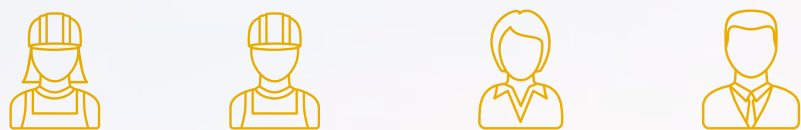


## CARING FOR EMPLOYEES



## Employee Demography



	Blue Collar		White Collar	
	Women	Men	Women	Men
Number of Employees	593	14,183	1,033	2,704
Percentage	3%	77%	5%	15%

Age Distribution	Blue Collar		White Collar	
	Number	Percentage	Number	Percentage
<30	4,713	25.5%	1,057	5.7%
30-50	8,162	44.1%	2,118	11.4%
>50	1,955	10.6%	508	2.7%
Total	14,830	80.2%	3,683	19.8%

	Blue Collar		White Collar	
	Number	Percentage	Number	Percentage
Number of Employees with Disabilities	60	0.25%	24	0.10%

Number of Employees According to Contract Type with Gender Breakdown

	Women	Men
Permanent	855	4,623
Temporary	731	12,304



## Number of Employees According to Contract Type with Country Breakdown

	Permanent	Temporary
Turkey	3,516	0
Russian Federation	1,228	2,904
China	380	0
Afghanistan	73	582
Georgia	332	1,643
India	7	10
Netherlands	1	0
Iraq	549	1,067
Kazakhstan	276	2,768
Kosovo	388	1,611
Northern Iraq	6	10
Mexico	1	0
Mauritania	2	16
Paraguay	28	121
Romania	2	0
Sri Lanka	44	310
Saudi Arabia	31	26
Turkmenistan	37	544

## Number of Full Time and Part Time Employees with Gender Breakdown

	Women	Men
Full Time	1,581	16,905
Part Time	14	13

\* Values have been calculated using data that is collected as of December 31, 2017.

Gender	Number of Employees in Senior Management	Percentage
Women	34	16%
Men	177	84%
Total	211	100%

Age Distribution	Number of Employees in Senior Management	Percentage
<30	8	4%
30-50	152	72%
>50	51	24%
Total	211	100%



## Number of Employees in ENKA İnşaat According to Employee Category

Category	Number of Employees	Percentage
Turkish Employees	2,036	14.3%
Local Employees	5,468	38.4%
Other Employees	6,322	44.4%
Subcontractor Employees	413	2.9%
TOTAL	14,239	100%

\*Subcontractors are only employed in abroad activities within ENKA. Tasks of subcontractor employees differ according to context of the project, they include but are not limited to: mobilisation, reinforced concrete applications, basic remediation works, industrial welding operations, NDT operations, security, engineering and design works and commissioning and start-up activities.

## Employee Rights and Employee Satisfaction

ENKA is a large family made up of a total of 23,733 employees from 49 nationalities in 18 different countries. ENKA regards its employees as the most important of all the assets that play a role in the success and sustainability of its companies.

ENKA respects human rights and treats diversity as a source of richness and turns it to advantage. This is a corporate culture which extends to all levels of the organisation. The ENKA Code of Conduct is the essential document that guides both the relations of employees with one another and the

attitude of the company to its employees. As stated in the ENKA Code of Conduct, employment, promotion and all similar decisions concerning human resources are taken regardless of race, national origin, religion, language, colour, age, sex, sexual tendency, disability or any other discriminatory criterion forbidden by current laws.

The Human Resources Management Policy, which has been developed with the aim of achieving ENKA's mission, vision and values, is founded on the following elements:

1. To further the strategic goals and interests of the Company,
2. To be sensitive to the needs of employees and all stakeholders ,
3. To maintain ENKA's reputation as a desirable employer,
4. To establish a workplace culture based on trust and respect, in which all employees feel valued and are able to make their best efforts to fulfil our mission successfully,
5. To employ the person most qualified for the position, and to evaluate all applications from qualified candidates equally, regardless of race, language, religion, gender difference or physical disability,
6. To give top priority to ENKA employees when filling vacant positions in the company, and to turn to external resources if there are still outstanding needs after the internal candidates have been assessed,
7. To know and abide by the laws and directives relevant to each task performed,
8. To provide all employees with opportunities for training and career planning so that they can understand their duties clearly, develop their skills and improve their performances.



