

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

### SITE DETAILS

Site: **BAT Fiji - Suva**  
Address: Lady Maraia Road, Nabua, Suva, Fiji Islands, FIJI  
Contact Person: Yogendra Goundar  
AWS Reference Number: AWS-000475  
Site Structure: Single Site

### CERTIFICATION DETAILS

Certification status: Certified Core  
Date of certification decision: 2023-May-03  
Validity of certificate: 2026-May-03

### AUDIT DETAILS

Audited Service(s): AWS Standard v2.0 (2019)  
Audit Type(s): Initial Audit  
Audit Start Date: 2022-Oct-19  
Lead Auditor: Rizwan Masood

Audit team participants:  
Viliame Momoivalu, Local Auditor

Site Participants:  
Jito Rogoikorolevu, Operations Sustainability Executive  
Yogendra Goundar, Area Sustainability Manager  
Margaret Alfereti, Other  
Shamal Singh, Sustainability Manager  
Poasa Suli, Head of Legal and External Affairs  
Chris Chand, Engineering Manager

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### ADDITIONAL INFO

Summary of Audit Findings: A total of 48 findings were raised during the certification audit, 26 major non-conformities, 19 minor non-conformities, 3 observations. The major non-conformities were of sufficient concern to warrant the categorization of the non-conformity as major.

The Client is requested to perform a root cause analysis and define corrective actions for each of the non-conformities and to submit these to WSAS within 60 days of receipt of the audit report by 18/03/2023.

The major non-conformities must be sufficiently addressed, and evidence submitted to WSAS within 90 days of receipt of the report by 17/04/2023.

Minor non-conformities must be closed out by the time of the next annual audit.

The audit team recommends certification of BAT Fiji - Suva at Core level pending approval of the corrective actions plan and closure of the major non-conformities.

#### CLOSURE OF FINDINGS AND CORRECTIVE ACTION PLAN:

The Client has successfully resolved the major non-conformity and submitted the corrective action plan addressing all findings. Proof of implementation has been requested for the Minors and this will be evaluated during the Surveillance Audit. The client is requested to upload evidence of implementation prior to the Surveillance Audit.

Scope of Assessment: The scope of services covers the Initial certification audit for assessing conformity of BAT Fiji - Suva against the AWS International Water Stewardship Standard Version 2.

Central Manufacturing Company PTE Limited (Trading as British American Tobacco Fiji) having its registered office at Lady Maraia Road, Nabua, Suva Fiji is a company that manufactures combustible cigarettes for Local and Export markets. The site receives tobacco from its Green Leaf Threshing site based in Nadi as well as imports Cut rag tobacco (CRT).

The site operations include Processing for Threshed leaf in the Primary Manufacturing Department (PMD) and Finished Good production in Secondary Manufacturing Department (SMD). The site also has an Engineering department and a raw material and finished good storage warehouses. There are approx. 50 SKU's being produced in 3 different formats. The site has 90 staff (65 males and 25 females) and is has a total area of 2.7277 hectares.

Waimanu catchment is the upstream catchment where Site source their water and downstream Kinoya Wastewater treatment plant and Samabula river covers the downstream effluent and storm water discharge points respectively.

The audit was conducted remotely on 19 to 21 Oct 2021.

The remote (with the help of local auditor) site visit included the assessment of site water infrastructure, storage of potential sources of pollution and WASH facilities at site.

### FINDINGS

#### NUMBER OF FINDINGS PER LEVEL

Observation	3
Minor	25
Major	20

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### FINDING DETAILS

Finding No:	TNR-002852
Checklist Item No:	1.1.1
Status:	In Progress - CA plan approved
Finding level:	Minor
Due date:	2024-Jan-17
Checklist item:	The physical scope of the site shall be mapped, considering the regulatory landscape and zone of stakeholder interests, including: <ul style="list-style-type: none"><li>- Site boundaries;</li><li>- Water-related infrastructure, including piping network, owned or managed by the site or its parent organization;</li><li>- Any water sources providing water to the site that are owned or managed by the site or its parent organization;</li><li>- Water service provider (if applicable) and its ultimate water source;</li><li>- Discharge points and waste water service provider (if applicable) and ultimate receiving water body or bodies;</li><li>- Catchment(s) that the site affect(s) and is reliant upon for water.</li></ul>
Findings:	While defining the catchment, the site has not considered the ultimate receiving body for the effluents
Corrective action:	We will work with Authorised company who has the expertise in developing a proper standard diagram of the piping network as per the current layout with proper scaling. Also team will review the water related infrastructure and add if any is missing or is not already highlighted in the IWRA's. Mark the area where the discharge points are. Also provide end to end effluent water discharge from site to treatment plant

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Finding No:	TNR-002780
Checklist Item No:	1.2.1
Status:	In Progress - CA plan approved
Finding level:	Minor
Due date:	2023-Oct-19
Checklist item:	Stakeholders and their water-related challenges shall be identified. The process used for stakeholder identification shall be identified. This process shall: <ul style="list-style-type: none"><li>- Inclusively cover all relevant stakeholder groups including vulnerable, women, minority, and Indigenous people;</li><li>- Consider the physical scope identified, including stakeholders, representative of the site's ultimate water source and ultimate receiving water body or bodies;</li><li>- Provide evidence of stakeholder consultation on water-related interests and challenges;</li><li>- Note that the ability and/or willingness of stakeholders to participate may vary across the relevant stakeholder groups;</li><li>- Identify the degree of stakeholder engagement based on their level of interest and influence.</li></ul>
Findings:	Groups like vulnerable, women, minority, and especially Indigenous people not identified as stakeholders and consequently not included in identification of shared water challenges
Corrective action:	Team will redo a stakeholder exercise which will include indigenous, women, children and elderly, regulatory bodies/government bodies, schools, larger manufacturing industries, communities upstream where water extraction happens, communities downstream where waste water discharge/treatment happens. Through this engagement a collectively all water discharges will be identified and will be added in step 3 that is AWS implementation plan
Finding No:	TNR-002781
Checklist Item No:	1.3.2
Status:	Closed
Finding level:	Major
Due date:	2023-Apr-17
Checklist item:	Site water balance, including inflows, losses, storage, and outflows shall be identified and mapped
Findings:	Site has not documented the site water balance.
Corrective action:	Develop and implement an E2E water balance analysis to capture requirements of the indicator.

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## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

Finding No: TNR-002782  
Checklist Item No: 1.3.3  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2023-Oct-19  
Checklist item: Site water balance, inflows, losses, storage, and outflows, including indication of annual variance in water usage rates, shall be quantified. Where there is a water-related challenge that would be a threat to good water balance for people or environment, an indication of annual high and low variances shall be quantified.  
Findings: Site water balance has not been quantified. No such evidence provided during the audit.  
Corrective action: Cross analysis to be integrated on units of consumptions (including come vs actual spent from financials with process implemented to trigger investigation for variances

Finding No: TNR-002783  
Checklist Item No: 1.3.4  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Water quality of the site’s water source(s), provided waters, effluent and receiving water bodies shall be quantified. Where there is a water-related challenge that would be a threat to good water quality status for people or environment, an indication of annual, and where appropriate, seasonal, high and low variances shall be quantified.  
Findings: No quality monitoring related records for water source and ultimate receiving body were available. also, the site has not maintained records to validate that the wastewater treatment service provider complies with effluent quality parameters before it is discharged to ultimate receiving body.  
Corrective action: Implement a procedure to include comparison of results against local and WHO standards despite renewal of permit highlighting no concerns- these results to be trended and maintain for minimum 5 years to depict any intervention required for deterioration to trigger investigation as required.

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## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

Finding No: TNR-002784  
Checklist Item No: 1.3.6  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: On-site Important Water-Related Areas shall be identified and mapped, including a description of their status including Indigenous cultural values.  
Findings: Site has not identified important water related areas on site.  
Corrective action: All IWRA to be reviewed and its status with inclusion of photographs to showcase before and after progress, monitoring activities (not limited to certification and compliance tests) as well as formal documentation of budget that has already been allocated annually to maintain IWRA.

