8. Undertake initiatives to promote greater environmental responsibility; and
9. Encourage the development and diffusion of environmentally friendly technologies.
10. Businesses should work against corruption in all its forms, including extortion and bribery.