ENKA respects human rights and treats diversity as a source of richness and turns it to advantage. This is a corporate culture which extends to all levels of the organisation.



### Rights Provided to Employees

All ENKA employees have the pension rights and rights to maternity/paternity leave specified in the laws. The other fringe benefits provided to employees vary from company to company. For example, some ENKA group companies provide their employees with bonuses or with support for private health insurance or private pension fund contributions.

All ENKA employees have the right to a 50% discount at ENKA Sports, which is one of Turkey's leading sports clubs. In addition, all ENKA employees have the right to a 20% discount for events organised by ENKA Culture & Arts, which plays host to a variety of well-respected artistic performances.

ENKA İnşaat provides all of the employees working on its projects in various parts of the world with free insurance against emergencies, air ambulance services, and health services in clinics set up at the project sites. Depending on the conditions in the countries in which ENKA operates and in the site locations, a range of other social spaces and services are provided to enable employees to work in a comfortable, peaceful and pleasant environment. These include open-air and covered sports areas, game console areas, spaces and tables for playing various games, and the provision of wireless Internet in all working and living spaces as well as satellite channel services in accommodation rooms.

ENKA İnşaat prepares suitable menus for vegetarians and for employees needing special diets both at its project sites and at its Headquarters in Istanbul. In the projects, special kitchens are set up and separate menus are prepared by Indian cooks to accommodate the preferences of employees of Indian origin.

Throughout the Çimtaş Group, collective contracts are signed with labour unions, and unionised workers are provided with the pay and other benefits envisaged in the contracts signed with the unions that represent them. Accordingly, the personnel in the coverage of the unions are paid monthly bonuses all year round adding up to a total of four salaries per year, in addition to their gross salaries, and a social assistance package is provided. Performance-based bonus and promotion schemes are available for employees not within the coverage of the unions.

Non-unionised workers at Çimtaş benefit from private health insurance as well as being covered by the Social Security Board (SGK). If they so wish, their dependents can also be included in their private health insurance scheme. Besides private health insurance, general personal accident insurance is provided for all employees, whether or not they are unionised. Various other practices are in effect with a view to raising the quality of the employees' lives and increasing their productivity. These include birth allowances, provisions distributed at religious holidays and support for school stationery needs.





Results of the survey conducted by an independent research company indicated that the employee loyalty was at 88% in ENKA İnşaat and 90% in ENKA Group as a whole.



I have been working in the ENKA Corporate Quality Department since December 2015.

The most important difference between ENKA and other companies in this country is the priority which it attaches to its employees as its most important stakeholder. ENKA is aware of the challenging conditions that are natural parts of the sectors in which it operates, like construction and energy. Its business strategy therefore gives prominence to employee satisfaction. The organisation of ENKA Academy, which was founded with a view to supporting the personal and professional development of employees, has enabled ENKA to invest in its employees more comprehensively and effectively.

ENKA maintains high business and quality standards in every sector in which it operates. However, its business strategy is not based on this goal alone. The goals of valuing its employees, contributing to local communities in the locations where it works, and reducing its environmental impacts have also become a part of its business strategy. All of these aims constitute ENKA's culture of doing business. In 2017, it gathered them all together and published the ENKA Sustainability Strategy.

I am happy and proud to be a member of a large family like ENKA, which respects its employees and its environment and generates wealth for a better future.

**İnci Bozokluoğlu, Corporate Quality Lead Engineer,  
ENKA Headquarters**



## Employee Satisfaction

In 2017, an Employee Satisfaction and Loyalty Survey was conducted throughout ENKA for the first time. The survey was conducted by an independent research company. The employees were asked to give their views on numerous aspects of employee satisfaction and loyalty. Employee

loyalty was put at 88% in ENKA İnşaat and 90% in ENKA Group as a whole. The company's goals for 2018 include the implementation of a number of actions which have been found necessary to bring about improvements in the light of the survey results, and the continuation of the dialogue with employees concerning such actions.



## ENKA Sailing Club

With its experienced coaches and the amateur sailors they have trained, ENKA Sailing has one of the strongest sailing teams in the sailing community. Every year, sailing programmes are organised especially for employees with and without sailing experience, at basic and advanced levels. Employees who succeed in the training programmes have the opportunity to take part in the trophy race programmes and join the ENKA Sailing Team.

