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İşin Adı
The Name of
the Job : Mersin-Adana-Osmaniye-Gaziantep Yüksek Standartlı Demiryolu Hattı
İnşaatı ile Elektromekanik Sistemlerinin Temini
Construction of Mersin-Adana-Osmaniye-Gaziantep Hight Standard Railway Line
With Supply Of Electromechanical Systems

Rapor Adı
Report Name : HAZARD AND RISK MANAGEMENT
PROCEDURE

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1. PURPOSE

The purpose of this procedure is to identify the hazards arising from the activities of the subcontractors within the project, to analyze and manage the related risks.

2. SCOPE

This procedure is valid for all personnel (including visitors, interns, etc.) involved in the project, their activities and all operating subcontractors. Activities include not only the project areas, but also temporary facilities (camping, cafeteria, workshops, etc.) and other support processes (maintenance, repair, travel, etc.).

3. IMPROVEMENT

Persons who detect ambiguity and inconsistency in this document can report their requests and suggestions using the "User Feedback Form" in Appendix A.

4. REFERENCES

The content of this document has been developed to determine the minimum requirements for Rönnesans Holding and all its affiliated Group Companies; It can be developed according to the legal regulations of the working area, employer expectations and international standards.

- OHSAS 45001:2018, Occupational Health and Safety Management System
- ISO 14001:2015 Environmental Management System,
- ISO 9001:2015 Quality Management System
- Relevant OSHA Standards
- IFC HSE Standards
- IFC Performance Standards
- World Bank HSE Guidelines

5. RESPONSIBILITY

5.1. Project Management:

Project Management is responsible for ensuring that this procedure is implemented in all worksite activities and that its subcontractors work in accordance with this procedure. Project Management is also responsible for the following matters:

- Providing the necessary organizational, technical and financial resources for hazard and risk control in an effective time,
- Establishing a follow-up system to monitor and verify the effective implementation of the determined risk control measures,



- Responsible for monitoring and developing the system for continuous improvement.

5.2. Department/Division Managers/Chiefs

Department/Department Managers/Chiefs are responsible for implementing this procedure and ensuring that their subcontractors work in accordance with this procedure in their activities in their work area. Department / Department Managers / Chiefs are also responsible for:

- Providing the necessary organizational and technical resources for hazard and risk control in an effective time,
- Ensuring that employees and subcontractors under his/her responsibility receive training on the scope of this procedure,
- Ensuring and following the action plans determined for risk control,
- Responsible for monitoring and developing the system for continuous improvement.

5.3. Project HSE Department

The HSE Group (Manager, Manager, Engineer, Supervisors and other HSE personnel) is responsible for the coordination and monitoring for the implementation of this procedure in all field and operational activities. Additionally, the HSE Department:

- Providing training to employees and subcontractors on the scope of this procedure,
- Ensuring coordination with the managers / supervisors responsible for the activities in the field / enterprises for the implementation of this procedure,
- Providing technical and application information support in risk analysis, Occupational Hazard Analysis, TRIC card applications,
- monitoring and reviewing that this procedure is implemented effectively and in accordance with its content, and for contacting the Group Company/Holding HSE Units in case of need for revision.

5.4. Headquarter E&S Manager:

Responsible for managing infrastructure and superstructure projects regarding environmental and social governance issues and member of the Executive E&S Committee on behalf of the REC.

5.5. All Employees

All employees (including subcontractors) are responsible for being involved in risk analysis and control processes (for example, on-site job hazard analysis and TRIC card applications). All employees are also responsible for the following:

- In the process of performing their duties, having the necessary equipment/tools to control risks and following safe methods,
- Knowing the risk of their work and the necessary precautions,
- Compliance with the precautions described in the Occupational Hazard Analysis and TRIC card,
- providing feedback/sharing opinions to the first supervisors, managers and HSE unit about the effectiveness of risk control methods and the potential risks they see.



5.6. Holding/Group Company HSE and Sustainability Units

The duties and responsibilities of the Holding and Group Company HSE Units are as follows:

- Preparing this procedure, reviewing it periodically and making revisions when necessary,
- Carrying out the necessary training activities and training organization for the dissemination of this procedure in projects and businesses.
- Inspecting that this procedure is implemented as intended in projects and businesses and reporting the compliance status

The control and management of environmental risks is under the responsibility of the Holding Sustainability Unit.

5.7. PIU (Project Implementation Unit)

- PIU Department Manager (Superstructure / Civil Engineer) will be responsible for overseeing the implementation of all health, safety and social measures, as specified within the disclosure package of the Project, and regular reporting to AYGM PIU.
- PIU Physics Engineer who is responsible for supervising health and safety for the Project.

