

# **BOLU CEMENT INDUSTRY INC**



## **UNITED NATIONS GLOBAL COMPACT**

### **Progress Declaration**

**(COP)**

**2011**



**BC** BOLU  
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# INTRODUCTION TO BOLU CEMENT INDUSTRY INC



## INTRODUCTION TO BOLU CEMENT INDUSTRY INC

As a result of an idea generated by the Board of Management of Bolu Chamber of Commerce in 1967, it was decided to establish a factory in Bolu and the works were started in this direction. In 5 August, 1968, Bol-Bak Food Industry Commerce Inc, Kamil Bilgihan, Nazım Adasal, Mustafa Çizmecioglu, Istanbul Bank and Bolu Karaköy legal entity established Bolu Cement Industry Inc as founders with the investment of 500.000 TL.

Bolu Cement carries on its business in an area including Central Anatolian Region, Western Black Sea Region and Marmara region where the 35 per cent of the Turkish population lives. Having been following the technological developments on the sector since it was established with the purpose of maintaining its business effectively for the global competition and for the changing needs, Bolu Cement continued its additional investments of renovation and modernization that are debottlenecking in parallel with these developments.



## INTRODUCTION TO BOLU CEMENT INDUSTRY INC

Bolu Cement Industry Inc, the main production area of which is cement, is a company that ranks among the first 500 companies and has an important market share in its sector.

The shares of Bolu Cement Industry Inc has been traded with the symbol “BOLUC” in IMKB since 30 January, 1986.

### **OUR MISSION**

To provide sustainable profitability by working efficiently, actively and considerately for the society and environment with the sense of high responsibility

### **OUR VISION**

To be a confidential, leading and recognized company which expands the use of cement and plays an active role in the country market.

### **OUR VALUES**

Creativity, transparency, honesty, participation, competitiveness, respect for the people and the environment, prosperity of customers and employees, oyak culture.

## **GLOBAL COMPACT CONTINUATION OF SUPPORT DECLARATION**

Creativity, transparency, honesty, participation, competitiveness, respect for the people and the environment, prosperity of customers and employees, perfection and oyak culture are the indispensable values of Bolu Cement Industry Inc.

In accordance with the values above, Bolu Cemen Industry Inc conducts its business putting the “human” in the first place and targets to be a symbol of prestige for its associates, allotees, employees, suppliers, opponents, environment, society and people.

As a confirmation of the importance and support given to these subjects, Bolu Cement Industry Inc signed United Nations Global Compact and promised to make the principles of human rights, labor force, environment and prevention of illegality a part of the organization strategies, culture and daily ongoing practice.

The “Progress Report” ,which includes the works carried out within the frame of 10 principles, will be shared with public via the website of OYAK Cement in order to support social responsibility and transparency.

We quarantee that we will continue acting in accordance with the principles of Global Compact as we did until today.

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Kemal DOĞANSEL

GENERAL MANAGER OF BOLU CEMENT INDUSTRY INC

## HUMAN RIGHTS

Principle 1: Companies should support and show respect to human rights which have international validity.

Principle 2: Companies should take the necessary precautions in order not to be a part of human rights abuse.

### BOLU CEMENT INDUSTRY INC SOCIAL RESPONSIBILITY POLICY

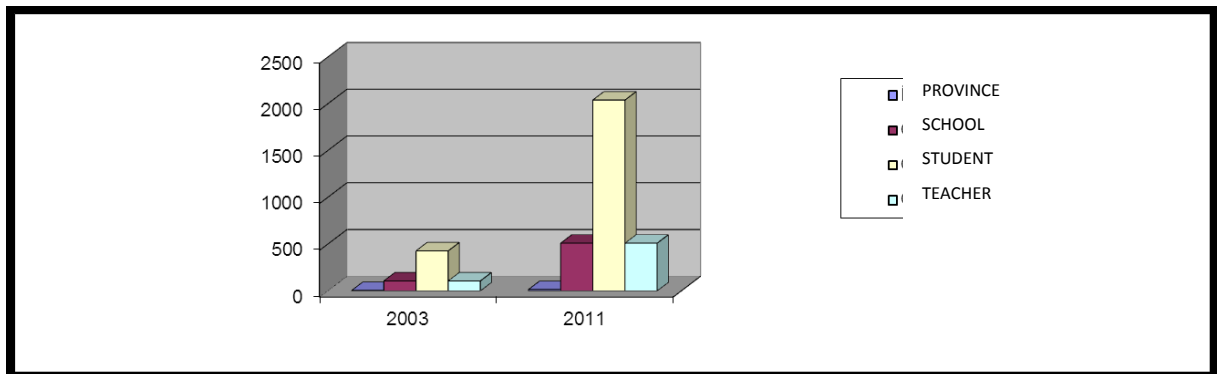
Our policy is to discharge our institutional social responsibility and contribute to the development of society by participating in the areas such as education, health, environment, occupational health and safety and sportive activities of the close society, predicating on one of our values “Respect for Environment and People”.

