

**REPUBLIC OF TURKEY  
ISTANBUL GOVERNORSHIP  
ISTANBUL PROJECT COORDINATION UNIT (IPCU)**



**ISTANBUL  
SEISMIC RISK MITIGATION  
AND EMERGENCY PREPAREDNESS (ISMEP) PROJECT**

**ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN  
(FRAMEWORK DOCUMENT)**

**Istanbul  
2022**

## **TABLE OF CONTENTS**

### **1.0 INTRODUCTION**

### **2.0 BACKGROUND**

#### **2.1 Scope and aim of the Project**

### **3.0 ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN**

#### **3.1 Definition**

#### **3.2 Possible Environmental Issues**

#### **3.3 Turkish Environmental, Social And Occupational Health And Safety Legislation**

- 3.3.1 Environmental Impact Assessment Regulation
- 3.3.2 Water Pollution Control Directive
- 3.3.3 Regulation on Assessment and Management of Air Quality
- 3.3.4 The Exhaust Emission Control Regulation
- 3.3.5 Regulation on Assessment and Management of Ambient Noise
- 3.3.6 Debris Removal Regulation
- 3.3.7 Medical Waste Management Regulation
- 3.3.8 Regulation for Handling of Asbestos Products
- 3.3.9 Regulation for Radiation Safety
- 3.3.10 Waste Management Regulation
- 3.3.11 Building Demolition Regulation
- 3.3.12 Occupational Health and Safety Law
- 3.3.13 Health and Safety Conditions in the Use of Work Equipment Regulation
- 3.3.14 Zero Waste Regulation

#### **3.4 International Treaties and Conventions**

- 3.4.1 Cultural Heritage International Conventions
- 3.4.2 Environmental International Conventions

#### **3.5. Environmental and Social Framework of AIIB**

### **4. Current procedures, policies, and practices for the management of environmental and social impacts**

- 4.1 Handling of Asbestos
- 4.2 Ozone Depleting Materials
- 4.3 Hazardous and waste Management
- 4.4 Contractor Management
- 4.5 Labor and Working Conditions
- 4.6 Community Health and Safety
- 4.7 Land Acquisition and Involuntary Settlement
- 4.8 Cultural Heritage Protection
- 4.9 Gender Equality

4.10 Vulnerable Groups

**5.0 E&S ASSESSMENT PROCEDURES FOR EACH ACTIVITY IN THE PROJECT**

**6.0 STAKEHOLDER ENGAGEMENT AND INFORMATION DISCLOSURE**

**7.0 IPCU GRIEVANCE MECHANISM/ IPCU COMPLAINT HANDLING POLICY**

**8.0 IMPLEMENTATION ARRANGEMENTS, ROLES AND RESPONSIBILITIES**

**8.1 Contractor's and Supervision Engineer's Responsibilities (Enhanced)**

*8.1 Contractor's Responsibilities*

*8.2 Supervision Engineer's Responsibilities*

**9.0 MONITORING AND REPORTING**

## **ANNEXES**

### **ANNEX 1 AMBIENT LEVELS OF POLLUTANTS**

### **ANNEX 2 TURKISH REGULATION ON ASSESSMENT AND MANAGEMENT OF AMBIENT NOISE**

### **ANNEX 3 ENVIRONMENTAL AND SOCIAL EXCLUSION LIST**

### **ANNEX 4 ANNEXES REGARDING CULTURAL HERITAGE**

#### **ANNEX 4.1**

#### **ANNEX 4.2**

#### **ANNEX 4.3**

##### **ANNEX 4.3.1 List of Territories and Sites within the Task Area and the Responsibility of Istanbul Regional Council for the Preservation of Cultural & Natural Assets**

##### **ANNEX 4.3.2 List of Territories and Sites within the Task Area and the Responsibility of Istanbul Regional Council for the Preservation of Cultural & Natural Assets**

#### **ANNEX 4.4**

#### **ANNEX 4.5**

### **ANNEX 5 PRE-CONSTRUCTION LEVEL ENVIRONMENTAL AND SOCIAL CHECKLIST**

### **ANNEX 6 IPCU THE COMPLAINT HANDLING POLICY**

### **ANNEX 7 MONTHLY ACTIVITY REPORT TEMPLATE**

## GLOSSARY

<b>ISMEP</b>	Istanbul Seismic Risk Mitigation and Emergency Preparedness
<b>IPCU</b>	Istanbul Project Coordination Unit
<b>AKOM</b>	Disaster Coordination Center of the Greater Municipality of Istanbul
<b>ASK</b>	Civic Coordination Against Disasters
<b>MoEUC</b>	Ministry of Environment, Urbanisation and Climate Change
<b>MoC&amp;T</b>	Ministry of Culture and Tourism
<b>TAEK</b>	Turkish Atomic Energy Commission
<b>ESIA</b>	Environmental And Social Impact Assessment
<b>CH</b>	Cultural Heritage
<b>UNESCO</b>	United Nations Educational, Scientific and Cultural Organization
<b>ICOM</b>	International Council of Museums
<b>ICOMOS</b>	International Council on Monuments and Sites
<b>EHSg</b>	Environmental, Health and Safety Guidelines
<b>ESEL</b>	Environmental and Social Exclusion List
<b>ESF</b>	Environmental and Social Framework
<b>ESMP</b>	Environmental and Social Management Plan

<b>OHS</b>	Occupational Health and Safety
<b>PPE</b>	Personal Protective Equipment
<b>GRM</b>	Grievance Redress Mechanism
<b>EU</b>	European Union
<b>E&amp;S</b>	Environmental and Social
<b>ESS</b>	Environmental and Social Standard

**ISTANBUL  
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(FRAMEWORK DOCUMENT)**

## **1.0 INTRODUCTION**

This report presents the findings and recommendations for the “Istanbul Seismic Risk Mitigation and Emergency Preparedness -ISMEP” project. It covers the analysis of the Environmental And Social Management Plan of the Project that supports environmentally and socially sustainable infrastructure and development. From organizations’ point of view, organizations’ role in the society has not only an economic dimension, but also social and environmental dimensions. In order to be able to obtain a secure sustainability implementation, economic, social and environmental parameters, as being the Fundamentals of sustainability, should be a part of all strategic and operational processes and decision-making mechanisms within an organization. On these lines the following issues were considered:

- to identify and assess the potential environmental and social impacts
- to discuss mitigation and preventive measures when and where applicable
- to propose mitigation and monitoring plans
- to ensure compliance with national and international commitment of environmental, social and legislations and agreements such as well as Paris Agreement while aiming to be net zero globally through AIIB’s Environmental and Social Policy (including Environmental and Social Policy, Environmental and Social Standards (ESSs) and Environmental and Social Exclusion List)); and in light with application of the AIIB’s Policy on Project-affected People’s Mechanism (PPM).
- Thorough review of project related reports

- Key stakeholders at various levels with:

- Project Coordination Unit and AIIB staff
- Central Government Agencies including MoEUC, MoC&T, MAF
- Istanbul Governor’s office
- Provincial Directorates of Ministries of Health, Education, Environment, Urbanisation and Climate Change, Culture and Trade
- Greater Municipality of Istanbul
- District Municipalities
- Istanbul Water & Sewerage Administration
- AKOM, Disaster Coordination Center of the Greater Municipality of Istanbul
- Regional Preservation Councils for Cultural & Natural Assets, No: 1, No: 2 & No: 3
- National Palaces; Grand National Assembly
- ASK, Civic Coordination Against Disasters
- Boğaziçi University-Kandilli Observatory and Earthquake Research Institute
- Academia

## **2.0 BACKGROUND**

Turkey is one of the most seismically active regions in the World. Two thirds of the country is located on active fault zones where 70% of the population live. Average annual number of earthquakes equal or greater than a magnitude of 5.5 on the Richter scale is 0.76. With this frequency, Turkey rates 6<sup>th</sup> in the World.

Average number of people died annually due to earthquakes reached 950 and corresponding direct economic costs reached 1 billion US\$ annually, in the last two decades.

In the most recent earthquakes of Izmit and Düzce in August and November 1999, 18,000 lives were lost, 600,000 people were forced to leave their homes and direct costs reached 10-15 billion US\$. More recently, Turkey is experiencing a major policy shift from traditional emergency response and ex-post recovery activities to proactive hazard risk management. This requires concerted efforts for emergency preparedness, risk identification, assessment and mitigation.

İstanbul, the largest metropolitan area in Turkey with a population of over 16 million inhabitants, is situated on the North Anatolian Fault. There are serious forecasts of future seismic activities around İstanbul estimating a 7.5 Richter scale earthquake with a probability of 50% in the next 30 years. According to a most probable scenario analysis, human casualties will reach 73,000 deaths and 120,000 severely injured.

In view of the above figures and estimates and especially after the 1999 earthquakes, Istanbul Greater Municipality, and the Government of Turkey are both very determined and committed to initiate a program for a better seismic risk mitigation and emergency preparedness.

After series of consultations with Turkish Government Authorities at the central and provincial level in İstanbul, with local authorities, finance organizations, banks, universities, experts, citizens, the project titled “İstanbul Seismic Risk Mitigation and Emergency Preparedness \_ISMEP\_” have been formulated. It enhances not only sustainable infrastructure and other productive sectors to promote economic growth but improve people’s lives.

### **2.1 Scope and aim of the Project**

#### *Istanbul Seismic Mitigation and Emergency Preparedness (ISMEP) Project*

The objective of the ISMEP Project is to improve the City of Istanbul’s resilience against a potential earthquake. This will be achieved through strengthening critical public facilities for earthquake resistance and enhancing the institutional capacity for disaster risk management and emergency preparedness. The Project comprises 3 components as follows:

Component A (Emergency Preparedness):

(i) provision of emergency equipment such as IT and emergency communication equipment, water storage tanks, power generators, emergency vehicles, etc.; (ii) public awareness and training; and (iii) technical assistance to enhance emergency preparedness and responses.

Component B (Seismic Risk Mitigation for Public Facilities):



- (i) retrofitting/reconstruction of about 100 public buildings such as schools and hospitals; and
- (ii) feasibility studies, detailed designs, and construction supervision.

Component C (Project Management Support):

- (i) operational costs, consultancies, and IT and office and equipment

### **3.0 ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN**

#### **3.1 Definition**

Consultants' understanding of Environmental And Social Management Plan is based on the last revised AIIB ESP's definition of environmental and social management plan, as follows: "an instrument that details:

- (a) the measures to be taken during the implementation and operation of a Project to eliminate or offset adverse environmental and social impacts, or to reduce them to acceptable levels; and
- (b) the actions needed to implement these measures."

I built considering the sustainability criteria

#### **3.2 Possible Environmental And Social Issues**

Possible environmental issues related with seismic retrofitting are:

- Creation of public nuisance in the nearby community,
- Planting of the project area
- Separate collection and disposal of waste at source
- Storage and recycling of packaging waste
- Storage and disposal of medical waste
- Storage and disposal of hazardous waste
- Storage and disposal of end-of-life tires
- Controlling air pollution caused by construction equipment
- Promote equality of opportunity and nondiscrimination-Disruption of services normally provided,
- Dust and noise,
- Determination and sorting of reusable/recyclable material
- Handling and disposal of asbestos, products containing asbestos (pipes, insulation, etc.)
- Radioactive materials
- Transportation and disposal of debris,
- Impact on buildings with architectural, historical or cultural significance.

IPCU monitors all above mentioned considerations through active field- and desk-based reviews, site auditing and verification, implementation support and institutional strengthening.

#### **3.3 Environmental Legislations**

On these lines relevant Turkish Environmental Legislation is thoroughly reviewed and their compliance requirements and conditions are assessed to determine mitigation measures to reduce likely adverse impacts and required monitoring activities.

The Environmental Framework Law (coded 2872) came into force in 1983, which describes the main issues regarding Environmental Management in Turkey. Since then several Regulations have been enacted and only relevant ones are evaluated through this section.

Turkey would become a party to the Paris Agreement at the United Nations (UN) General Assembly in September, the agreement was approved by the Turkish Grand National Assembly at Official Gazette 31621 on 7 October 2021. The Paris Climate Agreement has given states obligations on issues such as reducing CO2 emissions, limiting fossil fuel use, and protecting carbon sinks. Turkey has stated that it will take measures to limit the use of fossil fuels, turn to renewable energy sources, reduce CO2 emissions until 2030, and set a "zero emission" target for 2050. The "Green Deal Action Plan" released at Official Gazette 31543 on 16 July 2021 by the Re. The "Green Reconciliation Action Plan" aims to support our country's transition to a sustainable and resource-efficient economy in line with its development goals in the face of this change and transformation in international trade and economy. Therefore existing Regulations are being revised and updated in line with these action plans. Herein after the dates for revisions are clarified and wherever available the latest versions have been studied.

### ***3.3.1 Environmental Impact Assessment Regulation***

The legal basis of environmental impact assessment is Article 10 of the Environmental Framework Law (2872/83) which states that « *organizations, corporations, and enterprises whose planned activities have a the potential of causing environmental problems shall prepare an Environmental Impact Assessment Report. By considering all possible effects on the environment, these reports shall specify the ways of treating residues and wastes which may pollute the environment as well as precautions envisaged for minimizing any negative environmental impact*».

The Environmental Impact Assessment Regulation (EIA) was enacted on 7<sup>th</sup> of February 1993. The regulation has been amended since then a number of times. The last updated version of regulation was published at Official Gazette (29186) on 25<sup>th</sup> November 2014. Also, some items on this regulation have been amended several times; the last amendment was published at Official Gazette 31907 on 29.07.2022: . The purpose of Turkish EIA Regulation is to regulate the administrative and technical principles, which will be obeyed during the process of environmental impact assessment.

Neither seismic retrofitting, nor demolishing and rebuilding of public buildings necessitate Environmental Impact Assessment review according to this Regulation. Because; sites will be reconstructed in a previously developed site area, on the place of the existing buildings after the demolition. Considering the fact that no process change will be made in respect of the works to be performed on the field of activity, no other environmental impact than present environmental impacts will occur. Therefore, the EIA report is not necessary in accordance with Turkish Regulations.

The responsibility for preparation of the Environmental Impact Assessment is with the IPCU, where the approval authority is Ministry of Environment, Urbanisation and Climate Change. If there will be a need for an EIA in accordance with the abovementioned regulation, relevant implementation agency will have the responsibility of preparation.

### ***3.3.2 Water Pollution Control Regulation***

The “Water Pollution Control Regulation” was prepared and became effective in 4<sup>th</sup> of September 1988. The last updated version, which is still effective at present, was published at the Official Gazette (25687) on 31<sup>st</sup> December, 2004. Also, some items on this regulation have been amended several times; the last amendment was published at Official Gazette (29589) on 10<sup>th</sup> January 2016. In this regulation, two basic approaches to protect water resources have been adopted. First one of these approaches is the acceptance and treatment of water resources within the framework of an ecosystem and conservation of them in their existing conditions; the second one being the protection and improvement of water quality in accordance with the requirements of the country. Protection of drinking water supply reservoirs through buffer zones and land use restrictions, and control on wastewater discharge practices are two critical aspects of the regulation.

Istanbul Water Supply Reservoir watersheds within the İstanbul Metropolitan Municipality are under the responsibility of İstanbul Water and Sewerage Administration. According to the regulation (ISKI Regulation for the Watersheds of Drinking Water Supply Reservoirs) published by this Administration on 23<sup>rd</sup> January 2011, and latest amended on 10<sup>th</sup> October 2018, which is compatible with the Water Pollution Control Regulation, if the building under review is in the watershed of a drinking water reservoir of Istanbul Water & Sewerage Administration, then relevant applicable clauses of this Regulation are as follows;

- 0-300m. From the maximum water level of the reservoir, and horizontally 300 m wide land from the border originated between water and land is defined as the “Absolute Protection Zone” No buildings, except treatment plants, are allowed, land should be expropriated in this zone.
- 300-700m “Short Distance Protection Zone” Present structures are preserved. Repair and maintenance works of present buildings could be done without no changes on building construction area and intended purpose.
- 700m – 1000m “Medium Distance Protection Zone”. Present structures are preserved. Repair and maintenance works of present buildings could be done without no changes on building construction area and intended purpose.
- “Long Distance Protection Zone” 1000m to the Basin border. Residential buildings are allowed Specific types of industries might be permitted with the approval of the related Ministry and Administration.

During implementation of the Project, schools and hospitals to be retrofitted should be screened in view of the relevant articles of this regulation.

Regulation of Istanbul Water & Sewerage Administration is in compliance with Water Pollution Control Regulation enacted by MoEUC. For the issues not covered in this ISKI regulation, the relevant provisions of MoEUC Regulation are applied.

### ***3.3.3 Regulation on Assessment and Management of Air Quality***

This first Regulation on Protection of Air Quality was enacted in November 1986 and published on Official Gazette (19269) and set forth limit values to control dust and other emissions to air. On 6<sup>th</sup> June 2008 (Official Gazette no.26898) Regulation on Assessment and Management of Air Quality was put into force, the last amendment on some items was published on 05<sup>th</sup> May 2009 (Official Gazette no.27219), and Protection of Air Quality Regulation was invalidated.

Scraping removal and use of construction material during retrofitting or rebuilding might require control of dust and other emissions. This might necessitate appropriate use of exhaust systems and mufflers for machines and vehicles; screens and tents for the site and trucks and masks for workers. All these will be under the responsibility of the contractor.

**3.3.4 The Exhaust Emission Control Regulation** which was enacted on 8<sup>th</sup> July 2005 was invalidated and a new regulation published in the Official Gazette No. 27190 on 4<sup>th</sup> April 2009. The last updated version of regulation was published at Official Gazette (30004) on 11<sup>th</sup> March 2017. This regulation defines emission levels for different categories of vehicles. This regulation must be taken into consideration during retrofitting works by the contractors in deciding the on the vehicles to be used that will be under the control thorough checking periodical control and maintenance regularly at the sites. There are various regulations passed by the Ministry of Industry and Trade regarding the approval of types of the provisions taken against the air pollutants emitted from the engines of different vehicles, which are follow ups of EC regulations. All these regulations ought to be closely followed by the contractor.

Annex 1 presents standards for permitted ambient levels of pollutants.

### ***3.3.5 Regulation of Environmental Noise Assessment and Management***

The first Noise Control Regulation was enacted in 1986 and amended in 2006. This regulation was invalidated and the new “Regulation on Assessment and Management of Ambient Noise” was enacted on 7<sup>th</sup> March 2008. The last updated version was published at the Official Gazette (27601) on 04<sup>th</sup> June 2010. Also, some items on this regulation have been amended several times; the last amendment was published at Official Gazette (31712) on 7 January 2022 . This regulation covers the criteria for the noise to which people are exposed, and the vibration which can create damage in the structures. It sets standards for ambient noise limits at railways, airports, industrial zones, construction sites and emission standards for outdoor machinery and equipment. Annex 2 presents these standards and the levels suggested in the and Turkish Regulation on Assessment and Management of Ambient Noise.

During construction, the limits set in the Regulation should not be exceeded (70 Leq (dB(A))). The responsibility will be with the contractor where as monitoring and supervision authority will be the Engineer as contracted out.

Provincial Directorate of MOEF and Municipality officer will also be executing on-site controls and measurements.

### ***3.3.6 Debris Removal Regulation***

The technical issues and administrative procedures for handling debris generated through activities of excavation, construction and demolition are set forth in the “Debris Removal Regulation” which was enacted on March 2004, (published in the Official Gazette No. 25406 on 18<sup>th</sup> March 2004). The last amendment on some items was published at Official Gazette (27533) on 26<sup>th</sup> March 2010. This regulation defines the roles and duties of Governorates, municipalities, the operators of disposal and/or recycling sites; and the obligations of the waste producers.