In 2017, ENKA Sailing team has finished first both in the Istanbul Sailing Club (IYK) and the Bahçeşehir University (BAU) yacht trophy programmes, consisting of 9 and 4 races respectively, as well as earning two championships in the IRC-0 classification, which is considered the highest class. An overall second place finish was achieved at the TAYK / BMW Bosphorus Sailing Fest, which was held on 20 May 2017. The team was crowned another first place prize at the TAYK / Eker Olympos Regatta Cup held on August 11-13.

ENKA Sailing Team will follow the Istanbul Sailing Club and Bahçeşehir University trophy programs in 2018.





#### Çimtaş: “We are at the Factory with our Families” Event

One of the social activities which the Çimtaş Group conducts with its employees is called “We are at the Factory with our Families”. This is a traditional annual event during which both the employees and their families are given a technical tour of the factory, and a painting competition on the topic of Health, Safety and Environment at Work is organised for children of Çimtaş employees attending primary and middle school. The aim is to raise awareness about health, safety and environment from an early age. As always, the pictures painted by the children who won the painting competition in 2017 will feature on the Çimtaş calendar for 2018.

## Employee Training And Development

ENKA believes in the need to invest in its employees, all of whom possess the knowledge and qualities needed in their own fields of work, if it is to perpetuate its existence and become even stronger. By creating a culture which promotes the achievement both of its own organisational goals and of the individual goals of its employees, the company aims to increase motivation and cooperation among its productive workforce and at the same time provide better working environments.

In this context, ENKA founded ENKA Academy in 2015 to provide ENKA personnel with opportunities to learn and develop their competencies, and to support the achievement of the company's goals. ENKA Academy is designed to develop the professional competencies of ENKA employees, their awareness of processes, their technical knowledge, and their leadership and management skills. It strengthens the professional and social skills of the employees through training opportunities prepared by its own experts and by academic institutions and leading training companies in the sector. In 2017, about 200 hours of training and about 2,250 person-hours of social skills (competencies) training were given. Over 700 hours of training has been provided by ENKA

Academy since it was established, involving more than 1,300 participants.

Aside from ENKA Academy, the training departments established under ENKA's projects, which operate in close contact with the Istanbul Headquarters, have provided a total of more than 7.5 million person-hours of training to date. This training has contributed

to the development of local communities in the countries in which ENKA has undertaken contracts.

**7.5+**  
MILLION  
PERSON-HOURS  
Amount of training given  
up to this day

Likewise, ENKA's subsidiaries provide a series of incentives to support employee development in line with the company's visions and goals. One of the priorities of ENKA Systems, as a technology firm, is to keep track of technologies that are changing and developing by the day, and to design and update projects in

line with these new technologies. Employees are encouraged to take part in this process, and are provided with access to the platforms they need to learn about new technologies, methods and techniques quickly and easily. In addition, as part of its R&D activities, ENKA Systems supports employees studying for higher degrees and doctorates. Employees who complete their higher degrees and doctorates are rewarded at predetermined rates.

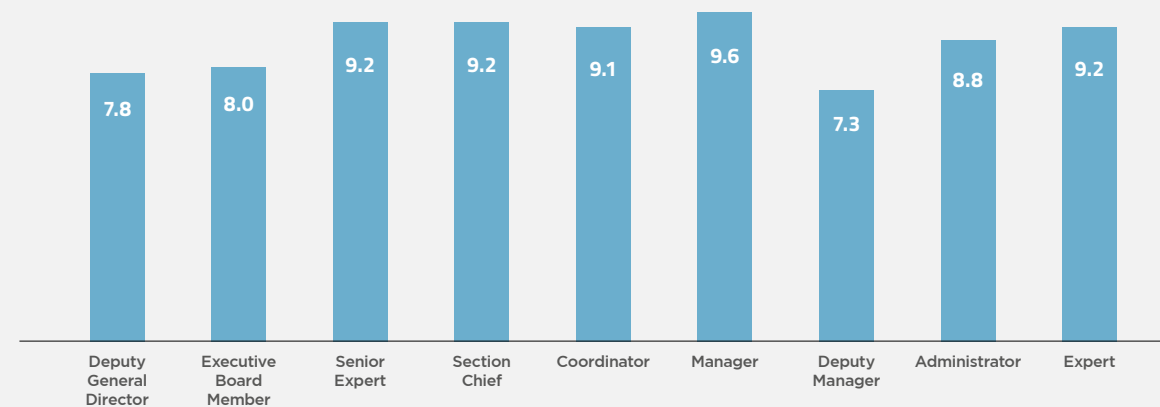
## Employee Training

The total number of hours of training and the hours of training per person provided to employees at ENKA Headquarters in 2017 are shown in the tables below. ENKA provides equal training opportunities to all its employees to support the development of their professional and social skills.

