

# Sustainability Report 2017





WE SHAPE  
TOMORROWS WITH  
WHAT WE DO TODAY

*Nadir Tütüncü*

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As the Founder of Nadir Metal Refinery and the Chairman of the Executive Board, Nadir Tütüncü passed away at the age of 81.

Considering both his family and work as the first priority throughout his life, Nadir Tütüncü embraced and internalized progress and improvement as a way of life. He gained a great appreciation from business life through his contributions to the added-value of the industry.

Being founded on a 16 square meters area, Nadir Metal Refinery achieved a great success through becoming a huge family with its employees and the stakeholders, being the leader of its industry, and being on the list of top 100 biggest companies in Turkey.

Nadir Tütüncü was always a source of inspiration for his employees due to his vision, sense of decency, and humanitarianism. We would like to express our gratitude towards him as we always remember him with respect and cherish his memory.

In line with these values that shape our sustainability approach, we would like to present with this report how we do what we do and the results that we have achieved.

Nadir Family

NADİR TTNC  
1936 - 2017







We are carrying on our path with the sense of responsibility not only towards our work, but also towards the society while promoting transparency and accountability. Therefore, how we achieved it is as important as what we achieved.

Dear Stakeholders,

When we first set out with our workshop team 50 years ago, we were aware that we would be at this point now. Our vision compromised the foundation of our reality today.

Through observing the improvements both in our country and in the World, we achieved market stabilization and employment dynamism which provided a parallelism with the economic progressivism of our country.

The work that we perform with our professionals both in and out of the field has been proceeding in accordance with the growth rates of Turkey, and therefore our contributions to this economic growth carry a significant value for us as well as for our country. For this reason, the fact that we were not wrong, makes us feel happy and also proud.

Since 1967, we have tried to be the representatives of the facts that we have created and continue to work by considering our the next steps instead of a static visionary.

Our primary goal has always been to create sustainable value for our shareholders. We are strictly committed to our business ethics without compromises by achieving this.

We are carrying on our path with the sense of responsibility not only towards our work, but also towards the society while promoting transparency and accountability. Therefore, how we achieved it is as important as what we achieved.

We are working with excitement and enthusiasm to increase the empowering economy and to be able to do better every day.

From past to today, business ethic in our company arose from the fact that we managed to become a huge family rather than becoming just a team. We are highly aware of our mission as we were in the past. We see every year as an opportunity to improve ourselves.

In line with these values that shape our sustainability approach, we would like to present with this report, how we do what we do and the results that we have achieved.

The Chairman  
of the Executive Board

Abdullah Tütüncü





Our understanding of sustainability dates back to the foundation phase of Nadir Metal Refinery and it is based on the “model of a high quality and wasteless company” of our founder Nadir Tütüncü.

He created a culture that promoted high quality and prevented labor exploitation as he left his legacy for the next generation. As Nadir family, we have been working hard to combine his legacy with our vision and hand it over to the next generation as well.

We have the justified proud of being a sustainable company that contribute much to the sustainable development of our country.





# About the Report

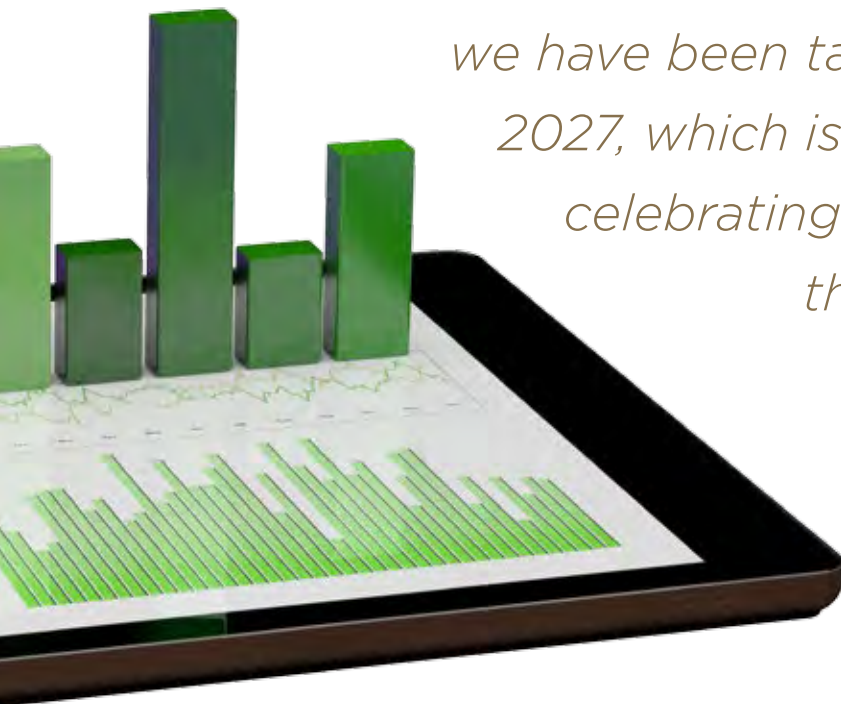
We consider responding to our consumers and also to our planet which has less and less resources day by day as our prior responsibility, and we are striving to exploit the resources consciously without making concessions in terms of quality. This is because being the leader in the industry requires being a pioneer in the field of sustainability as well.

These days in 2017, which is the 50th anniversary of Nadir Group, seeing that we have been taking firm steps towards 2027, which is the year that we will be celebrating the 60th anniversary of the company, heartens us for a better future.

Our targets within the period of 2017 and 2027 are pointed out in the Sustainability Report of Nadir Group 2017 in a detailed way..

On this wise, we would like to take this opportunity to thank all our shareholders and our employees that contributed much to the process.

*These days in 2017, which is the 50th anniversary of Nadir Group, seeing that we have been taking firm steps towards 2027, which is the year that we will be celebrating the 60th anniversary of the company, heartens us for a better future.*



## Our Vision

Providing the fastest and most modern service for the Turkish jewelry and mining sector and to be one of the top 10 leading refineries in the international area with increasing capacity besides its local leadership in Turkey.



