

SCHEDULE 1 - ENVIRONMENTAL AND SOCIAL ACTION PLAN AND GREEN PROJECT MONITORING PLAN

1 – Environmental and Social Action Plan

No.	Action	Environmental & Social Risks (Liability/Benefits)	Requirement (Legislative, EBRD PR, Best Practice)	Resources, Investment Needs, Responsibility	Timetable	Target and Evaluation Criteria
PR1.1	Designate internally a staff member responsible for the implementation of the ESAP, with direct reporting line to the management.	Compliance with loan agreement	EBRD PR1	Assign responsibilities	As soon as the financing agreement is effective	Responsible person designated
PR1.2	Provide EBRD with an Annual Environmental and Social Report, using the format provided by EBRD	Compliance with loan agreement	EBRD PR1	Own resources	Q1 following effectiveness of the financing agreement	Report submitted and approved by EBRD
PR1.3	Finalize an ISO14001 and OHSAS18001 management system, obtain and maintain certification.	Environmental and social management system	EBRD PR1	Own resources	Management system prepared: end of 2017 Certification obtained (end 2018) and maintained after 2018	End 2017: onfirmation that the management system is prepared 2018 and after: copies of certificates sent to EBRD
PR1.4	Develop and implement a Corporate Social Responsibility (CSR), following preferably ISO26000 standard, including public safety and awareness raising.	Corporate social responsibility	EBRD PR1	Own resources	2018: prepare the CSR 2019 and after: implement the CSR	2018: CSR prepared 2019 and after: CSR being implemented

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PR1.5	CEDIS will develop and adapt special HSSE provisions cascading performance requirements of EBRD to be integrated in all contracts for works and services regardless of contract value.	contractors' health and safety	EBRD PR1		HSSE annexes for contracts	Present examples from contracts
PR 1.6	Adopt and implement a Supply Chain Management system commensurate to the complexity of its supply chain and associated environmental and social issues appropriate for the nature and scale of the project	EHS and reputational risks	EBRD PR1 and best practice	Own resources	As soon as the financing agreement is effective	Supply Chain Management Plan, Supply Chain Risk assessment reports and monitoring report to EBRD
PR2.1	Finalize a Human Resources Policy meeting Montenegro legislation as well as EBRD Performance Requirement 2 and make available to the staff. The Policy will include formalised grievance mechanism and provisions for equal opportunities.		Montenegro legislation EBRD PR2	Own resources	Before the first disbursement	Policy prepared and available to the staff

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PR 2.2	The client's HR policy will define all relevant procedures concerning labor and working conditions, equal opportunities and non-discrimination, gender-based violence and sexual harassment (GBVH), prohibition of child and forced labor, freedom of association, workers' grievance redress, and collective bargaining. As part of the HR policy, the client will further develop a revised Code of Conduct applicable to all workers (which will specifically include mitigants related to GBVH). All workers will receive a booklet or a written document on policies and regulations as well as regular training on the new human resources policy, including training on working conditions, rights, compensation and other benefits as well as mandatory training on the Worker Code of Conduct	Human Resource Policies	EBRD PR 2	Own resources	Duration of the project	HR Policy and Plan/Manual, acceptable to EBRD, presentation samples
PR2.3	In case of collective dismissal not covered by CEDIS voluntary redundancy program, prepare a retrenchment plan meeting the requirement of EBRD policy. (EBRD can provide guidance if needed)		EBRD PR2	Own resources	In case of retrenchment, prior to retrenchment undertaken.	Plan prepared, reviewed by EBRD, and implemented.

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2.4.	Ensure that all workers are provided a written copy or access to following: - A copy of contract - Human rights policy and all relevant procedures - Code of Conduct - Records of leave dates, shift and over-time information and other information on work hours and performance - Copies of payrols monthly or in other intervals commensurate with salary payment intervals.	Access to information and prevention of misrecords, disputes	EBRD PR2	Own resources	Regular and on-going	Progress and evidence to be reported in annual reports
PR 2.5	Customers management training: include in the annual "staff management plan" annual training and team work on angry/rude customer management for the staff interacting with the public (service centres, call centres, meter readers...)	Protection of the company staff against misbehaviours	EBRD PR2 & EBRD PR 10	Own resources	Annual	Part of annual team work

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PR 2.6	The client will develop and implement a Contractor Management Plan (CMP) defining its approach to managing the OHS&E performance of its contractors, subcontractors, and other third parties, covering construction works and installation/maintenance of digital meters. This plan will also identify requirements about measures for third party damage, compensation and monitoring of contractors for compliance with all requirements.	Contractor Management	EBRD PR 2	Own resources	Before tender for smart meters	Contractor management and monitoring plan focusing on labour and OHS&E performance, third party damage
PR3.1	Conduct an audit of asbestos in all buildings utilised by CEDIS –owned or rented). Prepare and implement a plan to eliminate the risk associated with the exposure of CEDIS staff to asbestos. If the plan includes the removal of asbestos, contract a qualified/authorized company and ensure asbestos is removed, transported and disposed in compliance with EU legislation.		Montenegro legislation EBRD PR3	Own resources	Audit and Plan preparation: 2017 Plan implementation: 2018	Audit undertaken, plan prepared and implemented.