### Personnel Training Hours by Category of Gender at ENKA Headquarters

	Women	Men
<b>Total Hours of Training</b>	1,450	2,707
<b>Training Hours Per Employee</b>	9.06	9.08

### Hours of Training Per Employee at ENKA Headquarters by Category of Employee



## Training of Employees in the Field

ENKA plans and implements programmes, which develop both the professional skills and the social skills of its personnel employed on the projects it has undertaken. In this way, it seeks to meet the needs and expectations of the projects in question and develop the competencies they require. For the employees, this represents a valuable opportunity to acquire the ability to work in different areas and to benefit from a wider variety of job opportunities in the future.

In all ENKA's projects, project-specific training plans are drawn up and implemented with the aim of ensuring that members of the field team at all levels are able to receive the training they need. The training plans consist of four stages: orientation, skills development, pre-manufacture quality briefings, and health, safety and environment (HSE) training.

In addition to all ENKA personnel working in the field, these training activities are also

provided for the benefit of the employees of subcontractor and supplier firms working on ENKA worksites. In the reporting period, approximately 12,225 person-hours of skills development and pre-manufacture quality briefings and 1,025,123 person-hours of HSE training were provided to a total of 19,459 personnel working on ENKA İnşaat projects.

## Employee Training at Çimtaş

In line with its goals for continuous development, Çimtaş identifies the training and development activities needed to improve the existing competencies and qualities of its employees, prepare them for the future and ensure their personal, administrative and professional development, then implements these activities and evaluates their effectiveness. An average of 50 hours of training per person was provided for white-collar staff and 53 hours for blue-collar staff across all the Çimtaş group companies in 2017.

### Personnel Training Hours by Category of Employee in the Çimtaş Group

	White Collar		Blue Collar	
	Hours of Training (Person-hours)	Average Hours of Training Per Person	Hours of Training (Person-hours)	Average Hours of Training Per Person
Çimtaş Steel	6,474.8	35	16,959.2	48
Cimtas Pipe	18,444.7	50	34,595.6	48
Cimtas Ningbo	6,830.5	60	14,451.5	52
Çimtaş Precision Machining	9,599.4	93	16,693	79
Çimtaş Shipyards	31.9	1	2,332.1	65
<b>Çimtaş Group TOTAL</b>	<b>41,381.3</b>	<b>50</b>	<b>85,031.4</b>	<b>53</b>



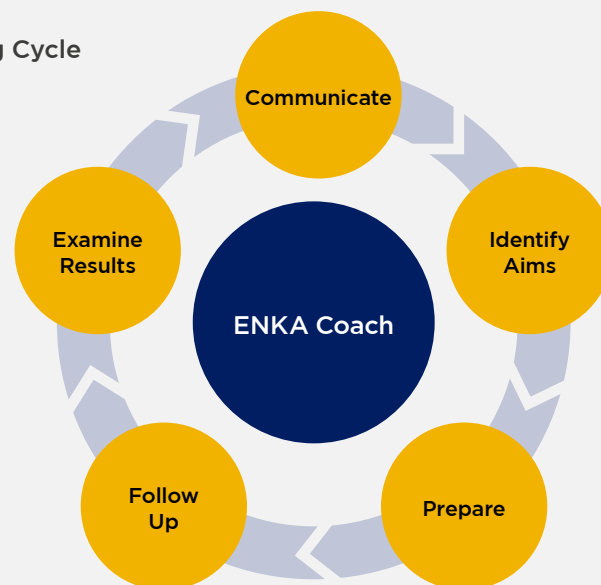
### ENKA Business Coaching

ENKA is planning to train and prepare members of its senior management who are willing to share their knowledge and skills with younger employees, and who are well versed in the culture of the company, as “ENKA coaches”. After receiving this training, it is envisaged that the ENKA Coaches will provide mentoring to those staff members who are allocated to them. In this way, they will contribute to the development of the company workforce, which is its most important asset.