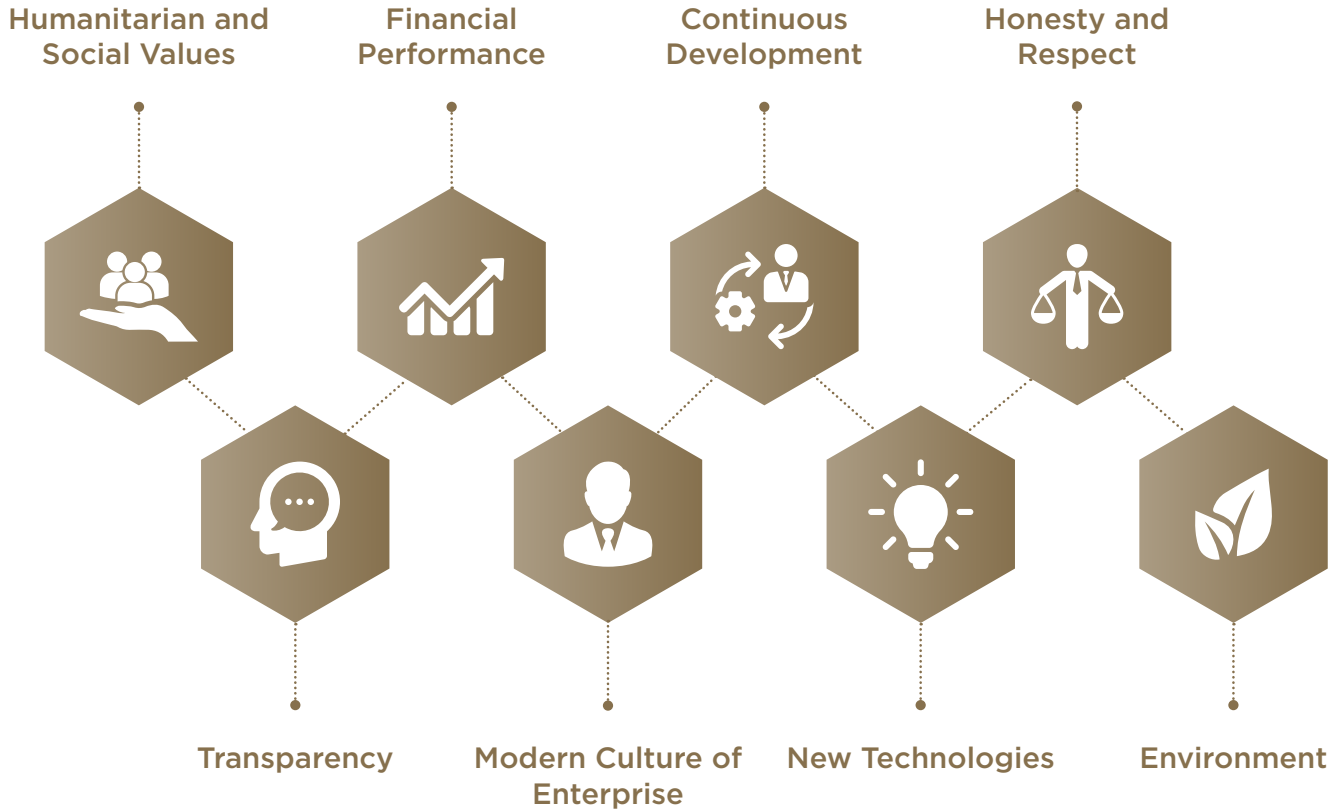
## Our Mission

Becoming one of the national and international leading refineries

- Protecting our values,
- Providing precious metal recycling and refining services by,
- Growing continuously with new Technologies,
- Increasing our production capacity acceleratingly,

Reducing our environmental impacts within the scope of sustainability.

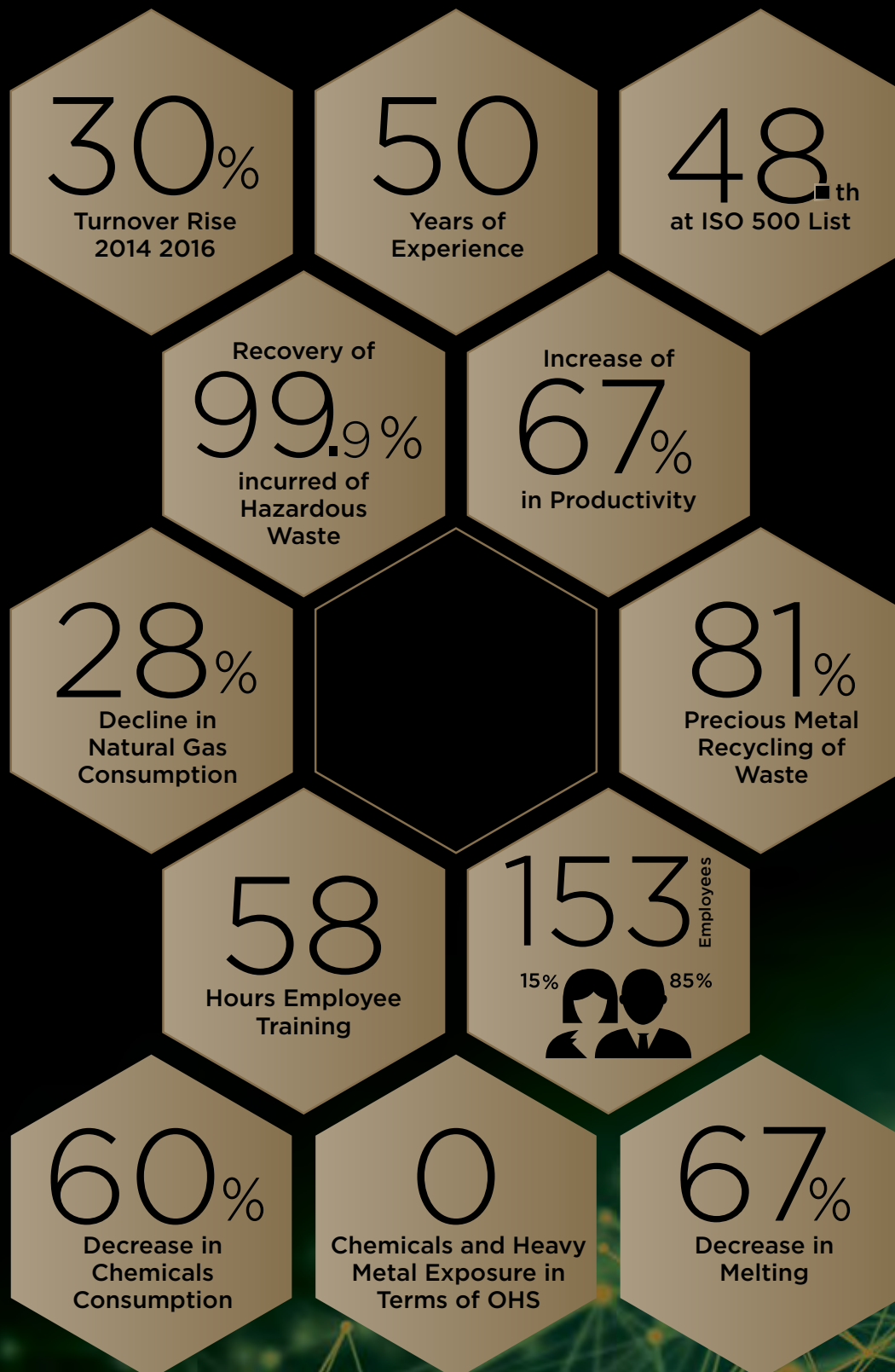
# Our Values



We, as the first and only accredited refinery in Turkey for both gold and silver refining at the LBMA – London Bullion Market Association, have been producing gold, silver, platinum and palladium by performing precious metal refining in most eligible and high-quality standards for the customers.



# NADiR with Numbers



# NADİR Group Companies

## NADİR DÖVİZ

Nadir Döviz ve Kıymetli Maden Ticareti A.Ş.

It is the first exchange office established in 1997 and is a member of the Borsa Istanbul formerly named as Istanbul Gold Exchange under the number 076 with an ISO 9001 certification in Turkey. Continuously increasing its trading volume at Borsa Istanbul, Nadir Döviz is one of the first four entity in gold and silver given the last 5 years. It is the wholesaler and distributor of Nadir Metal's products in Turkey.

## NADİR GOLD ITALY

The activities in the European region gained speed along with the London Bullion Market Association's (LBMA) accreditation of the Nadir Metal Rafineri for gold in 2011 and for silver in 2012, Nadir Gold Italy was established at the end of the same year.

## NMR Hediyeelik Eşya

Being established in 2013, NMR Hediyeelik Eşya Ind. Trade. Co. Ltd. is selling "NADİR" branded gold and silver gram bars through its online web site 'nadirgold.com' and has become a reliable source for online gold purchasing internet users.

