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From its inception, Erga has been keen in supporting the society and the environment before hearing about 'Sustainable Development'. This term is surely wider than the stated words, but society and environment are effectively an integral part of Sustainable Development.

Since our commitment to support the Ten Principles of the United Nations Global Compact in the areas of Human Rights, Labour, Environment and Anti-Corruption, we are eager to fullfill the requirements of our stakeholders regarding the SDGs.

In this annual Sustainability Report, we describe our actions to continually improve the integration of the Global Compact and its principles aligned into our business strategy, culture and daily operations.

In fact, before being committed to support the Ten Principles of the UNGC we have incorporated and aligned the Sustainable Development principles in our Balanced Scorecard from our Vision, Mission and Values to our strategic themes, objectives and initiatives.

For this reason, it was easy for us to make few modifications in our terminology and strategy plan to align our work with the SDGs of the UNGC and think wider to incorporate more initiatives in this direction.

We also commit to sharing this information with our stakeholders. For so, this report has been published on our Web portal for free consultation, to assure to our stakeholders our long term commitment to said principles. In addition, we are making few modifications on our website to be able to publish it publically.

Elie Gebrayel
Chairman and CEO
Erga Group SAL



## **ERGA GROUP SAL** ROFILE

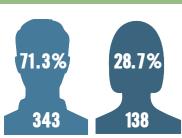
102-1 - 8

40 years of experience in architectural & engineering DESIGN & supervision

300 employees in **Lebanon 200** worldwide

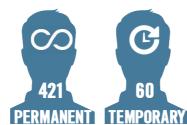
Serving ~ 50

headquarter Lebanon **4** Branches

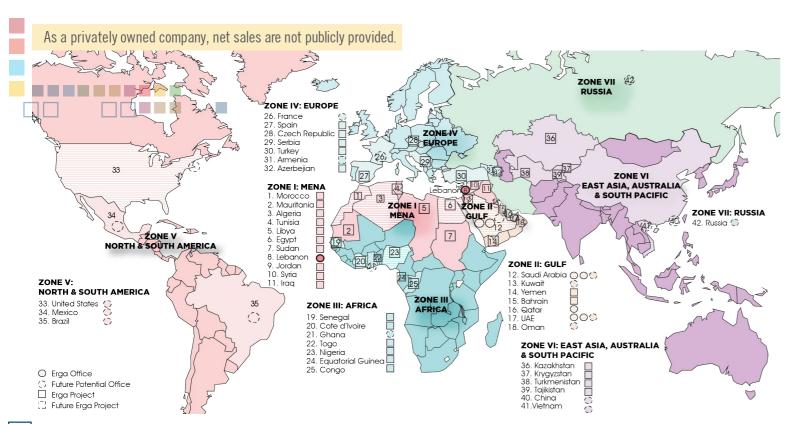














ERGA GROUP SAL, a joint stock company (Société Anonyme Libanaise), was founded in 1980 by Elie & **Randa Gebrayel** Architects, carrying their names.

Its headquarter is based in Beirut, Lebanon with over 300 highly skilled architects, structural, mechanical and electrical engineers, interior architects, urban planners, landscape engineers, quantity surveyors, project managers and professionals in other engineering fields.

Erga has 4 regional branches operating from **Dubai, UAE, Jeddah and Riyadh, Saudi Arabia and Doha, Qatar.** In total Erga has over 200 professionals.

In its regional branches. Erga is, nowadays, negotiating new JVs in the United States, Brazil, France and Africa and is studying the opening of potential branches worldwide.

Having acquired 40 years of professional experience, Erga is fully qualified to undertake the **design**, **execution, feasibility and direct supervision** of the projects entrusted to the group. This enables Erga to succeed as a multidisciplinary architectural and engineering firm and ensure full attention is given to every project, be it small or large, local or regional.

## ERGA GROUP SAL ACTIVITIES & SERVICES



#### **Architecture and Engineering**

We, at Erga, offer a multidisciplinary design service aimed at raising the quality of the built environment. We provide a full range of architectural services related to the planning, programming, design, drawings, document production, cost estimation, bidding and maintenance and refurbishing projects.

Our experienced architects, structural, mechanical and electrical engineers, landscape designers and

master planners complement our wide range of construction consultancy services by providing holistic design solutions that reflect an understanding of the full project lifecycle.

We take a comprehensive approach to design, working from inception to completion to turn an architectural vision into reality.



#### Master Planning & Urban Design

We, thoroughly research, meticulously study and methodically develop our urban designs based on environmental concerns, social equity, economic viability, relationships between people and places, urban movement and form, nature and the built fabric with a view to creating places that work out perfectly and that are sustainable in the long term.

