



**Corporate Social Responsibility  
Report  
Ekoplast LLC  
2020**

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## **Appeal of the Management**

Ekoplast LLC continues to publish reports on the introduction of the principles of social responsibility in practice. Ekoplast LLC presents the Corporate Social Responsibility Report for 2020.

Also, we present the Corporate Social Responsibility Report for 2020 in electronic format on the corporate website <http://www.ekoplast.ua/> in the "Policy" section.

A social report is a document that reflects the company's policy, strategy and practice in the field of corporate social responsibility. The social report was created with the purpose to inform stakeholders about corporate social responsibility of Ekoplast LLC.

Ekoplast LLC has been working in Ukraine for 19 years, developing its business in good faith, transparently and exclusively in the legal field. Our activities are based on customer orientation, competencies of employees, honest and open relations with partners, adherence to principles in the field of human rights, labor relations, environmental protection, and the fight against corruption.

Ekoplast LLC maintains a reputation of reliable partner for customers and ensures constant compliance with product quality requirements. We believe and try to prove by our example that partnership and open and honest communication are integral components of sustainable development of both business and the country.

Ekoplast LLC, as one of the conscientious taxpayers, makes a significant contribution to the economy of the region and Ukraine.

The strategy of our company also prioritizes the issues of optimal use of resources, the use of nature and energy-saving technologies, the creation of high-quality products and the minimization of wastes.

Ekoplast LLC plans to remain the most open and transparent company for all stakeholders and continue its work aimed at strengthening market positions, maintaining stable financial and production indicators, as well as achieving goals in the field of sustainable development.

## **Section 1: About Ekoplast LLC**

Ekoplast LLC is a Ukrainian manufacturer of goods made of polymeric materials.

The company was founded on April 28, 2001. Ekoplast LLC started its activities with the production of plastic garbage bags and within a few years has significantly expanded the range of products for home.

Since 2008, the main activity of the company is the production of cooking bags for baking food. In the same year company became a member of PLMA (Association of Private Trademark Manufacturers) and received its first outstanding award "Industry Leader 2008".

In a few years, the company has been developing and implementing in the production of clips of heat-resistant polymer films for tightening the bags. In 2010, Ekoplast LLC received the Company of the Year 2010 award among 350,000 industry enterprises in Ukraine.

In 2013, Ekoplast was recognized as one of the best exporters and presented to the "Exporter of the Year" award. In the same year company was awarded a statuette and diploma of the laureate of the All-Ukrainian program "Golden Hands of the Country".

For 19 years of successful work our company has gained and strengthened a reputation of a reliable manufacturer and supplier.

The main advantages of Ekoplast LLC are:

- modern technologies and equipment;
- innovations and self-development;
- highly qualified personnel;
- constant quality control;
- European-level service;
- flexible and individual approach to each partner.

The Company cooperates only with proven and reliable suppliers of raw materials and only on official terms. Our partners are powerful companies operating in the markets of Europe, Latin America, and Southwest Asia.

Ekoplast LLC has implemented an integrated quality management system that is certified in accordance with the requirements of ISO 9001:2015 quality management system and FSSC 22000 food safety system.

Today, Ekoplast is one of the leaders in production of folded cooking bags in the world.

The policy of Ekoplast LLC is based on openness and

flexibility, the company strives to fully meet and even exceed the expectations of our consumers and business partners, while doing business honestly, transparently and professionally.

Our mission is 100% customer satisfaction from convenient and fast cooking using quality products of our company.

Our goal is continuous development:

- expansion to sales markets and assortment of our products;
- long-term and mutually beneficial cooperation with our partners;
- consumer trust and choice;
- constant profitability and leading position of Ekoplast LLC in the markets where the products are presented.

The most important value of the company is our staff. Our employees are the main competitive advantage and our heritage. Systematic training and development of personnel to maintain and improve its professional level is one of our priority tasks for maintaining the company's leading position in the world market.

It is important for Ekoplast LLC to comply with environmental issues, waste management, pollutant emissions into the atmosphere, etc.

In its activities, Ekoplast LLC is guided by the current legislation of Ukraine, fully fulfilling its obligations to customers, suppliers, staff and ensuring transparent and public financial activities and reporting, timely payment of all taxes and official salaries to its employees.

For Ekoplast LLC, it is important to provide each employee of the enterprise with safe working conditions, medical care, decent salaries and the possibility of professional growth.

## **Principles of Business Ethics of the Company:**



### **-TRUST:**

this is the basis of our brand and reputation.

The best long-term relationships are based on trust, so our clients, business partners, staff and the society in which we carry out our business, count on loyalty to common interests and compliance with our business ethics.

### **-HONESTY:**

in all our actions we must be as honest as possible to ourselves, our customers and colleagues. No circumstance justifies lies and deception.

### **-JUSTICE:**

to be fair means to adhere to legal and moral norms, to faithfully perform their duties and to obey the generally accepted order, to act impartially and to respect others, to have the point of view, but to listen to a common opinion;

to act justly means to make your actions in a way to benefit and to bring benefits to society and the environment.

### **-RESPONSIBILITY:**

each our action or omissions has its consequences. We understand the consequences of our decisions and do not accuse others of their actions.

All the services of the company professionally and honestly, in accordance with the adopted standards, procedures, regulations and policies of the company in the field of quality,

food safety of products, labor protection and the environment, as well as the current legislation of Ukraine and the countries of business partners.

All employees of Ekoplast company involved in the production of products must adhere to the following principles:

- producing products, thinking about the final consumer, his safety and satisfaction when using our products. Always strive to make the highest quality product and pay attention to the smallest details;

- in production processes strictly adhere to the requirements of the current system of quality and food safety management, methods, working instructions and procedures, including Ekoplast policies in the field of quality, food safety of products, labor protection and the environment;

- always observe personal hygiene and workplace hygiene.

An indicator of a high culture of work in our company is the maintenance of cleanliness and order in the workplace according to the "5S" system.



## Client Relations

Maximum satisfaction of the client's needs is one of the most important goals of our company.

We strive for the highest standards of service, so we take into account the peculiarities of the interests of each client and provide them with the best service.

We are interested in establishing long-term partnerships with customers and contribute to the development of these relationships as much as possible, creating all the necessary conditions.



Polite attitude to the client, restraint, tact, business style of communication and behavior are at the heart of business relations with our customers.