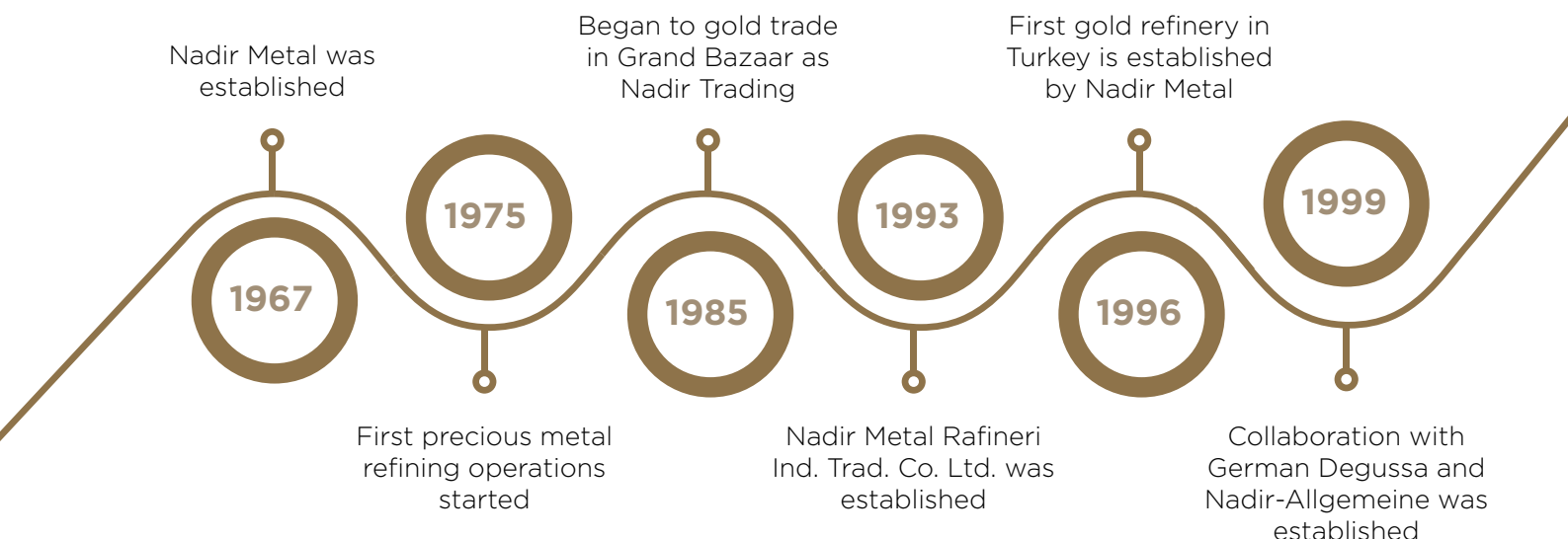


# About Nadir Metal Refinery

The Nadir Metal Rafineri was founded in 1967 by Nadir Tütüncü for the recycling of jeweler dross. Beginning from 1975, he started precious metal refining for the market and continued to grow with these activities until 1985.

In 1985, he established Nadir Trading and began to trade precious metals in the Grand Bazaar. Then, Nadir Metal Rafineri Ind. Trad. Co. Ltd. was established in 1993. Rapid increase in demand has forced the company on capacity investment. Thus, the first gold refinery on the country's land was built in Turkey. In 1999, a partnership agreement with the German company Degussa Allgemeine was signed in exchange for technology "know-how" and thereby Nadir Allgemeine Ind. Trad. Co. Ltd. was established.

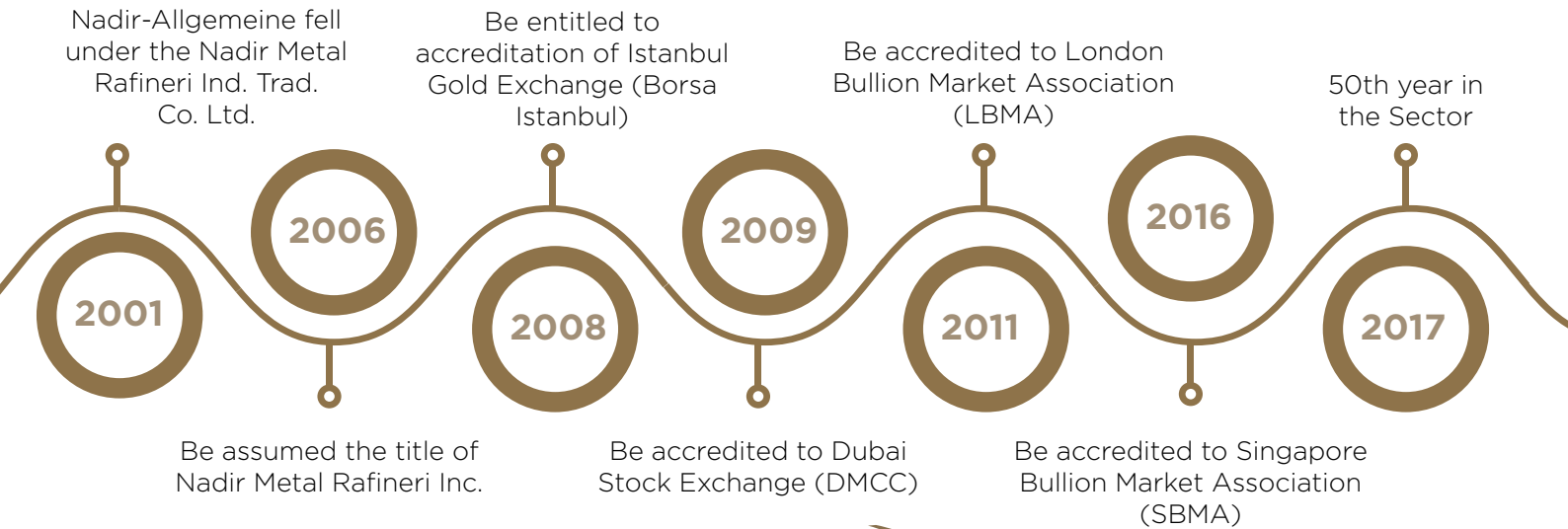
In 2001, Nadir Family became the sole shareholder by purchasing the entire company that continued its operations under the name of Nadir Metal Rafineri Ind. Trad. Co. Ltd. After the decision of Nadir Metal Refinery regarding corporate growth in 2001, all the infrastructural investments were completed within a year.



## It is **NADİR**, that makes gold precious.

In 2006, Nadir Metal Rafineri Ind. Trad. Co. Ltd. became a joint stock company with its new title as Nadir Metal Rafineri Ind. Trad. Inc. The company is accredited by Istanbul Gold Exchange (Borsa Istanbul) in 2008, by Dubai Stock Exchange (DMCC) in 2009, by London Bullion Market Association (LBMA) in 2011 and by Singapore Bullion Market Association (SBMA) in 2016.

Today, along with refining, dross, waste recycling and laboratory services, Nadir Metal produces and trades precious metals (gold, silver, platinum, palladium, and rhodium). In addition to these, “Nadir Metal” and “Nadir Gold” branded small bars of gold, silver and platinum products and exclusive collections are produced.



# Products

“ We have prevented counterfeiting and manufacturing of prodimitatives with special security points on the surface of our products and high quality of PVC certificates which can't be opened without breaking it up. “

Working with the excitement as the first day to reach perfection for half a century, Nadir Metal Refinery aims to meet the needs with its rich product variety according to the demand of its institutional and the personal customers.

Product safety is as important as product quality. Certified gram bars and coins can be produced with hologram and laser printing technologies and packed with different security points so that the quality and purity of our products are ensured. Gram bar and coins placed within certificates can be produced with different security criterias like hologram and encryption techniques, matching serial number, label hologram, UV printing technique at international standards.





# Operation Map

With its certificated and international accredited service and products, addressing the entire global market Nadir Metal Refinery serves in many countries outside the borders of the country. It has the power to give the best service roughly in 30 countries in the world market and through Nadir Gold Italy in Europe.



# Bullion Banking

Bullion Banking in Turkey is defined as the process of transforming scrap gold into the financial system. Precious Metal Refineries are the main part of this transformation process as they are melting down the scrap and produce the international standard bullion. Nadir Metal Refinery is producing the bullion which the financial system needs, fast and in high quality standards with its' international accreditations and sustainability procedures. As a result Nadir Refinery is contributing to the development of financial system in Turkey.

Bullion Banking Services in Nadir Metal Refinery Has 2 main Headlines ;

1. Transforming the domestic house holds' scrap gold in to the national economy.
2. Production of the high quality international accredited bullion which the financial system needs.