We strive for balance between the various stages of

planning, transportation, architectural design, development economics, landscape and engineering, to conceive and ultimately achieve a good vision.

By establishing such connections, our clients can reach their investment goals and satisfy their aspirations, while we add up to the natural environment.

This experience forges and strengthens a permanent bond between a project and its surroundings.

#### **Construction Supervision**

Construction work supervision is a profession of experience, expertise and know-how. Our team members who meet these requirements bring their knowledge, use their capacity in taking action and define an appropriate behavior in order to adapt the implementation plan and organization to the site characteristics. They manage interfaces with operational functions at each phase and identify security risks, health, environment and project-related control.



#### **Interior Design**

Erga's interior design team delivers creative interior solutions that combine design and functionality, using the latest technology.

Our team works closely with the client throughout the creative process, exploring every possibility and assessing the best option.

We follow a collaborative and interactive process to create exceptional environments that meet clients'

needs. We use traditional, custom and modern elements to create harmonious designs.

Our interiors have a distinctive, modern elegance inspired by the client's needs and spirit.



#### Landscape Design

Our team in landscape engineering, planning and urban planning are committed to design joining three factors similarly. creativity, sustainability and social well-being. Landscape architecture dealing with colorful spaces gives a charming spirit and touch to even the most beautiful architectural design. That is why we give this field a big importance in Erga.

Our concern is to create aesthetic spaces for large

multi-functional site or small projects. We have a deep respect for nature, natural systems and insist on sustainability aligning our daily work with the philosophy of Erga and its vision designing for present and future generations.

It is this approach and our passion for the business that allow us to consider each project as a whole with high end details.

#### **Project Management**

With a solid experience of around 40 years, Erga Management acts as client representative assuming with determination major project management and construction management tasks.

Skilled professionals supported by a qualified multidisciplinary workforce are the winning formula that distinguishes the company. Teams working in coordination, determine the needs, collaborate in developing plans in order to conceive appropriate solutions depending on the complexity of each term.

## **ERGA GROUP SAL** SUPPLY CHAIN



Since Erga Group provides a service, as architectural and engineering consultants, the final deliverables, submitted to the client and depending on the scope of the project, are mainly the set of required drawings with the Bill of Quantity (BOQ) and specifications required to start building the project.

Knowing that Erga is not a manufacturing company or distributor, its supply chain is simple. The main suppliers dealing with Erga are as follow.



Specialties' Subconsultants

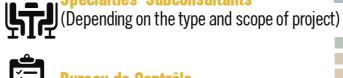


**Computer software, hardware** & peripherals' providers (with Maintenance)





ock-up providers when needed



**Bureau de Contrôle** 



**Suppliers of Materials** providing samples for mood boards and technical sheets for specifications.

## **ERGA GROUP SAL** SIGNIFICANT CHANGES





Erga Group liquidated the inactive company, Erga Bahrain W.LL located in Manama, Bahrain. Global risks are monitored by the Board of Directors through the corporate strategy, respecting set risk and environmental management policies and procedures.

## **ERGA GROUP SAL** EXTERNAL INITIATIVES 102-12

ERGA GROUP HQ and branches comply with a variety of principles, standards and initiatives as follows. For some standards, some companies are certified, for others, the requirement is to have professionals certified; and for some we didn't apply for the certification yet but we are seeking it.

Please note that none of these initiatives is obligatory, all of them are voluntary.

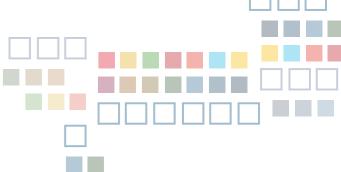
#### **Economic**

- Project Management Professional (PMP): 2 certified professionals and 95 trained architects and engineers between Lebanon and Qatar.
- **ISO 9001:2015 QMS:** 1 certified company and 1 seeking certification in Lebanon)

#### Social

- **OHSAS 18001:2007:** seeking certification in Lebanon Environment
- ISO 14001:2004 EMS: seeking certification in Lebanon
- **LEED:** 1 certified professional and 75 trained architects and engineers in Lebanon
- BREEAM: 1 certified professional in Lebanon
- Istidama: 5 certified professionals in UAE
- QSAS: 5 certified professionals in Qatar

## ERGA GROUP SAL MEMBERSHIP OF ASSOCIATIONS 102-13



#### **Professional Associations**

- The American Institute of Architects (AIA)
- The American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)
- The American Concrete Institute (ACI)