In relations with clients and business partners, we adhere to the following principles:

- creating equal conditions for all our clients, because we do not divide them into important and insignificant;
- providing customers with products and services of only the highest quality in accordance with their requirements;
- application of an individual approach to the needs and requirements of each client, since each of them has considerable value for us;
- honesty in all aspects of our commercial activities: fulfillment of our obligations and expectation of fulfillment of obligations from our partners;
- mandatory after-sales service and careful consideration of customer requests;
- constructive and timely satisfaction of possible customer claims;
- we protect our reputation, strictly adhere to the norms of business ethics and law;
- We expect that our business partners also maintain high standards of ethics;
- we always find a mutually beneficial solution, take into account the cultural characteristics of countries and regions when making decisions and carrying out our activities.



## **Competitors Relations**

In relations with competitors, we agree that healthy economic competition contributes to improving the well-being of the population and the state. We respect the intellectual and physical rights of competitors to property and do not use illegal methods of influence.

We compete honestly. We do not accept or make illegal payments; do not use unethical and unfair ways to influence our partners or competitors.

Our company carries out its business policy on the basis of competitive and fair market practice. The Company never enters into relations with competitors, including signing agreements, if such relationships or arrangements may adversely affect the markets in which the companies operate.

Our company does not provide no true or false information about its services or capabilities, as well as knowingly derogatory and false information about its competitors.

Our company does not collect confidential information about our competitors using illegal or contrary to business ethics means.

## **Personnel Relations**



The personnel policy of Ekoplast LLC is aimed at creating a cohesive and highly professional team of like-minded people who can respond objectively and responsibly to changing market requirements.

The company builds relations with staff on the principles of long-term cooperation, respect, and strict fulfillment of mutual obligations.

Business relations in the company are built in such a way that:

- to establish relationships with staff based on trust, decency and honesty;

- to ensure correct treatment and respect for basic human values and aspirations;
- to ensure the privacy of employees;
- to ensure the protection of personal data of employees;
- to form an employee's sense of belonging to the company;
- to stimulate the continuous development of employees at all levels through training;
- to ensure a competitive level of wages;
- to create safe, healthy and comfortable working conditions for each employee;
- to treat each employee with respect, do not limit his or her self-esteem, prevent abuse in the workplace, in particular sexual harassment, physical or psychological abuse or humiliation of employees in any form;
- to prevent the use of forced labor and involuntary labor of prisoners.

We support and respect:

- protection of human rights recognized by international documents;
- equality in labor and employment, prohibition of discrimination in work;

Ekoplast in relations with personnel is uses the principles of equal opportunities regardless of race, skin, gender, religion, political beliefs, social origin, age or health status (disability). Discrimination on the above-mentioned criteria are forbidden, employees are evaluated according to their work skills, qualification, behavior and level of duties performance.

- freedom of association and the current recognition of the rights to conclude a collective agreement;
- freedom of work and employment, prohibition of forced labor;
- current ban on the use of child labor: due to the company's rules, we do not hire minors under the age of 18.
- respect for employees.

We are sure that the success and stability of our company mainly depend on the professionalism of those who work in it.

Our efforts are aimed at maintaining a safe and healthy work environment, so it is very important for us to comply with all laws and regulations of labor legislation.

Our principled position: we treat all colleagues in the company as well as our clients and business partners with respect and goodwill. Each of us strives to fulfill our duties as fully and responsibly as possible, contributing to the strategic goals of the company.

## **Counteracting Bribery, Corruption and Legalization of Funds Obtained Illegally**

Ekoplast has implemented and operates the Regulation on Prevention and Counteraction to Corruption, which obliges all employees of the company to strictly comply with the requirements of this Regulation and be sure that Ekoplast conducts honest business and ensures compliance with the principles highlighted in the Regulation on Prevention and Counteraction to Corruption.



Our company does not pay or offer any unlawful incentive rewards (bribes) for the effective conduct of its business. Every employee of our company, from whom a bribe is demanded, is obliged to immediately notify his direct manager or legal adviser of the company.

We do not involve third parties to provide services for the offer of bribes, illegal commissions or "kickbacks" on our behalf.

Our company does not use the services of intermediaries, agents, consultants, partners and contractors in cases where they may be involved in corruption or other illegal activities.

Intermediaries and sales agents are not involved in cooperation with our company, unless a preliminary legal and accounting audit of their activity assessment and the cost of the desired remuneration of the intermediary does not correspond to the services provided.

The company Ekoplast does not conclude contracts with suppliers on the basis of personal preferences of employees who may have commissions from them. Employees of the company are prohibited from requiring a contractor or a person seeking to offer Ekoplast services to provide any personal benefits.

An employee of our company cannot be charged due to refusal to give a bribe, due to refusal to participate in corruption actions or refusal to pay remuneration for simplification of formalities.

One of the main aspirations of Ekoplast is to do business with business partners who have a high business reputation and carry out legitimate activities whose funds come from legitimate sources.

Legalization of funds obtained illegally is a crime that has signs of concealment of the source of income in combination with

criminal activities, for example: terrorism, drug trafficking or bribery.

To prevent the use of Ekoplast as a tool for the legalization of funds, our employees adhere to all requirements for accounting, documentation and financial reporting related to cash payments and other payments in connection with our commercial or other business transactions.

Legal adviser and accounting department of the company carefully monitors the payments and suspicious behavior of counterparties and other persons.

Gifts or representative events for civil servants, clients or auditors are strictly prohibited in Ekoplast LLC.

Employees of Ekoplast should never accept from suppliers and customers or persons who have or may have business relations with the company: cash, "tip", loans or gifts in monetary terms.

Employees of the company involved in the decision-making of supply or selection of suppliers should not accept personal gifts offered by suppliers or potential suppliers as an encouragement to cooperation.

## Section 2 Our Employees

One of the unchanging directions of implementation of corporate social responsibility of Ekoplast company is the continuous improvement of working conditions for the personnel and the formation of favorable conditions for the development of the employee's potential, their self-realization, self-development, self-improvement, implementation of social needs, considering the growing living standards and systems of society's values.

