

ANNUAL MONITORING REPORT

INTERNATIONAL FINANCE CORPORATION

**ENVIRONMENTAL AND SOCIAL PERFORMANCE
ANNUAL MONITORING REPORT (AMR)**

OZYEGIN UNIVERSITY
Turkey
IFC Project Number: 32026

REPORTING PERIOD:(01/09/2017) through (01/09/2018)

AMR COMPLETION DATE:(01/09/2018)

INTRODUCTION

The Annual Monitoring Report

IFC's Investment Agreement requires OzU to prepare a comprehensive Annual Monitoring Report (AMR) for its facilities and operations. This document comprises IFC's preferred format for environmental and social performance reporting. The AMR informs the Environment and Social Development Department about the environmental and social state of the investment.

□ Preparation Instructions

The following points should assist you in completing this form. Please be descriptive in your responses and attach additional information as needed.

- IFC's Investment Agreement requires designated OzU personnel to complete and submit annual environmental and social monitoring reports in compliance with the schedule stipulated in the Investment agreement.
- OzU must report qualitative and quantitative project performance data each year of the investment for the environmental and social monitoring parameters included in this report format.
- The main purpose of completing this form is to provide information in sufficient detail for evaluation of environmental performance in relation to:
 1. National and local laws and regulations of the Turkey;
 2. IFC Policy and Performance Standards on Social and Environmental Sustainability;
 3. IFC Environmental, Health and Safety General Guidelines (EHS);
 4. Environmental and Social Review Summary;
 5. IFC Investment Agreement; and
 6. Progress on implementing the Environmental & Social Action Plan (ESAP) agreed with IFC.
- Provide information in summary form and enclose environmental reports if applicable. For any areas that do not meet agreed-upon performance levels, describe actions and timetable for bringing the project into compliance.
- Information reported previously need only be referenced.
- Return the completed report to IFC by the date specified in the Investment Agreement.
- Please note that the term "environment" includes workplace and community health and safety.

□ Specialist Contact Information

If you have any questions regarding the AMR or wish to discuss completion of the AMR please contact the following Investment Officer.

Investment Officer	Name: Zeynep Kantur Tel: +90 212 385 3096 Fax: +90 212 385 3001 Email: zkantur@ifc.org
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1 ENVIRONMENTAL AND SOCIAL MANAGEMENT

1.1 AMR Preparer

To be completed by OzU authorized representative	Name and Title: Hikmet Taşdemir – HSE Coordinator Phone: 0216 564 9459 Fax: 0216 564 9999 Email: hikmet.tasdemir@ozyegin.edu.tr
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I certify that the data contained in this AMR completely and accurately represents OzU operations during this reporting period. I further certify that analytical data summaries¹ incorporated in Section 6 are based upon data collected and analyzed in a manner consistent with IFC's *Environmental Health and Safety General Guidelines*.

OzU Employee Name

Signature

1.2 Environmental Responsibility Chart

Please name the individuals in the company who hold responsibility for environmental and social performance (e.g. Environment Manager, Occupational Health and Safety Manager, Community Relations Manager) and give their contact information (Name, Address, Telephone Number, Fax Number, E-mail Address).

HSE Coordinator; Hikmet Taşdemir – 0530 3874074 – hikmet.tasdemir@ozyegin.edu.tr

1.3 Summary of Current Operations

Describe any significant changes since the last report in the company or in day-to-day operations that may affect environmental and social performance. Describe any management initiatives (e.g. ISO 14001, ISO 9001, OHSAS 18001, or equivalent Quality, Environmental and Occupational Health and Safety certifications).

The HSE management system has been set and will be improving continuously with the requirements and additional necessity each new activity.

The main activity is to apply and spread out the HSE system for every one of stakeholders.

The HSE system was audited by the BSI auditors on January in 2018. The audit report which was about renewing of the system certification, is also containing some minor NCRs and observations to give an extra chance or opportunity to HSE system for improvement. The [audit report](#) and corrective action report/plan for NCRs and observations are in attachments.

¹ Raw analytical data upon which summaries are based should not be submitted with this AMR but must be preserved by OzU and presented to IFC upon demand.

ISO 14001(Environment Management System) was updated 2015 version. In this context, environmental life cycle prepared. Risks and opportunities which arising from interval and external issues have been identified. A list of needs and expectations of interested groups has been prepared.

The students were involved HSE management systems with reporting hazardous. All HSE manuals that are Environment, Safety and Emergency Response Plans are updating during the last years by the HSE department in accordance with requirements. The HSE system documents are announced on new intranet and those are digital network which will be able for reaching by students.