#### **CSR** Associations

- UN GLobal Compact Network Lebanon (GCNL)
- Lebanon Climate Act (LCA)
- Lebanon Green Building Council (LGBC)
- Civic Influence Hub (CIH): Elie Gebrayel is the president of CIH for 2018-2019
- Entrepreneurs et Dirigeants Chrétiens Liban (EDCL). Elie Gebrayel was the president during 2017
- Lebanese American University (LAU). Elie Gebrayel is the Vice Chair of the LAU School of Architecture and Design Advisory Board
- Ghalboun Municipality. Elie Gebrayel of the Mayor of Ghalboun Municipality
  - The International Christian Union of Business Executives (UNIAPAC)



## ERGA GROUP SAL S T R A T E G Y

102-14-15



#### **VISION**

Seeking to be a leading sustainable architecture firm, enriching cities around the world with state-of-the-art design and technology.

#### MISSION

Creating from space a lifestyle, focusing on a sustainable development to meet present and future needs relying on creativity, comprehensive solutions, professionalism and commitment to quality.

#### **VALUES**

Creativity
Agility
Ethics
Honesty & Integrity
Social Responsibility



To be able to align its vision, mission, values, strategic themes and objectives to defining its initiatives and following them up from top to bottom, Erga has put in place a Balanced Scorecard system.

Starting from strategic planning, the top management wanted to deploy a culture of social responsibility, sustainability and ethics among other important topics adding initiatives in this direction.

This system provided a disciplined framework for planning and measuring the strategy from different perspectives of organizational performance allowing to monitor progress, provide guidance in budgeting and strategic decision making.

The balance scorecard made all staff use the same language and connected the dots between big picture strategy elements and operational elements, systematically aligning vision, strategy, themes, objectives, initiatives, budget and resources.

#### **BD Strategy**

Strategic Result:

A worldwide reputation with diversified projects

#### **Operational Excellence**

Strategic Result:

Enhanced operations, increased productivity and optimized quality

#### **Client Satisfaction**

Strategic Result:

Improved communication, trust and loyalty

#### Sustainability

Strategic Result:

Continuity of the firm and sustainable projects

#### Creativity

Strategic Result:

A competitive and healthy creative environment with latest trends



### Insecure and politically unstable Middle East with global financial crisis

The adoption of the Serie of Ranks and Salaries in the public sector in Lebanon

#### Decrease in house loan demand in Lebanon

House loans stopped by the Housing Corporation and high interest rates imposed on house loans supported by the Central bank.

New architectural and engineering trend more specifically green designs, renewable energy...

Expand to other international markets where financial crisis is reduced

#### IMPACT

- Difficulty finding new developers ready to invest.
- Recession in construction and real estate market.
- Increase in house loans until the Housing Corporation budget has been totally consumed.
- Market submerged and demand is shrinking.
- Recession in construction and real estate market affecting architectural and engineering companies and related fields.
- Follow the trend and diversify from competition
- Provide suitable training as per needed standards to be followed and project requirements.
- Diversify potential clients database
- Open horizon to new markets, new investments, new projects...

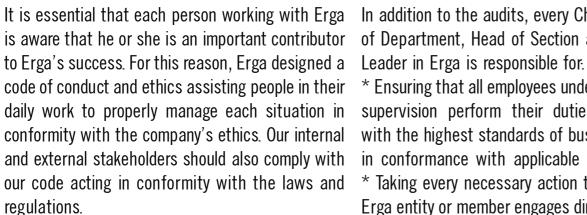


## **ERGA GROUP SAL** ETHICS & INTEGRITY





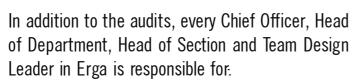




This code is published on Erga's portal and is accessible to all. And whenever any clarification is needed the HR department is available to assist; in remind on specific matters and the annual training session done to new joiners in Erga team as well as for those who wish to re-attend it.

It is imperative that each staff member carefully ones. learn and implement the code of conduct and ethics and that no violation of the code's values occurs. especially when this could negatively affect the company's reputation. This is applied to all staff members from upper to lower level of the organization.

Audits are regularly done to make sure it is well implemented and to report any breach or deviation.