5.8. Executive Environmental and Social Management Committee

- Executive E&S Committee Project Manager (Department Head / Branch Manager /Head of Department) will be ultimately responsible for overseeing the activities undertaken by the AYGM/TCDD specialists (listed below), overseeing the implementation of mitigation measures and management procedures specified within the disclosure package of the Project, and overseeing the preparation and implementation of a CESMP, which will be based on this ESMP.
- Executive E&S Committee Environmental, Health and Safety, and Social (EHSS) Manager (Specialist / Engineer) will be responsible for overseeing all matters that relate to environment, health, safety and social aspects of the Project. Also, s/he will be appointed to be responsible for supporting the implementation of the SEP, by conducting regular consultation with affected communities on any concern regarding the Project. CLOs will also have responsibility for disseminating the Project disclosure package as described in the SEP. They will also conduct regular inspections of records relating to grievances received and their resolution. S/He will report regularly to AYGM PIU.

Further technical staff may be required during the course of the Project, who will be assigned internally by the AYGM, either by means of permanent or temporary basis until the completion of relevant tasks under the Project whilst they undertake their current responsibilities

6. DEFINITIONS AND ABBREVIATIONS

Project	MAOG (Mersin-Adana-Osmaniye-Gaziantep) High Standard Railway Project
HAZARD	Potential situations or sources that can lead to physical injury, illness or death, property and environmental damage, loss of reputation, or any combination thereof.</g>
Risk:	Any probability of occurrence of any dangerous incident or exposure(s) and combination of severity that this incident or exposure(s) may cause. It is calculated by multiplying the probability of expected damage and severity of the hazard (Rating "Probability x Severity").
Risk Assessment:	The process of assessing the risk(s) arising from the hazard(s), taking into account the adequacy of the existing controls, if any, and deciding whether the risk(s) is/are acceptable.</g>
Acceptable Risk	It is the risk that has been reduced to a tolerable level according to the legal obligations of the organization and its own OHS policy.
Incident:	Situations that may cause unplanned and unintended injury or illness, damage equipment, damage the environment and reputation.
Accident:	These are the situations that cause death, injury, illness, loss of environmental and reputation as a result of the undesired event.
Injury:	It is damage that can affect the working capacity of a person or disrupt the integrity of the human body and body systems.
Disease	It is a state of deterioration in the structure and functioning of the body as a result of the work done and/or work-related situations, and the deterioration of physiology functions.
TRIC (Task Risk Identification Card)	Task Risk Identification Card
Major Project Changes	<p>Situations that require change management:</p> <ul style="list-style-type: none"> - Major changes in the scope of work (eg Major design changes, main subcontractor changes, the start of work with partner companies, major changes in the materials to be used, etc.) - Changes in the work schedule / time planning (e.g. bringing the schedule forward, transitioning to the commissioning process, delay in the design process, work schedule deviations due to delays in entering the site, etc.) - Changes in conditions (eg change of control company, major changes in field traffic management, overlapping (intersecting) works that need to be done sequentially, etc.) - Major accident – situations where the HSE system and resources should be reviewed as a whole, according to root cause analysis after the incident

7. IMPLEMENTATION

7.1. Risk Management

Within the scope of project HSE risk management, it is the continuous identification of environmental dimensions and occupational health and safety hazards that may be encountered while carrying out activities, starting from the project design or establishment phase. These should be kept under control according to the local legal requirements applicable to the project site, the effects of environmental aspects and risks should be evaluated and necessary protective measures should be taken.

For this reason, the project must also fulfill the requirements of local legislation, identify the hazards related to its activities, make risk analyzes and determine and implement the necessary action plans to eliminate these risks.

Risk Management basically includes the following methods:

METHOD	PROCESS	PURPOSE	RESPONSIBLE
Preliminary Risk analysis	<ul style="list-style-type: none"> - Project Planning - Design - Mobilization - Construction - Commissioning - Delivery 	It aims to determine the major basic hazards and risks arising from the project region, type and construction methods, which will form the basis of the Project HSE Plans and Site Implementation Plans.	Central Management <ul style="list-style-type: none"> • Group Company Senior Management • Project Senior Management • Holding HSE Management • Group Company HSE Management
Risk analysis	<ul style="list-style-type: none"> - Project Planning - Design - Mobilization - Construction - Commissioning - Delivery 	It aims to identify the hazards that may occur during the company's activities and to determine and implement the measures to be taken as a result of the risk assessment. (It should be done with the participation of the Project management during the project activities.)	Project / Business Management: <ul style="list-style-type: none"> • Project Manager/Business Manager • HSE Manager/Specialist • Workplace Physician • Construction Site Chief Department / Department (Mechanical / Electrical / Construction / etc.) Chiefs / Engineers
Risk Analysis Workshop:	<ul style="list-style-type: none"> - Project Planning - Design - Mobilization - Construction - Commissioning - Delivery 	Senior management review of major risks and precautions at the beginning of the project, major organizational changes, major changes in core activities (for example, during the transition from construction works to commissioning) where project senior managers (Headquarters and sites) will participate, and planning for preliminary preparation.	Central Management <ul style="list-style-type: none"> • Group Company Senior Management • Project Senior Management • Holding HSE Management • Group Company HSE Management Project / Business Management: <ul style="list-style-type: none"> • Project Manager/Business Manager • HSE Manager/Specialist • Workplace Physician • Construction Site Chief • Department / Department (Mechanical / Electrical / Construction / etc.) Chiefs / Engineers