### OYAK MATHEMATICS COMPETITION AMONG HIGH SCHOOLS

Within the concept of OYAK Cement Group’s sense of social responsibility, “Mathematics Competitions Among High Schools” has been organized with the expert institution in his subject, TÜBİTAK, since the year 2003.

Believing that life would be impossible without the global language, Mathematic and asserting that Mathematic has become a device we constantly use beyond a branch of science, OYAK Cement Group continues his project with the slogan “Life is Mathematics”, thinking that prosperity is possible only by producing technology.

Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	TOTAL
Province	5	6	12	12	10	17	17	15	15	109
School	107	138	269	301	229	428	493	513	510	2988
Student	428	552	1076	1204	916	1712	1972	2052	2040	11952
Teacher	107	138	269	301	229	428	492	513	510	2987
Müdür	107	138	269	301	229	428	492	513	510	2987



## **OYAK GROUP CHESS TOURNAMENT**

OYAK Group broke a new ground in 2006 and in cooperation with Turkey Chess Federation, they began to organize Chess Tournaments in which the employees of OYAK Automotive and Cement Companies participate.

The main target of the project, one of the aims of which is to help both the wives and the children of our employees learn chess, is defined to make chess a part of our family culture and to enable our future assurance youngs to grow up as individuals who are able to think and question analytically. Within this scope, there has been a great number of participation by Bolu Cement employees in the tournaments that has been ongoing for 6 years.

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## **OPEN DOOR PICNIC**

Bolu Cement has been organizing Open Door Picnic since 2002 with an aim to weld personnel together and to meet the families of them. There are such activities as animation shows, plays for both children and adults, contests, awards, live music, etc.

## **TENNIS TOURNAMENT OF OYAK AUTOMOTIVE AND CEMENT GROUP**

Along with the tennis tournaments that have been organized for years, our company has led the Oyak Automotive and Cement Group in this field as well. We continue to participate in the group tennis tournament which was first held in 2007.

As it is emphasized by our great leader's saying "A healthy mind in a healthy body", the employees who rank in the tournament are awarded in order to encourage them to be more interested in sports.

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## **ROOM FURNISHING OF A HOSPITAL**

In the year 2003, Bolu Cement donated the money required for a single room to İzzet Baysal University Medicine Faculty in the name of "Employees of Bolu Cement Inc."

## **ÇAYDURT CEMENT PRIMARY SCHOOL**

Our company is the sponsor of the Bolu Cement Çaydurt Primary School which is named after our company and supported by our company since its construction. The company has been maintaining its support to the school since its foundation in 1979 so that the education standarts can be sustained.

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## **Employees are appreciated, acknowledged and protected**

Within the frame of our Human Resources Policy, company personnel are enabled to work for long duration and they are utilized with their knowledge and experience. Our employees who have been working in our company for 20 or more years are awarded with golden rosette for their endeavour in every annual new year entertainment held by OYAK General Management.

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In accordance with our BÇ (Bolu Cement) Social Responsibility Policy, employees of BÇ discharge their social responsibilities with the contributions from their payments.

Being the members of the associations which are founded by the company workers, all of our employees make economic contributions to these associations with the membership fees they pay.

These associations include:

- The Scholarship For Students (Solidarity and Assistance for Students Association of Bolu Cement Employees) : With the contributions of all the workers, the children of our employees and the other students in need are supported.
- Assistance for Cement Sports Club: Representing Bolu in the premier league, Cement Sport Women's Table Tennis Team is supported by the fees of our employees and the contributions of our company.

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## **LABOR FORCE**

Principle 3 : Companies should give maximum importance to trade unions and labor contract right.

Principle 4: Companies should give maximum importance to avoid every kind of drudgery and forced labor.

