



PSEG Environment, Health and Safety Program Guide

PSEG Practice

575-1

October 27, 2023

Purpose

This Environment, Health and Safety (EHS) Program Guide describes the Core Elements of management systems required to implement the [PSEG EHS Policy](#), provides references to other relevant PSEG Policies and Practices, and offers Guidance for developing and maintaining EHS management systems that implement the PSEG EHS Policy.

Applicability

Line of Business	Applicable?
PSEG Power	Yes
PSEG Services	Yes
PSE&G	Yes
PSEG Long Island	Yes

Scope

This Practice applies to all PSEG operations and activities where the Business has a controlling interest (i.e., where the Business is in a position to dictate Compliance with the PSEG EHS Policy and Program Guide).

Definitions

- **Basic Requirements:** The mandatory requirements of a Core Element.
- **Business:** PSEG, any Wholly Owned Subsidiary or any controlled Enterprise.
- **Business Leader:** The President of a Business.
- **Business Operated Site:** A work site or any portion of a work site, over which a Business exercises operational control.
- **Business Partners:** The investors in a jointly owned or managed venture that are not Contractors or Suppliers.
- **Checklists:** Any form of documentation that contains specific criteria against which a Business process, facility or activity can be evaluated.
- **Compliance:** Meeting the requirements of applicable laws and regulations and Internal Policies, Practices, Procedures and Protocols.
- **Contractor:** Third parties working for any Business at Business-operated sites, working for any

Business at customer sites, or handling materials generated by any Business for transport, disposal, or recycling. Contractors include construction contractors and engineering, procurement and construction (EPC) contractors.

- **Controlled Enterprise:** Any commercial enterprise, other than a Wholly Owned Subsidiary, with respect to which any Business may dictate compliance with the PSEG EHS Policy and Program Guide.
- **Core Element:** One of 14 elements of the EHS management systems required to implement the PSEG EHS Policy.
- **Corporate:** Any entity designed by PSEG to act on behalf of PSEG.
- **EHS:** Environment, health and safety.
- **Guide:** As used in this document, *Guide* means the set of PSEG Practices that establish uniform standards for implementation of the PSEG EHS Policy.
- **Guidance:** Recommendations and information sources to assist Businesses in designing and maintaining management systems to implement the PSEG EHS Policy.
- **Inspections:** Inspections conducted by designated Business personnel of Business facilities or processes.
- **Internal:** Within, produced by or conducted by any Business.
- **Internal Policies, Practices, Procedures and Protocols:** The hierarchy of documents required by any Business, including any standards or protocols created by third parties to which any Business has voluntarily subscribed.
- **Line Management:** Management personnel within any Business with direct, day-to-day responsibility for the Business' operating activities.
- **PSEG:** Public Service Enterprise Group Incorporated.
- **PSEG Management:** Heads of the PSEG Businesses and PSEG Services Corporation practice areas.
- **Practice:** A Business document establishing uniform standards. A sequence of required activities, and related responsibilities and accountabilities to carry out objectives.
- **Repeat Audit Findings:** A finding that occurred in a prior audit at the same facility.
- **Self-Assessment:** Annual self-evaluations of Compliance with applicable EHS requirements.
- **Shared Unit:** Any commercial enterprise, other than a Business, in which a Business holds a beneficial interest. For example, a joint enterprise involving a Business and a non-PSEG company with respect to which the Business cannot dictate Compliance with the PSEG EHS Policy and Program Guide.
- **Significant Audit Finding:** A finding, which if left uncorrected, could endanger the public or employee health or safety or adversely affect the environment, or could result in risk to the Company and its reputation, or in criminal enforcement or administrative and/or civil penalties, and is more than an isolated situation.
- **Specific Requirements:** Sub-component of the mandatory Basic Requirement.
- **Suppliers:** Third parties providing goods or services to any Business or Business Operated Site.
- **Wholly Owned Subsidiary:** any commercial enterprise wholly owned directly or indirectly by PSEG.

EHS Program Guide Organization

This EHS Program Guide is comprised of this introduction followed by a detailed description of each

of the 14 Core Elements of the required EHS management systems.

This introduction includes the following sections:

- Overview of the required EHS management systems
- Abbreviations, acronyms and terms utilized in this PSEG EHS Program Guide
- Applicability of this EHS Program Guide and other relevant PSEG Policies and Practices to PSEG operations and activities

The detailed description of the 14 Core Elements of the required EHS management systems includes:

- A description of the Basic Requirements that must be satisfied by the Businesses' EHS management systems.
- Guidance that identifies additional information for the Businesses to consider in the development and implementation of the required EHS management system. This includes references to other relevant PSEG Practices.

PSEG Governance Structure and Overview of the Required EHS Management Systems

One objective of PSEG's Policy for Business Conduct and Integrity is to achieve the highest level of corporate integrity and comply with applicable legal requirements. The Policy for Business Conduct and Integrity is implemented by establishing and maintaining: 1) an Ethics & Compliance Program (E&CP) to establish a corporate-wide organizational structure to provide reasonable assurance that PSEG conducts business in accordance with the highest ethical standards and in compliance with the law, 2) a Compliance Committee, comprised of high-level personnel of PSEG, that has overall responsibility for the design, implementation, and effectiveness of the E&CP, and 3) a code of business conduct, known as the Standards of Conduct, which outlines the expectations that PSEG has of all directors, officers, and employees with regard to appropriate ethical and legal behavior.

EHS governance at PSEG, conducted in accord with the above-noted governance structure, follows the PSEG EHS Policy which principally states that PSEG will responsibly conduct its businesses in a manner that protects the environment, and the health and safety of employees, contractors, customers, and the public. Each member of the Senior Executive Team of PSEG is responsible for implementing the PSEG EHS Policy for their respective facilities, operations and activities. Line Management is responsible for establishing and maintaining management systems to implement the PSEG EHS Policy to ensure compliance with all applicable EHS laws and regulations and relevant Internal Policies, Practices, Procedures and Protocols. The management systems must incorporate the 14 Core Elements described below. These elements are derived from the specifications developed by the International Organization for Standardization for Environmental Management Systems (ISO 14001) and Occupational Health and Safety Management Systems (ISO45001). Collectively, these standards provide a framework for an effective EHS management system that enables the organization to manage EHS by:

- setting EHS policy;
- planning to ensure success of the management system;
- implementing practices, programs, and procedures related to EHS issues;
- monitoring and measuring to evaluate EHS performance;
- checking for and correcting identified problems; and
- periodically reviewing the entire system at a senior management level.

This model provides a system that is adaptable to changing circumstances, manages business risks, and provides feedback mechanisms to assure sustained results. Although this EHS

Program Guide derives from ISO 14001 and 45001 standards, compliance with this Guide does not confer formal ISO certification or accreditation for any Business. If a Business chooses to seek formal ISO certification or accreditation, it shall consult and follow all standards and rules associated therewith.

The 14 Core Elements of the required management systems are summarized below:

- **Element 1: Top Management Commitment** - Business Leaders are accountable for EHS results. Business Leaders shall visibly demonstrate support of the PSEG EHS Policy and supporting management systems, programs and initiatives to their staff, the employee population at large and the public. Business Leaders shall allocate the resources necessary to implement the PSEG EHS Policy and EHS Program Guide.
- **Element 2: Identify and Assess EHS Aspects, Hazards and Issues** - EHS aspects, hazards and issues shall be identified, characterized and prioritized within the business context of each Business. The results of this assessment drive the setting of objectives and targets and establishment of operational controls.
- **Element 3: Identify Applicable Legal and Other Requirements** - A process shall be maintained by Businesses to ensure that employees have an up-to-date knowledge of applicable laws and regulations and how they apply to their activities.
- **Element 4: Define Performance Indicators, Objectives and Targets** - EHS performance indicators, objectives and targets shall be developed to achieve continuous EHS performance improvement.
- **Element 5: Define Structure and Roles** - Roles and responsibilities for managing implementation of the PSEG EHS Policy shall be defined, documented and communicated by the Business. Line Management in the Businesses shall have primary responsibility and accountability for ensuring that operations are conducted in compliance with applicable EHS laws and regulations, as well as applicable Internal Policies, Practices, Procedures and Protocols.
- **Element 6: Develop Control Programs** - Operational control programs and procedures shall be developed and maintained to manage regulatory compliance requirements and significant EHS aspects, including emergency preparedness and response procedures.
- **Element 7: Establish Incentives and Disciplinary Programs** - Employees shall be encouraged and motivated to comply with the PSEG EHS Policy and applicable EHS requirements and to otherwise foster protection of the environment and human health. Systems shall be in place to provide a reasonable level of assurance that appropriate disciplinary measures are applied in response to significant violations of EHS requirements by employees, where appropriate.
- **Element 8: Integrate EHS Considerations into Business Plans and Decisions** - EHS liabilities and requirements will be considered in strategic and business planning decisions, including routine operations, capital projects, business mergers, acquisitions and divestitures and real property acquisitions and divestitures, consistent with the requirements of PSEG's EHS Policy and implementing Practices.

