



Abour Energy

ABOUR WIND POWER PROJECT (51.75 MW)

Community Integration Plan (CIP)



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1. INTRODUCTION

Abour Energy PSC (hereafter referred to as ‘the Developer’) was qualified by the Ministry of Energy and Mineral Resources (MEMR) for the development of a 51.75 Mega Watt (MW) Wind Farm Project in Tafileh Governorate (hereafter referred to as ‘the Project’), with a Power Purchase Agreement (PPA) signed in March 2016.

This document presents a Community Integration Plan (CIP) to be implemented for the operational phase which has the following overall objectives related to the Project:

- Identify the job opportunities required for the operational phase and present transparent recruitment procedures to be adopted and implemented for the project
- Identify the procurement opportunities for the operational phase and present a transparent procurement procedure to be adopted and implemented for the project
- Provide an overall structure for the social responsibility programs to be implemented for the local communities.

This document is a project specific Community Integration Plan (CIP) which includes the main components discussed below. This CIP is a live document and will be reviewed and updated at least annually or after any change in the context in which the project operates during the operational phase of the project.

- Chapter 2: a description of the Project, its location, main components and activities;
- Chapter 3: overview of the socio-economic context of the project area and its surroundings;
- Chapter 4: summary of national and international standards and requirements related to this plan;
- Chapter 5: presents the methodology that was undertaken for the development of the Community Integration Plan;
- Chapter 6: presents the local recruitment procedure to be implemented during the operational phase of the project;
- Chapter 7: presents the local procurement procedure to be implemented during the operational phase of the project;
- Chapter 8: discusses the social responsibility program that is to be implemented during the project duration;
- Chapter 9: Identifies the monitoring and reporting requirements as applicable for the community integration plan;
- Chapter 10: identifies the roles and responsibilities for the entities involved in implementation of this plan; and
- Chapter 11: supporting Annexes.

2. PROJECT DESCRIPTION

The project is located approximately 130 km south of the capital city of Amman. More specifically, the project site is located within Tafileh District in Tafileh Governorate which hosts several communities, the closest of which being: (i) El Ees and Tafileh which are located to the north western border of the project site at a distance of 4 km and 6 km respectively, (ii) Abel and Ain Al Baida which are located around 6.5km to the east of the project site (iii), and Um Sarab which is located around 6 km to south-west of the project site.

The project site can be accessed from Highway #15 (known as the Desert Highway), considered the main highway in Jordan that connects the capital city of Amman with the southern Governorates (including Tafileh). From Highway #15, an exit leads to Highway #60 which then connects to the project area.

There are two categories of Project land; (1) Private (1,358,090m²) and (2) Governmental (432,300m²) and all have been leased by Abour Energy. The maximum total footprint of the project is 377,448m². distributed as follows:

- One turbine: 5000m² X 15= 75,000m² including crane pad.
- Two Permanent Met Mast: 2,200m².
- Access roads: 280,500m².
- Three storage areas approx.: 12.500m².
- Substation Area. 7,284.8m².

The remaining lands will be left to its original status to be used by the owners for grazing and agriculture taking into account the safe distances from the crane pads and roads.