Principle 5: Companies should give maximum importance to avoid child employment.

Principle 6: Companies should give maximum importance to avoid discrimination in employment and occupation.

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All of the employees in our company are subject to Labor Law. The ones who are within the Labor Contract are defined as in span, whereas the ones who are not within the Labor Contract are defined as out span.



A collective agreement which is between Cement Industry Employer's Association and Turkey Çimse-İş Association, comprising the date 01.01.2011 and 31.10.2012 was signed with mutual settlement of both sides.

The rights and charges of both sides are evaluated according to labor contract and personnel regulations for the in span personnel while out span personnel is evaluated within the scope of collective agreement.

As required in the 85<sup>th</sup> article of Labor Law numbered 4857 ; " The young workers or children who are below 16 must not be employed in heavy and dangerous works. What kind of works are among the hard works, what kind of heavy and dangerous works the women and the young workers who has turned 16 but are below 18 can be employed are shown according to the views of Ministry of Health with a regulation prepared by Ministry of Labor and Social Security.", child employment is not even a matter of discussion.

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#### **HUMAN RESOURCES POLICY OF BOLU CEMENT INDUSTRY INC**

In accordance with our Mission, Vision and Values; our Human Resources policy is to employ people who are educated, who aims to improve both themselves and the company, who internalize and apply OYAK culture and to provide all of our employees with the fair opportunities according to their skills, abilities, growth and improvement in line with the goals and strategies of our company.

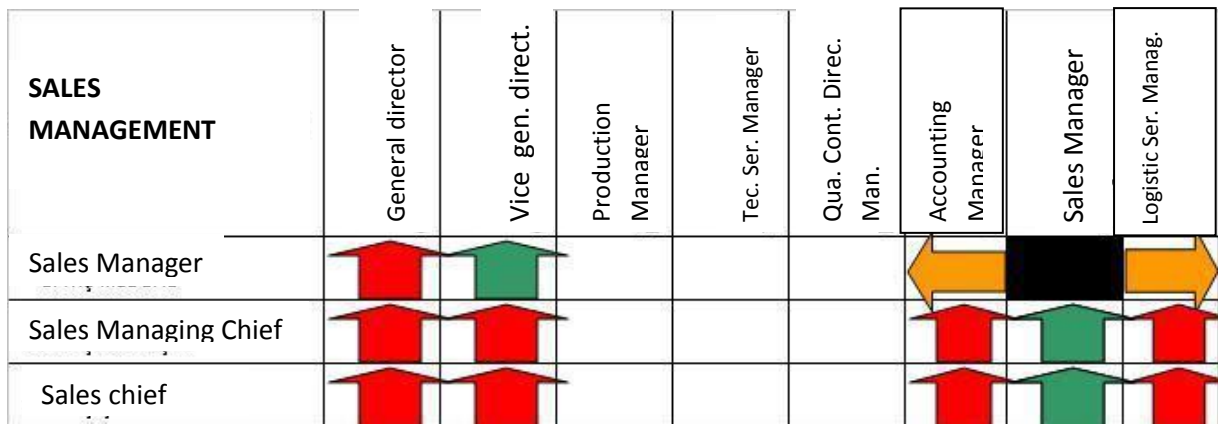
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Bolu Cement Industry Inc uses objective data in determining education, assignment and promotion in an environment which is away from discrimination.

