

EASTERN PRODUCE KENYA LIMITED



Corporate Social Responsibility Report

4th Quarter 2019

Prepared by:

Joyce Mageto
Corporate Social Responsibility Manager
Technical Office
Nandi Hills



1. Current Significant Issues

Rehabilitation of Kibabet wetlands still work in progress, fencing off the area successfully done and a footbridge successfully constructed. Support from NEMA on the rehabilitation process yielded fruit as the encroaching community kept away. Kibabet estate dug dykes along the artificial water canal and the water spread across the swamp area with desirable results achieved. So far one can observe the bulrushes regrowth and as a result, enhanced riparian ecology has begun to take shape.

Plucking standards and green leaf supply payments has stirred the tea industry. Smallholder tea farmers are keen to supply quality 2 leaves and a bud for good returns.

There has been specific focus on partnerships and Twinings Tea UK and Taylors of Harrogate have partnered with us on community development projects that continues to enhance community relations

2. Update on Corporate Social Responsibility Plan Implementation

Progress on implementation of CSR activities is good. The CSR committee continues to meet up quarterly to discuss community relations enhancement projects and implementation. Progress and updates of the community projects have been uploaded on social media platforms throughout the quarter.

We have continued to align all our projects and activities to the Sustainable Development Goals (SDGs) demonstrating our commitment to care for our community and remaining relevant. Some of the areas we have recorded good progress through CSR are SDGs 1 (No Poverty), 2 (Zero Hunger), 3 (Improved Health and well-being), 4 (Quality Education), 5 (Gender Equality), 6(Water and Sanitation) and 17 (Partnerships for the Goals)

Social media pages for EPK launched in the course of the quarter. Instagram and Twitter went live early October, 2019.

There has been applaud and appreciation from the communities on development projects facilitated by CSR. The impact has been felt and so far lives have been transformed.

3. Community Relations

Community projects implemented so far have made a positive impact to the communities leading to appreciation and good relations between the company and her neighbors.

Attached separately(in Pdf) is our CSR footprint as at December, 2019 showing the out-grower routes, and the areas reached by various CSR projects.



3.1. Enhancing Food Security

The company continues to carry out Kitchen garden establishment demos to help improve the community and employees' food security status. This is in line with SDG 2 (Zero hunger) and SDG3 (Improved Health and well-being)

During the quarter, with Grete Davey, the out growers department also carried out KG establishment in 2 out growers areas – Siret and Chemomi. Nutritional health talks also took place and the community appreciated the knowledge shared



Kitchen garden establishment demo with the outgrowers

3.2. Education

To ensure inclusive and equitable education, and promote lifelong learning opportunities for all, as per SDG 4 (Quality Education), 80 desks were donated to 4 primary schools and 20 lockers and chairs were donated to 1 secondary school



Children at Kapsumbeiwa juniour nurseery school benefitted with tables and chairs and a renovated classroom

3.3. Water

To ensure availability and sustainable management of water, we have continued to provide Water through Rain water harvesting (RWH) projects. In quarter 4, two primary schools received rain water harvesting kits (2- 5000ltr water tanks, gutters and piping and plinth construction). As a result, the schools have reported eliminated accidents from rivers and streams, increased attendance and improved attention in classrooms. The community around has also appreciated the drawing of water from the rains, setting up gutters and water containers in their homes.



The rain water Harvesting Projects for schools also put EPK in the spotlight after being recognized by the North American Tea Convention for Sustainability Awards.



RWH project handed over to Tiryo Primary school

3.4 Environment

3.4.1 Indigenous forestry

About a quarter of EPK's landholding are indigenous woodland – some 2260 Ha. These being the remnants of the vast forest that covered most of upland East Africa. Due to the demands of increasing human needs, these forests have been cleared over the years, and those parts that remain are under increasing pressure as populations burgeon. Indeed, the areas currently managed by EPK have certainly been degraded by logging many years ago, as indicated by a dearth of large dominant trees.

At EPK we have long realised the conservation value of these indigenous areas, and have preserved them. They harbour some 96 species of tree and shrub, 23 species of mammal, and 247 species of birds. However, although EPK's indigenous forests cover an impressive area, they are not in one contiguous block that might be self-sustaining. Instead they are spread over the various estates, primarily along the riparian areas, where they protect the river banks, control erosion and act not only as home for myriad species, but also as wildlife corridors, allowing animals to move around without breaking cover.

Many of our customers appreciate the fact that we protect our indigenous areas, and they are certainly part of our licence to trade.

