

Thank you.. The annual report on the Environmental, Social And Governance Disclosures has been successfully registered and your registration code number is 40914. You are kindly requested to print the report and attach it to the annual report of the Board of Directors attached to the annual .financial statements for the year 2023/2024

الهيئة العامة للرقابة المالية  
FINANCIAL REGULATORY AUTHORITY



### Annual report for FY 2023/2024

on Environmental, Social and Governance Disclosures Related to Sustainability (ESG)

In implementation of the authority's Decrees no. (107) and (108) for the year 2021

#### First: Introduction

This report on the disclosure of Environmental, Social and Governance (ESG) reflects the strength of the company's management to implement the principles of sustainable development and integrate sustainability practices into the company's activities and operations, which generates confidence among investors that enables them to make informed investment decision, By identifying risks and opportunities that may not be monitored by traditional financial reports, especially in light of the increasing demand by investors for ESG Data and how companies integrate sustainability practices into the daily operations and activates in order manage the risks and opportunities associated with the various dimensions of sustainability, and thus enhance its financial position. Based on the FRA responsibility towards NBFi including listed Companies on the Egyptian Stock Exchange, and within the framework of assisting these companies to submit annual reports to disclose ESG sustainability standards in accordance with the FRA decisions No. 107 and 108 of 2021, and to facilitate them, the FRA has prepared this electronic form to .companies to fulfill the KPIs for the disclosure of sustainability standards ESG

Therefore, please be careful, accurate and transparent when filling out this form, and please attach the report form within the annual report prepared by the Board of Directors attached to the annual financial statements for the year 2023/2024 In case of any inquiries related to this matter, you can contact sustainable development department via email

[sustainable.development@fra.gov.eg](mailto:sustainable.development@fra.gov.eg)

#### Secand: Basic Data on The Status of Company

Select the company's name: Alexandria Mineral Oils Company .1

Select the company's sector: Energy & Support Services .2

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### Third: Basic Data of The Person Responsible for Completing The Report

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Name :Soha Fadel Abdelaziz .1

Job Title:Investment General Manager .2

Email:Soha.Abdelaziz@amoceg.com .3

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### Fourth: Environmental KPIs

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#### Environmental Operations & Oversight (E1).1

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Has the company developed any official Environmental and Social (E&S) or Sustainability .1  
?policies

Yes

:Social and environmental responsibility policy

The company adopts a clear policy regarding its social and environmental responsibility and its ongoing commitment to contribute to economic and social development. The company undertakes .many initiatives in the field of social and environmental responsibility

Sustainability within AMOC is guided by materiality analysis to ensure that all available financial and in-kind resources are employed to serve the most important issues related to stakeholders and achieve the company's goals and vision through six main pillar integrate sustainable development and petroleum modernize plan into the company's general -1 policies

addressing climate change issues -2

Innovation and sustainability solutions -3

".Developing human resources "creating a work environment that leave no one behind -4

Efficient use of energy and resources -5

.Creating shared values in supply chains -6

?Is this policy originating from within the company or derived from global or national policies .2

Yes

Derived from the United Nations Development Goals (SDGS), Egypt Vision 2030, the National .Climate Change Strategy 2050, and the Low Carbon Petroleum Sector Modernization Plan



**Does the company identify and assess the environmental and social risks arising from its .3  
?economic activity**

**Yes**

**AMOC Company obtained a certificate of technical conformity for energy management systems in •  
accordance with international specifications ISO 50001: 2018, which aims to optimize energy  
consumption according to the highest approved international standards, and in anticipation of what  
European Union standards may require in the future regarding dealing with entities with a  
distinguished record in energy affairs in accordance with this certificate and to be added. This  
certificate is based on the various ISO certificates obtained by AMOC and is distinguished by its  
.quality management systems ISO 90001: 2015**

**The company also holds the ISO 26000:2010 certificate (conformity with social responsibility),  
:which aims to**

**. Design and build a customized social responsibility strategy for the company •**

**.Adapt this strategy to work in all legal, cultural and political environments •**

**. the company's social and environmental issues •**

**. Involving employees, communities and business partners in the company's strategy •**

**Gain higher trust and credibility as a socially responsible •**

**ISO 140001-2015 , as the company succeeded in passing the renewal review without any cases of •  
non- conformity, and the validity of the certificate was renewed for 3 years until April 18, 2024 , as  
well as conformity with the latest version of the standard under ISO 450001, Occupational Safety  
,Health and Environmental Protection Management Systems**