Finding No: TNR-002785  
Checklist Item No: 1.4.1  
Status: Open  
Finding level: Observation  
Checklist item: The embedded water use of primary inputs, including quantity, quality and level of water risk within the site’s catchment, shall be identified.  
Findings: Site must engage with local suppliers and service providers for water related initiatives

Finding No: TNR-002786  
Checklist Item No: 1.4.2  
Status: Open  
Finding level: Observation  
Checklist item: The embedded water use of outsourced services shall be identified, and where those services originate within the site’s catchment, quantified.  
Findings: Site must engage with local suppliers and service providers for water related initiatives

Finding No: TNR-002787  
Checklist Item No: 1.5.1  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Water governance initiatives shall be identified, including catchment plan(s), water-related public policies, major publicly-led initiatives under way, and relevant goals to help inform site of possible opportunities for water stewardship collective action.  
Findings: Site has not identified/documented catchment water governance related initiatives.  
Corrective action: Continue to engage and capture information collected during meetings to form areas to provide support on- all relevant policies and legislations issued will be assessed for implementation

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## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

Finding No: TNR-002788  
Checklist Item No: 1.5.2  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2023-Oct-19  
Checklist item: Applicable water-related legal and regulatory requirements shall be identified, including legally-defined and/or stakeholder-verified customary water rights.  
Findings: Site management could explain the legal regulatory requirements related to water. They also had documented responsibilities for review and identification of legal requirements. However, no documented water related legal requirements list was available. Information was available in a random manner. It's impossible to track what is not written.  
Corrective action: "We will engage with the authorised body who renews the liquid waste disposal permit to provide the standard parameters versus the actuals which is discharged by BAT. If possible we will be requesting them the above information for past 5 years so we can show a trend. Additionally BAT Fiji does a quarterly review on the water drinking standards to ensure clean and safe water is consumed by employees. The authorised body that carries out this test only provided the certification that the water is as per standard. We will engage with the authorised body who carries out this test to provide the standard parameters versus the actuals for past 5 years and compare this against WHO standard."

Finding No: TNR-002789  
Checklist Item No: 1.5.3  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: The catchment water-balance, and where applicable, scarcity, shall be quantified, including indication of annual, and where appropriate, seasonal, variance.  
Findings: Site has not compiled the catchment water balance.  
Corrective action: Continue engagement with Public Works department and document information obtained during meetings and engagements. Public records to be utilised for guidance until other confirmation received by Public Works.

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Finding No: TNR-002790  
Checklist Item No: 1.5.4  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2023-Oct-19  
Checklist item: Water quality, including physical, chemical, and biological status, of the catchment shall be identified, and where possible, quantified. Where there is a water-related challenge that would be a threat to good water quality status for people or environment, an indication of annual, and where appropriate, seasonal, high and low variances shall be identified.  
Findings: Site water sources and ultimate receiving bodies are natural water bodies but no data available for the quality of the water in the catchment.  
Corrective action: Continue engagement with local water authority through Public Works Department for release of current data- public information to be utilized to build AWS plan to continue momentum.

Finding No: TNR-002791  
Checklist Item No: 1.5.5  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2024-Jan-17  
Checklist item: Important Water-Related Areas shall be identified, and where appropriate, mapped, and their status assessed including any threats to people or the natural environment, using scientific information and through stakeholder engagement.  
Findings: The status of identified IWRAs was not assessed including any threats to people or the natural environment  
Corrective action: Team will work with PWD (Public Work Department) which was formed in January 2023 to identify all the IWRAs in the catchment it will be tabulated in a form which will have the description of the IWRA, their value, status and any water related risk. All the listed IWRAs in the catchment will be visited and proper photograph will be taken to establish a baseline.

Finding No: TNR-002792  
Checklist Item No: 1.5.7  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: The adequacy of available WASH services within the catchment shall be identified.  
Findings: Site has not identified the status of WASH in the catchment.  
Corrective action: Engage with PWD (Public Works Department newly formed ministry body) and WAF to identify the percentage of the catchment population without access to good water and wastewater services. If the percentage is high than this will be listed as a shared challenge and will be added in the AWS plan with its corresponding action plan to help mitigate it.



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Finding No: TNR-002793  
Checklist Item No: 1.6.1  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2023-Oct-19  
Checklist item: Shared water challenges shall be identified and prioritized from the information gathered.  
Findings: Site has gathered information about shared water challenges through stakeholder engagements. However, site has not included indigenous people in stakeholders consequently they were not engaged in identification of shared water challenges.  
Site has not investigated further on the shared water challenges after the engagements. Also, the challenges are not prioritized  
Corrective action: Team will redo a stakeholder exercise which will include indigenous, women, children and elderly, regulatory bodies/government bodies, schools, larger manufacturing industries, communities upstream where water extraction happens, communities downstream where waste water discharge/treatment happens. Based on this all the shared challenges will be identified and prioritised based on their significance and urgency. The root cause for each challenges will be identified and through which mitigation will be developed.

Finding No: TNR-002794  
Checklist Item No: 1.6.2  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Initiatives to address shared water challenges shall be identified.  
Findings: Site is still in process to identify and prioritize the shared water challenges and no specific initiative was identified to address the challenges  
Corrective action: Team will work Ministry bodies to retrieve E2E (End to End) information of the catchment and reformulate the shared challenges (incorporating other stakeholders, minorities, women and heritage) and provide action plan to help mitigate the shared challenges. Where capital is needed than BAT will work other stakeholders and Govt. Bodies to provide support and where awareness is needed than BAT will provide training and developing capabilities to create awareness. On-site improvements will be done to address demand challenges for the catchment and share the capability of rainwater harvest system in the catchment.

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Finding No: TNR-002795  
Checklist Item No: 1.7.1  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Water risks faced by the site shall be identified, and prioritized, including likelihood and severity of impact within a given timeframe, potential costs and business impact.  
Findings: Site management has verbally explained the water related risks to the site, but no documented information was available.  
Corrective action: Analyse the risk again which is relevant to employee impact while analyzing the risk on three main agenda that is Physical Regulatory and reputational. All the verbal risk discussed in the Audit will be added in the preexisting list and its analysis will be done.

Finding No: TNR-002796  
Checklist Item No: 1.7.2  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Water-related opportunities shall be identified, including how the site may participate, assessment and prioritization of potential savings, and business opportunities.  
Findings: Site management has verbally explained the water related opportunities, but no documented information was available.  
Corrective action: Team will conduct a detailed study on the catchment, identify shared challenges, identify all water related risk and provide a action plan to convert them into opportunities.

Finding No: TNR-002797  
Checklist Item No: 1.8.1  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Relevant catchment best practice for water governance shall be identified.  
Findings: Site has not identified/documented catchment best practice for water governance.  
Corrective action: Team will work in doing a publish discourse on water use and water quality data with a comprehensive water stewardship plan, policy, mission, vision and goals. Also will engage with other organizations in promoting AWS and collectively approaching to the shared challenge. Also engaging with government bodies to show the outcome of AWS. Also team will investigate if there are any program which BAT can be involved for water management and governance.

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Finding No: TNR-002798  
Checklist Item No: 1.8.3  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2023-Oct-19  
Checklist item: Relevant sector and/or catchment best practice for water quality shall be identified, including rationale for data source.  
Findings: Site has not identified/documented catchment best practice for water quality also no data available for water quality of catchment water bodies.  
Corrective action: Team will work in identify the areas where high or std drinking water is needed. Also identify areas where lower water quality is acceptable hence the rain water (onsite ) can be used. Also provide a safety plan of the areas or equipment which is responsible for providing high water quality stds. Also provide the monitoring checks for the areas which helps in maintaining the stds for the effluent water

Finding No: TNR-002799  
Checklist Item No: 1.8.4  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Relevant catchment best practice for site maintenance of Important Water-Related Areas shall be identified.  
Findings: Site has not documented/identified catchment best practice for site maintenance of Important Water-Related Areas.  
Corrective action: "Team to provide all monitoring activities (Checks, compliance test & Certification from local ministries, Maintenance plan) to ensure all Onsite IWRAs are maintained at its base condition. Also provide a R&M budget allocation which is invested annual to maintain onsite IWRA's. Engage with PWD/WAF to retrieve checks, maintenance plan, investment plans for all the IWRAs in the catchment.

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Audit Number: AO-000421

Finding No: TNR-002801  
Checklist Item No: 2.1.1  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2024-Jan-17  
Checklist item: A signed and publicly disclosed site statement OR organizational document shall be identified. The statement or document shall include the following commitments:  
- That the site will implement and disclose progress on water stewardship program(s) to achieve improvements in AWS water stewardship outcomes  
- That the site implementation will be aligned to and in support of existing catchment sustainability plans  
- That the site's stakeholders will be engaged in an open and transparent way  
- That the site will allocate resources to implement the Standard.

Findings: The Site AWS Commitment was not found publicly disclosed.  
Corrective action: "Team will work with the LEX department to develop the following:  
  
- That the site will implement and disclose progress on water stewardship program(s) to achieve improvements in AWS water stewardship outcomes  
- That the site implementation will be aligned to and in support of existing catchment sustainability plans  
- That the site's stakeholders will be engaged in an open and transparent way  
- That the site will allocate resources to implement the Standard.