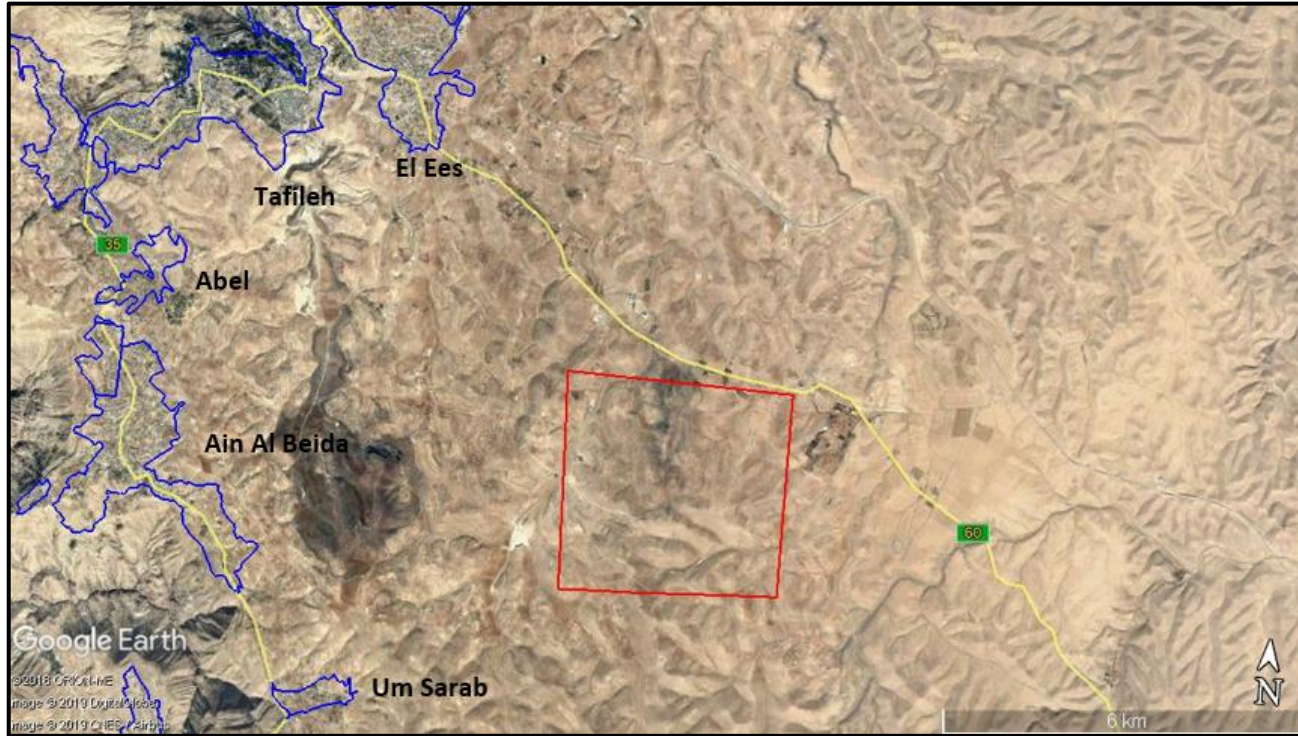


Figure 1: Project Area

2.1 Project Components

The project consists of the following major components:

- 15 wind turbine generators (WTG) with tubular steel towers. The turbine for the project is the Vestas V136 with a capacity of 3.45 MW and a hub height of 112m. The rotor has a diameter of 136m;
- 15 steel-reinforced concrete foundations (1 per turbine) as well as 15 crane pads;
- Underground electrical cables which connecting each turbine with 1 project substation;
- Grid connection from substation to existing overhead line;
- Access roads;
- Laydown areas; and
- Site operation building.

2.2 Project Phases

- Planning and Construction (2019 – July 2021): this mainly included preparing a detailed design for the project, transportation of components to the site, and site preparation activities for installation of the wind turbines and various other components. Site preparation included excavations and land clearing activities. Such activities were undertaken by Vestas as an Engineering, Procurement, and Construction (EPC) Contractor;
- Operation (July 2021 – 2041): Such a project requires limited operational activities which mainly include maintenance of the turbines and the various electrical equipment. This includes for example, turbine and rotor maintenance, lubrication of parts, washing of blades, maintenance of electrical components, etc.; and
- Decommissioning (to be determined): In the case of decommissioning, the tower and blades of the removed wind turbine will be taken down by crane, disassembled into components, and then cut into sizes suitable for scrap. The turbine foundation will be removed to a depth of approximately 1 m and refilled. The whole site, including all flattened areas (e.g. storage- and crane pad areas) will be reclaimed to a close natural status and tracks used for maintenance vehicles will be covered over.

2.3 Key Involved Entities

The following identifies the key entities involved in the project and a description of their role.

- About Energy PSC (Abour): project owner and Lead Developer;
- VESTAS – O&M Contractor: responsible for Operation and Maintenance (O&M) activities to include both preventive maintenance and corrective maintenance;
- ECO Consult: Subcontractor to About Energy mainly involved in implementing the Shutdown on Demand Protocol for the Project as well as undertaking E&S audits for the Project.
- JoEagle: Subcontractor to About Energy will be responsible for the Wind Farm security implementation for site access, WTG's and Substation facility.

2.4 Workforce Requirements

The table below presents the onsite workforce during the operation phase of the Project as well as subcontractors involved.