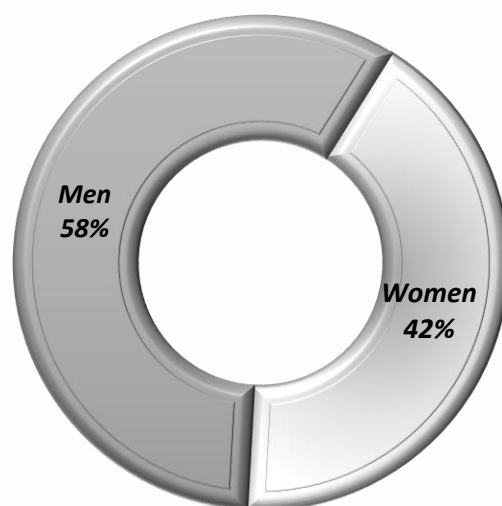
We recognize that the most important element of our company's successful activity is its personnel potential, that is labor opportunities and highly qualified personnel with relevant knowledge, skills, with a certain level of education, that effectively fulfills the tasks, generates new ideas and contributes to the achievement of strategic goals of our company.

Strict compliance with the law, creation of safe conditions for staff and fair remuneration make Ekoplast an attractive, stable and reliable company not in words, but in fact. The company's employees consciously perceive work in the company Ekoplast as a stable source of income for their families, which gives confidence for the future.

Ekoplast LLC is a prestigious place of work.

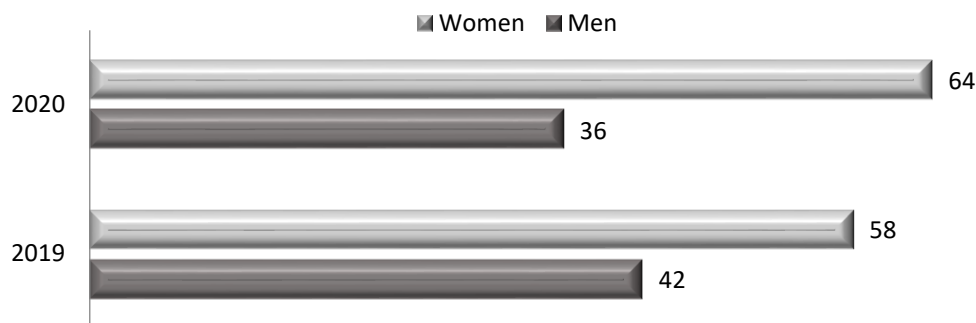
The results of the analysis of the structure of personnel in 2020 indicate the company's reasonable adherence to the principle of gender equality in hiring staff, as well as the distribution of senior positions.

At the same time, in 2020, the structure of personnel holding senior positions in comparison with 2019 has changed. The number of female employees who became managers increased.





## Management



Work with personnel in 2020 was not easy due to the global pandemic and quarantine, and thanks to the right and timely management decisions, a cohesive team and high-quality communication, management preserved the team and staff of the company without reducing jobs despite the great challenges the company faces due to the economic situation in the country and the world because of COVID-19.

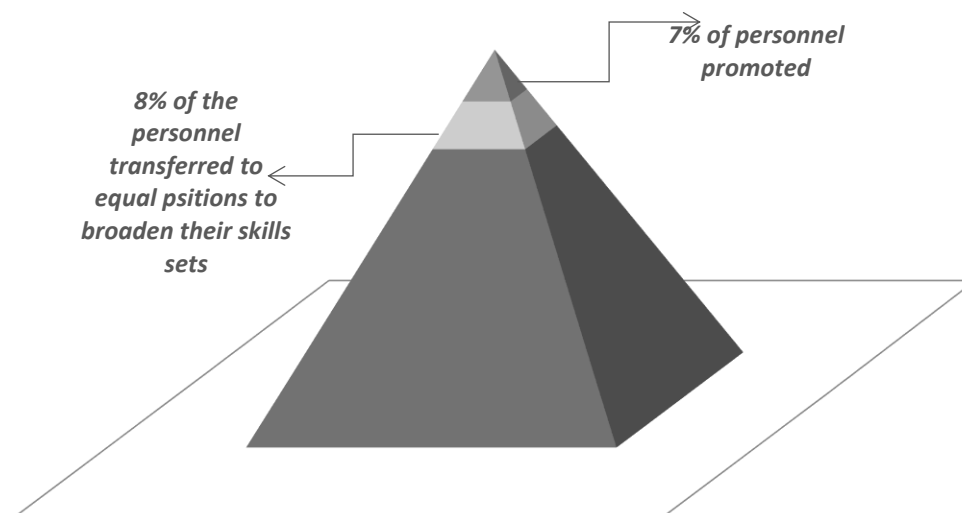
The pandemic has forced us to draw even more attention of our employees to the high standards of the company's work and compliance with its obligations to the staff.

During this time, we have clearly felt the level of social responsibility of the company regarding the observance of rights and stable financial support of our employees.

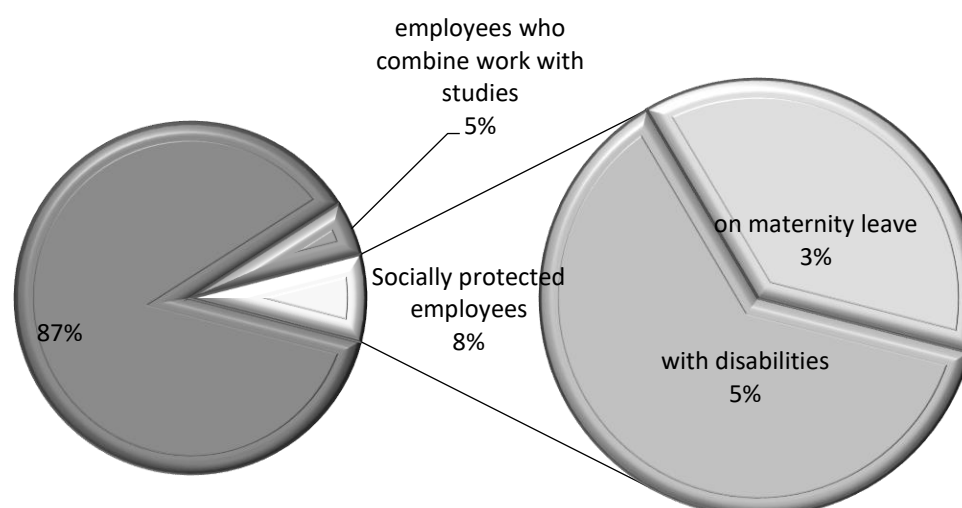
Ekoplast LLC, despite all the events managed to achieve the strategic goals planned for 2020 to optimize the structure of the company, merged two structural units and created the commercial department with expanded functions.

In 2020, 7% of the staff, both production and office, were promoted, which allowed the best and competent employees to climb the career ladder. At the same time, it became possible to close vacant management positions in time due to the established internal personnel reserve of the company.





