

## Automaq - PARAGUAY Environmental and Social Action Plan

No.	Aspect	Action	Deliverable	Delivery Date
<b>PS1: Assessment and Management of E&amp;S Risks and Impacts</b>				
1.1	Environmental and Social Management System - ESMS Team	1. Develop an environmental and social management system (ESMS)	1. ESMS proposal	1. 60 days after first disbursement
		2. Recruit an environmental and social specialist to lead the implementation of the ESMS or hire external consulting services to develop the minimum internal capacity required by the ESMS.	2. Evidence that the environmental and social specialist has been recruited or that external consulting services have been hired	2. 60 days after first disbursement
		3. Implement the ESMS	3. Evidence of the ESMS implementation	3. As part of the environmental and social compliance reports (ESCR)
1.2	Policy	1. Adopt an environmental, social and occupational health and safety policy to serve as the framework for an environmental and social assessment management process, and guarantee compliance with the legislation, the applicable regulations (including the international obligations taken on by the country) and the commitments with financing institutions and third parties.	1. Environmental and social, health and safety policy	1. 90 days after first disbursement
		2. Disseminate the policy across all company levels and stakeholders.	2. Evidence of its communication	2. 90 days after first disbursement

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1.3	Identification of Risk and Impacts	1. For each facility, identify the potential environmental impacts associated with Automaq's activities, considering: i) the legislation in force; ii) the requirements in IDB Invest's Environmental and Social Sustainability Policy; iii) the requirements derived from the commitments with third parties, and iv) the best practices in the sector.	1. Environmental aspects identification and assessment matrix	1. 120 days after first disbursement
		2. For each facility, identify the potential occupational risks associated with Automaq's activities, considering: i) the legislation in force; ii) the requirements in IDB Invest's Environmental and Social Sustainability Policy; iii) the requirements derived from the commitments with third parties, and iv) the best practices in the sector.	2. Occupational risks identification and assessment matrix	2. 120 days after first disbursement
		3. Implement the environmental aspects and occupational risks identification and assessment matrices	3. Implementation evidence	3. 180 days after the first disbursement and later as part of the ESCR
1.4	Gender Risk	1. Prepare a procedure to manage reports of sexual harassment, discrimination or any other kind of gender-based violence under strictly confidential treatment and preventing any form of retaliation.	1. Preparation of the procedure	1. 150 days after first disbursement
		2. Adopt the procedure to deal with sexual harassment	2. Implementation evidence	2. 180 days after the first disbursement and later as part of the ESCR
1.5	Management Programs	1. Set up plans, programs and procedures to manage the environmental and social risks and impacts associated with the activities performed by Automaq, its contractors and suppliers, which include performance indicators, goals and acceptance criteria	1. Management plans, programs and procedures	1. 120 days after first disbursement
		2. Implement the plans, programs and procedures to manage the environmental and social risks and impacts associated with Automaq's activities	2. Implementation evidence	2. 180 days after the first disbursement and later as part of the ESCR

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1.6	Organizational Capacity and Competency	1. Create an environmental, social and health and safety division in charge of implementing and maintaining the ESMS.	1. Evidence that the environmental, social and health and safety division has been created	1. 90 days after first disbursement
		2. Prepare an annual training plan that considers the significant environmental aspects and occupational risks, as well as any newly passed legislation	2. Annual training program	2. 120 days after first disbursement
		3. Adopt the annual training program	3. Implementation evidence	3. 150 days after the first disbursement and later as part of the ESCR
1.7	Emergency Preparedness and Response	1. Prepare emergency prevention and response plans that are specific of each site or operating unit, based on specific emergency scenarios, and that include, at least, the following: (i) the preventive actions (for example, installation of fire detection and extinction suppression systems); (ii) instructions for the creation of the emergency brigade; (iii) the internal and external communication channels (with the fire brigade and local public agencies); (iv) the actions that might require the engagement of possibly affected third parties; (v) the materials and human resources required; (vi) the need for training; and (vii) the investigation, analysis and record processes. Some of the emergency scenarios associated with natural causes to be especially considered include those related with floods and severe climate events.	1. Emergency prevention and response plans for the head office and each branch	1. 120 days after first disbursement
		2. Implement the emergency prevention and response plans that are specific of each site or operating unit	2. Implementation evidence	2. 180 days after the first disbursement and later as part of the ESCR

