



## **WATER STEWARDSHIP STRATEGY**

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| Issued Date:   | 01 September 2025 |
| Revision Date: | Nil               |
| Revision       | Nil               |

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## **ABBREVIATIONS**

|              |                                                      |
|--------------|------------------------------------------------------|
| <b>AWS</b>   | <b>Alliance For Water Stewardship</b>                |
| <b>IMS</b>   | <b>Integrated Management System</b>                  |
| <b>ISO</b>   | <b>International Organisation of Standardisation</b> |
| <b>KPI</b>   | <b>Key Performance Indicators</b>                    |
| <b>SHE</b>   | <b>Safety, Health and Environment</b>                |
| <b>TPZ</b>   | <b>Tobacco Processors Zimbabwe</b>                   |
| <b>WSP</b>   | <b>Water Stewardship Plan</b>                        |
| <b>WHO</b>   | <b>World Health Organization</b>                     |
| <b>ZINWA</b> | <b>Zimbabwe National Authority</b>                   |

## **1.0 INTRODUCTION**

Tobacco Processors Zimbabwe Private Limited (TPZ) is a world-class tobacco processing company that provides dedicated facilities and services for handling, storage, processing and packing of leaf tobacco for clients who primarily export their products to manufacturers. Tobacco Processors Zimbabwe recognizes the vital importance of water and is committed to implementing the AWS International Standard.

TPZ is committed to responsible water stewardship through the implementation of the Alliance for Water Stewardship (AWS) Standard, promoting socially equitable, environmentally sustainable and economically viable water use. The company aims to enhance water resource risk management, expand diverse water sources and develop prevention and control technologies to support sustainable water practices both on site and within the catchment area. TPZ's integrated management system drives effective water management across all operations, prioritizing a sustainable water balance and ensuring access to safe, high-quality water, sanitation and hygiene with inclusive stakeholder engagement at all levels.

## **2.0 PURPOSE OF THE WATER STRATEGY**

This document outlines the water stewardship strategy for TPZ aimed at ensuring sustainable water management practices throughout our operations. As a tobacco processing company, we recognize the importance of water as a vital resource and commit to minimizing our impact on local water sources while enhancing catchment and ecological resilience. This Water Stewardship strategy is developed to guide our organization's efforts in promoting sustainable water usage and protecting water resources. This document outlines our approach to minimize water usage, reduce contamination and enhance local water conservation efforts.

## **3.0 SCOPE**

- This water stewardship strategy covers all of our all processes, services, activities, and all TPZ employees, stakeholders, catchment and other personnel working on site.
- The company implements the core level of the International Water Stewardship Standard V2.0.
- Physical boundaries are as on the site plan (*TPZ site map*).

## **4.0 VISION**

- To lead in sustainable water management practices that benefit both our tobacco processing operations and the catchment we serve.

## 5.0 MISSION STATEMENT

- To promote sustainable water stewardship in tobacco processing through strategic collaboration, efficient water usage and targeted conservation. Aligned with United Nations Sustainable Development Goal 6, we engage stakeholders to address water-related risks, protect essential resources and ensure operational continuity while supporting catchment well-being and regulatory compliance.

## 6.0 GOOD WATER GOVERNANCE

TPZ established a multifaceted Water Stewardship Steering Committee, composed of experts from various disciplines, responsible for executing the requirements of the Alliance for Water Stewardship.

| Role                                         | Responsibility                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Managing Director</b>                     | <ul style="list-style-type: none"> <li>• Overall sponsor of strategic direction for TPZ.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Chief Finance Officer</b>                 | <ul style="list-style-type: none"> <li>• Ensure the Water Stewardship Plan aligns with the company's long-term financial strategy.</li> <li>• Monitor the performance of water-related initiatives to meet return on investment and sustainability targets.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Chief Operations Officer</b>              | <ul style="list-style-type: none"> <li>• Implement the Water Stewardship Plan at the operational level to make water-related goals actionable.</li> <li>• Integrate water stewardship into daily operations through process improvements for minimizing, reusing and recycling water.</li> <li>• Oversee initiatives to enhance water efficiency and reduce waste.</li> </ul>                                                                                                                                                                                                                                                          |
| <b>Safety Health and Environment Manager</b> | <ul style="list-style-type: none"> <li>• Serve as the management representative for the Integrated Management System, focusing on water priorities.</li> <li>• Identify and communicate water-related regulatory requirements.</li> <li>• Identification and implementation of WASH and sustainability projects within the catchment</li> <li>• Conduct internal audits for water management.</li> <li>• Lead stakeholder engagement and communications on water issues.</li> <li>• Emergency prevention, preparedness, response, recovery and mitigation.</li> <li>• Drive integrated management system (IMS) initiatives.</li> </ul> |