**Does the company follow specific policies concerned with waste recycling, water consumption, or .4  
?energy consumption**

**Yes**

**Recycling wastes such as paper waste and oils, reducing water consumption and reusing them,  
where paper waste and expired records are recycled by contracting with one of the companies  
specialized in chapping documents (in their total condition) and recycling them to manufacture  
cardboard. The amount of recycled waste decreased to only 3 tons for the fiscal year 2023-2024  
compared to the previous fiscal year, in which the amount of waste reached 38 tons since the  
.beginning of the project in 2019**

**?Does the company set any goals related to reducing greenhouse gas (GHG) emissions .5**

**Yes**

**An annual target has been set at the rate of reducing energy consumption and its implementation is  
.monitored during the year**

**Where the rate of qualitative total energy consumption (thermal and electrical) was reduced by  
3.5% from the rate of 2023-2022**

**Reducing the rate of total specific energy consumption (thermal and electrical) by 3.5% from the  
rate of 2021-2022and base year : 2021-2022**

**Does the management have any system/certification regarding the company's environmental .6  
?practices (ISO 14001 certification)**

Yes

AMOC has succeeded in obtaining the technical conformity certificate for energy management systems in accordance with international specifications ISO 50001: 2018, which aims to rationalize energy consumption according to the highest approved international standards, and in anticipation of what European Union standards may require in the future regarding dealing with entities with a distinguished record in energy affairs in accordance with this certificate. This certificate is to be added to the various ISO certificates obtained by AMOC and is distinguished by its quality management systems ISO 90001: 2015. The company also holds an ISO 14001:2015 certificate The company succeeded in passing the renewal review without any cases of non-compliance, and the validity of the certificate was renewed for 3 years until April 18, 2024 , as well as conformity with the latest version of the standard under the name ISO 450001, Occupational Safety and Health .Management Systems and Environmental Protection

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**Carbon Emissions / Greenhouse gases (GHG) (E2).2**

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**Does the company calculate the total amount of carbon emissions (Carbon Footprint) in metric .1  
?tons**

Yes

**Type: gaseous emissions - carbon dioxide**

**Source: Energy consumption, both thermal and electrical**

**Unit of measurement: tons of carbon dioxide equivalent**

**Global warming potential (GWP) rates used : carbon dioxide**

**Quantity of emissions during fythe period 2022-2023: 225,499 T CO2 Eq/year  
calculation methods , and base year : 2021-2022 ,**

**The amount of co2 equivelant emissions from electricity consumption is calculated based on the  
emission factor published every two month by the electricity observatory**

**The amount of co2 equivelant emissions from thermal energy consumption is calculated based on  
-;**

**The thermal content file from petroleum ministry •**

**Calculation from a simulation program •**

**Accounting to the IPCC3 report •**

**Special performance indicator Using energy sources and their diversity (B3) -3**

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**Energy sources usage and diversification (E3).3**

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**?Does the company calculate the total amount of energy directly consumed .1**



Yes

is done monthly and annually through the company's energy bills, with a total amount of energy consumed

Electrical energy ( Egypt Electricity Holding Company )  
Thermal energy ( Egyptian Natural Gas Holding Company ) British thermal units •

Does the company calculate the percentage of energy consumption according to the type of .2  
?generation source

Yes

The company's consumption of thermal energy is 90% of the total energy  
.The company's consumption of electrical energy is 10% of the total energy

?Does the company calculate the percentage of annual saved energy .3

Yes

An annual goal has been set to reduce energy consumption, and its implementation is monitored during the year

The rate of total specific energy consumption (thermal and electrical) was reduced by 3.5% over the 2022-2023 rate , and a target was set to provide 200 thermal units and raise the efficiency of condensate recovery in the oil and diesel complexes to provide steam at a rate of 4.3 tons/hour for each

In each complex individually , as well as maximizing the use of gases produced within the company for use as fuel , modernizing the boiler control system via Scada. Improving and raising the efficiency of cooling towers in order to reduce the total rate of energy consumption of both types for .the fiscal year 2023-2024