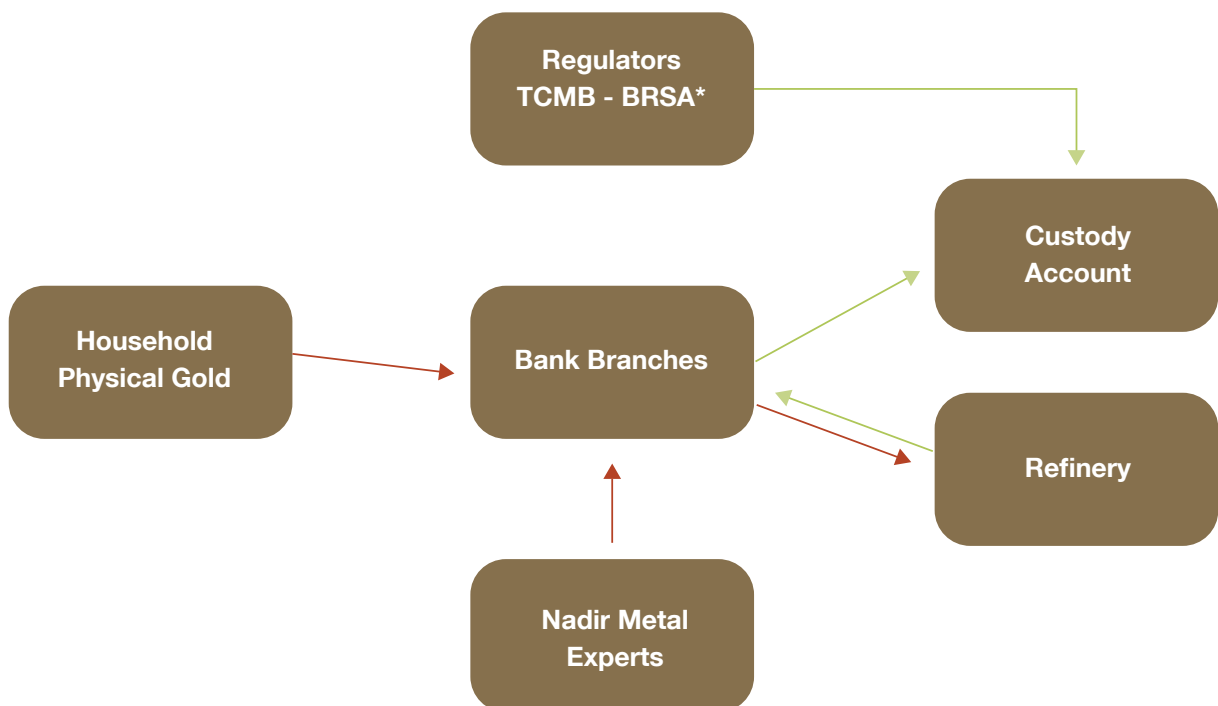


**1.** Domestic House Holds' scrap gold is defined as the jewelry or coins which are kept physically by the house holds. The amount of this scrap and coins is estimated to be 3000 – 5000 kgs which equals to 120 – 200 billion USD.

Banks and Gold Refineries are cooperating in the domestic house holds' scrap gold collection process. Customers of the banks bring their scrap gold into the branches of the bank in which the refinery's experts are ready to evaluate the purity of the scrap. After the evaluation, the net amount of gold in grams is transferred directly to the bullion account of the customer. After the collection of the physical scrap, the refinery converts them into the international accredited bullion bars which banks can use in the financial transactions. The amount of scrap gold collected in this process is estimated to be around 60 tons.

Nadir Metal Refinery will continue contributing this process which will help the national economy to grow.

**2.** Bullion Banking in The Financial System ; With a regulation change, Turkish Reserve Bank (TCMB) started to accept physical bullion of large bars and 1kg bars for the Reserve Requirements placements. Hence National Banks' demand internationally accredited bullion bars which Nadir Metal Refinery is producing. Nadir Metal Refinery meets this needs of the financial system with the "Conversion Agreements" signed with banks to produce bullion bars. In 2017, the gold that has been placed for the reserve requirements was roughly 360 tonnes.



\* BRSA: Banking Regulation and Supervision Agency

# Responsible Gold Supply Chain

Nadir Metal Refinery is aware of its the responsibility of not participating in money laundering, not financing terrorism, and not violating human rights including not employing child labor of precious metals at any point of its supply chain. It is believed that supply chain and responsible gold sourcing processes must be properly implemented and monitored with this awareness. Nadir Metal Refinery, with the aim of disseminating its responsible attitude and behavior in all the processes from the supply to the point where products meet with the customers, acts with the relevant stakeholders such as suppliers and dealers primarily in business. By being aware of the importance of transparency in building the trust of customers / suppliers, it provides the necessary information about the integrity and sustainability of the supply chain.

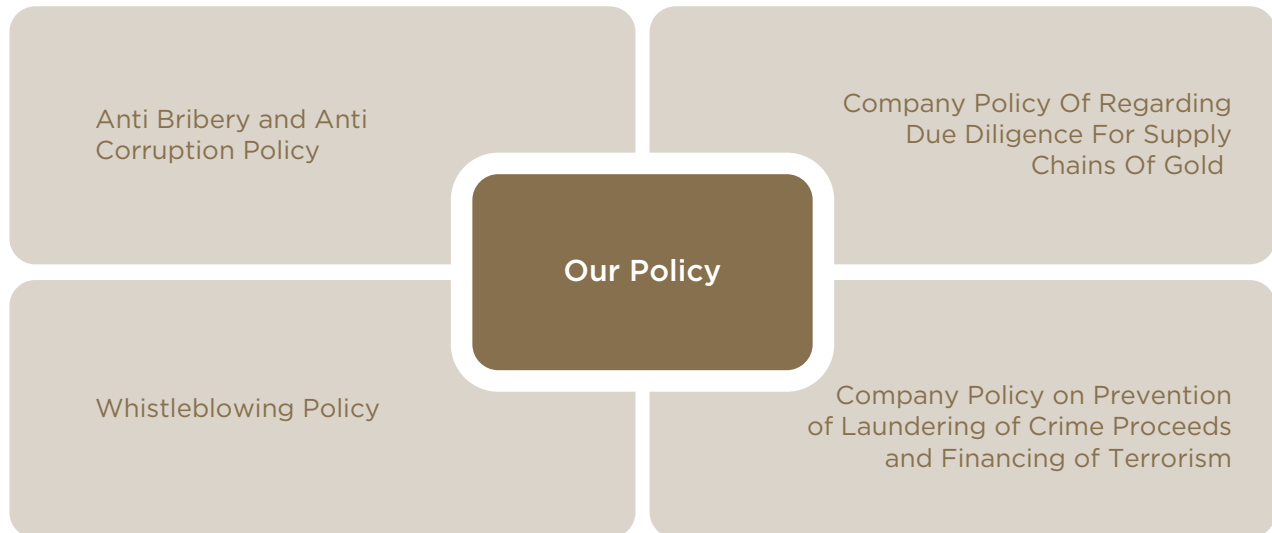
In the case supply chain management, firstly applying the principles of” Know Your Customer”(KYC-)are applied and necessary information and documents are provided by the supplier / customers. Achieve programme is used to store the required information in order and safe. At the same time, customer visit reports, customer/supplier profiles and risk assessments are kept in CRM system.

Transaction base risk assessments and traceability of transactions are ensured with the customer and good acceptance system where transactions of customer/supplier in our supply chain are monitored. There are 5 steps that are important for compliance of supply chain



Within the frame of the confidentiality principle, both staff and stakeholders of the of Nadir Metal Refinery can notify their concern or possible risks via email to **“etik@nadirmetal.com.tr”**.

Nadir Metal Refinery continuously evaluates possible risks which can occur during its activities and if required, makes the necessary implementations at its policies and procedures. These changes are carried out with the contribution and cooperation by all staff such as the accounting, finance, legal consultancy, production and sales, including process and improvements in compliance with the supply chain.



The existence of strong possibilities for fact and/or facts that meet under the heading “criteria for high risk gold supply chains” in our company policy of Nadir Metal Refinery is evaluated by the compliance officer and the Risk Committee at necessary situations.

Trainings are an essential part for compliance activities. In 2017, Nadir Metal Refinery continued to provide trainings to the dealers in supply chain and to the precious metal domestic market players through case studies in order to create awareness and manage challenges faced in practice.



# National/International Compliance

Nadir Metal Refinery is aware of the risks associated with its business practices and supply chain, therefore continuous its activities according specified national-international standards, guidances, directives and reflects all changes in this regard..

- OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas and the Supplement on Gold
- Global Precious Code
- LBMA Responsible Gold Guidance
- LBMA Responsible Silver Guidance
- DMCC Practical Guidance for Market Participants in the Gold and Precious Metals Industry
- World Gold Council Conflict Free Gold Standard
- Turkey Ministry of Treasury and Finance, Financial Crimes Investigation Board's Regulations
- Borsa Istanbul Responsible Gold Supply Chain

## Membership and Accreditations

Nadir Metal Refinery is regularly audited by its organizations that have Membership and Accreditations on supply chain and responsible gold every year. We publish compliance and independent audit reports at our the web site.

### **LBMA**

London Bullion  
Market  
Association

### **BIST**

Istanbul Stock  
Exchange

### **DMCC**

Dubai Multi  
Commodities  
Centre

### **SBMA**

Singapore  
Bullion Market  
Association





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# Production

In Nadir Metal Refinery, it is important to deliver the commitments that we have as well as efforts in maintaining continuity.