Additionally, publish the Site commitment towards AWS in Newspaper, Yammar and send emails to all stakeholders. Also share pamphlets in the rural community

Which will be signed by the General Manager of BAT Fiji"

Finding No: TNR-002802  
Checklist Item No: 2.3.1  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: A water stewardship strategy shall be identified that defines the overarching mission, vision, and goals of the organization towards good water stewardship in line with this AWS Standard.

Findings: Site has not documented site's water stewardship strategy. Water related KPIs are part of company sustainability goals. However, water stewardship strategy in line with AWS standard needs to be developed.

Corrective action: Team will work to develop the mission, vision and goals for BAT Fiji. This will be the commitment which the organization will have towards AWS

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Finding No: TNR-002803  
Checklist Item No: 2.3.2  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: A water stewardship plan shall be identified, including for each target:  
- How it will be measured and monitored  
- Actions to achieve and maintain (or exceed) it  
- Planned timeframes to achieve it  
- Financial budgets allocated for actions  
- Positions of persons responsible for actions and achieving targets  
- Where available, note the link between each target and the achievement of best practice to help address shared water challenges and the AWS outcomes.

Findings: Site water stewardship plan is not in line with the AWS requirements. No tangible actions with timelines found identified. mostly actions are mentioned are about engaging with stakeholders and exploring opportunities for actions.

Corrective action: Team will conduct a detailed study of step 1. Prepare a AWS plan which will include actions and commitment to water stewardship, mitigate shared challenges, evaluate the actions with improvements and the person incharge for the completion. Also show the CAPEX allocation for funds and resources to complete actions in the plan.

Finding No: TNR-002804  
Checklist Item No: 2.4.1  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: A plan to mitigate or adapt to identified water risks developed in co-ordination with relevant public-sector and infrastructure agencies shall be identified.

Findings: Stakeholder engagement summary indicates that site is located in catchment which prone to floods. but no such incident and response plan identified.

Corrective action: Detailed study of the external risks will be conducted by the team through engagement with Ministry bodies. The risk will be listed down and appropriate actions will be developed. Some actions may be outside of BAT sites capabilities hence the team will work in creating awareness of these issues and will see the improvements which can be done to resolve some burden on the catchment

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Audit Number: AO-000421

Finding No: TNR-002807  
 Checklist Item No: 3.1.1  
 Status: Closed  
 Finding level: Major  
 Due date: 2023-Apr-17  
 Checklist item: Evidence that the site has supported good catchment governance shall be identified.  
 Findings: Site has not identified initiatives to support good catchment governance. No evidence provided in this regard during the audit and management indicated that the site is at initial stage, still in process to identify the opportunities to contribute to good water governance.  
 Corrective action: The Team will engage with government bodies to identify all policies which is currently present for water governance and management. Acts which applies to an commercial site will be mapped to see how BAT is complying against it. Also the team will get the approved standard parameters for drinking water and effluent water and compare it against the actual results. Possibly team to do a 5 years comparison to show if we are improving or deteriorating in these standards.

Finding No: TNR-002806  
 Checklist Item No: 3.1.2  
 Status: In Progress - CA plan approved  
 Finding level: Minor  
 Due date: 2023-Oct-19  
 Checklist item: Measures identified to respect the water rights of others including Indigenous peoples, that are not part of 3.2 shall be implemented.  
 Findings: Site has not identified indigenous people as stakeholders. No evidence provided to show that site has identified water rights of others including indigenous people.  
 Corrective action: Team will engage with PWD/WAF to identify all all rights which may not be part of the policies & act but are in place for the Indigenous people and protecting their resources and livelihood if they are dependent in the catchment for their livelihood

Finding No: TNR-002808  
 Checklist Item No: 3.2.1  
 Status: In Progress - CA plan approved  
 Finding level: Minor  
 Due date: 2024-Jan-17  
 Checklist item: A process to verify full legal and regulatory compliance shall be implemented.  
 Findings: Site has not implemented frequent legal compliance evaluation process.  
 Corrective action: "Provide the followign processes as an evidence that BAT Fiji is reviewing the Annual review permit on monthly basis:  
 -monthly GRC agenda and Deck  
 -permit register"

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Audit Number: AO-000421

Finding No: TNR-002923  
Checklist Item No: 3.2.2  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2023-Oct-19  
Checklist item: Where water rights are part of legal and regulatory requirements, measures identified to respect the water rights of others including Indigenous peoples, shall be implemented.  
Findings: There was no evidence to show whether water rights are part of legal and regulatory requirements. There were no measures identified to respect the water rights of others including Indigenous peoples.  
Corrective action: Team will engage with PWD/WAF to identify all the policies and rights which is in place for the Indigenous people and protecting their resources and livelihood if they are dependent in the catchment for their livelihood

Finding No: TNR-002810  
Checklist Item No: 3.3.1  
Status: Open  
Finding level: Observation  
Checklist item: Status of progress towards meeting water balance targets set in the water stewardship plan shall be identified.  
Findings: Site has not documented annual targets for site water balance.

Finding No: TNR-002811  
Checklist Item No: 3.3.2  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2024-Jan-17  
Checklist item: Where water scarcity is a shared water challenge, annual targets to improve the site's water use efficiency, or if practical and applicable, reduce volumetric total use shall be implemented.  
Findings: Site has not documented annual targets for site water balance.  
Corrective action: Team will provide a graphical representation of (absolute water withdrawn, reduction trend) from 2017-2022. Additionally team will provide year on year set target of reduction in the water withdrawn of 5% which is driven globally.

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Audit Number: AO-000421

Finding No: TNR-002812  
Checklist Item No: 3.4.1  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2024-Jan-17  
Checklist item: Status of progress towards meeting water quality targets set in the water stewardship plan shall be identified.  
Findings: Site has not set targets for water quality improvement  
Corrective action: "We will engage with the authorized body who renews the liquid waste disposal permit to provide the standard parameters versus the actuals which is discharged by BAT. If possible we will be requesting them the above information for past 5 years so we can show a trend. Additionally, BAT Fiji does a Quarterly review on the water drinking standards to ensure clean and safe water is consumed by employees. The authorized body that carries out this test only provided the certification that the water is as per standard. We will engage with the authorized body who carries out this test to provide the standard parameters versus the actuals for past 5 years and compare this against WHO standard.  
  
If the trend for the past 5 years has been "

Finding No: TNR-002813  
Checklist Item No: 3.4.2  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Where water quality is a shared water challenge, continual improvement to achieve best practice for the site's effluent shall be identified and where applicable, quantified.  
Findings: Water quality degradation is shared water challenge, but site has not set targets for its effluent quality improvement  
Corrective action: Team will engage with WAF to get the standards of the effluent water parameters and compare it against the actual results. Team will do an analysis for past 5 years and show its trend. If the actual parameters are deteriorating than the team will provide actions to improve it. Team will also share the best practice around the areas which contribute to maintaining the standards for the effluent water.  
  
Evidence of implementation: After the deployment of the Grease trap our effluent water quality was compliant with the std. BAT has submitted the plan to ensure we sustain the results in the future



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Finding No: TNR-002814  
Checklist Item No: 3.5.1  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Practices set in the water stewardship plan to maintain and/or enhance the site’s Important Water-Related Areas shall be implemented.  
Findings: The site has not documented/identified on site Important Water-Related Areas consequently no such practices set in Water Stewardship Plan.  
Corrective action: All IWRA to be reviewed and its status. Provide photos of all the IWRA and investment done in past to improve its standards and functionality. Also provide all monitoring activities (Checks, compliance test & Certification from local ministries, Maintenance plan) to ensure its maintained at its base condition. Also provide a R&M allocation which is invested annual to maintain these IWRA. Added in the AWS Plan for upkeeping.

Finding No: TNR-002815  
Checklist Item No: 3.6.2  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Evidence that the site is not impinging on the human right to safe water and sanitation of communities through their operations, and that traditional access rights for indigenous and local communities are being respected, and that remedial actions are in place where this is not the case, and that these are effective.  
Findings: Site has not included indigenous people in stakeholders and no engagement/communication was done. There was no evidence provided to show that traditional access rights for indigenous and local communities are being respected, and that remedial actions are in place where this is not the case, and that these are effective.  
Corrective action: Engage with stakeholders, in urban and in rural settlement. Understand all the rights and policies which are present. based on that team will analyze the end to end operational process and a risk assessment will be conducted on activities which may cause such impingement. These activities will than corrective measures & and monitoring actions to ensure it doesn’t occur.

