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| **No.** | **Action** | **Deliverable** | **Timeline** |
| **PS1: Assessment and Management of Environmental and Social Risks and Impacts** | | | |
| 1 | Finalize management plans under the corporate Environmental and Social Management Systems (ESMS), in line with the requirements of PS 1. The ESMS will incorporate the following elements: (i) policy; (ii) identification of risks and impacts; (iii) management programs; (iv) organizational capacity and competency; (v) technical and soft skills training; (vi) emergency preparedness and response (include on-route EPR procedures for LPG distribution phase and on-route EPR drills; and set minimum EPR drill qualifications for contractor’s cylinder truck drivers as part of the transportation management plan); (vii) stakeholder engagement; and (viii) monitoring and review | Submit ESMS | No later than 1 month of the effective date of Contract of Guarantee and prior to commencement of LPG operations |
| 2 | Update Environmental Social Health and Safety (ESHS) policy indicating the E&S management system comprising of operational procedures and other related documentation per MIGA’s PSs | Submit updated policy | No later than 1 month of the effective date of Contract of Guarantee |
| 3 | Develop Occupational Health and Safety (OHS) policy and procedures and E&S risk management clauses in third party contractors to comply with MIGA’s PSs, where applicable subcontractors and suppliers | Submit OHS Procedures | No later than 1 month of the effective date of Contract of Guarantee |
| 4 | E&S Risk Management Plan for Liquefied Petroleum Gas (LPG) Operations | Submit E&S Risk Management Plan for LPG Operations | Prior to commencement of LPG operations |
| 5 | Appoint an Environmental Health Safety (EHS) Manager at the Corporate level  Appoint EHS Officers in each Distribution Energy Service Companies (DESCO) to oversee the implementation of the EMSP and related E&S procedures | Submit name and contact of EHS Manager and E&S Officers in DESCOs | No later than 6 months of the effective date of the Contract of Guarantee |
| 6 | Incorporate the good international industry practices (GIIP), including applicable parts of the International Carriage of Dangerous Goods by Road (ADR) , into the LPG Traffic Management Plan | Submit Traffic Management Plan | No later than 1 month of the effective date of Contract of Guarantee |
| 7 | Update and disclose (as applicable), and implement the grievance redress mechanisms for (a) workers and (b) end-users (affected communities) to ensure alignment with PS2 and PS4 respectively | Submit grievance redress mechanisms | No later than 2 months of the effective date of Contract of Guarantee |
| 8 | Develop and implement a corporate Stakeholder Engagement Plan (SEP) in line with PS1 Requirements and implement at DESCO level | SEP | No later than 2 months of the effective date of Contract of Guarantee |
| **PS2: Labor and Working Conditions** | | | |
| 9 | Formalize the corporate Occupational Health and Safety (OHS) (i.e. accident and incident reporting and investigation procedure and provide forms / registry of recording of accident and incidents with root cause analysis process) and adapt at DESCO level applicable to staff and contractors | Submit for personnel to MIGA | Within 6 months of the effective of the Contract of Guarantee |
| 10 | Include EHS provisions in contracts with sub-contractors providing services to the DESCOs operations | EHS provisions in contracts | Within 3 months of the effective of the Contract of Guarantee |
| 11 | Develop a corporate formal Supply Chain Audit Procedure | Submit Supply Chain Audit Procedure | Within 6 months of the effective of the Contract of Guarantee |
| 12 | Update the HR policy and Procedures statements on recognition of employee’s rights to join a lawful industry specific organization of their own choosing and commit to comply with the laws pertaining to freedom of association and collective bargaining across all PEs | Submit Update HR Policies and Procedures Manual | Within 2 months of the effective of the Contract of Guarantee |
| 13 | Update the HR Policies and Procedure Manual a documented process to report sexual harassment and gender-based violence | Submit copy of Updated HR Policies and Procedures Manual | Within 1 month of the effective of the Contract of Guarantee |
| 14 | Develop a worker and contractor’s Code of Conduct and disciplinary procedures including the prohibition to engage in any type of sexual harassment, sexual exploitation or abuse, and any type of gender-based violence | Submit copy of worker and contractor’s Code of Conduct | Within 3 months of the effective of the Contract of Guarantee |
| **PS3: Resource Efficiency and Pollution Prevention** | | | |
| 15 | Develop a Waste Management Plan which will include end-of-life management of solar panels and LPG cylinders consistent with the Performance Standards and applicable WBG EHS Guidelines (i.e. Environmental, Health and Safety (WBG EHS) General Guidelines (2007), Environmental, Health, and Safety (WBG EHS) Guidelines for Retail Petroleum Networks (2007)) | Submit Waste Management Plan | Within 6 months of the effective of the Contract of Guarantee |
| 16 | Develop a comprehensive Hazardous Material (HAZMAT) procedure that clearly explains the process of managing hazardous materials and waste including but not limited to: disposal and storage of used oil, used oil filters, old batteries, broken solar panels, material safety data sheets, secondary containment during storage, labelling, and local emergency intervention measures (spill kits etc.) | Submit to MIGA a copy of the Hazardous Material procedure and evidence of implementation (e.g. photos, documents). | Within 3 months of the effective of the Contract of Guarantee |
| **PS4: Community Health, Safety and Security** | | | |
| 17 | Develop and implement a Community Health and Safety Plan | Submission of Community Health and Safety Plan | Within 3 months of the effective of the Contract of Guarantee |
| 18 | Develop and implement safe driver and transport safety vehicle procedures, including training sessions for its own and third-party contractors during distribution for LPG operations (to be developed as part of the traffic management plan) | Submission of Safe Driver and Transport Safety procedures | Within 2 months of the effective of the Contract of Guarantee |
| 19 | Develop a security policy to ensure that security is provided in a manner that does not jeopardize the community’s safety or the Security Provider relationship with the community and is consistent with national requirements and PS4 | Submission of Security Policy | Within 3 months of the effective of the Contract of Guarantee |