Although some planting has been done over the years, the general policy was one of non-intervention and protection. It has become apparent that this policy is not as effective as first thought, and a change is required if we are to preserve these historic forests for future generations. To this end EPK has begun a programme of enrichment of existing native forest, and – where possible – establishing new areas. This is not without its challenges. Sourcing suitable seed is one – and we now collect seed whenever possible to supply our own nurseries, who now grow not only tea and commercial trees, but an ever-increasing variety of indigenous species. Another challenge is that of invasive species, of which *Solanum mauritianum* (Bugweed) is the most problematic. This opportunistic plant – a native of South America - produces copious seed which is in turn spread by birds. We are developing techniques for the targeted removal of this weed from the indigenous forests, which will afford the local flora a better chance to flourish.

Each estate has developed a 5-year enrichment plan, with areas for improvement identified and monitored to ensure that plantings are maintained until canopy closure. We are also in the process of



establishing links with similar conservation organisations to benefit from their knowledge, experience and seed supply.

This is a very necessary and long-term project, but the increase in our forests' health and wellbeing should be felt for very many years to come. It's the right thing to do.



Early morning haze over indigenous area at Kapsumbeiya.

Healthy tea crop in the foreground



Acacia abyssinica.

3.5 Sanitation

During the quarter, 6 double door latrines were constructed, in 5 schools and 1 administration office. The schools and administration officers have acknowledged that the sanitation facilities go a long way in improving hygiene and reducing the risk of sanitation related ailments. Children in schools and adults in shopping centres were sensitized on the importance of practicing proper hygiene by making use of the toilets to separate human excreta from human contact, as well as washing their hands during critical times including after visiting the toilets.



The Chief Kaplelmet location is happy that the people he serves will now have access to a toilet facility which was lacking before



Chepkunyuk community led by their Chief receive the double door latrine with joy and relief



3.5.1 Enviro-loos

In Bondeni village:

The dry-loo toilets being trialed out in Bondeni Village, Chemomi started being used late 2nd quarter. There are challenges with use and functionality that are still being addressed. On use, the villagers dislike seeing the excreta as the commode is shallow and on functionality, the cyclones were not moving hence the process of drying of the matter was limited. Observations and modifications are ongoing as well as monitoring of the progress on efficiency.

In Kipkoigen primary school:

The setting up of the enviroloos in the school is expected to be completed by end of Jan 2020. The pupils will be making use of the toilets during the first quarter 2020



Photos showing the dry loo toilet at Bondeni Village

3.5.2 In Kepchomo Primary school:

The ablution block construction is now complete. Kenya Power and Lighting Company connected power and the toilets will be used from January 2020.



Photo showing Kipchamo primary school pupils making use of the facility- Jan, 2020



4. Trainings/ Social audits

Internal trainings were conducted, during the quarter with managers and trainee managers attending. Internal trainings focused on improving productivity as well as engaging in ethical practices for sustainability.

External trainings conducted were specific to capacity building in different fields. One in particular was training on sustainability and CSR, which focused on enlightening the managers on the Sustainable Development Goals and how the company has integrated them to the CSR's objectives. Emphasis was put on all the goals, with good reason touched extensively on SDG 17 (Partnerships for the goals) as there are a number of joint projects between the company and buyers of tea, all seeking to address shortcomings for achievements of the goals' targets.

5. Mini Field Days

NTR

6. Roads and Bridges

NTR

7. Others

7.1 Gender

ToTs continue to carry out sensitization activities in relation to Gender and social issues in the work place to complement SHARP week in the month of August, as well as keep awareness levels higher. The SHARP hotline numbers are still in active use and cases reported are addressed to completion.

7.3 Partnerships

There has been good progress with our partners on CSR projects. All projects are in line with the SDGs and also meet our objectives on enhancing community relations.

Taylor's of Harrogate

We've made strides with Taylor's of Harrogate, through completion, commissioning and use of the baby nursing unit in Chemomi.

The community Library was also completed and commissioned. The County government of Nandi made a pledge to deploy ICT tutors to the facility to support and build the capacity of the youth out of school on ICT literacy.

We also made a proposal to support construction of a science lab for Savani secondary school. This was deemed worthy and resources released. EPK will match the resources both in cash and in kind. This is at an early stage and the timeline for completion is October, 2020

7.3.2 Twinings Tea supported projects

During the quarter, our partnership with Twinings Tea UK continued, through various health intervention projects.