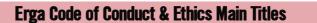


- \* Ensuring that all employees under his/her supervision perform their duties in accordance with the highest standards of business ethics and in conformance with applicable laws.
- \* Taking every necessary action to ensure that no Erga entity or member engages directly or indirectly in any corrupted business practice.
- \* Ensuring that any expenditure or transfer of Erga corporate funds is made in accordance with addition to the periodic campaigns that are done to a stated, legitimate purpose and to the recipient indicated in Erga records.
  - \* Treating team members equally without any special favors to members, discomforting other

Any deviation or attempted deviation from the above is brought directly to the attention of the appropriate officer or directly to the Chairman (depending on the impact).

The company and its members comply with internal and external rules and regulations related to Erga's work, and appropriate action are taken for any violation of these rules.







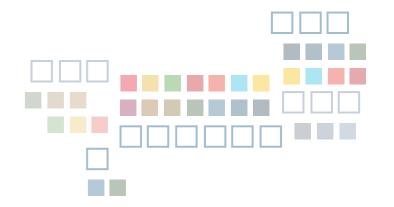
- General Staff Conduct
- Labor Rights Respect of staff members
- Conflict of Interest
- Confidentiality
- Erga Properties
- Gossips & Rumors
- Safe & Secure Place Health & Safety
- External Communication with Media and Investors
- Internal Control of Financial & Accounting Information
- Fair Competition
- Business Partners
- Bribery through gifts or other benefits
- Fighting Corruption Fraudulent or Illegal Act
- Integrity and Quality of Services
- Integrity of Documents and Information Supplied
- Exchange of Information
- Money Laundering
- Integrity of Financial and Accounting Documents
- Politics
- Human Rights
- Environment
- Philantropy and Community Relation Activities



#### **Erga Code of Conduct & Ethics Key Principles**

Erga code of conduct is ruled by:

- Principles of transparency, honesty and fairness;
- Respect of the laws and regulations of every country we operate in;
- Respect of the culture of each country and contribution in the society through new activities;
- Ensuring a good quality of services offered to the society:
- Valuing teamwork and creativity within the teams;
- Preservation of our business partners to achieve stable, long-term relationship and mutual benefits, while keeping ourselves open to new partnerships;
- Preservation of the Community, Human Rights, Employees Rights and the Environment.



## **ERGA GROUP SAL** GOVERNANCE



### THE STRATEGY COMMITTEE

Presided by the Chairman, Elie Gebrayel, himself, this committee reviews the overall performance of the company, makes decisions over modifications in the strategic plan and follows up if the implementation is done as planned. This committee reviews and approves as well the sustainability report.

#### THE RISK MANAGEMENT COMMITTEE

Presided by the Chairman, Elie Gebrayel, himself, this committee has the responsibility for overseeing risk management within Erga as a whole.

It sets the tone and influences the culture of Risk Management within Erga. This includes determining.

- \* Whether Erga is 'risk taking" or 'risk adverse" as a whole or in any relevant issue
- \* The 'risk appetite" of Erga
- \* Which risks' types are acceptable and which are not. . . This committee.
- \* determines the appropriate level of risk exposure for Erga,
- \* takes major decisions affecting Erga's risk exposure,
- \* monitors the management of the most significant corporate risks,
- \* assures itself that risks identified across Erga are being actively managed, with appropriate controls in place which are working affectively,
- \* bi-yearly reviews Erga's Risk Policy to ensure it remains fit for purpose,
- \* maintains the Risk Register.

assessing the effectiveness of risk management. Sustainability report.

#### **GOVERNANCE STRUCTURE**

Erga board of directors defined 4 main committees in Erga to follow up primary issues in the organization

#### THE SOCIAL & ENVIRONMENTAL COMMITTEE

Headed by Randa Gebrayel, the Vice-Chairman, its membership is open to anyone interested in helping in social or environmental projects. This committee works on 'Ergamania" concept symbolizing Erga's family spirit. It focuses on the human side, apart from daily operations, and it is directly linked to Erga's commitment towards the society and the environment. Its responsibilities rely on setting a social and environmental plan and organizing activities boosting the relation between Erga staff and the society. Its projects usually serve humanitarian or environmental causes. This committee continually looks for associations, NGOs or families in need that have no outside funding or support and organizes internal seasonal events to boost the family spirit involving all staff members and their families. The events include the below activities but not limited to.

Re-forestation Day (November),

Santa Barbara Fundraising and Kids Party (Christmas), Erga Annual Gathering (End of Year),

Iftar Dinner (Ramadan),

Easter Donations & Bake Sale (Easter),

Mother's Day (21st of March), Fathers' Day (21st of June), Message de Paix Days (Christmas and Easter), Beirut Corporate Games (Around April and May), Beirut Marathon, Blood Donation Day, Internal sports competitions (Basketball, football...)...