- **Element 9: Conduct Training, Maintain Awareness and Assure Competence** - Systems shall be in place to ensure that employees are aware of the EHS aspects of their jobs and that they have the skills and training needed to perform their job responsibilities in compliance with regulatory requirements and Internal Policies, Practices, Procedures and Protocols.
- **Element 10: Maintain EHS Management Documentation and Records** - Documentation relating to EHS management shall be maintained according to a well-defined system that is compatible with, and appropriately aligned with, related PSEG-wide systems.
- **Element 11: Manage Contractor, Supplier and Business Partner Relationships** - Systems shall be in place to provide a reasonable level of assurance that Contractors, Suppliers and Business Partners comply with applicable EHS requirements and do not present undue risks to the Business.
- **Element 12: Communicate with Internal and External Stakeholders** - Systems shall be in place to ensure that relevant EHS information is communicated to personnel within and across all functions and levels within the Business. A system shall be in place to manage regulatory inspections, as well as to receive, document, and respond to inquiries or concerns from internal or external parties. EHS information shall be shared with external parties, consistent with the Business' overall stakeholder engagement strategy.
- **Element 13: Monitor, Measure and Verify Performance** - Processes shall be in place to monitor key operational parameters to anticipate and reduce the likelihood of EHS incidents, to track and report on progress against the objectives and targets, and to assess and verify compliance with legal and other requirements, including Internal Policies, Practices, Procedures and Protocols.
- **Element 14: Implement Corrective and Preventive Action to Continuously Improve Performance** - Corrective and preventive actions shall be taken to address the underlying causes of accidents and incidents, findings from Inspections, Self-Assessments, independent audits, failure to meet performance objectives and targets, and external complaints, in order to continuously improve EHS management systems and performance.

Applicability of this EHS Program Guide and Other Relevant PSEG Policies and Practices to PSEG Operations and Activities

EHS Program Guide

Like the PSEG EHS Policy, this Guide applies to all PSEG operations and activities where the Business has a controlling interest (i.e., where the Business is in a position to dictate Compliance with the PSEG EHS Policy and Program Guide). Where this is the case, Businesses are required to develop and maintain EHS management systems to implement the PSEG EHS Policy. The following sections of this Guide identify requirements and provide Guidance regarding specific features and provisions of EHS management systems that are required to implement the PSEG EHS Policy. Where the Business does not have a controlling interest, reasonable best efforts shall be taken to influence the other Business Partners to manage assets with a level of care consistent with PSEG's EHS Policy and this Guide. Example approaches to exercising reasonable best efforts to influence Business Partners include sharing the PSEG EHS Policy and Guide or conducting joint audits.

Notwithstanding the foregoing, PSEG shall be deemed not to have a controlling interest in a venture in which PSEG holds legal or beneficial title where such title represents the lessor interest in sale/leaseback, lease/leaseback or other bond lease transactions in which operating control has been vested in a third party and PSEG is indemnified in connection therewith. Rather commercially reasonable efforts shall be taken to require the operator/lessee to covenant to manage the assets with a level of care consistent with PSEG's EHS Policy and Guide (but without reference to such Policy and Guide in the covenant).

Variances or waivers from the Basic Requirement listed for each element in this Guide are allowed only after the Business proposes alternative measures to achieve the same result and gains the written approvals of the Managing Counsel - Environmental (for the environmental component of this Guide) and the Director – Medical and Safety (for the health and safety component of this Guide). Guidance is provided to help facilitate compliance with the Basic Requirement for each element.

Health & Safety Commitment

Our Commitment to Health & Safety applies to all PSEG Businesses.

Health & Safety System

The Health & Safety System is to be used by all Businesses. Variances or waivers from use of the Health & Safety System may be allowed under certain circumstances only after the Business proposes: 1) valid reasons for not using the Health & Safety System, 2) alternative management system(s) which are in conformance with the EHS Program Guide and achieve the same result, and 3) gains the approval of the Director – Medical and Safety.

The Health & Safety System is made up of the following 12 components:

- Administration and Measurement
- Commitment, Participation, and Assurance
- Communication
- Contractor Health and Safety
- Data Analysis
- Hazard Assessment and Control
- Incident Analysis
- Issue Resolution
- Job Safety Observations
- Knowledge
- Motor Vehicle Safety
- Personal Health and Wellness

PSEG Corporate Safety Protocols

The Corporate Safety Protocols apply to PSEG Businesses according to location. The applicability of each Corporate Safety Protocol to the PSEG Businesses is defined in each Protocol as listed in the Safety First Center under [Corporate Protocols and Forms](#).

The Corporate Safety Protocols include:

- Occupational Safety and Health Act (OSHA) Protocol
- Recording and Reporting Occupational Fatalities, Injuries and Illnesses Protocol
- Safety Tagging Rules and Committee Charter
- Personal Protective Equipment Program

- Asbestos Compliance Protocol
- Bloodborne Pathogens Protocol
- Noise and Hearing Conservation Program
- Radio Frequency Safety Protocol
- Respiratory Protection Program
- Life Safety Evacuation Protocol
- Motor Vehicle Safety Protocol
- Contractor Safety Plan
- Fire Protection Plan

Element 1 – Top Management Commitment

Basic Requirement

Business Leaders are accountable for EHS results. Business Leaders shall visibly demonstrate support of the PSEG EHS Policy and supporting management systems, programs and initiatives to their staff, the employee population at large and the public. Business Leaders shall allocate the resources necessary to implement the PSEG EHS Policy and EHS Program Guide.

Specific Requirements

The Industrial Operations Committee of the PSEG Board of Directors and the PSEG Compliance Committee (as established through PSEG's E&CP) shall include EHS matters within their purview.

Guidance

A Business Leader's demonstration of support of the PSEG EHS Policy and supporting management systems, programs and initiatives may be expressed through a variety of means, which may include, but not be limited to, one or more of the following:

- A Business-specific EHS Policy
- Statements in speeches, meetings, or written communications
- Participation in inspections, incident investigations or other elements of the EHS management systems
- Reviewing EHS performance and directing corrective action as needed
- Recognition and implementation of "Our Commitment to Health and Safety", PSEG's mission statement for health and safety.

References

PSEG Industrial Operations Committee Charter
[PSEG Practice, 615-3, Ethics & Compliance Program](#)

Element 2 – Identify and Assess EHS Aspects, Hazards and Issues

Basic Requirement

EHS aspects, hazards and issues shall be identified, characterized, prioritized and documented within the business context of each Business. The results of this assessment drive the setting of objectives and targets and establishment of operational controls.

Guidance

Businesses should identify all EHS aspects across the full range of the Business' operations (i.e. all of the Business' activities, products and services). Where relevant, the following activities should be considered: emissions to air, releases to water, waste management, contamination of land, use of energy, raw materials and natural resources, occupational safety and health, and other local environmental and community issues. Businesses should prioritize EHS aspects based on a documented set of criteria which focuses on their impact and the necessity to comply with all laws and regulations and permit conditions. Prevention through design concepts should be used to provide guidance for a life-cycle assessment and design model that balances environmental and occupational safety and health goals with the mitigation of hazards and risks over the life span of a facility, process, or product.

For Businesses with operating environmental management systems that were based on the results of a previous assessment of this type, subsequent assessments may be limited to the environmental aspects associated with new or changed operations or activities.

In identifying health and safety aspects, Businesses should include the risks identified through the Hazard Assessment and Control Component and the Job Safety Observations (JSO) Component of the Health and Safety System.