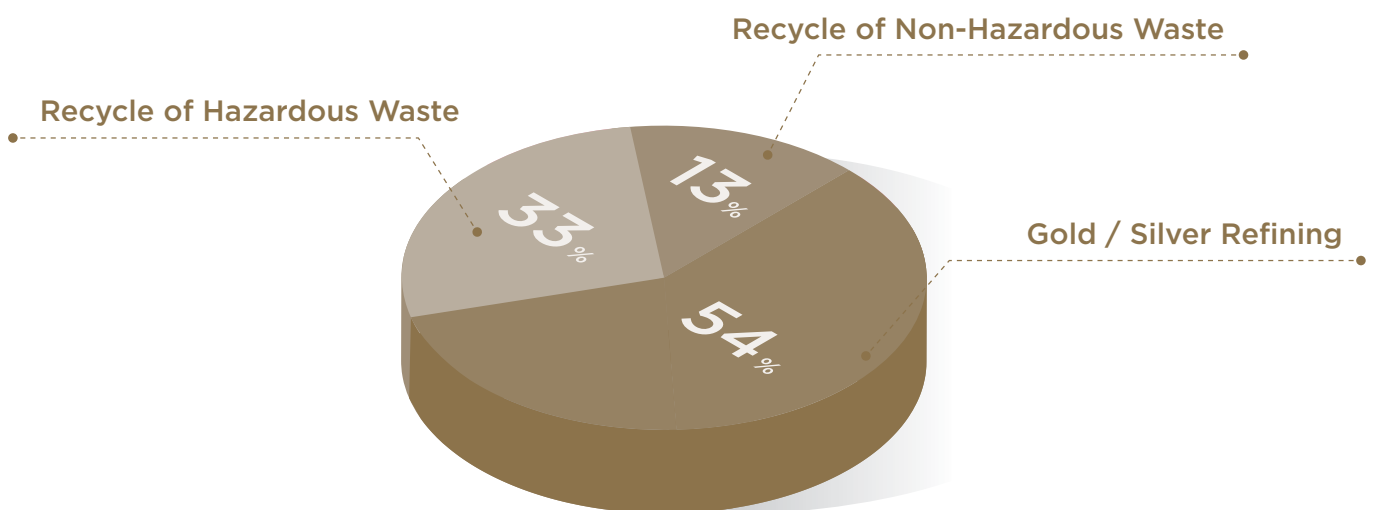
Today's technology provides people with a lot of opportunities; on the other hand, it takes away the assets that are seen as the common heritage of humanity.

With the economic growth and the increase in welfare of our country, there has been an increase in the waste output in the chemical, electronic, medical, and automotive industries. These wastes pose a huge potential threat to human health and environment furthermore disposition of the waste output is a particular concern to economy as well.

Waste management in our country has improved significantly in the last 10 years through social and political sensitivity. In order for our country to achieve a sustainable development, for the power of our industry in the international competition, eco-friendly technology has become more of an issue.

For over 50 years, Nadir Metal Refinery is performing recycling of scrap gold and silver at high quality standards with its expert and visionary staff. We have a strong sense of social responsibility both for the geography that we are settled in and for all the people that are affected by the operations and throughout the production chain.

Process distribution in production in 2017;





In 2017, Nadir Metal Refinery has been entitled with an “Environment Permit and License” by the Ministry of Environment and Urbanization in the issues of the recycling of hazardous and non-hazardous waste, and is carrying on its efforts to reach “Zero Waste” within the frame of clean production by maximizing the recycling of the waste output.

With reference to this license, pure precious metals, gold alloys, and solutions as well as salts that include platinum are recovered from the waste output that is created in the production process of chemical, electronic, medical, and automotive industries.

Nadir Metal Refinery provides its customers with a great variety of products and services.

- Gold : Large Bar, Kilo Bar, Gram Bar, Gram Coins
- Silver : Large Bar, 15 kg, 5 kg, 100 oz, 10 oz, Kilo Bar, Gram Bar, Granule
- Platinum : Gram Bar
- Palladium : Gram Bar
- Rhodium Sulfate: Concentration of installation (Rhodium N1, Rhodium N2, Rhodium PEN) and Supplementary Solution (Rhodium N1-5, Rhodium N2-5)

#### Special Products:

- İZEV Collection of Gold Series
- Customized and certified products of gold and silver.



Semi-finished goods for the industry: Pure precious metals, gold alloys, and solutions as well as salts that include platinum were planned to be supplied to chemical, electronic, medical, and automotive industries. In 2016, necessary permissions for production were obtained. In 2017, the pilot production was completed, and sales of this solutions in 2018 are being planned.



# Environmental Responsibility

## Air



In accordance with the Environmental Law No 2872 gazetted on 07.03.2009 and numbered 27277, 'Industrial Air Pollution Control Regulation' aims to protect the environment and human health through controlling the emissions spreading into the atmosphere as fume, smoke, dust, gas, steam, and aerosol along with preventing the damage that is likely to happen due to air pollution. Nadir Metal Refinery, in line with the regulations, made all the necessary investments in technology in order to reduce the emissions, and is carrying out chimney measurements that are reported to the Ministry of Environment and Urbanization periodically.

## Soil

In accordance with the Environmental Law No 2872 gazetted on 06.08.2012 and numbered 27605, Control of Soil Contamination Regulation regulates technical and executive procedures and principles concerning the prevention of soil contamination, detection of the fields and sectors that are likely to be contaminated, cleaning of the contaminated area.

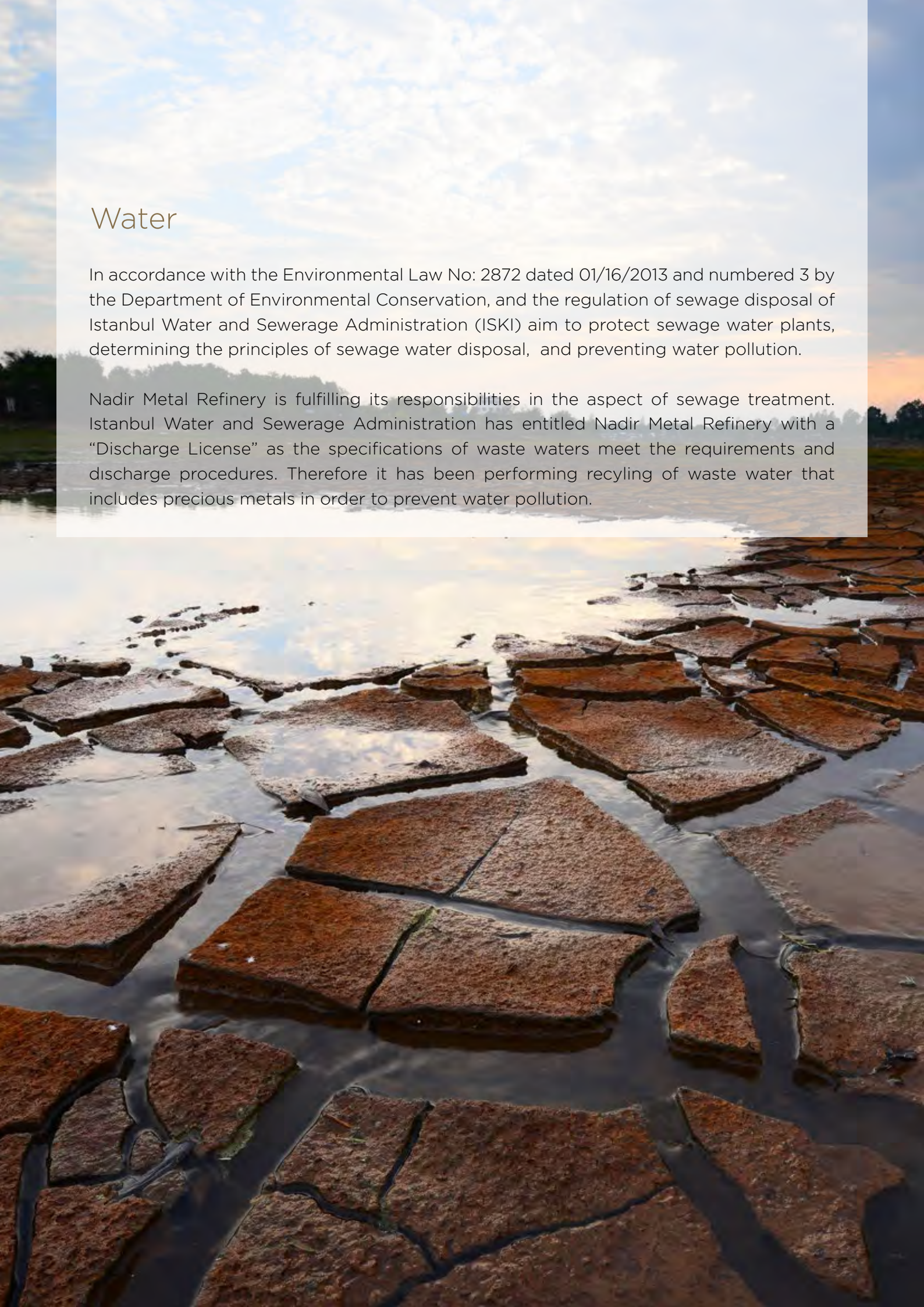
Nadir Metal Refinery, with a great sense of responsibility, has given the necessary samples of its soil and groundwater to the independent firm authorized by the Ministry of Environment and Urbanization. The preliminary reports of Field Sampling Analysis Plan and Field Situation and Risk Assessment presented by Nadir Metal Refinery has been accepted by the commission organized by the Provincial Directorate of Environment and Urbanization, and they have proceeded to the stage of the final report. We guarantee to maintain sustainability regarding this issue.