According to the regulation, during retrofitting of buildings, the construction company (contractor) is expected to:

- Take all necessary measures to mitigate possible environmental impact,
- Sort reusable/recyclable construction materials at the site
- Obtain permits from district municipalities for transporting debris to a disposal site or make contracts with companies who have relevant authorization.

### ***3.3.7 Medical Waste Management Regulation***

This Regulation, published in the Official Gazette No. 29959 on 25<sup>th</sup> January 2017, invalidates the Medical Waste Control Regulation prepared as Official Gazette No. 25883 on 22<sup>nd</sup> July 2005. It covers the rules for the separate collection of the medical wastes, their temporary storage, transportation, and disposal.

Medical wastes are classified according to their features, such as infectious wastes mainly from laboratories, pathologic wastes mainly from operating rooms, and incisiory and perforating equipments. These wastes are to be collected by the relevant health staff when they are made up without mixing with other wastes.

The other wastes of hospitals such as chemical, pharmaceutical, heavy metal containing wastes, x-ray film development wastes are treated according to the Hazardous Waste Management Regulation, The radioactive wastes of the hospitals are treated according to the legislation of TAEK (Turkish Atomic Energy Commission).

The liabilities of the municipalities cover the transportation and disposal of medical wastes either by burning or landfilling or sterilization of them to eliminate the harmful characteristics. Municipalities can assign this liability to other person or institutions, e.g. in Istanbul, medical wastes are transported to a designated medical waste site of Istanbul landfill area by ISTAC (Istanbul Environmental Management Ind. And Trade Co.)

Before any retrofit or construction of hospital building, the availability of plans of hospitals for medical waste management, the amount of such wastes and the storage facilities need to be checked by the contractor.

The liquid laboratory wastes of hospitals are disinfected by hypochloride, then diluted and pH values are arranged and afterwards discharged into the municipal sewage. In the “ISKI Regulation for the Discharge of Wastewater into Sewerage”, it is stated that the following substances cannot be discharged into the sewerage system:

- abrasive, corrosive substances,
- wastes with pH values less than 6 and higher than 10,
- radioactive substances, and
- hazardous substances.

Consequently, the liquid wastes of hospitals need to be checked for the existence of these substances.

### ***3.3.8 Regulation for Handling of Asbestos Products***

This Regulation was enacted on 26<sup>th</sup> December 2003, and published in Official Gazette No. 25328. It is invalidated with the publication of Regulation about “Health and Safety Measurements while Working with Asbestos” in Official Gazette no. 28539 on 25<sup>th</sup> January 2013. Also some items are revised on 16<sup>th</sup> January 2014 (Official Gazette no. 28884). This regulation sets forth the rules mainly for the health and safety of workers handling asbestos products, where the rules for disposal are described in the Hazardous Waste Management Directive.

### ***3.3.9 Regulation for Radiation Safety***

This Regulation was put into force on March 2000 and sets the rules to be followed for controlling sources, which produce harmful radiation. The updated version of regulation was published at Official Gazette (25598) on 29<sup>th</sup> September 2004, and it was lastly amended on 3<sup>rd</sup> June 2010 and published in the Official Gazette No. 27600. It is evaluated within this report mainly regarding the radiation producing activities utilized in hospitals.

The main responsible authority in Turkey regarding radiation, as described by the Law is Turkish Atomic Energy Commission (TAEK). Any institution is obliged to provide a license from TAEK (including the medical institutions and hospitals) before starting to utilize activities and/or equipment producing harmful radiation.

After provision of the license, the same institution is asked to prepare an “Accident and Emergency Plan” again to be approved by TAEK. It is suggested that before designs of hospital retrofitting are initiated, hospital management should be ensured to provide this “Accident and Emergency Plan” so that designs will cover any relevant necessities. Before retrofitting construction is initiated, Consultant/Contractor in coordination with the hospital management needs to review this plan and through consultation with TAEK determine the necessary steps and then implement them.

### ***3.3.10 Waste Management Regulation***

The collection and disposal of hazardous wastes originating from the site will be carried out in accordance with the Waste Management Regulation. The Contractor takes appropriate action in the Regulation on the Demolition of Buildings and carries out these activities, transportation of excavation wastes, etc. It is responsible for obtaining all necessary permits and licenses for its activities.

### ***3.3.11 Building Demolition Regulation***

The purpose of this Regulation is to regulate the procedures and principles regarding the demolition activities of buildings in a way that will not harm the environment and human health and safety. The regulation was published at Official Gazette (31627) on 13<sup>th</sup> September 2021 That covers the works and procedures regarding the demolition of building-type structures that are subject to a building permit and other retaining-like structures that affect their structural safety.

*3.3.11 Occupational Health and Safety Law*

The purpose of this Law; To regulate the duties, authorities, responsibilities, rights and obligations of employers and employees in order to ensure occupational health and safety at workplaces and to improve existing health and safety conditions.

### **3.3.12 Occupational Health And Safety Law**

The purpose of this Law; To regulate the duties, authorities, responsibilities, rights and obligations of employers and employees in order to ensure occupational health and safety at workplaces and to improve existing health and safety conditions.

### **3.3.13 Health and Safety Conditions in the Use of Work Equipment Regulation**

This regulation is related to using Personal Protective Equipment while working, visiting the construction site. It is to determine the minimum conditions to be complied with in terms of health and safety regarding the use of work equipment in this workplace.

### **3.3.14 Zero Waste Regulation**

Government of Turkey sets new regulations on recycling in recent years. Regulation on “Zero Waste” was published on 12<sup>th</sup> July 2019 at Official Gazette (30829) and revised on 9 October 2021 sets the rules to be followed for decomposition of wastes for recycling. It aims to determine the general principles and principles regarding the establishment, dissemination, development, monitoring, financing, recording and documentation of the zero waste management system, which aims to protect the environment and human health and all resources in waste management processes in line with the effective management of raw materials and natural resources and sustainable development principles.

## **3.4 International Treaties and Conventions**

All relevant International Conventions where Turkey is a party to or signatory have been reviewed. The only relevant agreement is Ramsar Convention on Wetlands of International Importance Especially as wildlife Habitat (acceded by the Decision of the Council of Ministers dated 15 March 1994). In Turkey there are nine Ramsar sites however none of them is located within Istanbul vicinity.

### **3.4.1 Cultural Heritage International Conventions**

There has been rising awareness in history and cultural heritage at the start of the past century, along with the realization that it is the duty of mankind to preserve for later generations the works created by generations of the past. The first international discussion regarding the preservation of cultural heritage started at the 'First International Congress of Architects and Technicians of Historic Monuments' held in Athens, 1931. The conclusions of the conference led to the first internationally recognized document on the subject known as 'The Athens Charter for the Restoration of Historic Monuments'. Following this, the principles were resumed in 'Carta del Restauro' in Italy, 1932.

Since then, there has been increasing concern in cultural heritage and numerous international documents, charters, conventions, declarations, agreements and recommendations were developed regarding the preservation of cultural and natural heritage.

The international documents Turkey has recognized; agreements where Turkey is a party or signatory, particularly relevant to this project and their main objectives can be listed as follows:

- **The Venice Charter (1964)** is the first complete internationally recognized document concerning conservation of cultural heritage. Includes definitions for cultural heritage and principles for their preservation and rehabilitation.
- **The Amsterdam Declaration (1975)** defines the 'integrated conservation' concept as one of the major objectives of land-use planning involving the responsibility of local authorities and calling for citizen participation. Integrated conservation necessitates adaptation of legislative and administrative measures, appropriate funding, and the promotion of professional methods, techniques and skills in restoration and rehabilitation.
- **The Granada Convention (1985)** for the protection of the 'European Architectural Heritage' concerns the promotion of the architectural heritage in socio-cultural life and as a factor in the quality of life and the economic impact of conservation policies.
- **The Washington Charter of ICOMOS (1987)** for the preservation of historic towns and urban areas complements the Venice Charter.
- **The Council of Europe-Recommendation No: R (89) 5**, concerns the protection and enhancement of the archaeological heritage in the context of town and country planning operations.
- **The Council of Europe-Recommendation No: R (90) 20**, concerns the protection and conservation of the industrial, technical and civil engineering heritage in Europe.
- **The Council of Europe-Recommendation No: R (91) 6**, concerns measures likely to promote the funding of the conservation of the architectural heritage.
- **The Council of Europe-Recommendation No: R (91) 13**, concerns the protection of Twentieth century architecture.
- **The Council of Europe-Recommendation No: R (93) 9**, concerns the protection of the architectural heritage against natural disasters.
- **The Council of Europe-Recommendation No: R (95) 3**, concerns coordinating documentation methods and systems related to historic buildings and monuments of the architectural heritage.
- **The Council of Europe-Recommendation No: R (95) 9**, concerns the integrated conservation of cultural landscape areas as part of landscape policies.
- **The Council of Europe-Recommendation No: R (95) 10**, concerns a sustainable tourist development policy in the protected areas.
- **The Barcelona Declaration (1995)** introduces integrated culture into the dialogue and economic cooperation among the Euro-Mediterranean Partners, including Turkey.
- **The Bologna Declaration (1996)** identifies priorities for cultural heritage development adopted at the Euro-Mediterranean Conference. Issues covered include promotion of heritage as an investment in economic development, considering this activity as a component of economic policies either in public or private investment, and to integrate national and international strategies with regard to tourism, economic planning and regional planning. The sound use of heritage can create employment in many sectors.
- **The Helsinki Declaration (1996)** focuses on the political dimension of cultural heritage conservation in Europe and the accompanying Resolutions. Issues covered include the cultural heritage as an economic asset, the cultural heritage in the process of sustainable development, sustainable strategies for cultural tourism, and the role of the state, public authorities and voluntary organizations.
- **UNESCO World Conference on Cultural Policies, Stockholm (1998)** adopts an 'Action Plan', which incorporates wide-ranging principles and policies. Issues covered include the importance of capacity building & training; interdependence of sustainable development



and flourishing of culture; accessibility of heritage as means of employment and source of income.

- **Portoroz, Slovenia Declaration (2001)** focuses the role of voluntary organizations in the field of cultural heritage and accompanying Resolutions. Issues covered include the role of cultural heritage and the challenge of globalization, and the 'European Heritage Network'.

### 3.4.2 Environmental International Conventions

- European Culture Convention (acceded by Law no. 6998 and published in the Official Gazette dated 17 June 1957 and no. 9635)

- UN International Convention for the Protection of Birds, ratified and published in the Official Gazette No. 12480 on 17<sup>th</sup> December 1966.

- Barcelona Convention on the Protection of the Marine Environment and the Coastal Region of the Mediterranean ratified on 12<sup>nd</sup> June 1976.

- World Heritage Convention on the Protection of World Cultural and Natural Heritage, ratified and published in the Official Gazette No. 17670 on 20<sup>th</sup> April 1982.

- Geneva Convention on Long-Range Transboundary Air Pollution (acceded by the Decision of the Council of Ministers dated 21 January 1983 and published in the Official Gazette dated 23 March 1983 and no.17996).

- Paris Convention on the Protection of the World Cultural and Natural Heritage (acceded by Law no. 2658 published in the Official Gazette dated 4 February 1983 and no.17959)

- Bern Convention on protection of Europe's Wild Life and Living Environment (acceded by the Decision of the Council of Ministers dated 9 January 1984 and published in the Official Gazette dated 20 February 1984 and no. 18318).

- Vienna Convention on the Protection of the Ozone Layer (acceded by Law no. 3655 published in the Official Gazette dated 20 June 1990 and no. 20554).

- Convention on the Prevention of Pollution of Marine Environment by the Ships (MARPOL 73/78), ratified on 24<sup>th</sup> June 1990.

- Turkey has become a party to Ramsar Convention on Wetlands of International Importance Especially as Wildfowl Habitat (acceded by the Decision of the Council of Ministers dated 15 March 1994 and published in the Official Gazette dated 17 May 1994 and no.21937).

- Bucharest Convention on the Protection of Blacksea Against Pollution, ratified on 15<sup>th</sup> January 1994.

- Basel Protocol on Transboundary Movements of Hazardous Wastes and Their Disposal (published in the Official Gazette dated 15 May 1994 and no. 21935)

- Dumping Protocol, Prevention of Pollution of Blacksea by Dumping from Ships, ratified on 29<sup>th</sup> March 1994.

-Montreal Protocol on Substances That Deplete the Ozone Layer (and sub. Amendments)(acceded by Law no.4118 published in the Official Gazette dated 12 July 1995 and no.22341).

-UN (Rio) Convention on Biological Diversity (ratified by Law no. 4177 published in the Official Gazette dated 27 December 1996 and no.22860).

-Convention on International Trade in Endangered Species of Wild Flora and Fauna (CITES) (acceded by Law no.4041 and published in the Official Gazette dated 20 June 1996 and no.22672)

-Turkey has signed and adopted the resolutions taken at the Strasbourg and Helsinki Ministerial Conferences on the Protection of Forests in Europe, and established a National Follow-up Committee consisting of experts responsible for technical coordination of each resolution. Necessary studies on adjusting the accepted criteria and indicators for sustainable forest management to national forestry issues are being conducted.

-Turkey signed the United Nations Convention on Biological Diversity in 1992 and ratified it in 1997.

-The Convention on Combating Desertification was signed in 1994 and ratified in 1998.

- Protocol on the Protection of Mediterranean from Land-based Pollution, first ratified on 18<sup>th</sup> March 1987, and revized protocol was signed in 2002.

-Floransa Convention – European Landscape Convention was ratified and published in the Official Gazette No. 25181 on 27<sup>th</sup> July 2003.

- Izmir Protocol on the Prevention of Pollution from the transboundary Movement and Disposal of Hazardous Wastes , ratified on 3<sup>rd</sup> December 2003.

-UN International Framework Convention on Climate Change, Turkey bacame a party on 24<sup>th</sup> May 2004.

-- Protection of Biodiversity and Landscape in Blacksea Region, ratified on 12<sup>th</sup> August 2004.

- Kyoto Protocol, ratified on 26<sup>th</sup> August 2009.

- Stockholm Convention on the Non-degredeable Organic Pollutants, ratified on 12nd January 2010.

-Turkey signed the Paris Agreement in 2016, and the "Law on Approval of the Paris Agreement" by the Turkish Grand National Assembly entered into force on October 7, 2021

### **3.5 Environmental and Social Framework of AIIB**

The Environmental and Social Framework (ESF) of the Asian Infrastructure Investment Bank (AIIB) was approved by the Board in 2021, and sets forth in the Environmental and Social Standard (ESS) mandatory environmental and social requirements for each Project funded by the Bank to achieve outcomes consistent with its mandate to support infrastructure development and enhance interconnectivity in Asia. The Bank has also established an Environmental and Social Exclusion List and will not knowingly finance projects involving activities included on this list. Please see Annex 3 for the Environmental and Social Exclusion List. The ESP sets out the general processes and requirements for Project screening and categorization, environmental and social due diligence, environmental and social assessment, environmental and social management plans, environmental and social assessment tools and management planning frameworks, information disclosure, consultation, monitoring and reporting, as well as grievance redress. It also defines the roles and responsibilities between AIIB and its Clients, and must be complied with to secure AIIB financing.

The Bank requires each proposed Project to be assigned one of the following four categories: Category A. A Project is categorized A if it is likely to have significant adverse environmental and social impacts that are irreversible, cumulative, diverse or unprecedented. These impacts may affect an area larger than the sites or facilities subject to physical works and may be temporary or permanent in nature. Category B. A Project is categorized B when: it has a limited number of potentially adverse environmental and social impacts; the impacts are not unprecedented; few if any of them are irreversible or cumulative; they are limited to the Project area; and can be successfully managed using good practice in an operational setting. Category C. A Project is categorized C when it is likely to have minimal or no adverse environmental and social impacts. Category FI. A Project is categorized FI if the financing structure involves the provision of funds to or through a financial intermediary (FI) for the Project, whereby the Bank delegates to the FI the decision-making on the use of the Bank funds, including the selection, appraisal, approval and monitoring of Bank-financed subprojects. The Bank conducts an Environmental and Social Due Diligence on all its prospective Projects to inform its decision-making process, and requires its Client to prepare instruments in compliance with its ESP, comprising an assessment of key activities and project components (including associated facilities) and the development of management plans or planning frameworks.

The Bank then supports Implementation of the environmental and social mitigation and management measures in projects it decides to finance, requires regular reporting on performances and conducts supervision at regular intervals. The Bank also requires its Clients to disclose relevant information about environmental and social risks and impacts of the Project in a timely and accessible manner, understandable by Project-affected people. It also posts the Client's documentation on its website for consultation. The Bank requires the establishment of a project-level Grievance Redress Mechanism/PCU Complaint Handling Policy to receive and facilitate resolution of the concerns or complaints of people who believe they have been adversely affected by the Project's environmental or social impacts, and to inform Project-affected people of its availability.

The grievance mechanism includes provisions to protect complainants from retaliation and to remain anonymous, if requested. AIIB further requires compliance, where relevant to the Project, with three Environmental and Social Standards (ESS), for identification and management of environmental and social risks and impacts:

ESS 1: Environmental and Social Assessment and Management;  
ESS 2: Land Acquisition and Involuntary Resettlement;  
ESS 3: Indigenous Peoples.

ESS 1: Environmental and Social Assessment and Management is applicable to the project.

The applicability of the provisions of ESS 2 Land Acquisition and Involuntary Resettlement is not only applicable in this scope of the project because There has been no recorded land acquisition in ISMEP activities since 2006, and almost all the reconstruction works of the demolished buildings were carried out in the same area.

The provisions of the Environmental and Social Exclusion List (ESEL) of the AIIB will apply to the Project. ESS 1: Environmental and Social Assessment and Management

- Introduces concept of proportionality: ES assessment and management measures are to be proportional to Project risks and impacts.
- Mentions effective mitigation and monitoring measures for quality assessment and management of ES risks and impacts.
- Applies during the course of Project implementation;
- Requires the tracking of risks and impacts and the management of related procedures to be reflected in an Environmental and Social Management Plan;
- Focus: general requirements for the assessment and management structure and process, and specific environmental, social, working conditions and community; health and safety considerations;
- Requires the examination of alternatives to proposed project and related risks and impacts;
- AIIB will not finance projects involving the activities included in its Environmental and Social Exclusion List (e.g. forced labor, production of, or trade in illegal or dangerous products such as PCBs, weapons, tobacco, alcoholic beverages);
- Requires the preparation of an Environmental and Social Management Planning Framework (ESMPF) when details are missing at time of project's approval by the AIIB or when the AIIB determines that the ES assessment should be conducted in phases;
- Monitoring results should be documented and communicated in accordance with Information

#### **4. Current procedures, policies, and practices for the management of environmental and social impacts**

##### **4.1 Handling of Asbestos**

The ESMPF will assess whether old buildings where works and demolition activities are taking place have asbestos that might be potentially harmful. If appropriate, asbestos will be handled in line with applicable national legislation. With regards to the retrofitting activities the Contractor is requested to follow the below mentioned steps;

- Consult the owner/manager of the building, review existing designs and as-built drawings for possible existing material containing asbestos,

- Prepare a plan for handling the asbestos containing material in accordance with the Regulation,
- Take the necessary measures, make necessary arrangements for the transportation and final disposal of asbestos containing material in licensed disposal sites/plants (such as IZAYDAS (company for burning of wastes and residues)).
- Execute the retrofitting activities in accordance with the Plan.

On these lines it is the Contractors' responsibility to provide the mitigation activities.

#### **4.2 Ozone Depleting Materials**

Works include the cleaning and upgrade of ventilation systems using mechanical and chemical approaches. The risk with such approach is the use of ozone depleting materials. Turkey has signed the Montreal Protocol which bans the use of such materials. It is not anticipated that any harmful materials will be approved for application on the Project.

