



CEE Special Situations Fund

Annual Environmental and Social Report
E&S Report

[Year]

Version: [version]

Last update: [date]

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1. Intro

Organization:			
Completed by (name):			
Position and contact information:	SEMS Officer +43 1 532 0466 422	Date:	

2. Portfolio Information

Report Covering Period:	
From:	To:

3. Fund Business lines and Portfolio Type

For the reporting period, please provide the following (as applicable):

Product line	Expected holding period	Total exposure (US\$ mn)	Average Transaction Size (US\$ mn)	Maximum transaction size (US\$ mn)
Listed Equity				
Private Equity				
Market debt instruments				
Privately placed debt				
Other (Please describe)				

4. Exposure by Industry Sectors

Please completely list the sectors where the fund invests and provide an indicative % of portfolio.

Industrial Sector	Indicative % of portfolio	Risk (High, Medium, Low)
Animal Production		
Apparel		
Chemicals		

Collective Investment Vehicles		
Common Carriers		
Construction and Real Estate		
Consumer Goods		
Crop Production		
Electrical Equipment, Appliances and Components		
Fabric Mills		
Fabricated Metal Product Manufacturing		
Finance & Insurance		
Finishing (Dyeing, Printing, Finishing, etc.)		
Fishing		
Food & Beverages		
Forestry		
Furniture and Related Products		
Integrated Textile Operation (Spinning, Weaving/Knitting, but no Garment)		
Internet Projects		
Leather and Allied Products		
Machinery and Other Industrial		
Nonmetallic Mineral Product Manufacturing		
Oil, Gas and Mining		
Plastics & Rubber		
Primary Metals		
Printing & Publishing		
Pulp & Paper		
Spinning (Yarn, Including Integrated with Fiber Production)		
Telecommunications		
Textiles - Others		
Transport Service		
Transportation Equipment		
Utilities		
Warehousing & Storage		
Wholesale and Retail Trade covering any of the following. Gasoline stations, dry cleaners, printing, large auto and truck fleets, photographic film processing and any operations involving the use of any chemical of biological wastes or materials		
Wood Products		
Other		

5. Information on exposures

Please list all new and existing exposures (please add rows as needed):

Company name, location	Industry sector ¹	Description of project/company ²	Investment type and amount (US\$ mn)	Category	E&S issues at approval	Current environmental status/any changes since last report (including updates to Corrective Action Plans)
<i>New</i>						
<i>Existing</i>						
<i>Exited/ Divested (in the reporting year)</i>						

Please also attach copies of all ESDD reports and Corrective Action Plans for new investments made over the reporting period

¹ Please use any standard classification or the sectors listed in the earlier table

² Please describe the nature of the business activity of the project or activity being financed.

1.1 Social & Environmental Management System (SEMS) Information

Policies & Processes	Yes/No	
Have there been any updates to the Environmental and Social Policy adopted by your organization?		
Has senior management signed off on the updated policy/procedure?		If yes, please provide the date and internal communication indicating the same.
Has the budget for implementation of the policy/procedure been revised from the previous year?		If yes, please provide details of the budget allocated and reasons for the change.
Please describe any activities for the last FY for staff training and other internal communication		
Give details of any transactions rejected on environmental, health, safety or social grounds		
State any difficulties and/or constraints related to the implementation of the environmental and social procedures		
Please describe how you ensure that your clients and their projects are operated in compliance with the National laws and regulations and (if applicable) the IFC Performance Standards and EBRD's Performance Requirements.		
Please provide two sample internal E&S review reports conducted for projects considered last year. (Only if following IFC's PS is an Applicable Requirement)		
Please give details of any material environmental and social issues associated with investees during the reporting period in particular		
Do you consider compliance with national laws as part of your credit review process, when considering potential investments?		
Do you review the operational performance (non-financial) performance of industrial facilities you invest in?		
Do you conduct site visits for any industrial facilities you invest in?		
Do you know whether your clients and their projects are in compliance with the relevant environmental, health and safety		

regulations of the host country?		
Have you invested in projects that entail acquisition of land?		
Please indicate whether you have worked with with any International Finance Institution (for instance, ADB, EBRD, IDB, NIB, IFC) and have used their environmental and social guidelines.		
Do you regularly update the Social & Environmental Management System (SEMS)?		
Capacity	Yes/No	
Please provide current staffing of the core SEMS people as well a list other people in the organization involved with the SEMS implementation		
What was the budget allocated to the SEMS and its implementation during the year? Please include staff costs, training as well as any actual costs.		
Has the SEMS team undergone any training?		
Does the Fund have regularly scheduled training for other departments in the organization?		
Monitoring	Yes/No	
Do you receive any non-financial reporting from industrial projects you invest in?		
Please describe how you monitor investee environmental and social performance. Please provide the following information <ul style="list-style-type: none"> - Number of projects in portfolio classified as category A or B - Number providing annual reports - Number of projects where a field visit was conducted by a bank staff to review aspects include Environmental and Social issues 		
Please provide details of any accidents / litigation / complaints /regulatory notices and fines: <ul style="list-style-type: none"> - Any incidents of non-compliance with Applicable Requirements - Covenants/ conditionality imposed by the Bank as a result of any non- 		

compliance		
Do you check for ongoing compliance of your investments with national regulation and any other requirements?		If yes, please describe the process including any Environmental and Social considerations if applicable
Reporting	Yes/No	
Is there an internal process to report on environmental and social issues to Senior management?		
Do you prepare any environmental reports <ul style="list-style-type: none"> - For other MLAs - Other stakeholders - E&S reporting in the Annual Report - Sustainability reports 		
Do you have a process to inform IFC & EBRD of any material change of business?		
Do you inform IFC & EBRD if there is any incident/accident at one of the projects?		
Do you report to IFC & EBRD as per the agreed upon schedule and format?		

Activities on IFC Exclusion List	
If any, please indicate the dollar percentage of loans or investments out of your total outstanding exposure provided to clients who are substantially involved in IFC excluded activities.	
If the percentage is not zero, please explain these exposures and any steps having been taken to reduce such exposure.	
Activities on Joint IFC/EBRD Exclusion List	
If any, please indicate the percentage of loans or investments out of your total outstanding exposure provided to clients who are substantially involved in EBRD/IFC excluded activities.	
If the percentage is not zero, please explain these exposures and any steps having been taken to reduce such exposure.	

Sustainable finance
Have you made any investments in projects that have environmental and social benefits such as investing in management systems, energy efficiency, renewable energy, cleaner production, pollution management,

supply chain greening, corporate social responsibility, community development etc? Please list these in the format provided below:

Project Name	Value financed by the company (US\$ million)	Type of environmental and social benefit ³

³ Examples are cleaner production, energy efficiency, renewable energy, carbon finance, management system improvement, sustainable supply chain, corporate social responsibility etc.