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Engineering Manager</b>                   | <ul style="list-style-type: none"> <li>• Chairperson of the Water Stewardship Steering Committee.</li> <li>• Design and implement water-efficient systems.</li> <li>• Develop water recycling and reuse solutions.</li> <li>• Align engineering strategies with water stewardship goals across teams.</li> <li>• Drive efficiency through reduction, reuse, and recycling initiatives.</li> <li>• Manage preventive and corrective maintenance plans.</li> </ul>              |
| <b>Assistant Production Manager</b>          | <ul style="list-style-type: none"> <li>• Water Stewardship Steering Committee member.</li> <li>• Monitor and reduce water usage during production.</li> <li>• Ensure emergency response readiness for water-related incidents.</li> <li>• Train employees on water stewardship practices.</li> </ul>                                                                                                                                                                          |
| <b>Procurement Manager</b>                   | <ul style="list-style-type: none"> <li>• Water Stewardship Steering Committee member.</li> <li>• Facilitate the purchase of water-efficient technologies and materials aligned with sustainability and operational goals.</li> </ul>                                                                                                                                                                                                                                          |
| <b>Safety Health and Environment Officer</b> | <ul style="list-style-type: none"> <li>• Secretary of the Water Stewardship Steering Committee.</li> <li>• Lead training programmes on water stewardship.</li> <li>• Track and report water usage metrics.</li> <li>• Participate in implementation of water related projects and coordinate collection and analysis of data.</li> <li>• Carry out Water Road Map assessment.</li> <li>• Carry out and validate post implementation reviews on completed projects.</li> </ul> |
| <b>Facilities Superintendent</b>             | <ul style="list-style-type: none"> <li>• Water Stewardship Steering Committee member.</li> <li>• Inspect water infrastructure and equipment regularly to detect leaks.</li> <li>• Ensure prompt repairs to minimize water loss.</li> <li>• Implement wastewater treatment and recycling systems in the facility.</li> </ul>                                                                                                                                                   |

## 7.0 STRATEGIC GOALS

TPZ is committed to the International Water Stewardship Standard through the following actions:

- Implement good water management practices as defined by AWS, including governance, sustainable use, maintenance of water quality, and conservation of important water-related areas.
- Allocate resources to support sustainable water initiatives.
- Appoint a cross-functional Water Stewardship Steering Committee to lead water management programs.
- Identify and comply with legal and other requirements related to water, including permits, human rights, water quality standards, pricing, abstraction limits, WASH (Water,

Sanitation, and Hygiene) requirements and wastewater discharge standards to protect water sources from pollution.

- Identify important water related areas and assess related risks within the site and catchment.
- Install water meters across all factory operations to enable effective water conservation strategies and standardize water use monitoring.
- Identify opportunities to optimize water use through reduction, reuse and recycling, with an initial focus on water-intensive processes. Develop a site water balance to support reduction and recycling initiatives.
- Conduct stakeholder mapping to identify key catchment stakeholders affecting tobacco processing and the company's reputation.
- Communicate water stewardship strategies and goals to external stakeholders and suppliers to demonstrate TPZ's commitment to addressing catchment water issues.
- Develop a comprehensive Water Stewardship Plan with clear action items for implementation and progress tracking.
- Participate in water conservation initiatives, engaging stakeholders in activities such as afforestation and waterbody clean-ups.
- Identify potential water emergencies and establish a resilient water management plan.
- Ensure all site workers have access to clean water, sanitation and hygiene facilities.
- Engage in benchmarking activities to share and celebrate water stewardship best practices.

## **8.0 OBJECTIVES**

### **8.1 BROAD WATER OBJECTIVE**

To implement core-level requirements and obtain certification for the AWS Standard at TPZ.

### **8.2 SPECIFIC WATER OBJECTIVES**

- To reduce water consumption by 12.67% by the end of 2026, based on the three-year average relative to the volumes processed and the length of the season.
- Archive tonnes of green processed tobacco per cubic meter as per business plan.
- To implement cost-effective measures for water management on both site and catchment levels.
- To actively engage all stakeholders on water issues.
- To monitor prioritized stakeholders as a means to keep track of water-related community issues, concerns and opportunities.
- To conduct periodic assessments of compliance with water-related regulations and ensure that findings are corrected in a timely manner.

- To understand water use by conducting a water balance for water sourcing, use and discharge.
- To implement water risk mitigation strategies related to high-risk factors.
- To simultaneously use other certified management systems in conjunction with AWS to improve overall water management.

## **9.0 OUTCOMES**

- Achieve certification to AWS Standard Version 2.0 at the core level, fulfill the requirements of United Nations Sustainable Development Goal Number 6, and maintain an effective water stewardship management system.
- Identify water-related opportunities and promote sustainable water use at both the site and catchment levels, supported by a traceable water footprint.
- Understand shared challenges within the overall catchment, reduce risks related to water quantity and quality, assess challenges and opportunities and collaborate with stakeholders to project future conditions and develop plans that support sustainable catchment management and improve water performance.