## Water

In accordance with the Environmental Law No: 2872 dated 01/16/2013 and numbered 3 by the Department of Environmental Conservation, and the regulation of sewage disposal of Istanbul Water and Sewerage Administration (ISKI) aim to protect sewage water plants, determining the principles of sewage water disposal, and preventing water pollution.

Nadir Metal Refinery is fulfilling its responsibilities in the aspect of sewage treatment. Istanbul Water and Sewerage Administration has entitled Nadir Metal Refinery with a “Discharge License” as the specifications of waste waters meet the requirements and discharge procedures. Therefore it has been performing recycling of waste water that includes precious metals in order to prevent water pollution.





# Waste Management

Most important component of an effective environmental management is to have an effective and sustainable waste management. In waste management, it is necessary to be aware of strategic, operational, and financial responsibilities.

Zero Waste Principle is a strategy that targets lifestyle and resource utilization, includes preventing waste generation, increasing the quality of the generated waste, collecting separately, and recycling. In the year 2017, with the awareness of the advantages of Zero Waste Principle, an effective waste management policy has been followed.

We build temporary waste storage areas for waste management within our production facility and revalue packaging wastes, such as plastic, cardboard within our internal processes when it is technically feasible, and if not such wastes are sent to licensed companies, authorized by the Ministry of Environment and Urbanization, to be sorted in a controlled manner without harming the environment.



Waste machine oils, contaminated cloths, protective clothing, etc. generated during maintenance activities and metal parts and samples generated during sampling are recycled internally as they contain precious metals. Wastes falling into the scope of hazardous wastes, such as waste oil generated during generator and forklift maintenance, contaminated packaging wastes, metal parts, fluorescent lamps, are disposed of by licensed companies.







	Waste Type	2016 (KG/YEAR)	2017 (KG/YEAR)	DISPOSAL METHOD
HAZARDOUS	Fluorescence Lamp	24	43	Storage
	Waste Batteries	1	1	Storage
	Vegetable Waste Oil	280	140	Reuse
	Contaminated Packaging	460	4.420	Recycle
	Waste Sludge	264.080	595.320	Recycle
	Waste Oil	362	-	Recovery
	Spray can	2	64	Recycle
	Maintenance Waste Oils	5	5	Recovery in Facility
	Contaminated clothes, protective clothing etc	600	720	Recovery in Facility

NON HAZARDOUS	Paper, Cardboard	500	7.200	Recovery
	Plastic	500	7.200	Recovery
	Glass	500	500	Recovery
	Refinery Slags	-	21.549	Recovery
	Solid Waste	30.780	30.780	Disposal
	Metals	4.920	11.790	Recovery
	Materials with precious metal powders and parts	300	450	Recovery in Facility

# Energy Management

TYPE OF NATURAL RESOURCE	2016	2017
Direct power consumption	3,691,014	3,998,340
Indirect power consumption	3,626,347	3,303,910

With the expansion of operational fields, there has been an increase in the recycle of hazardous and non-hazardous waste.

In this regard, studies has been conducted to prevent the use of uncontrolled energy. In accordance with our targets related to energy management, many improvements have been seen specially with the research and development work at the pyromatellurgical process in 2017. While there has been 46% increase in operations, energy increase was stabilized with only 8%.

## R&D

### Research and Development Data:

- 28% decrease in the use of natural gas
- 60% decrease in the use of chemicals
- 67% decrease in the number of melting treatments
- 67% increase in the productivity
- No exposure to heavy metals with regards to work occupational.



In the use of natural gas

**28%** decrease

In the use of chemicals

**60%** decrease

In the number of melting treatments

**67%** decrease

In the productivity

**67%** increase



# Carbon Footprint and Climate Change

Nadir Metal Refinery prepares its Institutional Carbon Footprint Report aiming to calculate greenhouse gas emissions and total carbon-dioxide emissions covalently.

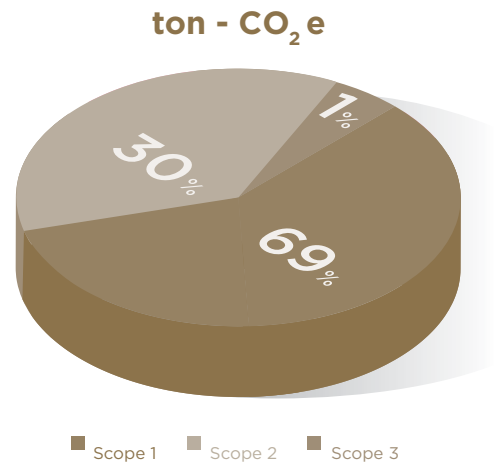


Illustration 1: Comparison of the emissions of factory scope 1, scope 2, and scope 3.

**Besides being the second Institutional Carbon Footprint Report calculated and managed by Nadir Metal Refinery, this report is the first report in Turkish refinery industry.** It is in compliance with the International Greenhouse Gases Emission Calculation methodology of ISO 14064-1 Standards, and it serves as a basis for the future reports. 2017 Nadir Metal Refinery report is based on the studies of Nadir Metal Refinery Carbon Footprint in 2017. It comprises the carbon footprint calculations of the operations in Esenyurt Factory, the sales office in Grand Bazaar and in Kuyumcukent between 01.01.2017 and 12.31.2017.

Scope 1 and scope 2 emission amounts are calculated in ton carbon-dioxide. The sources of greenhouse gas emission are identified as the consumption of fossil fuels in the production, refrigerant gas leak, and consumption of electricity.

According to ISO 14064-1, calculations of Scope 3 Other Indirect Emissions are based on voluntariness. However so, to have an understanding of the indirect emissions in the value chain, and for the future greenhouse gases inventories, improved Scope 3 notifications are important. In the aspect of risk assessment, value chain may have more influence on the climate change effect than it does on the company itself. Business trips and personnel vehicles are identified as our sources of Scope 3 emission.

In order to calculate greenhouse gas emission inventory, all relevant greenhouse gas emission sources and activity data from related services have been identified, emission factors have been applied, direct and indirect emissions have been calculated for every source. By this way, Nadir Metal Refinery total carbon footprint was specified into the institutional level.



The carbon footprints results that obtained by the calculations and datas;

2017	FACTORY CARBON FOOTPRINT t CO <sub>2</sub> e	BRANCH SALES OFFICE FOOTPRINT t CO <sub>2</sub> e	BRANCH KUYUMCUKENT FOOTPRINT t CO <sub>2</sub> e	TOTAL
SCOPE 1	924,57	0,00	0,00	<b>924,57</b>
SCOPE 2	2147,29	11,55	92,34	<b>2251,18</b>
SCOPE 3	40,64	11,89	0,00	<b>52,43</b>
SCOPE 1+2+3	<b>3112,4</b>	<b>23,44</b>	<b>92,34</b>	<b>3228,18</b>

Emission factors represent carbon-dioxide (CO<sub>2</sub>e), and they turn the effect of six greenhouse gases, which are within the scope of Kyoto Protocol, into a common ton unit CO<sub>2</sub>e based on Global Warming Potential. Global Warming Potential is a concept that calculates how much temperature the related gas can hold in the atmosphere within a specific time period.