ENKA regards those of its employees who are nearing the ends of their working lives as valuable members of the ENKA Family. In order to facilitate the management of career endings due to retirement, and to make it possible to pass on long years of corporate experience to new generations, ENKA plans to include these employees in its internal coaching programme, and is preparing a training programme for this purpose.



### ENKA Business Coaching Cycle



### Occupational Health and Safety Management

The most important target of all for ENKA and its subsidiaries is that all employees should be able to get back to their homes safe, sound and healthy. Health and Safety is addressed with equal seriousness wherever the name of ENKA is visible. For this purpose, everybody within the boundaries of the worksite, including subcontractors, is considered an ENKA employee and is subject to the same standards.

ENKA İnşaat (including ENKA Headquarters, all ENKA İnşaat projects and ENKA subsidiaries ENKA Teknik and TİTAŞ), ENKA Power, Çimtaş Pipe, Çimtaş Steel, Çimtaş Shipyards and Çimtaş Precision Machining all possess OHSAS 18001 certificates and have established and operate their occupational health and safety management systems accordingly.

These management systems rest on the foundations of a strong management commitment, occupational health and safety policies and procedures drawn up in line with this commitment, training plans

developed in conformity with the procedures, and an effective audit and inspection system. Based on the results of audits and inspections, the entire management system is reviewed periodically with improvements made constantly.

ENKA believes that with the right outlook, planning and effective practices, it can prevent all accidents. Its commitment to “Zero Accident” is a strong and resolute policy that begins with the senior management and is declared to employees at all levels together with other stakeholders.

By nature, construction activities are globally considered to be high risk jobs. As ENKA's main line of business is construction, all its occupational health and safety measures and precautions are implemented with extreme cautious and sensitivity. The occupational health and safety management system at ENKA İnşaat adopts the pro-active approach as its primary approach, and all works begin with the identification, assessment and management of occupational health and safety risks. The risk assessments are carried out in line with the Risk Assessment



Procedure developed by the ENKA İnşaat HSE (Health, Safety and Environment) Department. General Risk Assessments are conducted at the start of each project, and specific risk assessments and Job Hazard Analysis carried out depending on the exact nature of the work. These steps constitute the main stages of the occupational health and safety risk management process.

Since 2010, ENKA İnşaat has been holding an HSE Workshop every year. The 2017 Workshop was held for the fifth time with the motto of “Speak Up - Stay Safe”. Participants included project HSE managers and project management teams. Training was provided by internal and external trainers, and an evaluation was made of the HSE performance of the company in 2017.

In accordance with its “Zero Accident” target,

ENKA subsidiary Çimtaş carries out training activities, drills, risk assessments and job hazard analysis, operates a change management system, a near-miss reporting system, reward and penalty schemes and a technical safety premium policy, and conducts internal and external inspections, periodical environment measurements, and health checks at hiring process and periodically thereafter. Occupational health and safety issues are also incorporated into the collective contracts signed with labour unions at Çimtaş workplaces where labour unions are organised.

Cimtas Ningbo reinforces its employees’ awareness about occupational health and safety by holding a Safety Week every year, during which training activities, drills and competitions are organised with the participation of every single employee.

#### Read more...



About the ENKA HSSE Policy: <http://www.enka.com/sustainability/home/health-safety-environment/hsse-policy/>

About the Çimtaş Occupational Health and Safety Policy: <http://www.cimtas.com/departments/health-safety-environment/health-safety-environment-energy-policy/>

### Engagement of Employees in Occupational Health and Safety and Environment Committees

ENKA and its subsidiaries establish Health, Safety and Environment (HSE) and Health & Safety (H&S) committees which meet regularly in accordance with the laws and regulations. ENKA İnşaat has HSE committees while the ENKA Headquarters, ENKA Power and the Çimtaş companies Cimtas Pipe and Çimtaş

Precision Machining have H&S committees. These committees meet frequently to review performance in the areas of health and safety at work and environment and to decide on the necessary actions that need to be taken. The committees consist of the employer’s representative, H&S experts, the workplace doctor or nurse, a human resources expert, an administrative officer, employee representatives, representatives of the labour union if any and other relevant experts depending on the agenda.

“

I have been working in the Health and Safety Department at Bechtel Headquarters for 17 years. Over the years, I have had the opportunity to work with ENKA HSE (Health, Safety and Environment) personnel during the many inspections, evaluations and joint projects and activities on which we have collaborated with ENKA.