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

Finding No: TNR-002817  
Checklist Item No: 3.7.1  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2024-Jan-17  
Checklist item: Evidence that indirect water use targets set in the water stewardship plan, as applicable, have been met shall be quantified.  
Findings: Site must engage with local suppliers and service providers for water related initiatives  
Corrective action: Team will carry out an exercise in identifying all the vendors who provides product/services in carrying out the day to day execution of the business. A vendor survey will be done based on water withdrawn/ consumption, water recycling and water governance and prioritize vendors who are working towards achieving better water management at their site. Based on the above survey appropriate vendors will be listed as preferable vendors for providing specific product/services to BAT.

Finding No: TNR-002818  
Checklist Item No: 3.7.2  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2024-Jan-17  
Checklist item: Evidence of engagement with suppliers and service providers, as well as, when applicable, actions they have taken in the catchment as a result of the site’s engagement related to indirect water use, shall be identified.  
Findings: Site must engage with local suppliers and service providers for water related initiatives.  
Corrective action: Team will engage with all local suppliers and service providers to share information about AWS and its importance in our catchment. Also advise the actions that have been done and will be done in the near future to minimise the impact related to indirect water use. Additionally training and awareness will be carried out to built capability of suppliers and service providers to have a better water management and governance at their own site.

Finding No: TNR-002819  
Checklist Item No: 3.9.1  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Actions towards achieving best practice, related to water governance, as applicable, shall be implemented.  
Findings: No action towards achieving best practice, related to water governance has been implemented.  
Corrective action: Provide evidence of Best prastices for water reduction, meeting water quality standards for effluent water and drinking water, evidence for good water balance and conserving water shall be provided

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

Finding No: TNR-002841  
Checklist Item No: 3.9.3  
Status: Closed  
Finding level: Major  
Due date: 2023-Apr-17  
Checklist item: Actions towards achieving best practice, related to targets in terms of water quality shall be implemented.  
Findings: Site has not identified/documentated catchment best practice for water quality also no data available for water quality of catchment water bodies.  
Corrective action: Provide the results of drinking water and effluent water results in the audit. Compare the drinking water results with the local and WHO standards. Compare the effluent water results with the local std. Show the result trend for past 5 years and identify if the stds are improving for deteriorating. If deteriorating than provide the action plan to mitigate it and also verify the RC as to why it is deteriorating. If the results are in the range than a plan will be submitted to sustaining the results.

Finding No: TNR-002842  
Checklist Item No: 3.9.4  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2023-Oct-19  
Checklist item: Actions towards achieving best practice, related to targets in terms of the site’s maintenance of Important Water-Related Areas shall be implemented.  
Findings: No evidence provided to establish that site participated in any best practice for maintenance of Important Water-Related Areas.  
Corrective action: All IWRA to be reviewed and its status. Provide photos of all the IWRA and investment done in past to improve its standards and functionality. Also provide all planned monitoring activities (Checks, compliance test & Certification from local ministries, Maintenance plan) to ensure its maintained at its base condition. Also provide a R&M allocation which will be invested annually to maintain these IWRA

Finding No: TNR-002843  
Checklist Item No: 4.1.1  
Status: In Progress - CA plan approved  
Finding level: Minor  
Due date: 2024-Jan-17  
Checklist item: Performance against targets in the site’s water stewardship plan and the contribution to achieving water stewardship outcomes shall be evaluated.  
Findings: Site has not evaluated performance against water stewardship plan targets  
Corrective action: Team will redo the AWS stewardship plan while complying with all the indicators from steps 1-3. All actions in the plan will have a proper evaluation based on the targets set, status, timeline, responsible person and which of the five outcomes of the AWS is being improved.

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

Finding No: TNR-002844  
 Checklist Item No: 4.1.2  
 Status: In Progress - CA plan approved  
 Finding level: Minor  
 Due date: 2024-Jan-17  
 Checklist item: Value creation resulting from the water stewardship plan shall be evaluated.  
 Findings: Value creation from water stewardship plan has not been evaluated  
 Corrective action: Team will redo the AWS stewardship plan while complying with all the indicators from steps 1-3. All actions in the plan will have a proper evaluation based on the targets set, status, timeline, responsible person and which of the five outcomes of the AWS is being improved. All the actions which will require capital investment will be noted down and cost saving which will result from this investment will be recorded. Other actions which do not require capital investment but will be providing cost benefit in the business will be analyzed and noted down.

Finding No: TNR-002845  
 Checklist Item No: 4.1.3  
 Status: In Progress - CA plan approved  
 Finding level: Minor  
 Due date: 2024-Jan-17  
 Checklist item: The shared value benefits in the catchment shall be identified and where applicable, quantified.  
 Findings: Shared value benefits from water stewardship plan have not been identified  
 Corrective action: All the actions done in the catchment to drive better water management and governance will be evaluated based on the value creation it has (financial, ecosystem, water security, water quality, water governance and better management of IWRA).

Finding No: TNR-002846  
 Checklist Item No: 4.3.1  
 Status: In Progress - CA plan approved  
 Finding level: Minor  
 Due date: 2024-Jan-17  
 Checklist item: Consultation efforts with stakeholders on the site's water stewardship performance shall be identified.  
 Findings: No consultation efforts made to communicate site's water stewardship performance with stakeholders.  
 Corrective action: "After a proper stakeholder mapping is done, BAT Fiji will be hosting consultation event twice a year where the following things will be discussed:  
 -Water stewardship performance  
 -Sites water management performance  
 -Actions completed for water realeted areas in the catchment  
 -any new shared water threats"

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

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Finding No:	TNR-002847
Checklist Item No:	4.4.1
Status:	In Progress - CA plan approved
Finding level:	Minor
Due date:	2024-Jan-17
Checklist item:	The site's water stewardship plan shall be modified and adapted to incorporate any relevant information and lessons learned from the evaluations in this step and these changes shall be identified.
Findings:	Water stewardship plan was not updated because no performance evaluation was carried out.
Corrective action:	Team will develop a robust AWS plan to achieve the five goals of the AWS. This plan will be reviewed monthly to track the performance. Any modification in the plan done will be noted down with a clear explanation as to why this was modified based on the various reasons specified in the AWS guideline.
Finding No:	TNR-002848
Checklist Item No:	5.1.1
Status:	In Progress - CA plan approved
Finding level:	Minor
Due date:	2024-Jan-17
Checklist item:	The site's water-related internal governance, including positions of those accountable for compliance with water-related laws and regulations shall be disclosed.
Findings:	Site has not disclosed internal water governance at any appropriate forum.
Corrective action:	The team will provide the water related internal governance that is through GRC panel, permit register which will include the people who are accountable for compliance with water related regulations.
Finding No:	TNR-002849
Checklist Item No:	5.3.1
Status:	In Progress - CA plan approved
Finding level:	Minor
Due date:	2024-Jan-17
Checklist item:	A summary of the site's water stewardship performance, including quantified performance against targets, shall be disclosed annually at a minimum.
Findings:	Site has not evaluated performance against its Water Stewardship Plan consequently, performance has not been disclosed.
Corrective action:	"Team will redo the AWS stewardship plan while complying with all the indicators from steps 1-3. All actions in the plan will have a proper evaluation based on the targets set, status, timeline, responsible person and which of the five outcomes of the AWS is being improved. Annually BAT Fiji will disclose its performance against targets percentage of actions completed based on the AWS plan and other good practices towards good water management and governance."

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)



Audit Number: AO-000421

Finding No:	TNR-002850
Checklist Item No:	5.4.1
Status:	In Progress - CA plan approved
Finding level:	Minor
Due date:	2024-Jan-17
Checklist item:	The site's shared water-related challenges and efforts made to address these challenges shall be disclosed.
Findings:	Site has not disclosed shared water-related challenges and efforts made to address these challenges at any appropriate forum.
Corrective action:	"Team will redo a stakeholder exercise which will include indigenous, women, children and elderly, regulatory bodies/government bodies, schools, larger manufacturing industries, communities upstream where water extraction happens, communities downstream where waste water discharge/treatment happens. Based on this all the shared challenges will be identified and prioritised based on their significance and urgency. The root cause for each challenges will be identified and through which mitigation will be developed. Annually BAT will disclose the actions which was carried out( onsite or in catchment) to mitigate this shared challenges. These actions could be done individually or working collectively with other organizations and these will be disclosed also."