Businesses should track emerging issues and assess their potential significance to the Business, in order to anticipate and manage associated risks and pursue potential opportunities. Businesses should consider information and analyses from Corporate EH&S, trade associations, regulatory publications, local sources and other networks to identify and assess emerging issues.

References

ANSI/ASSP Z10.0, Occupational Health and Safety Management Systems

ANSI/ASSE Z590.3-2011, Prevention through Design Guidelines for Addressing Occupational Hazards and Risks in Design and Redesign Processes

Element 3 – Identify Applicable Legal and Other Requirements

Basic Requirement

A process shall be maintained by Businesses to ensure that employees have an up-to-date knowledge of applicable EHS laws and regulations and how they apply to their activities.

Specific Requirements

Current versions of applicable EHS laws and regulations and applicable Internal Policies, Practices, Procedures and Protocols, and interpretations shall be readily accessible to those responsible for implementing EHS Compliance so that they may develop appropriate controls to manage EHS Compliance requirements.

The Business' Internal Policies, Practices, Procedures and Protocols and systems shall be modified or supplemented as appropriate to incorporate requirements due to changes in or supplements to laws or regulations in a reasonable amount of time.

Guidance

Each Business should track and analyze changes in or supplements to applicable laws, regulations, policies and guidance at the international, national, regional, and local levels to determine their applicability to the Business' facilities and operations. Available compliance options should be identified and disseminated, as appropriate. PSEG in-house lawyers are available to provide legal counsel, but rely on the Businesses to affirmatively flag issues of concern for legal analysis and advice.

Implementation of this element should include information developed in the Communication Component and the Commitment, Participation and Assurance Component of the Health and Safety System.

Element 4 – Define Performance Indicators, Objectives and Targets

Basic Requirement

EHS performance indicators, objectives and targets shall be developed to achieve continuous EHS performance improvement.

Specific Requirements

The EHS performance indicators and targets shall be selected by the Businesses by taking the following into account: any applicable PSEG scorecard, PSEG EHS Policy objectives, strategic objectives, applicable Compliance obligations, and environmental aspects and health and safety hazards as described in Element 2.

Guidance

An appropriate number of standard EHS performance indicators (which should include audit results) should be defined by the Business. These measures must be suitable for periodic summarization and reporting to senior management. Businesses should use this data to, among other things, ensure that it is directing its continuous performance improvement efforts in the most effective and efficient manner.

Measures and targets developed in the Administration and Measurement Component of the Health and Safety System should be considered in developing indicators, objectives and targets.

Element 5 – Define Structure and Roles

Basic Requirement

Roles and responsibilities for managing implementation of the PSEG EHS Policy shall be defined, documented and communicated by the Business. Line Management in the Businesses shall have primary responsibility and accountability for ensuring that operations are conducted in compliance with applicable EHS laws and regulations, as well as applicable Internal Policies, Practices, Procedures and Protocols.

Specific Requirements

The organization structure to facilitate and oversee implementation of the PSEG EHS Policy includes, but is not limited to, the Company’s Health and Safety Councils, PSEG Compliance Committee, PSEG EH&S Compliance Team, and programs administered by the Medical and Employee Relations groups within the Human Resources Department. In formulating roles and responsibilities at the Business level, Businesses must be aware of and comply with the following roles and responsibilities:

<u>Environmental Policy Roles and Responsibilities</u>				
-	<u>Note: in 2021, PSEG decided to decentralize the Environmental Policy function that had been historically housed within the Law Department. This table memorializes the Environmental Policy functions retained by the Law Department (specifically, the Environmental Legal function) and those that have been migrated into the various lines of business absent the centralized Environmental Policy function.</u>			
<u>Focus Area 1</u>	<u>Legislative/Regulatory Counseling and Advocacy</u>			
	<u>Subtasks</u>	<u>Description</u>	<u>To be retained By Environmental Legal Function</u>	<u>To be transferred to Business (PSE&G, PSEG Nuclear, PSEG Wind, and PSEG LI)</u>
	<u>State/Federal regulatory monitoring, issue identification, rules shaping, advocacy and relationship management (e.g., NJDEP, EPA, BOEM/DOI)</u>	<u>Government agencies propose new regulations or amendments to existing regulations that may impact PSEG lines of business.</u>	<ul style="list-style-type: none"> • <u>After business identifies regulation of potential interest/applicability, review proposed regulation and summarize</u> • <u>Draft comments on proposed regulations</u> • <u>Answer specific legal questions posed by impacted business(es) on proposed regulations</u> 	<ul style="list-style-type: none"> • <u>Monitor state and Federal Registers and identify proposed regulations with impacts to business; flag these regulatory developments for review by Environmental Legal and discussion with other internal stakeholders (including State and Federal Energy Regulatory Policy meetings)</u> • <u>Analyze business impacts of proposed or expanded rules</u> • <u>Lead efforts and advocacy strategy for influencing agency developments before proposed rules are issued (recent example - NJPACT rules - lots of activity occurring to influence before proposed rules are issued)</u> • <u>Review/revise draft</u>

				<u>comments prepared by Environmental Legal</u> <u>-- Lead advocacy strategy once comments are submitted (e.g. lining up allies, interface with regulator - relationship management)</u>
	<u>State/federal policy initiative monitoring, counseling and advocacy</u>	<u>Outside of formal rulemakings, government agencies often announce policies or practices that could impact PSEG (e.g., enforcement priorities or strategies).</u>	<ul style="list-style-type: none"> • <u>Answering specific legal questions on policy initiative; related legal risk assessments</u> 	<ul style="list-style-type: none"> • <u>Monitor agency communications and trade press for policy initiatives (short of formal rulemakings) with potential business impacts; analyze impacts</u> • <u>Work with Environmental Legal on developing and executing strategy to respond (submit comments, comply, initiate legal challenge/defense)</u>
<u>Focus Area 2</u>	<u>Enterprise Reporting Support</u>			
	<u>Subtasks</u>	<u>Description</u>	<u>To be retained by Environmental Legal function</u>	<u>To be transferred to Business (PSE&G, PSEG Nuclear, PSEG Wind, and PSEG LI)</u>
	<u>SEC Reporting (e.g., 10Q/10K)</u>	<u>Review draft SEC filings and suggest updates based on regulatory developments summarized in Focus Area 1</u>	<ul style="list-style-type: none"> • <u>Review and provide updates to legal matters</u> • <u>Support business' development of updates to filings based on regulatory developments</u> 	<ul style="list-style-type: none"> • <u>Review draft SEC filings and propose updates based on regulatory developments summarized in Focus Area 1</u>

	<u>Support PSEG Sustainability Efforts</u> (e.g., Dow Jones Sustainability Index filings, Sustainability Report, Climate Change Report)	<u>Support Corporate ESG function in reviewing/developing draft Sustainability Report/Climate Change Report and DJSI filing</u>	• <u>Answer any specific legal questions posed by businesses or ESG function</u>	• <u>Review and comment on draft sustainability report and DJSI filings</u>
	<u>Due diligence for PSEG corporate/financial transactions</u>	<u>Respond to environmental due diligence requests from Office of Corporate Secretary</u>	• <u>Respond to due diligence requests</u>	• <u>Respond to due diligence requests</u>
<u>Focus Area 3</u>	<u>Business Environmental Compliance and Outreach Support</u>			
	<u>Subtasks</u>	<u>Description</u>	<u>To be retained by Environmental Legal function</u>	<u>To be transferred to Business (PSE&G, PSEG Nuclear, PSEG Wind, and PSEG LI)</u>
	<u>Lead or support outreach to regulators on compliance/permit issues/regulatory interpretations</u>	<u>Lead or support outreach to regulators where informal advice from agency may provide clarity on a potential compliance issue or similar issue</u>	• <u>Answer any specific legal questions posed by business</u> • <u>Lead outreach to regulatory agency on legal issues</u>	• <u>Develop and execute overall outreach strategy</u>
	<u>Lead or support outreach to stakeholder groups on permit/project issues</u>	<u>Lead or support outreach on activities such as lining up public comments and support in favor of major PSEG permit renewals such as Salem NJPDES</u>	• <u>Answer any specific legal questions posed by business</u> • <u>Lead outreach on legal issues (e.g., joint defense issues)</u>	• <u>Develop and execute on overall outreach strategy</u>
<u>Focus Area 4</u>	<u>Regional Greenhouse Gas Initiative Counseling and Advocacy</u>			
	<u>Subtasks</u>	<u>Description</u>	<u>To be retained By Environmental Legal Function</u>	<u>To be transferred to Trading & Origination (Matthew Pillmeier)</u>