#### **4.3 Hazardous And Waste Management**

The collection and disposal of hazardous wastes originating from the site will be carried out in accordance with the relevant regulations (Waste Management Regulation, Waste Oil Control Regulation, Waste Battery and Accumulator Control Regulation, Regulation on Substances Depleting the Ozone Layer) and by licensed persons, in licensed facilities. Packaging wastes of chemicals and construction materials with hazardous material characteristics will be considered as hazardous waste and will be disposed of in this way. Hazardous waste containers and storage areas will be marked with appropriate signs and warnings and will be surrounded by secondary containment structures.

#### **4.4 Contractor Management**

The contractors are executing the works under the framework contract with IPCU. This framework contract was amended to reflect the new project E&S instrument developed. IPCU is responsible for the monitoring of performance and management of contractors that includes weekly progress meetings.

#### **4.5 Labor and Working Conditions**

The civil works will be undertaken on the site. The contractor is responsible for allocating adequate number of personnel to undertake the works. The work sites and basic facilities for workers such as resting areas, toilets and storage areas for equipment will be provided by the site. The contractor is required by law to employ workers with an employment contract that details the terms and conditions of employment, arrangements for overtime, working hours, code of conduct, health and safety requirements and responsibilities, amongst other topics. Contractor personnel is required to follow contractor policy and national legislation on occupational health and safety. National legislation covers the key aspect of safety protection, housekeeping, prevention of injuries, accidents, incidents and deaths as well as prevention of exposure to harmful materials. Workers have the responsibility to use the provided Personal Protective Equipment and comply with site requirements to avoid work related incidents, near misses and accidents. The national labor inspectorate may conduct unannounced audits on any construction site to check for compliance with OHS legislation. IPCU is following up on labor and OHS related topics during the weekly progress meetings with the contractor.

It is not anticipated that the project will employ informal labor, forced labor, child labor or other forms of bonded labor. Under the procurement act and national legislation, the contractor is required to only deploy workers with formal employment contracts. Freedom of association and trade unions are allowed under national legislation. All the information have been given at Technical Specification under the field of Civil Works Special Technical Specification Occupational health and Safety.

#### **4.6 Community Health and Safety**

The main anticipated health and safety impact of construction related nuisances, such as access restrictions, increased noise and dust depending on the construction activities, storage of construction material and potential unauthorized access to the work site, as well as presence of external workers on site. The number of workers on site will depend on the scale of works and the size of the work area. Community health, safety and security related measures during the operations of the construction sites follow applicable legislation and institutional level management plans. The impacts of civil works on construction visitors, employees and neighbouring communities are mitigated by the contractor who ensures that work sites are adequately fenced off to prevent unauthorised access, construction material will be stored securely on site and appropriate signage will be provided. Where works involve significant noise, dust or other construction related nuisances and risks, the contractor will ensure that the necessary mitigation measures are installed including special fencing to decrease the noise or dust protection measures.

#### **4.7 Land Acquisition and Involuntary Settlement**

Related sites will be reconstructed in a previously developed site area, on the place of the existing buildings after the demolition. As far as land acquisition and involuntary resettlement is concerned which should be detailed in ESS 2, There has been no recorded land acquisition in ISMEP activities since 2006, and almost all the reconstruction works of the demolished buildings were carried out in the same area.

#### **4.8 Cultural Heritage Protection**

Istanbul is a city of significant cultural heritage. 'The Historic Peninsula of Istanbul' is registered in the World Heritage List in 1985. Istanbul, being located on both Asia and Europe, has a spectacular location, overlooking the Bosphorus, the Golden Horn and the Marmara Sea. This unique setting has been the cradle of Roman, Byzantine and Ottoman Empires. Istanbul inherits all the cultural influences and remains of those cultures. The city hosts a group of urban, archaeological & natural sites and numerous individual buildings and monuments of outstanding importance.

The areas, zones, quarters, buildings, monuments that have historical and cultural significance; archaeological remains & natural assets, places etc. are listed, registered or declared as 'Cultural Heritage'. All those assets are subject to the Law No: 2863 recently revised as Delegated Legislation / 703 valid as of 2<sup>nd</sup> July 2018, that is also relevant for the city of Istanbul. (See Annex 4. 4) However, cultural heritage in Istanbul is also subject to certain other rules and regulations and plan decisions.

There are three zones in Istanbul distributing the task areas and responsibilities to three Regional Preservation Council for the Preservation of Natural And Cultural Assets. The lists of territories and sites within the task area and the responsibility of each Regional Councils 1, 2 and 3 are given Annexes 4.1, 4.2, 4.3 and 4.4) respectively.

The Council requires a list of documents and projects to be submitted according to the degree of the listed heritage and type of intervention foreseen. The standard requirements are shown on the chart in (Annex 4.5).

It is very important to note that, all structural alterations, reinforcements, retro-fittings need to include a structural report with the approval of the Local Municipality, in addition to the standard documents.

As described above, under national legislation, some of the duties and responsibilities of the Regional Councils will be delegated to municipal preservation offices. According to the regulation dated 11th June 2005, a municipal preservation office was established under Istanbul Greater Municipality to work in cooperation with and consistent with the principles of the Regional Councils. The responsibility of this Preservation, Implementation and Control Office (KUDEB) is limited to small repair and maintenance works of the cultural heritage buildings, such as painting, roofrepairs, repairs of electrical systems etc.

The Ministry of Culture & Tourism (MoC&T) is the responsible authority for the protection and preservation of cultural resources and assets in Turkey. The General Directorate for Cultural Heritage and Museums is the relevant office within the MoC&T. The directorate has an inventorying system comprising of buildings, sites, areas and artifacts. The current inventorying system of was initiated in 1976 based on the standard formats of the European Council; following the European Heritage Year 1975.

This inventorying system was mainly established to form the basis of the "listed" or "declared" (officially registered) buildings, sites and areas of Cultural, Historical and Natural significance regardless of date.

These listed Cultural Assets are categorized under the titles of:

1. Historical Sites;
2. Natural Sites;
3. Archaeological Sites;
4. Urban Sites;
5. Combined Sites;
6. Immovable Cultural and Natural Assets (Monuments, Civil Architecture, Religious, Cultural, Administrative, Military, Industrial and Commercial Buildings-Streets, Castles; Cemeteries, Ruins, Tumuli, Monument Trees, Natural Formations (caves, sandbanks, fairy chimneys, lakes, waterfalls etc.)

#### **4.9 Gender Equality**

The Project and its subprojects currently do not include any gender inequalities. It is noted that in line with applicable national rules and legislation, our projects are expected to benefit men and women equally. Each site of construction is equipped with separate toilet facilities for male and female visitors as well as separate changing, showering and toilet facilities for male and female employees. The construction is responsible for providing the work areas and related sanitary facilities for the workers. In case there are female workers, separate toilets,

changing and if required showering areas will be allocated to them. The presence of a large number of workers on certain work sites might result in occurrences of harassment of female workers, visitors or patients. IPCU and the contractor will ensure that there is a code of conduct for workers that clearly states that such behaviour is not acceptable on the project. The grievance mechanism will be used to collect any complaints including those related to worker behaviour and potential sexual harassment.

#### **4.10 Vulnerable Groups**

Universal accessibility to hospitals and public buildings are provided in the majority of cases in Turkey. Installed infrastructure in general includes ramps and elevators. Hospital and public buildings usually have sanitary facilities equipped with special railings for people living with disabilities. People and groups of people who might be disproportionately affected by the project will be identified during the initial screening of the subproject. IPCU and the contractor will identify appropriate mitigation measures.

### **5.0 E&S ASSESMENT PROCEDURES FOR EACH ACTIVITY IN THE PROJECT**

AIIB has classified the ISMEP Project as category B due to expected Environmental and Social Impacts being limited in scope and manageable with established procedures, such as those provided in this ESMP. Based on this classification, World Bank Operational Directive (OD.04.01), from 2006 to nowadays and IPCU continues its implementation projects in the same manner. AIIB Environmental and Social and Turkish Environmental Legislation and were reviewed very closely to prepare a comprehensive Environmental Management Plan. The World Bank's Safeguard Policies, which have been used for the ISMEP program, will continue in this specific context to be used as a reference, given their material equivalence with AIIB's ESP and their historically successful implementation by the IPCU.

Having set out on this important journey with the slogan "WE ARE STRENGTHENING OUR FUTURE", IPCU has implemented the ISMEP Project, which is the first risk reducing project in Turkey, with the approach of "Taking Precautions and Damage Reduction before Disaster Occurrence". The outputs of the project are considered very successful not only in Turkey, but also in the World and are shown as an example of success. The first 10-year implementations of the ISMEP Project were deemed successful at the level of "Highly Satisfactory" after a comprehensive review commissioned by the Independent Evaluation Group assigned by the World Bank and were set as an example under the title "Lessons to be Taken from Turkey" to other disaster risk prone countries.

IPCU assesses potential environmental and social impact risks with the Pre-construction Level Environmental and Social Checklist which will be provided as an Annex 5.

### **6.0 STAKEHOLDER ENGAGEMENT AND INFORMATION DISCLOSURE**

#### **6.1 Identification of Institutional Stakeholders**

The central and local authorities and public institutions with their responsibilities regarding safeguarding cultural heritage in Istanbul is as follows:

##### **A- Central Authorities in Ankara**



- Ministry of Culture & Tourism
  - General Directorate for Cultural Heritage and Museums
  - Higher Council for the Protection of Cultural and Natural Assets
  - Directorate General of Foundations
- The Grand National Assembly

## **B- Local Authorities in Istanbul**

### **Governmental**

#### **Regional Authorities of Ministry of Culture & Tourism**

- Regional Preservation Councils for the Protection of Cultural and Natural Assets; (See Annexes 4.1, 4.2, 4.3)
  - No:1, responsible for the historic peninsula and archaeological, natural and urban sites on the European side; (Annex 4.1)
  - No.2, responsible for the archaeological, natural and urban major sites on the Asian side; (Annex 4.2)
  - No:3; responsible for the archaeological, natural and urban on the Bosphorus, coastal and inner land on both sides and the islands. (Annex 4.3)
  - Regional Directorate for Cultural Heritage and Museums
  - Department of National Palaces, Turkish Parliament

### **Municipal Authorities**

- Greater Municipality of Istanbul
- District Municipalities

### **Civil Institutions**

- Chamber of Architects
- Chamber of Civil Engineers

### **Leading Universities, NGO's and Initiatives**

- Istanbul Technical University
- Yıldız Technical University
- Mimar Sinan University
- Boğaziçi University
- Yeditepe University
- The History Foundation
- Çekül
- TAÇ Foundation

## **6.2 Information Disclosure**

Disclosure requirements;

- Project changes requiring approval from the AIIB;
- Grievance mechanism: Necessary 'to receive and facilitate resolution of the concerns of people who believe they have been adversely affected';

- Information Disclosure addresses the sharing of documents, including of the draft ES assessment documents, in a timely manner and in locations and languages accessible to stakeholders.

## **7.0 IPCU Grievance Mechanism/ IPCU Complaint Handling Policy**

IPCU Complaint Handling policy expresses the guidelines of managing grievances, complaints, suggestions from third parties; public, IPCU related parties' employees to ensure that all comments, suggestions, objections received to handle appropriately, fairly, efficiently and effectively.

The non-conformances if any, corrective actions, responsible parties and close-out dates will be identified and recorded in track list,

Then the complaints, suggestions will be distributed to the related departments in order to take necessary actions. Remedial action plan will be recorded in track list and followed.

When complaint is closed, closing date shall be recorded in the same list.

Our complaint management system is intended to:

- enables IPCU to respond to issues raised by people making complaints, suggestions and comments in a timely and cost-effective way (for instance via e-mail: [info@ipkb.gov.tr](mailto:info@ipkb.gov.tr))
- boosts public confidence in IPCU's administrative process, and
- provide information that can be used by IPCU to deliver quality improvements ISMEP activities
- This policy provides guidance to our staff and people who wish to make a complaint on the key principles and concepts of our complaint management system.

The Complaint Handling Policy of IPCU is given in detail in Annex 6.

## **8.0 IMPLEMENTATION ARRANGEMENTS, ROLES AND RESPONSIBILITIES**

### **8.1 Contractor's and Supervision Engineer's Responsibilities**

This section will provide the recommended details to be incorporated into Supervision Engineers TOR and Contractor's tender documents to ensure implementation of mitigation measures as depicted within this report.

#### **8.1.1 Contractor's Responsibilities**

The construction works shall be carried out with a view to minimize the adverse impacts on both the physical environment and the nearby settlement areas. The current environmental regulations (including specific measures below) will be obeyed by the contractor.

During the construction activities the following mitigation measures shall be taken for the issues specified below.

#### **Air Quality**

##### **1. Dust prevention;**

The following mitigation measures will be executed by contractor to keep “Ambient Particulate Matter under 300 ppm as a maximum 24hr mean within the 100m (or alternative location agreed to by the supervision engineer and IPCU) vicinity of the construction site.

- Dust prevention measures and good house keeping practices such as water spraying to prevent dust and use of curtains and screening of the construction area.

- Use of masks, work gloves and clothes by workers.

- All vehicles delivering dusty construction materials to the site or removing debris will be enclosed and covered to prevent release of dust.

- Special measures might be required for the hospitals to protect the health of patients and staff in parts of buildings that are still under operation.

## **2. Vehicle exhaust emissions**

The Exhaust Emission Control Regulation which was enacted on 8th July 2005 was invalidated and a new regulation published in the Official Gazette No. 27190 on 4th April 2009, this regulation defines emission levels for different categories of vehicles. The last updated version of regulation was published at Official Gazette (30004) on 11th March 2017. This regulation must be taken into consideration during retrofitting studies. There are various regulations passed by the Ministry of Industry and Trade regarding the approval of types of the provisions taken against the air pollutants emitted from the engines of different vehicles, which are follow ups of EC regulations. All these regulations ought to be closely followed by the contractor.

To achieve these limits contractor will;

- Select and use vehicles/engines with appropriate emission control technologies and equipment

- Maintain all vehicles and equipment engines and exhaust systems in order not to breach the aforementioned limits set for that vehicle/equipment type and mode of operation.

## **3. Noise Prevention**

The following mitigation measures will be executed by the contractor to keep noise levels under 70 Leq (dB (AD)) within the 100m (or alternative location agreed to by the supervision engineer and IPCU) vicinity of the construction in accordance with the Noise Control Regulation.

- To ensure the use of noise control techniques on noisy equipment such as use by machines equipped with appropriate mufflers also located appropriately.

- Operating times limited to normal working hours to be determined with due sensitivity to the citizens private life (such as working on weekends, near schools, hospitals, mosques, churches, praying times).

- In the event of nighttime working, working hours will be discussed and agreed with the relevant authorities and after consultation with nearby communities.

## **Waste Management**

### **1. Demolition Debris Handling**

Contractor is expected to implement the following rules for demolition debris handling;

-Prepare a plan for handling of Demolition Debris in accordance with the “Debris Removal Regulation 18th March 2004” with revisions on some items on 26th March 2010.

-Get approval of the Istanbul Metropolitan Municipality for the plan.

-Provide storage, transportation and disposal activities in accordance with the plan.

## **2. Hazardous Waste Handling**

Contractor is expected to implement the following rules for handling hazardous waste;

-Determine potential hazardous waste to be handled during retrofitting in accordance with the “Waste Management Regulation\_”April 2015” and in consultation with the owner/management of the Public Building.

-Prepare a plan for handling these wastes in accordance with this regulation and in consultation with Istanbul Metropolitan Municipality.

-Provide handling, storage, transportation and disposal/destruction activities in accordance with the plan.

## **3. Handling Medical Wastes**

Contractor is expected to consult the hospital management about the medical waste management plan prepared by management.

- Not to interfere with the plan

- Take the necessary measures to prevent the likely contacts of workers with the medical wastes.

- Take all the precautions to prevent mixing of medical and other wastes.

## **4. Handling Asbestos Containing Material**

Contractor is expected to implement the following rules for handling asbestos containing material.

-Consult the owner/manager of the building for possible existing material containing asbestos (it is envisaged that design drawings and specifications will provide input for this issue).

-Prepare a plan for handling the asbestos containing material in accordance with the “Regulation for Handling of Asbestos Products\_ January 2013”.

-Take the necessary measures, make necessary arrangements for the transportation and final disposal of asbestos containing material in licenced disposal sites/plants (such as IZAYDAS (company for burning of wastes and residues)).

-Execute mitigation measures during retrofitting activities in accordance with this plan.

## **5. Transportation**

Contractor in consultation with the Transportation Department of Istanbul Metropolitan Municipality is expected to determine routes of transportation for;

-Demolition Debris;

Hazardous and Asbestos Containing Waste, also in accordance with the relevant plans and,

-Construction material (concrete, stone, steel, etc.);

To prevent disturbance to the resident, roads and regular traffic management in addition contractor is also expected dumpers of the trucks to be covered during transportation.

### **Waste Water (Point/Non-point) Handling**

Contractor is expected to provide facilities for discharge of wastewater produced and/or soil erosion during construction;

-either to the city sewerage system (if available) directly, or

-through septic tanks to be constructed in sufficient capacity, and periodically evacuated.

Additional necessary precaution shall be taken to prevent the pollution of the nearby water courses by the wastewater resulting from construction activities.

### **Reporting Responsibilities of the Contractor**

Contractor is expected to frequently inform the supervision engineer regarding EMP related issues, in addition to the environment related section to be included in the progress reports.

### **8.2 Supervision Engineer's Responsibilities**

Supervision Engineer by hiring an:

Environmental Engineer within his team will ensure that all mitigation measures proposed within the Environmental Management Plan of this report are. Implemented by the responsible parties. On these lines Environmental Management Plan Report should be an Annex to the Terms of Reference of the consultant.

- Supervision Engineer is also expected to provide coordination between the contractor and other responsible authorities, such as;

- Istanbul Metropolitan Municipality (relevant directorates)
- Provincial Directorate of MoEUC and
- TAEK.

- Supervision Engineer will provide monthly reports to IPCU in regards to activities for implementing the EMP.

- In the case of new updates or changes in regulations or applications Supervision Engineer may suggest changes to the EMP and with the approval of the IPCU ensure implementation of such changes.

- Supervision engineer is expected to submit frequent environmental monitoring reports to IPCU and inform IPCU regarding EMP compliance or non-compliance of the contractor, and the necessary actions to be taken.

## **9.0 MONITORING AND REPORTING**

IPCU will ensure that environmental and social safeguard impacts and risks are adequately addressed. Monitoring of the ESMPF and the implementation of subproject level E&S instruments will be the responsibility of IPCU. IPCU will collect data on the E&S performance of contractors and subprojects during the monthly meetings. The monthly activity report template requested by IPCU is given in Annex 7.

Mitigation Plan is shown on Table 1 and Monitoring Plan is given in Table 2.