Internal audits are performed and result reports are announced to the departments. The corrective actions are planned and done with the following of HSE department guide.

Drills are performed at the AB1, AB2, AB3 and dormitories and the evaluation reports are announced to the all stakeholders of university. The improvement requirements are mentioned to the reports which are in Turkish. Other unannounced evacuation drills are planned to realize at all faculty buildings.

The unannounced drills are performed and these drills about rescue a victim by the health and security teams of HSE department in several and different places at the campus center employee.

HSE management system trainings are conducting going on for the all employees including all instructor and academic people.

The hazardous at the campus and process hazards are specifying day by day by the employees and the other stakeholders who they are studying, living or working at the campus. The mitigation plan activities are removing to the hazardous while the known hazardous list is growing up.

Risk Analyze Log and related follow up tables' format, method and the other system components are using and more knowing day by day. The software "Bizone" has activated last year to manage all HSE systems including Risk Analyses. Like Bizone, the new software "XRM" has activated to manage some HSE systems and data including Risk Analysis and accident record lobs.

HSE committee meetings were performed with administrator person and including doctor and safety specialists and subcontractor participants' accordance with Turkish legislation as periodically. The faculty representative academic persons and student representative attended to the meetings.

The main food service company, mess hall and the other cafés, restaurants and their processes are audited about hygiene condition and checked all employees according to Occupational Safety Legislation of Turkey, by a committee which is containing HSE inspector, Administrative department employee and company doctor. The Le cordon bleu students and a lecturer are participants of auditor team.

All subcontractors and entities are controlled and audited by the university.

OzU has managed and followed to the all maintenance and refurbishment activities on operation by OzU technical and HSE team. All periodical and random audits have performed and reported for the giving opportunities to take corrective action.

The waste management plan which is reviewed by governor authority and recycled waste values following table were attached.

2 OCCUPATIONAL HEALTH AND SAFETY PERFORMANCE (OHS)

OZU personnel are required to monitor, record, and report occupational health and safety incidents and workplace conditions (air quality and physical parameters, which are potentially impacted by industrial processes) throughout the reporting period.

2.1 Turkey Compliance

Please list any reports submitted to the Turkish authorities, e.g. on OHS, fire and safety inspections, compliance monitoring, emergency exercises, as well as comments received and corrective actions taken. The Turkish authority monitoring and inspections with subsequent actions taken shall also be summarized and reported.

The HSE management system setup are designed accordance with the Turkish Legislation that are #2872 Environment and, #6331 numbered Occupational Health and Safety which is established in the middle of 2012 and following to establishment of related other regulations. The system is performing according to requirements of legislation as HSE committee activities, hazardous and risk management process of the all activities

The University waste management activities are conducted and implemented accordance with approved Waste Management Plan which is approved by the directorate which is Istanbul Office of Ministry of Environment & Urbanization.

The legislation activities and following tables which are digital version are attached to the AMR report.

There is no reported environmental incident in operation activities.

There are eight accidents. The first one of them that is falling down the stairs because of lack aware of walking carefully on stairs. The second one of them is roll up overturned because it was not fixed on the ground. The third one is falling down with tray because of poor awareness about walking or running. The forth accident is falling down the stairs by slipping because of poor awareness about walking carefully. The next accident is hitting umbrella because it was not fixed on the ground. The sixth accident is hitting head to front seat because of poor awareness about traffic rules. The victim of an accident employee had got two days off. The seventh accident is falling down the stairs by slipping because of poor awareness about walking carefully. The last accident is fainting because of hunger and medicines. The victim of an accident employee had got one day off.

If any of the information requested in the AMR (Section 2.2 - Section 2.4) is contained in reports sent to the Turkish authorities, please submit the applicable section of the report.

2.2 Incident Statistics Monitoring

Please report on incidents during the reporting year for OZU. Contractor employees are required to adhere to comparable occupational health and safety standards. If OZU uses contractor employees, please also report any contractor employee incidents. Expand or shrink the tables as needed.

□ Report TOTAL numbers for each parameter	This reporting period (Sept'2016 – August'2017)		Reporting period- 1 year ago		Reporting period- 2 years ago	
	OzU employees	Contractor employees	OzU employees	Contractor employees	OzU employees	Contractor employees
Employees	740	70	669	354	663	
Man-hours worked	1,539,200	5,400	1,463,301	762,628	1,385,437	
Fatalities	0	0	0	0	0	
Non-fatal injuries ²	4	0	3	3	3	
Lost workdays ³	8	0	7	7	11	
Vehicle collisions ⁴	0	0	0	0	1	
Incidence ⁵	0.52	0	0.48	0.91	0.79	

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1. Fatality details for this reporting period

OzU employees or contractor employees?	Time of death after accident (e.g. immediate, within a month, within a year)	Cause of fatality	Corrective measures to prevent recurrence
NA	-	-	-

² Incapacity to work for at least one full workday beyond the day on which the accident or illness occurred.