HER Health Peer educators graduated in September 2019 at Kamkong Primary school grounds. The Trainers, National Organization of Peer Educators (NOPE) shared an endline survey report that showed positive trends on health seeking behaviours and behaviour change among employees in Savani. Success stories shared had one of the PHEs share her story at the ICPD 25 summit held in Nairobi. HER health project was also initiated in Kibwari and had a management meeting. PHEs were identified and their first training session took place in December, 2019.

On Smallholders, Twinings was linked to Siret OEP and so far have managed to train 17 ToTs from different areas within the county. 60 PHEs continue to receive trainings from NOPE through Siret OEP



Savani PHEs during the graduation ceremony

8. Community relations

Support to our local administration has been positively received, and as a result enhanced community service delivery has been observed.

This quarter 1 Local administration office received office furniture



Office furniture donated to Kipsebwo Location, Kapsumbeiwa



9. Donations' Summary

Good community relations continued in the quarter. Appreciation from the community expressed through cards and letters to the CSR committee. Donations summary is as depicted in the table below. During the fourth quarter 2019 we donated in cash and in kind, goods and services worth **Ksh. 6,034,725**. **Total for the year amounted to Ksh 10,441,330.10**

EASTERN PRODUCE KENYA LIMITED					
SUMMARY OF DONATIONS 2019					
ESTATE	QUARTER 1 AMOUNT (KShs)	QUARTER 2 AMOUNT (KShs)	QUARTER 3 AMOUNT IN Ksh	QUARTER 4 AMOUNT (KSH)	TOTALS
Kibwari	26,450.36	164,152.50	85,615.08	304,229	580,446.94
Sitoi	61,281.20	0	65,229.00	173,848	300,358.20
Kapsumbeiwa	174,071.40	521,865.32	280,909.00	1,258,352	2,235,197.72
Chemomi	56,500.00	309,274.50	493,536.18	1,206,939	2,066,249.68
Siret	204,118.51	275,898.90	457,626.70	968,084	1,905,728.11
Nandi Office	219,900.00	74,325.70	225,000.00	404,931	924,156.70
Kepchomo	6,500.00	3,250.00	3,250.00	103,605	116,605.00
Savani	15,192.00	29,183.00	98,756.00	329,056	472,187.00
Kibabet	27,000.00	48,450.00	35,400.00	190,448	301,298.00
Kaboswa	19,043.41	4,514.31	19,628.25	407,971	451,156.97
Kipkoimet	12,518.54	23,025.96	188,581.51	381,084	605,210.01
Kipkeibon	9,764.24	68,064.00	709.00	108,863	187,400.24
Kaprachoge	9,494.45	142,740.00	8,827.85	197,317	358,379.30
T/Dept.	0	0	0.00	0.00	0.00
Kapkagaron	0	0	0.00	0.00	0.00
W/Shops	0	0	0.00	0.00	0.00
TOTALS	778,792.34	1,664,744.19	1,963,068.57	6,034,725	10,441,330.10



10. Key Performance Indicators

10.1. Business Integrity

10.1.1. So far we have not received any written or verbal warnings, notices or complaints from law enforcement agents or government officials.

10.1.2. Internal audit department continued to do audits in different units and adverse issues discussed with concerned heads of department

10.2. Workplace

10.2.1. Employee Engagement

A decrease (8%) in number of employees was evident in our own estates, and a decrease (5%) in the managed estates in the fourth quarter 2019 compared to 2018 similar period.

EASTERN PRODUCE KENYA LIMITED									
Table showing Number of Employees (excluding management) from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
January	6349	7156	6214	7128	6994	5905	5718	5493	-4%
February	4188	6952	5715	5207	6735	4653	5051	4171	-17%
March	3628	6899	6313	4009	6050	5195	5080	4511	-11%
April	3696	7636	6589	4760	6247	5350	6058	3363	-44%
May	6293	7692	6718	7018	7028	6284	6501	4572	-30%
June	6969	7749	6664	7140	7213	7461	6773	6874	1%
July	6416	6790	6846	6563	7175	7569	6221	6101	-2%
August	7426	6769	6900	6651	7057	7072	5884	6188	5%
Sept	6924	6415	6672	6138	6789	6943	5666	5683	0%
October	6822	7366	7359	6980	6702	6616	5666	6092	8%
November	7309	7066	7598	7319	7086	6795	6052	6028	0%
December	7008	6646	7377	7144	8248	6513	5711	5805	2%
AVERAGE	6085	7094	6747	6338	6943	6363	5865	5406	-8%

