

Citizens' Association "NEŠTO VIŠE"

RULEBOOK ON ENVIRONMENTAL PROTECTION

Sarajevo May 17, 2023.

I INTRODUCTORY PROVISIONS

Article 1.

The Rulebook on Environmental Protection of the Citizens' Association "NEŠTO VIŠE" (hereinafter: the Rulebook) is a document that contains a set of measures of a practical nature that contribute to the protection of the environment in the work of the Citizens' Association "NEŠTO VIŠE" (hereinafter: the Association).

The purpose of this Rulebook is to accept, affirm and incorporate the principles of environmental protection, so that its provisions become the standard behavior of all employees in their daily work.

The terms used in this Rulebook, which have a gender-specific meaning, regardless of whether they are used in the masculine or feminine form, equally encompass both the masculine and feminine genders.

Article 2.

The Rulebook defines the activities and rules of behavior of employees in order to protect the environment, in accordance with the positive legal acts and by-laws in Bosnia and Herzegovina.

Article 3 (Definition)

Environmental protection, as defined by this Rulebook, encompasses business practices in the daily work of the Association's employees that do not have a negative impact on the environment, or minimize such negative impact as much as possible.

Article 4 (Application)

The provisions of this Rulebook directly apply to all employees of the Association.

Before starting work or assuming a specific function, employees must be given the opportunity to become familiar with the provisions of this Rulebook.

Article 5 (Meaning of certain terms)

"Environmental protection" refers to a set of procedures and measures that prevent environmental pollution, with the aim of preserving biological balance. This primarily includes eliminating the consequences of the negative effects of man on nature.

"Environmental protection prevention" refers to implementation of organized measures and activities aimed at eliminating or reducing the direct and indirect causes of environmental pollution.

"Employee" refers to a person employed under an employment contract for full time and/or par time.

Article 6 (Principles of operation)

The association bases its work on the following principles of environmental protection:

"Legality" - All employees are obliged to respect legal procedures, principles and restrictions related to environmental protection, which are based on constitutional and legal provisions in Bosnia and Herzegovina, including international conventions and agreements to which BiH is a signatory party.

"Prohibition of behavior that endangers the environment" - Employees must not endanger the environment while performing their duties.

"Protection of whistleblowers reporting behavior that endangers the environment" - No one shall be punished or suffer any consequences for reporting, in good faith, what they consider to be inappropriate act or irregularities in prescribed procedures.

"Principle of good practice" - obligates the Association to harmonize its policy with the best practice necessary for effective environmental protection.

"Efficiency" - Obliges the management authorities to achieve constant progress in proposing and implementing measures that achieve visible results in environmental protection.

II PREVENTION OF ENVIRONMENTAL PROTECTION

Article 7 (Preventive measures)

The Association's preventive measures establish a system of coordinated and continuous activities aimed at environmental protection:

a/ Waste management

With the increase in the global population, the amount of waste on the planet also increases, and that is why we all need to take actions to reduce waste and responsibly manage the waste generated in the work process.

In addition to managing waste responsibly, we undertake activities to reduce the waste generated during our work and at the same time raise the awareness of our employees who, on an individual level, contribute to reducing waste and its responsible management.

Waste reduction measures:

1. Employees of the Association will add a bilingual note to the header of every electronic document and e-mail: "Sjetite se okoliša, odšampajte ovu poruku samo ako Vam je to uistinu potrebno" / Think of the environment please don't print this e-mail unless you really need it."
2. Employees of the Association will print only documents for which, for objective reasons, a different delivery or archiving is not possible. Additionally, when printing, paper that absorbs less color will be used or, if there is an option, the ink-saving function will be utilized.
3. At the Association's permaculture property in Mostar, waste will be sorted and repurposed (production of compost for organic waste, recycling, disposal of electronic waste)
4. The use of plastic packaging will be reduced (glass packaging will be used whenever possible).

b/ Water protection

Given that water is becoming increasingly scarce on the planet, we strive to reduce water consumption in our work while responsibly managing wastewater and protecting the surrounding water.

By responsible management of waste water, we eliminate the possibility of pollution of the flowing water that surrounds us, but we also ensure the recycling of water and, therefore, its reuse.

Water protection measures:

1. On the Association's property in Mostar, waste water will be collected in waterproof tanks and transported by a company that provides waste water removal services.
2. Collecting rainwater and using it for watering at the Association's property.
3. Only biodegradable products for personal hygiene are used on the property of the Association in Mostar.
4. All "grey" water on the property of the Association in Mostar is directed to a natural water purifier (reed bed) and reused for plant irrigation.

c/ Energy consumption

Given the current global challenge of energy scarcity, we strive to contribute to reducing electricity consumption. This contribution starts with small actions such as regularly turning off lights in rooms where they are not needed and extends to using eco-friendly energy sources for heating our spaces during the winter months.

Measures for reducing energy consumption:

1. In the premises of the Association, energy-efficient light bulbs will be used, in order to reduce the consumption of electricity,
2. Consideration will be given to the rational use of heating and cooling devices.
3. Solar collectors have been installed on the property of the Association in Mostar.

d/ Promotion of environmental protection

For effective environmental protection, it is necessary to educate as many citizens as possible, especially younger people. The Association will constantly work on the promotion of environmental protection.

Measures for the promotion of environmental protection:

1. Employees of the Association will try to influence their partners by setting a good example, encouraging them to adopt the same or similar environmental protection policies.
2. Employees of the Association will work on raising awareness among people, especially the youth, about sustainable lifestyles.
3. The Association will organize environmental protection actions and promote a healthy living environment at least once a year.
4. Employees of the Association will provide information on environmental actions and help implement ideas in the field of environmental protection and sustainable development.

Article 8.

Environmental protection procedures will be integrated into the areas of contracting and procurement of services, equipment and materials for the work of the Association, and will, among other things, ensure priority in the procurement of equipment and materials for work from suppliers who have incorporated the concept of environmental protection in their business.

III TRANSITIONAL AND FINAL PROVISIONS

Article 9

This Ordinance enters into force on the day of its adoption.