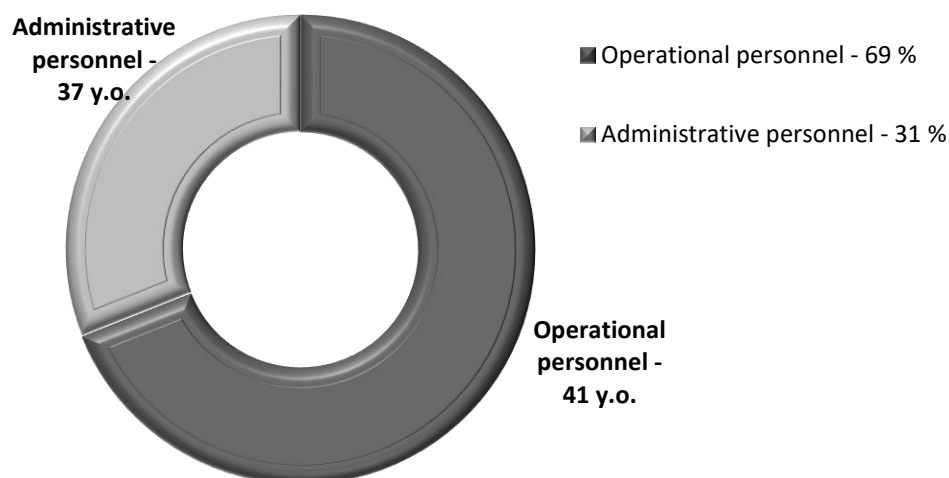
Ekoplast provides equal opportunities for hiring staff, in particular for employment of people with disabilities and preservation of jobs during maternity leave for women and vacations for childcare for both women and men.



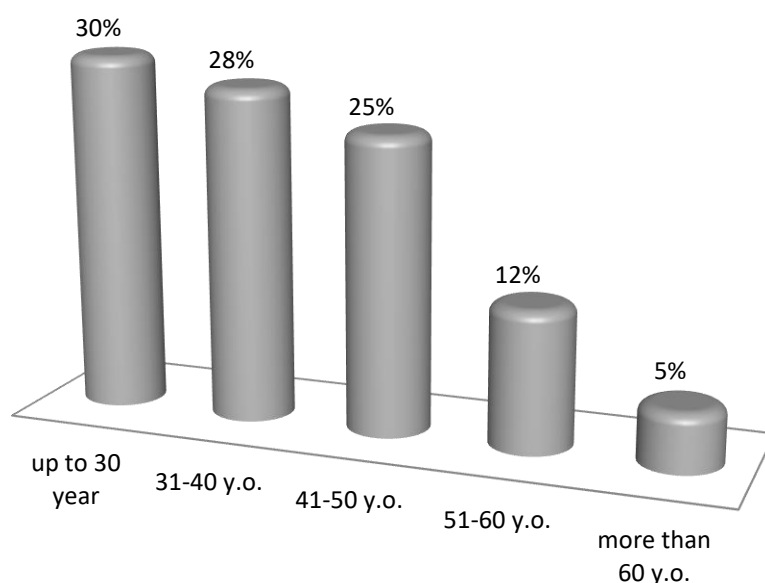
The company welcomes and strongly encourages employees who desires to develop - to study and get a higher education or a new profession, even if such knowledge is not within the competence of the official duties of these employees.

## Age structure of Ekoplast personnel in 2020:

Average age of the company employee:



## Staff structure by age:



Ekoplast LLC has created and maintains information and communication resource BuZuKa, by the means of which employees can renew their knowledge, find the necessary information, and speed up the adaptation process. In BuZuKa there are all educational materials, presentations, adaptation programs, instructions, orders, as well as the legislative and local regulatory framework of the company with documents that do not contain confidential information.

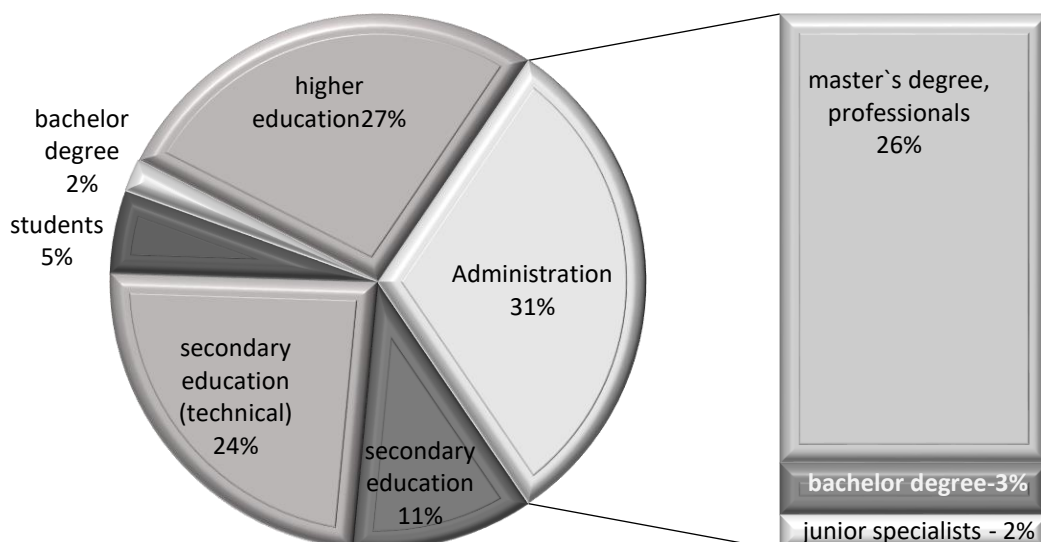
In the second half of 2020, the process of staff training was somewhat suspended, which required the gathering of more than

10 employees in groups due to quarantine restrictions, so we introduced the distance learning procedure through online conferences and BuZuKa, training in groups of up to 10 people.



