

Environmental protection regulations for external companies at AUDI HUNGARIA Zrt. and Audi Hungaria AHEAD Kft.

– Version effective from 01.07.2023 –

PUBLIC/NYILVÁNOS

I. General requirements

AUDI Hungaria Zrt. and Audi Hungaria Ahead Kft. (hereinafter referred to as the Company) place great emphasis on the protection of the environment and the economical use of resources in their products and activities. The Company expects all its suppliers and all service providers and other companies working on the Company's premises to adopt this policy.

This policy means compliance with the following requirements:

- compliance with applicable environmental regulations, standards and limit values;
- protection of the environment (air, water, soil) from harmful effects;
- prevention of environmental damage and accidents;
- minimize the quantity and hazard of waste generated;
- minimize the use of materials and energy

1. Scope

This policy applies to buildings, installations, infrastructure, machinery and equipment, both new and converted, on the Company's premises, as well as to the designers, purchasers, contractors and operators of such installations, and to service providers and other companies working on the Company's premises.

2. Regulations and standards

Compliance with the relevant European Directives in force at any given time and with Hungarian legislation and regulations concerning environmental protection is a fundamental requirement.

The Company has developed its own integrated Environmental Compliance and Energy Management System. The system is certified in accordance with *Regulation (EC) 1221/2009 on the voluntary participation by organizations in a Community eco-management and audit scheme (EMAS III)*, and with the *ISO 14001 and ISO 50001 standards*.

By participating in the Community eco-management and audit scheme, Audi Hungaria has agreed to

- comply with applicable environmental regulations;
- continuously improve its environmental performance (BAT);
- maintain an open dialogue on the environmental impact of its activities;
- involve all employees and service providers in this scheme.

AH's top management has defined the organization and framework for its Environmental Compliance and Energy Management System in the **Environmental and Energy Policy**. AH's suppliers and service providers must also cooperate in complying with this Environmental Policy: see <https://audi.hu/hu/profil/kornyezetvedelem/politika/>

3. Information transfer and training

The requirements of this document must be communicated to all employees of partner companies carrying out environmentally relevant activities on the Company's premises before they start work.

The scope of partner companies carrying out environmentally relevant activities is defined by the Environmental Protection Department.

Any partner company that has a contract with Audi Hungaria is environmentally relevant if:

- it has a permanent site on the premises of Audi Hungaria and is therefore present on the premises of Audi Hungaria with a permanent staff and carries out one of the following activities: *environmental protection services, logistics services, facility maintenance and cleaning, catering, guard service, parts sorting and rework*.

In order to raise awareness of Audi Hungaria's environmental standards, the Environmental Protection Department organizes environmental training for the responsible managers or authorized representatives of environmentally relevant companies every 3 years, which is compulsory.

Following the environmental training, the environmentally relevant partner companies must confirm in a declaration that

- they have taken note of the information and requirements contained in the environmental protection training,
- make the information contained in the training material known to the employees of their company working on the premises of Audi Hungaria Zrt. at all times prior to the start of their work, and
- enforce the information contained in the training material.

If there is a change in the environmental content for partner companies during the 3-year period, Environmental Protection Department will organize an extra environmental training in the year of the change.

4. Obtaining permits

In the case of new investments or new activities, an environmental permit procedure must be carried out prior to construction or implementation in the cases listed in the annexes to Government Decree No. 314/2005 (XII.25.) on environmental impact assessment procedures and unified environmental permit procedures. This decision is taken by the Environmental Protection Department.

If the project does not require an environmental permit but a building permit, the construction documentation must contain a separate environmental plan chapter. In this case, the environmental protection authority will only act as a competent authority for the construction permit.

G/G-2G4 Building Infrastructure is responsible for managing the building permit processes and for the preparation of the environmental plan chapter. The referenced plan chapter and the building permit shall be sent to Environmental Protection Department.

For water works, construction of water facilities (e.g. drainage, collection and treatment of waste water and precipitation (e.g. storm water tanks), wells for groundwater monitoring, water intake, other wells, etc.), a separate water permit procedure shall be initiated in accordance with the relevant legislation. Only the installations and facilities that are connected to a sewer and have an EME permit or CE marking are exempted from such a water permit.