Whenever a staff member or a relative is in need for any support, more specifically medical support, the committee tries as much as possible to involve all staff members in helping.

The Audit Department has the responsibility for This committee is responsible for preparing the

#### THE COMMUNICATION COMMITTEE

Presided by Randa Gebrayel, the Vice Chairman, this committee takes care of the internal and external communication and it divided its points of interest to 3 main parts.

**Erga Newsletter**: issued on a quarterly basis, it reflects the professional work of Erga as a total solutions provider; highlights its know-how and expertise in designing projects and supervising their execution; in addition to the family spirit driving its team and focusing on the events organized internally to better serve the environment and the society. This newsletter reaches all Erga stakeholders.

**Erga Website**. reflects Erga's image in a suitable design and content. After finalizing its design, the committee's role is to keep the information updated. always adding the latest projects, Erga branches, contacts and professional articles from experts in Erga.

**Erga Intranet** a communication tool within the company enhancing the internal communication in Erga. it helps in sharing documentation, knowledge, lessons learned, calendars, meetings and events, filling surveys and feedbacks, participating in open dis cussions and sharing information and news about our staff (marriage, engagement, newborns...), Erga offers, Erga news, social eveHnts...

Each of the comittees has a responsibility of reporting any critical concerns that arise to its president and it will be directly communicated from committees' presidents to risk management committee for proper handling. In addition the Audit department can communicate critical concerns that might be faced.



# ERGA GROUP SAL STAKEHOLDER ENGAGEMENT

## ERGA GROUP SAL REPORTING PRACTICE

#### INTERNAL STAKEHOLDERS

- Board of Directors
- Partners & Associates
- Employees

#### EXTERNAL STAKEHOLDERS

- Clients
- Consultants
- Suppliers and Subconsultants
- Bureaux de Contrôle
- Order of Engineers
- Public Authorities (NSSF, Permit Units,...) and Municipalities
- Tenants
- Local Communities
- NGOs

#### IDENTIFYING & SELECTING STAKEHOLDERS

Erga usually defined its stakeholders as a firm and every Project Design Manager managing a new project defines its project stakeholders.

For all stakeholders, Erga sets the ratio impact and power of each one of them, defines the communication channels and the strategy of how to deal with each one.

Erga engages with its stakeholders by different means.

- 1- Board of Directors, Partners & Associates: Periodic reports are always sent with all the needed information to keep updated on the financial, managerial, administrative and technical performance of the firm.
- 2- Employees: Intranet platform, internal emails and memos, continual surveys and annual gathering to keep them updated of the latest news and performance of the firm.
- 3- Clients. Client Satisfaction Questionnaire, Erga Events and costumer focus groups.
- 4- Consultants, Suppliers, Subconsultants, Bureau de Contrôle. External email, meetings...
- 5- Order of Engineers, Public Authorities & Municipalities: respect and alignment with their regulations and application for permits and other regulatory transactions.
- 6- Tenants, Local Communities and NGOs. continual support to specific NGOs and periodically select some cases and help in these matters.

#### **KEY TOPICS & CONCERNS**

Key topics and concerns are usually raised and dispatched to concerned parties to resolve depending on the subject and related division. If the concern is related to the business and its strategy it is directly channeled to the CEO or COO.

- LEBANON
  - Erga Group SAL
  - Erga Management SAL
  - Erga Group Overseas SAL (Offshore)

ENTITIES IN CONSOLIDATED FINANCIAL STATEMENTS

#### **QATAR**

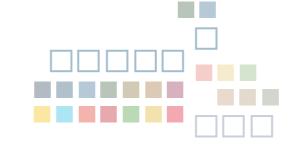
- Erga Qatar LLC

#### **UNITED ARAB EMIRATES**

- Erga Progress Engineering Consultants

#### KSA

- Erga Saudi Lebanese Co. for Project Management
- Erga Group SAL Branch in KSA

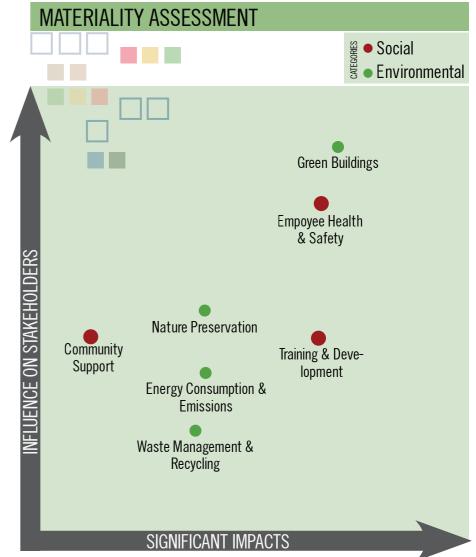


#### CONTACT POINT

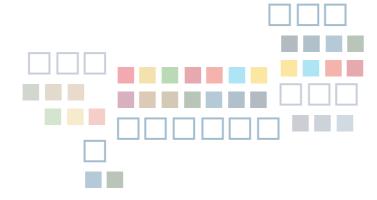
- ■Myriam El Helou
- ■Quality Manager
- ■Telephone: +961 4 524 124
- ■Email: mye@erga.com