**Table 1. MITIGATION PLAN**

Phase	Issue	Mitigating Measure	Cost	Institutional Responsibility
<b>CONSTRUCTION</b>	<p>❖ <b>Air Quality</b></p> <p><i>Dust emissions; during retrofitting or demolition activities would be minor and temporary.</i></p> <p><i>Vehicle exhaust emissions; carbon monoxide (CO), nitrogen oxides (NO<sub>x</sub>), sulphur oxides (SO<sub>x</sub>) and fugitive hydrocarbons.</i></p>	<p>Dust prevention measures and good house keeping practices such as water spraying to prevent dust and use of curtains and screening of the construction area.</p> <p>Use of masks, work gloves and clothes by workers.</p> <p>All vehicles delivering dusty construction materials to the site or removing debris will be enclosed and covered to prevent release of dust.</p> <p>Selection and use of vehicles/engines with appropriate emission control technologies and equipment.</p> <p>Maintaining of all vehicles and equipment engines and exhaust systems in order not to breach Regulation limits set for that vehicle/equipment type and mode of operation.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.</p>	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to execute the mitigation measure.</p> <p>Provincial Directorate of <b>MoEUC</b>, Police Department and Istanbul Metropolitan Municipality is responsible to supervise the activity</p>
	<p>❖ <b>Noise</b></p> <p><i>Equipment and delivery vehicles used during retrofitting or demolition activities would generate noise. Temporary increases in noise levels along truck delivery routes would also occur.</i></p>	<p>To ensure the use of noise control techniques on noisy equipment such as use of machines equipped with appropriate mufflers also located appropriately</p> <p>To ensure that noise emissions from the site do not result in exceedance of Turkish threshold values. Operating times limited to normal working hours to be determined with due sensitivity to the citizens private life (such as, working on weekends near schools, hospitals, mosques, churches praying times)</p> <p>In the event of nighttime working, working hours will be discussed and agreed with the relevant authorities and after consultation with nearby communities.</p> <p>In case night operations are deemed necessary and the noise levels would be high, public will be informed 1 week in advance.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item</p>	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to execute the mitigation measure.</p> <p>Provincial Directorate of <b>MoEUC</b> is responsible to supervise the activity.</p> <p>Istanbul Metropolitan Municipality is responsible to supervise the activity</p>

<b>CONSTRUCTION</b>	<p>❖ <b>Transportation</b></p>	<p>Use of trucks with covered dumpers</p> <p>Optimal use of alternative roads to prevent disturbance to the visitors and residents.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item</p>	<p>Contractor is responsible to implement the Measure</p> <p>Engineer is responsible to monitor and supervise the activity.</p> <p>Transportation Department of Istanbul Metropolitan Municipality to assist and supervise the Contractor.</p>
	<p>❖ <b>Waste Management</b></p> <p><i>Retrofitting and demolition activities are one of the largest sources of waste.</i></p> <ul style="list-style-type: none"> <li>• <i>Demolition Debris Handling</i></li> </ul> <ul style="list-style-type: none"> <li>• <i>Hazardous Waste Handling</i></li> </ul>	<p>Prepare a plan for handling of Demolition Debris in accordance with the Regulation.</p> <p>Get approval of the Istanbul Metropolitan Municipality.</p> <p>Provide storage, transportation and disposal activities in accordance with the Plan.</p> <p>Determine potential hazardous waste to be handled during retrofitting in accordance with the Regulation and in consultation with the owner/management of the Public Building.</p> <p>Prepare a plan for handling these wastes in accordance with the Regulation and in consultation with Istanbul Metropolitan Municipality.</p> <p>Provide handling, storage, transportation and disposal/destruction activities in accordance with the Plan.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.</p> <p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.</p>	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the mitigation measure.</p> <p>Provincial Directorate of <b>MoEUC</b> is responsible to monitor and supervise the activity.</p> <p>Istanbul Metropolitan Municipality is responsible to assist the Contractor, approve the plan and supervise the implementation.</p> <p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the mitigation measure.</p> <p>Istanbul Metropolitan Municipality is responsible to assist the Contractor, approve the Plan and supervise the Implementation.</p>



<b>CONSTRUCTION</b>	<ul style="list-style-type: none"> <li>• <i>Handling Medical Wastes</i></li> </ul> <p>Relevant for retrofitting of hospitals</p>	<p>Hospital Management will make plans regarding the collection, storage, and disposal of medical wastes, and provide the necessary training for the staff in charge.</p> <p>Hospital management will take necessary measures for continuous management of medical wastes during retrofitting activities , if hospital services are continuing.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.</p>	<p>Hospital Management is responsible to prepare and execute the Mitigation Plan.</p> <p>Municipality is responsible for the ultimate disposal of medical wastes.</p> <p>Engineer is responsible to monitor and supervise the activity.</p>
	<ul style="list-style-type: none"> <li>• <i>Handling Asbestos Containing Material</i></li> </ul>	<p>Consult the owner/manager of the building for possible existing material containing asbestos (It is envisaged that design drawings and specification will provide input for this issue.)</p> <p>Prepare a Plan for handling the asbestos containing material in accordance with the Regulation.</p> <p>Make the necessary arrangements for ultimate disposal of asbestos containing materials in licenced hazardous waste disposal sites such as IZAYDAS.</p> <p>Execute mitigation measures during retrofitting activities in accordance with this Plan.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.</p>	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the Mitigation Measure.</p> <p><b>MoEUC</b> is responsible to approve the handling plan and supervise its implementation</p> <p>Istanbul Metropolitan Municipality is responsible to monitor and supervise the Activity</p>
	<ul style="list-style-type: none"> <li>❖ <b>Radiation Safety</b></li> <li>• Relevant for Retrofitting of Hospitals</li> </ul>	<p>Hospital Management in accordance with the “Accident and Emergency Plan” of the hospital will prepare a Radiation Safety Plan.</p> <p>Hospital will get approval of TAEK for this plan to be implemented during retrofitting activities.</p> <p>Execute mitigation activities in accordance with this plan.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item</p>	<p>Hospital Management is responsible to prepare and execute the Mitigation Plan.</p> <p>TAEK is responsible to direct, approve and supervise the execution of the plan.</p> <p>Engineer is responsible to monitor and supervise the activity.</p>

	<p>❖ <b>Workers health and safety</b></p>	<p>All necessary protective equipments (hard hat, safety belt, protective clothes, gloves, glasses etc.) will be provided to the workers.</p> <p>Proper notification signs will be placed to maintain the security of the public and local people.</p> <p>The personal will be trained in “labor health and occupational safety” issues.</p> <p>The related regulations of Labor Law numbered 4857 such as “Regulation on Occupational Health and Safety”, “Regulation on Health and Safety at Construction Works” and “Regulation on Using of Personal Protective Equipments at Work Places” will be followed.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item</p>	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the Mitigation Measure.</p>
	<p>❖ <b>Public Safety</b></p>	<p>Entrance of public to the construction site will be prevented using warning signs &amp; lights, and barriers etc.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item</p>	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the Mitigation Measure.</p>
	<p>❖ <b>Urban Renewal Projects with housing units more than 200.</b></p>	<p>Client (Project Implementation Unit) needs to have an EIA report to be prepared.</p> <p>Ministry of Environment and Urbanisation to approve the report.</p> <p>Contractor to implement the measures.</p>	<p>App. 50.000 U.S \$/EIA Report.</p>	<p>Relevant Implementation Unit to prepare (or have it prepared) an EIA report.</p> <p><b>MoEUC</b> is responsible to approve the report.</p> <p>Designer/contractor is responsible to implement the measures.</p> <p>Istanbul Metropolitan Municipality to supervise the implementation</p>

<b>CONSTRUCTION</b>	❖ <b>Waste Water (Point/Non Point) Handling</b>	<p>To prevent any water pollution due to construction activities contractor will provide facilities for discharge of wastewater and/or spil erosion during construction;</p> <ul style="list-style-type: none"> <li>• Either to city sewerage system (if available) directly, or</li> <li>• Through septic tanks to be constructed in sufficient capacity, and periodically evacuated.</li> </ul> <p>Additional necessary precaution shall be taken to prevent the pollution of nearby water courses by the wastewater resulting from construction activities.</p>	Specifications to be incorporated into bidding and contract document. It is not considered as a separate cost item.	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the mitigation measure.</p> <p>ISKI (Istanbul Metropolitan Municipality Water and Sewerage Authority) to assist and supervise the activity.</p>
	❖ <b>Cultural Heritage</b>	Consider relevant legal steps as mentioned in Section 4	No additional cost item.	<p>As defined in the laws.</p> <p>IPCU to coordinate and define the status.</p> <p>Relevant institutions to select the buildings accordingly</p>
	❖ <b>Project Level Grievance Redress Mechanism</b>	<p>IPCU is accessible to public via all communication channels as seen below (e-mail, telephone, fax, etc.) related with ISMEP activities.</p> <p>Istanbul Project Coordination Unit  Tel: +90 216 505 55 00  Fax: +90 (216) 225 04 85  e-mail: info@ipkb.gov.tr  twitter: @ipkbgovtr  Facebook: ipkb (İstanbul Proje Koordinasyon Birimi)  IPCU is accessible to public via all communication channels as seen below (e-mail, telephone, fax, etc.) related with ISMEP activities.</p>	No additional cost item.	IPCU is responsible for response and resolution of grievances.
	❖ <b>Workers Grievance Redress Mechanism</b>	<p>Consultants are required to establish a Grievance Redress Mechanism for “Worker's pecuniary claim” the workforce during construction as specified in Clause 36 of the Labor Law. Regarding to this regulation, Consultants has to announce the Contractor’s interim payment by posted on the boards and this announcement stays on the board for one month before the payment is done. Workers can also report their grievances directly to their Consultants and IPCU.</p>	No additional cost item.	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the mitigation measure.</p>

	<p>❖ <b>Project Affected Peoples Mechanism (PPM)</b></p>	<p>The PPM has been established by the Bank to provide an opportunity for an independent and impartial review of submissions from Project-affected people who believe they have been or are likely to be adversely affected by AIIB's failure to implement its ESP in situations when their concerns cannot be addressed satisfactorily through the Project-level GRM or the processes of the Bank's Management.</p> <p>For information on AIIB's PPM, please visit:  <a href="https://www.aiib.org/en/policies-strategies/operational-policies/policy-on-the-project-affected-mechanism.html">https://www.aiib.org/en/policies-strategies/operational-policies/policy-on-the-project-affected-mechanism.html</a></p>	<p>No additional cost item.</p>	<p>AIIB is responsible for implementation of the PPM.</p>
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**Table 2. MONITORING PLAN**

<b>Phase</b>	<b>What</b> parameter is to be monitored?	<b>Where</b> is the parameter to be monitored?	<b>How</b> is the parameter to be monitored type of monitoring equipment?	<b>When</b> is the parameter to be monitored frequency of measurement or continuous?	<b>Why</b> is the parameter to be monitored (optional)?	<b>Cost</b>	<b>Responsibility</b>
<b>CONSTRUCTION</b>	<b>Air Quality</b>						
	<i>Vehicle Exhaust Emissions</i>	At the Construction Site	Portable Measurement Devices	At the Project Start  After all servicing vehicles	To assure compliance with the Regulation on Assessment and Management of Air Quality in order to mitigate any potential negative environmental effects.	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	Contractor is responsible to execute the Mitigation Measure.
	<i>Dust</i>	At the Construction Site	Visual	Weekly			Istanbul Municipality is responsible to supervise
	(In the case that during retrofitting hospitals still operate partially and dormitories are utilized at schools) At the operating parts of building.	Visual	Continuously	To prevent any possible disturbance and adverse health effects on the residents.	Supervision Engineer is responsible to supervise.		

	<b>Noise</b>	<p>Near the Construction Site</p> <p>(In the case that during retrofitting hospitals still operate partially and dormitories are utilized at schools.) At operating parts of the building.</p>	<p>Portable Noise Meters</p> <p>Auditory</p>	<p>On Daily, Hourly Basis</p> <p>Continuously</p>	<p>To assure compliance with the Regulation on Assessment and Management of Ambient Noise in order to mitigate any potential negative environmental effects.</p> <p>To prevent any possible disturbance and adverse health effects on the residents.</p>	<p>Criteria / specifications to be incorporated into bidding and contract documents.</p> <p>It is not considered as a separate cost item.</p>	<p>Contractor is responsible to execute the Mitigation Measure.</p> <p>Istanbul Metropolitan Municipality is responsible to supervise the Activity</p> <p>Supervision Engineer is responsible to supervise.</p>
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Phase	What parameter is to be monitored?	Where is the parameter to be monitored?	How is the parameter to be monitored type of monitoring equipment?	When is the parameter to be monitored frequency of measurement or continuous?	Why is the parameter to be monitored (optional)?	Cost	Responsibility
<b>CONSTRUCTION</b>	<p><b>Collection of Solid Wastes</b></p> <p><i>Demolition Debris Handling</i></p>	At the Construction Site	In accordance with the plan be prepared.	In accordance with the plan be prepared and volume of debris.	To assure compliance with the Debris Removal Regulation	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the mitigation measure.</p> <p>Provincial Directorate of MoEF is responsible to monitor and supervise the activity.</p> <p>Istanbul Metropolitan Municipality is responsible to assist the Contractor, approve the plan and supervise the implementation.</p>
<p><i>Hazardous Waste Handling</i></p>	At the Construction Site	In accordance with the plan to be prepared.	In accordance with the plan to be prepared.	To assure compliance with the Hazardous Waste Management Regulation in order to mitigate any potential negative environmental effects.			<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the mitigation measure.</p> <p>Istanbul Metropolitan Municipality is responsible to assist the Contractor, approve the Plan and supervise the Implementation.</p>

Phase	What parameter is to be monitored?	Where is the parameter to be monitored?	How is the parameter to be monitored type of monitoring equipment?	When is the parameter to be monitored frequency of measurement or continuous?	Why is the parameter to be monitored (optional)?	Cost	Responsibility
<b>CONSTRUCTION</b>	<i>Handling medical wastes</i>	At the construction and disposal site	In accordance with the plan to be prepared	In accordance with the plan to be prepared.	To assure compliance with the Regulation for Medical Waste Management, in order to mitigate any potential negative effects.	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	<p>Hospital Management is responsible for the preparation of the plan.</p> <p>Municipality is responsible for the transportation and disposal of wastes.</p> <p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the Mitigation Measure.</p> <p><b>MoEUC</b> is responsible for the monitoring.</p>
	<i>Handling Asbestos Containing Material</i>	At the Construction and Disposal Site	In accordance with the plan to be prepared.	In accordance with the plan to be prepared.	To assure compliance with the Directive for Handling of Asbestos Products in order to mitigate any potential negative environmental effects	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	<p>Engineer is responsible to monitor and supervise the activity.</p> <p>Contractor is responsible to implement the Mitigation Measure.</p> <p><b>MoEUC</b> is responsible to approve the handling plan and supervise its implementation</p> <p>Istanbul Metropolitan Municipality is responsible to monitor and supervise the Activity</p>



	<b>What</b> parameter is to be monitored?	<b>Where</b> is the parameter to be monitored?	<b>How</b> is the parameter to be monitored type of monitoring equipment?	<b>When</b> is the parameter to be monitored frequency of measurement or continuous?	<b>Why</b> is the parameter to be monitored (optional)?	<b>Cost</b>	<b>Responsibility</b>
<b>CONSTRUCTION</b>	<b>Radiation</b>	At the Construction and Disposal Site	In accordance with the plan be prepared.	In accordance with the plan to be prepared.	To assure compliance with the Directive for Radiation Safety in order to mitigate any potential negative environmental effects.	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	Hospital Management is responsible to prepare and execute the Mitigation Plan.  TAEK is responsible to direct, approve and supervise the execution of the plan.  Engineer is responsible to monitor and supervise the activity
	<b>Waste Handling</b> <b>Water</b>	Near and at the Construction Site	Observation	Continuous	To mitigate potential negative effects.	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	Engineer is responsible to monitor and supervise the activity.  Contractor is responsible to implement the mitigation measure.  ISKI (Istanbul Metropolitan Municipality Water and Sewerage Authority) to assist and supervise the activity.
	<b>Workers health and safety</b>	At the construction site	In accordance with the related regulations of Labor Law numbered 4857 such as “Regulation on Occupational Health and Safety”, “Regulation on Health and Safety at Construction Works” and “Regulation on Using of Personal Protective Equipments at Work Places”	Continuous	To mitigate potential negative effects.	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	Engineer is responsible to monitor and supervise the activity.  Contractor is responsible to implement the Mitigation Measure.

	<b>What</b> parameter is to be monitored?	<b>Where</b> is the parameter to be monitored?	<b>How</b> is the parameter to be monitored type of monitoring equipment?	<b>When</b> is the parameter to be monitored frequency of measurement or continuous?	<b>Why</b> is the parameter to be monitored (optional)?	<b>Cost</b>	<b>Responsibility</b>
	<b>Public safety</b>	At and near the construction site	Observation	Continuous	To mitigate potential negative effects	Criteria / specifications to be incorporated into bidding and contract documents. It is not considered as a separate cost item.	Engineer is responsible to monitor and supervise the activity.  Contractor is responsible to implement the Mitigation Measure.

**ANNEXES REGARDING  
ENVIRONMENT AND  
SOCIAL FRAMEWORK**

# ANNEX 1

**TABLE 1: Levels of Pollutants in Ambient Air as Given in Turkish Regulation on Assessment and Management of Air Quality**

<b>Pollutant</b>	<b>Average Duration</b>	<b>Limit Value for Transition Period (2009-2014)</b>	<b>Target Value (after 1.1.2019)</b>
SO <sub>2</sub>	1 hr	900 µg/m <sup>3</sup>	
	24 hr	400 µg/m <sup>3</sup>	250 µg/m <sup>3</sup>
	Winter period	250 µg/m <sup>3</sup>	125 µg/m <sup>3</sup>
	Annual mean	150 µg/m <sup>3</sup>	
NO <sub>2</sub>	24 hr	300 µg/m <sup>3</sup>	
	Annual mean	100 µg/m <sup>3</sup>	60 µg/m <sup>3</sup>
Particulate matter	24 hr	300 µg/m <sup>3</sup>	100 µg/m <sup>3</sup>
	Winter period	200 µg/m <sup>3</sup>	90 µg/m <sup>3</sup>
	Annual mean	150 µg/m <sup>3</sup>	60 µg/m <sup>3</sup>
CO	24 hr	30 µg/m <sup>3</sup>	10 µg/m <sup>3</sup>
	Annual mean	10 µg/m <sup>3</sup>	
Pb	Annual mean	2 µg/m <sup>3</sup>	1 µg/m <sup>3</sup>
NO <sub>2</sub>	1 hr	200 µg/m <sup>3</sup> (18 times a year)	100 µg/m <sup>3</sup>
	Annual	40 µg/m <sup>3</sup>	20 µg/m <sup>3</sup>
NO <sub>x</sub>	Annual	30 µg/m <sup>3</sup>	
Benzene	Annual	5 µg/m <sup>3</sup>	5 µg/m <sup>3</sup>

## ANNEX 2

**Table II.a Turkish Ambient Noise Standards for Construction Activities**

Type of Activity (construction, demolishing, repair work)	L <sub>daytime</sub> (dBA)
Building	<b>70</b>
Road construction	<b>75</b>
Other sources	<b>70</b>

**Table II.b Turkish Standards for Ambient Vibration Created in Construction Sites**

	Max. Allowable Vibration (mm/sec)	
	Continuous vibration	Intermittent vibration
<b>In residential areas</b>	<b>5</b>	<b>10</b>
<b>In industrial and trade zones</b>	<b>15</b>	<b>30</b>

**Table II.c Noise Levels in Inside Receiving Media given in Turkish Noise Management Regulation**

Uses		Closed Window L <sub>eq</sub> (dBA)	Open window L <sub>eq</sub> (dBA)
Cultural Facilities	Theatre, movie theatre, conference halls	30	40
	Concert halls	25	35
Health Facilities	Hospitals, polyclinics, elderly houses	35	45
	Treatment rooms	25	35
Education facilities	Classrooms, private educational centers, kindergarten, laboratory etc.	35	45
	Sport centre	55	65
	Cafeteria	45	55
	Bedroom at kindergarten	30	40

Uses		Closed Window L <sub>eq</sub> (dBA)	Open window L <sub>eq</sub> (dBA)
Touristic facilities	Rooms in hotels, motels, restaurant at hotels	35	45
Archeological sites	Archeological, natural, urban, historical etc.	55	65
Commercial facilities	grand offices	45	55
	Meeting rooms	35	45
	Grand typewriter or computer rooms	50	60
	Game rooms	60	70
	Private operative offices	45	55
	General offices (calculation, writing divisions)	50	60
	Work centers, shops etc.	60	70
	Commercial storage	60	70
	Restaurants	45	55
Public Institutions	Offices, labs	45	55
	Meeting Rooms	35	45
	Computer rooms	50	60
Sports Area	Sport Centres, swimming pools	55	65
Residential buildings	Bedrooms	35	45
	Livingrooms	45	55

**Table II.d Standards For Ambient Noise**

(According to the Turkish Regulation on Evaluation and Management of Environmental Noise)

**Environmental Noise Limit Values for the Construction Site**

<b>Type of activity (construction, demolition and repairment)</b>	<b>L<sub>daily-time</sub> (dBA)</b>
Building	70
Road	75
Other resources	70

# ANNEX 3

## **Annex 5 - AIIB Excluded Activity List The Excluded Activity List**

In this context, it defines activities and businesses within AIIB's Environmental and Social Exclusion List which the Bank does not finance directly or indirectly.

