

Minutes of the Quarterly EMS and OHS compliance meeting with the Battery Manufacturers and Recyclers

Present:

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| 1. Mr. Mahmood Malik | Executive Director and CEO,
IDCOL |
| 2. Mr. S. M. Monirul Islam | Deputy CEO,CFO & Head of
Operations |
| 3. Mr. Md. Enamul Karim
Pavel | Head of Renewable Energy |
| 4. Dr. Ahmedul Hye
Chowdhury | Environmental Specialist & AVP, Renewable Energy |
| 5. Mr. Asif Shahriar | Officer, SHS Program |
| 6. Mr.Md. Moin Uddin | Manager, Electro Batteries Ltd. |
| 7. Mr. K.M. Hasunur Rahman | MR, Hamko Batteries |
| 8. Mr.Rafiqul Islam | MR, Eco Batteries Limited |
| 9. Md. Tarikul Abedin | Deputy Manager, Hamko Corporation |
| 10. Md. Ariful Islam | Assistant , Manager, Rangs Power |
| 11. Engnr. Abul Kalam Azad | Plant Manager,Rangs Power Battery |
| 12. Mr. S.M. Mahmudul Haque | CEO,Geltec Ltd. |
| 13. Mr. ASM Saiful Azam | Senior Executive, RAL |
| 14. Mr. Md. Ashikur Rahman | Japan Solartech (BD), Assistant Engineer |
| 15. Mr. Abu Nasser Md, Faisal | Director, Evo Battery |
| 16. Mr. Md Azmal Hossain | GM, Navana Battery |
| 17. Mr. Md Abdul Quader | Manager, Tamim Battery |
| 18. Mr. Md. Abdul Mannan | AGM, Confidence Electronic |
| 19. Mr. S. A. Masum | CEO, ZbyA Corporation |
| 20. Mr.Md Abu Bakar Siddiqui | Manager, Rimso Battery |
| 21. Engr. Koushik Ch. Biswas | CEO,J.CO battery |
| 22. Mr. Md Amirul Islam | Director, Euro Battery |
| 23. Mr.Rafiqul Islam | AMR, Panna Battery |
| 24. Major(Retd) Hatem | Executive Director, Panna Battery |
| 25. Mr. Syed Mahmud | MD, Silicon Power Ltd. |
| 26. Mr. Md Hsibur Hassan | Executive, Rahim Afroz |
| 27. Mr. Humayun Kabir | Manager, Voltex Battery |
| 28. Mr. Arshad Ali | Assistant Manager Confidence |

Mr. Mahmood Malik, Executive Director and CEO, IDCOL presided over the meeting. The proceedings of the meeting are as follows:

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Agenda # 1:

‘To consider the minutes of the quarterly compliance meeting with the battery manufacturers and recyclers held on 25 October, 2015.’

The minutes was approved without any amendment

Agenda # 2:

‘To review the progress of the decisions taken in the previous quarterly meeting held on 25 October 2015.’

Implementation status of the last quarterly meeting was as follows:

Sl	Decisions	Implementation Status
1.	RANGS Battery Ltd. and VOLTEX Battery Ltd. will submit letters to IDCOL regarding the implementation plan undertaken on the non-compliant (ATP construction & EHS compliance) issues identified by IDCOL’s Environmental Specialist	- IDCOL received implementation letters from VOLTEX and RANGS (White Products) battery Ltd. on (ATP and EHS compliance).
2.	ECO, RAL, ELECTRO, SILICON, GELTECH & NAVANA Battery Ltd. will submit letters to IDCOL detailing the action plan undertaken to address the non-compliant (ATP & EHS compliance) issues identified by IDCOL’s Environmental Specialist	- IDCOL received implementation status letter from ECO, RAL, ELECTRO, SILICON & NAVANA battery Ltd. - GELTECH will start implementation of EHS compliance after shifting of their manufacturing facility by March 2016 - IDCOL received a letter from ELECTRO Battery Co. Ltd. mentioning that they will implement ATP within April 2016.
3.	Developing audio visual documentary focusing environmental safety and health hazards within the manufacturing plant	- IDCOL developed a draft manuscript and shared with all attendees. Waiting for their (Battery partners) feedbacks.
4.	All battery manufacturers and recyclers will follow the IDCOL’s environmental	- Noted

health and safety (EHS) compliance guideline.	
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It was resolved that:

- “i) Battery manufacturers will submit their feedback on Audio Visual Documentary within 7th February, 2016. In addition, it was also decided that the cost for producing the mentioned documentary will equally share by IDCOL and Battery manufacturers.
- ii) Battery manufacturers and recyclers will take necessary steps to comply with IDCOL’s environmental health and safety (EHS) compliance guideline under supervision of IDCOL. ”

Agenda # 3:

‘To consider reviewing the findings from battery and recycling plant visit.’