#### **GRI CONTENT INDEX**

Please find the GRI Content Index attached at the end of the report page 30.







<b>Material Topics</b>	GRI Disclosure	Topic Boundary
ENVIRONMENT		
Green Buildings	GRI 307 Environmental Compliance	Client/ Erga Design Division/ Suppliers
Nature Preservation	GRI 304 Biodiversity	Client/ Erga Design Division/ Suppliers/ Social & Environmental Committee
Energy Consumption & Emissions	GRI 302 Energy GRI 305 Emissions	Erga / Logistics Department/ Lebanon Climate Act / Ministry of Environment
Waste Management & Recycling	GRI 306 Waste	Erga / Social & Environmental Committee / Recycling NGOs or Manufacturer

SOCIAL		
Employees Health & Safety	GRI 403 Occupational Health & Safety	Erga Employees / HR Department
Community Support	GRI 413 Local Communities	Erga Employees / Social & Environmental Committee/ NGOs/
Employee Training & Development	GRI 404 Training & Education	Erga Employees / Erga Academy



The United Nations has set the 2030 Agenda for Sustainable Development action plan to meet 17 Sustainable Development Goals to improve conditions for people, planet and prosperity.

At Erga, we have identified 7 SDGs at the core of our initiatives, though we are indirectly and positively impacting other gobal goals by our actions (\*indirect impact).

#### **CORE TO OUR BUSINESS**



When specifying technical systems in architectural projects, Erga tends to specify energy star and clean energy ones.



- Constant search for new projects worldwide and new markets to create additional jobs.
- Recruiting nationals in all countries we operate in.



Our work forces us to push our boundaries to seek innovative and out-of-box solutions and infrastructure is in Erga's core business.



Since we are architectural consultants, this SDG is our main focus and we have a direct impact on it.
along with the client and the contractor.



- Paper is the main product consumed in Erga. We are minimizing its use by creating systems automating the flow from clients' requirements to sending final project deliverables digitally to the client.
- When defining the quantities in the BOQ Erga is responsible to identify & specify quantities and qualities with fairness.



Erga is committed with Lebanon Climate Act (LCA) to annually reduce its carbon footprint setting a pre-defined acion plan and sending results to the ministry of environment.



Since Erga is designing architectural projects construction works will be eventually done that might oblige to cut trees impacting the ecosystem on site.

#### INDIRECT IMPACT



















## ERGA GROUP SAL

#### ENERGY CONSUMPTION & EMISSIONS





since 2017, Erga is committed with Lebanon Climate Act to reduce its greenhouse gas emissions with a network of other private companies with whom we have been sharing our experience in the field. Workshops and training sessions are given by experts from time to time to push our work forward and make the private sector aware of its effective contribution in climate change.

An action plan was submitted by Erga to Lebanon Climate Act and the Ministry of Environment involving all staff members to enhance the green culture and the sustainable architectural vision.



Paul abi Dergham, Erga CDO, receiving Erga trophy as being a LCA Champion



Representatives from the Social & Environmental Committee attending the LCA Champions Ceremony

Company: Erga Group SAL

**Year: 201** 

e values in shaded areas only, if applicable
Indirect Emissions from Purchased Elect

Consumption Emission Factor CO<sub>2</sub> emissions (KWh) (t CO<sub>2</sub>/MWh) (t CO<sub>2</sub>)

L bill 455669 0.65 296.