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Water Usage (E4).4

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?Does the company calculate the total amount of water annual consumed .1

Yes

The company calculates the total amount of water consumed annually, which is 1,226,740 m3 for the current year 2023-2024

?Does the company calculate the total amount of annual water recycled and treated .2

Yes

The company calculates the total amount of industrial waste water annually

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Does the company calculate the total amount of waste generated or recycled and that, which has .1  
?been treated according to type and weight

Yes

The company calculates the total amount of waste produced, recycled, or treated by type and weight  
,annually

Fifth: Social KPIs

Gender Diversity & Pay Ratio (S1).1

Does the company disclose the number of male and female employees according to the type of .1  
?employment (temporary or permanent)

Yes

The company annually discloses the number of employees and employment in general through the  
.Board of Directors report attached to the financial statements or through the sustainability report  
.The company also obtained ISO260001 for social responsibility and sustainable development

?Does the company disclose the percentage of total employees who are male and female .2

The company discloses the percentage of the total number of male and female employees and its  
development over the years through the Board of Directors' report attached to the financial  
.statements or through the sustainability report

Does the company disclose the percentage of positions held by males and females (specifically for .3  
entry-level and mid-level jobs)

The company clarifies the percentage of senior management positions to regular positions through a  
sustainability report

Does the company disclose the percentage of positions held by males and females (specifically for .4  
?senior-level and executive positions)

The company discloses the percentage of the total number of male and female employees holding  
senior management positions and its development over the years through the Board of Directors'  
.report attached to the financial statements or through the sustainability report

?Does the company disclose the average pay ratio for females compared to the males .5

The company discloses in the Board of Directors report attached to the financial statements salaries  
for males compared to the ratio of average salaries for females which are equal , and based on job



level and experience ,without any discrimination based on gender ,race,or creed

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### Employee Turnover rate (S2).2

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?Does the company disclose the annual percentage rate of turnover for full-time employees .1

The company clarifies in the Board of Directors' report attached to the annual financial statements the number of employees in the company and also clarifies the labor turnover rates in the sustainability reports., which is 0.52% for the current fiscal year.and this reflects our commitment to provide an attractive work environment

?Does the company disclose the annual percentage rate of turnover for part-time employees .2

The company clarifies in the Board of Directors' report

Does the company disclose the annual percentage rate of turnover for contract employees and .3  
?consultants

The company clarifies in the Board of Directors' report

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### Non-Discrimination (S3).3

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Does the company follow a policy condemning sexual harassment and a non-discrimination policy .1  
?based on any racial, religious, or gender basis

The company has updated the Code of ethics and has given great importance to the topics of sexual harassment and the non-discrimination policy in terms of awareness, actual identification and .methods of reporting it with whistleblower protection methods and accountability for the act

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### Global Health & Safety Standards (S4).4

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Does the company follow an occupational health and safety (OHS) policy and/or a policy related .1  
to global health and safety standards (for example ILO's International Labor Standards on  
?Occupational Safety and Health)

The company was keen to implement an integrated management system in accordance with the latest international standards in occupational safety and health systems ISO 45001: 2018 and process safety OSHA-CFR.1910.119 , and then working documents were issued to implement the .optimal methods of work in the field of occupational safety and health and process safety

**?What is the number of occupational accidents if any .2**

**Nothing**

**Does the company offer trainings related to environmental, social AND Occupational Health and safety (OHS) issues for employees. If the answer is yes, please disclose the number of trainings**

**?hours**

**programs have been implemented with a total number of 1280 hours for 272 employees in terms of occupational safety and health**

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**Children & Forced Labor (S5).5**

**?Does the company follow a policy prohibiting child labor and forced labor .1**

**The company follows Egyptian labor law and international laws and regulations**

**?Does that policy apply to the suppliers and vendors dealing with the company .2**

**Yes, this policy applies to suppliers and vendors dealing with the company, where the contracts provide for insurance for contractor workers, as well as the procedures for entering the company .who do not produce a national number card or does not carry it**

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**Labor Rights (S6).6**

**In addition to the requirements of Egyptian Labor Law, does the company follow the laws and standards of the International Labor Organization or any other international framework, standards, or laws related to labor's rights**