Being the first company ever to calculate and report Carbon Footprint voluntarily in its industry, Nadir Metal Refinery commits to continue reporting on its Carbon Footprint at institutional level annually, comprise a management plan for greenhouse gases and calculate carbon footprint according ISO 14064-1 Standards to detect its effects on climate change.

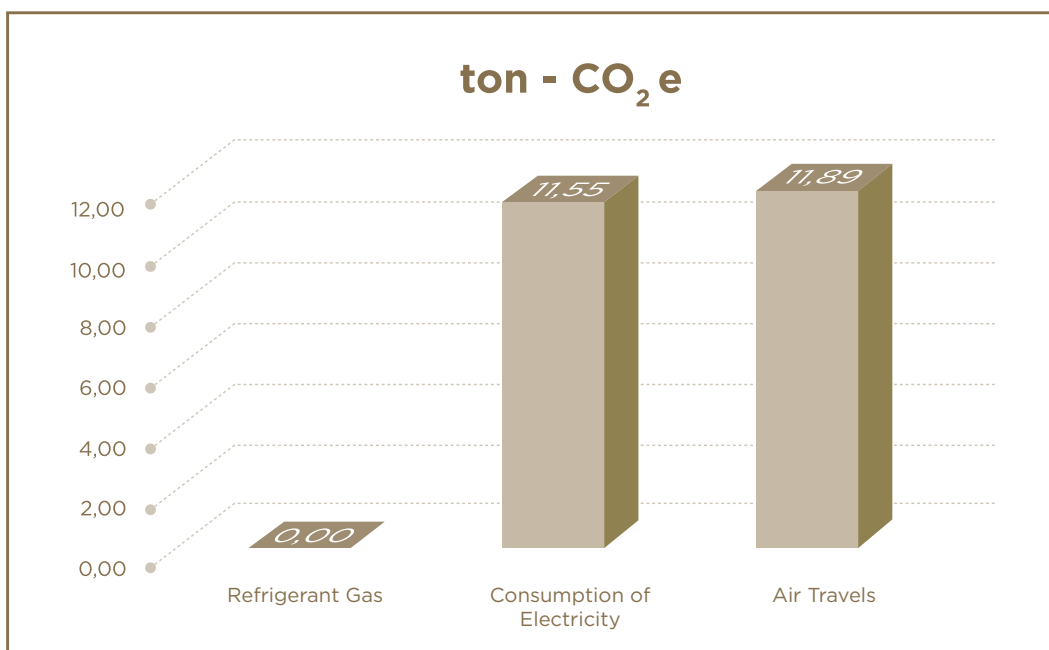


Illustration 2: Comparison of the emissions of Branch sales office Scope 1, Scope 2 and Scope 3

# Occupational Health and Safety Issues

In Nadir Metal Refinery, human health and work safety, which is one of the basic elements of sustainability, is always at the forefront and studies are carried out in accordance with this principle.

Occupational Health and Safety Board (OHSB) has been established in Nadir Metal Refinery, which takes great care in compliance with the legislation in the field of occupational health and safety. Employer / General Manager, Occupational Safety Specialist, Workplace Physician, Administrative Manager, Internal Auditor, Production Managers, Technical Manager and Employee Representatives participate to OHSB meetings held every month. In this regards, the responsibility is shared by all employees from the top to the lowest level. All activities are carried out under the regulations issued by the Ministry of Labor and Social Security and OHSAS 18001 OHS Management System and supported by the top management.

## Our Occupational Health and Safety Management System Policy;

- Demonstrate a successful performance beyond the standards for continuous improvement by fulfilling the requirements of legal and others concerning occupational health and safety
- Identify, reduce and eliminate hazards that may cause occupational accidents and occupational diseases,
- To ensure that employees have a good occupational health and safety awareness through trainings and other activities as a common responsibility
- To create a strong occupational health and safety culture by creating a healthy working environment, maximizing occupational health and safety, contributing to the execution and development of the staff, including visitors and sub-contractor personnel
- Ensuring the continuity of the occupational health and safety management system performance with management by reviewing studies that determine the targets related to occupational health and safety

The aim of the studies that are carried out in accordance with the OHSAS 18001 Management System is to minimize the risks by eliminating the hazards that may arise due to various reasons at the workplace so that the workplace, as well as its environs is safe and secure.

The coordination of occupational health and safety practices in Nadir Metal Refinery is ensured by the Occupational Health and Safety Board (OHSB). **To be prepared for emergencies, to review emergency measures, to enable personnel to learn emergency modes of action and improve the ability of emergency teams to intervene, OHS Board provides the appropriate OHS trainings to all personnel for the purpose of developing their intervention skills.** In addition, planned fire and building evacuation exercises and trainings are carried out every year.



**16 hours OHS trainings** (Basic OHS, working at height, physical and chemical risk factors, measures to be taken at work with chemical substances, legislations, work accidents and protection methods training etc) have been provided to each employee working at Nadir Metal Refinery in 2017.

Environmental measurements (dust, gas, noise, thermal comfort, lighting, etc.) are made in required areas and necessary revisions and improvements are implemented by OHSB. Drinking water is analyzed periodically. It is aimed to prevent occupational accidents which are likely to occur by performing environmental controls at the areas of production, maintenance, renovation, testing and laboratory etc.

## No business is more important than human health and safety. ”

Maintenance and control of all tools and equipment used in the company are performed according to the “Regulation on Health and Safety Conditions in the Use of Work Equipment” published in Official Gazette by the Ministry of Labor and Social Security in 25.04.2013 and numbered 28628. Also all tools and equipments are operated and used according to the conformity reports as specified in OHSAS 18001 Management System.

Subject of Education	Persons	Content of Education
Occupational diseases and prevention principles	All employees	Causes of Occupational Diseases, Principles of Protection from Diseases and Application of Prevention Techniques, Biological and Psychosocial Risk Factors, first aid
Occupational health and safety training	All employees	Information Regarding Labor Legislation, Occupational Health and Safety Law No. 6331, Legal Rights and Responsibilities of Employees, Legal Aspects of Work Accidents and Occupational Diseases
Basic occupational health and safety training	All employees	Occupational Health and Safety at Processing of Precious Metals, Chemical, Physical and Ergonomic Risk Factors, Manual Lifting and Handling, Safe Use of Work Equipment, Hazards and Risks, Electrical-Electrical Hazards, Risks in Workplaces, Electrical Accidents and Prevention Measures, Safety and Health Signs, Use and Importance of Personal Protective Equipment
Fire Training and Fire Fighting Application	Emergency teams and other staff	Measures to be taken against flare, explosion, fire and fire How to extinguish and rescue? Evacuation and Recovery Emergency situations in workplaces

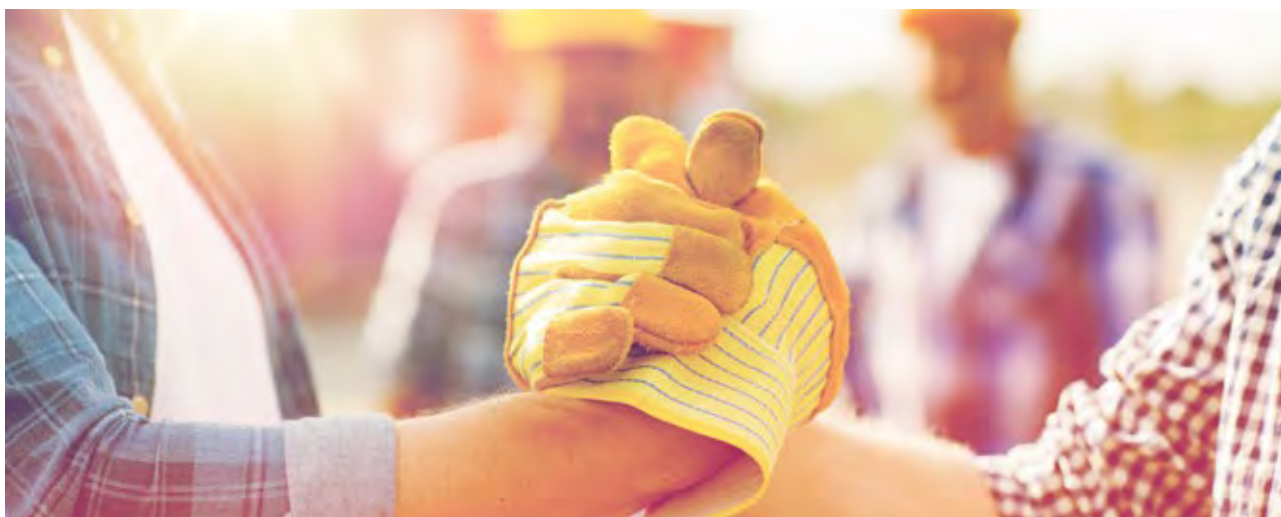
The main causes of all occupational accidents that may occur and / or arise are examined by OHSB and the measures that can be taken are determined. Also any events that do not cause any damage or injury (near-miss events) are recorded and efforts are made to prevent any future accidents.