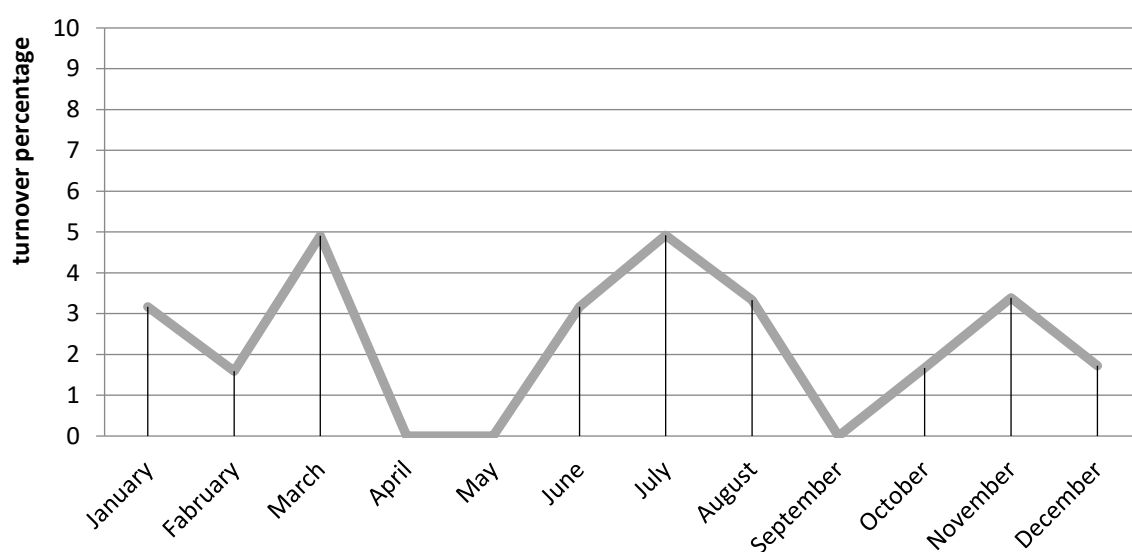
We plan to improve distance learning in 2021, including employees of the labor force.

## Education



During 2020, a low level of staff turnover was traced, which to some extent indicates the commitment of staff to the company, satisfaction with the created working conditions and wages.

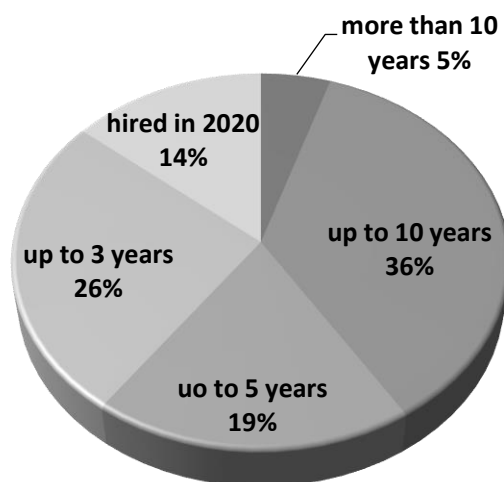
## Personnel turnover in 2020



Thanks to the provision of modern equipment in the workplace, the creation of safe working conditions, professional management of personnel and business processes, our employees are focused on long-term labor relations with the company Ekoplast, so the largest percentage of employees in the company have a service from 5 to 10 years.

This is the best indicator of trust in our company.

### Years of service



## **Section 3**

### **Quality, Food Safety, Risk Analysis**

#### **General information**



In 2020, Ekoplast LLC successfully passed a re-certification audit for compliance with international standards ISO 9001:2015 "Quality Management Systems. Requirements" and the Food Safety Management System Certification Scheme FSSC 22000 (version 5), covering the requirements of ISO 22000:2018, ISO/TS 22002-4:2013, as well as additional requirements of FSSC 22000 (version 5). The audit was conducted by the Ukrainian representative office of the international certification body QSCert, spol. s r.o. - QSCert-Ukraine B.V.

Internal audit takes a significant place among the components of internal control. Internal audit is an independent activity to verify and evaluate the work of a business entity in its interests. The purpose of internal audit is to help members of a business entity effectively perform their functions. Internal auditors provide management with analysis and evaluation data, recommendations and other necessary information based on the results of the audits.

To improve the process of internal audits, the Standard of the Enterprise No. 8.2.2 "Internal audits" was revised, clear criteria for distinguishing between inconsistencies and areas of improvement were defined. According to the updated instructions, training was carried out for all employees responsible for the processes. The team of internal auditors of Ekoplast LLC was also expanded, training of candidates for internal auditors and internal auditors who had already participated in the audits was carried out.

To improve internal communications in 2020, Ekoplast LLC has created an electronic knowledge base of the company – "BuZuKa". Access to this knowledge base is provided to all employees of the company. All ISO instructions are loaded in



BuZuka, as well as risk assessment by context of the organization and groups of HACCP, TACCP, VACCP.

### **Risk management in Ekoplast LLC**



In today's economic, political, social, cultural environments, characterized with constant and unpredictable changes, the activities of the company are risky. As a result, from an economic entity that seeks not only to maintain its position, but also to succeed, it is necessary to constantly monitor changes in the environment, search for creative solutions, flexibility and readiness to implement innovations. Decisions made must be balanced and justified. In this regard, an integral part of the management of any organization is currently risk management. This management aims to create, protect and grow assets by taking into account uncertainty factors that can both negatively and positively affect the company's goals.

Risk management is the process of making and implementing management decisions aimed at reducing the likelihood of an unfavorable result and minimizing possible losses caused by its implementation. Within the framework of risk management, quantitative and qualitative assessment of the probability of achieving the intended result, failure and deviation from the goal is carried out.

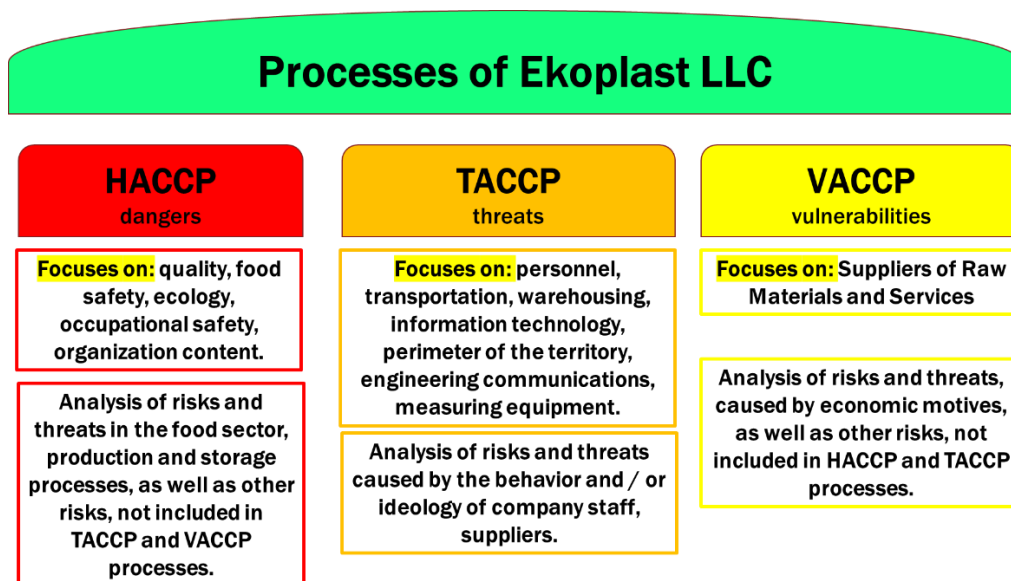
Ekoplast LLC continues the risk analysis process, directs its efforts to risk management, food safety and quality through analysis, strengthening and improvement of existing risk management procedures, and continues to train staff on risk analysis and management topics.