	<u>RGGI Third Program Review</u>	<u>RGGI members periodically review the program design and outcomes and propose appropriate changes or new program elements.</u>	<u>• Answer specific legal questions posed by business on program review and proposed changes</u>	<u>• Participate in stakeholder events as needed</u> <u>• Gather internal data and report as needed</u>
	<u>Track RGGI developments in other states</u>	<u>Other states periodically proposed regulations that impact RGGI, such as joining or leaving the program. The Environmental Policy group, in connection with Environmental Law, has typically reviewed these proposed regulations and summarized them for the lines of business</u>	<u>• Answer specific legal questions posed by business on proposed regulations or strategy for influencing regulatory process</u>	<u>• Monitor regulatory developments in other states</u> <u>• Analyze impact of proposed regulatory developments</u> <u>• Develop and execute strategy to respond, if needed</u>
<u>Focus Area 5</u>	<u>EPA Natural Gas Star Methane Challenge Reporting</u>			
	<u>Subtasks</u>	<u>Description</u>	<u>To be retained By Environmental Legal Function</u>	<u>To be transferred to PSE&G</u>
	<u>Submission of 2022 data</u>	<u>Submit annual report documenting 2020 methane emission reduction activities</u>	<u>• Answer specific legal questions posed by business</u>	<u>• Gather data and report in EPA online portal</u>
	<u>Submission of new commitment</u>	<u>Develop a commitment on methane reduction activities for 2021.</u>	<u>• Answer specific legal questions posed by business</u>	<u>• Develop commitment for 2023 and report to EPA.</u>
<u>Focus</u>	<u>Industry/Stakeholder Group Participation</u>			

<u>Area 6</u>	<u>Subtasks</u>	<u>Description</u>	<u>To be retained by Environmental Legal Function</u>	<u>To be transferred to Business (PSE&G, PSEG Nuclear, PSEG Wind, and PSEG LI)</u>
<u>Focus Area 7</u>	<u>External NGO Positions</u>			
	<u>Subtasks</u>	<u>Description</u>	<u>To be retained by Environmental Legal Function</u>	<u>To be transferred to Business (PSE&G, PSEG Nuclear, PSEG Wind, and PSEG LI)</u>
	<p><u>Participate in various industry and stakeholder group meetings</u></p> <p><u>(e.g., Clean Energy Group, EPA Clean Air Act Advisory Committee, NJ Clean Water Council, USWAG)</u></p>	<p><u>Discuss rulemaking activities affecting the regulated community and/or the energy/utility industry specifically</u></p>	<ul style="list-style-type: none"> <u>• Answer specific legal questions posed by business</u> 	<p><u>General Obligations Applicable to All Lines of Business:</u></p> <ul style="list-style-type: none"> <u>• Attend meetings of relevant organizations where business has lead role</u> <u>• Identify and evaluate potential impacts to business</u> <u>• Develop and execute strategies to mitigate impacts - will serve as lead relationship manager with all of these industry groups</u> <p><u>*See Stakeholder/NGO List for additional information</u></p>
	<p><u>Serve in a leadership capacity of various NGOs; relationship management with NGOs</u></p> <p><u>(e.g. the Nature Conservancy, the Audubon Society)</u></p>	<p><u>Participation in NGOs to build relationships that can be leveraged to support PSEG projects/objectives</u></p>	<ul style="list-style-type: none"> <u>• None</u> 	<p><u>PSE&G:</u></p> <ul style="list-style-type: none"> <u>• The Nature Conservancy Board Seat</u> <u>• The Audubon Society Board Seat</u> <p><u>PSEG Nuclear:</u></p> <ul style="list-style-type: none"> <u>• Delaware Estuary Coalition</u> <u>• Water Resources Association of the Delaware River Basin</u> <p><u>*See Stakeholder/NGO List for additional information</u></p>

Stakeholder/NGO List

<u>Stakeholder Group/NGO</u>	<u>Description</u>	<u>Lead PSEG Contact</u>
Clean Energy Group (CEG)	Discuss rulemakings and policies	None. PSEG membership expired.
CEG Strategy Group		Kristen Ludecke, with Jared Howes as backup/PSEG Corporate Citizenship
C2ES Business Environmental Leadership Council (BELC)	Discuss rulemakings and policies	Jared Hawes/PSEG Corporate Citizenship
NJ Clean Air Council	Discuss rulemakings and policies	Kim Scarborough/PSEG Corporate Citizenship Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)
NJDEP Industrial Stakeholder Group (ISG)	Discuss rulemakings and permitting	None, as to Wind Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG) Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)
EPA's Clean Air Act Advisory Committee (CAAAC)	Discuss issues pertaining to clean air in the United States	Kim Scarborough/PSEG Corporate Citizenship (Term expires August 2023 and Kim is term limited)
American Gas Association Energy Regulatory Action Committee (AGA ERAC)	Discuss rulemakings and policies	Chris Gulics/PSE&G
EEI Environmental Executive Advisory Committee	The Environment Executive Advisory Committee (EEAC) recommends industry policy for review and approval by the Policy Committee on Environment (PCE). The EEAC also ensures that these policies are implemented by the EEI staff and other EEI committees. Specific areas of responsibility of the EEAC include: Air Quality, Environmental Health & Safety,	Matt Jokajtys/PSEG Law Department Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)

	Global Climate Change, Natural Resources, Solid Waste, and Water Quality.	
EEI Air Quality Community	This Community facilitates member participation in EEI's Air Quality Subcommittee and provides materials on air quality issues.	<p>None, as to Long Island or Wind</p> <p>Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)</p> <p>Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)</p>
EEI Avian Power Line Interaction Committee (APLIC) Community	The Avian Power Line Interaction Committee (APLIC) leads the electric utility industry in protecting avian resources while enhancing reliable energy delivery. We work in partnership with utilities, resources agencies and the public to: - Develop and provide educational resources - Identify and fund research - Develop and provide cost-effective management options, and - Serve as the focal point for avian interaction utility issues.	<p>None, as to Nuclear, Long Island or Wind</p> <p>Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)</p>
EEI Water Resources Community	This Community deals with issues related to water resources policy matters involving the EPA and other federal agencies.	<p>None, as to Long Island or Wind</p> <p>Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)</p> <p>Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)</p>

<p>EEI Global Climate Change Community</p>	<p>This is the member hub for EEI climate change-related documents and activities. This site will be used by EEI to facilitate member participation in addressing key climate-related issues at the state, federal and international level, and to inform members on other important climate developments.</p>	<p>None, as to Nuclear, Long Island or Wind (Formerly Russ Furnari)</p> <p>Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)</p>
<p>EEI GHG Performance Standards Community</p>	<p>This is the member hub for EEI activities related to the development of GHG regulations through the Clean Air Act. This site will be used by EEI to facilitate member participation in the development of EEI views and comments on proposed GHG regulations, and to inform members of other important related developments.</p>	<p>None, as to Long Island or Wind</p> <p>Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)</p> <p>Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)</p>
<p>EEI Environmental Social & Governance (ESG) / Sustainability Community</p>	<p>The ESG/Sustainability Community is a forum to proactively identify, develop, and share information for the benefit of EEI members and to facilitate the development of consistent, voluntary, and stand-alone disclosure of ESG/sustainability information that is of interest to investors. The Community will also serve as a resource for monitoring, engaging, and influencing initiatives and reporting frameworks that could impact the voluntary reporting of ESG/Sustainability information.</p>	<p>None, as to Nuclear, Long Island or Wind</p> <p>Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)</p>