Job Hazard Analysis (JHA)	<ul style="list-style-type: none"> - Mobilization - Project Implementation Process - Commissioning - De-mob process - Delivery Process 	<p>Rönesans Holding and its affiliated Group Companies try to define the activities to be carried out with this method step by step, identify the hazards for each step and determine preventive actions. Emergency measures and rescue measures should also be considered within the measures.</p>	<ul style="list-style-type: none"> • Construction Site Chief • Department/Department (Mechanical/Electrical/Construction /etc) Chiefs / Engineers • First Supervisors of the Business • HSE Team • Foreman / Foreman / Worker to get opinion
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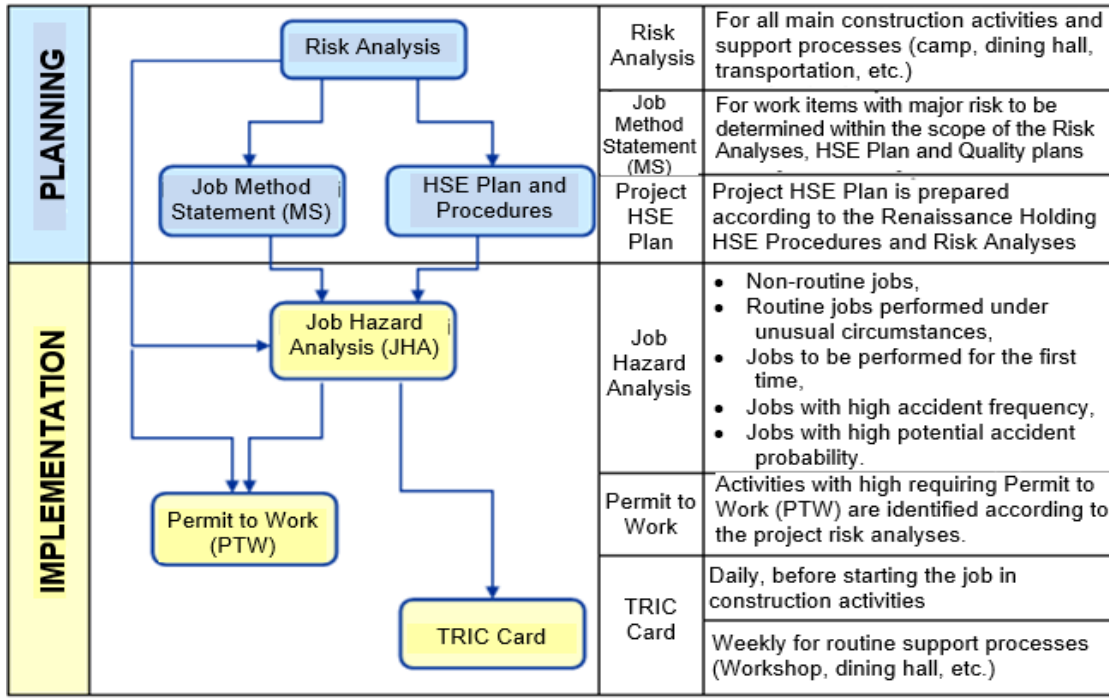
METHOD	PROCESS	PURPOSE	RESPONSIBLE
TRIC Card	<ul style="list-style-type: none"> - Project Implementation Process - Commissioning - De-mob process - Delivery Process 	<p>The TRIC card process is prepared to identify work-specific hazards in the work area, including employees. All employees must be involved in the TRIC card process, it is done daily at the beginning of construction activities and weekly in routine activities (such as Workshop, cafeteria, etc.).</p>	<ul style="list-style-type: none"> • First Supervisors of the Job (Foreman, Journeyman, Technician etc.) • Active participation and signature of workers required

- The activities to be applied to the TRIC Card will be determined by the project management in line with the risks of the project, approved by the Group Company's Central HSE Unit and put into practice.
- Project Management from the Group Company's Central HSE Unit by creating a table (Annex 9 - Risk Management Requirements Table) showing for which work items Risk Analysis, Job Hazard Analysis, Work Permit and TRIC Card will be prepared in 3-month periods from the beginning of the project, in accordance with the work planning table. will get approval.

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7.2. Hazard Identification and Risk Assessment Process

Hazard identification and risk assessment process in the project will be carried out as specified below. Approval of Group Company HSE Coordinator and Holding HSE Management is required for revision needs arising from legal requirements or employer's request or different application needs.



The risk assessment process includes the following processes:

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STEP 1 HAZARDS IDENTIFICATION

Manufacturing Supervisors, workers, HSE Team, Project Management and relevant section chiefs are responsible for identifying, evaluating and controlling the hazards that may arise as a result of project activities.

Hazard identification and risk assessment is carried out by a team. While forming the teams, additional team members should be determined in accordance with the legal regulations.