During the period of almost 20 years that I have been in contact with ENKA, I have observed that it has changed very rapidly and in a positive direction. I have no doubt whatsoever that ENKA has the values and moral outlook that Bechtel looks for in a business partner. Moreover, having worked one-on-one with ENKA personnel in different countries, I can say that they definitely abide by the high standards that we look for in a business partner in terms of occupational health and safety, quality, integrity and the value which they place on employees and the community.

My views on ENKA’s approach to its environmental responsibilities are limited to the impressions I have obtained during the time that I have spent with ENKA personnel at meetings and in the field. However, I can tell you that ENKA attaches much greater importance to the protection of the environment than many of the business partners that Bechtel works with around the world.

I consider working with ENKA to be very beneficial for Bechtel. In recent years, in particular, we have been sharing our opinions and carrying out joint programmes in the area of health and safety, and it is clear that the two companies have been extremely useful to one another.

**Jeffrey Vincoli, Bechtel**  
ES&H Compliance  
Assurance Manger



## Working in Regions with High Health and Security Risks

ENKA aimed to become a global company from the very first day it was founded. In line with this goal, it has so far engaged in activities in 45 different countries, including completed and ongoing projects. A large proportion of these projects are in the Community of Independent States, the Middle East, Europe, Africa and Turkey. Over time, ENKA has come to conduct more and more of its operations in parts of the world where it is relatively difficult to conduct business in terms of health. This reflects the weighting of ENKA's projects towards the energy sector and its involvement in the "Embassy" projects, which are known as special projects. In this context, detailed analyses are conducted before starting on the projects so as to identify the health risks in

the region where the work is to begin and obviate any and all negative consequences which employees might encounter. Recruitment conditions are determined in line with this risk assessment. Special health programmes, such as preventive vaccinations, may also be implemented. A medical facility is set up for each project, and all the employees are closely monitored under the supervision of Turkish and/or local doctors.

Meanwhile, the security risks in the regions where ENKA operates are analysed by the Corporate Security Department. Special safety plans are drawn up for each project, and project security departments are established. In places where the results of the risk analyses demonstrate high risk, agreements are also made with private security firms. These organisations operate under the Project Security Manager.



In 2017, 1,025,123 person-hours out of the total of 53,093,499 person-hours worked at ENKA İnşaat was devoted to HSE training.

## HSE Training

Training activities are vitally important for communicating the company's HSE policies, and the procedures which it has put in place in accordance with these policies. For each project, ENKA prepares detailed training plans determining the specific training necessary for the employees, how they are to be conducted and with what frequency. A fully successful training strategy is known to require a regular training programme, competent trainers, and suitable learning spaces.

All ENKA İnşaat projects have training units attached to the project HSE departments. Besides the training coordinators, local trainers are employed in the training departments to deliver training to the local employees in their own languages.

HSE Training at ENKA İnşaat is made up of three main components: Orientation and On-the-Job Training, Technical Training and Systematical Training. Under the heading of Systematical Trainings; training is provided about the process of the management systems in use, headed by ENKA HSE System, Permit to Work System and OHSAS and ISO Management Systems. Technical training is given on topics like working at height, working in confined spaces and safe use of grinders, with the aim of ensuring that the activities in question are carried out safely.

In 2017, 1,025,123 person-hours out of the

total of 53,093,499 person-hours worked at ENKA İnşaat was devoted to HSE training. Within this figure, 338,774 person-hours were spent on technical and systematical training. The number of person-hours spent on HSE training every year is equivalent to the number of person-hours that would be spent on a medium-sized construction project.

The Çimtaş Group companies fall into the hazardous workplace category under the relevant legislation. Employees of Çimtaş Pipe and Çimtaş Precision Machining are provided with H&S refresher training every two years. Moreover, each employee is given at least 12 hours of on-the-job H&S training. 15-minutes talks on safety and the environment at work are held three days a week in these two enterprises. At Çimtaş Ningbo, a 15-minutes H&S information session is held for employees one day a week. In addition, on-the-spot training is given to the relevant departments about the risk situations that are identified through weekly and monthly H&S inspections.

The table below provides the distribution of 1,100,415 person-hours of HSE training in 2017, given at ENKA İnşaat, ENKA Power, Çimtaş, ENKA Real Estate (ENKA TC, CCI, MKH), ENKA Pazarlama, ENKA Foundation and ENKA Schools.