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)



Audit Number: AO-000421

### Report Details

Report	Value
Report prepared by	Rizwan Masood
Report approved by	Ruth Wandera
Report approved on (Date)	17/01/2023

### Surveillance

**Proposed date for next audit**  
2023-Oct-25

Comment Annual Surveillance is recommended

### Stakeholder Announcements

Date of publication	Location
16/09/2022	AWS Website
17/09/2022	WSAS Website
01/10/2022	Local Newspaper
Comment	Stakeholder announcement was published on AWS and WSAS websites 30 days before the audit. Site has also published the stakeholder announcement in a local newspaper.

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

### Catchment Information

#### Catchment Information

Site is located in Waimanu River Catchment from which the raw water is pumped from Waimanu river into the Tamavua Treatment plant and stored at the Tamavua reservoir from which it is pumped for distribution and supplied to BAT site. This plant capacity is approx. 60ML per day. BAT receives its drinking water from this intake.

The other intake which is the Waila Intake with a capacity of 90ML per day. This intake pumps water into the Waila treatment plant and feeds into BAT Fiji site via a separate piping network. This intake also falls within the same Waimanu catchment. BAT receives its water for hydrants and industrial use from this intake.

Waimanu catchment is the upstream catchment where BAT Fiji source their water and downstream Kinoya Wastewater treatment plant and Samabula river covers the downstream effluent and storm water discharge points respectively.



Catchment Map.jpg



Physical Scope.jpg



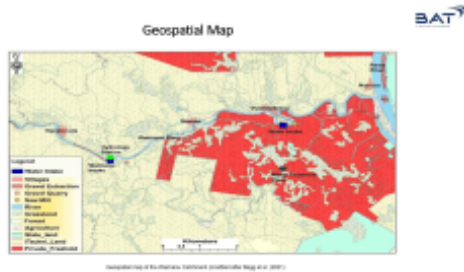
Catchment 1.jpg



# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

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Geospatial Map.jpg

### Client Description and Site Details

#### Client/Site Background

Central Manufacturing Company PTE Limited (Trading as British American Tobacco Fiji) having its registered office at Lady Maraia Road, Nabua, Suva Fiji is a company that manufactures combustible cigarettes for Local and Export markets. The site receives its tobacco from its Green Leaf Thrashing site based in Nadi as well as imports Cut rag tobacco (CRT). The site operations include Processing for Threshed leaf in the Primary Manufacturing Department (PMD) and Finished Good production in Secondary Manufacturing Department (SMD). The site also has an Engineering department and a raw material and finished goods storage warehouses. There are approx. 50 SKU's being produced in 3 different formats. The site has 90 staff (65 males and 25 females) and has a total area of 2.7277 ha.

### Summary of Shared Water Challenges




#### Summary of Shared Water Challenges

Site has gathered information about shared water challenges through stakeholder engagements. However, site has not included indigenous people in stakeholders consequently they were not engaged in identification of shared water challenges. The shared challenges identified are:

- WASH at Village level
- Flooding & Water ways Siltation.
- Ageing water related infrastructure.

### 0.1 General Requirements for Single Sites, Multi-Sites and Groups

#### 0.1.1 Eligibility Criteria

<b>0.1.1.1</b>	<i>The site(s) occupy one catchment OR an exception has been granted.</i>	 Yes
<b>0.1.1.2</b>	<i>The scope of the proposed certification shall be under the control of a single management system.</i>	 Yes
<b>0.1.1.3</b>	<i>The scope of the proposed certification shall be homogeneous with respect to primary production system, water management, product or service range, and the main market structures.</i>	 Yes

**1 STEP 1: GATHER AND UNDERSTAND**

**1.1** *Gather information to define the site’s physical scope for water stewardship purposes, including: its operational boundaries; the water sources from which the site draws; the locations to which the site returns its discharges; and the catchment(s) that the site affect(s) and upon which it is reliant.*

**1.1.1** *The physical scope of the site shall be mapped, considering the regulatory landscape and zone of stakeholder interests, including:*

- Site boundaries;
- Water-related infrastructure, including piping network, owned or managed by the site or its parent organization;
- Any water sources providing water to the site that are owned or managed by the site or its parent organization;
- Water service provider (if applicable) and its ultimate water source;
- Discharge points and waste water service provider (if applicable) and ultimate receiving water body or bodies;
- Catchment(s) that the site affect(s) and is reliant upon for water.

✦  
in progress

Comment Site has documented a layout of site showing boundaries and water related infrastructure. the site has also included the geographical map for site identification.

The site has two sources of water one is drinking water supply and other is industrial supply.

Site is located in Waimanu river catchment from which the raw water is pumped from Waimanu river into the Tamavua Treatment plant and stored at the Tamavua reservoir from which it is pumped to for distribution and supplied to BAT site. This plant capacity is approx. 60ML per day. BAT receives its drinking water from this intake.

The other intake which is the Waila Intake with a capacity of 90ML per day. This intake pumps water into the Waila treatment plant and feeds into BAT Fiji site via a separate piping network. This intake also falls within the same Waimanu catchment. BAT receives its water for hydrants from this intake.

Waimanu catchment is the upstream catchment where BAT Fiji source their water and downstream Kinoya Wastewater treatment plant and Samabula river covers the downstream effluent and storm water discharge points respectively.

The Samabula river and the discharge from the Kinoya wastewater treatment connect to the sea at Laucala Bay. The treated wastewater is discharged 1.2Km offshore at Laucala Bay.

**Finding No: TNR-002852**






**1.2** *Understand relevant stakeholders, their water related challenges, and the site’s ability to influence beyond its boundaries.*

**1.2.1** *Stakeholders and their water-related challenges shall be identified. The process used for stakeholder identification shall be identified. This process shall:*

- Inclusively cover all relevant stakeholder groups including vulnerable, women, minority, and Indigenous people;
- Consider the physical scope identified, including stakeholders, representative of the site’s ultimate water source and ultimate receiving water body or bodies;
- Provide evidence of stakeholder consultation on water-related interests and challenges;
- Note that the ability and/or willingness of stakeholders to participate may vary across the relevant stakeholder groups;
- Identify the degree of stakeholder engagement based on their level of interest and influence.

✦  
in progress









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Comment	Site has identified the stakeholder including the water governance bodies, environmental regulators, research organizations and nearby industries. The site has started to interact with stakeholders regarding AWS and water related challenges. the level of interest and power to influence also documented in stakeholder database (attached) However, groups like vulnerable, women, minority, and especially Indigenous people not identified as stakeholders and consequently not included in identification of shared water challenges	
		<b>Finding No: TNR-002780</b>
<b>1.2.2</b>	<i>Current and potential degree of influence between site and stakeholder shall be identified, within the catchment and considering the site's ultimate water source and ultimate receiving water body for wastewater.</i>	 Yes
Comment	The current and potential degree of influence has been identified for all the stakeholders. it has been mentioned as power of stakeholders in stakeholder database (attached). Water supplier, wastewater treatment plant and regulators are mentioned as most influential.	
<b>1.3</b>	<i>Gather water-related data for the site, including: water balance; water quality, Important Water-Related Areas, water governance, WASH; water-related costs, revenues, and shared value creation.</i>	
<b>1.3.1</b>	<i>Existing water-related incident response plans shall be identified.</i>	 Yes
Comment	Site has identified chemical spillages and water supply interruptions as water related incidents the response of these has been identified in "EMERGENCY AND SAFETY PROCEDURE MANUAL - September 2022" (page 13) and "FACTORY CONTINGENCY PLAN" (page 14 and page 27)	
<b>1.3.2</b>	<i>Site water balance, including inflows, losses, storage, and outflows shall be identified and mapped</i>	 No
Comment	Site has mapped water network including sources, storages, outflows etc. However, site has not documented the site water balance.	
		<b>Finding No: TNR-002781</b>
<b>1.3.3</b>	<i>Site water balance, inflows, losses, storage, and outflows, including indication of annual variance in water usage rates, shall be quantified. Where there is a water-related challenge that would be a threat to good water balance for people or environment, an indication of annual high and low variances shall be quantified.</i>	 in progress
Comment	Site is tracking daily consumption of water in different areas. However, Site water balance has not been quantified. No such evidence provided during the audit.	
		<b>Finding No: TNR-002782</b>
<b>1.3.4</b>	<i>Water quality of the site's water source(s), provided waters, effluent and receiving water bodies shall be quantified. Where there is a water-related challenge that would be a threat to good water quality status for people or environment, an indication of annual, and where appropriate, seasonal, high and low variances shall be quantified.</i>	 No
Comment	Site is monitoring the quality of influent water at different points in water network on site. This monitoring includes physical, chemical and biological parameters. Also, it has been told by the site management the effluent (to be treated at external wastewater treatment plant) quality monitoring is being carried out by the regulatory body; last monitoring report was available. However, no quality related records for water source and ultimate receiving body were available. Also, the site has not maintained records to validate that the wastewater treatment service provider complies with effluent quality parameters before it is discharged to ultimate receiving body.	
		<b>Finding No: TNR-002783</b>