- Project Manager
- HSE Manager/Specialist
- Workplace Physician
- Construction Site Chief
- Department/Department (Mechanical/Electrical/Construction/etc.) Managers/Chiefs
- Employee representatives in the workplace (Foreman, Technician, etc.)

While identifying the hazards;

- Determining the hazards that may cause injury/damage by looking at the plans and drawings of the working area,
- Reviewing equipment-related information (e.g. plant, work instructions) and Material Safety Data Sheets to learn what is said about safety precautions,
- Examining past events in order to understand the way in which past accidents and events occurred and whether there will be a recurrence,
- Reviewing local legislation and laws,
- Interviewing employees to find out their thoughts on safety issues, such as how any employee might be exposed to the hazard.
- Considering the long-term permanent occupational diseases that may occur as a result of the activity,
- It is necessary to think in detail about what kind of problems may occur, in other words what kind of dangerous event may occur.

During the hazard identification phase, the work or activity should be broken down into parts and the following potential hazards should be considered:

- Physical Hazards: Exposure to physical phenomena such as air pressure, heat, humidity, noise, electric shock, kinetic energy, mechanical forces, etc.
- Chemical Hazards: Exposure to chemicals that can cause poisoning, diseases and related conditions. Dust, smoke and gases, liquids, steam can be given as examples.
- Biological Hazards: Exposure to bacteria, viruses and dusts that cause or can cause disease.
- Ergonomic Hazards: Interaction between people, between objects and in the surrounding business environment.
- Personal / Behavioral Hazards: Lack of adequate sanitation, training and competence for the job, behavioral effects and human errors.
- Environmental Dimension :Energy consumption, use of natural resources (water, sand, soil, etc.), gas emission, waste water discharge, (to soil, sewage, running water, etc.), hazardous material waste, solid waste (packaging materials, garbage, scraps, etc.), noise, vibration, odor, soot, chemical wastes (solvent, oil, etc.), auxiliary material waste.

Note: The sample table for associating hazards and risks is in step 4.

STEP 2 RISK ASSESSMENT

As per the Hazard Identification and Risk Assessment Procedure, the Group Company officials are required to discuss with the employees (or representatives) in case any hazard is identified, and determine the dimension of the potential of any employee to incur any damages from the said hazard and what would be the consequences of an injury or illness that could occur due to the said hazard. This should include the following:

- Identifying factors that may contribute to risk;
- Reviewing reasonable health and safety information obtained from an authorized source and relevant to a particular hazard;
- Assessing the likelihood of injury occurring and the probable severity of injury or illness that may occur;
- Determining the necessary measures to eliminate or control the said risk;
- Determining the records required to be kept in order to eliminate or control the risks;
- Work facilities or work environment and their layout and condition;
- The abilities, skills, experience and age of persons undertaking work in ordinary conditions;
- operating systems and
- Variety of reasonably foreseeable conditions.

The purpose of risk assessment is to perform a "risk rating" to determine the priority and magnitude of the risk. 5x5 Risk Assessment Matrix (Annex 2 – Risk Assessment Matrix) should be used for this rating.

While determining the degree of risk, the following points should be considered;

- How likely is the Human/Environment/Entities/Reputation to be affected?
- What impact/severity will the damage/loss result in?

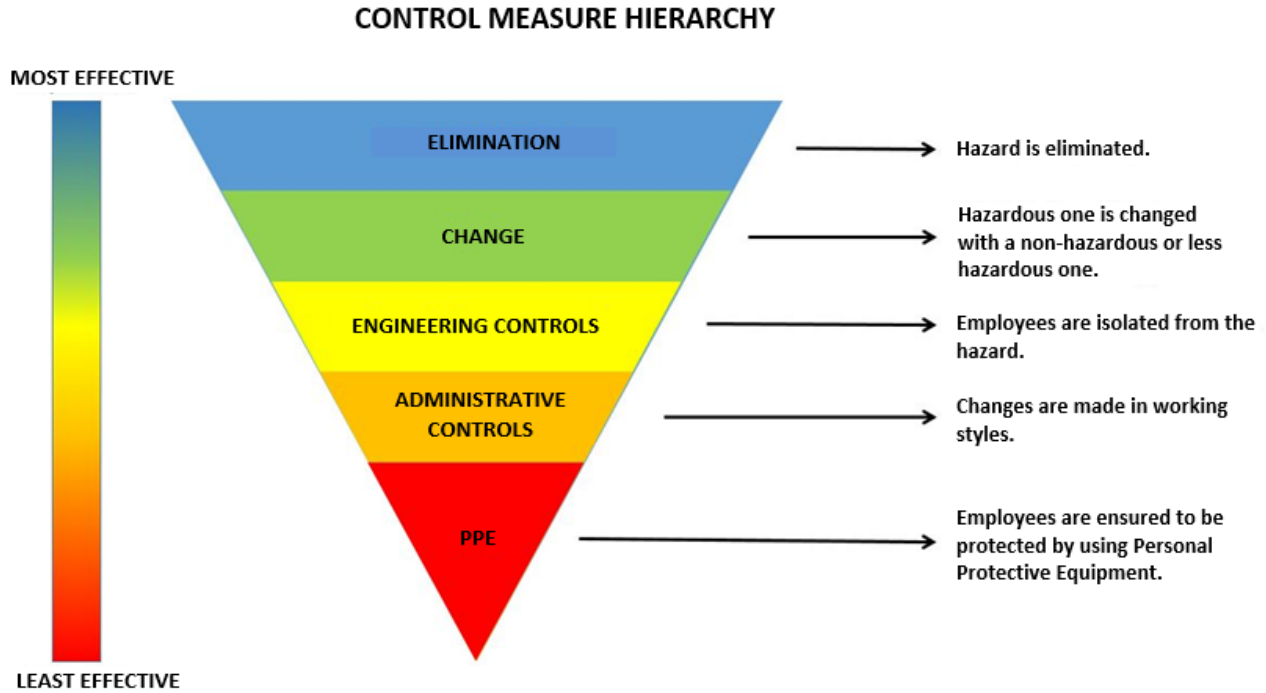
In the risk assessment process, answers to the following questions should be sought by looking at the source of the hazard and the Risk Rating matrix;