CO <sub>2</sub> Emissions					
	Current (A)	Working hours (hours)	Voltage (V)	Emission Factor (t CO <sub>2</sub> /MWh)	emissions (t CO <sub>2</sub> )
Shared generator - Single phase	0	0	220	1.3	0.00
Shared generator - Triple phase	350	2370	380	1.3	567.13

#### **Direct Emissions from Stationary Fuel Combustion**

	CO <sub>2</sub> Emissions					
	Consumption (I)	Consumption (t)	Conversion Factor (TJ/1000t)	Carbon Emission Factor (t C/TJ)	CO <sub>2</sub> emissions (t CO <sub>2</sub> )	
las/Diesel Oil for lectricity	71650	59.4695	43.33	20.2	188.95	
las/Diesel Oil for pace Heating		0	43.33	20.2	0.00	
las/Diesel Oil for Vater Heating		0	43.33	20.2	0.00	
leavy Fuel Oil for soilers		0	40.19	21.1	0.00	
as for cooking		0	47.31	17.2	0.00	
ubricants		0	40.19	20	0.00	
TOTAL					188.95	

CH <sub>4</sub> Emission	s	
CH <sub>4</sub> Emission Factor (t/TJ)	CH <sub>4</sub> emissions (t CH <sub>4</sub> )	CO <sub>2</sub> equivalent (t CO <sub>2</sub> )
0.002	0.01	0.11
0.002	0.00	0.00
0.002	0.00	0.00
0.002	0.00	0.00
0.005	0.00	0.00
0.002	0.00	0.00
	0.04	0.44

N <sub>2</sub> O Emission Factor (t/TJ)	N <sub>2</sub> O emissions (t CO <sub>2</sub> )	CO <sub>2</sub> equivalent (t CO <sub>2</sub> )
0.0006	0.00	0.48
0.0006	0.00	0.00
0.0006	0.00	0.00
0.0006	0.00	0.00
0.0001	0.00	0.00
0.0006	0.00	0.00
	0.00	0.48

#### isness Related Transport

	Consumption (1)	Consumption (t)	Conversion Factor (TJ/1000t)	Carbon Emission Factor (t C/TJ)	CO <sub>2</sub> emissions (t CO <sub>2</sub> )
Gasoline	25255	18.6887	44.8	18.9	57.44
Gas/Diesel Oil	66000	54.78	43.33	20.2	174.05

CH <sub>4</sub> Emission Factor (t/TJ)	CH <sub>4</sub> emissions (t CH <sub>4</sub> )	CO <sub>2</sub> equivalent (t CO <sub>2</sub> )	
0.02	0.02	0.35	
0.005	0.01	0.25	

N <sub>2</sub> O Emission Factor (t/TJ)	N <sub>2</sub> O emissions (t CO <sub>2</sub> )	CO <sub>2</sub> equivalent (t CO <sub>2</sub> )
0.0006	0.00	0.16
0.0006	0.00	0.44

## **ERGA GROUP SAL** GREEN BUILDINGS & DESIGNS









Erga helps as much as possible many municipalities in Lebanon advising them to work their projects taking into consideration energy saving and their cities and communities' sustainable development.

In addition, Erga is committed in its Strategic Plan to promote green culture among its clients convincing them to install energy and water saving systems.



For this reason, Erga Academy plays a major role in technically engaging our architects and engineers providing the suitable training courses related to worldwide green standards (LEED, BREEAM, QSAS, Istidama...).

- LEED GA training has been attended by 96 engineers to incorporate green design systems in their projects and explains their importance to the client. It is also planned to be given to 70 engineers in 2019.
- Energy Modelling Techniques training given to 7 electro-mechanical engineers.
- BREEAM Training: 2 engineers in Lebanon
- QSAS. 5 engineers in Qatar.
- Istidama. 10 engineers in Dubai.

Whenever a new supplier introduces any new innovation in our field, it is automatically transmitted through Erga Academy and Erga's Library to our architects and engineers in search for new solutions in designing green buildings and from them it is transmitted to our clients providing the best suppliers' contact for this purpose.

## **ERGA GROUP SAL** WASTE MANAGEMENT & RECYCLING





As an architectural company, waste generated is limited to the following:

- The major waste generated in the company. Paper, foam boards, cardboards
- Small water plastic bottles used in meeting rooms
- Old computers, peripherals (scanner, printers,....)

For paper, IT equipment, plastic bottles and caps to dispose we contact related NGOs more specifically Arc-En-Ciel (AEC) and L'Ecoute Organization.

This year we disposed more than 100 computers with servers, printers and scanners that were in the store. They were divided between AEC and L'Ecoute. They refurbish them and re-sell them or recycle their material and the benefit goes to the NGO employing people with special needs.

10 tonnes of papers were also disposed from the store to the benefit of L'Ecoute organization. NB... we have an initiative to reduce the use of paper transforming our forms to e-forms.











Erga has been committed from 10 years till now to backup Jouzour Loubnan in their journey organizing on a yearly basis plantation days with staff members and their families planting each year more than 800 Cedar and Juniper trees in many regions in Lebanon. Our way of giving back to Nature.