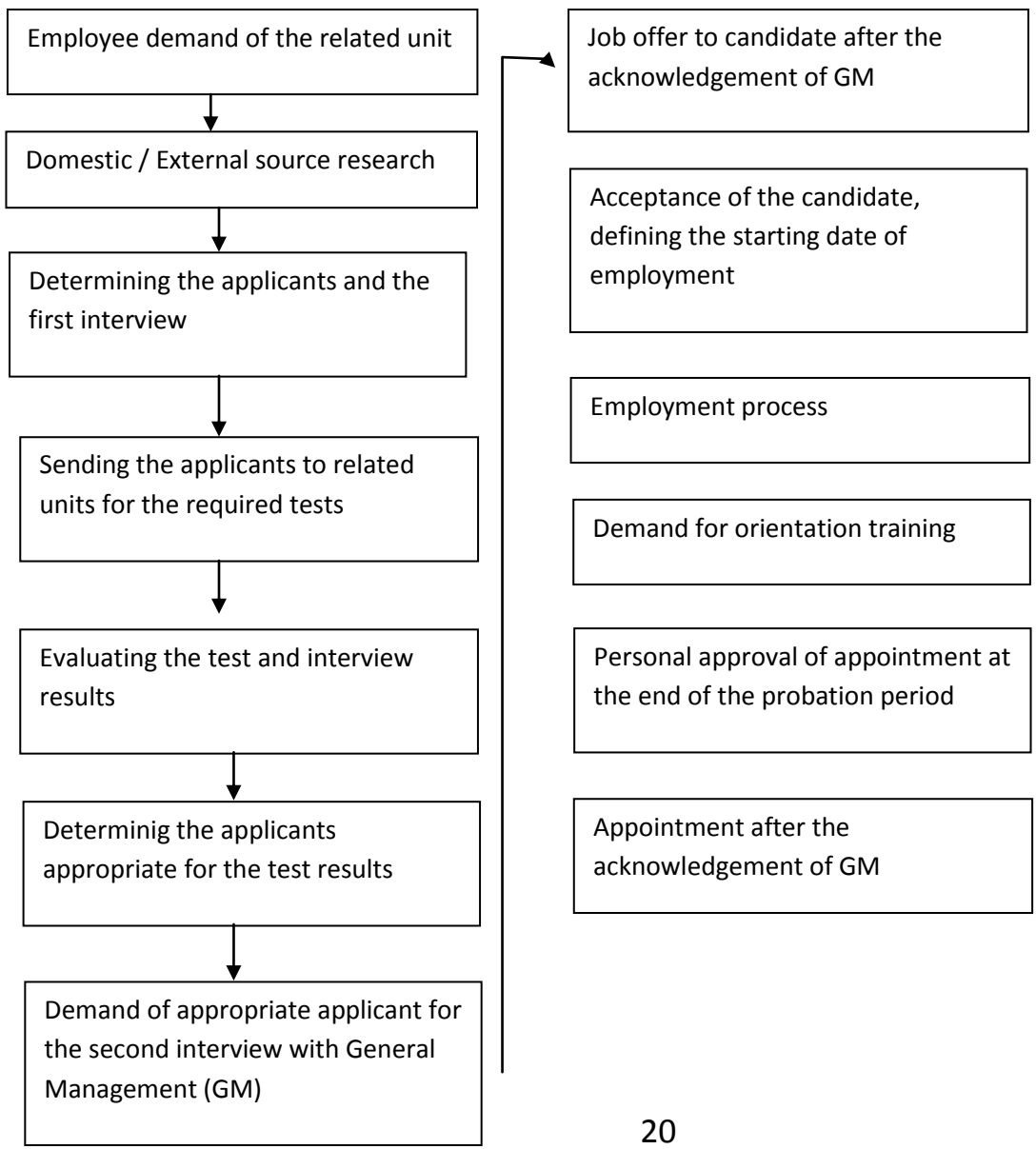
BÇ has formed Career Maps by which all the employed white collar workers can see the career ways. BÇ career map is a graph which not only shows the improvement facilities that the company enable, but also the horizontal and the vertical positions that employees can achieve with their own efforts and performances. Career maps, an example part of which is given below, comprises all the directory positions.

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An example chart of a career map (Sales Management)



Employment in our company is done according to “Employment Subprocess”



Believing that the vision “To be a confidential, leading and recognized company” can only come true with the contented employees who are loyal to their company with the great feeling of responsibility, BÇ places emphasis on the satisfaction of employees. In our constitution, the Employment Satisfaction Questionnaire has been annually conducted to define the problems and satisfaction of our employees and to make necessary recruitment plans since 2002.

The results of Employment Satisfaction Questionnaire according to years are below:

<b>ESQ</b>	2003	2004	2005	2006	2007	2008	2009	2010	2011
	61%	67%	68%	72%	80%	74%	76%	75%	76%

**OCCUPATIONAL HEALTH AND SAFETY**

Within the context of OHSAS project carried out by Cement Industry Employer’s Union, Our company has proved the importance that it adds to its employees by being the first constitution to achieve the OHSAS 18001 Occupational Health and Safety System Certificate.

Studies on the occupational health and safety

- The occupational health and safety field visits by the managers
- Behavioural Occupational Safety Project
- Risk Assesment
- Following the Legal Regulations and controlling the convenience
- Monthly General Meetings of Occupational Health and Safety
- Occupational Health and Safety trainings
- Celebration of accident free days
- Awarding the personnel who make near-miss notification of dangerous events

## ENVIRONMENT

Principle 7: Companies should adopt the cautious approach for the environmental difficulties.

