

Maturity Matrix 2021

Sustainability Principles	Practices	Characteristics of the approach to sustainability in developing organizations			Objectives & Plan(s) / Program(s)
		MATURITY			
		Immature	Engaged	Proactive and Learning	
Inclusivity	Stakeholder identification and mapping			STRATEGIC PLANNING AND STAKEHOLDER EXPECTATIONS MANUAL (EYS-SAPB-010) PUBLICLY AVAILABLE, http://kaptangroupturkey.com/english/our_stakeholders.html KDC STAKEHOLDERS (EYS-TB-90)	
	Open engagement in various formats for various stakeholders		STRATEGIC PLANNING AND STAKEHOLDER EXPECTATIONS (EYS-SAPB-010) document included engagement methods specific to stakeholders http://kaptangroupturkey.com/english/communication_with_our_stakeholders.html COMMUNICATION WITH STAKEHOLDERS (EYS-TB-100) http://kaptangroupturkey.com/english/communication_with_our_stakeholders.html STAKEHOLDER EXPECTATION (EYS-TB-110)		
	Stakeholder issue identification		"- Employee Feedback, Risk, Near Miss Notification Monitoring List (EYS-FR-460), - Stakeholder Complaints Evaluation Procedure (EYS-PR-110).		
	Communication of organization response to issues raised			"-Management review meetings (EYS-FR-120) - Monthly meetings, (EYS-FR-110) - HSE board meetings (EYS-FR-290) - Official communications,	
Integrity	Leadership shown - clear Accountabilities documented			ISO 9001, ISO 14001, ISO 45001, ISO 27001, ISO 50001 and SCS Sustainability Management system certifications.	
	Code of Conduct adopted			Policies. Sustainable development policy and objectives integrated with organisational purpose, vision and values. We follow all the changes in standards and legislation.. List of Legal Regulations to be Complied With (EYS-FR-400)	
	Integrity risks identified and managed		Risk and opp. assessments, - Hazard, Aspect and Opportunities Determination, Risk Assessment Procedure (EYS-PR-120) - Procedure for Assessment of Risks and Opportunities for Quality Management System (EYS-PR-140) - Opportunities Assessment Form (EYS-FR-200) - Quality Management System Risk Assessment Form (EYS-FR-210) - Environment and Occupational Health and Safety Risk Assessment Form (EYS-FR-390)		
Stewardship	Sustainable development culture		In order to fulfill our sustainable development objectives, "Monthly management meetings are conducted, resource allocation and budget issues reviewed in meetings. Budget is monitored quarterly, and annual performance and achievement are reviewed by process leaders and reported to top management" The budget report includes numerous detailed items and subjects such as economic performance, training budgets, social and personnel-related budgets, investment budgets, etc.		
	Responsible/Sustainable Supply chain approach adopted			The boundaries of supplier evaluation criteria have been defined in "ITH-Pr-010 and SA-PR-010 procedures - Suppliers with ISO 9001,14001,45001 certificates are primarily preferred. - It is preferred that the suppliers are from EU and OECD countries. Other countries are investigated whether they accept ILO conventions and their compatibility. risk analysis is done. (https://tdi-sustainability.com/tools/tdi-air/) http://info.worldbank.org/governance/wgi/Home/Documents#doc-intro At this website, we also use TDI's Alert Index for Responsible Sourcing. There is a map, and the darker a country appears, the lower its Alert Index for Responsible Sourcing score. As a result, if we source from these nations, we should be more careful about potential sustainability risks in our supply chain.	Suppliers will be asked to sign a contract that explains all of our policies and commitments in regards to social compliance, ethics, responsible supply chain, etc.
	Systematic Environmental Management		-World steel Climate action member -Environmental policies and external standards. -Environment Management System certification -Risk assesments. -Environmental Aspects tables, -Environmental permits and licenses, -Objectives - Prevention is important rather than correction approach.		*ISO 14064-1:2018 CARBON FOOTPRINT *ISO 14046 WATER FOOTPRINT & *A SUSTAINABILITY REPORT will be prepared and all verified by an independent third party

	Systematic Social Management			-Management systems of Iso 26001 and SA8000 have been established. It will be certified by independent third-party certification bodies. - Sustainability Management system certification, Policies.	
	Systematic Economic Management		- Sustainable Production, - Contribution to the local economy		
	Skills and training		-Training Platform. -HR Training Procedure, -"Annually training plan" - Educations and training records		To improve our sustainability performance and awareness, the training modules will be uploaded to Kaptan Port for all employees who may use this platform.
	Career development		Trainings, symposiums.		
Transparency	Identify appropriate metrics/KPIs			All the KPIs have been identified '-Record of Sustainability Management, -Record of Environmental Aspects, -Record of Social Aspects, -Record of Economic Aspects	
	Monitor performance		Evaluation of Legal and Other Requirements Table" "Calibration Equipments List" "Environment procedures, Occupational healthy and safety procedures "		
	Publicly report management practices and performance			Policies and some social benefits are publicly shared on the Internet	*ISO 14064-1:2018 CARBON FOOTPRINT *ISO 14046 WATER FOOTPRINT & *A SUSTAINABILITY REPORT will be shared on the web site
	Review performance			-Report of Management review. - Monthly evaluation meetings - Report of Sustainability stakeholder survey, customer and employee survey - Reports of performance evaluation, -Procedures	