**AMOC follows many international frameworks and standards related to workers' rights, in addition to the requirements of the Egyptian Labor Law, as the Code of Job Conduct and Work Ethics followed by the company stipulates for compatibility with its strategic objectives and Egyptian and international laws through the various principles and values contained in the Code .regarding workers' rights and working conditions**

**With regard to suppliers and sellers dealing with the company, the company does not register any supplier until after submitting the official documents of its commercial entity, and the company is .obliged to issue official documents to suppliers. Suppliers also follow this policy from the company**

**Based on the above, the company operates in accordance with not only the requirements of the Egyptian Labor Law, but also the standards and principles of the International Labour Organization and other international frameworks related to workers' rights, reflecting its commitment to responsible and sustainable practices in the field of employment**

**?Does that policy include the suppliers and vendors dealing with the company .2**



**No supplier is registered except by submitting the official documents of his commercial entity and .issuing the official documents. Suppliers must follow this policy**

**Sixth: Governance KPIs**

**Board Diversity (G1).1**

**Does the company disclose the number and percentage of the board of directors occupied by .1  
?males and females**

**Yes**

**The company discloses the percentage of the total male and female board seats through periodic reports, including (the board of directors report attached to the financial statements - the disclosure .report - the governance report - the sustainability report)**

**Does the company disclose the number and percentage of committee chairs occupied by males .2  
?and females**

**Yes**

**The company discloses the percentage of the total male and female board seats through periodic reports, including (the board of directors report attached to the financial statements - the disclosure .report - the governance report - the sustainability report)**

**Bribery / Anti-corruption (G2).2**

**?Does the company issue any decisions related to combating bribery / corruption and follow them .1**

**Yes**

**We obtained ISO 37001:2016 to combat bribery and corruption**

**A committee was formed to consider and follow up on matters related to combating bribery and corruption, and the company's Code of Ethics defines those actions, then raises awareness and ways to report them, along with methods of protecting the whistleblower, ending with accountability for .those actions**

**Ethics and Code of Conduct (G3).3**

**?Does the company issue code of conduct / Ethic and follow them .1**

Yes

The company follows its own code of conduct

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#### Data Privacy (G4).4

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In addition to the requirements of the Egyptian data protection law, does the company follow any .1  
?other international frameworks, rules, or recommendations regarding data privacy

Yes

The company is in the process of implementing ISO 27001 (Framework for securing information  
and data)

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#### Sustainability Reporting & Disclosure (G5).5

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Does the company issue sustainability report according to GRI, CDP, SASB, IIRC, UNGC, or any .1  
?other type of sustainability reports frameworks

Yes

The company issues a sustainability report in accordance with GRI international standards

Is the company striving to achieve specific goals from the United Nations Sustainable .2  
?Development Goals

Yes

Through the sustainability team, the company monitors the SDGs and verifies the achievement of  
initiatives that contribute to progress on these goals, as reported in the sustainability and  
governance reports and the company's role in corporate social responsibility

Does the company identify these goals and report on the progress made within the framework of .3  
?the United Nations Sustainable Development Goals (SDGs)

Yes

Through the follow-up of the Sustainability Work Team, the company follows up on the Sustainable  
Development Goals (SDGs) and verifies the completion of initiatives that would achieve progress  
with those goals through sustainability and governance reports and the company's role in the field  
.of social responsibility

Has the company clearly declared its commitment towards corporate social responsibility .4  
?standards



Yes

We are comply with Iso 26000:2010  
The Company's General Assembly annually allocates amounts consistent with its responsibility towards society and then works to spend them within the channels specified for it and is disclosed .annually in the Governance Report and Article 40

Does the company follow a clear and explicit policy / principle regarding community .5  
?investments

Yes

The company prepared a strategy for social responsibility and community investment, and then created a committee to discuss and monitor the .work implemented and obtain ISO 26000 on social responsibility and sustainable development

Does the company participate in public or private sector initiatives concerned with community .6  
?development

Yes

The company participates with the public and private sectors in various initiatives, whether for .food, education, or any field of community development

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External Assurance (G6).6

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?Are the company's ESG disclosures assured by an independent third party .1

Yes

The amount allocated for donations and social responsibility is disclosed through the governance report and approved by the company's legal auditor. And the renewal of ISO 26000

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