EASTERN PRODUCE KENYA LIMITED - Managed Estates									
Table showing Number of Employees (excluding management) from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
January	1768	1990	1941	2110	1942	2264	1771	1560	-12%
February	1232	1876	1771	1546	1856	1569	1575	1296	-18%
March	984	1970	1759	1114	1738	1876	1280	1065	-17%
April	1081	2190	1818	1323	1734	1578	1558	1000	-36%
May	1766	2294	2146	2043	1985	1861	1713	1445	-16%
June	2130	2239	2235	2151	1998	2198	1778	1896	7%
July	1858	2094	2204	1883	2113	2049	1713	1746	2%
August	2096	2003	2282	1916	2008	1948	1737	1817	5%
Sept	2008	2094	2154	1819	1905	1968	1750	1706	-3%
October	2040	2197	2251	2028	3469	3040	1597	1745	9%
November	2172	2124	2418	2080	3412	3143	1662	1769	6%
December	2127	2132	2233	2051	3778	2951	1637	1694	3%
AVERAGE	1771	2100	2101	1838	2328	2203	1647	1561	-5%



10.2.2. Sick Leave

The table below indicates the sick leave figures from 2012 to 2019. So far a 32% decrease is observed in average number of sick leave days taken in own estates and 7% decrease in managed estates figures compared to 2018 similar period.

EASTERN PRODUCE KENYA LIMITED									
Table showing sick leave figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
January	548	561	523	843	868	410	335	323	-4%
February	290	382	411	460	650	313	262	222	-15%
March	397	641	455	421	617	389	364	150	-59%
April	352	666	573	520	840	400	551	252	-54%
May	496	928	669	563	891	597	613	231	-62%
June	698	670	549	982	1255	549	762	242	-68%
July	741	771	799	878	949	874	603	410	-32%
August	680	670	920	918	1079	693	583	380	-35%
Sept	728	633	833	872	954	619	463	394	-15%
October	638	618	805	823	862	453	444	441	-1%
November	772	636	833	955	865	572	418	486	16%
December	646	414	670	668	395	513	416	398	-4%
AVERAGE	582	632	670	741	852	531	484	327	-32%

EASTERN PRODUCE KENYA LIMITED - Managed Estates									
Table showing sick leave figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
January	170	207	233	224	250	128	95	94	-1%
February	84	144	69	136	172	72	80	24	-70%
March	79	158	93	119	235	142	85	51	-40%
April	77	193	116	295	233	169	116	83	-28%
May	107	248	182	171	195	193	127	107	-16%
June	238	238	179	259	299	196	169	126	-25%
July	258	262	199	181	206	191	146	210	44%
August	226	186	313	206	180	215	125	162	30%
Sept	183	225	337	205	118	202	338	250	-26%
October	193	292	210	224	198	104	160	180	13%
November	231	254	230	307	240	129	109	168	54%
December	232	214	212	292	131	69	99	75	-24%
AVERAGE	173	218	197	218	204	150	137	127	-7%



10.2.3. Casual Leave

There was a decrease (23%) in average number of casual leave taken in our own estates and (19%) decrease in Managed estates compared to 2018 similar period.

EASTERN PRODUCE KENYA LIMITED Table showing Casual leave figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
January	1584	1652	2361	2395	2823	2063	2706	2029	-25%
February	746	1844	2137	1604	2572	1192	2492	1230	-51%
March	578	2812	2296	1001	2334	1972	2145	901	-58%
April	531	2312	2206	1281	3147	1631	2186	1318	-40%
May	1127	2914	2679	1726	2995	2402	2669	972	-64%
June	1893	3039	2098	2910	3513	2644	2594	1568	-40%
July	1869	2499	2999	2898	2480	4714	2485	2669	7%
August	2564	2457	3429	3149	4767	3446	2446	2382	-3%
Sept	2895	2490	2963	2056	2828	3160	2487	2111	-15%
October	1850	2008	2689	2785	2476	2193	1664	1701	2%
November	2779	2832	3724	3871	3901	3833	2348	2832	21%
December	1878	1605	2714	2663	1966	2890	1808	1889	4%
AVERAGE	1691	2372	2691	2361	2983	2678	2335	1800	-23%