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## Alliance for Water Stewardship (AWS)

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<b>1.3.5</b>	<i>Potential sources of pollution shall be identified and if applicable, mapped, including chemicals used or stored on site.</i>	 Yes
Comment	Site has documented potential sources of pollution. Also, the chemicals/fuels included in pollutants. The identified areas are also mapped (attached)	
<b>1.3.6</b>	<i>On-site Important Water-Related Areas shall be identified and mapped, including a description of their status including Indigenous cultural values.</i>	 No
Comment	Site has not identified important water related areas on site.	
<b>Finding No: TNR-002784</b>		
<b>1.3.7</b>	<i>Annual water-related costs, revenues, and a description or quantification of the social, cultural, environmental, or economic water-related value generated by the site shall be identified and used to inform the evaluation of the plan in 4.1.2.</i>	 Yes
Comment	Site has identified the water related costs. these includes Water Bills, Licenses and Permits, Waste Water Testing, Drinking Water Testing, Water savings project costs etc. ref. attachment	
<b>1.3.8</b>	<i>Levels of access and adequacy of WASH at the site shall be identified.</i>	 Yes
Comment	Site provides safe drinking water, to all workers, sourced from water supply and monitored for the quality parameters. Also, Adequate sanitation is provided to all workers including bathrooms and locker rooms, hand washing and shower facilities. Site has evaluated adequacy of WASH arrangements against Health and Safety at Work Act 1996 (attached)	
<b>1.4</b>	<i>Gather data on the site's indirect water use, including: its primary inputs; the water use embedded in the production of those primary inputs the status of the waters at the origin of the inputs (where they can be identified); and water used in out-sourced water-related services.</i>	
<b>1.4.1</b>	<i>The embedded water use of primary inputs, including quantity, quality and level of water risk within the site's catchment, shall be identified.</i>	 Obs.
Comment	Site has not identified any source of indirect water in the catchment. According to site management no supplier of primary inputs is located in the catchment.	
<b>1.4.2</b>	<i>The embedded water use of outsourced services shall be identified, and where those services originate within the site's catchment, quantified.</i>	 Obs.
Comment	Site has not identified any source of indirect water in the catchment. According to site management no Outsourced services is located in the catchment.	
<b>1.5</b>	<i>Gather water-related data for the catchment, including water governance, water balance, water quality, Important Water-Related Areas, infrastructure, and WASH</i>	
<b>1.5.1</b>	<i>Water governance initiatives shall be identified, including catchment plan(s), water-related public policies, major publicly-led initiatives under way, and relevant goals to help inform site of possible opportunities for water stewardship collective action.</i>	 No
Comment	Site has not identified/documentated catchment water governance related initiatives. <b>Finding No: TNR-002787</b>	
<b>1.5.2</b>	<i>Applicable water-related legal and regulatory requirements shall be identified, including legally-defined and/or stakeholder-verified customary water rights.</i>	 in progress
Comment	Site management can explain the legal regulatory requirements related to water. They also have documented responsibilities for review and identification of legal requirements. However, no documented water related legal requirements list was available. information was available in random.	

# CERTIFICATION REPORT


## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421


**Finding No: TNR-002788**

- 1.5.3** *The catchment water-balance, and where applicable, scarcity, shall be quantified, including indication of annual, and where appropriate, seasonal, variance.*   
No
- Comment Site has gathered the rainfall data for the catchment. However, site has not compiled the catchment water balance.


**Finding No: TNR-002789**


- 1.5.4** *Water quality, including physical, chemical, and biological status, of the catchment shall be identified, and where possible, quantified. Where there is a water-related challenge that would be a threat to good water quality status for people or environment, an indication of annual, and where appropriate, seasonal, high and low variances shall be identified.*   
in progress
- Comment Site has not identified quality of water in catchment. Site water sources and ultimate receiving bodies are natural water bodies but no data available for the quality of the water in catchment.

**Finding No: TNR-002790**

- 1.5.5** *Important Water-Related Areas shall be identified, and where appropriate, mapped, and their status assessed including any threats to people or the natural environment, using scientific information and through stakeholder engagement.*   
in progress
- Comment Site has identified following IWRAs in the catchment. These also have been mapped (attached)
- 1) Wider Waimanu Catchment
  - 2) Lower Waimanu River
  - 3) Colo-i-Suva Forecast Park
  - 4) Mangroves along Laucala Bay foreshore


**Finding No: TNR-002791**

- 1.5.6** *Existing and planned water-related infrastructure shall be identified, including condition and potential exposure to extreme events.*   
Yes
- Comment Catchment water and wastewater infrastructure is owned and operated by Water Authority of Fiji. details of water related infrastructure has been documented with information to the relevant authority (attached).


- 1.5.7** *The adequacy of available WASH services within the catchment shall be identified.*   
No
- Comment Site has not identified the status of WASH in the catchment.

**Finding No: TNR-002792**

- 1.6** *Understand current and future shared water challenges in the catchment, by linking the water challenges identified by stakeholders with the site's water challenges.*

- 1.6.1** *Shared water challenges shall be identified and prioritized from the information gathered.*   
in progress
- Comment Site has gathered information about shared water challenges through stakeholder engagements. However, site has not included indigenous people in stakeholders consequently they were not engaged in identification of shared water challenges. Some of the shared challenges identified (attached) are:
- WASH at Village level
  - Flooding & Water ways Siltation.
  - Ageing water related infrastructure.








**Finding No: TNR-002793**

- 1.6.2** *Initiatives to address shared water challenges shall be identified.*   
No

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)

Audit Number: AO-000421

Comment	Site is still in process to identify and prioritize the shared water challenges and no specific initiative was identified to address the challenges	
		<b>Finding No: TNR-002794</b>
<b>1.7</b>	<i>Understand the site's water risks and opportunities: Assess and prioritize the water risks and opportunities affecting the site based upon the status of the site, existing risk management plans and/or the issues and future risk trends identified in 1.6.</i>	
<b>1.7.1</b>	<i>Water risks faced by the site shall be identified, and prioritized, including likelihood and severity of impact within a given timeframe, potential costs and business impact.</i>	 No
Comment	Site management has verbally explained the water related risks to the site, but no documented information was presented. Only a priority matrix was available with no further information.	
		<b>Finding No: TNR-002795</b>
<b>1.7.2</b>	<i>Water-related opportunities shall be identified, including how the site may participate, assessment and prioritization of potential savings, and business opportunities.</i>	 No
Comment	Site management has verbally explained the water related opportunities, but no documented information was available.	
		<b>Finding No: TNR-002796</b>
<b>1.8</b>	<i>Understand best practice towards achieving AWS outcomes: Determining sectoral best practices having a local/catchment, regional, or national relevance.</i>	
<b>1.8.1</b>	<i>Relevant catchment best practice for water governance shall be identified.</i>	 closed
Comment	Site has not identified/documented catchment best practice for water governance.	
		<b>Finding No: TNR-002797</b>
<b>1.8.2</b>	<i>Relevant sector and/or catchment best practice for water balance (either through water efficiency or less total water use) shall be identified.</i>	 Yes
Comment	Site has taken initiatives at site to improve water efficiency and less total water use. these include. - Installation of rainwater harvest system - Installation of sensor taps in washrooms - Installation of water efficient cisterns	
<b>1.8.3</b>	<i>Relevant sector and/or catchment best practice for water quality shall be identified, including rationale for data source.</i>	 in progress
Comment	Site has not identified/documented catchment best practice for water quality also no data available for water quality of catchment water bodies.	
		<b>Finding No: TNR-002798</b>
<b>1.8.4</b>	<i>Relevant catchment best practice for site maintenance of Important Water-Related Areas shall be identified.</i>	 closed
Comment	Site has not documented/identified catchment best practice for site maintenance of Important Water-Related Areas.	
		<b>Finding No: TNR-002799</b>
<b>1.8.5</b>	<i>Relevant sector and/or catchment best practice for site provision of equitable and adequate WASH services shall be identified.</i>	 Yes

# CERTIFICATION REPORT

## Alliance for Water Stewardship (AWS)



Audit Number: AO-000421

Comment

Site provides safe drinking water, to all workers, sourced from water supply and monitored for the quality parameters. Also, Adequate sanitation is provided to all workers including bathrooms and locker rooms, hand washing and shower facilities.  
Site has evaluated adequacy of WASH arrangements against Health and Safety at Work Act 1996 (attached)

**2 STEP 2: COMMIT & PLAN - Commit to be a responsible water steward and develop a Water Stewardship Plan**

**2.1** *Commit to water stewardship by having the senior-most manager in charge of water at the site, or if necessary, a suitable individual within the organization head office, sign and publicly disclose a commitment to water stewardship, the implementation of the AWS Standard and achieving its five outcomes, and the allocation of required resources.*

**2.1.1** *A signed and publicly disclosed site statement OR organizational document shall be identified. The statement or document shall include the following commitments:*

- That the site will implement and disclose progress on water stewardship program(s) to achieve improvements in AWS water stewardship outcomes
- That the site implementation will be aligned to and in support of existing catchment sustainability plans
- That the site’s stakeholders will be engaged in an open and transparent way
- That the site will allocate resources to implement the Standard.

 in progress

Comment Site has documented AWS commitment signed by the General Manager (Sep 2022). However, the Site AWS Commitment was not found publicly disclosed.