The risk management process at Ekoplast LLC aims the following:

- ✓ identify possible risks at all stages of the company's business processes, both in the internal and external environments of the company;
- ✓ to predict, evaluate and analyze the emerging risks and their impact according to quantitative and qualitative methodology;
- ✓ to develop the necessary management measures to eliminate risks and minimize losses;
- ✓ to create the conditions necessary for the implementation of the planned measures;
- ✓ carry out monitoring of risk management work with the established frequency;
- ✓ analyze the effectiveness and control the results obtained from the risk management process.

Risk management in Ekoplast LLC is a process of risk analysis by HACCP, TACCP, VACCP groups within their spheres related to the identification of possible external and internal influence factors, determination of the probability of an unwanted event (risk) and the magnitude and type of consequences. It is mandatory for all groups to develop, document and implement agreed decisions designed to minimize the possibility of negative results for Ekoplast LLC and the company's partners and minimize possible losses associated with the occurrence (action) of risk.

For effective analysis and risk assessment, HACCP, TACCP, VACCP groups are successfully functioning. During 2020, Ekoplast LLC updated the provisions of the groups, expanded the responsibilities of the heads of these groups, and added a section on the procedure for conducting an official investigation if necessary.



The set of internal and external factors that can influence the achievement of the goals of Ekoplast LLC is classified as risks associated with the context of the organization. Ekoplast LLC analyzes the risks associated with the market and its trends in raw materials and the segment, which includes the products of Ekoplast LLC, with the political and economic situation in Ukraine and in the countries to which products are exported, with the requirements of customers, with management and with the environment; risks associated with equipment, production, control of quality and food safety indicators of raw materials and finished product, warehousing and transportation, personnel and risks associated with the use of the product by the end consumer. Risks from this category are analyzed initially within the departments in the field of activity, after which they are brought to the attention of the team of Ekoplast through periodic meetings or separate orders.

In connection with the pandemic, an additional assessment of the risks associated with Covid-19 was carried out and the necessary measures were taken to minimize them, namely:

- personal protective equipment (masks, gloves, glasses) purchased and provided to employees;
- temperature screening of all employees is carried out before starting work;
- some employees have been transferred to remote work or flexible working hours;
- the transportation of employees of Ekoplast LLC to the place of work and back is organized.

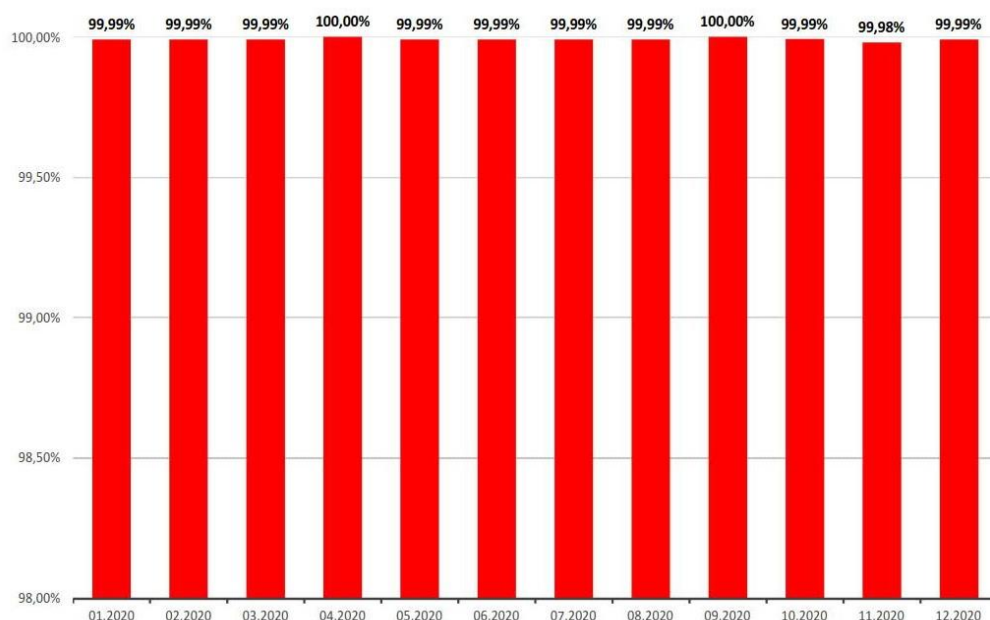
## Quality of Products

The component of the formation of competitiveness of the enterprise is the quality of products. Under the quality of products, as an economic category, we set compliance of the properties and features of the product with the requirements and needs of end consumers.

Improving quality is considered as one of the most important ways to increase competitiveness, achieve competitive advantages, which contributes to improving the economic efficiency of the enterprise.

Quality and food safety remain one of the priority aspects in the activities of Ekoplast LLC. In 2020 electronic reporting has been improved, namely: the necessary data processing has been added to the reports of quality controllers. The revision of electronic reporting has improved the process of reporting monthly reports on the number of identified inconsistencies. The defects electronic program was also developed, which improved the collection and analysis of finished product inconsistencies in the context of equipment.

The average value of the quality level of products produced in 2020 was determined at the current and receiving control and is 99.99%. Monthly values are presented in Figure 1.



**Figure 1: The level of quality of products produced by Ekoplast in 2020**

The value of the indicator "Customer Satisfaction with the level of product quality" for 2020 is 100%. This indicator is

formed on the basis of monthly internal estimates and indicators received from buyers.

In 2020, thanks to the hard work of specialists of Ekoplast LLC, mass production of a new type of folded baking bags from new types of raw materials and new modifications was started.