G/G-2G4 Building Infrastructure is responsible for managing the water permit processes, with the exception of the permit process for the water monitoring network, which is the responsibility of the Environmental Protection Department.

If a stack/chimney is to be constructed in connection with the planned project to discharge polluted air into the environment, a permit must be obtained from the Environmental Protection Agency for this air pollution point source as well as for the associated process and the separation equipment.

Air pollution control permits are obtained by the Environmental Protection Department.

II. Water quality protection

1. Soil and groundwater

The handling, storage, transfer and use of substances and waste that pose a risk to soil or groundwater must be carried out in a manner that does not endanger the environment.

The protection of groundwater quality is governed by Government Decree No. 219/2004 (VII. 21.) on the protection of groundwater.

When using chemicals, companies are obliged to comply with Act XXV of 2000 on Chemical Safety.

The above-ground storage of liquids and liquid waste hazardous to water must be carried out on a containment tray or a spillage containment system, which is able to contain eventual spillages:

- for the maximum unit volume stored on it (e.g. 200 liters when several 200 liter drums are stored),
 - or
 - 10% of the total quantity stored on it (e.g. 100 liters for a 1 m³ container).
- Of the 2 methods, the one which gives the larger capacity should be used.

To achieve maximum safety, the floor of the halls and the cover plates of the drains are sealed. It is prohibited to open the covers or damage the seals.

In order to monitor the quality of groundwater, 15 groundwater monitoring wells have been installed on the premises of Audi Hungaria Zrt. It is strictly forbidden to open up the wells, pour any substance into them and thus directly contaminate the groundwater, and this will result in environmental fines!

2. Surface water

The protection of surface water quality is governed by Government Decree No. 220/2004 (VII. 21.) on the rules for the protection of surface water quality.

A small part of the storm water run-off from the AH area (roads, halls) is discharged into the industrial sewer, and the larger part goes into the storm water storage ponds. Both systems contain living water, so no material, industrial effluent or waste can be discharged into them either directly or indirectly through the storm water sewer system. If pollutants are discharged onto the roof from the technology or other activities, their run-off must be prevented.

The surfaces of the halls shall only be washed with cleaning products approved by the Environmental Protection Department. Contamination of sewers and living water will result in an environmental fine!

3. Urban waste water

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The sewer system must be protected from industrial pollution and must not be used for discharging/spilling industrial waste water containing oil or any other chemical. Contamination of the sewer system will result in an environmental fine! Waste water containing oil or chemicals must be discharged into the washing cabins in the production halls or into the appropriate designated containers.

The service providers permanently present on the premises must report all chemicals used on the AH premises to the staff of G/PT-3 Fluid Management.

4. Major incidents

All incidents of environmental significance, accidents or incidents involving environmental hazards (chemical, oil, emulsion spills) which could lead to the pollution of soil, water, sewer system or air must be reported immediately to the Safety Centre on 96/66-11-11. Any damage caused and the necessary remedial work will be the responsibility of the party causing the incident.

Only vehicles in perfect technical condition (lorries, locomotives, trucks, sprinkler trucks, etc.) may be used on Company premises. Vehicles that cause environmental pollution (e.g. oil drips) will be banned in all cases.

III. Air pollution control

During construction, the installation of a new air pollution point source (chimney, stack, vent), the installation of an additional connection to an existing one or the removal of a connection to the point source must not be carried out without the permission of Environmental Management, and these modifications must be reported to the competent local Environmental Authority.

If a service provider is permanently present on the premises and operates a separation equipment in the possession of the AH, it shall comply with the instructions for its operation and maintenance (TPM Standard). With regard to air quality protection, the provisions of Government Decree No. 306/2010 (XII. 23.) on air protection shall apply. Air pollution control inside the halls is the responsibility of Occupational Safety.

Unnecessary idle running of vehicles is prohibited!

IV. Waste management

1. General

Waste shall be disposed of in accordance with the provisions of Act CLXXXV of 2012 on Waste Management. The activities of external service providers must be aimed at avoiding the generation of waste. Waste that is unavoidably generated shall be recycled where possible. Of the recovery methods, material recovery shall be preferred to thermal energy generation (incineration). Non-recoverable waste should be disposed of in an environmentally sound manner in accordance with the regulations.