EASTERN PRODUCE KENYA LIMITED - Managed Estates Table showing Casual leave figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
January	575	414	515	605	824	556	563	347	-38%
February	366	374	382	270	771	296	319	231	-28%
March	126	528	350	178	526	293	239	125	-48%
April	166	746	338	167	481	299	224	187	-17%
May	241	742	427	266	522	429	467	145	-69%
June	340	765	509	947	754	501	412	147	-64%
July	663	774	497	563	567	815	489	490	0%
August	636	771	788	802	824	717	441	363	-18%
Sept	723	868	637	597	649	776	380	406	7%
October	443	918	755	673	1203	463	275	303	10%
November	704	683	803	840	1668	818	421	575	37%
December	554	383	555	539	519	467	329	361	10%
AVERAGE	461	663	546	537	775	535	379	306	-19%



10.2.4. Absenteeism

The absenteeism figures decreased by 56% in our own estates and decreased (28%) in managed estates in 2019 compared to 2018 similar period.

EASTERN PRODUCE KENYA LIMITED									
Table showing Absenteeism figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
Jan	536	262	215	234	227	274	911	511	-44%
Feb	334	254	203	231	200	857	555	289	-48%
Mar	233	306	248	144	143	822	779	386	-50%
April	165	250	280	161	220	1013	577	183	-68%
May	189	272	244	195	154	764	503	427	-15%
June	277	405	197	229	1108	1036	1197	378	-68%
July	241	220	287	229	6864	1101	536	333	-38%
Aug	366	249	228	222	431	961	427	60	-86%
Sept	269	261	1257	292	368	969	504	188	-63%
Oct	289	285	251	196	144	1030	518	128	-75%
Nov	268	262	250	207	198	821	373	160	-57%
Dec	342	236	218	217	1417	586	273	144	-47%
AVERAGE	292	271	323	213	956	852	596	265	-56%

EASTERN PRODUCE KENYA LIMITED - Managed Estates									
Table showing Absenteeism figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
January	363	216	410	380	93	188	147	147	0%
February	125	208	304	311	181	139	211	269	27%
March	101	442	256	58	100	183	115	62	-46%
April	73	322	279	393	173	285	323	69	-79%
May	83	422	414	576	106	240	277	268	-3%
June	218	451	244	166	137	362	361	234	-35%
July	139	303	347	446	1361	162	439	284	-35%
August	283	315	399	412	207	381	309	266	-14%
Sept	253	335	353	102	120	307	261	226	-13%
October	117	321	408	124	144	305	362	240	-34%
November	143	432	237	165	198	396	351	251	-28%
December	288	421	396	254	1417	643	270	139	-49%
AVERAGE	182	349	337	282	353	299	285	204	-28%



10.2.5. Occupational Health and Safety

Short term disability figures indicate total number of injuries that occurred to employees that warranted three days and above off duty. The table below shows a summary of the figures from 2012 to 2019. We note a decrease (8%) in number of incidents in our own estates and an increase (67%) in managed estates figures. The incidents have been investigated and relevant reports sent to appropriate bodies. Health and safety committees continue to be pro-active on safety matters.

EASTERN PRODUCE KENYA LIMITED									
Table showing Short Term Disability figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
Jan	2	2	1	1	3	2	1	0	-100%
Feb	0	1	1	4	7	0	2	0	-100%
Mar	0	1	0	2	2	1	2	1	-50%
April	3	2	1	1	3	0	0	0	0
May	2	0	0	0	4	3	3	1	-67
June	1	0	2	0	1	0	0	0	0
July	1	1	5	3	1	0	0	4	100
August	1	2	0	1	2	2	1	2	100
Sept	2	1	1	3	1	3	0	2	100
Oct	1	1	1	3	7	3	0	2	100
Nov	2	0	1	1	2	0	1	0	-100
Dec	0	2	4	1	2	3	3	0	-100
TOTAL	12	10	11	15	23	11	9	3	-8%

EASTERN PRODUCE KENYA LIMITED (Managed Estates)									
Table showing Short Term Disability figures from 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percentage change in 2019 compared to 2018
Jan	1	0	0	0	0	0	1	1	0
Feb	1	0	1	0	0	1	0	0	0
Mar	0	0	1	1	0	0	0	1	100
April	0	0	0	1	1	0	0	1	100
May	0	0	0	0	1	1	1	0	-100
June	1	0	0	0	0	1	1	1	0
July	1	0	1	0	0	0	0	0	0
Aug	1	0	0	0	0	0	0	0	0
Sept	2	1	0	2	0	1	0	1	100
Oct	0	0	0	0	0	0	0	0	0
Nov	0	0	1	0	1	1	0	0	0
Dec	0	0	1	0	2	0	0	0	0
TOTAL	7	1	3	4	2	4	3	5	67

10.2.6 Occupational Diseases

There are 3 cases of diagnosed occupational diseases due to exposure to noise was noted following the audiometric medical examination carried out in September 2019. Notification to the Area County Occupational and Safety Officer by the DHP has been done and the DOSH forms are being processed as required by the WIBA Act.