## **10.0 GUIDING PRINCIPLES**

### **10.1 WATER USE EFFICIENCY**

- Setting water performance indicators based on tobacco and water usage in the processing plant annually.
- Investing in water-efficient processing equipment.
- Developing a training schedule for inductions and toolbox meetings to educate employees, contractors and other individuals on-site about best practices for water conservation

### **10.2 WATER CONSUMPTION**

- To reduce water consumption by 12.67% by the end of 2026, based on the three-year average relative to the volumes processed and the length of the season.

### **10.3 INVESTMENTS**

- Budgeting and resource allocation for water management initiatives are done by the Engineering, SHE, Finance and Procurement teams which include operational and capital expenditure.

- The Managing Director, Chief Finance Officer and the Chief Operations Officer approve water management projects and financial support in line with TPZ financial plans as and when required to do so.
- TPZ intends to plan and implement water management projects and initiatives on an annual basis starting with the year 2025 for the next five years.

#### **10.4 WATER STEWARDSHIP PLAN**

The Water Stewardship Plan (WSP) encompasses a range of activities implemented by TPZ across all factory water-related processes. It outlines ongoing commitments and a process-based approach to support and promote water stewardship within the company.

The WSP will be maintained, discussed and documented annually and reviewed according to the records management procedure. It includes targets, measurements, monitoring methods, actions, timeframes, budgets and assigned responsibilities. Additionally, it considers the interests and concerns of stakeholders where relevant.

The plan aims to achieve the following outcomes in line with the AWS Standard Version 2.0:

- Good water governance
- Sustainable water balance
- Good water quality
- Protection of important water-related areas
- Water, Sanitation, and Hygiene (WASH)

Water risks, shared challenges and opportunities related to the site and catchment will be captured in the water risk and opportunities register, which will be evaluated annually or as required.

## **10.5 STAKEHOLDER ENGAGEMENTS**

TPZ recognizes that all water-related processes and activities within a catchment are interrelated. The company aims to communicate and cooperate with stakeholders to understand their interests and priorities, enabling us to improve our water stewardship plan.

Stakeholders will be identified and mapped based on their roles, interests, criticality, influence, and desired partnership regarding water issues, following AWS guidelines. This list will be reviewed annually or as needed. Stakeholder engagement should occur at least once a year, with the SHE Manager responsible for planning and executing these efforts.

Engagements should cover:

- Shared water challenges
- Water risks
- Actions to address stewardship issues
- Water-related opportunities

Stakeholder feedback will be evaluated to assess the effectiveness of the engagement process, with actions incorporated into the water stewardship plan when possible. All communications will follow the established communications procedure.

## **10.6 EMERGENCY PREPAREDNESS AND RESPONSE**

The company has a system for planning and responding to unintended emergencies to prevent or mitigate adverse environmental impacts, including those related to water, resulting from emergency situations and major occupational safety and health incidents. This includes the development of a water-specific emergency response plan to address potential water-related incidents, such as contamination, as documented in our Emergency Preparedness Manual.

## **10.7 COMMUNICATION OF THE WATER STEWARDSHIP PLAN**

- The SHE Manager will communicate water targets and action plans to internal stakeholders during GLT meetings.

- The stewardship plan will be reviewed monthly in steering committee meetings and indicator reporting will be conducted by the Chief Operations Officer.
- For external stakeholders, TPZ will share updates during stakeholder engagements and on the TPZ website.

## **10.8 OTHERS**

- Any water-related laws and other requirements will be managed in accordance with the SHE Compliance Obligations Procedure for tracking legislation.
- The TPZ site water balance will be updated monthly and annually, or as needed.
- The company will integrate climate change considerations into water management practices to prepare for potential impacts on water availability as part of its climate resilience strategy.

## **11.0 RETAINED DOCUMENTED INFORMATION**

List of documents needed for the implementation and sustainability of the AWS:

- IMS Manual
- Water Stewardship Policy
- Water Balance (site and catchment)
- Stakeholder Mapping
- Water Risks and Opportunities
- Permits and Licences Register
- Water Stewardship Plan
- Emergency Preparedness Manual
- Important Water-Related Area Mapping
- Financial Budget Reports
- Audit Reports

With this Strategic Plan, we present a framework for ensuring compliance with the requirements of the Alliance for Water Stewardship (AWS). The outlined actions contribute to the continuous reduction of water consumption and support the sustainable management of water resources at the site and within the catchment area.

## **12.0 CONCLUSION**

TPZ is committed to responsible water stewardship as part of our corporate social responsibility. By implementing this strategy, we aim to ensure sustainable water use, protect water quality and contribute positively to the catchment and ecosystems in which we operate.