



Meeting Minutes

QF-HR-08

Meeting No.	13 th Developers Coordination Meeting	Meeting Date	Thursday January 13 2022 Start at 11:00 AM, End at 11.24 AM
Meeting Held At	Online via Microsoft Teams	Prepared By	Noha Hazim Admin Team Leader - FMC
Meeting Speaker	Mahmoud Hussein QHSE Team Leader - FMC	Meeting prepared By	Mahmoud Hussein QHSE Team Leader - FMC

Attendees

	Name	Company		Name	Company
1	Mohamed Taha	Scatec & E&S Committee	9	Eslam Salah	TSKE
2	Riham Younes	Firnas Shuman	10	Ahmed Gaber	VollItalia
3	Farrag Sabry	TAQA	11	Morcos Refaat	TBEA
4	Ahmed Rizk	Acwa Power	12	Ali Wasfy	FMC
5	Elhussein Eid	Nomac	13	Ahmed Bakr	FMC
6	Mahmoud Mohamed Hassanin	Nomac	14	Mahmoud Hussein	FMC
7	Mahmoud Sobhy	Alfanar	15	Noha Hazim	FMC
8	Abdelshakour Gamal	Alfanar			

Meeting Statistics

Time	24 Minutes
Number of attendees	15
Percentage of attendance	42%

Item	Description of Discussion
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➤ **Waste Management:**

- Amount of waste collected from the plots last month:

Plot Name	Quantities /Month (Kg)	Plot Name	Quantities /Month (Kg)
Access	33	Nomac	189
CSAIL	1.201	Acciona	192
Infinity	360	Alfa Solar	25
Scatec	488	Votalia	63
Sterling	732	FMC	355
ENERRAY	37		

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Total Amount of collecting waste: 3.675 Kg

- Recyclable materials quantities (kg):

Type of Waste	Paper	Cardboard	Plastic	RDF	Organic Waste	Wood	Metal
Quantities (Kg)	514	307	412	441	247	208	68
Percentage (%)	23	14	19	20	11	10	3

➤ **Water and wastewater Management**

- No accidents were reported related to water and wastewater.
- GPS tracking system is working well and will share ID and password with the developers according to request.

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#	Amount of wastewater disposed from the park (m ³)	Amount of water delivered to the park (m ³)
Total	739	873

3	<p>➤ Traffic and Road maintenance</p> <ul style="list-style-type: none"> - FMC has already finished maintenance for all roads no.1 , no.2 , no.3 , no.4 , H road and western road .
4	<p>➤ HSE Statistics (for developers)</p> <p>Number of Drills and Accident during last month:</p> <ul style="list-style-type: none"> - FMC conducted 3 drills (two with developers and one internal). - There was 1 Road Accident. - Plots have 9 First Aid / cases.
5	<p>➤ Pest Control</p> <ul style="list-style-type: none"> - The outcomes of the visits are concluded in: - Surrounding Fences of the Park, FMC, Police accommodations and Waste Facilities area are protected well by using pest control system during the period of last year (12 visits) and we can notice decrease of infected traps from the above chart since visit No. 2. - Conclusion: - Population, according to the above chart we can find that the number of the infected (eaten traps) were decreased since last visit (Visit No. 13) but in it still in the normal limits and this an indicator of the decrease of population of rodents in Benban project fences, FMC, Police and Waste Facilities Area. - Regarding to visit reports (from Visit No. 2 “baseline visit which is used as an indicator visit of the implementation of the pest control” and visit No. 13), the surroundings Fences of the Park, FMC, Police accommodations and waste Facilities area are in a good control condition during the period of this report.
6	<p>➤ Community and Social</p> <p>✓ Hiring of a new of a new staff in FMC</p> <ol style="list-style-type: none"> 1. COMMUNITY LIAISON OFFICER. 2. LABOR CCOMPLIANCE OFFICER. <p>Applications were closed on Dec.20,2021</p> <p>Now in selection stage for candidates, and interviews will be held by next week.</p>

7	<ul style="list-style-type: none">➤ FMC Contact List<ul style="list-style-type: none">- FMC Emergency lines 01102499313 01102599303- Grievance Hot line 01102545313- For comments, recommendations, feedback, and complaints support@healthsafetyhome.com
8	<ul style="list-style-type: none">➤ Questions <p>Q 1: Asking for the final report of the electric vehicle accident? (Firnas Shuman)</p> <p>A: We still waiting for the report from the supplier.</p>
	<ul style="list-style-type: none">➤ Note:<ul style="list-style-type: none">- Last month FMC shared data with plots for their audits.