These include:

1. Forced labor or harmful or exploitative forms of child labor;
2. The production of, or trade in, any product or activity deemed illegal under national laws or regulations of the country in which the Project is located, or international conventions and agreements, or subject to international phase out or bans, such as:
  - a. Production of, or trade in, products containing polychlorinated biphenyl (PCBs).
  - b. Production of, or trade in, pharmaceuticals, pesticides/herbicides and other hazardous substances subject to international phase-outs or bans (Rotterdam Convention, Stockholm Convention).
  - c. Production of, or trade in, ozone depleting substances subject to international phase out (Montreal Protocol)
3. Trade in wildlife or production of, or trade in, wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES).
4. Trans-boundary movements of waste prohibited under international law (Basel Convention).
5. Production of, or trade in, weapons and munitions, including paramilitary materials.
6. Production of, or trade in, alcoholic beverages, excluding beer and wine
7. Production of, or trade in, tobacco.
8. Gambling, casinos and equivalent enterprises
9. Production of, trade in, or use of unbonded asbestos fibers
10. Activities prohibited by legislation of the country in which the Project is located or by international conventions relating to the protection of biodiversity resources or cultural resources, such as, Bonn Convention, Ramsar Convention, World Heritage Convention and Convention on Biological Diversity
11. Commercial logging operations or the purchase of logging equipment for use in primary tropical moist forests or old-growth forests
12. Production or trade in wood or other forestry products other than from sustainably managed forests
13. Marine and coastal fishing practices, such as large-scale pelagic drift net fishing and fine mesh net fishing, harmful to vulnerable and protected species in large numbers and damaging to marine biodiversity and habitats
14. Shipment of oil or other hazardous substances in tankers that do not comply with IMO requirements (IMO, MARPOL, SOLAS and Paris MOU).

### **Notes and Remarks**

- i. Forced labor means any work or service not voluntarily performed that is exacted from an individual under threat of force or penalty (including any kind of forced or compulsory labor, such as indentured labor, bonded labor or similar labor-contracting arrangements, or labor by trafficked persons).



- ii. For purposes of this List, harmful or exploitative forms of child labor means the employment of children under the age of 18 for work which by its nature or the circumstances in which it is carried out is likely to jeopardize their health, safety or morals; but if the laws or regulations of the country in which the Project is located provide, in conformity with the International Labor Organization's Minimum Age Convention, 1973, that children at least 16 years of age may be employed for such work on condition that their health, safety and morals are fully protected and that they have received adequate specific instruction or vocational training in the relevant branch of activity, then child labor means employment of children for work that does not comply with these laws and regulations;
- iii. PCBs: Polychlorinated biphenyls are a group of highly toxic chemicals. PCBs are likely to be found in oil-filled electrical transformers, capacitors and switchgear dating from 1950 to 1985.
- iv. United Nations Consolidated List of Products whose Consumption and/or Sale have been Banned, Withdrawn, Severely Restricted or not Approved by Governments; Convention on the Prior Informed Consent Procedures for Certain Hazardous Chemicals and Pesticides in International Trade (Rotterdam Convention); Stockholm Convention on Persistent Organic Pollutants; World Health Organization Recommended Classification of Pesticides by Hazard. A list of pharmaceutical products subject to phase outs or bans is available at <http://www.who.int>. A list of pesticides, Page 46 of 47 herbicides and other hazardous substances subject to phase outs or bans is available at <http://www.pic.int>.
- v. Ozone Depleting Substances (ODSs): Chemical compounds which react with and deplete stratospheric ozone, resulting in the widely publicized "ozone holes." The Montreal Protocol on Substances that Deplete the Ozone Layer lists ODSs and their target reduction and phase out dates. A list of the chemical compounds regulated by the Montreal Protocol, which includes aerosols, refrigerants, foam blowing agents, solvents and fire protection agents, together with details of signatory countries and phase out target dates, is available from the United Nations Environment Programme, <http://www.unep.org/ozone/montreal.shtml>
- vi. The Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES). A list of CITES listed species is available from the CITES secretaria at, <http://www.cites.org>.
- vii. Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal, see <http://www.basel.int>.

- viii. This does not apply to Clients who are not substantially involved in these activities. Not substantially involved means that the activity concerned is ancillary to the entity's primary operations.
- ix. This does not apply to Clients who are not substantially involved in these activities. Not substantially involved means that the activity concerned is ancillary to the entity's primary operations.
- x. This does not apply to Clients who are not substantially involved in these activities. Not substantially involved means that the activity concerned is ancillary to the entity's primary operations.
- xi. This does not apply to the purchase and use of bonded asbestos cement sheeting where the asbestos content is less than 20 percent.
- xii. Convention on the Conservation of Migratory Species of Wild Animals (Bonn Convention) - <http://www.cms.int/>; Convention on Wetlands of International Importance, especially as Waterfowl Habitat (Ramsar Convention) - <http://www.ramsar.org/>; Convention Concerning the Protection of the World Cultural and Natural Heritage - <http://whc.unesco.org/en/conventiontext/>; Convention on Biological Diversity - <https://www.cbd.int/>.
- xiii. Non-compliance with International Maritime Organisation (IMO) requirements: tankers that do not have all required International Convention for the Prevention of Pollution from Ships (MARPOL), International Convention for the Safety of Life at Sea (SOLAS) certificates (including, without limitation, International Safety Management Code compliance), tankers banned by the Paris Memorandum of Understanding on Port State Control (Paris MOU), and tankers due for phase out under MARPOL regulation 13G. No single hull tanker over 25 years old should be used.

	<b>SITE DECISION</b>	<b>PLAN DECISION</b>
FATİH	With the 12.1995 dated, no. 6848 Decision: <b>Urban and Historical Site</b>	No Conservation Plan Transition period construction conditions determined with the 2.8.1995 dated, No. 6898 Decision.
EMİNÖNÜ	With the 12.7.1995 dated and no. 6848 Decision: <b>*Grade 1 Archeological Site</b> <b>*Urban and Archeological Site</b> <b>*Urban and Historical Site</b>	No Conservation Plan Transition period construction conditions determined with the 2.8.1995 dated, no. 6898 Decision.
BEYOĞLU	With the 7.7.1993 dated and No. 4720 Decision: <b>*Urban Site</b>  With the 22.3.1995 dated and No. 6482 Decision: <b>*Historical Site (Docks)</b>  <b>The Atatürk Culture Center (AKM) Protection Site</b>	No Conservation Plan Transition period construction conditions determined with the 29.9.1993 dated, no. 4954 Decision.
EYÜP	With the 15.1.1977 dated and No. 9591 Decision: <b>*Urban Site</b>	Approved with 18.11.1978 dated and No. 10741 Decision, in 1/500 scale: <b>*Eyüp Conservation Implementation Plan</b> Approved with 7.10.1992 dated and No.4095 Decision: <b>*Eyüp Mosque and Center, their environs Conservation Implementation Plan</b> Approved with 2.3.1994 dated and No. 5387 Decision: <b>*Included in the Site Plan:</b>
BAKIRKÖY	No site decision.	Approved with the 27.6.1990 and No. 1869 Decision <b>*Yeşilköy 'Village' Conservation Plan</b>
	With 1.9.1999 dated and No. 11103 Decision: <b>*Grade 2 Natural Site (Florya Atatürk Forest)</b>	No Conservation Plan
ŞİŞLİ	No Site.	
ZEYTİNBURNU	With 1.9.1999 dated and No. 12850 Decision: <b>*City Walls Buffer Zone Site</b>	
GÜNGÖREN	No Site	
ESENLER	No Site	
BAĞCILAR	No Site	
BAHÇELİEVLER	No Site	
KAĞITHANE	No Site	
GÖKTÜRK DISTICT	No Site	

**List of Territories and Sites within the Task Area and the Responsibility of Istanbul Regional Council for the Preservation of Cultural & Natural Assets No: 1**

# ANNEX 4.2

## List of Territories and Sites within the Task Area and the Responsibility of Istanbul Regional Council for the Preservation of Cultural & Natural Assets No: 2

### A. Archaeological Sites

1. Maltepe, Başbüyük, Mağarabayır & Fındıkbayır Tepe;  
declared as: 1. degree Archaeological Site  
issue date/no of declaration: 29.11.1994/3616-3617
2. Pendik, Kaynarca, Pendik Mound  
declared as: 1. & 2. degree Archaeological Site  
issue date/no of declaration: 06.04.1993/3054
3. Samandıra, Remains of the Damatrys Palace & Bath Ruins  
declared as: 1. degree Archaeological Site  
issue date/no of declaration: 26.07.1996/4226
4. Silivri, Center, Necropolis Zone  
declared as: 3. degree Archaeological Site  
issue date/no of declaration: 18.09.1997/4593
5. Silivri, Mimar Sinan Bridge and surroundings  
declared as: 1. degree Archaeological Site  
issue date/no of declaration: 21.03.2002/6311
6. Çatalca, İnceğiz Village, Necropolis of Maltepe  
declared as: 1. degree Archaeological Site  
issue date/no of declaration: 10.05.1994/3456
7. Silivri, Anastasius Walls  
registered zone: 50 m band flanking the Walls as shown on sheets 20 J-I;  
20 J-II; 21 J-III; 21 J-IV  
declared as: 1. degree Archaeological Site  
issue date/no of declaration: 06.04.2000/5558  
(including areas previously declared as 1. degree Archaeological Site on  
04.12.96/4335 and areas previously declared as 3. degree Archaeological  
Site on 25.11.99/5409, is changed as 1. degree Archaeological Site)
8. Çatalca, Anastasius Walls  
declared as: 1. degree Archaeological Site  
issue date/no of declaration: 24.11.1995/39928 (previous declaration  
on 12.11.1977/10139)
9. Küçükçekmece, Altınşehir, Ispartatakule- Firuzköy-Kayabaşı Area  
declared as: 1. degree Archaeological Site

issue date/no of declaration: 10.07.1991/2700

10. Rregion Site

declared as: 1. & 2. degree Archaeological Site

issue date/ no of declaration: 15.09.1973/3212

issue date/no of Conservation Implementation Plan: 28.09.1993/3212

11. Küçükçekmece, Town Center

declared as: 3. degree Archaeological Site

issue date/no of declaration: 01.03.1994/3387

12. Küçükçekmece, Yarımburgaz Cave, Baruthane & Resneli Osman Farm  
Location

declared as: 1. degree Archaeological Site

issue date/no of declaration: 1607.1991/2700

13. Şile-Domalı (Sahilköy), Göztepe Location

declared as: 1. degree Archaeological Site

issue date/no of declaration: 07.02.2001/5950-28.06.2001/6098

14. Silivri-Kurfallı Village

declared as: 1. degree Archaeological Site

issue date/no of declaration: 16.01.2002/6254

15. Pendik-Kurna Village, Tepecik Tepe Location, Tumulus as marked on  
sheet19, parcel 742

declared as: 1. degree Archaeological Site

issue date/no of declaration: 06.11.2002/6484

16. Silivri, Selimpaşa District, Selimpaşa Mound as marked on sheets  
20-21-22-23, parcels 1429-1437-1432

declared as: 1. degree Archaeological Site

issue date/no of declaration: 07.04.2004/6920

## **B. Urban Sites**

1. Maltepe Fishermen's Village  
issue date/no of Urban Site declaration: 26.03.1991/2640  
issue date/no of Conservation Implementation Plan: 23.01.1997/4377
2. Kartal, Town Center  
issue date/no of Urban Site declaration: 10.04.1997/4469
3. Silivri, Ancient Selymbria, Town Center  
issue date/no of Urban Site declaration: 28.09.1993/3216
4. Silivri, Selimpaşa  
issue date/no of Urban Site declaration: 10.12.1991/2773  
issue date/no of Conservation Implementation Plan: 21.07.1992/2902
5. Kadıköy, Traditional Market Area  
issue date/ no of Urban Site declaration:13.09.1991/3623  
issue date/no of Conservation Implementation Plan: 13.05.1993/5802
6. Kadıköy, İbrahimağa  
issue date/no of Urban Site declaration: 21.03.1995/3721  
issue date/no of Conservation Implementation Plan: 11.06.1998/4841
7. Kadıköy, Rasimpaşa  
issue date/no of Urban Site declaration: 19.04.1994/3436  
issue date/no of Conservation Implementation Plan: 12.12.1996/4344  
revision to the Conservation Implementation Plan: 05.06.1998/4840
8. Çatalca, Kaleiçi (Citadel) District  
issue date/no of Urban Site declaration: 14.11.1995/1566  
issue date/no Conservation Implementation Plan: 14.11.1995/1566

## C. Natural Sites

1. Tuzla, Büyük & Küçük İçmeler  
declared as: Natural Site  
issue date/no of declaration: 14.01.1992/2787  
revised as: 1.& 2. degree Natural Site  
issue date/no of declaration: 30.09.1999/5316  
  
Büyük İçmeler  
1. degree Natural Site: Sheet 21, parcels 3749  
2. degree Natural Site: sheet21, parcels 3749, 4106, 4108, 4103 and 4107  
  
Küçük İçmeler  
1. degree Natural Site: Sheet 21, parcels 1429 and 1391  
2. degree Natural Site: sheet21, rest of parcels 1429 and 1391
2. Tuzla, Areas North of Büyük İçmeler  
declared as: 3. degree Natural Site; sheet 21, parcels 37790, 1405, 3789,  
partially 1409 and 1413  
issue date/no of declaration: 30.09.1999/5317
3. Tuzla, Kamil Abduş Lake and Environs  
declared as: 1. & 2. degree Natural Site  
issue date/no of declaration: 26.01.1993/3019-16.07.1997/4535  
issue date/no of Conservation Implementation Plan 1/5000:16.07.1997/4535
4. Silivri, Büyük ve Küçük Kokmuş Lakes  
declared as: 1. & 2. degree Natural Site  
issue date/no of declaration: 14.10.1999/5349
5. Kartal, Dragos Hill and Vicinity  
declared as: 1., 2. & 3. degree Natural Site  
issue date/no of declaration: 11.11. 1999/5385
6. Kadıköy, block 309, parcel 2  
issue date/no of declaration:20.12 1975/8781
7. Pendik, sheet 93, block 673, parcels 1, 2, 3, 4, 5 and 6; block 868, parcel 2;  
block 775, parcels 1, 2, 3.  
declared as: 1. degree Natural Site  
issue date/no of declaration: 07.10.1999/5346
8. Kadıköy, sheet 106, block380, parcels1-6  
declared as: Natural Site  
issue date/no of declaration: 20.10.1979/11458
9. Kadıköy, block 1149, parcel 8  
declared as: 3. degree Natural Site  
issue date/no of declaration: 27.04.2000/5589

10. Kadıköy, sheet 172, block 620, parcel 39  
declared as: Natural Site  
issue date/no of declaration: 13.05.1977/9780  
revised as: 3. degree Natural Site as of 27.06.2002/6397
11. Küçükçekmece and Avcılar  
Interior & Exterior Sandbanks and Soğuksu Farm  
declared as: Natural Site  
issue date/no of declaration: 13.11.1976/9509  
issue date/no of Küçükçekmece Conservation Implementation Plan:  
28.09.1993/3212  
issue date/no of Avcılar Conservation Implementation Plan:  
04.09.1997/4566
12. Kartal-Yakacık, sheets 109/2, parcel 7; sheet 109, block 2576, parcel 2  
DDY Hospital (Hospital of State Railways)  
declared as: 2. degree Natural Site  
issue date/no of declaration: 26.09.2002/6451
13. Kadıköy-Acıbadem, block 1340, parcels 4, 5, 6  
declared as: 3. degree Natural Site  
issue date/no of declaration: 16.10.2002/6470
14. Kadıköy, sheet 9, block 5, parcel 1, Yoğurtçu Green Park  
declared as: 1. degree Natural Site  
issue date/no of declaration: 25.12.2002/6529
15. Aydos Mountain falling into the territory of Pendik-Kartal-Sultanbeyli  
Provinces  
declared as: 1. degree Natural Site  
issue date/no of declaration: 14.10.1999/5348; 16.06.2000/5670

#### **D. Combined Sites**

1. Tuzla, Sakız Island, parcel 4709  
declared as: 1. degree Archaeological & Natural Site  
issue date/no of declaration: 17.11.1992/2972-26.01.1993/3019
2. Tuzla, İncirli (Glykeria) Islandsheet 39, parcels 2417, 2418  
declared as: Archaeological & Natural Site  
issue date/no of declaration: 27.12.1994/3642
3. Tuzla, Town Center  
declared as: Urban Site & 3. degree Archaeological Site  
issue date/no of declaration: 23.02.1993/3022-16.04.1998/4762  
Conservation Implementation Plan is underway
4. Şile, Town Center  
declared as: Urban & Natural Site



issue date/no of declaration: 28.01.1992/2796 (including Urban Site, Natural Site & Impact Zone Conservation Implementation Plan)  
issue date/no Urban Site Conservation Implementation Plan: 02.09.1992/2934  
Revision for the Natural Site & Impact Zone: 03.05.1994/3453  
Revision for the Natural Site & Impact Zone: 12.04.2001/6001

5. Şile, Doğancılı and Alacalı  
declared as: 1. degree Natural Site & 1. and 2. degree Archaeological Site  
issue date/no of declaration: 11.12.1997/4667
6. Bayrampaşa, Ferhatpaşa Farm  
declared as: 1. degree Natural Site & 2. degree Archaeological Site  
issue date/no of declaration: 19.11.1994/3603-02.02.1996/4025
7. Tuzla, Ancient Pier & Surroundings  
declared as: 1. degree Archaeological & Natural Site  
issue date/no of declaration: 16.04.1998/4761
8. Çatalca, İkigöz and Kocakuyu Caves  
declared as: 1. degree Archaeological & Natural Site  
issue date/no of declaration: 24.11.1995/3928
9. Çatalca, İnceğiz Village, Umurtepe Location  
declared as: 1. degree Natural Site & 2. degree Archaeological Site  
issue date/no of declaration: 21.08.1997/4540-05.02.1998/4701
10. Kadıköy, Hasanpaşa  
declared as: Urban Site & 1. degree Natural Site  
issue date/no of declaration: 19.04.1994/3437  
issue date/no of Conservation Implementation Plan: 11.06.1998/4841
11. Şile, Ağva District  
declared as: 1. degree Archaeological & Natural Site  
issue date/no of declaration: 13.04.2001/5572
12. Keçikalesi remains located on the Sultanbeyli side of the Aydos Mountain falling into the territory of Pendik-Kartal-Sultanbeyli Provinces  
declared as: 1. degree Archaeological & Natural Site  
issue date/no of declaration: 16.06.2000/5670