**Finding No: TNR-002801**

**2.2** *Develop and document a process to achieve and maintain legal and regulatory compliance.*

**2.2.1** *The system to maintain compliance obligations for water and wastewater management shall be identified, including:*

- Identification of responsible persons/positions within facility organizational structure
- Process for submissions to regulatory agencies.

 Yes

Comment Site has documented the mechanism for identification and review of applicable legal requirements (attached). General Manager and Head of Legal and External Affairs are responsible for identification and updating of applicable legal requirements. The effluent (to be treated at external wastewater treatment plant) quality monitoring is being carried out by the regulatory body; last monitoring report was available. Also, relevant licenses and approvals from government bodies were available for site.

**2.3** *Create a water stewardship strategy and plan including addressing risks (to and from the site), shared catchment water challenges, and opportunities.*

**2.3.1** *A water stewardship strategy shall be identified that defines the overarching mission, vision, and goals of the organization towards good water stewardship in line with this AWS Standard.*

 closed

Comment Site has not documented site's water stewardship strategy. Water related KPIs are part of company sustainability goals. However, water stewardship strategy in line with AWS standard needs to be developed.

**Finding No: TNR-002802**

**2.3.2** *A water stewardship plan shall be identified, including for each target:*

- How it will be measured and monitored
- Actions to achieve and maintain (or exceed) it
- Planned timeframes to achieve it
- Financial budgets allocated for actions
- Positions of persons responsible for actions and achieving targets
- Where available, note the link between each target and the achievement of best practice to help address shared water challenges and the AWS outcomes.

 closed

Comment Site has documented only some qualitative actions in site water stewardship plan. These are also not linked shared water challenges. Even some of the actions are engagement with stakeholder to know about the water issues and challenges in catchment and IWRAs.

**Finding No: TNR-002803**



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**2.4** *Demonstrate the site’s responsiveness and resilience to respond to water risks*

**2.4.1** *A plan to mitigate or adapt to identified water risks developed in co-ordination with relevant public-sector and infrastructure agencies shall be identified.*



closed







Comment Site has identified chemical spillages and water supply interruptions as water related incidents the response of these has been identified in "EMERGENCY AND SAFETY PROCEDURE MANUAL - September 2022" (page 13) and "FACTORY CONTINGENCY PLAN" (page 14 and page 27).  
However, stakeholder engagement summary indicates that site is located in catchment which prone to floods. but no such incident and response plan identified.

**Finding No: TNR-002804**

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3 STEP 3: IMPLEMENT - Implement the site's stewardship plan and improve impacts		
3.1	Implement plan to participate positively in catchment governance.	
3.1.1	Evidence that the site has supported good catchment governance shall be identified.	 closed
Comment	Site has not identified initiatives to support good catchment governance. No evidence provided in this regard during the audit and management indicated that the site is at initial stage, still in process to identify the opportunities to contribute to good water governance. <b>Finding No: TNR-002807</b>	
3.1.2	Measures identified to respect the water rights of others including Indigenous peoples, that are not part of 3.2 shall be implemented.	 in progress
Comment	Site has not identified indigenous people as stakeholders. No evidence provided to show that site has identified water rights of others including indigenous people. <b>Finding No: TNR-002806</b>	
3.2	Implement system to comply with water-related legal and regulatory requirements and respect water rights.	
3.2.1	A process to verify full legal and regulatory compliance shall be implemented.	 in progress
Comment	Site has documented the mechanism for identification and review of applicable legal requirements (attached). General Manager and Head of Legal and External Affairs are responsible for identification and implementation of applicable legal requirements. Also it was told by the site management that no legal noncompliance occurred in recent past. However, Site has not implemented frequent legal compliance evaluation process. <b>Finding No: TNR-002808</b>	
3.2.2	Where water rights are part of legal and regulatory requirements, measures identified to respect the water rights of others including Indigenous peoples, shall be implemented.	 in progress
Comment	No such legal requirement identified <b>Finding No: TNR-002923</b>	
3.3	Implement plan to achieve site water balance targets.	
3.3.1	Status of progress towards meeting water balance targets set in the water stewardship plan shall be identified.	 Obs.
Comment	Site has glid path targets for water withdrawal reduction (35%) and water recycling increase (30%) as compared to 2017 data. To achieve these target site has implemented many initiatives since 2017. Site is well on track on water withdrawal target but water recycling opportunities are still not exploited. However, site has not documented annual targets for site water balance.	
3.3.2	Where water scarcity is a shared water challenge, annual targets to improve the site's water use efficiency, or if practical and applicable, reduce volumetric total use shall be implemented.	 in progress

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Comment	Site is not located in water scarce catchment. However, Site has glid path targets for water withdrawal reduction (35%) and water recycling increase (30%) as compared to 2017 data. To achieve these target site has implemented many initiatives since 2017. Site is well on track on water withdrawal target, but water recycling opportunities are still not exploited. But site has not documented annual targets for site water balance.	
		<b>Finding No: TNR-002811</b>
<b>3.3.3</b>	<i>Legally-binding documentation, if applicable, for the re-allocation of water to social, cultural or environmental needs shall be identified.</i>	 Yes
Comment	There is no such applicable legal requirement	
<b>3.4</b>	<i>Implement plan to achieve site water quality targets</i>	
<b>3.4.1</b>	<i>Status of progress towards meeting water quality targets set in the water stewardship plan shall be identified.</i>	 in progress
Comment	Site is monitoring quality of its drinking water quarterly. Also has installed water filtration plant for provision of drinking water quality. However, no target set for water quality improvement.	
		<b>Finding No: TNR-002812</b>
<b>3.4.2</b>	<i>Where water quality is a shared water challenge, continual improvement to achieve best practice for the site's effluent shall be identified and where applicable, quantified.</i>	 closed
Comment	Site effluent is going to Kinoya Wastewater treatment plant without treatment and site has not set targets for its effluent quality improvement. Also, the site has not maintained records to validate that the wastewater treatment service provider complies with effluent quality parameters before it is discharged to ultimate receiving body.	
		<b>Finding No: TNR-002813</b>
<b>3.5</b>	<i>Implement plan to maintain or improve the site's and/or catchment's Important Water-Related Areas.</i>	
<b>3.5.1</b>	<i>Practices set in the water stewardship plan to maintain and/or enhance the site's Important Water-Related Areas shall be implemented.</i>	 closed
Comment	As mentioned earlier, site has not documented/identified on site Important Water-Related Areas consequently no such practices set in WSP	
		<b>Finding No: TNR-002814</b>
<b>3.6</b>	<i>Implement plan to provide access to safe drinking water, effective sanitation, and protective hygiene (WASH) for all workers at all premises under the site's control.</i>	
<b>3.6.1</b>	<i>Evidence of the site's provision of adequate access to safe drinking water, effective sanitation, and protective hygiene (WASH) for all workers onsite shall be identified and where applicable, quantified.</i>	 Yes
Comment	Site provides safe drinking water, to all workers, sourced from water supply and monitored for the quality parameters. Also, Adequate sanitation is provided to all workers including bathrooms and locker rooms, hand washing and shower facilities. Site has evaluated adequacy of WASH arrangements against Health and Safety at Work Act 1996 (attached)	
<b>3.6.2</b>	<i>Evidence that the site is not impinging on the human right to safe water and sanitation of communities through their operations, and that traditional access rights for indigenous and local communities are being respected, and that remedial actions are in place where this is not the case, and that these are effective.</i>	 closed