Table 1: Project Workforce Requirements

Entity	Current Workforce
AEC	10
Vestas	2
ECO Consult	4
JoEagle	20
Total	36

2.5 Procurement Requirements

The table below presents the procurement opportunities during the operation phase of the Project. The table below will be updated at a later stage once additional information is available including the approximate value of procurement opportunities.

Table 2: Project Procurements Requirements

Entity	Procurement Requirements
TBD	
TBD	
TBD	
Other (food, beverage, security, etc.)	Food supply service, security guards, transportation for Security, drinking water supply service.

(Not clear for this stage of the project, to be updated in later stage)

3. SOCIOECONOMIC CONTEXT

The baseline socio-economic conditions are described in the ESIA (2016) – see Annex #20. It provides a summary of the relevant socio-economic data and information collected, to enable the identification of the socio-economic impacts and guide stakeholder engagement related to the project. It includes detailed information on the following socio-economic aspects:

- Overview of Project Area: Tafila Governorate, districts, sub-districts, and the administrative structure of Project area;
- Demographics: Population and housing for Jordan in general, and the focus area in particular;
- Medical Provisions: Statistics on hospitals and health care facilities in the area;

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- Land use/land use plans and patterns: Including agriculture (types of crops and annual productions), and industrial facilities; and
 - Economic Activity: Educational institutions, transportation (road, rail, air), communication and overall economy (i.e. employment and revenue for agriculture and industry).

4. POLICIES AND STANDARDS

The relevant policies and standards that are related to the Community Integration Plan (CIP) are identified below.

4.1 Abour

The following company policies and documents guide the Community Integration Plan and/or are referenced within this document:

- Environmental and Social Impact Assessment (ESIA) (REEC and AECOM, 2016)
- Stakeholder Engagement Plan (SEP) including Stakeholder Grievance Mechanism (REEC and AECOM, 2021)
- Abour Energy EHSS Manual
- Abour HR Policy and Procedure
- Community Health and Safety Plan

4.2 Relevant Legislations and Policies

National Legislations

Regulation for Obligatory Employment of Jordanian Workforce from Surrounding Communities in Development Projects No. (131) for the year 2016

In Jordan, the key legislation related to local community employment is the “Regulation for Obligatory Employment of Jordanian Workforce from Surrounding Communities in Development Projects No. (131) for the year 2016” issued under the National Building Council of the Ministry of Public Works and Housing (MPWH). A description of its requirements and its implementation in practice is provided below.

Vestas as the EPC Contractor for the Project was required to register for this project with the Ministry of Public Works and Housing (MPWH), through submitting a set of required documents. As part of the registration process, MPWH issued a letter which identifies the project value percentage that should be targeted to Jordanian companies (not necessarily from the local communities but for Jordanian Companies).

Once the registration was complete and the formal letter which identifies the project value percentage was issued, Vestas was required to submit a formal letter to the National Building Council in the MPWH in order to identify the required employment numbers for local communities in accordance with “Regulation for Obligatory Employment of Jordanian Workforce from Surrounding Communities in Development Projects No. (131) for the year 2016”.

The Regulation has specific requirements for employment of local communities which is specified based on contract values of projects. With regards to this project in specific, Article 7 is applicable. Article 7 of the Regulation states that contractors working in the renewable energy sector have to employ Jordanians from the Governorate within which the project is implemented. In addition, Article 7 states that for contract values that are more than 10 million Jordanian Dinars (as applicable to this project), the number of job opportunities should be determined based on the specifics of the project.

Based on discussions with the National Building Council, it was stated that the EPC contractor must officially communicate with them to obtain the number of job opportunities that the Project should employ after registration with MPWH is complete and the formal letter which identifies the project value percentage is issued and percentage of employment were achieved for Construction. In Operation and Maintenance such requirement is not applicable.

Apart from the above and despite that no national requirements for the operation phase, the Company will endeavour local recruitment/procurement as feasible.

5. LOCAL RECRUITMENT PROCEDURE

Provided below is the local recruitment procedure that will be implemented for the operation phase of the Project. The following procedure will also be enforced on AEC, Vestas and all subcontractors as applicable.