The meeting noted the followings:

1. Confidence, Voltex & RANGS battery manufacturers and Rahimafrooz & PANNA recycling plants had been visited by the Environmental Specialist of IDCOL during October’15 to January’16. Several non-compliance issues were identified during the visits. IDCOL shared the findings with the meeting attendees and requested to take necessary action.
2. A compliance status report was shared based on the visits by IDCOL over the last one year where parameters e.g. application of PPE, status of House Keeping, status of EMS and OHS, availability of training person, medical facility, ETP and ATP Operation, storage facility, fire fighting were considered. Navana, Panna, Rahimafrooz and Confidence jointly secured the satisfactory position on the rating. Committee advised other organizations to achieve the satisfactory level to comply EHS issues according to IDCOL’s ESMF guideline.
3. It was decided during the previous meeting that IDCOL will take necessary action (as per ESMF guideline) against TAMIM battery if they fails to provide certification of ISO 14001 and 18001 and implementation of ATP within 15 November 2015. The committee noted that- TAMIM battery failed to comply both ISO and ATP issues. Committee also noted that, apart from above the issues, they have other compliance issues also. Representative of TAMIM battery mentioned that they could address these issues within March, 2016.



4. Rahimafrooz commented that the issue regarding ETP was addressed and the treatment system would be functional within 15 days.

It was resolved that:

- “i) Battery manufacturing & recycling plants will immediately take necessary actions to address the environmental and health issues.
- ii) IDCOL will de-list TAMIM battery from the suppliers list if they fail to take necessary actions within March, 2016.”

Agenda # 4:

To consider any other agendas

1. Regarding the training of EHS, IDCOL will contact the trainers for arranging the training on weekends on the basis of requests from Battery Manufacturers.
2. IDCOL appreciated the efforts of the Battery Manufactures to maintain compliance in their industry and stressed that the compliance standards should not be compromised for any reason.
3. Regarding the issues of import of Batteries, the battery partners were advised to address the relevant government authorities through the Battery Manufacturers Associations.
4. It was also announced that IDCOL would start financing Solar Home Systems within Grid Areas within a very short time. Moreover, IDCOL is also considering implementation of domestic solar water pump which would further increase the demand for battery.

There being no other business, the meeting ended with a vote of thanks to and from the chair of the meeting.



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Mahmood Malik,
Executive Director and CEO

Infrastructure Development Company Limited

**Quarterly EMS and OHS compliance meeting with the battery
manufacturers and recyclers**

Working Paper

Time: 11.00 am

Date: 04 February 2016

Venue: IDCOL Multipurpose Conference Hall

Agenda # 1: To consider the minutes of the quarterly compliance meeting with the battery manufacturers and recyclers held on 25 October, 2015

Minutes of the quarterly compliance meeting with the battery manufacturers and recyclers held on 25 October, 2015 are enclosed.

The committee may consider amendments, if any, to the enclosed minutes.

Agenda # 2: To review the progress of the decisions taken in the previous quarterly meetings.

SI	Decisions	Implementation Status
1.	RANGS Battery Ltd. and VOLTEX Battery Ltd. will submit letters to IDCOL regarding the implementation plan undertaken on the non-compliant (ATP construction & EHS compliance) issues identified by IDCOL's Environmental Specialist	- IDCOL received implementation letters from VOLTEX and RANGS (White Products) battery Ltd. on (ATP and EHS compliance).
2.	ECO, RAL, ELECTRO, SILICON, GELTECH & NAVANA Battery Ltd. will submit letters to IDCOL detailing the action plan undertaken to address the non-compliant (ATP & EHS compliance) issues identified by IDCOL's Environmental Specialist	- IDCOL received implementation status letter from ECO, RAL, ELECTRO, SILICON & NAVANA battery Ltd. - GELTECH will start implementation of EHS compliance after shifting of their manufacturing facility by March 2016 - IDCOL received a letter from ELECTRO Battery Co. Ltd. mentioning that they will implement ATP within April 2016.
3.	Developing audio visual documentary focusing environmental safety and health hazards within the manufacturing plant	- IDCOL developed a draft manuscript and shared with all attendees. Waiting for their (Battery partners) feedbacks.

4.	All battery manufacturers and recyclers will follow the IDCOL's environmental health and safety (EHS) compliance guideline.	- Noted
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“Resolution may be taken after discussion”

Agenda # 3: To consider reviewing the findings from battery and recycling plant visit.

Environmental Specialist of IDCOL visited four battery manufacturing plants and two recycling plants during October 15 to January 16.

The battery manufacturers were: Confidence, Voltex and Rangs (White products)

The recycling plants were: Rahimafrooz and PANNA (at Faridpur District)

The findings are summarized below:

Problems	Name of the manufacturing and recycling plants
Exits/Evacuation & Aisles were not clear and well-marked.	RANGS Voltex Panna
More hose reel and hydrant required in the premises	RANGS Voltex Rahimafrooz recycling
The storage area (lead alloy, inorganic & organic flammable chemical items) were not secured, signed and well ventilated.	Voltex Battery Ltd RANGS
Workers/Employees did not use personal protective equipment (PPE) properly.	Confidence, Voltex, RANGS Rahimafrooz recycling Panna recycling
Waste water (acid mixed) treatment system was not appropriate	Rahimafrooz recycling
Dining & Kitchen area was not clean	RANGS

If approved, the following resolution may be adopted:

“Above mentioned battery manufacturing & recycling plants will take necessary action immediately and address the environmental and health issues within a specified time period.”

Agenda item # 4: Any other matters