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PR3.2	Oil pollution control: prepare suitable storage area (covered, with containment) for new oil drums and old oil containing equipment in regions and in Podgorica. Contract a qualified/authorised company to remove and dispose the oil polluted soils at the warehouses.		Montenegro legislation EBRD PR3	Own resources	2017	Evidence provided to EBRD of: (i) area(s) prepared, and (ii) oil drums and old transformers transferred to this area.
PR 3.3	Monitor the company's own energy consumption and address its minimization in line with the requirements of ISO 50001	Energy management	EBRD PR3	Own resources	Annual	Monitoring report/AESR
PR 4.1.	Develop and implement Occupational as well as Community Health and Safety Plans which will identify and manage following processes: - Risk assessment and planning (develop and update regularly risk matrixes) - Preventive and Migigation Actioning - Incident Monitoring and Reporting (including near misses) - Trainings and capacity Development - Resource planning and engagement - Monitoring and Evaluation - Contractor and Supplier Management including third party damage					

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PR4.2	Ahead of the OHSAS18001, raise the staff awareness on the need for a cultural change regarding H&S , and provide trainings to the staff on the following topics: • Road safety • Works at height • Personal Protection Equipment • Non-smoking policy in premises • Fatality and near-miss incidents Analysis	Workers Health and safety	Montenegro legislation EBRD PR4	Own resources	Annual	Part of staff annual training
PR 4.3	To keep a record of accidents involving members of the public and related to the companies' activities/infrastructures, analyse severe accidents / fatalities and implement corrective actions to avoid similar accidents.	Community health & safety	Montenegro legislation EBRD PR4	Own resources/Project H&S Manager	For the entire Project duration	Safety record held. Accidents analysed and corrective actions implemented
PR4.4.	LOTO – Lock out and Tagout System • Develop and implement detailed instructions on the Lockout and Tagout System (LOTO) • Periodic LOTO training for technicians and contractors Lockout and Tagout practices of technicians should be supervised and monitored	Occupational Health and Safety	Best Practices	Own resources/Project H&S Manager	For the entire Project duration	Safety record held. Accidents analysed and corrective actions implemented LOTO Procedure developed
PR 4.5	Improve security/access restriction to the energized equipment and storage areas for external personnel and general public to prevent both accidents and thefts	Reduced threat of accidents and thefts	PR4	Own resources/Project H&S Manager	For the entire Project duration	AESR

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PR5	Develop and implement a Land Acquisition and Use Policy or Framework in line with EBRD PR5. This should cover land use management for construction, maintenance and other activities with land use needs covering contractor activities.	Social impact management and reduced risk of disputes with land owners	PR5	Own resources (external advise may be taken for development of Policy/Framework)	Development of Policy/Framework by 2025 Q1 and implementation ongoing	Policy/Framework Developed and information on implementation in AESR Reduced complaints and disputes
PR6.1	Develop and implement a Birds Protection Plan ¹² through the ISO14001 management system.		EBRD PR6 Good International Practice	Own resources, with the assistance of a specialized Consultant or of an organization involved in birds conservation	Year 1: plan resources Year:2: prepare the plan Year 3 and after: implement the plan	Year 1: resources planned Year:2: plan prepared Year 3 and after: plan being implemented
PR10.1	Based on the draft SEP provided by EBRD, finalise, disclose and implement a corporate stakeholder engagement plan (SEP)	Stakeholder engagement	EBRD PR10	Own resources	As soon as the financing agreement is effective	
PR10.2	Prepare and implement a formal customer grievance mechanism, aimed at reducing the number of judicial cases through amicable resolution.		EBRD PR10	Own resources	Starting from the first year after the financing agreement is effective	

¹² The following documents provide good guidance : http://www.unep-aewa.org/sites/default/files/publication/ts50_electr_guidelines_03122014.pdf and http://www.aplic.org/uploads/files/11218/Reducing_Avian_Collisions_2012watermarkLR.pdf . EBRD should be in a position to provide a template of "Birds Protection Plan" in 2017.

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PR10.3	Planned disruptions notification: conduct a survey with a representative panel of customers in order to improve the management of planned disruptions, with a focus on notification time and media. Adjust the disruption notification procedure accordingly.		EBRD PR10	Own resources	During the first year after the financing agreement is effective	Survey done. Disruption notification procedure adjusted and implemented in the context of the Project
PR 10.4	As a part of the community safety outreach program develop the public awareness campaign and conduct safety lessons in schools, post additional bulletins and posters warning people about safety precautions during day-to-day activities (e.g. fishing, tree trimming etc. in the vicinity to the energized power lines etc.)	Customer relations	EBRD PRs 10 & 4	Own resources	For the entire Project duration	AESR
PR 10.5	In preparation of the tender for smart meters, conduct a survey with a representative panel of customers in order to (i) inform them about the various benefits related to smart metering for the public (home displays, consumption follow-up tools, new payment methods, etc...) and (ii) test their expectations and preferences with regards to these potential benefits.	Customer relations	EBRD PR10	Own resources	Before tender for smart meters	Survey undertaken and conclusions reflected in the tender documents.

2 – Green Project Monitoring Plan

Key performance indicators	Reporting frequency	Target completion date
Installed smart meters	Annually	January 2027
Grid losses savings	Annually	January 2031
GHG emission savings	Annually	January 2031