³ Lost workdays are the number of workdays (consecutive or not) beyond the date of injury or onset of illness that the employee was away from work or limited to restricted work activity because of an occupational injury or illness.

⁴ Vehicle Collision: When a vehicle (device used to transport people or things) collides (comes together with violent force) with another vehicle or inanimate or animate object(s) and results in injury (other than the need for First Aid) or death.

⁵ Calculate incidence using the following equation: incidence= total lost workdays/ 100,000 man-hours worked.

Use the total lost workdays to calculate the incidence for this reporting period, reporting periods 1 year ago and 2 years ago, as required above.

2. Non-fatal injuries details for this reporting period

Non-fatal and reportable types of incidents which are accordance with legislation, are listed in below table. The remaining incidents are no mentioned in table, but they are also reported internally, it may see depends on request.

OzU employees or contractor employees?	Total workdays lost	Description of injury	Cause of accident	Corrective measures to prevent reoccurrence
1.OzU Employees	0	Celal Alpay Havle , he had fell down the stairs by slipping. His ankle was twisted.	<ul style="list-style-type: none"> • He was not enough aware for carefully walking on the stairs. 	<ul style="list-style-type: none"> • Checking all stairs and taking necessary precaution.
2. OzU Employees	0	Damla Gürkan , while she was working on the office the roll up overturned onto her. The redness had formed on her three fingers in her left hand.	<ul style="list-style-type: none"> • The roll up was not fixed on the ground. 	<ul style="list-style-type: none"> • Warn to the staffs about fixed equipment on the ground. (Especially heavy equipment)
3. OzU Employees	0	Doğukan Dügüncü , he was working as a cook on school and when he was carrying a tray, he fell down and the tray had hit his ribs.	<ul style="list-style-type: none"> • Poor awareness about walking or running 	<ul style="list-style-type: none"> • Train to the all technician about job safety analysis.
4. OzU Employees	0	Aysel Karakaşer , she had fell down the stairs by slipping.	<ul style="list-style-type: none"> • Poor awareness about walking. 	<ul style="list-style-type: none"> • Checking all stairs and taking necessary precaution
5. OzU Employees	0	Saadet Şahin , while she was waiting shuttle on shuttle area, the umbrella which flied because of the storm had hit her.	<ul style="list-style-type: none"> • The umbrella was not fixed on the ground. 	<ul style="list-style-type: none"> • Warn to the staffs about fixed equipment on the ground. (Especially heavy equipment)
6. OzU Employees	2	Sibel Küçük , when the accident happened, she was in school's shuttle. Because of the traffic accident she had hit her head to front seat.	<ul style="list-style-type: none"> • Poor awareness about traffic rules. 	<ul style="list-style-type: none"> • Warn and Inform to the people about traffic rules.
7. OzU Employees	0	Zeynep Yaz , she had fell down the stairs by slipping.	<ul style="list-style-type: none"> • Poor awareness about walking. 	<ul style="list-style-type: none"> • Checking all stairs and taking necessary precaution
8. OzU Employees	1	İlgi Durmuş , she had fainted because of her hunger and her medicines.	<ul style="list-style-type: none"> • Carelessness about health issues. 	<ul style="list-style-type: none"> • Inform to health issues by doctor.

Vehicle collision details for this reporting period

Reportable Moto vehicle accidents are listed in below table.

OZU employees or contractor employees?	Cause of collision	Corrective measures to prevent reoccurrence

2.3 Life and Fire Safety

Please complete the following table for OzU.