## ANNEX 4.3

### ANNEX 4.3.1

#### List of Territories and Sites within the Task Area and the Responsibility of

<b>NATURAL SITE</b>		
Northern Side of Istanbul, the Black Sea Belt Natural Site	Sarıyer and Beykoz (Partially) Çavuşköy and Bahçeköy Districts	15.11.1995/7755
Abbasağa Park Natural Site	Beşiktaş	01.03.2000/11484
Validebağ Natural Site	Üsküdar	12.03.1977/9728
Reşitpaşa	Sarıyer (Within the Bosphorus Site)	
<b>NATURAL AND HISTORICAL SITE</b>		
Bosphorus Natural and Historical Site	Beşiktaş, Üsküdar, Sarıyer, Beykoz (Partially)	14.12.1974/8172
Yıldız Palace Natural and Historical Site	Beşiktaş	09.02.1995/7296
Ihlamur Kiosk and its Environs Natural and Historical Site	Beşiktaş	13.02.1976/8913 11.06.1985/1152
Karacaahmet Cemetery Natural and Historical Site	Üsküdar	03.05.1991/3180
<b>NATURAL AND URBAN SITE</b>		
Büyük and Küçük Çamlıca Natural and Urban Sites	Üsküdar	11.01.1991/2759 16.01.1998/9665
Marmara Islands Natural and Urban Sites	Büyükada, Heybeliada, Burgazada, Kınalıada, Sedef Adası	31.03.1984/234
<b>URBAN SITE</b>		
Ortaköy Mosque and its Environs Urban Site	Beşiktaş	25.07.1986/2447
Valide-i Atik Mosque and its Environs Urban Site	Üsküdar	02.04.1992/4482
Rum-i Mehmet Paşa Mosque and its Environs, and Ayazma Mosque and its environs Urban Site	Üsküdar	22.08.1996/8587

**Istanbul Regional Council for the Preservation of Cultural & Natural Assets No: 4.3.1**

## ANNEX 4.3.2

### List of Territories and Sites within the Task Area and the Responsibility of Istanbul Regional Council for the Preservation of Cultural & Natural Assets No: 4.3.2

#### BEŞİKTAŞ

PROVINCE-SUBPROVINCE-LOCATION	SITE TYPE	REGISTRATION NUMBER-DATE	TRANSITION PERIOD CONSTRUCTION DECISIONS DATE-NO	COUNCIL APPROVAL DECISIONS DATE-NO	MUNICIPALITY APPROVAL DECISIONS DATE-NO	APPLICATION
İstanbul-Beşiktaş-Front View Area	Bosporus Site Zone, Front View Area: Natural and Historical Site	14.12.1974-8172		24.06.1983-15175 (In 1/5000 and 1/1000 scales)	1/5000: 22.07.1983 1/1000: 22.07.1983	PLAN
İstanbul-Beşiktaş-Rear View Area	Bosporus Site Zone, Rear View Area: Natural and Historical Site	14.12.1974-8172		20.05.1993-5813 (In 1/5000 scale) 23.12.1993-6297 (In 1/1000 scale)	1/5000: 18.06.1993 1/1000: 10.12.1993	PLAN
İstanbul-Beşiktaş-Ortaköy Mosque and Environs	Ortaköy Mosque and Environs: Urban Site Zone	25.07.1986-2447		23.01.1987-3164 (In 1/500 scale)	1/5000 (Ortaköy-Balmumcu) Decision to Halt the Implementation)	PLAN
İstanbul-Beşiktaş Yıldız Palace	Yıldız Palace: Natural and Historical Site Zone	09.02.1995-7296				PLAN
İstanbul-Beşiktaş Abbasağa Park	Abbasağa Park: Natural Site Zone	01.03.2000-11484				COUNCIL OPINION
İstanbul-Beşiktaş İhlamur Kiosk and Environs	İhlamur Kiosk: Natural and Historical Site Zone	13.02.1976-8913 11.06.1985-1152				COUNCIL OPINION COUNCIL OPINION
İstanbul-Beşiktaş						

## ÜSKÜDAR

PROVINCE-SUBPROVINCE-LOCATION	SITE TYPE	REGISTRATION NUMBER-DATE	TRANSITION PERIOD CONSTRUCTION DECISIONS DATE-NO	COUNCIL APPROVAL DECISIONS DATE-NO	MUNICIPALITY APPROVAL DECISIONS DATE-NO	APPLICATION
İstanbul-Üsküdar-Front View Area	Bosporus Site Zone, Front View Area: Natural and Historical Site	14.12.1974-8172		24.06.1983-15175 (In 1/5000 and 1/1000 scales)	1/5000: 22.07.1983 1/1000: 22.07.1983	PLAN
İstanbul- Üsküdar - Rear View Area	Bosporus Site Zone, Rear View Area: Natural and Historical Site	14.12.1974-8172		17.09.1992-5144 (In 1/5000 and 1/1000 scales)	1/5000: 17.11.1992 1/1000:17.11.1992	PLAN
İstanbul- Üsküdar – Büyük ve Küçük Çamlıca	Büyük ve Küçük Çamlıca: Natural and Urban Site Zone	11.01.1991-2759 16.01.1998-9665				
İstanbul- Üsküdar- Valide-i Atik Mosque and Environs	Valide-i Atik Mosque and Environs: Urban Site Zone	02.04.1992-4462	16.01.1998-9665 07.05.2002-12886	16.04.1997-9264 (In 1/1000 scale)	1/1000:10.07.1998	PLAN
İstanbul- Üsküdar- Rum-i Mehmet Mosque and Environs Ayazma Mosque and Environs	Rum-i Mehmet Mosque and Environs Ayazma Mosque and Environs: Urban Site Zone	22.08.1996-8587			1/1000:14.08.1998	PLAN
İstanbul- Üsküdar- Harem, Salacak ve Şemsi Paşa	Harem, Salacak ve Şemsi Paşa: Natural Site Zone	12.03.1977-9728				
İstanbul- Üsküdar- Karacaahmet Mezarlığı	Karacaahmet Mezarlığı: Natural and Historical Site Zone	03.05.1991-3180				
İstanbul-Üsküdar- Validebağ	Validebağ: Grade 1 Natural Site Zone	16.07.11088				

## BEYKOZ

PROVINCE-SUBPROVINCE-LOCATION	SITE TYPE	REGISTRATION NUMBER-DATE	TRANSITION PERIOD CONSTRUCTION DECISIONS DATE-NO	COUNCIL APPROVAL DECISIONS DATE-NO	MUNICIPALITY APPROVAL DECISIONS DATE-NO	APPLICATION
İstanbul- Beykoz: Front View Area	Bosporus Site Zone, Front View Area: Natural and Historical Site	14.12.1974-8172		24.06.1983-15175 (In 1/5000 and 1/1000 scales)	1/5000: 22.07.1983 1/1000: 22.07.1983	PLAN
İstanbul- Beykoz - Rear View Area	Bosporus Site Zone, Rear View Area: Natural and Historical Site	14.12.1974-8172		21.11.1991-3905 (In 1/5000 scale and 1/1000 scale)	1/5000: 13.09.1991 1/1000:13.09.1991	PLAN
İstanbul- Beykoz - Partial	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755		21.11.2001-12602 (In 1/5000 scale) 14.10.2003-14079 (In 1/1000 scale)	1/5000: 14.05.2002 1/1000:15.06.2004	PLAN
İstanbul- Beykoz- Partial	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755	<b>14.12.1995-7809</b> <b>06.06.1996-8287</b> <b>05.05.1998-9936</b> <b>20.08.1996-8409</b>	With the 21.11.2001 dated, No: 12601, information and documents are requested.		
İstanbul- Beykoz- Riva	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755		12.08.1998-10254 (In 1/5000 scale) 12.08.1998-10255 05.12.2000-11992 17.10.2000-11873 (In 1/1000 scale- in parts)	(Governorship Approval) 1/5000:22.10.1998 1/1000:10.04.2001 29.09.2001	PLAN
İstanbul- Beykoz - Polonezköy (Natural Park)	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755		29.04.2003-13647 (1/10000)		PLAN AND COUNCIL OPINION
İstanbul- Beykoz- Çavuşbaşı District	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755	<b>14.12.1995-7809</b> <b>06.06.1996-8287</b> <b>05.05.1998-9936</b>	1/5000: Under the inspection of the Directorate		

## SARIYER

PROVINCE-SUBPROVINCE-LOCATION	SITE TYPE	REGISTRATION NUMBER-DATE	TRANSITION PERIOD CONSTRUCTION DECISIONS DATE-NO	COUNCIL APPROVAL DECISIONS DATE-NO	MUNICIPALITY APPROVAL DECISIONS DATE-NO	APPLICATION
İstanbul-Sarıyer - Front View Area	Bosporus Site Zone, Front View Area: Natural and Historical Site	14.12.1974-8172		24.06.1983-15175 (In 1/5000 and 1/1000 scales)	1/5000: 22.07.1983 1/1000: 22.07.1983	PLAN
İstanbul- Sarıyer - Rear View Area	Bosporus Site Zone, Rear View Area: Natural and Historical Site Zone	14.12.1974-8172		21.04.1999-10884 (In 1/5000 scale) 26.02.2002-12772 (In 1/1000 scale)	1/5000: 25.06.1999 1/1000: Not approved	PLAN
İstanbul- Sarıyer - Partial	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755	<b>11.03.2003-13555</b> <b>20.06.1996-8375</b> <b>02.04.2002-12839</b>			
İstanbul- Sarıyer Kilyos	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755	<b>05.09.2000-11805</b> <b>02.04.2002-12839</b> <b>04.08.2002-12952</b>			

<b>PROVINCE-SUBPROVINCE-LOCATION</b>	<b>SITE TYPE</b>	<b>REGISTRATION NUMBER-DATE</b>	<b>TRANSITION PERIOD CONSTRUCTION DECISIONS DATE-NO</b>	<b>COUNCIL APPROVAL DECISIONS DATE-NO</b>	<b>MUNICIPALITY APPROVAL DECISIONS DATE-NO</b>	<b>APPLICATION</b>
İstanbul- Sarıyer-Zekeriyaköy and Uskumruköy	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755		09.10.2002-13218 28.07.2003-13933(1/1000)	1/5000: 21.01.2003 1/1000:20.10.2003	PLAN
İstanbul- Sarıyer-Bahçeköy District	İstanbul Northern Part-Black Sea Belt: Natural Site Zone	15.11.1995-7755	<b>14.12.1995-7809</b> <b>06.06.1996-8288</b> <b>20.06.1998-8410</b> <b>20.05.2003-13711</b>			

**ADALAR**

<b>PROVINCE- SUBPROVINCE- LOCATION</b>	<b>SITE TYPE</b>	<b>REGISTRATION NUMBER-DATE</b>	<b>TRANSITION PERIOD CONSTRUCTION DECISIONS DATE-NO</b>	<b>COUNCIL APPROVAL DECISIONS DATE-NO</b>	<b>MUNICIPALITY APPROVAL DECISIONS DATE-NO</b>	<b>APPLICATION</b>
İstanbul-Adalar (All)	Marmara Islands: Natural and Urban Site	31.03.1984-234	16.05.1984-291 17.10.1985-1515  11.02.1998-9775 30.09.1998-10432	25.06.1992-4832 (In 1/5000 scale)	1/5000: 30.06.1994	PLAN



# ANNEX 4.4

This is a summary of the Law No: 2863, revised as Delegated Legislation / 703 valid as of 2<sup>nd</sup> July 2018 providing an outline of the overall text and more detailed précis or full translations of the relevant articles. The final part of the law that comprises of the articles that are no longer affect and explanatory addendums incorporated over time into the full-text of the law are omitted, except for Annex 2, which is relevant for this project.

Law No: 2863 (Different from the No: 5226 Law on the Preservation of Cultural and Natural Assets and the Law for Making Changes in Various Law)

Law on the Preservation of Cultural and Natural Assets No: 2863

Date of Approval: 21/7/1983

Date and number of the Official Gazette, in which this law is printed: 23/7/1983, 18113

Law No: 5226

Law on the Preservation of Cultural and Natural Assets and the Law for Making Changes in Various Law No: Delegated Legislation / 703.

Date of Approval: 2nd July 2018

Date and number of the Official Gazette, in which this law is printed: -

## Part 1- General Judgments

### Aim:

**Article 1:** The aim of this law is to determine the definitions regarding the immovable and movable cultural and natural assets, organize the acts to be taken and procedures to be done, and designate the foundation and duties of the organization, which will be adopting the necessary decisions for application and in principle.

### Scope:

**Article 2:** This law comprises of the issues regarding the immovable and movable cultural and natural assets that must be protected, and the duties and responsibilities of the natural and legal persons.

### Definitions and Abbreviations:

**Article 3:** This article defines the following, according to the law:

- a-1) Cultural assets
- a-2) Natural assets
- a-3) Sites
- a-4) Safeguarding; Protection & Preservation
- a-5) Conservation Area
- a-6) Evaluation (Assessment)
- a-7) Ruins
- a-8) Conservation Development Plan
- a-9) Environmental Arrangement Plan
- a-10) Management Areas
- a-11) Site Management Plans
- a-12) Buffer Zones

**Article 4: The need to inform:**

This article rules that those who have found or possess any information about the existence of movable and immovable cultural goods are responsible with informing the nearest possible Museum Administration, or the local authorities.

**Article 5: The quality of being state property:**

This article denotes that all the immovable and movable cultural and natural assets are also considered as state property, except for the property of the foundations.

**Part 2- The Immovable Cultural and Natural Assets that must be protected:**

**Article 6: Definitions:** This article lists and defines the immovable cultural and natural assets. The listing provided is summarized as follows:

- a) The natural assets that must be preserved and the immovables constructed before the end of the 19<sup>th</sup> century.
- b) The immovables that are constructed after the aforementioned date, but are deemed as worthy of preservation by the Ministry of Culture & Tourism.
- c) The immovable cultural assets, which are in the site zones.
- d) The zones and buildings that have played a historical role in the national history, the National Struggle, and the foundation of the Republic.

**Article 7: Determination and Registration:** This article describes the determination and registration process of the immovable cultural and natural assets.

**Article 8: The authorization to make decisions regarding the Conservation Areas:** This article names the regional preservation councils as entitled to take the decision whether a site is under protection and whether construction and installation of facilities may be done in areas under protection.

**Article 9: The prohibition on illegal intervention and usage:** According to the principles maintained by the Higher Preservation Council, physical and constructional interventions except for those approved by the regional councils cannot be made concerning the cultural and natural sites, conservation areas, and individual assets. The aforementioned property cannot be opened to usage, neither their usage purposes be altered. Extensive repairs, constructions, intervention in maintenance facilities, survey drillings, partial or total destruction; burning, excavating or similar interventions are categorized as constructive and physical interferences.

**Article 10: Authorization and method:** This article bestows the responsibility to take the necessary measures regarding the preservation of the immovable assets under protection upon the Ministry of Culture & Tourism. Though the Ministry of Culture & Tourism lies on top of the authorization and responsibility pyramid, it delegates its mandate to protect movable and immovable assets to various public institutions and bodies. Among them are the Grand National Assembly, the Ministry of Defense, and the General Directorate of the Foundations. The Metropolitan Municipalities, Governorships and District Municipalities authorized by the Ministry of Culture & Tourism are to found offices for preservation & conservation, implementation, and supervision, in which experts of fields like history of art, architecture, city planning, archaeology and engineering.

The municipalities are responsible with the territories within their boundaries and contiguous areas and the governorships with the areas outside these boundaries.

The aforementioned bureaus are responsible with auditing the implementation of plans approved by the regional councils.

**Article 11: Rights and responsibilities**

This article defines the rights and responsibilities of the owners of the immovable cultural and natural assets.

**Article 12: The financial supporting of repair of the immovable cultural and the share of contribution:**

In order to support the cultural and natural assets under possession of natural and legal persons; the Ministry of Culture devotes a certain amount of its budget to financial contributions.

**Article 13: The prohibition of selling or transfer of ownership:** The immovable cultural and natural assets under the possession of the Treasury and other state institutions and organs, can neither be sold nor their possession be transferred to natural and legal persons without the permission of the Ministries of Culture and Tourism.

**Article 14: Usage:** This article places the rights of usage of immovable cultural and natural assets under the authorities of the Ministries of Culture and Tourism.

**Article 15: Expropriation:** This article defines the conditions of expropriation of the immovable cultural and natural assets.

**Article 16: The prohibition on illegal constructions:** This article rules that it is banned to make constructions without obtaining the required licences, permits or permissions in the sites of immovable cultural and natural assets.

**Article 17: The preservation & conservation principles of transition period in sites and the conditions of use, and the Conservation Development Plan:** If a site is declared as under protection, the implementation of existing plans with any kind of scale is halted. Until a Conservation Development Plan is compiled, the preservation principles and the conditions of use are determined by the regional council. If the plans are found appropriate by the preservation regional councils, they are sent to relevant administrative units. These units reply back with listing the cons of the plan, and the regional councils make the final decision. The environmental arrangement plans of archaeological sites are made, commissioned, and approved by the Ministry.

**Article 18: Construction principles:** The categorizations of the immovable cultural assets that need to be preserved are determined by the regional councils after the application of the owners.

When restitution, measured drawings, and restoration of the registered immovable cultural assets are to be made, the presence of restoration architects or architects is mandatory.

This article also specifies the measures to be taken if the aforementioned principles are violated.

**Article 19: The responsibility of the owners to give permission:** The owners of such assets are responsible with facilitating and permitting the experts authorized by the Ministries of Culture and Tourism.

**Article 20: Transport of the immovable cultural assets:** The immovable cultural assets are to be protected in their original places. Under special circumstances, they can be transferred under the conditions specified by the Ministries of Culture and Tourism.

**Article 21: Exceptions and exemptions:** This article lists the exemptions and exceptions applied to the immovable cultural and natural assets; such as exemption from taxation.

**Article 22:** Removed in 1987.

### **Part 3: The movable cultural and natural assets that need to be protected:**

**Article 23: Definition:** This article defines and lists the movable cultural and natural assets that need to be protected.

**Article 24: Administration and surveillance:** This article frames the conditions for the administration and surveillance of movable cultural and natural assets.

**Article 25: Acquisition by the museums:** This article specifies under what conditions and with what kind of procedures the movable cultural and natural assets are acquired by the museums.

**Article 26: Museums, private museums, and collectioners:** This article describes the responsibilities and duties of museums, private museums, and collectioners, as well as the Ministry of Culture and Tourism with respect to each other.

**Article 27: The commerce of cultural assets:** This article lists and frames the conditions for the commerce of the movable cultural assets.

The following articles aim to organize the commerce of movable cultural goods through bringing certain limitations.

**Article 28: The ban naming the place of your residence as your work address**

**Article 29: The control of the commercial centers and warehouses**

**Article 30: The necessity to inform**

#### **Old coins**

The following article is devoted specifically to coins.

**Article 31:** This article is removed in 1987.

**Article 32: The prohibition on taking abroad**

**Article 33: Bringing from abroad**

## **Article 34: Copying**

### **Part 4: Research, surveying, excavating and searching for treasures**

**Article 35: The permission to research, surveying, and excavation:** Only the Ministries of Culture and Tourism can issue to the permission for such acts. The article then goes onto explaining specifically how and under what circumstances these permissions are taken.

**Article 36-The excavations to be done within the owners of the properties:** The excavations, conducted with the purpose of finding cultural assets within their property of immovable cultural assets are subject to special permissions and frameworks.

**Article 37: The procedure of the excavation permission:** This article specifies the special procedures under which the permissions are given.

**Article 38: Whether the permission is transferable:** This article rules that these permissions cannot be transferred.

### **Article 39: The nullification of the permission for research, surveys, and excavations**

### **Article 40: The time spans of the permissions for research, surveys, and excavations**

**Article 41: Transfer of the assets found in the excavations:** All the movable cultural and natural assets found in the excavations must be transferred to the museums specified by the Ministries of Culture and Tourism. The fossils and skeletons found in such excavations can be donated to universities or other institutions specialized in natural history etc.