<p>Environmental Health & Safety (EH&S) Auditing Community</p>	<p>The EEI Environmental, Health & Safety Auditing Task Force is an ongoing EEI member service providing value-added products and services designed to assist shareowner-owned electric utilities improve their environmental health & safety auditing programs. It does so by advocating and obtaining public policies that allow utilities to conduct environmental health & safety audits in a manner consistent with established or desired procedures for effective self- evaluation. The Task Force also provides information and training to assist EEI member companies in improving their environmental health & safety auditing programs. This Community was set up to facilitate that mission and provide a forum for members to discuss EH&S Auditing topics.</p>	<p>Internal Audit Services</p>
<p>NJ Clean Water Council</p>	<p>Discuss and advise the DEP on clean water issues, including policies and rulemaking under consideration</p>	<p>Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG) None as to PSE&G, or Wind</p>
<p>Delaware Estuary Coalition</p>	<p>NGO devoted to science based efforts to improve the Delaware River and Bay</p>	<p>Dave Mannai/Helen Gregory/PSEG Nuclear</p>
<p>Water Resources Association of the Delaware River Basin, Board/Executive committee member (Business Association)</p>	<p>Discuss water issues of concern to water users in the Delaware Basin, participation in the Water Table Stakeholder group, interface with DRBC on basin-wide regulatory/policy actions</p>	<p>Dave Mannai/Helen Gregory/PSEG Nuclear</p>
<p>NJ Climate Change Alliance, Rick Thigpen as a member of the Steering Committee</p>	<p>The NJCCA is a statewide network of diverse organizations that share the goal of advancing science-informed climate change strategies at the state and local levels in New Jersey. PSEG is a founding organization and through the steering committee provides</p>	<p>Rick Thigpen/PSEG Corporate Citizenship</p>

	guidance on climate issues and policies taken.	
New Jersey Corporate Wetlands Restoration Partnership (NJCWRP)	Chair meetings, communicate with membership and work with project review committee to identify and fund projects	David Roth, PSE&G
Site Remediation Industry Network (SRIN)	Provide input on issues pertaining to remediation	Lou Hahn/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG) Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG) None, as to Wind or PSEGLI
Licensed Site Remediation Professional Association (LSPRA) Steering Committee	Provide input on issues pertaining to LSRPs in New Jersey	None, as to Nuclear or Wind (Formerly Rayna Laiosa) Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)
Environmental Energy Alliance of New York (EEANY)	Provide input on issues associated with energy and environment in New York	John Stalzer/PSEG Long Island
Commerce Industry of New Jersey (CIANJ) Environmental Business Council (EBC)	Provide input on environmental issues impacting NJ businesses	None, as to wind Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG) Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)

<p>New Jersey Business & Industry Association (NJBIA) Energy & Environment</p>	<p>Provide input on environmental issues impacting NJ businesses</p>	<p>None, as to wind</p> <p>Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)</p> <p>Chris Gulics/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)</p>
<p>PFAS Regulatory Coalition</p>	<p>Provide input on issues pertaining to PFAS</p>	<p>Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)</p>
<p>USWAG Policy Meetings</p>	<p>Provide input on broad issues pertaining to USWAG</p>	<p>None</p> <p>(Formerly Rayna Laiosa)</p>
<p>USWAG Steering Committee</p>	<p>Provide input on broad issues pertaining to USWAG</p>	<p>None</p> <p>(Formerly Rayna Laiosa)</p>
<p>USWAG Remediation & Response Committee</p>	<p>Provide input on issues pertaining to remediation</p>	<p>John Stalzer/PSEGLI (monitoring for PSEGLI only, not lead contact for all PSEG)</p>
<p>USWAG Low Volume Committee</p>	<p>Provide input on issues pertaining to hazardous waste generation, handling and disposal</p>	<p>None, as to PSE&G, Wind or PSEGLI</p> <p>Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)</p>

USWAG TSCA Committee	Provide input on issues pertaining to the federal Toxic Substances Control Act	None, as to PSE&G or Wind John Stalzer/PSEGLI (monitoring for PSEGLI only, not lead contact for all PSEG) Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)
USWAG DOT Committee	Provide input on issues pertaining to the federal Department of Transportation	None, as to PSE&G, PSEGLI, or Wind Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)
USWAG Chemical Management and Tanks	Provide input on issues associated with chemical management and storage tanks	None, as to PSEGLI, Wind or PSE&G Helen Gregory/Nuclear (monitoring for Nuclear only, not lead contact for all PSEG)
USWAG Ash Management Committee	Provide input on coal ash issues	None (Formerly Rayna Laiosa)
NJDEP Site Remediation Advisory Group (SRAG)	Provide input on issues pertaining to remediation	None, as to Nuclear or Wind Lou Hahn/PSE&G (monitoring for PSE&G only, not lead contact for all PSEG)
NJDEP Stakeholder Meetings - e.x. Remedial Action Permits (RAP)	Ad hoc - depends on issue	Ad hoc - PSEG Nuclear attending NJPDES stakeholder meetings as of May 2022
The Nature Conservancy of New Jersey	NGO devoted to protecting lands and waters in New Jersey	Rob Pollock, board member/PSE&G
New Jersey Audubon	NGO devoted to protecting lands, waters, and wildlife in New Jersey	Angela Ortiz, board member/Corporate

		Citizenship
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The Managing Counsel - Environmental (as it relates to environmental matters) and the Managing Counsel - Labor and Employment (as it relates to safety matters) are responsible for providing legal advice and counsel to the Businesses regarding matters related to implementing the PSEG EHS Policy, including:

- Legal advice on interpretation of EHS regulations
- Counsel on all EHS agency actions
- Counsel on all claims alleging EHS liability
- Counsel for all permitting actions before local, county, regional, state and federal agencies

Guidance

The Administration and Measurement Component and the Commitment, Participation and Assurance Component of the Health and Safety System provide additional detail regarding structure and roles for Health and Safety System implementation.

Element 6 – Develop Control Programs

Basic Requirement

Operational control programs and procedures shall be developed and maintained to manage regulatory compliance requirements and EHS aspects, including emergency preparedness and response procedures.

Specific Requirements

Businesses shall identify those operations and activities that are associated with the identified EHS aspects (see Element 2). Operational controls, including engineering and administrative procedures, shall be maintained to define how to effectively manage identified operations and activities and those subject to regulatory requirements. Planning for operational controls must include what will be done, who will be responsible, resources required, and how the results will be evaluated.

In order to address potential emergency situations, the Businesses shall follow procedures developed to prevent or mitigate adverse impacts from emergency situations. Employees are to be trained to respond in accord with the procedures and response plans are to be periodically tested. Among the procedures to address potential emergency situations are the following:

- **Corporate Safety Protocol - Life Safety Evacuation Protocol**– Provides the framework for employees to safely evacuate their workplace and protects employees by providing a structured methodology to emergency action plans.
- **PSE&G Storm Outage Restoration Plan** – Details organization and procedures (including EHS functions) to restore service to customers following interruptions caused by severe storms.
- **PSE&G Spill Response (ICS) and Release Notification Procedure (CM-ES-101-1802)** – Describes incident command structure for environmental response to major spill events.
- **PSEG LI Emergency Restoration Plan** – Details organization and procedures (including EHS functions) to restore service to customers following interruptions caused by severe storms.
- **PSEG LI EP-05 (Release Response) and EG-505 (Release Notification)** – Describes the required actions of individuals to ensure proper response to a sudden release of oils and hazardous or non- hazardous materials to the environment and the required notifications in the event of a spill.
- **Nuclear Procedures EP-AA-1, EP-AA-10, and EP-AA-11** – Describes the Nuclear Emergency Response Program.
- **Nuclear Procedure NC.FP-EO.ZZ-0002 (Q)** – Describes Nuclear’s response to hazardous material events.
- **Nuclear Procedure EN-AA-410-0004** – Describes Nuclear’s Discharge Cleanup and Response (DCR) Plan for response to the discharge of hazardous substances.
- **Nuclear Procedure OP-AA-106-101** – Describes Nuclear’s procedure for reporting occurrences of significant events.
- **Nuclear Procedure OP-AA-106-101-1001** – Provides guidance on an event response process that mobilizes recovery, repair, and investigation personnel who respond to significant plant issues and events.

Guidance

For Businesses with operating environmental management systems, these operations and activities may already be identified and only new or changed EHS aspects would need to be considered.

Health and safety controls should include those established in the Issue Resolution Component, Commitment Participation and Assurance Component, Hazard Assessment and Control Component, and Communication Component of the Health and Safety System.

Health and safety controls should include those established in the Corporate Safety Protocols.