- Is the injury/damage/loss that may occur as a result of the determined risk acceptable?
- Are there any urgent measures to be taken to reduce the risk? (For example, a spilled detergent poses a risk of injury due to slipping. Laying an absorbent towel on the spilled area or washing the floor)
- How many people will be affected by the danger?
- Has this hazard ever caused an injury/damage/loss?
- Is there a high probability of serious injury/damage/loss?
- What is the probability of occupational disease occurring after a long time?

This evaluation should be carried out with the participation of the relevant department Chief, field engineer, supervisors, HSE officer at a minimum.

STEP 3 DETERMINATION OF MEASURES

All assessed hazards need to be prioritized and eliminated/minimized for one or more of the control hierarchy below.



- I. Elimination Elimination of hazard
- II. Change : Changing the hazard with a change in application method
- III. Engineering controls : Isolating the hazard with engineering solutions
- IV. Administrative Controls: Minimizing the danger with administrative controls
- V. PPE : Personal Protective Equipment

As can be seen from the control precaution hierarchy, the effect of eliminating the hazard is the highest, while the use of PPE has the lowest effect in terms of minimizing the hazard.

The degrees of risks determined in the matrix are defined in 3 classes as Low, Medium and High. In order to reduce the identified risks to an acceptable level, measures to be taken according to the degree of importance should be determined.

STEP 4 MONITORING AND REVIEW

Hazard identification, risk assessment and control should be an ongoing process. It is therefore necessary to assess the hazards of the Project and to regularly review the effectiveness of control measures. In case of any change in the workplace or in the projects, including the change of working systems, vehicles, machinery or equipment, the hazard and risk assessment of the project will be reviewed at least once a year or will be done by the HSE Manager.

Administrative and strategic HSE risks (major risks) determined by the project should be integrated with Project Risk Management studies carried out within the scope of Enterprise Risk Management (CRM). In this context, major HSE risks should be determined by the project HSE Manager, consulted with the Project Manager, and added to the Project Risk Follow-up Form prepared within the scope of Enterprise Risk Management studies, in the periods specified in the Holding's ERM procedure (HOL-KRY-PRO-001).

The project-specific risk assessment study should be re-examined and revised when necessary:

- Occurrence of an occupational accident, occupational disease or near-miss incident.
- There are legal or institutional changes regarding the limit values of the working environment,
- If required according to the measurement and health control results at the working environment.
- The emergence of a new hazard originating from outside the workplace that may affect the workplace
- Changes in the technology, materials and equipment used in the studies,
- In case of starting new business items or using new technologies,
- Changes in legal conditions and the frequency of revisions required by law.

During hazard identification, risk assessment and determination of controls, it is essential to inform all employees about the work, to assign corrective and preventive actions when necessary, and to receive feedback on the work.

Additional oversight will be provided by management during the introduction of the workplace to new employees with low skill and knowledge levels.

7.3. Comparison of the Concept of Hazard and the Concept of Risk

- Hazards; any situation that has the potential to result in an undesirable event, such as injury, illness, or harm.
- Risks include exposure to any potential hazard. Where there is no potential for exposure, there is no risk.
- Determining the level of risk includes examining the consequences that may arise and the probability of exposure.
- In order to protect the environment and the facility as well as personnel safety, the risk of working in or near the danger area must be reported and communicated to those who may be exposed to danger.

SAMPLE	
HAZARD	RISK
Hot surface or material contact	Skin burn
Corrosive acid	Chemical skin burn
Damaged ladder	Injury may occur due to falling from the ladder.
Low oxygen level indoors	Loss of consciousness
Lack of kick pads on the scaffold	Injury due to material falling from scaffold
Fuel leakage from equipment	Damage to the underground water source by polluting the soil floor
loose ground conditions	Damage due to equipment overturning

Using the Risk Analysis Matrix: To understand the risk analysis matrix, it is necessary to understand the hazard, risk and consequence relationships. To achieve this, the following steps should be followed.