Recommended measures to avoid waste generation:

- replace single-use batteries with rechargeable batteries
- avoid the use of single-use packaging wherever possible
- refillable versions should be preferred for chemicals

Service providers must be familiar with and comply with Audi Hungaria's waste management regulations. Waste generated must be collected separately by type and placed in waste bins with the correct labeling/color coding and transported away by the waste management service provider. Occasional waste that does not have a standard waste bin (e.g. metals) should be labeled and reported to the waste management service provider (Engine Production: 96-66-8646, Vehicle Production: 96-66-3726, LOC: 96-66-8658, G40: 96-66-5101).

It is strictly prohibited to remove or use AH waste for private purposes!

2. Management of construction and demolition waste

During the construction and demolition work carried out by the Contractor, the construction and demolition waste resulting from the work shall be the property and in the possession of the Contractor.

The Contractor, as the generator and owner of the construction and demolition waste, is responsible for compliance with the relevant waste management regulations, in particular for ensuring that the construction and demolition waste is treated in accordance with the relevant legislation and for fulfilling the relevant administrative obligations towards the competent authorities in relation to the waste as set out in the relevant legislation. The contracted construction contractor may only transfer his waste to companies holding a waste management license.

The Environmental Protection Department of AH has the right to inspect the activities of partner companies carrying out construction or demolition work. Detailed work instructions for construction and demolition waste activities can be provided to external companies by G/G-2G4.

V. Energy saving

AH expects all partner companies to use energy and other available resources sparingly, keeping consumption as low as possible. When working on the factory premises, pay attention to the rational use of energy and media (electricity, fuel, compressed air, water, etc.). When work is interrupted or completed, switch off all unnecessary consumers and shut off all media.

VI. Conservation of nature

1. Habitat protection:

- It is strictly forbidden to accumulate waste of any kind on Audi Hungaria's green areas or external areas or deposit them for extended periods of time.
- Waste generated (including green waste) may be stored in an area agreed with G/G-2G4 until transported away.
- Construction materials and remaining structural elements may be stored on the factory premises in the area authorized by G/G-2G4, but only in an orderly manner and in compliance with environmental regulations.

2. Use of herbicides, fertilizers and pesticides

- The use of chemical herbicides in the AH premises is strictly prohibited in the protection zone (25m) of the storm water ponds and in the apiary area. In other areas, chemical weed control may only be carried out with the prior consent of the Environmental Protection Department. Only Category III herbicides and pesticides may be used on the green areas of AH (including the railway track, car parks, gravel beds, roads).
- In grass areas, nutrient enrichment is only allowed in certain areas. If the use of organic fertilizers is not feasible in these grass areas, the use of complex NPK fertilizers may be allowed. The planned use of fertilizers must be agreed in advance with the Environmental Protection Department.
- Service providers whose tasks include the maintenance and management of outdoor areas must comply with the relevant provisions of FVM Decree No. 43/2010 (IV. 23.) on plant protection activities.

3. Animal protection

- The management of green areas cannot exclude the possibility of affecting the nests of bird species nesting on the ground or in the shrub layer. During the nesting season, nests must be left intact within a radius of a few meters.
- In order to protect nests, it is recommended that felling, large-scale pruning and shaping of shrubs be carried out outside the growing season.
- Animals that are injured or die on the AH premises, as well as animals that wander into the halls, should be reported to the Environmental Protection Department's Conservation Officer and to the Facility Managers.
- Do not feed animals (e.g. dogs, cats, etc.) that have wandered into the factory area/ halls, as this will habituate them to the factory area.
- It is forbidden to bring animals to the factory premises and release them there!

VII. Special conditions for installation/conversion/demolition of machinery

During installation or demolition, the following requirements must be complied with:

- all separately collected waste from the activities (e.g. steel scrap, cable scrap) must be transported away by the waste management service provider of AH;
- hazardous liquids (e.g. oil, emulsion) from dismantled pipes or machine parts must be collected in a container (e.g. drum, IBC) provided by the waste management service provider of AH and must be transported away by the service provider;
- the spillage of hazardous liquids (either into the environment or within the hall) must be prevented,
- in the event of an environmental incident, the Safety Centre must be notified on 96/66-11-11;
- to prevent damage to the environment, internal cleaning machines and spill vacuum equipment may be used during demolition.

Please join us in protecting our environment!