- The job recruitment procedure will be undertaken as follows:
 1. Prepare a list in Arabic language which will include but not limited to the following:
 - a. List of job positions required;
 - b. Description of each job position;
 - c. Description of required qualifications and experiences for each job position;
 - d. Salary for each position;
 - e. Duration of the assignment for each position;
 - f. Required documents to be submitted to include at a minimum: (i) Curriculum Vitae (CV); (ii) copy of ID to proof area of residence, (ii) formal letter from social security corporation to indicate that the applicant is not currently employed by another company/project, (iii) no criminal record certificate.
 2. The list will be shared with the Tafileh Labor Office for review. The Tafileh Labor Directorate Office will in turn provide a list of potential employees for each job position required.
 3. Hiring entity will review received applications/CVs and match to qualifications and skills required.

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4. Nominated personnel will be subject to a job selection process. This could include the following: testing (cognitive tests, personality tests, medical examinations,) background and reference checks, interviewing (by phone or in person or both) and other as appropriate.
 5. Similar process to the above will be undertaken for security guards however this will be coordinated with the military retired association instead of the Tafileh Labor Office.
- Hiring process for successful applicants will be undertaken in accordance with Jordanian Labour Laws, IFC PS 2 (Labour and Working Conditions), and About HR Policy and Procedure. Please refer to About HR Policy and Procedure for additional details.
 - About is committed to being an equal opportunity employer and will not practice any discrimination based on personal characteristics – this includes gender, race, nationality, ethnic, social and indigenous origin, religion or belief, disability, age, or sexual orientation. Recruitment will take place on the basis of objective, job-related requirements only and not on the basis of any other personal trait.
 - In particular, wages for each employee will be determined on a case by case basis and will be fair (i.e. that meets basic needs to maintain a safe, decent standard of living) and based on qualifications and competencies, professional experiences, allocated roles and job responsibilities, wages at equivalent positions, and other factors as appropriate. In any case, the determined wage shall not be less than the minimum wage as set by the Official Decision on Minimum Wage in Jordan. The Decision sets the minimum monthly wage at 220 JoD for Jordanians and 150 JoD for foreign workers, whereas the minimum daily wage is calculated by dividing the minimum monthly wage by 30.
 - In particular, recruitment activities will take into account their impact on gender equality and women empowerment. This includes giving preference to women employees without contradicting social norms. Example of jobs which could be targeted to women includes accountants, administrative assistants, local coordinators, etc.
 - It will be prohibited at any time to recruit any personnel at the premises of gates of the project site. All recruitment must be done through the procedure identified above.
 - Charging any fees for promise of recruitment at the project is strictly forbidden and no such practice is allowed by Vestas employees, subcontractors or any other hiring entity.
 - All hired local community employees will be provided with a contract which shall include but not limited to the following: (i) name of employer and address of place of work; (ii) workers name, profession, address, and other information for identification; (iii) nature, type of work and job responsibilities; (iv) wage and time of payment; (v) other benefits to include in cash and in kind as agreed; (vi) contract duration; (vii) other information as may be required. The contract will be signed by the employee and authorized representative from the hiring entity. Each employee will be provided with a copy of the contract and will be required to sign it. At recruitment stage, the contract will be explained verbally to each employee by representative from the hiring entity.
 - A file will be established for each worker which will contain all information on the worker to include but not limited to personnel information, signed contract, and other as appropriate.

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- Any grievances, including those related to the local recruitment, will be handled in accordance with the stakeholder grievance mechanism established within the AEC Stakeholder Engagement Plan (SEP).
 - This will be monitored on a monthly basis through issuing monthly reports (refer to Section **Error! Reference source not found.**).

Foreign Workers

- Foreign employees are identified as any worker of non-Jordanian nationality.
- Foreign workers must have a valid work permit from the relevant ministry and authorities. Copies of the work permits will be retained and will also be maintained onsite in the employee's file.
- Hiring entity will ensure that terms & conditions are equally applicable to foreign workers as well as Jordanian workers.
- Confiscation of personal documents of the foreign workers by their employers is strictly forbidden.
- No fees, commissions or deductions from salary should be asked from foreign workers upon promise of employment at the project.
- Foreign workers will be identified and it will be ensured that they are engaged on substantially equivalent terms and conditions to non-migrant workers carrying out similar work related to contract, wages, working hours, leaves, disciplinary actions, non-discrimination and equal opportunity, child labour, young workers, etc.

Employment of Women

- Employment of women will comply with all requirements of the Jordanian Labour Laws in relation to working hours, works in which women cannot be employed, maternity leave rights, nursing leave rights, and other.
- It will be prohibited to discharge or terminate the contract of a female worker during her maternity leave.
- It will be ensured that female workers are engaged on substantially equivalent terms and conditions to male workers carrying out similar work related to contract, wages, working hours, leaves, disciplinary actions, etc.