Principle 8: Companies should make attempts which encourage higher responsibility of environment.

Principle 9: Companies should facilitate the development and proliferation of environment friendly technologies

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As part of our mission “being respectful to environment and society” and as part of our value “respect for the human and environment”, environmental awareness has always been in the foreground in all of our activities.

Our constitution proves its environmentalist identity with ISO 14001 Environment Management System.

Having had the carbon credit since the year 2002, our company constantly keeps tracks of gas (NO<sub>x</sub>, CO, O<sub>2</sub>) and dust emission from the main chimney.

Moreover, it has had “Discharge Permission Certificate”. Waste water analysis is carried out six times a year and the results of measurements are studied below the limit value.

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Our company stands up for the necessary precautions taken by our employees to reduce CO<sub>2</sub> emission in their daily life with the attempts to enhance their awareness.

With this regard:

- Our factory aims to reduce fuel usage by conducting nationwide studies with the fuel usage patent it gained.
- Energy conservation studies are conducted.
- The usage of cement which contains an additive reducing the CO<sub>2</sub> emission is introduced and promoted.

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In this direction;

Bolu Cement, breaking new ground, achieved the “ The Usage of Waste Materials as Additive Fuels Licence” from the Ministry of Environment and Forestry.

Within the scope of “Waste Incineration Operation Licence”, waste materials of the other factories are incinerated in our patented waste incineration facility which was launched in 2007.

In this scope, oxidation gases, HCl, HF and dioxin furan measurements are applied. The results of measurements are found below the limit value.

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### **BOLU CEMENT INDUSTRY INC**

#### **ROTARY KILN INTEGRATED WASTE INCINERATION SYSTEM**



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Rotary Kiln Integrated Waste Incineration system was designed for the effective and safe disposal of waste materials by Bolu Cement engineers.

A patent specification which is effective 20 years as of 27.03.2007 was taken from TPE for the rotary kiln integrated waste incineration system which was launched in February, 2007.

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“ENVIRONMENT PERMISSION AND LICENCE CERTIFICATE” was issued by Ministry of Environment and Urban Planning for discharge of waste water, air emission, waste incineration and joint incineration within the context of “Regulations of Necessary Permissions and Licences by Environment Law”.

<b>T.C.</b> <b>ÇEVRE VE ŞEHİRCİLİK BAKANLIĞI</b> Çevresel Etki Değerlendirmesi, İzin ve Denetim Genel Müdürlüğü <b>ÇEVRE İZİN ve LİSANS BELGESİ</b>	
Belge No	: 72
Çevre İzin ve Lisansın Başlangıç Tarihi	: 23/09/2011
Çevre İzin ve Lisansın Bitiş Tarihi	: 23/09/2016
İşletmenin/Faaliyetin Adı	: BOLU ÇİMENTO SAN.A.Ş.
İşletmenin/Faaliyetin Adresi	: BOLU ÇİMENTO FABRİKASI MENGEN YOLU ÜZERİ 14250 ÇAYDURT BOLU Merkez / Bolu
İşletmenin/Faaliyetin Vergi Dairesi ve No'su	: BOLU/1790047314
Çevre İzin ve Lisansın Konusu	: Atıksu Deşarjı, Hava Emisyon, Atık Yakma Ve Beraber Yakma
Yukarıda adı ve açık adresi belirtilen işletme/faaliyete bu belgenin ekinde yer alan izin koşulları çerçevesinde çalışması için 2872 sayılı Çevre Kanunu gereğince hazırlanmış Çevre Kanununa Alınması Gereken İzin ve Lisanslar Hakkında Yönetmelik kapsamında <b>ÇEVRE İZİNİ ve LİSANSI</b> verilmiştir.	
Bu belge 23/09/2011 tarih ve 72 sayılı yazı ile birlikte geçerlidir. Aynı kullanılamaz.	
<b>M. Mustafa SATILMIŞ</b> Bakan a. Genel Müdür	
EK: İzin ve Lisans Koşulları	

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Awareness and application of energy saving is always in the foreground in our factory.