The following articles elucidate the details regarding limitations over the research, surveys, and excavations

### **Article 42: The liability to compensate damages**

### **Article 43: The right of publication**

### **Article 44: Expenditures**

### **Article 45: Preservation and landscape reorganization**

### **Article 46: Temporary or permanent suspension of research, survey, and excavation**

### **Article 47: Transfer of the facilities**

### **Article 48: Those taking part in the research, survey, and excavation**

### **Article 49: The prohibition on permission for research, survey, and excavation**

**Article 50: Searching for treasures:** This article rules that the permission to search for treasures is issued by the Ministries of Culture and Tourism.

**Part 5: The foundation, duties, authorities and methods of functioning of the Higher and Regional Preservation Councils for the Preservation of Cultural and Natural Assets**

**Article 51:** This article lists the specific duties of the Higher and Regional Preservation Councils for the Preservation of Cultural and Natural Assets. There are three main tasks of this Council:

- a) To determine the principles to be applied in the preservation and the restoration of the immovable cultural and natural assets that need to be protected.
- b) To maintain the necessary coordination among the regional preservation councils.
- c) Evaluating the general problems occurring during implementation and helping the Ministry through providing information.

**Article 52:** This article is removed in 1987.

**Article 53: Membership to the Higher Council:** This article lists the members of the Higher Council that will be representatives of the bodies cited here.

**Article 54: The qualities of the representatives:** This article specifies the qualities that these representatives.

**Article 55: Termination, duration of the membership to the regional and higher councils, and the financial compensation package**

**Article 56:** This article is removed in 1987.

**Article 57: The duties, authorities and the working methods of the Regional Preservation Councils:** This article lists the duties of the regional councils as follows:

- a) Registering the cultural and natural assets determined by the Ministry.
- b) Categorizing the aforementioned cultural assets.
- c) Determining the transition construction conditions of the site zones in three months after their registration.
- d) Inspecting the conservation development plans as well as all the changes implemented upon them and taking necessary decisions.
- e) Determining the preservation & conservation areas of the immovable cultural and natural assets that need to be protected.
- f) Registering the immovable cultural and natural assets that have lost their qualities to exist as such and remove their registration.

g) Taking decisions aimed towards implementation regarding the immovable cultural and natural assets.

**Article 58: Formation of the regional councils:** This article specifies among whom the members of the regional councils can be selected.

**Article 59:** This article is removed in 1987.

**Article 60:** This article is removed in 1987.

**Article 61: The obligation to obey the decisions:** All the public bodies, institutions, natural and legal persons, municipalities have to abide by the decisions of the Higher and Regional Preservation Councils. Any objections to decisions taken by Regional Preservation Councils by state institutions and organizations or natural and legal persons are evaluated by the Ministry and if necessary put on the agenda of Regional Preservation Councils.

**Article 62: The daily allowance and per diem of the members of these councils.**

**Article 63: Regulations regarding the councils.**

**Part 6: Gratifications and punishments to be given to those who have found the cultural assets.**

The following articles frame how those finding out and informing properly the authorities will be rewarded and those who are failing to do so after their discovery are to be punished.

**Article 64: Gratifications.**

**Article 65: Punishments.**

**Article 66: Faking the documents, making false declarations.**

**Article 67: Contradiction with the obligation to report and the prohibition to trade cultural property**

**Article 68: Contradiction with the prohibition to take abroad**

**Article 69: Those who block and reject controls**

**Article 70: Regarding private property.**

**Article 71: Defying the obligations regarding explorations, excavations and drills.**

**Article 72: Regarding the public personnel.**

**Article 73: Regarding the private museums and collectioners.**

**Article 74: Regarding those conducting unauthorized research, surveys and excavations.**

**Article 75: Augmentation of the punishments.**

## **Part 7: Other Provisions and the removed articles that are no longer in use.**

### **Annex article 2: Site management, museum administration and monumental assets**

**council:** In the archaeological sites, site management units are installed. If the place is a national museum, museum administration takes over. In cases of monumental assets, monumental councils are founded.

For the preservation of the urban sites and their buffer zones, their evaluation and development, various municipalities concerned would be involved, under tutelage of the metropolitan municipality, given that the issue concerns more than one municipality. If the preservation issue concerns only one municipality, then the municipality in question is involved. In other cases, the Ministry prepares or commissions a preliminary plan.

With the aim of maintaining coordination in the urban sites and their related environs, a site manager is named by the Ministry. As a part of the management plan, a coordination and supervision committee is set up, led by the site manager.

Similar procedures apply to museum management and immovable cultural assets councils. The Ministry determines authorized persons taking part in management and councils in charge.



# ANNEX 4.5

## REQUIRED DOCUMENTS REGARDING APPLICATIONS TO THE COUNCIL

REASON OF APPEAL										
REQUIRED DOCUMENTS (*)	Appeal Document	Group of Protection	Repair and Maintenance Appeal	Extensive Repair (***)		Functional Change	Joinder and Allotment	Housing Authorization	Tax Exemption	
				Approved RLV	Restitution and Restoration Approval					
Application (In cases of applications other than the owner(s) Procuration)	X	X	X	X	X	X	X	X	X	X
Photograph Album (**)	X	X	X	X	X	X	X	X		X
Ownership Documents (land register or other)	X	X	X	X	X	X	X	X	X	X
Cadastre				X	X		X			X
Reconstruction State	X		X	X	X	X	X			X
Cadastral Plot	X	X	X	X	X	X	X	X		X
Present Plot	X	X	X	X	X	X	X	X		X
Reconstruction Plan	X	X	X	X	X	X	X	X		X
Site Plot										X
Municipal Council Decision							X			
Referenced Sketch				X	X	X	X			
Leveled Section				X	X	X				X
Construction Plan				X	X	X				
Document of Registration of the Bureau of the Architect (Current Year)				X	X	X				X
Measured Drawing and Technical Report					X	X				
Restoration Project and Technical Report					X	X				
Technical Report Denoting Congruity with the Approved Project								X		
Preliminary Project and Technical Report (with drawings showing also the surroundings)										X
CD with Project Designs				X	X					X

\*The originals of the documents, the notary approved versions, or the versions approved by the related establishments; on the plans and maps, the citation of the approval date and the plan name.

\*\*Adequate number of photographs that presents the plot and its environs; in addition if there are any other registered buildings in the plot, the interior and the exterior photographs of the building and its detailed photographs. (with the album in which the shooting directions are marked).

\*\*\*The measured drawing restitution, and the restoration projects must be prepared according to the **05.11.1999 dated Number 660 Keynote Decision**; the projects which are for future application, such as the preliminary project, restoration project should be communicated through the related municipality together with the situation opinion of the municipality regarding the reconstruction situation. Moreover, all the projects submitted to the Council must be in the CD format.

# ANNEX 5

## Section 1. Sensitivities and Potential Impacts;

### 1. Sensitive Elements and Vulnerability of the Side

Are there any surface waterbody (seasonal, stream, lake, pond, wetland, estuarine or marine environment) close or in the construction area?

---

Are there any sensitive habitats (i.e. wetlands, biogenetic reserves, nature protection Areas, Wildlife Protection and Development Areas, estuarine or marine environment, etc.) close or in the operation area (i.e. construction area, service areas and service roads)?

---

Important Nature Conservation Sites (e.g. Important Bird Area-IBA, Important Plant Area (IPA), Inland Fish Reserve located in Istanbul ([www.sifiryokolus.org](http://www.sifiryokolus.org));

- West Istanbul Pastures
- Bosphorous
- Buyukcekmece Lake
- Kilyos Dune
- Kucukcekmece Watershed
- Omerli Watershed
- Pendik Valley
- Princess Islands
- Sahilkoy-Şile Coasts
- Terkos Watershed

Important Forest Areas located in Istanbul ([www.wwf.org.tr](http://www.wwf.org.tr));

- Terkos Forest (Terkos Kasatura Coast)
- Belgrad Forest
- Omerli Watershed Forests

Is there any area of recreational use, with tourism value or with particular landuse value close or in the operation area (i.e. construction area, service areas and its service roads)?

---

Is the construction site located in a high groundwater table area?

---

Is the construction site located in an area with sensitive geological formation (i.e. karstic area, area with landslide risk, etc.)?

---

Is the construction site located in an area with high environmental stresses (i.e. Pollution Sensitive Area, etc.) and particular vulnerability against environmental pollution or stresses (conservation area of a drinking water supplying dam, in the vicinity of wells used for drinking water abstraction, fish spawning area, etc.)?

---

## 2. Potential Impacts

What are the processes and elements that can cause significant noise and vibration levels as a result of construction activities, including service and warehouse areas, access roads within the construction site?

---

The list of the regulations to be followed for the determination of upper and lower noise and vibration limits for environment and occupational health protection is as follows, but not limited to;

- Regulation on Assessment and Control of Ambient Noise
- Noise Regulation
- Vibration Regulation

What are the factors that can cause a significant amount of dust generation within the construction area such as service, warehouse areas, access roads and as a result of construction activities such as demolition, excavation, filling, construction traffic?

---

The list of the regulations to be followed for the determination of upper and lower air pollutant limits for environment and occupational health protection is as follows, but not limited to;

- Regulation on Air Quality Control Regulation
- Regulation on Health and Safety Measures to be taken during works with Asbestos

In the infrastructure services of the parts of the construction activities that are still in use, such as the surrounding settlements or the facilities under construction; water, electricity, natural gas etc. Is it expected to cause any interruptions or disruptions?

Is there any construction activity that might induce erosion impact in the surrounding land of the construction area?

Is there a need for additional storage space, equipment or installations for the management of wastewater and solid wastes that are expected to be released during construction works?

Are solid wastes, excavation storage areas and material storage areas specified in the mobilization plans prepared by the contractor?

---

The waste water and solid waste estimated to be produced from the construction activities and from any construction camps should be taken under consideration and requirement for additional septic tanks, solid waste containers, temporary solid waste storage areas for different types of solid waste, wastewater or solid waste transport vehicles, etc. should be evaluated particularly for the cases where the existing facilities are not sufficient for the handling and discharge/disposal of the project related wastewater and solid waste.

\* See Section 2- Checklist for Hazardous Materials & High Risk Areas for detailed assessment for Hazardous Wastes and Recyclables to be considered

Related Turkish Regulations:

- Waste Management Regulation
- Water Pollution Control Regulation
- Regulation on Monitoring of Surface and Groundwaters
- Regulation on Control of Packaging Waste

Have traffic management, alternative access and routes been established in order not to disrupt the traffic on the roads that may be affected by construction activities and not to harm the pedestrians using the roads?

Are construction activities expected to have socio-economic impacts (visual impacts, impacts on recreational and economic activities, etc.)?

\* See Section 3- Checklist for Cultural and Historical Elements for detailed assessment for socio-economic elements that are of particular significance.

## Section 2. Environmental Pollution Control, Hazardous Substances and High Risk Areas;

### 1. Asbestos

What actions will be taken to disassemble and dispose of asbestos in the building to be demolished, which will be carried out by an asbestos analysis institution accredited by the Turkish Accreditation Agency (TURKAK)?

Potential ACM are;

- HVAC system (Duct, pipe and joint insulation, boiler insulation, cooling towers, lining and mortar, fire brick, fire-proofing materials, flexible fabric connectors, mastic/adhesives (floor tile, carpet, etc.), grout and felt paper under hardwood floors)
- Electrical System (Insulators, spark arrestors and transite panels in electrical boxes, wiring insulation, ducts/conduits and light fixtures)
- Interior Walls (Wall plaster, joint compound, patches, textured paint, other spray-applied materials, transite wallboard and fire doors)
- Exterior Walls (Window putty/glazing, mortar, siding, stucco, and fire doors.)
- Roofing (Roofing shingles, roofing felts, tar-type coatings -often around vents, chimneys, etc., flashings, all flat roofs and multiple layers.)
- Ceilings (Tiles, tile adhesives, textured paint, wall plaster, joint compound, patches, other spray applied materials and transite wallboard. Spaces above ceilings should also be checked)
- Plumbing (Pipe wrap, pipe joints, etc.)
- Flooring (All sizes of vinyl floor tile, asphalt floor, flooring backing, linoleum)
- Insulation (Spray-applied and block ceiling/wall)
- Miscellaneous (Fire curtains and blankets, laboratory hoods/tabletops, blackboards, Elevator equipment panels, elevator brake shoes, etc.)

### 2. Lead

(Lead plumbing and lead-based paint are commonly found in many older buildings.)

Is exposure to any lead based or lead containing material of concern?

Possibility of exposure and handling to the following should be checked;

- Lead Based Paint (Woodwork, metal equipment, interior/exterior uses)
- Lead flashing molds and roof vents
- Lead pipes and solder
- Lead-Acid Batteries (Lighting, exit signs, security systems)

### 3. Mercury

Is removal or replacement of Mercury containing media or instrument required?

Potential Mercury containing elements are;

- Heating, ventilating and air-conditioning systems and appliances controlling a variety of switch functions such as temperature, water pressure, air pressure, on/off, and flow control such as thermostats, switches for air handling units, pneumatic control switches, float or level controls, similar switches.
- Several types of lights such as fluorescent Lights, Neon, etc.

#### 4. CFC, Halons and other Refrigerants

Is there any possibility to remove or replace of any ODS (Ozone-depleting substance) containing media or instrument required?

---

Note that; CFCs and HCFCs are commonly found in refrigeration and air conditioning equipment and Halons are used in portable and installed fire control equipment.

#### 5. PCB's

Is there any possibility to disassemble or replace components containing a printed circuit board (PCB)?

---

For electrical devices manufactured prior to 1978, it is safe to assume that they contain PCBs and handle accordingly. The potential PCB containing instruments are;

- Transformers, Capacitors (appliances, electronic equipment)
- Heat Transfer Equipment
- Light Ballasts, Sumps or oil traps in maintenance and industrial facilities

#### 6. Other hazardous chemical or waste

Any hazardous chemicals that may be found or occur within the construction site; Are there pesticides, heavy metals, corrosive, oxidizing, toxic, flammable, explosive, irritating, carcinogenic, mutagenic, teratogenic chemicals and storage areas?

---

Would the dismantling, deconstruction, demolition and subsequent construction works produce other type of hazardous wastes (waste oil, waste paints, paint thinners and solvents, batteries, etc.)?

---

#### 7. Infection Risk

An environment with a danger of infection for employees, medical waste, etc. Will there be or will there be contact? What measures will be taken for this?

---

Would the construction and demolition activities cause infection risk for the workers, residents, users, surrounding residents or risk on public health?

---

\* See Section 4- Checklist and Plan for Hygiene at Health Facilities for more detailed preliminary assessment for Infection Risk that might arise at medical facilities.

#### 8. Fire Risk

Are there any fire and explosion hazard containing elements located within the construction area?

---

Are construction and demolition activities expected to cause an increased risk of fire and explosion? If so, describe the process to be addressed.

---

Recyclables;

### 1. Recyclable Materials

What are the recyclable materials expected to be produced in large quantities and not classified as hazardous waste? Please describe the types of waste.

Are there any recyclable materials in hazardous nature (such as batteries, etc.)?

## Section 3. Cultural and Historical Elements;

### 1. Sensitivity of the Building and Site?

Is the building of concern classified as cultural and natural asset (retains the properties identified in Cultural and Natural Assets Conservation Law No: 2863)?

According to Cultural and Natural Assets Conservation Law No: 2863 Article 6, the cultural and natural assets to be protected are;

- The natural assets under protection
- Immovables constructed before the end of the 19th century.
- Immovables constructed after the aforementioned date, but are deemed as worthy of preservation by the Ministry of Culture & Tourism.
- Immovable cultural assets located within the conservation sites.
- The areas and buildings that had a historical role in the national history, the National War, the foundation of the Republic or used by Mustafa Kemal Atatürk.

(If any)What is the protection status of the building?

Historical and cultural assets classified as one of the below;

- Monument,
- Relics,
- Military,
- Administrative,
- Religious,
- Industrial - commercial
- Cemetery,
- War cemetery,
- Natural,
- Cultural,
- Civil Architecture Model

(Ref: <https://www.ktb.gov.tr/>)

What is the protection degree (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>) of the building?

What types of documents are required by the Cultural and Natural Assets High Council of Protection and other protection authorities (Regional Conservation Council, Conservation, Implementation and Inspection Office - *KUDEB*, etc.)?

The Regional Protection Boards (RPB) in Istanbul and the administrative regions of these boards are as follows;  
**Istanbul 1. RPB:** Arnavutköy, Avcılar, Bağcılar, Bahçelievler, Bakırköy, Başakşehir, Bayrampaşa, Beylikdüzü, Büyükçekmece, Çatalca, Esenler, Esenyurt, Eyüp, Gaziosmanpaşa, Güngören, Küçükçekmece, Silivri, Sultangazi (except for the renovation areas in Eyüp District)

**Istanbul 2 RPB:** Beyoğlu, Şişli (except for the renovation areas in Beyoğlu District)

**Istanbul 3rd RPB:** Beşiktaş, Sarıyer, Kağıthane

**Istanbul 4. RPB:** Fatih, Zeytinburnu Districts

**Istanbul 5. RPB:** Islands, Ataşehir, Çekmeköy, Kadıköy, Kartal, Maltepe, Pendik, Sancaktepe, Sultanbeyli, Tuzla, Ümraniye (except for the renovation areas in Tuzla)

**Istanbul 6. RPB:** Beykoz, Şile, Üsküdar

The documents required for the relevant permits are specified in the Regulation on the Establishment, Permit, Working Procedures and Principles of Protection, Implementation and Inspection Offices, Project Offices and Training Units.

(Ref: <https://korumakurullari.ktb.gov.tr/>)



## 2. Sensitivity of the Area?

Is the building located within an area with historical or cultural value or on the parcel next to a parcel designated as cultural asset?

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What is the protection status of the area?

---

If it is included in any of the historical or cultural sites or asset classes specified in the list below;

- Urban site,
- Archaeological site,
- Historical site,
- Natural protected area

(Ref: <https://www.ktb.gov.tr/>)

If the region is in a protected area, what is the protected area degree of this area (1st, 2nd, 3rd)?

---

Archaeological sites, historical sites, urban sites, natural sites, TC. Consisted in accordance with the Principles of the High Council for the Protection of Cultural and Natural Assets;

- Archaeological sites, protection and usage conditions (Principle Decision dated 05.11.1999)
- Conditions for the protection and use of historical sites (Principle Decision dated 16.01.2014)
- Urban sites protection and usage conditions, Policy Decision dated 25/01/2017)
- Urban Archaeological Sites, Conservation and Usage Conditions Policy Decision (Principle Decision dated 15.04.2005)
- Natural (Natural) Sites Protection and Use Conditions (Principle Decision dated 19/6/2007)

With allowed and disallowed applications are reported by defining them.

## 3. Risk Associated with Activities?

Are activities expected to require substantial excavation and backfilling and to generate vibration and noise? (Activities that may cause such effects; demolition and/or excavation activities of a reinforced concrete structure using explosives, etc.)

---

Are the activities expected to cause socio-economic impacts in areas of commercial, economic, cultural, recreational and touristic importance? (The activities that may cause such effects are as follows; heavy transportation, excavation and mortar construction activities that have negative effects such as noise, ugly appearance, pollution in the constructions carried out in touristic areas)

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Are the service areas (borrow pits, access roads, equipment/vehicle service areas, storage areas, etc.) used for material supply and similar purposes located in an area with historic and cultural value?

---

Is it possible to encounter archaeological and historical remains of cultural or religious importance during construction works? What processes will take place if found?