References

Corporate Safety Protocol - Life Safety Evacuation Protocol

Element 7 – Establish Incentive and Disciplinary Programs

Basic Requirement

Employees shall be encouraged and motivated to comply with the PSEG EHS Policy and applicable EHS requirements and to otherwise foster protection of the environment and human health. Systems shall be in place to provide a reasonable level of assurance that appropriate disciplinary measures are applied in response to significant violations of EHS requirements by employees, where appropriate.

Specific Requirements

Clear Performance Expectations: Expectations, including annual performance goals, for the individual's performance related to Compliance shall be clearly communicated by each supervisor to Business employees. It is the individual responsibility of each Business employee to meet those expectations.

Performance Reviews: Annual reviews shall address the Business employee's individual performance against EHS goals and/or contribution to maintaining Compliance, unless the particular employee has no significant Compliance-related responsibility. If the employee performs especially well in this area, it should be specifically acknowledged in the review.

Recognition: Recognition programs shall be implemented to promote EHS performance improvement. Ongoing recognition should be documented.

Disciplinary Action: Disciplinary action shall be considered, and, where appropriate, imposed for violation of significant EHS requirements. Line Management is responsible for deciding when an employee's action or inaction warrants disciplinary action. To ensure fair and consistent review of disciplinary actions across PSEG, the specific disciplinary action will be determined after consultation by and among the supervisor, Line Management, Human Resources, and, as necessary, other appropriate personnel pursuant to Human Resources processes.

Tracking Disciplinary Actions: A system shall be maintained to document and track all significant EHS disciplinary actions taken.

Retaliation: PSEG will not tolerate any form of retaliation against any employee who raises a good-faith question or concern regarding a suspected violation of the PSEG Standards of Conduct or the law or any employee who participates truthfully and candidly in any investigation. PSEG will take disciplinary action, up to and including discharge, against any employee who engages in retaliation, as well as take other necessary action to remedy the wrongdoing.

Guidance

Incentives and recognition developed through the Communication Component and the Commitment, Participation and Assurance Component of the Health and Safety System should be considered.

Element 8 – Integrate EHS in Business Plans and Decisions

Basic Requirement

EHS liabilities and requirements will be considered in strategic and business planning decisions, including routine operations, capital projects, business mergers, acquisitions and divestitures and real property acquisitions and divestitures, consistent with the requirements of PSEG's EHS Policy and implementing Practices.

Guidance

EHS considerations, including pollution prevention, resource conservation, Compliance and public and worker safety, should be factored into the design and review and approval processes for capital projects.

EHS considerations should be factored into business development activities where appropriate, relative to: 1) siting of facilities, 2) facility design, permitting, construction, staffing, start-up and operating procedures, and 3) retaining Contractors and other entities involved in the business activity.

Potential EHS liabilities and Compliance obligations must be assessed and understood in connection with proposed acquisitions and divestitures of business organizations and land so that those potential liabilities and Compliance obligations may be valued, as appropriate, and expressly allocated between buyer and seller. Business leaders are responsible for ensuring that appropriate inquiries are made, which may include, depending upon the nature of the transaction, a full quantification of EHS risks, liabilities and requirements utilizing Internal and external resources and it is their responsibility to ensure that these considerations are appropriately factored into their decision-making. Review of potential EHS liabilities and Compliance obligations before the transaction by the EHS staff of the responsible Business, the Managing Counsel - Environmental and/or the Managing Counsel - Labor and Employment is expected where the nature or allocation of potential EHS liabilities and Compliance obligations could have a significant impact on the Business. Additional requirements for transactions are included in PSEG Practice for Transaction Review (930-1).

Business plans and operating and capital budgets should consider the actions that need to be taken and resources required to implement the PSEG EHS Policy and achieve the Business' EHS objectives and targets. In addition to identifying what will be done and the resources required, plans and budgets should identify who will be responsible and how the results will be evaluated.

The Hazard Assessment and Control Component as well as the Contractor Health and Safety Component of the Health and Safety System provide further Guidance.

Reference

[PSEG Practices, 930-1, Practice for Transaction Review](#)

Element 9 – Conduct Training, Maintain Awareness and Assure Competence

Basic Requirement

Systems shall be in place to ensure that employees are aware of the EHS aspects of their jobs and that they have the skills and training needed to perform their job responsibilities in compliance with regulatory requirements and Internal Policies, Practices, Procedures and Protocols.

Specific Requirements

Substantial Authority Personnel: “Substantial authority personnel” include high-level personnel and those who exercise substantial supervisory authority (*e.g.*, a plant manager) and any other individuals who, although not part of management, exercise substantial discretion when acting within the scope of his or her authority. The focus is on an individual’s responsibility and discretion, not his or her title or job description. Whether an individual fits this definition is determined on a case-by-case basis. The Corporation shall use reasonable efforts not to include within the substantial authority personnel of the Corporation any individual whom the Corporation knows, or should know through the exercise of due diligence, has engaged in illegal activities or other serious conduct inconsistent with law, the E&CP, or the Standards of Conduct.

Environmental, Health and Safety Awareness: Awareness of the necessity for Compliance with applicable EHS requirements and working in a healthy and safe manner shall be maintained among employees.

New Employee Orientation: New employees shall receive information regarding the importance of EHS Compliance and working in a healthy and safe manner as part of their orientation.

Identification and Satisfaction of Training Needs: An inventory of EHS training needs and requirements shall be maintained and, as appropriate, periodically updated. EHS training plans will be developed for each employee or Job Classification, where and as appropriate. Systems shall also be maintained to ensure that employees receive appropriate training.

Training Documentation and Tracking: Systems shall be maintained to document the EHS training received by each employee and to track the training against prescribed requirements. Procedures shall also be maintained to ensure that prescribed training requirements have been satisfied.

Measurement of Training Effectiveness: The effectiveness of EHS training received by the employees shall be monitored and evaluated.

Ongoing Review of Training Needs: Procedures shall be in place to periodically review EHS training requirements. The review will address, at a minimum, any needed changes in training created by:

- New or revised regulations or other legal requirements or industry consensus standards and practices;
- Changes in Internal Policies, Practices, Procedures and Protocols;
- Pervasive evidence of non-compliance identified by location self-inspections and self-assessments or independent Compliance audits; and
- Any major changes in facility-level technology, operations or materials used.

Results of this review shall be used to modify and update EHS training requirements.

Guidance

Implementation of this element should consider information developed through the Knowledge Component of the Health and Safety System.

Element 10 – Maintain EHS Management Documentation and Records

Basic Requirement

Documentation relating to EHS management shall be maintained according to a well-defined system that is compatible with, and appropriately aligned with, related PSEG-wide systems.

Specific Requirements

Identification of Documentation Requirements: Guidelines for the creation, maintenance and retention of Compliance-related documents and records shall be established. These guidelines shall reflect any applicable regulatory requirements. Particular documents and records necessary to demonstrate Compliance with specific EHS laws and regulations shall be identified at operating locations.

Recordkeeping Procedures: Responsibilities shall be defined for collecting and storing Compliance records. EHS Compliance records shall be maintained in accord with PSEG Practice 105-1, Records Management, to ensure their continued good condition while being easily accessible by those who need or have a right to access them, subject to confidentiality safeguards.

Record Retention: EHS Compliance records shall be maintained for the time specified in the applicable regulations or Internal Policies, Practices, Procedures and Protocols whichever is longer (see Enterprise Record Retention Schedule for retention periods associated with selected records). Destruction of records shall be conducted upon expiration of the specified retention period except when subject to a PSEG litigation hold or sale of an asset. Records shall be destroyed upon release of the PSEG litigation hold and after a period of six years following the sale of an asset. Questions relating to record retention will be resolved in consultation with the Managing Counsel - Environmental and/or the Managing Counsel - Labor and Employment.

Guidance

PSEG recordkeeping requirements are listed in PSEG Practice, 105-1, Records Management. Retention periods are included in the Enterprise Record Retention Schedule.

References

[PSEG Practice, 105-1, Records Management](#)

Enterprise Record Retention Schedule

Element 11 – Manage Contractor, Supplier and Business Partner Relationships

Basic Requirement

Systems shall be in place to provide a reasonable level of assurance that Contractors, Suppliers and Business Partners comply with applicable EHS requirements and do not present undue risks to the Business.