OzU Fire Safety Verification Activities	Mandatory Frequency	Date(s) Performed	Observed Deficiencies ⁶	Corrective Actions and Schedule For Implementation ⁷
Fire Drills	Minimum: three (3)/year	Quarterly	None	<ol style="list-style-type: none"> 1. AB1 Faculty Building evacuation drill are performed 11th October of 2017 and 21st February of 2018. 2. AB2, AB3, ScOLa Faculties evacuation drills are performed 6th October of 2017 and 22nd February of 2018. 3. Dormitories 1-2-3 evacuation drill is performed on 9th October of 2017. 4. Dormitory 4 evacuation drills are performed on 8th October of 2017. 5. Dormitory 6 evacuation drill is performed on 7th October of 2017. 6. Sports Center evacuation drill is performed 5th December of 2017. <p>All drills are not pre-announced. Some extra drills were performed without evacuation with the technical employee and fire deduction test with related contracted company.</p>
Inspect and certify fire detection and suppression electrical and mechanical systems.	Minimum: one (1)/year	Annually	None	<ul style="list-style-type: none"> -Provide all needed equipments and devices. -Procedure about controlling fire detection system. -Inspect all fire detection system.
Inspect, refill/recharge portable fire extinguisher	Minimum: two (2) inspections/year	Monthly	Inadequate	<ul style="list-style-type: none"> -Provide fire extinguisher. -Define high fire risk activities and places. -Inspect all fire extinguisher regularly by professional team.

⁶ Attach additional sheets as needed to fully describe observed deficiencies.

⁷ Attach additional sheets as needed to fully describe corrective actions and implementation.

2.4 Significant OHS Events

Please explain any significant Occupational Health and Safety events not covered in the above OHS tables. The report could include proposed revision of the OHS Management System (if applicable), revised quantitative objectives, action plans for technical improvements, and planned training activities.

OHS Management system follow up audits were performed by BSI on January of 2018.

The training activities were performed for all and new employees with different session class.

HSE Student Community has performed some events are, orientation of new students before fall semester new education session blood donation, first aid, safe drive, waste and waste management awareness activities e.t.c.

The lecture about traffic and waste management which is under SEC 101 Social responsibility lesson by the HSE department and HSE Student Community with a support of Student Dean's Faculty in fall and spring semesters.

The HSE awareness lecture has started to all new students as a project HSE student community with support of HSE Department. The lecture was performed with 6 session.

3 SIGNIFICANT ENVIRONMENTAL AND SOCIAL EVENTS

OzU personnel are required to report all environmental and social events⁸ that may have caused damage; caused health problems; attracted the attention of outside parties; affected project labor or adjacent populations; affected cultural property; or created OZU liabilities.

OzU HSE management systems are audited about ISO 14001 and OHSAS 18001 certification renewing requirements by BSI at the beginning of 2018.

OzU Waste Management Plan is being continuously improvement of implementation. The Hazardous Waste Collection and Management for removal contract is progressed at the campus. Household and recyclable wastes are handled by the municipality of Çekmeköy supports. The hazardous waste which is collected at the campus, are temporary stored at the campus, then it is send to Eskişehir Cement factory by the licensed and contracted company. The campus canalization waters are discharged to the Paşaköy Waste Water treatment plant in Paşaköy.

Totally almost 1274 students have attended in thirteen sessions which was fall and spring semesters for the waste management and environmental awareness lecture, emergency behavior lecture, occupational safety and environmental practices lecture and health-safety and environment lectures.

Attach photographs, plot plans, newspaper articles and all relevant supporting information that IFC will need to be completely familiar with the incident and associated environmental and social issues.

Please report on the following topics, expanding or collapsing the table where needed.

⁸ Examples of significant incidents follow. Chemical and/or hydrocarbon materials spills; fire, explosion or unplanned releases; industrial injuries; fatalities including transportation; ecological damage/destruction; local population disruption; disruption of emissions or effluent treatment; legal/administrative notice of violation; penalties, fines, or increase in pollution charges; negative media attention; chance cultural finds; labor unrest or disputes.

Date of event	Event description	Affected people/environment	Reports sent to IFC and/or local regulatory agencies	Corrective actions (including cost and time schedule for implementation)

4 GENERAL INFORMATION AND FEEDBACK

Provide any additional information including the following:

1. In detail, describe print or broadcast media attention given to OzU during this reporting period.
2. In detail, describe interactions with non-governmental organizations (NGOs) or public scrutiny of OzU.

The activities given below, are going on ;

YGA is keeping their activities in office and which is located at the Student Center, Ozyegin University - <http://www.yga.org.tr/tr/sss.asp>,

ACEV or İz Çocuk is keeping their activities as a kinder garden in athletic center in the campus.

<http://www.izcocuk.com/Merkezlerimiz>

Hüsnü M. Özyeğin Foundation (HMOV) head office is keeping their activities at the Student Center, Ozyegin University.

Participants; Famous High Schools of Istanbul, OzU Cup-Basketball & Volleyball tournament is conducted in Athletic Center of OzU Campus.

The student's clubs are supporting to the next public primary/secondary/high school with the projects.