With this aim, the subjects about

- The use of highly productive ventilators
- The use of frequency convertors
- The use of highly productive electric motors and luminaires
- To use the machines in their high performance with process optimisation
- Provision of thermal efficiency

have been studied and still continue to be studied.

Warm water and heating needs of our factory and social facilities are met through the waste gas reboiling from Klinker Cooling unit with the help of the steam recuperator which was made in 2004. Therefore, the gas emission to environment is avoided, the use of natural sources for warm water and heating is reduced and fuel savings is managed.

Our constitution aims to produce environment friendly products at international standarts with the conscious of social and environmental responsibility and conducts Research & Development studies accordingly.

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Every year, we plant trees in our factory. Within these planting activities, over 200.000 trees have been planted and the maintenance of them have been provided by our Company.



<b>Years</b>	<b>The Number of Planted Trees</b>
2005	10.260
2006	11.655
2007	10.525
2008	11.200
2009	5.000
2010	220
2011	16.000

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Thanks to the agreement and collaboration made with ÇEVKO, our company collects and recycles the paper packages of bagged cements that were released to the market previous year.

<b>Year</b>	<b>Number of packages released to the market</b>	<b>Recycling Rate</b>	<b>Amount of recycled waste paper (ton)</b>
2005	1470	20	294
2006	1029	30	309
2007	1113	35	389
2008	906	36	326
2009	967	37	358
2010	1003	38	381

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## **FIGHTING AGAINST CORRUPTION**

Principle 10: Companies should fight against all the illegalities including bribery and corruption.

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Codes of conduct, being the integrity and honesty norms, underlies the personal and social relationships in the moral respect. Ethical work rules comprise the basic guideline of Bolu Cement Industry Inc. Being a part of the Personnel Regulation, codes of conduct are defined and updated by Ethical Committee (General Director, Vice General Director, Personnel Manager).

Bolu Cement Industry Inc not only attaches great importance to obedience to the Codes of conduct, but also charges its responsibilities in this subject.

Furthermore, a leaflet which defines and regulates ethic rules and is based on Oyak Cement Companies has been prepared in the name of "Business Ethics".

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### **Bolu Cement Industry Inc is responsible for the shareholders**

Our company targets to be a trust and prestige symbol for shareholders and associates and to be among the bests in respect of responsibility for the associates as well as obedience to the rules. We prevent all the negative rise and falls by informing the associates and by implementing clear and honest policies. All the official pronouncements are announced precisely, simultaneously and directly to investors, associates and public through the units that are determined by our company.

### **Supervision is of great importance for Bolu Cement Industry Inc**

Bolu Cement Industry Inc keeps every kind of report, financial statement or record according to national and international accountancy principles that are determined by regulations. Our company have an independent supervision company control its own accounts in respect to internationally acknowledged accounting standards.

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### **Supervision is of great importance for Bolu Cement Industry Inc**

Our Company is responsible for preparing the financial statements according to the financial reporting standards carried by Capital Market Board and for rightly presenting it. Within the scope of this responsibility, it is attentive to prepare financial statements free from any important mistake resulting from the deceit and irregularity, to design, apply and maintain accounting control system for the true reflection of the reality, to make accounting predictions required for the conditions and to select the appropriate accounting policy.

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Employees and the vendors act upon the values of Bolu Cement Ind. Inc and they constantly make improvements, controls and corrections as a part of Management Systems applied by Bolu Cement Industry Inc.



Bolu Cement Industry Inc maintains its relationship with the ventors within the scope of Purchase Regulations. The cooperations made with the ventors are recorded with contracts and both parties discharge their liabilities according to present contracts.

Every kind of action against the contract liabilities is controlled by cross checks as required by Management Systems and the ventors who act inconveniently are enforced criminal conviction.

Neither employees, nor ventors are allowed to display any behaviour that will damage our customers and associates and that is against the activities conducted by Bolu Cement Industry Inc and against the benefit of the company.

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In Bolu Cement Industry Inc, purchases are;

- executed appropriately for Purchase Regulations.
- Offers are collected within the frame of Purchase Regulations.
- Purchase Commissions are established.
- Evaluations are made in the presence of the commission.
- Commissioners act independently and objectively while searching for benefits.
- Purchase Contracts and prices are checked by Controller Boards once every three months.

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This report is published on the following websites.

[www.bolucimento.com.tr](http://www.bolucimento.com.tr)

[www.unglobalcompact.org](http://www.unglobalcompact.org)

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