Casual and Day Workers

“Casual Labor” and “Day Worker” include workers performing a variety of services, usually on a temporary or part-time basis.

- Engagement of casual and day workers will adhere to national labour laws specifically those related to contract, wages, leaves, working hours, disciplinary actions, and other as well as other conditions discussed related to non-Discrimination and equal opportunity, child labour, young workers, etc.

Conditions for Subcontractors

- Employing entity will ensure that all subcontractors involved in the project during the operation phase adhere to this procedure through extending this as part of contractual obligations.
- All subcontractors will be required to provide monthly reports (check Section **Error! Reference source not found.**) which provides details on local communities that were hired to include personal information, position, expected duration of job assignment, and other as appropriate. Hiring Entity will update the report and submit it to the Developer on a monthly basis.

6. LOCAL PROCUREMENT PROCEDURE

Provided below is the local procurement procedure that will be implemented for the operation phase of the Project. The following procedure will also be enforced on Vestas and all subcontractors involved as well.

- Local procurement will be monitored on a Semi-Annual basis through issuing a report (refer to Section 9 and 11.2).
- Relevant entity (e.g. Vestas and subcontractors) will prepare document which will include but not be limited to the following:
 - a. List of all procurement opportunities required for the operation phase;
 - b. Description of each procurement and required technical services;
 - c. Description of required qualifications and conditions;
 - d. Duration of the assignment for each procurement;
 - e. Required documents to be submitted to include at a minimum: (i) registration with relevant governmental entities as applicable; (ii) company registration for proof of area of residence, and other as applicable.
- The relevant entity will publish such requirement in appropriate local platforms
- Hiring process will be undertaken in accordance with Jordanian Labour Laws, IFC PS 2 (Labour and Working Conditions), and Abour HR Policy and Procedure. *Please refer to Abour HR Policy and Procedure for additional details.*

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- For the above all procurement activities will first prioritize companies within Tafileh Governorate. Should in any case, some of these services not be found, priority for procurement will be for other Jordanian companies.
 - A contract will be signed with the successful bidder that will include all information as required to include but not limited to agreed financial offer, timeline and schedule, scope of services, payment terms, execution terms, etc.
 - Contract will be administered in accordance with contract terms and obligations.
 - It will be prohibited at any time and for any reason to procure any supplies or services at the gates of the project site. All procurement activities will be one through the procedure identified below.
 - Charging any fees for promise of procurement of any supplies and services is strictly forbidden and no such practice is allowed by any entity (e.g. Vestas or subcontractors).

7. SOCIAL RESPONSIBILITY PROGRAM

Abour is aiming to implement a social responsibility program that will invest in selected development projects that will aim to the greatest extent possible bring an overall positive effect on the local communities while promoting social welfare.

This section provides an overall structure and approach to be considered by Abour for implementation of the social responsibility program throughout the operation phase of the project.

Abour Energy will meet on an annual basis with the Local Development Unit (LDU) of the Tafileh Governorate to identify key selected projects that the company can provide support to in Tafileh Governorate. The LDU is a unit within the Governorate that is responsible for social development of local communities.

Moreover, Abour Energy participates to ongoing coordination meetings with the surrounding WPP Developers (These meetings are managed by the Ministry of Energy and Mineral Resources) to discuss the possibilities of having one comprehensive list of SCR Projects as kind of cost-sharing.

Abour prepares an annual CSR Plan - see Annex #21 for CSR Plan2022 and ensures that the CSR eligible projects are also representative of the communities' needs/concern that appear from the stakeholder engagement and grievance mechanism as identified in the Stakeholder Engagement Plan (SEP).

Once Abour Energy CSR budget will be approved by the senior board members, Abour Energy will conduct an open dialogue with the local communities to discuss the following:

- CSR budget.
- Criteria for projects selection.
- CSR Projects prioritizing for the best use of available resources.

Key factors to be taken into account by Abour Energy for the selection process, and which are discussed with the LDU, include the following:

- Allocated budget for the year;
- Timeline for implementation – priority will be for projects which entail fast and simple timeline for implementation;
- Resource requirements – priority will be for projects which require minimal resources for development and implementation (human resources, capital resources, etc.);

Practicality – priority will be for projects that can be implemented and supported in a practical manner.