University support to the TEMA which is a big and famous NGO in Turkey about anti-erosion and afforestation activities in Countries, It was a plan to be in University for four days to make an internally meeting with all members which is numbered 1000 volunteers.

www.tema.org.tr

The blood donation campaign for two times in a year was performed by the support of Turkish Red Crescent at the campus.

Sustainability office was published and implementing some events with provided support by the TUSIAD Center Office as an NGO.

3. Describe OzU public relations efforts (e.g. establishment of a web page, hiring of community liaison officer)
4. Suggest ways and means to improve information exchange and interactions with IFC professionals.

5 SUSTAINABILITY

IFC has developed a framework to help assess the development impacts of our investments. Many of our projects take on initiatives, develop processes, or install equipment that exceeds IFC's environmental and social requirements. This framework permits us to rate project performance in various areas. Over the past year, has OZU made changes to operations or participated in any efforts that have impacted OZU's organization in the following areas?

- Implemented an environmental management system (if not already established) –
The waste management activities are going on accordance with the waste management plan which is approved by the local authority of the ministry of Environment.
The waste classification and collection progress is trying to set up on operation activities of university.
Main waste activities are covering to legislation, ISO 14001 and LEED requirements. That gray water which is coming from general water usage, are also using for the flushing in toilets.
- Published an environment/sustainability or a corporate social responsibility report (please send copy or provide web link) –
- Established formal and regular consultation with local community and other stakeholders -
- Decreased use of resources, increased emission controls, or increased by-product recycling –
Emission sources that are cars and generators are obtaining all legal required reports.

- Marketing of products or services that are specifically environmentally friendly –
None
- Worked to improve local supplier relationships or provided technical assistance to suppliers
- Programs to benefit the local community –
None
- Employee programs - training, health, safety –
ISO 14001 and OHSAS 18001, HSE management system provides to get training topics about safety by all employees. Ergonomic, emergency, hygiene, evacuation, some technical safety topics etc.

If so, please offer details so we can assess your performance beyond our compliance criteria.

Sustainability office was published and implementing some events with provided support by the TUSIAD Center Office as an NGO. Özyeğin University and the Turkish Industry and Business Association (TÜSİAD) Together Established the Sustainable Development Forum

<https://tusiad.org/en/tusiad/tusiad-academia/item/10016-sustainable-development-forum>

<https://www.ozyegin.edu.tr/en/announcements/526/ozyegin-university-and-the-turkish-industry-and-business-association-tusiad-together-established-the-sustainable-development-forum>

<https://www.ozyegin.edu.tr/en/announcements/381/ozyegin-university-was-once-again-shown-as-one-of-the-best-practice-examples-in-sustainability-presented-at-the-world-economic-forum>

Sustainability Seminar Series: TÜSİAD Deputy Secretary General Melda Çel is the Guest of Our University

<https://www.ozyegin.edu.tr/en/events/3902/sustainability-seminar-series-tusiad-deputy-secretary-general-melda-cel-is-the-guest-of-our-university>

6 UTILITY MANAGEMENT (ENERGY USAGE)

Please complete the table to identify all utility services and refrigerants consumed by OzU in the reporting period (as applicable to OzU).

Utility Type	OzU Usage during the reporting year	
	Construction	Operation
Electricity purchases (kWh)	14,080	2.863.500
Self-generated electricity (kWh)	3,3279	10.222.990(TRIJEN)+448.748 (SOLAR) = 10.671.738
Natural gas (m3)	568	3.751.190
LPG (kg)	231	NA
Oil for power generation (litres)	35.420	4.976
Oil for other purposes (litres)	5,1654	NA
Water (m3)	519	210.358
Refrigerant R11	NA	NA
Refrigerant R22	NA	NA
Refrigerant R134a(kg)	NA	65

The construction of new academic building (AB4) has been started on June of 2018.

7 PROGRESS ON IMPLEMENTING THE ENVIRONMENTAL AND SOCIAL ACTION PLAN (ESAP)

Please provide feedback on the implementation status of the Environmental & Social Action Plan, as included in the investment agreement and available at the following weblink: <http://www.ifc.org/ifcext/spiwebsite1.nsf/ProjectDisplay/ESRS32026>

ENVIRONMENTAL AND SOCIAL ACTION PLAN

No	Action	Due Date
PS 1 – Assessment and Management of Environmental and Social Risks and Impacts		
PS 2 – Labor and Working Conditions		
3.	Review internal Human Resources procedures to include formally a structured internal grievance redress mechanisms for staff as well as contractors and ensure that all IFC Performance Standard 2 requirements are formalized within the policy and procedures.	Closed
PS 5 – Land Acquisition and Involuntary Resettlement		