Specific Requirements

Evaluation and Selection of Contractors, Suppliers and Business Partners: The Business' selection process for Contractors, Suppliers, and Business Partners shall include consideration of their ability to satisfy applicable EHS requirements where a failure to satisfy these requirements could impose risks or liabilities to the Business.

Contractual EHS Requirements: The Business shall inform Contractors and Suppliers of the pertinent PSEG or Business EHS Policies, Practices, Procedures and Protocols that could reasonably be expected to affect their work, including those for emergency response. Contractors and Suppliers must agree in writing (e.g., through contracts and purchase orders) to comply with applicable EHS requirements.

Monitoring Performance: Contractors' EHS performance shall be monitored by the responsible Business to verify that management systems are in place to ensure Compliance with applicable EHS requirements associated with work conducted for the Business. The performance of Contractors working on Business- operated sites with respect to Compliance with applicable EHS requirements shall be monitored by the Business. Contractors working for the Business at places other than Business-operated sites (e.g., customer sites) shall be subject to periodic reviews of their EHS performance. A Contractor's or Supplier's EHS performance shall be considered by the Business when evaluating them for future work.

Guidance

Implementation of this element should consider information developed through the Contractor Health and Safety Component and the Hazard Assessment and Control Component of the Health and Safety System, Corporate Safety Protocol - Contractor Safety Plan, other applicable guiding documents for each Business' site specific safety requirements, and any and all other terms and conditions of contracts and/or purchase orders.

Reference

Corporate Safety Protocol - Contractor Safety Plan

Element 12 – Communicate with Internal and External Stakeholders

Basic Requirement

Systems shall be in place to ensure that relevant EHS information is communicated to personnel within and across all functions and levels within the Business. A system shall be in place to manage regulatory inspections, as well as to receive, document, and respond to inquiries or concerns from Internal or external parties. EHS information shall be shared with external parties, consistent with the Business' overall stakeholder engagement strategy.

Specific Requirements

Agency Inspections:

Inspection Coordination - When an agency inspector arrives, the location management shall designate the appropriately trained representative to meet with and accompany the inspector during the visit.

Touring the Site - The inspector shall be allowed access to the job site (i.e., plant, facility, construction site, remediation site, road crews, work location) and non-privileged records. The inspector shall be required to adhere to location workplace rules, requirements and procedures. Photos or videos shall be permitted (as long as they do not create unsafe conditions nor conflict with restrictions on photography at the location), and requests for copies of non-privileged documents shall be satisfied.

Business Confidential Information - The Managing Counsel - Environmental and/or the Managing Counsel - Labor and Employment shall be contacted if there are any questions regarding access to information that is believed to be privileged or proprietary.

Correcting Issues Identified - Identified and readily remediable deficiencies shall be corrected immediately, and where practicable, while the inspector is still on site. All other deficiencies will be corrected as soon as practicable. All corrective actions shall be documented. The course and status of corrective actions will be communicated in an open manner to appropriate regulatory agencies.

Sampling - Inspectors have a right to conduct sampling as part of the inspection, such as bulk sampling, personal exposure sampling and wastewater sampling. If the regulators take a sample, the representative shall request a split sample or take a duplicate sample if a split sample is not available and have it analyzed for the same parameters as the regulator.

Documenting the Inspection - The inspection shall be documented. Documentation shall include the date and time of inspection, name and affiliation of inspector, general summary of the inspection, and itemization of reports and/or records provided and/or requested. The documentation shall be submitted to appropriate Company personnel, as soon as practicable after the inspection.

Cooperation and Disclosure:

Incident Reporting to Management - Systems shall be in place to ensure that incidents such as occupational injuries and illnesses as well as environmental incidents and events are reported to Line Management in a timely manner. These may include fatalities, OSHA recordable and first aid injuries, spills outside secondary containments, releases of hazardous substances, fires and explosions, regulatory Notices of Violation (NOVs), Administrative Orders and Notices of Civil Administrative Penalty Assessments (AONOCAPAs), citations, fines or penalties, third-party EHS

claims, negative media attention with EHS themes, and others as appropriate.

Disclosing Violations and Significant Incidents - Systems shall be maintained to ensure that work-related fatalities, in-patient hospitalizations, amputations and loss of an eye, catastrophes and EHS violations are promptly and properly disclosed to appropriate regulatory agencies as required by applicable laws and regulations. The systems established shall include procedures that will ensure that the Business' operating facilities and locations consult with EHS professionals and legal counsel regarding the reporting of EHS violations and significant incidents. Standardized forms will be used to document any disclosures made.

The Company has established and will maintain a hotline and website for anonymous reporting of EHS concerns at any time; follow-up will be conducted in accord with the PSEG Practice for Compliance Reporting and Investigation (615-2). In addition, the Company will periodically conduct a Certification of Compliance with the PSEG Standards of Conduct for confidential reporting of EHS violations and other conditions of concern; follow-up will be conducted in accord with the protocol established for the Certification of Compliance with PSEG Standards of Conduct Program incorporated within the PSEG Practice for Ethics & Compliance (615-3).

Corrective Action - Appropriate corrective actions shall be implemented to resolve EHS violations. As appropriate, actions will be taken to work cooperatively with the government in the identification and implementation of appropriate corrective actions. These corrective actions shall be documented and the implementation of these corrective actions will be communicated to the government where and as appropriate.

Cooperation with Investigation - Immediate contact should be made with appropriate EHS professionals and legal counsel upon receipt of notice that the government plans to initiate an investigation with respect to Compliance with EHS requirements. Timely cooperation shall be provided to the government with respect to the investigation of the Compliance with EHS requirements. Such cooperation will include, but not be limited to, providing access to non-confidential documents, personnel and facilities.

Guidance

Internal Communication:

Systems should be in place to provide EHS information to employees and to define and communicate individual and Business performance expectations as follows:

- Generate and distribute EHS performance reports to key Internal management
- Share best practices and lessons learned
- Inform employees of hazards in products they use
- Inform employees of the hazards in the geographic areas in which they operate
- Inform employees of incidents and associated lessons learned
- Provide employees with information on EHS hazards or conditions uncovered in audits, Self-Assessments, Self-Inspections, and workplace hazard assessment surveys

External Inquiries or Complaints:

A system should be in place to ensure all relevant EHS-related external inquiries are documented and appropriately responded to in a timely manner.

Internal Issue Resolution:

Systems should be in place to ensure relevant EHS-related internal issues or concerns are evaluated and responded to in a timely manner.

Stakeholder Dialogue:

Dialogue with key stakeholders is encouraged to maintain a positive relationship and a positive image for PSEG. Businesses should identify their relevant stakeholders along with the needs and expectations of those stakeholders.

Public Policy:

Consistent with the allocation of responsibilities outlined in Element 5 above, the Businesses should, as appropriate, develop positions on EHS issues of strategic importance to PSEG, and participate in the development of sound public policy, including legislative and regulatory initiatives, where appropriate. It is the responsibility of each Business to internally vet their proposed positions on EHS issues to ensure consistency with Enterprise positions and priorities.

External Reporting:

Information on PSEG's EHS performance, systems, and issues should be periodically provided to external stakeholders by the Businesses through, among other things, a periodic Corporate sustainability report that will be made available on PSEG's external website. The PSEG EHS Policy should be made available to the public on PSEG's external website.

Implementation of this element should consider Practices, procedures and protocols developed through the Communication Component and Issue Resolution Component of the Health and Safety System. The Communication Component of the Health and Safety System provides detailed guidance on a number of communication processes for various types of health and safety information to internal and external stakeholders.

References

[PSEG Practices, 615-2, Compliance Reporting and Investigation Practice](#)

[PSEG Practice, 615-3, Ethics & Compliance Program](#)

Corporate Safety Protocol - Recording and Reporting Occupational Fatalities, Injuries and Illnesses Protocol

Element 13 - Monitor, Measure and Verify Performance

Basic Requirement

Processes shall be in place to monitor key operational parameters to anticipate and reduce the likelihood of EHS incidents, to track and report on progress against the objectives and targets, and to assess and verify compliance with legal and other requirements, including Internal Policies, Practices, Procedures and Protocols.

Specific Requirements

Annual Certification: To ensure compliance with the PSEG EHS Policy and EHS Program Guide, Businesses shall review their policies, programs, procedures and EHS management systems and complete annually the Certification of Implementation of the PSEG EHS Program Guide.