## **ERGA GROUP SAL**

#### **EMPLOYEE HEALTH & SAFETY**

#### **ERGA DOCTOR**

Erga has appointed a doctor available at Erga premises 2 days a week. Erga doctor has for each staff member a confidential detailed medical record. Erga doctor is reached on his mobile phone for urgent matters.

#### MEDICAL & LIFE INSURANCE

Erga provides to all its employees non engineers a second class medical insurance covering 100% in and 85% out. While Erga Engineers are obliged to be covered by the insurance imposed by the Order of Engineers where they are registered.

In addition, Erga provides a life insurance to all its employees called Jinane program named after an employee who died from a car accident on her way to the office in the morning.

Work Insurance is also provided in case an accident occurs at work covering all cases.

#### ERGA FIRST AID & EMERGENCY DEFIBRILLATOR TRAINING

In case of emergency, a first aid kit is available in the Office Logistics office. In addition Erga periodically train interested staff members on first aid basics in way to find in each floor 1 to 2 trained personals. In addition Erga bought an automatic defibrillator for emergency cases and trained all support staff members on using it whenever needed.

#### **ERGA SUPPORTS SPORTS ACTIVITIES**

The Social & Environmental Committee continually organizes sports activities and supports sports teams in many ways.







Annually supporting a cause in Beirut Marathon









Annually participating in Beirut Corporate Games competing for 2 days with other companies. For years Erga was taking the 3rd place by its team bond.

- Employee Training & Development

## ENDLOYER TRAINING & DEVI

EMPLOYEE TRAINING & DEVELOPMENT



Erga Academy was created to boost the education of Erga staff members to evolve in terms of knowledge, competence and skills and to properly work as per Erga standards & regulations. It is a training system based on live or recorded training given internally or externally. Erga Academy is not strictly limited to training sessions; it manages seminars, workshops, product presentations and Erga's knowledge base including the Visual Library and the lessons learned.

A suitable training system is put in place based on tracks and credits beneficial for each staff member in their field. Five training tracks are identified to be followed

EPREP (Erga Preparatory)

EPRO (Erga Professional)

EADMIN

EPDM

EPDM

The basics of Erga systems to be known by all Erga staff

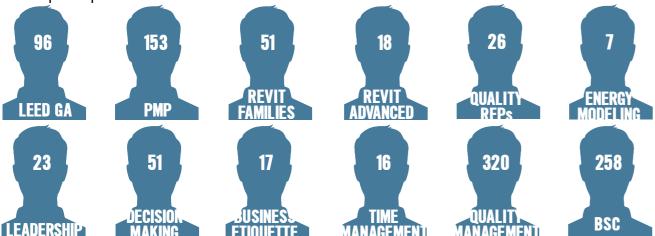
What Erga Engineer should know in Erga Systems Worldwide

How to be an Erga Administrative Professional

How to become a n Erga Project Design Manager (PDM) Professional

How to become an Erga Site Management Professional

Below we will be giving a small recap of the training sessions given to staff members mentioning the number of participants.







ERGAMANIA is a simple word symbolizing and resuming Erga's family spirit that you can't but feel it whenever dealing with our staff members. We want all our stakeholders to consider themselves part of what we like to call ERGAMANIA.

Erga has other perspectives than the strict professionalism and solutions provision. It has this other human part that lies behind its big production and strictness. This human magical part that can't be easily described. It is only felt by the people dealing with Erga and is directly linked to our commitment towards the society and the environment.

We, as one of the biggest architectural consulting companies in the region, are responsible and aware on our day-to-day impact on these 2 dimensions society and environment. Being conscious of the importance of these 2 dimensions Erga tries to spread a family spirit among its staff members to raise the awareness regarding these 2 issues and organizes whenever possible collective activities to staff members and their families to push this issue forward.

Annually, Erga organizes special event:

- End of Year Erga Gathering
- Christmas Day with Erga Children
- Humanitarian events on Easter & Christmas
- Plantation Campaigns
- All Year Vide Grenier supporting Auxilia
- Blood Drive with Donner Sang Compter (DSC)
- Periodic visits or help on a case by case to people in need (orphans, homeless shelters, drug addicts, patients with a need of medication or surgery...)
- Our corporate gifts are in their majority as a support to Sesobel or Message de Paix

Below you can find the logos of some of the NGOs we support (the enironmental ones were mentioned in environmental section).

























## **ERGA GROUP SAL**

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			102-33	Communicating critical concerns	14
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GRI DISCLOSURE DESCRIPTION

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