Identifying Potential Outcomes: In determining the potential consequences, it is necessary to evaluate what consequences the emerging hazard can lead to the most under the same conditions. In making this assessment, the question should be asked what would have happened if there were no controls.

Determining Probability: For the purpose of determining the probability, the event/accidents that occurred in the past should be accessible through the portal records. In cases where this is not probable, support should be obtained from the Holding HSE Management Office.

Probability rating:

- It should be checked from the Holding HSE Management Office whether any event/accident has occurred within the Holding before regarding the identified risk.
- The probability of assessed risks can be increased in line with the assessment team's judgment and past experience.
- APPENDIX A – Probability Rating Table should be made in accordance with.

Determination of Impact/Severity: The severity rating should be made in accordance with the tables below and taking into account the impact area.

The severity is divided into 5 levels:

- 1 – Mild Impact
- 2 – Minor Impact
- 3 – Medium Impact
- 4 – Serious Impact
- 5 – Very Serious Impact

Damage-related consequences are divided into four categories: “People”, “Environment”, “Assets” and “Reputation”.



Impact/Severity Rating:

It should be done in accordance with APPENDIX B – Impact/Severity Rating Table. A separate risk assessment is made for each hazard arising from the activities. Impact/Severity and frequency are specified separately for each hazard and for each category.

Low

Low-level risks are shown in green on the matrix. While it is necessary to consider whether risks can be reduced to a tolerable level and preferably to an acceptable level if practicable, the cost of additional risk reduction measures also needs to be considered. Risk reduction measures need to be implemented within a certain period of time.

Controls should be maintained, particularly where risk levels may have harmful consequences. If necessary, additional measures should be taken to bring the risk level to a tolerable level.

Medium

Moderate risks are shown in yellow on the matrix. Considerable effort is required to reduce this risk. Risk mitigation measures need to be implemented promptly within a specified period of time, and until this is accomplished, suspension or restriction of activity may need to be considered or temporary risk management measures implemented. Significant resources may need to be allocated to additional control measures. Arrangements need to be made to ensure that controls are maintained, particularly where risk levels are associated with very harmful consequences.

High

High level risks are shown in red on the matrix. These risks are unacceptable. In order to reduce this risk to a tolerable or acceptable level, significant improvements in risk management controls are required. In order to prevent the said risk from becoming too high from now on, the work activity should be stopped until risk management that reduces the risk is implemented. If it is not probable to reduce the risk in question, the relevant work activity should be stopped.

Notes Where that risk is associated with unduly harmful consequences, further assessment is required to increase the accuracy of the true probability of harm. When determining the tolerability levels of risks arising from certain hazards, it is necessary to take into account the fact that individuals may be exposed to risks associated with many different hazards or to different characteristics of the same hazard, and it is necessary to consider that individuals may be fully exposed to the risk. The individual risk exposure of vulnerable groups, such as new or inexperienced workers or members of groups directly involved in high-risk activities, also needs to be considered.

7.4. Job Hazard Analysis (JHA)

Occupational Hazard Analysis is one of the most effective tools for the hazard and risk management of activities. With this method, it tries to identify preventive actions by separating the activity step by step and identifying the hazards for each step.



The steps of the Job Hazard Analysis are as follows:

- Determination of the activity for which Job Hazard Analysis will be prepared: Job Hazard Analysis should be prepared for the following work items;
 - Non-routine work,
 - Routine work in unusual situations
 - Jobs to be done for the first time,
 - Jobs with a high frequency of accidents,
 - Jobs with a high potential for accidents.
- Decomposition of the determined work into steps,
- Identifying the hazards that may cause an accident at each step (the equipment to be used, the tool should be considered),
- Identification of actions to eliminate/minimize the identified hazards.

By whom the Job Hazard Analysis is carried out:

- Project Manager
- Construction Site Chiefs
- Department/Department (Mechanical/Electrical/Construction/etc.) Managers/Chiefs
- First Supervisors of the Business
- HSE Representative
- Foreman / Foreman / Worker to get opinion

The following hazard classifications should be considered in the Occupational Hazard Analysis:

- Chemical Hazards:
- Electrical hazards
- Fire and explosives,
- Physical hazards (rotating equipment, sharp edges/objects, flying parts, height/depth differences, falling objects, etc.),
- Radiation
- Biological hazards (virus, bacteria, etc.),
- Extreme Temperature differences (Hot/Cold weather conditions, objects etc.),
- Vibration
- Loud noise
- Shortage of oxygen.
- Environmental hazards (Wastes, noise pollution, wastewater, dust, fuel/chemical leaks)

For example, Occupational Hazard Analysis should be prepared for fire pipe installation works, electrical pan installation works, facade cladding works, hydrotest works.



Fire Pipe Installation Works Steps: Pipe transport, support assembly, pipe lifting, pipe grinding/cutting/welding, mobile scaffolding/manlift work, etc.

In the next step, the impact area of the identified hazards (human, material, environment, reputation) is determined and the risk rating is made as low, medium, high. Contingency planning and emergency rescue plans should also be considered.

