

INTEGRATED MANAGEMENT POLICY

Since August 16, 2022, ADC S.A. has a new Integrated Management Policy!!!!

Notice : The Integrated Management Policy is reviewed not less than once every two (02) years as part of the Integrated Management Review (IRC) to ensure its relevancy and appropriateness.



	Why has the previous version been reviewed??	What has changed or been added !
Strategic objectives	to align the Integrated Management Policy with the strategic objectives	<ul style="list-style-type: none"> ○ Period 2022-2026.
Organizational culture	to focus on promoting safety and security at ADC S.A.	<ul style="list-style-type: none"> ○ Promote and maintain a corporate culture.
	to prioritize safety and security in operational activities	<ul style="list-style-type: none"> ○ Safety and security are the fundamental operational priorities, ○ Positive safety, based on the high degree of trust and respect between personnel and management.
	to promote the positive safety culture	
Responsibilities (New)	insister sur la compréhension par le personnel, de leurs responsabilités dans le Système de Management Intégré	<ul style="list-style-type: none"> ○ (...) Ensure safety and security are a primary responsibility of all Director, Sub-Director and assimilated. Promote and protect the physical and mental health of workers, as well as the health and safety of others, who may be affected by our activities.
	to integrate health and safety at work	
Risk and Environmental Impact Management	to integrate health and safety at work	<ul style="list-style-type: none"> ○ Reduce incidents at job site.
Competency, Sensitisation and Communication	to integrate health and safety at work	<ul style="list-style-type: none"> ○ Ensure that the entire personnel and all other stakeholders working at our airports are provided with adequate and appropriate occupational health and safety information.
Performance Monitoring and Measurement	to integrate health and safety at work	<ul style="list-style-type: none"> ○ Establish, monitor and measure our performance (...), in occupational and health safety at work against performance indicators and realistic target.
Applicability and Oversight	to integrate health and safety at work	<ul style="list-style-type: none"> ○ Ensure that all interested parties observe (...) occupational and health safety regulations and requirement at work,
Continuous Improvement	to integrate health and safety at work	<ul style="list-style-type: none"> ○ Continually improving our (...) occupational and health safety performance through management processes (...),



Aéroports Du Cameroun S.A.

Yaounde, 16 AOUT 2022

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The durability of our activities is part of a sustainable development approach, which is the foundation of our integrated policy. In this regards, ADC S.A has set, for the period of 2022-2026, strategic objectives of integrated management applicable to its airport management and ground handling activities. We are committed in planning, implementing, controlling and constantly improving strategies and processes to ensure that all our airports and ground handling activities maintain a high level of safety, security, quality, environmental, occupational health and safety performance and meet or wherever possible exceed all legal requirements and other requirements applicable. We are also committed in protecting the environment, including, preventing pollution.

The axes highlighted in the framework of this ambition are:

- Integrated Management System:** Develop and implement a formal Integrated Management System applicable to all our activities for the success of which all the personnel of the company must be mobilized. Integrate safety, security, quality, environmental, occupational health and safety management in all business processes, strategic direction and decision making, aligning them with the priorities of our business lines.
- Organizational Culture:** Develop, promote and maintain a corporate culture:
 - Resulting in responsible behaviour, attitudes, activities and processes that deliver value by meeting the needs and expectations of customers and other relevant stakeholders and that preserve the environment;
 - Recognizing the importance and value of effective safety and security management systems and acknowledging at all times that safety and security are the fundamental operational priorities;
 - Positive safety, based on a high degree of trust and respect between personnel and management, which encourages personnel to report hazardous situations, so that preventive measures can be put in place and corrective actions taken, to report hazards to operations through the safety reporting procedures and ensuring that no disciplinary action or any other form of retaliation will be taken against any employee who discloses a safety concern through the said reporting procedures, unless such disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or deliberate or willful disregard of rules or procedures.
 - Aiming to provide safe and healthy working conditions for the prevention of work-related injuries and pathologies and, encouraging the consultation and participation of workers as the main success factors.
- Responsibilities:** Define and assign the responsibilities and authorities for relevant roles within the Integrated Management System and ensure they are communicated and understood at all levels within the company. Ensure safety and security are a primary responsibility of all Directors, Subdirectors and assimilated. Promote and protect the physical and mental health of workers, as well as the health and safety of others, who may be affected by our activities.
- Supply of Resources:** Determine and provide the necessary financial, material and human resources to implement this Integrated Management Policy.
- Risks Management and Environmental impacts:**
 - Establish and use hazard identification and risk management processes, including a hazard reporting system, to eliminate or mitigate the safety, security, health and safety risks at work, or the consequences the hazards associated to our operations or activities to an acceptable level of safety (ALoS);
 - Analyse adverse events as well as the occurrence of any non-conformity and implement appropriate actions to prevent its recurrence;
 - Identify and classify the significant environmental aspects, control our environmental impacts;
 - Reduce incidents at job site, the consumption of energy and natural resources, as well as our carbon footprint.
- Competence, Awareness and Communication:**
 - Ensure, through adequate training and awareness on aviation safety and security, that all personnel are competent and are assigned only tasks in line with their skills;
 - Ensure that the entire personnel and all other stakeholders working at our airports are provided with adequate and appropriate occupational health and safety, environmental protection, aviation safety and security information;
 - Develop the professionalism of our staff, their participation, their motivation, their awareness of legal requirements and those of our customers;
 - Sensitize all personnel and all other interested parties of the importance of their contribution to the effectiveness of the quality and environmental management system, the significant environmental aspects, the actual or potential corresponding environmental impacts associated with their work, the beneficial effects of improved occupational health and safety performance at work and the risks to which they are exposed.
- Performance Monitoring and Measurement:** Establish, monitor and measure our performance in safety, security, quality, environmental, occupational health and safety at work against performance indicators and realistic targets. Listen to our customers in order to assess their needs and measure their satisfaction.
- Applicability and Oversight:** Ensure that all interested parties observe the safety, security, quality, environmental, occupational health and safety regulations and requirements at work.
- Continuous Improvement:** Continually improving our safety, security, quality, environmental, occupational health and safety performance through management processes that ensure that relevant safety, security, quality, environmental and health actions are taken and are effective. Improve the functioning of our organization and processes in a rigorous and transparent manner, based on an analytic objective of facts.

THE GENERAL MANAGER,