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Comment	Site has not included indigenous people in stakeholders and no engagement/communication done in this regard.	<b>Finding No: TNR-002815</b>
<b>3.7</b>	<i>Implement plan to maintain or improve indirect water use within the catchment:</i>	
<b>3.7.1</b>	<i>Evidence that indirect water use targets set in the water stewardship plan, as applicable, have been met shall be quantified.</i>	 in progress
Comment	Site has not identified any source of indirect water in the catchment. According to site management, no supplier is located in the catchment.	<b>Finding No: TNR-002817</b>
<b>3.7.2</b>	<i>Evidence of engagement with suppliers and service providers, as well as, when applicable, actions they have taken in the catchment as a result of the site's engagement related to indirect water use, shall be identified.</i>	 in progress
Comment	Site has not identified any source of indirect water in the catchment. According to site management, no supplier is located in the catchment.	<b>Finding No: TNR-002818</b>
<b>3.8</b>	<i>Implement plan to engage with and notify the owners of any shared water-related infrastructure of any concerns the site may have.</i>	
<b>3.8.1</b>	<i>Evidence of engagement, and the key messages relayed with confirmation of receipt, shall be identified.</i>	 Yes
Comment	Site has engaged the stakeholders on the AWS agenda and gathered the feedback on shared water challenges. Same has been recorded in stakeholder engagement summary.	
<b>3.9</b>	<i>Implement actions to achieve best practice towards AWS outcomes: continually improve towards achieving sectoral best practice having a local/catchment, regional, or national relevance.</i>	
<b>3.9.1</b>	<i>Actions towards achieving best practice, related to water governance, as applicable, shall be implemented.</i>	 closed
Comment	Site has not identified best practice for water governance in catchment. Consequently, no action towards achieving best practice, related to water governance has been implemented.	<b>Finding No: TNR-002819</b>
<b>3.9.2</b>	<i>Actions towards achieving best practice, related to targets in terms of water balance shall be implemented.</i>	 Yes
Comment	Site has taken initiatives at site to improve water efficiency and less total water use. these include. - Installation of rainwater harvest system - Installation of sensor taps in washrooms - Installation of water efficient cisterns	
<b>3.9.3</b>	<i>Actions towards achieving best practice, related to targets in terms of water quality shall be implemented.</i>	 closed
Comment	Site has not identified/implemented catchment best practice for water quality also no data available for water quality if catchment water bodies.	<b>Finding No: TNR-002841</b>
<b>3.9.4</b>	<i>Actions towards achieving best practice, related to targets in terms of the site's maintenance of Important Water-Related Areas shall be implemented.</i>	 in progress

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Comment site has only identified some IWRAs for catchment. However, site has not assessed the status of IWRAs also no evidence provided to establish the site participated in any best practice for maintenance of Important Water-Related Areas.

**Finding No: TNR-002842**

**3.9.5** *Actions towards achieving best practice related to targets in terms of WASH shall be implemented.*



Yes

Comment Site provides safe drinking water, to all workers, sourced from water supply and monitored for the quality parameters. Also, Adequate sanitation is provided to all workers including bathrooms and locker rooms, hand washing and shower facilities. Site has evaluated adequacy of WASH arrangements against Health and Safety at Work Act 1996 (attached)

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**4 STEP 4: EVALUATE - Evaluate the site's performance.**

- 4.1** *Evaluate the site's performance in light of its actions and targets from its water stewardship plan and demonstrate its contribution to achieving water stewardship outcomes.*
- 4.1.1** *Performance against targets in the site's water stewardship plan and the contribution to achieving water stewardship outcomes shall be evaluated.* 🚩

in progress

Comment: Site has complied first ever site water stewardship plan couple of months before the audit, which still needs to be aligned with AWS requirements. No performance evaluation done against Water Stewardship Plan target.

**Finding No: TNR-002843**
- 4.1.2** *Value creation resulting from the water stewardship plan shall be evaluated.* 🚩

in progress

Comment: Value creation from water stewardship plan has not been evaluated

**Finding No: TNR-002844**
- 4.1.3** *The shared value benefits in the catchment shall be identified and where applicable, quantified.* 🚩

in progress

Comment: Shared value benefits from water stewardship plan have not been identified

**Finding No: TNR-002845**
- 4.2** *Evaluate the impacts of water-related emergency incidents (including extreme events), if any occurred, and determine the effectiveness of corrective and preventative measures.*
- 4.2.1** *A written annual review and (where appropriate) root-cause analysis of the year's emergency incident(s) shall be prepared and the site's response to the incident(s) shall be evaluated and proposed preventative and corrective actions and mitigations against future incidents shall be identified.* ✅

Yes

Comment: Site management explained that no real time water related emergency incident or extreme event occurred, hence no such evaluation available.
- 4.3** *Evaluate stakeholders' consultation feedback regarding the site's water stewardship performance, including the effectiveness of the site's engagement process.*
- 4.3.1** *Consultation efforts with stakeholders on the site's water stewardship performance shall be identified.* 🚩

in progress

Comment: Site has engaged stakeholders for identification of water related challenges. However, no consultation efforts made to communicate site's water stewardship performance with stakeholders.

**Finding No: TNR-002846**
- 4.4** *Evaluate and update the site's water stewardship plan, incorporating the information obtained from the evaluation process in the context of continual improvement.*
- 4.4.1** *The site's water stewardship plan shall be modified and adapted to incorporate any relevant information and lessons learned from the evaluations in this step and these changes shall be identified.* 🚩

in progress

Comment: Site has maintained AWS plan as live document which is subject to continuous update. However, water stewardship plan not updated in result of performance evaluation as no performance evaluation carried out.

**Finding No: TNR-002847**

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5		STEP 5: COMMUNICATE & DISCLOSE - Communicate about water stewardship and disclose the site's stewardship efforts
5.1	<i>Disclose water-related internal governance of the site's management, including the positions of those accountable for legal compliance with water-related local laws and regulations.</i>	
5.1.1	<i>The site's water-related internal governance, including positions of those accountable for compliance with water-related laws and regulations shall be disclosed.</i>	 in progress
Comment	Site has not disclosed internal water governance at any appropriate forum. <b>Finding No: TNR-002848</b>	
5.2	<i>Communicate the water stewardship plan with relevant stakeholders.</i>	
5.2.1	<i>The water stewardship plan, including how the water stewardship plan contributes to AWS Standard outcomes, shall be communicated to relevant stakeholders.</i>	 Yes
Comment	Site has communicated its water stewardship plan with some stakeholders through email.	
5.3	<i>Disclose annual site water stewardship summary, including: the relevant information about the site's annual water stewardship performance and results against the site's targets.</i>	
5.3.1	<i>A summary of the site's water stewardship performance, including quantified performance against targets, shall be disclosed annually at a minimum.</i>	 in progress
Comment	As mentioned in 4.1.1, Site has not evaluated performance against its Water Stewardship Plan consequently, performance has not been disclosed. <b>Finding No: TNR-002849</b>	
5.4	<i>Disclose efforts to collectively address shared water challenges, including: associated efforts to address the challenges; engagement with stakeholders; and co-ordination with public-sector agencies.</i>	
5.4.1	<i>The site's shared water-related challenges and efforts made to address these challenges shall be disclosed.</i>	 in progress
Comment	Site has not disclosed shared water-related challenges and efforts made to address these challenges at any appropriate forum <b>Finding No: TNR-002850</b>	
5.4.2	<i>Efforts made by the site to engage stakeholders and coordinate and support public-sector agencies shall be identified.</i>	 Yes
Comment	Site has documented a "Stakeholder Engagement Summary" (attached) which elaborate site's efforts to engage stakeholders.	
5.5	<i>Communicate transparency in water-related compliance: make any site water-related compliance violations available upon request as well as any corrective actions the site has taken to prevent future occurrences.</i>	
5.5.1	<i>Any site water-related compliance violations and associated corrections shall be disclosed.</i>	 Yes
Comment	It was explained by the site management that no water related compliance violation took place in recent past	



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<b>5.5.2</b>	<i>Necessary corrective actions taken by the site to prevent future occurrences shall be disclosed if applicable.</i>	 Yes
Comment	It was explained by the site management that no water related compliance violation took place in recent past.	
<b>5.5.3</b>	<i>Any site water-related violation that may pose significant risk and threat to human or ecosystem health shall be immediately communicated to relevant public agencies and disclosed.</i>	 Yes
Comment	It was explained by the site management that no water related compliance violation took place in recent past.	

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### Photographic Evidence from Audit

✔  
Yes



Greas Trap.jpg



Canteen Notice Board.jpg



Sensor Taps in washrooms.jpg

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Rainwater Harvesting Tanks.jpg



Fuel Storage.jpg