Job Hazard Analysis (JHA) Meeting

A JHA meeting is held and recorded in the field in order to control that the precautions determined in the Job Hazard Analysis (JHA) are taken in the field and to explain to the foremen / workers.

- The HSE representative leads this meeting and gives support on the HSE measures to be taken.
- Field chiefs check whether resources (human, material, PPE, etc.) are provided for the measures determined according to the steps of the work.
- Engineers / supervisors transfer JHA to foremen / journeymen / team heads and explain the precautions

Document Control Management

JHAs are signed by the people who prepared them and are kept by the HSE unit until the end of the project.

7.5. TRIC Card

The TRIC card process is prepared to identify work-specific hazards in the work area, including employees. All employees should be involved in the TRIC card process and should be used daily for any new activity and weekly for routine work (workshop, cafeteria, camp, etc.).

TRIC Card conversations aim at the ultimate control of employees. During the TRIC Card process, the following issues should be discussed, checked and verified:

- The equipment (mobile scaffolding, manlift, crane, chain hoist etc.), hand tools and PPE to be used in order to carry out the planned work are in good condition,
- Lockout/Tagout requirements,
- Atmosphere gas measurements for closed areas,
- Emergency Plans

TRIC Card Purpose

- Evaluation of the dangers of the work to be done by the employees who will do the work,
- Identification of hazards at work time and location and determination of necessary precautions,
- Planning the work with group discussion,
- Best practice effort to perform the activity.

Responsibilities of the Activity Officer and Enforcement

In order for all the activity authorized engineer/former employees to be included in the TRIC Card process;

- Ensure that all employees receive TRIC Card Training,



- Ensure that the TRIC Card process is implemented effectively and correctly,
- At the beginning of each new activity, it should be ensured that TRIC Card conversations are made with the participation of all relevant employees before starting work,
- The number of TRIC cards to be made should be planned according to the number of personnel to be employed, the variety of work items and the location of the work. For instance;
 - TRIC should be done in large groups by dividing them into groups of 25 people on average,
 - If the same team has different activities in the same area, it should be done according to the activity (taking into account the number of employees).
 - If there are different teams in the same area, it should be planned according to the teams.

The site supervisor/engineer/former responsible for the activity should record the findings and measures on the TRIC card, sharing the identified hazards with the employees at work time and with the participation of all employees in the area.

Upon completion of the TRIC card, signatures must be obtained from all employees stating that they have been informed of the dangers of their work.

When new personnel are included in the activity for working hours, the TRIC card should be transferred to him and signed.

TRIC card checks and reviews should be carried out by the Project HSE Authorities during the control of activities.

Document Control Management

After the completion of the planned activity, the TRIC Card must be delivered to the Project OHS Office.

If any incident/accident has occurred, the TRIC card of the activity related to this incident/accident should be attached to the accident analysis report. 10% of the stored TRIC cards are kept as project documents for illustration, while the rest can be destroyed after 90 days.

TRIC Card Renewal

Project managers, field supervisors, engineers and HSE representatives may request the TRIC card to be renewed during the activity due to the conditions. These conditions are;

- Dangerous situations arising as a result of measures not taken
- Dangerous behavior
- Conditions that will require work to stop (e.g. severe change in weather conditions, equipment failure, etc.)
- Change of work method

During the TRIC Card renewal process, the work is completely stopped and speeches are held in the field to explain the precautions to the employees. These conversations are delivered by field foremen.



8. RELATIONSHIP WITH OTHER PROCEDURES

If this procedure conflicts with other HSE Procedures published to be valid in Rönnesans Group Companies, is below the standards, and contains less precautions, the provisions of this procedure are applied. Provisions of other procedures that conflict with this procedure, are substandard and contain less precautionary measures are invalid.

9. RELATED FORMS AND DOCUMENTS

MAOG-RECU-GN-GNL-IS-GNL-PRG-0008-0 Work Permit Procedure

10. MONITORING, ASSURANCE AND VERIFICATION

Key success indicators (KPIs) of this procedure will be monitored, verified and evaluated by the relevant parties in accordance with their responsibilities set forth in the E&S Governance document, within the scope of the MAOG-RECU-GB-GNL-IS-PRG-0007-0 HSE Monitoring, Assurance and Verification Procedure.