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1.8	Stakeholder engagement	1. Prepare a community engagement plan, which will include: (i) mapping, analyzing and planning the engagements with identified stakeholders, including members of the vulnerable groups; (ii) a mechanism for disclosure of information, queries and communications with the stakeholders; and (iii) a grievance mechanism to deal with the potential grievances submitted by stakeholders, with the possibility to remain anonymous.	1. Community engagement plan	1. 180 days after first disbursement
		2. Implement the community engagement plan	2. Implementation evidence	2. 210 days after the first disbursement and later as part of the ESCR
1.9	Monitoring and Evaluation	1. Prepare an Environmental and Occupational Health and Safety Monitoring and Supervision Plan applicable to all Company facilities, to include: i) monthly water, fuel and energy consumption levels; ii) types and amount of wastes generated; iii) types and amount of wastes sent for recycling; iv) the quality of the liquid effluents; v) the analysis of the frequency rate and the severity rate of accidents suffered by the payroll and contracted personnel; vi) the control of the work conditions (noise level, light, air quality); vii) women in the work force; and viii) statistics about grievances submitted by third parties.	1. Environmental and Occupational Health and Safety Monitoring and Supervision Plan	1. 180 days after first disbursement
		2. Implement the Monitoring and Supervision Plan	2. Implementation evidence	2. 210 days after the first disbursement and later as part of the ESCR
<b>PS2: Labor and Working Conditions</b>				
2.1	Working Conditions and Management of Worker Relationship	1. Prepare an internal grievance mechanism that includes the payroll and contracted workers, allows to receive anonymous reports and assures no retaliatory actions for those using the mechanism.	1. Grievance mechanism	1. 150 days after first disbursement
		2. Internal grievance mechanism	2. Implementation evidence	2. 180 days after the first disbursement and later as part of the ESCR

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2.2	Women Engagement	Promote and monitor the participation of women in the work force.	Report on the participation of women in the work force	90 days after the first disbursement and later as part of the ESCR
2.3	Provisions for Individuals with Disabilities	1. Develop a phased plan to adapt offices, canteens and toilets for people with disabilities, which includes emergency evacuation procedures for them.	1. A plan to adapt the facilities and emergency procedures for people with disabilities	1. 150 days after first disbursement
		2. Implement the phased plan to adapt offices, canteens and toilets for people with disabilities.	2. Implementation evidence	2. 180 days after first disbursement
<b>PS3: Resource Efficiency and Pollution Prevention</b>				
3.1	Water and Energy Efficiency	1. Prepare and implement a program to optimize the use of water and energy, which will include goals, deadlines and responsibilities.	1. Program to optimize the use of water and energy	1. 120 days after first disbursement
		2. Implement the program to optimize the use of water and energy	2. Implementation evidence	2. 180 days after the first disbursement and later as part of the ESCR
3.2	Greenhouse Gases	1. Prepare a GHG inventory for the construction stage.	1. GHG inventory	1. 150 days after first disbursement
		2. Submit the emissions estimations for the following year.	2. Estimations for the following year	2. In Q4 of the year ending
		3. Submit the calculation of prior-year emissions.	3. Calculation of emissions for the prior year	3. In Q1 of the year beginning
3.3	Quality of Effluents from Vehicle Washes	1. For each washing facility, set up a primary treatment system that includes the separation and management of hydrocarbons, oils and mud.	1. Proposal for a system of primary treatment of effluents from washes	1. 180 days after first disbursement

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		2. Adoption of the primary treatment system	2. Implementation evidence	2. 210 days after the first disbursement and later as part of the ESCR
		3. Establish a procedure to manage the effluents from machinery washes, including the management of the generated wastes	3. Procedure to manage the effluents from washes	3. 180 days after first disbursement
		4. Adoption of the procedure	4. Implementation evidence	4. 210 days after first disbursement
3.4	Solid and Semi-Solid Waste Management	1. Set a specific procedure to handle solid and semi-solid wastes.	1. Waste management procedure	1. 180 days after first disbursement
		2. Implement the procedure to handle solid and semi-solid wastes.	2. Implementation evidence	2. 180 days after the first disbursement and later as part of the ESCR
3.5	Hydraulic and Lubricating Oils Storage	Set up spill barriers where hydraulic and lubricating oils are stored.	Evidence of spill barrier installation	180 days after first disbursement
3.6	Use of Pesticides	1. Verify that the products used for plague control have no 1a or 1b substances, as per the IPCS/OMS toxicological classification (2009).	1. Verification report	1. 60 days after first disbursement
		2. If there are plague control products with 1a or 1b substances, as per the IPCS/OMS toxicological classification (2009), trigger an immediate replacement plan.	2. Report of the execution of the replacement plan.	2. 90 days after the first disbursement and later as part of the ESCR

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<b>PS4: Community Health and Safety</b>				
4.1	Machinery Movement	1. Establish a procedure to move machinery along major and side roads to minimize the risk of associated accidents, which will include at least instructions to: i) check that the drivers are duly authorized to do the job they do, are adequately trained and comply with the required rules of conduct; ii) check that the vehicles have the corresponding lights and signals; iii) make sure the registration certificates and the protocols to move large machinery are in place; iii) have the protocols available for the selection of routes with the smallest impact on the communities and the lowest accident probability; iv) protect third-party property; and v) avoid pollution caused by leakage or spills of hydrocarbons or waste in general.	1. Procedure to move machinery along major and side roads	1. 120 days after first disbursement
		2. Adopt the procedure to move machinery along major and side roads.	2. Implementation evidence	2. 150 days after the first disbursement and later as part of the ESCR
4.2	Security Services Companies	1. Set up protocols to be fully enforced among security companies with personnel carrying firearms.	1. Protocol for security personnel	1. 120 days after first disbursement
		2. Adopt the protocols to be fully enforced among security companies with personnel carrying guns.	2. Evidence of implementation	2. 120 days after the first disbursement and later as part of the ESCR