2 of the cases relate to Siret factory, Packing Section and Withering and rolling section, while the other 1 case relates to Savani factory, rolling section. The line managers have been informed accordingly to redeploy the affected parties to less noisy areas as advised by the DHP.



11. Fair-trade Premium

The table below summarizes the amount of fair-trade premium so far received by Sireet from 2012 to 2019. There was an increase (581%) in premium received.

RBDA KENYA BRANCH									
SIREET OEP Fair-trade Premium (US\$) Comparison 2012 to 2019									
	2012	2013	2014	2015	2016	2017	2018	2019	Percent age change in 2019 compar ed to 2018
Jan	21,200	4,400	52,778	38,160	18,083.50	-	4,320.00	-	-100
Feb	-	3,560	50,890	26,000	7,700	2,880	-	-	0
Mar	6,300	15,520	56,730	66,600	80,590	168,126	-	1,440	100
Apr	-	665	98,240	28,350	25,130	9,842	-	-	0
May	12,540	61,920	50,280	-	44,140	-	-	-	0
June	550	35,280	54,570	69,570	25,130	-	-	-	0
July	15,550	91,400	-	-	-	7,700	-	-	0
Aug	22,680	89,210	50,160	27,610	37,030	570	4,320	-	-100
Sept	23,080	44,216	50,440	25,460	40,120	-	-	37,990	100
Oct	-	-	24,980	26,440	27,702	-	-	7,380	100
Nov	-	-	25,160	-	24,550	-	7200	61,060	748
Dec	1,020	12,750	99,530	74,970	40,414	-	-	-	0
TOTAL	102,920	358,921	613,758	383,160	370,589	189,118	15,840	107,870	581

12. Environment

Waste water analysis results received in the third quarter show that the factory effluent is within acceptable parameters.

Water for village use in Kibabet failed parameter tests. The Lab Assistant and the TDM have been following up and recommendations given to Kibabet estate team. Currently, there is still a parameter that needs to be looked at to ensure that potable water is supplied to the employees in Kibabet estate.

All estates continued to implement and review their environmental and forestry management plans. Follow ups were done by the Technical Department.

Environmental Self Audit was conducted and a report shared to relevant authorities (NEMA) who approved the status.



13. Risk and Compliance Update

13.1. Update on risk and compliance management

FSSC 22000 internal audits external surveillance audits done in June, 2019. The internal management review committee meeting was held and the major recommendation was continuous training of employees on use of the facility.

Renewal of licenses and certificates were processed to meet January 2019 and other timelines due within the quarter.

Social environmental audits were done in the villages during the quarter by the Social Environmental Advisor and issues raised addressed by the estates

Rain forest Surveillance 1 audit was also conducted. EPK got the best result on that audit ever recorded; A demonstration that we are exceeding set standards and are on the on the right track in terms of social environmental compliance.

Risk and Compliance Incidents

There was no incident or activity which resulted in the occurrence of a risk or compliance event which is outside the agreed risk and compliance standards.

14. Work Plan and Focus Areas

	Activity	Month			Objective(s)
		Jan	Feb	Mar	
EASTERN PRODUCE KENYA LIMITED, QUARTER 1, 2020	Quarter 1, CSR committee meeting				To review progress and approve new projects for coming quarter
	Implementation and monitoring of CSR approved projects for the quarter				To monitor, hand over and report on the approved projects
	Facilitate establishment of MoU with Nandi County government/Twinings Tea UK/ SHOPSPLUS/ ARA over support to Chepsire dispensary				To have a signed MoU that will guide project implementation
	Monitor progress of the Chepsire dispensary construction works				To monitor and report status updates
	Monitor progress with HER health training sessions in Kibwari and SOEP sites				To ensure HER health training sessions are taking place and health information is reaching the peers in the community
	Monitor progress of the Savani secondary school science laboratory construction				To ensure timelines are followed as per plan
	Social Data collection for sustainability reports				To support Camellia sustainability report
	GEP meeting				To engage with stakeholders on Gender empowerment in the workplace
	Village inspection (GD)				To assess and advise on social and environmental programs in the villages
	Field Educators/Dispensary staff review meeting				To review progress and share findings for improved service delivery

-END-