## Food Safety

The history of the development of food safety strategy began more than 50 years ago with a document recognized by mankind – CODEX ALIMENTARIUS. It is still the alpha and omega of any food safety document. But during this time, general and industry standards have been developed, recognized by international organizations, which are observed by most food manufacturers in the world, including Ukraine.

Product safety means that products will not do any harm to consumer when used. The purpose of the food safety management system is to manage factors that cause danger to products to ensure that products are safe to use.



Within the framework of the current procedures of the ISO to confirm the safety of products produced by Ekoplast LLC, testing of finished products, raw materials and microbiological factors in the following accredited laboratories were carried out:

- Etalon (Ukraine),
- Khmelnytskyi Regional Laboratory Center of the Ministry of Health of Ukraine" (Ukraine).

The purpose of periodic tests in 2020 was to obtain confirmation of compliance of Ekoplast LLC products with the requirements of the legislation of Ukraine regulating the contact of polymeric materials with food, as well as to control the absence of risks to food safety of raw materials and the production environment. The results of testing protocols confirm the

compliance of the products manufactured by Ekoplast LLC with the requirements of the legislation in the field of food safety.

On an ongoing basis, Ekoplast LLC provides its customers with a Declaration of Conformity for contact with food products and adds it to each batch of documents confirming the quality and food safety of products.



## **Chapter 4: Labor Safety, Fire Safety and Civil Protection**

The company Ekoplast is one of the world leaders in the production of folded cooking bags, manufactured in accordance with a unique technology specially developed by our engineers.

To adhere to the fundamental principles of its activities, the company conducts socially significant policies, including the field of labor protection. Caring for people is an important task of Ekoplast as one of the representatives in the socially responsible business.

The policy of Ekoplast in the field of labor protection is based on the principles of priority of life and health of workers in relation to the results of production activities of the enterprise and a comprehensive solution of problematic tasks on labor protection. Therefore, company implements a set of measures to prevent cases of injury and occupational diseases of an organizational, technical, sanitary-hygienic, socio-economic, legal and therapeutic and prophylactic nature. Every year some comprehensive measures are developed and improved to achieve established standards of safety, occupational health and production environment, increase the existing level of labor protection, prevent cases of industrial injury, occupational disease, accidents and fires at Ekoplast LLC.

The greatest value for Ekoplast LLC is a person, which means that for each individual employee we strive to create safe working conditions in production. Thus, in September 2020, the planned Certification of workplaces under the working conditions of the automatic line of manufacturing containers from polymers and quality controllers was carried out.

Labor activity is a source of development of society, creation of material, cultural and spiritual values, prerequisite for the existence of each individual and society.

Labor activity should provide the highest possible level of productivity, so one of the tasks of Ekoplast LLC is to ensure conditions when such activities will not adversely affect the health of workers, will not harm other people and the environment.

Improving the level of industrial safety by ensuring continuous technical control over the state of production, technologies and products, as well as promoting the company in creating safe and harmless working conditions. Conducting training, professional training and professional development of employees on labor protection are among the main priorities on labor protection in Ekoplast.



Among the organizational measures, in particular, an important place is occupied by rational organization of labor, alternation of working time and rest. In the complex of sanitary and hygienic measures – creation of normal meteorological conditions of the production environment, sufficient lighting of workplaces and zones, reduction of noise levels. In the social aspect – all

employees of the enterprise are insured against accidents and occupational diseases. In accordance with the Law of Ukraine "On Labor Protection", the management of Ekoplast provides labor protection and fire safety for the organization of the implementation of legal, organizational and technical, sanitary-hygienic, socio-economic and medical and preventive measures aimed at preventing accidents, occupational diseases and accidents in the process of work.

Thus, in 2020, the food intake room was reconstructed, sanitary and hygienic conditions were improved to ensure a comfortable rest time for employees. Funds are allocated for the labor protection of the enterprise in accordance with the current legislation of Ukraine.

Annually, the company organizes training on labor protection of officials and employees involved in the performance of high-risk works. In 2020, most of the employees involved in the performance of high-risk work (including work at height, maintenance of pressure equipment, drivers, work in electrical installations, etc.) were trained on labor protection issues. Heads of structural units, specialists in labor protection, as well as other officials of the enterprise periodically (once every 3 years) are trained and tested on labor protection issues in the educational and methodological centers of the State Labor Service of Ukraine and at the enterprise.

The health and safety engineer at Ekoplast LLC is responsible for labor protection. A specially trained specialist appointed from the staff of Ekoplast LLC is responsible for fire safety. Director of LLC Ekoplast - heads the civil protection service of the company.

In 2020, the main goal of Ekoplast LLC was to comply with the Company's Policy in the field of quality, food safety, labor protection and the environment, as well as compliance with norms, standards and requirements on labor protection, fire safety, civil protection and improvement of sanitary and hygienic conditions, recreation conditions of employees of the enterprise.

An important component of this work is partial or complete technical certification of lifting machines and mechanisms, pressure equipment, etc. Also, work is carried out on the examination of imported equipment for compliance with its normative legal acts on labor protection in force on the territory of Ukraine.

## **The Company's Care for the Health of Employees**

Every year the company conducts medical examinations of employees working in hazardous or dangerous working conditions, persons under the age of 21 and drivers of motor vehicles. In total, 23 employees underwent medical examination in 2020. Psychophysiological expertise for professional capacity was carried out by 6 employees of the enterprise who perform high-risk work and where there is a need for professional selection.



To provide timely medical care in case of injuries as a result of accidents, monitoring of the validity period and availability of medications and first aid kits in the workplace, which are regularly equipped with the necessary medicines, is systematically monitored.

### **Workplace Safety**

An important direction in this work is a comprehensive assessment of the factors of the production environment and the nature of work for compliance with their characteristics with labor safety standards. Therefore, the company systematically carried out work on the certification of jobs under working conditions.

In the range of measures, in accordance with the requirements of normative documents - introductory briefings on labor protection with persons who are hired, as well as with employees of contracting organizations performing work in Ekoplast.

To protect employees from harmful factors and prevent accidents at the enterprise, the company regularly provides and updates overalls, special shoes and other personal protective equipment for its employees at the top of the requirements provided for by the norms of the current legislation.

In accordance with the terms of the Collective Agreement between Ekoplast LLC and employees, in 2020, all employees were provided with sufficient clothing. In the second and third quarters of 2020, new special shoes and overalls for production personnel were purchased.