11. APPENDICES

APPENDIX A - Probability Rating Table

APPENDIX B - Severity Rating Table

APPENDIX 1- Work Hazard Analysis (JHA) Form

APPENDIX 2 - Activity List for Occupational Hazard Analysis (JHA) (Example)

APPENDIX 3 - TRIC Card

APPENDIX 4 - Risk Management Requirements Table

APPENDIX 5 – Risk Assessment Matrix

APPENDIX 6 - Risk Assessment Form

APPENDIX 7 - HSE Action Tracking Form



APPENDIX A - Probability Rating Table

Level	Definition
1	Very Low probability If no similar event/accident related to the aforementioned risk has occurred within the Holding before, the probability is determined as "1".
2	Low probability Similar event/accident related to the risk in question; - If it took place once in the Holding or Relevant Group Company the probability is determined as "2".
3	probable Similar event/accident related to the risk in question; - If it took place more than once within the relevant Group Company, the probability is determined as "3"
4	Very probable Similar event/accident related to the risk in question; - If it took place once within the project/Operation, the probability is determined as "4"
5	Almost Certain Similar event/accident related to the risk in question; - If it took place more than once within the Project/Operation, the probability is determined as "5"

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APPENDIX B – SEVERITY RATING TABLES

	HUMAN	ENVIRONMENT	ASSET	REPUTATION
Level	Definition	Definition	Definition	Definition
1	<p>Near Miss or Mild health effect/injury</p> <ul style="list-style-type: none"> First aid accidents (FAC) Temporary effects that end after exposure, minor irritations 	<p>Very low impact / Near Miss</p> <ul style="list-style-type: none"> Damages with little impact on the environment. E.g; low amount of leakage (vehicle oil leak etc.) 	<p>Slight damage or Near Miss</p> <ul style="list-style-type: none"> Damages and circumventions costing less than USD 1,000 of the project cost 	<p>Very low impact or Near Miss</p> <ul style="list-style-type: none"> Local public awareness but no serious complaints No media interest
2	<p>Minor health impact / injury</p> <ul style="list-style-type: none"> Accidents requiring medical treatment (MTC) Non-permanent workplace-related diseases, for example; food poisoning 	<p>Minor Impact</p> <ul style="list-style-type: none"> Slight environmental damage within site boundaries, negligible financial consequences. Leakage (Minor chemical leaks, equipment, generator, etc.) / local pollution / no public impact / clean up in a short time 	<p>Minor damage</p> <ul style="list-style-type: none"> Damages costing between 1,000 USD-10,000 USD Minor part replacement / short-term maintenance or replacement, <p>No negative impact on work</p>	<p>Minor Impact</p> <ul style="list-style-type: none"> Significant public concern, low local media attention and/or local political attention regarding potentially adverse conditions for company operations
3	<p>Serious health impact/injury</p> <ul style="list-style-type: none"> Accidents with limited disability (RWC) Lost day accidents (LTI) up to 7 days Irreversible workplace-related diseases, for example; noise-induced hearing loss, chronic back pain 	<p>Medium Impact</p> <ul style="list-style-type: none"> Contamination or discharge of sufficient magnitude to cause harm to the environment, but with no lasting effect. (Local Pollution/ /stop of activity/evacuation of personnel/long-term cleaning) One-off violation or one-time complaint of the law or prescribed limit 	<p>Moderate damage</p> <ul style="list-style-type: none"> Damages costing between 10,000 USD-50,000 USD Loss / damage that will cause the daily stop of the work, Intermediate part replacement (at moderate cost), Damage resulting in removal of equipment from the site Damage that will cause the work area to be stopped daily 	<p>Medium Impact</p> <ul style="list-style-type: none"> Regional public concern Minor national media attention and/or local, regional political attention Negative impact within the industry
4	<p>Lost Day Accidents (LTI) and Permanent Disability (PTD)</p> <ul style="list-style-type: none"> Lost day accidents (LTI) of more than 7 days Irreversible workplace-related diseases, for example; abrasive burns, silicosis Cancer, irreversible stress-induced nervous diseases 	<p>Serious Impact</p> <ul style="list-style-type: none"> Significant environmental damage Situations that affect and harm the environment, Widespread and persistent violations of laws or prescribed limits or complaints, Uncontrolled spill (Valve etc.)/non-compliance with laws/ legal penalty / Project Suspension / Evacuation of Project Personnel/ long term impact 	<p>Serious damage</p> <ul style="list-style-type: none"> Damages costing between 50,000 USD-100,000 USD Loss / damage that will cause more than one job to stop Equipment removal from the site for more than one day Major part replacements 	<p>Serious Impact</p> <ul style="list-style-type: none"> National public concern Widespread negative attention in the national media Widespread adverse impact within the industry Impact on regional/national policies, including potentially restrictive measures and/or impact on the issuance of licenses Action groups take action
5	<p>Fatal Accidents (1 person or more)</p> <ul style="list-style-type: none"> Various fatal events resulting from any accident or occupational disease 	<p>Very Serious Impact</p> <ul style="list-style-type: none"> Significant permanent environmental damage or significant disturbance over a wide area, loss of nature protection resulting in significant financial consequences for the company Continuing violations of laws or prescribed limits Major leaks (leaks that will seriously affect nature) Major public impact / non-compliance with the law - major penalty/Project stoppage Public evacuation/Extra-site impact and cleaning in the very long term 	<p>Huge damage</p> <ul style="list-style-type: none"> Damages costing more than 100,000 USD Loss / damage that will cause the project to stop Equipment becoming unusable 	<p>Very Serious Impact</p> <ul style="list-style-type: none"> International public interest Widespread negative attention in the international media Negative impact on the international level within the industry Questioning company reputation and HSE policies at international level