## ENKA HSE Training Hours

	White Collar		Blue Collar	
	Hours of Training (Person-hours)	Average Hours of Training Per Person	Hours of Training (Person-hours)	Average Hours of Training Per Person
ENKA İnşaat	143,517	53.1	881,606	52.6
Çimtaş Group	13,447.5	16.5	39,933	29.6
ENKA Power	2,174.5	17.5	4,426.1	21.4
ENKA Real Estate	4,427	10.1	8,880	18.4
ENKA Foundation	306.6	3.7	58.4	3.7
ENKA Pazarlama	159.9	1.2	73.8	1.2
ENKA Schools	922	2	483	6.2
<b>ENKA Group TOTAL</b>	<b>164,954.5</b>	<b>34.7</b>	<b>935,460.3</b>	<b>49.4</b>



“

I graduated from Adapazarı ENKA High School in 2010. While I was studying at university, I did internships as an occupational health and safety and environment engineer on the Bechtel-ENKA Kosovo Motorway Project in 2013 and at Çimtaş Shipyards in 2014. Since August 2017, I have been working in the HSE Department at ENKA Headquarters.

In line with our “Zero Accident Target”, we at ENKA believe that all accidents can be prevented with the right outlook, the right planning and effective practices. We carry out our activities on this basis. Analysis of the accidents that occurred in 2017 shows that our accident frequency ratios reached their lowest levels, coming in even lower than our HSE targets.

In my opinion, a well-structured training system supported by ENKA HSE procedures is the most effective way of passing on ENKA's HSE culture and awareness to its employees. To this end, more than a million person-hours of training was given to our employees and our stakeholders in 2017.

One of the most important features that distinguish ENKA's HSE management from those of other organisations is the close and detailed monitoring of the Corporate HSE performance of the projects by the central Corporate HSE Department. The HSE performances are monitored continuously and regularly using predetermined proactive and reactive parameters. Internal and external inspections are carried out to ensure conformity with the system, and the findings are submitted to the project officials and to the upper management.

I will always be proud and honoured to be part of an organisation that is respectful of nature, cares for its employees and furthers the development of the places where it is active, with its projects in Turkey and abroad.

**Seçil Parlar, ENKA  
Corporate Health, Safety  
& Environment Engineer**



ENKA Lost Day and Work Incident Performance

Company Employees	Total Person-Hours in 2017			60,241,963
	Class of Incident /Indicator	Number		TOTAL
		Women	Men	
	Number of Fatalities	0	1	1
	Number of Lost Time Incident	0	13	13
	Lost Time Incident Frequency Rate	0.00	0.04	0.04
	Number of Lost Days	0	348	348
	Lost Time Incident Severity Rate	0	1.16	1.16
	Number of Restricted Work Cases	0	23	23
	Number of Medical Treatments	1	72	73
	Number of First Aid Cases	1	287	288
	Number of Recordable Incidents	1	109	110
	Recordable Incident Frequency Rate	0.003	0.36	0.37
	Absentee Rate			-
	Work Related Illnesses Frequency Rate			-

Subcontractors	Total Person-Hours in 2017			639,594	60,881,557
	Class of Incident /Indicator	Number		TOTAL	TOTAL (COMPANY + SUBCONTRACTOR)
		Women	Men		
	Number of Fatalities	0	0	0	1
	Number of Lost Time Incident	0	5	5	18
	Lost Time Incident Frequency Rate	0.00	1.56	1.56	0.06
	Number of Lost Days	0	70	70	418
	Lost Time Incident Severity Rate	0	21.89	21.89	1.37
	Number of Restricted Work Cases	0	0	0	23
	Number of Medical Treatments	0	2	2	75
	Number of First Aid Cases	0	2	2	290
	Number of Recordable Incidents	0	7	7	117
	Recordable Incident Frequency Rate	0	2.19	2.19	3.84
	Absentee Rate			-	-
	Work Related Illnesses Frequency Rate			-	-

In calculating the frequency ratios for recordable incidents, incidents requiring first aid only have discounted and excluded, whereas incidents requiring medical treatment, restricted work cases, lost time incident and fatality. The ratios of lost time incidents have been calculated by calendar days. The numbers of lost days have been calculated starting with the day following the incident.