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# ANNEX 6

## IPCU Complaint Handling Policy

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### 1- Introduction

#### 1.1 Purpose

This policy expresses the guidelines of managing grievances, complaints, suggestions from third parties; public, IPCU related parties' employees to ensure that all comments, suggestions, objections received to handle appropriately, fairly, efficiently and effectively.

The non-conformances if any, corrective actions, responsible parties and close-out dates will be identified and recorded in track list,

Then the complaints, suggestions will be distributed to the related departments in order to take necessary actions.

Remedial action plan will be recorded in tract list and followed.

When complaint is closed, closing date shall be recorded in the same list.

Our complaint management system is intended to:

- enable us to respond to issues raised by people making complaints, suggestions and comments in a timely and cost-effective way (for instance via e-mail: [info@ipkb.gov.tr](mailto:info@ipkb.gov.tr))
- boost public confidence in our administrative process, and
- provide information that can be used by us to deliver quality improvements ISMEP activities
- This policy provides guidance to our staff and people who wish to make a complaint on the key principles and concepts of our complaint management system.

#### 1.2 Scope

This policy applies to all employees receiving or managing complaints from the public made to or about us, regarding ISMEP activities to resolve complaints effectively.

Staff grievances, code of conduct complaints (for local councils) and public interest disclosures are separate mechanisms.

#### 1.3 Organisational commitment

This organisation expects people at all levels to be committed to fair, effective and efficient complaint handling. The following table outlines the nature of the commitment expected from staff/public and the way that commitment should be implemented.

Who	Commitment	How
Director of IPCU	Promote a culture that values complaints and their effective resolution	<p>Report publicly on IPCU's complaint handling.</p> <p>Provide adequate support and direction to key staff responsible for handling complaints.</p> <p>Regularly review reports about complaint trends and issues arising from complaints.</p> <p>Encourage all staff to be alert to complaints and assist those responsible for handling complaints resolve them promptly.</p> <p>Encourage staff to make recommendations for system improvements.</p> <p>Recognise and reward good complaint handling by staff.</p>
Deputy Director responsible for complaint handling	Establish and manage our complaint management system.	<p>Train and empower staff to resolve complaints promptly and in accordance with IPCU's policies and procedures.</p> <p>Encourage staff managing complaints to provide suggestions on ways to improve the organisation's complaint management system.</p> <p>Encourage all staff to be alert to complaints and assist those responsible for handling complaints resolve them promptly.</p>
Staff whose duties include complaint handling	Demonstrate exemplary complaint handling practices	<p>Treat all people with respect, including people who make complaints.</p> <p>Follow the applicable legislation</p> <p>Assist people make a complaint, if needed.</p> <p>Comply with this policy and its associated procedures.</p> <p>Keep informed about best practice in complaint handling.</p> <p>Provide feedback to management on issues arising from complaints.</p> <p>Provide suggestions to management on ways to improve the organisation's grievance management system.</p> <p>Implement changes arising from individual complaints and from the analysis of complaint data as directed by management.</p>

All staff	Understand and comply with IPCU's complaint handling practices.	<p>Treat all people with respect, including people who make complaints.</p> <p>Be aware of IPCU's complaint handling policies and procedures.</p> <p>Assist people who wish to make complaints access the IPCU's complaints process.</p> <p>Be alert to complaints and assist staff handling complaints resolve matters promptly.</p> <p>Provide feedback to management on issues arising from complaints.</p>
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## 2- Terms and Definitions

### Who we are?

#### **IPCU - Republic Of Turkey Istanbul Governorship Project Coordination Unit**

Istanbul Seismic Risk Mitigation and Emergency Preparedness Project (ISMEP) is governed by the Istanbul Project Coordination Unit which is established in 2006 under the Governorship of İstanbul. ISMEP is the first risk mitigation project of Turkey with its studies on what to do before, during and after a potential earthquake in İstanbul.

As Istanbul Project Coordination Unit (IPCU), we aim to form a basis for a safe and secure tomorrow. Under the Istanbul Seismic Risk Mitigation and Emergency Preparedness Project (ISMEP) we started in 2006 with “we are strengthening our future” slogan, we are working to reduce the loss of life and property in a possible earthquake in Istanbul.

While identifying and producing solutions for İstanbul's earthquake and disaster preparedness, it is aimed that the standards and methods applied in the project implementation will provide the desired quality.

#### **Our Vision**

To strengthen the future of World City İstanbul in full cooperation with the community and related stakeholder institutions by creating a pioneering, effective, sustainable structure in the risk mitigation studies.

#### **Our Mission**

As Istanbul Project Coordination Unit (IPCU), we aim to form a basis for a safe and secure tomorrow. Under the Istanbul Seismic Risk Mitigation and Emergency Preparedness Project (ISMEP) we started in 2006 with “We Reinforce Our Future” slogan, we are working to reduce the loss of life and property in a possible earthquake in İstanbul.

#### **Contact detail:**

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#### **Complaint**

Expression of dissatisfaction made to or about us, the ISMEP activities, related parties and staffs the handling of a complaint where a response or resolution is explicitly or implicitly expected or legally required.

A complaint covered by this Policy can be distinguished from:

- staff grievances
- public interest disclosures made by our staff

- code of conduct complaints against ethical principles [Istanbul Project Coordination Unit Ethical Behavior Principles and Ethics Commission Directive]
- responses to requests for feedback about the standard of our service provision [see the definition of ‘feedback’ below]
- reports of problems or wrongdoing merely intended to bring a problem to our notice with no expectation of a response [see definition of ‘feedback’]

### **Complaint management system**

All policies, procedures, practices, staff, hardware and software used by us in the management of complaints.

### **Suggestion**

An idea or plan put forward for consideration.

### **Dispute**

An unresolved complaint escalated either within or outside of our organisation.

### **Feedback**

Opinions, comments and expressions of interest or concern, made directly or indirectly, explicitly or implicitly, to or about us, related parties and staffs or complaint handling where a response is not explicitly or implicitly expected or legally required.

### **Policy**

A statement of instruction that sets out how we should fulfill our vision, mission and goals.

### **Procedure**

A statement or instruction that sets out how our policies will be implemented and by whom.



### **People focus**

We are committed to seeking and receiving feedback and complaints about ISMEP activities to resolve complaints.

All grievances, complaints, suggestions have been recorded, assessed, tracked and clarified within a reasonable time frame (**3 working days**)

People making complaints will be:

- provided with information about our complaint handling process
- provided with accessible ways to make complaints
- listened to, treated with respect by staff and actively involved in the complaint process where possible and appropriate, and
- provided with reasons for our decision/s and any options for redress or review.

### **No detriment to people making complaints**

We will take all reasonable steps to ensure that people making complaints are not adversely affected because a complaint has been made by them or on their behalf.

### **Anonymous complaints**

We accept anonymous complaints and will carry out an investigation of the issues raised where there is enough information provided.

**Accessibility**

We will ensure that information about how and where complaints may be made to or about us or related parties are well publicised.

We will ensure that our systems to manage complaints are easily understood and accessible to everyone, particularly people who may require assistance.

If a person prefers or needs another person or organisation to assist or represent them in the making and/ or resolution of their complaint, we will communicate with them through their representative if this is their wish. Anyone may represent a person wishing to make a complaint with their consent (e.g. advocate, family member, legal or community representative, member of Parliament, another organisation).

## 3.2 Respond to complaints

### Early resolution

Where possible, complaints will be resolved contact with IPCU as soon as possible.

### Responsiveness

We will promptly acknowledge receipt of complaints.

We will assess and prioritise complaints in accordance with the urgency and/or seriousness of the issues raised.

If a matter concerns an immediate risk to safety or security the response will be immediate and will be escalated appropriately.

We are committed to managing people's expectations, and will inform them as soon as possible,

of the following:

- the complaints process
- the expected time frames for our actions
- the progress of the complaint and reasons for any delay
- their likely involvement in the process, and
- the possible or likely outcome of their complaint.

We will advise people as soon as possible when we are unable to deal with any part of their complaint and provide advice about where such issues and/or complaints may be directed (if known and appropriate).

We will also advise people as soon as possible when we are unable to meet our time frames for responding to their complaint and the reason for our delay.

### Objectivity and fairness

We will address each complaint with integrity and in an equitable, objective and unbiased manner.

We will ensure that the person handling a complaint is different from any staff member whose conduct or service is being complained about.

Conflicts of interests, whether actual or perceived, will be managed responsibly. In particular, internal reviews of how a complaint was managed will be conducted by a person other than the original decision maker.

### Responding flexibly

Our staff are empowered to resolve complaints promptly and with as little formality as possible. We will adopt flexible approaches to service delivery and problem solving to enhance accessibility for people making complaints and/or their representatives.

We will assess each complaint on its merits and involve people making complaints and/or their representative in the process as far as possible.

## **Confidentiality**

We will protect the identity of people making complaints where this is practical and appropriate.

Personal information that identifies individuals will only be disclosed or used by the IPCU as permitted under the relevant privacy laws, secrecy provisions and any relevant confidentiality obligations.

### **3.3 Manage the parties to a complaint**

#### **Complaints involving multiple agencies**

Where a complaint involves multiple organisations, we will work with the other organisation/s where possible, to ensure that communication with the person making a complaint and/or their representative is clear and coordinated.

Subject to privacy and confidentiality considerations, communication and information sharing between the parties will also be organised to facilitate a timely response to the complaint.

Where a complaint involves multiple areas within our organisation, responsibility for communicating with the person making the complaint and/or their representative will also be coordinated.

Where our services are contracted out, we expect contracted service providers to have an accessible and comprehensive complaint management system.

We take complaints not only about ISMEP activities, our/related employees but also the actions of service providers.

#### **Complaints involving multiple parties**

When similar complaints are made by related parties we will try to arrange to communicate with a single representative of the group.

#### **Managing unreasonable conduct by people making complaints**

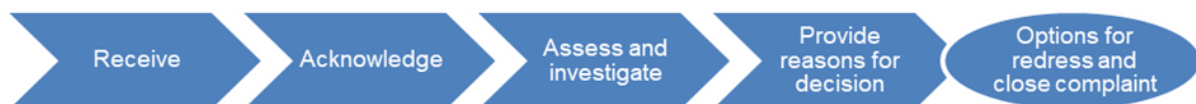
We are committed to being accessible and responsive to all people who approach us with feedback or complaints. At the same time our success depends on:

- our ability to do our work and perform our functions in the most effective and efficient way possible
- the health, safety and security of our staff, and
- our ability to allocate our resources fairly across all the complaints we receive.

When people behave unreasonably in their dealings with us, their conduct can significantly affect the progress and efficiency of our work.

As a result, we will take proactive and decisive action to manage any conduct that negatively and unreasonably affects us and will support our staff to do the same in accordance with this policy.

## **4- Complaint management system**



- Any information, request, complaint, suggestions, feedback  
phone: +90 (216) 505 55 00 e-mail: info@ipkb.gov.tr

### **4.1 Introduction**

When responding to complaints, staff should act in accordance with our complaint handling procedures as well as any other internal documents providing guidance on the management of complaints.

Staff should also consider any relevant legislation and/or regulations when responding to complaints and feedback.

The 4 key stages in our complaint management system are set out below.



#### **4.1 Receipt of complaints**

Unless the complaint has been resolved at the outset, we will record the complaint and its supporting information. We will also assign a unique identifier to the complaint file.

The record of the complaint will document:

- the contact information of the person making a complaint
- issues raised by the person making a complaint and the outcome/s they want
- any other relevant and
- any additional support the person making a complaint requires.

#### **4.2 Acknowledgement of complaints**

We will acknowledge receipt of each complaint promptly, and preferably within **3 of working days**.

Consideration will be given to the most appropriate medium (e.g. email, letter) for communicating with the person making a complaint.

#### **4.3 Initial assessment and addressing of complaints**

##### **Initial assessment**

After acknowledging receipt of the complaint, we will confirm whether the issue/s raised in the complaint is/are within our control. We will also consider the outcome/s sought by the person making

a complaint and, where there is more than one issue raised, determine whether each issue needs to

be separately addressed. While determining how a complaint will be managed, we will consider:

- How serious, complicated or urgent the complaint is
- Whether the complaint raises concerns about people's health and safety
- How the person making the complaint is being affected
- The risks involved if resolution of the complaint is delayed, and
- Whether a resolution requires the involvement of other organisations.

##### **Addressing complaints**

After assessing the complaint, we will consider how to manage it. To manage a complaint we may:

- Give the person making a complaint information or an explanation
- Investigate the claims made in the complaint.

We will keep the person making the complaint up to date on our progress, particularly if there are any delays. We will also communicate the outcome of the complaint using the most appropriate medium. Which actions we decide to take will be tailored to each case and take into account any statutory requirements.

#### **4.4 Closing the complaint, record keeping, redress and review**

We will keep comprehensive records (for instance track list) about:

- How we managed the complaint
- The outcome/s of the complaint (including whether it or any aspect of it was substantiated, any recommendations made to address problems identified and any decisions made on those recommendations, and
- Any outstanding actions that need to be followed up.

We will ensure that outcomes are properly implemented, monitored and reported to the complaint handling management.

## **5- Accountability and learning**

### **5.1 Analysis and evaluation of complaints**

We will ensure that complaints are recorded in a systematic way so that information can be easily retrieved for reporting and analysis.

Regular reports will be run on:

- the number of complaints received
- the outcome of complaints, including matters resolved at the frontline
- issues arising from complaints
- systemic issues identified,

Regular analysis of these reports will be undertaken to monitor trends, measure the related staff and make improvements.

Both reports and their analysis will be provided to IPCU's Director and Deputy Director for review.

### **5.2 Monitoring of the complaint management system**

We will continually monitor our complaint management system to:

- ensure its effectiveness in responding to and resolving complaints, and
- identify and correct deficiencies in the operation of the system.
- Monitoring may include the use of audits, complaint satisfaction surveys and online listening tools and alerts.

## ANNEX 7

<b>Site:</b>				
<b>Name of the site engineer</b>				
<b>Name of the site environmental engineer</b>				
<b>Name of the supervising engineer</b>				
<b>Works started (date):</b>				
<b>Number of days the environmental engineer is on site per month?</b>				
<b>Permits:</b>		<b>yes / no</b>	<b>comment</b>	
	Is there a valid Demolition license?			
	Is there a valid Building License?			
	Is the location in accordance to the Water Pollution Protection Zones as determined and defined by Istanbul Water and Sewerage Administration?			
	Is there available Emergency Plan, consulted with the District Municipality or/and Istanbul Metropolitan Municipality?			
	Availability of Building Design and and As-Built Drawings,			
<b>Issue</b>	<b>Mitigation measure</b>	<b>monitoring</b>	<b>compliance (yes / no)</b>	<b>comment</b>
<b>Air Quality</b>				
<i>Dust emissions; during retrofitting or demolition activities would be minor and temporary.</i>	Dust prevention measures and good house keeping practices such as water spraying to prevent dust and use of curtains and screening of the construction area.	visual and continuous		

	Use of masks, work gloves and clothes by workers.	visual and continuous		
	All vehicles delivering dusty construction materials to the site or removing debris will be enclosed and covered to prevent release of dust.	visual and continuous		
<i>Vehicle exhaust emissions; carbon monoxide (CO), nitrogen oxides (NO<sub>x</sub>), sulphur oxides (SO<sub>x</sub>) and fugitive hydrocarbons.</i>	Selection and use of vehicles/engines with appropriate emission control technologies and equipment.	attests and valid permit		
	Maintaining of all vehicles and equipment engines and exhaust systems in order not to breach Regulation limits set for that vehicle/equipment type and mode of operation.	attests and valid permit		
<b>Noise and Vibration</b>				
<i>Equipment and delivery vehicles used during retrofitting or demolition activities would generate noise and vibration. Temporary increases in noise and vibration levels along truck delivery routes would also occur.</i>	To ensure the use of noise /vibration control techniques on noisy and vibratory equipment such as use of machines equipped with appropriate mufflers also located appropriately	visual and continuous		
	To ensure that noise emissions / vibration frequency and speed from the site do not result in accordance of Turkish threshold values. Operating times limited to normal working hours (8 - 17h) to be determined with due sensitivity to the citizens private life (such as, working on weekends near schools, hospitals, mosques, churches praying times)	auditory and continuous		

	In the event of night-time working or working over the weekend, working hours will be discussed and agreed with the relevant authorities and after consultation with nearby communities.	agreement with relevant authorities reached		
	In case night or weekend operations are deemed necessary and the noise and vibration levels would be high, public will be informed 1 week in advance.	announcement done		
<b>Transportation</b>				
	Washing of tires when necessary to prevent mud on the roads. Public will be informed of alternative routes 1 week in advance.	visual and continuous		
	Use of trucks with covered dumpers	visual and continuous		
	Optimal use of alternative roads to prevent disturbance to the visitors and residents.	visual and continuous		
<b>Waste Management</b>				
<i>Retrofitting and demolition activities are one of the largest sources of waste.</i>				
<i>Demolition Debris Handling</i>	Separate and store demolition waste from the rest of the waste	visual and continuous		
	Separate recyclable fractions (like metal) from demolition waste	visual and continuous		
	Obtain certificate on Construction and Demolition waste from Istanbul Metropolitan Municipality	certificate		
	Keep track recording on waste disposal in construction diary and keep certificates of disposal from landfill	construction diary and certificates		

	Provide storage, transportation and disposal activities in accordance with the current regulation.	visual and continuous		
<i>Hazardous Waste Handling</i>	Define types of potential hazardous waste to be handled during retrofitting in accordance with the Regulation.	visual and continuous		
	Separate and store different types of hazardous waste from the rest of the waste	visual and continuous		
	Keep track recording on waste disposal in construction diary and keep certificates of disposal from authorized company for hazardous waste management	certificates and construction diary		
	Obtain agreement with the authorized company for hazardous waste management	agreement		
	Provide handling, storage, transportation and disposal/destruction activities in accordance with the regulation.	visual and continues		
<i>Handling Medical Wastes (relevant for hospitals retrofitting)</i>	Hospital Management will make plans regarding the collection, storage, and disposal of medical wastes, and provide the necessary training for the staff in charge.	confirm that this is done with hospital management		
	Hospital management will take necessary measures for continuous management of medical wastes during retrofitting activities , if hospital services are continuing.	confirm that this is done with hospital management		
<i>Handling Asbestos Containing Material</i>	Consult the owner/manager of the building for possible existing material containing asbestos (It is envisaged that design drawings and specification will provide input for this issue.)			

	Prepare a Plan for handling the asbestos containing material in accordance with the Regulation.	plan		
	Make the necessary arrangements for ultimate disposal of asbestos containing materials in licensed hazardous waste disposal sites such as IZAYDAS.	contracts		
	Execute mitigation measures during retrofitting activities in accordance with this Plan.	visual		
<b>Public Safety</b>				
	Is the object being retrofitted vacant?			
	Entrance of public to the construction site will be prevented by using warning signs and lights, and barriers, fences etc.			
<b>Waste Water (Point/Non Point) Handling</b>				
	To prevent any water pollution due to construction activities contractor will provide facilities for discharge of wastewater and/or spill erosion during construction;			
	Either to city sewerage system (if available) directly, or	visual		
	Through portable toilets	visual and disposal certificates		
	Through septic tanks to be constructed in sufficient capacity, and periodically evacuated.	visual		

	Additional necessary precaution shall be taken to prevent the pollution of nearby water courses by the wastewater resulting from construction activities.	visual		
<b>Other issues</b>				
<b>Inspection visits</b>	<b>when and which inspection</b>	<b>conclusion</b>		
<b>Complaints from the public</b>	<b>when and why</b>	<b>action taken</b>		
<b>date of the report</b>	<b>place</b>	<b>signature</b>		