Nadir Metal Refinery employees’ health and periodic examinations, radiological and toxicological analyzes with all health scans, physiological tests, polyclinic examinations are carried out continuously and stored by the work place physician.



At Nadir Metal Refinery, all employees working within the scope of work / works determined by the Ministry of Labor and Social Security have been provided with the necessary trainings and vocational qualification certificates have been taken. Risk Analysis studies are carried out in Nadir Metal Refinery in all areas with the participation of OHSB members. As a result of risk analysis studies OHSB precautions are taken in cooperation with the relevant units in accordance with the principle of eliminating the hazards at the source according to the work and the nature of the facility.

Personal protective equipment suitable for work is provided to all employees with embezzlement forms against their signature and their usage is monitored. Also Ergonomic Risk Analysis studies are carried out in the sections where labor power is used extensively. Fire and explosion risk analysis studies were carried out in the company and supported with the “Explosion Protection Document”.



For the purpose of informing the employees, all kind of Occupational Health and Safety Notices are hung on the bulletin boards.

In addition, all guests visiting our Company are informed and have to comply with the Occupational Health and Safety Rules in accordance with the procedures and instructions specified within the company's ISO 9001 Quality Management System directives.

At the end of each year OHSB prepares a report with the yearly assesment of activities and determination of the issues that has been experienced, information obtained to be included within the work program of the following year for the top management.

# Laboratory

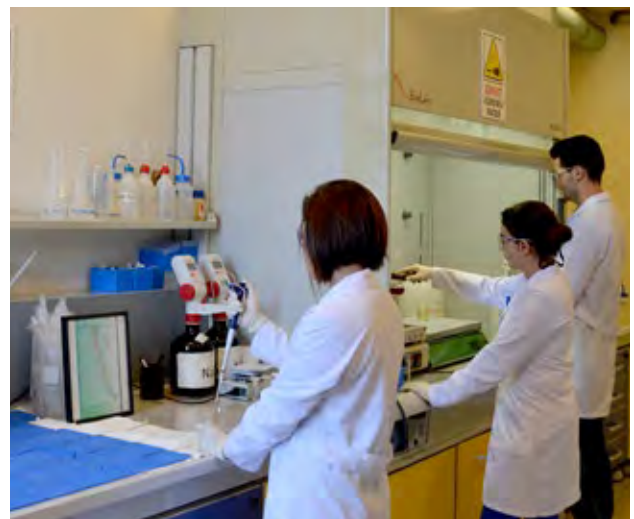
Nadir Metal Refinery has two well-equipped and licensed laboratories used by its expert staff. The labs focus on providing standardization in the business process, management system, and the products through the applications developed in the company, digital archive, systems that provide traceability between the production department and laboratories.

In addition to these, international quality management system standards and business excellence models are adopted. With constant improvements within the frame of ISO / IEC 17025 Laboratory Efficiency and ISO 9001 Quality Management System, and based upon scientific foundations, Laboratories of Nadir Metal Refinery work in a high quality and objective way. Sustainability is aimed through fulfilling the tasks in accordance with the procedures and the instructions.

Through accomplishing the inspections every year, Laboratories of Nadir Metal Refinery have been maintaining their warrant and the TURKAK accreditation given in 2009 and by National Mint of the Republic of Turkey in 2008.

Moreover, the labs prove their efficiency every year through tests and technical surveillance conducted by LBMA.

*The aim of the laboratories is to carry out analysis through utilizing international methods, based on the principle of secrecy and objectivity, and with high qualified staff.*



Laboratories of Nadir Metal Refinery fulfill the requirements of the local and international standards, legal authorities, and environment and waste regulations while adopting the responsibility for human health. To provide sustainable quality, internal and external trainings are provided. The context of those trainings differentiates according to the developments, innovations and newer risks.

In line with the vision of research and development, laboratorial data is obtained through a solution oriented team to fulfill the needs of production. Our research and development strategy is based on the ground that aims to improve the skills and qualifications of the staff, and therefore to reach the level of developing its own knowledge and technology.



*In the labs, the analysis of platinum group metals, as well as soil and ore analysis can be conducted.*

With the analysis of rhodium baths, production of suitable products that have appropriate quality is ensured.

We aim to reduce the waste in its source and retrieve it as much as possible. In this regard, we focus on the reduction of material use and in general, use of recyclable material so that we can minimize the amount of waste or retrieve it completely.

All the operations in the labs are carried out in accordance with the policy that necessitates the prevention of environmental pollution, reduction of wastes, efficient use of energy, and controlling emissions within the frame of environmental responsibility.

Nadir Metal Refinery continue its works with a sense of environmental responsibility while using and disposing chemicals properly.

# Corporate Social Responsibility Projects

Nadir Metal Refinery, focusing on creating sustainable value since its establishment, evaluates its power for future, younger generation. With its product and services, business and labor policies, business processes and social responsibility projects Nadir Metal Refinery aims to improve the quality of life of its stakeholders and future generations.

With this understanding, in 2017, “We are different but We do exist,” “Love Grows by sharing and decreases obstacles” and “Educated Children, Strong Future” social responsibility projects were realized.

We are different but we do exist.

We are aware and at your side as Nadir Family.

At the project “Art and We” of Education and Solidarity Foundation for Mentally Handicapped Children (IZEV), faces at twelve world famous paintings have been replaced with faces of down syndrome young people. In order to contribute to the Art and We Project with the message of “We are different but we do exist”, Nadir Metal Refinery has formed a special Gold Collection which consists of 1 gram 9999 gold bars with the design of the those paintings and underlining message of “We are aware and at your side as Nadir Family”. Limited pieces of 500 Certificates has been issued and all the income from the sale is transferred to the foundation of İZEV to contribute to the socialization of individuals.

To ensure that the project reaches the masses Nadir Metal Rafineri has supported exhibitions in Turkey, Europe and United States and continues its collaboration to awake awareness for the down syndrome young people saying “We are different but We do exist”.





## Love Grows by sharing and decreases obstacles



With the thought of “Love Gros by sharing and decreases obstacles”, Nadir Metal supports the Association for the Solidarity with Physically Handicapped Persons with the message of “Making a difference in the lives of our friends” for their adaptation to social life.



## Educated Children, Strong Future

At the event organized with the children of Nadir Metal Refinery employees, it has been tried to give an answer to the children curiosity, the question of where and how parents work. On the occasion books were presented as gifts with the believe of “Educated Children, Strong Future”. Further events are planned in target of “Conscious individuals, beautiful generations”.



# Stakeholder Engagement

Nadir Metal Refinery continues its activities in order to produce value by meeting the expectations and needs of its stakeholders. In this context, establishing a constructive and transparent communication with stakeholders is of great importance.

Nadir Metal Refinery's main stakeholders are its customers, employees, as well as public institutions and regulatory agencies, NGOs where there is a constant communication.

Nadir Metal Refinery, which receives the appreciation of its stakeholders as value generator, takes a great pleasure and honor.

Is one of our pionerring organizations,adding value to the jewelry industry since 1967. ”

Mustafa Atayık  
President, Istanbul Jewellery Chamber (IKO)

Stability and development are the indispensables of an economy and export and Nadir Metal Refinery is the indispensable of precious metals ”

Mustafa Kamar  
President, Jewellery Exporters Association (JTR)

Nadir Metal Refinery is one of the strongest player of precious metals industry of the region. ”

İlyas Gençoğlu  
İstanbul Sanayi Odası (ISO) Meclis Üyesi







**NADİR METAL RAFİNERİ**

[nadirmetal.com.tr](http://nadirmetal.com.tr)