In order to prevent accidents in the gas industry, Ekoplast LLC has fulfilled a set of measures, including a system of

maintenance and repair, which ensure the use of the gas supply system in good condition and in compliance with the requirements, defined by the "Safety Rules of Gas Supply Systems of Ukraine".

The main directions of Ekoplast LLC's work on labor protection and fire safety in 2020:

- teaching employees safe methods of work and promoting compliance with the rules of labor protection and fire safety;
- conducting briefings to structural units on labor protection, fire safety, civil protection;
- ensuring the safety of technological processes, production equipment, buildings and structures;
- improvement of requirements for safe maintenance of electrical equipment and means of protection and work on electrical equipment, electrical installations;
- improvement of sanitary and hygienic working conditions;
- provision of employees with personal protective equipment;
- ensuring optimal modes of work and rest;
- professional selection of employees from individual professions;
- improvement of the regulatory framework on labor protection and fire safety;
- formation of a preventive culture of fire safety of civil protection and labor protection among employees of Ekoplast LLC, reducing the likelihood of accidents in the production and non-production spheres;
- development of a set of measures organizationally - production, engineering - technical direction and informational nature to prevent accidents and accidents in production;
- improvement of the functioning of the occupational health and safety management system, fire safety and civil protection.

These areas include training and verification of personnel knowledge, creation of an up-to-date regulatory framework, attestation of workplaces under working conditions, periodic medical examinations of employees, financing of measures by the company's management, all types of briefings.

On an ongoing basis, Ekoplast LLC on labor protection, fire safety and civil protection conducts introductory briefings, workplace briefings, training of employees in the areas of activity



in accordance with the developed Training Programs at Ekoplast LLC, training with the involvement of specialists of specialized institutions.

In March 2020, the Educational and Methodical Center for Civil Protection and Life Safety in the Khmelnytskyi Region conducted civil protection training for the personnel of Ekoplast LLC.

The training discussed the state of technogenic safety in the Khmelnytskyi region and Ukraine.

Training was conducted on the treatment of employees of Ekoplast LLC in case of a man-made accident in the region: chemical contamination and radiation contamination of the area.

Methods and means of possible protection of people in conditions of threat and emergencies are considered.

Also in February 2020, internal training was conducted to evacuate workers in case of a workplace emergency.

Risks and possible industrial emergencies were identified, actions of Ekoplast LLC employees were discussed when they arise and methods of their elimination and prevention.

Practical evacuation was carried out in accordance with the developed and approved Evacuation Plan and route.







In the third quarter of 2020, fire safety training was carried out for the staff of Ekoplast LLC. Specialists of the rescue service "101" of the State Emergency Service of Ukraine were invited to the practical training. To maintain an adequate level of fire safety, all fire extinguishing equipment has undergone maintenance and certification in a specialized institution.



In January-June 2020, specialists of Ekoplast LLC were trained on labor protection in the Training and Methodical Center "Labor Protection".

In December-January 2019-2020, professional training was carried out for employees of Ekoplast LLC in the Training Center of Housing and Communal Services in the profession of a forklift driver.

In December 2019-January 2020, training for production personnel on labor protection issues was started by specialists of Ekoplast LLC in accordance with the developed and approved Training Program.

Employees of Ekoplast LLC studied legislative acts on labor protection, electrical safety, fire safety; were acquainted with the basic requirements of industrial sanitation and personal hygiene, the circumstances and causes of individual accidents and accidents that occurred at enterprises and other industries due to violations of safety requirements.

Also, during 2020, planned trainings on special and industrial production in the areas of their activities were carried out with the employees of the enterprise performing high-risk work.

During 2020, structural units held consultations on clarification of the current provisions of the legislation on labor protection, prevention of injury in the production and in everyday life, behavior in case of an emergency, etc.

Also, in the context of the existing COVID-19 pandemic, the management of the enterprise since the beginning of the pandemic has provided employees with appropriate protective equipment (gloves, respirators, glasses, disinfectant solutions).

In accordance with the requirements of the legislation, Ekoplast LLC provides insurance for employees against accidents and trade unions. The company pays a single social contribution in the amount of 22% of accrued wages by types of payments, which include basic and additional wages.

Ekoplast LLC has all the necessary permits in accordance with the requirements of the legislation of Ukraine in the field of labor protection, fire safety and civil protection. The equipment, machines, mechanisms and tools used in the work correspond to the passports, undergo the necessary scheduled technical inspections, as well as periodic verification and control by the FSG group in compliance with safety rules during their operation.

Due to the joint and purposeful activity of structural units in 2020, there were no cases of industrial injury and fires.

## Section 5

### Contribution to Society Development

An important element of Ekoplast LLC activity is activities in the field of corporate social responsibility. Ekoplast LLC as a socially responsible company contributes not only to the economic development of the country, but also improves the quality of life of needy and low-income groups of the population, supporting and providing charitable contributions.

Charitable activities and charity of Ekoplast LLC are an integral part of corporate philosophy and business practices.



Ekoplast LLC supports non-profit organizations, including the Khmelnytskyi Regional Organization "Ukrainian Society of the Blind", Khmelnytskyi Regional Charitable Foundation "Caritas", Khmelnytskyi City Society of Disabled People and the Center for Social Care and Adaptation of Children "Children's Hope", etc.

**In 2020, within the framework of corporate social responsibility, Ekoplast LLC participated in socially important charitable initiatives, in particular:**

1. Charitable financial assistance was provided to people with disabilities and people with special needs:
  - funds were provided for the purchase of food, medicaments and clothes;
  - funds for payment for utilities.
2. Charitable financial assistance to doctors of ambulance stations:
  - personal protective equipment purchased and transferred;
  - a washing machine was bought;



➤ microwave ovens and kettles for the equipment of ambulance stations.

3. The funds of the Center for Social Care and Adaptation of Children Without Parental Care were provided:

➤ repair of premises where children live, playroom and emergency stairs was financed;

➤ repair of water supply system was financed;

➤ electricity payment was financed;

➤ the purchase of a Christmas tree with flashlights for New Year and Christmas holidays for children was financed.

4. The implementation of the School Portfolio project in support of children from families with difficult life circumstances was financed:

➤ funds were provided for the purchase of stationery for small schoolchildren from crisis families and boarding school pupils.

5. Funds are allocated for the purchase of gifts for children – boarding school pupils for St. Nicholas Day (December 19, 2020).





## **Contact information**

Additional up-to-date information on corporate social responsibility of Ekoplast LLC, as well as answers to any of your questions, can be found on the website <http://ekoplast.ua/> or received from the company's employees.

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