Inspections:

Scope and Frequency of Inspections - The frequency and scope of facility Inspections shall be dictated by the nature of the facility operations and applicable regulatory requirements, if any. Inspections will cover areas of significant potential EHS risk and potential liability.

Inspection Guidelines - Inspections shall be conducted utilizing appropriate guidelines, which may include Checklists. Inspection guidelines shall be reviewed periodically, and whenever relevant changes occur in technology, operations or applicable requirements. The guidelines will, as appropriate, be modified or supplemented in accordance with the results of those reviews.

Responsibilities for Inspections - Specific individuals shall be designated to conduct Inspections. These individuals will be knowledgeable in or receive appropriate training to ensure an understanding of the facility's operations, applicable EHS requirements, sound Inspection techniques, and Inspection guidelines requirements.

Corrective Action and Follow-Up for Inspections - Inspection findings and follow-up or corrective actions shall be documented. Follow-up or corrective actions shall be taken as soon as practicable.

Review of Inspections - Inspection findings will be periodically reviewed to verify that the Inspections are being conducted at the required frequency and that any findings noted are promptly corrected.

Self-Assessments:

Self-Assessments Scope and Frequency - Self-Assessments shall be performed annually at designated operating locations and programs to evaluate Compliance with applicable EHS requirements. Regulatory areas applicable to the location/program shall be covered during the Self-Assessment.

Self-Assessment Checklists - Self-Assessments shall be performed utilizing Checklists.

Responsibilities for Self-Assessments - Self-Assessments shall be conducted by personnel with requisite EHS expertise. Whenever practicable, Self-Assessments will be conducted with the assistance of personnel not directly involved with the Compliance activities being reviewed.

Self-Assessment Reporting - Self-Assessment findings shall be documented and

maintained for a period of at least one year or as indicated on Company or Business-specific retention schedules. Documented findings will be used to track corrective actions and trends in findings.

Corrective Action and Follow-Up for Self-Assessments - Follow-up or corrective actions (including analysis to determine causal factors, where appropriate) shall be taken as quickly as practicable. Follow-up or corrective actions will be documented in a manner that can readily be used to demonstrate that reported findings were corrected in a timely fashion. Documentation of corrective actions shall be maintained for a period of at least one year or as indicated on Company or Business-specific retention schedules.

Self-Assessment Program Review - Self-Assessment programs shall be reviewed to verify that they are being conducted as required and that any findings noted are promptly corrected.

Audits:

Audit Scope and Coverage - Independent EHS audits shall be conducted to evaluate Compliance with applicable requirements. EHS audits will also assess the existence and effectiveness of EHS management systems to achieve and maintain Compliance.

Audit Frequency and Scheduling - A documented auditing schedule shall be maintained and will be reassessed annually. This reassessment will be based on the EHS risks and liabilities presented at each location. Changes to the auditing schedule occasioned by the reassessment will be documented.

Audit Team - A staff of qualified auditors shall be maintained at a Corporate level. The composition of an audit team for a particular audit will be determined and may include qualified internal or outside personnel who do not have operational responsibility for the location being audited. A representative of the audited facility or program shall be invited to serve as a liaison to the audit team.

Documented Audit Protocols - Written EHS audit protocols for each functional area, based on applicable regulatory requirements and internal policies and procedures shall be maintained and periodically updated.

Audit Reporting - Audit findings and recommendations for corrective action shall be documented in a written report. The report will be distributed to the location and the management of the Business that was the subject of the audit. The report will be reviewed by legal counsel prior to distribution to management. Trends and especially significant findings will also be reported to senior management as appropriate.

Corrective Action and Follow-Up of Audits – Significant or Repeat Audit Findings shall be corrected as quickly as practicable, and, except in extraordinary circumstances, not later than three months after the date of the audit report. All other audit findings shall be corrected as quickly as practicable, and, except in extraordinary circumstances, not later than six months after the date of the audit report. The progress of corrective actions will be tracked and closure will be documented.

Periodic Program Review - The EHS audit program shall undergo a periodic independent review to ensure that the program meets the standards promulgated by the Board of

Environmental, Health and Safety Auditor Certifications and to generally improve the operational effectiveness of the program.

Operational Parameters:

Processes shall be in place to identify and monitor the key operational parameters that can be used to anticipate and reduce the likelihood of EHS incidents.

Performance Indicators:

Routine reports shall be developed and issued to Business management on performance results using the defined key performance indicators and other measures as appropriate. The EHS performance indicators and targets shall be selected by the Businesses by taking the following into account: any applicable PSEG scorecard, PSEG EHS Policy objectives, strategic objectives, applicable Compliance obligations, and environmental aspects and health and safety hazards as described in Element 2.

Guidance

Implementation of this element should include information developed in the Data Analysis Component, Commitment, Participation and Assurance Component, Hazard Assessment and Control Component, and Incident Analysis Component of the Health and Safety System.

Element 14 - Implement Corrective and Preventive Action to Continuously Improve Performance

Basic Requirement

Corrective and preventive actions shall be taken to address the underlying causes of accidents and incidents, findings from Inspections, Self-Assessments, independent audits, failure to meet performance objectives and targets, and external complaints, in order to continuously improve EHS management systems and performance.

Specific Requirements

Tracking Site-Level Compliance Performance: Results of facility Inspections and Self-Assessments shall be assessed to track progress over time and identify opportunities for improvements.

Review of EHS Program Guide: This Guide will be periodically reviewed and revised, as appropriate, in the context of prevailing PSEG and Business structure and governance, and applicable guidance, including ISO 14001, ISO 45001, the United States Sentencing Commission Organizational Sentencing Guidelines,¹ applicable government enforcement guidance documents. The review shall be conducted at least every three years and will be led by the Senior Vice President – Audit, Enterprise Risk, & Compliance.

Guidance

Corrective and preventive actions should be developed and implemented in a timely manner in response to accidents and incidents, findings from Internal Inspections, assessments and audits (See Element 13), findings from external inspections (See Element 12), inadequate progress against defined objectives and targets, and complaints from external stakeholders where appropriate. Corrective and preventive actions should be based on assessment of the underlying causes of these findings and issues.

Guidance may also be found in the Administration and Measurement Component and Communication Component of the Health and Safety System.

References

PSEG Environment, Health and Safety Program Guide, Element 12, Communicate with Internal and External Stakeholders, PSEG Environment, Health and Safety Program Guide, Element 13, Monitor, Measure and Verify Performance

¹ https://www.uscourts.gov/sites/default/files/pdf/research-and-publications/research-publications/2022/20220829_Organizational-Guidelines.pdf (August 2022).

Key Roles and Responsibilities

Senior Vice President – Audit, Enterprise Risk, & Compliance is the contact for any questions regarding this Practice.

Revision History

Date	Material?	Summary of Changes
9/12/17	No	Updated to include Applicability and Revision History Sections
9/15/20	No	Updated to acknowledge the replacement of the recognized international standard for occupational health and safety management systems (OSHAS 18001 replaced by ISO 45001), organizational changes, changes in referenced PSEG Practices, other edits to improve clarity and to put into format of the Updated Guidance Link 2020.
9/24/2020	No	Updated the phrase "Internal Policies, Practices and Procedures" to "Internal Policies, Practices, Procedures and Protocols" and labeled all the Safety Practices as Protocols to ensure consistency with Policy 2.
10/4/2022	No	Updated "Executive Officer Group" to "Senior Executive Team," no other review completed – as such, prior review date of 9/24/2020 remains.
10/27/2023	Yes	Updated to reflect changes to procedures and organizations including the addition of tables in Element 5 to identify specific roles and responsibilities for Environmental Policy and assignments to Environmental Stakeholder Groups and NGOs.

References

The other PSEG Policies and Practices listed below apply to all PSEG Businesses unless noted otherwise in the Policy or Practice. This Guide does not take the place of the PSEG Policies and Practices listed below:

[PSEG Policy, 2, Environment, Health and Safety](#)

[PSEG Policy, 8, Business Conduct and Integrity](#)

[PSEG Practice, 610-1, Internal Audit Charter](#)

[PSEG Practice, 615-2, Compliance Reporting and Investigation Practice](#)
[PSEG Practice, 615-3, Ethics & Compliance Program](#)
[PSEG Practice, 105-1, Records Management](#)