Da Afghanistan Breshna Sherkat (DABS)
Naghlu Hydropower Rehabilitation Project
(NHRP)

ENVIRONMENTAL & SOCIAL MANAGEMENT PLAN (ESMP)

For Component-3: Sarobi & Mahipar Remaining villages Electrification Sub-Project

Date: September, 2020

Table of Contents

List of Tables

List of Figures

LIST OF ANNEXES

List of Acronyms

BOQ	Bill of Quantity
CCMP	Contractor Camp Management Plan
CDC	Community Development Council
COO	Chief Operating Officer
CEO	Chief of Executive Officer
DABS	Da Afghanistan Breshna Sherkat
EHS	Environmental Health and Safety
ESMF	Environmental and Social Management Framework
ESMP	Environmental Management Plan
ESIA	Environmental and Social Impact Assessment
ESS	Environmental and Social Safeguards
GOA	Government of (the Islamic Republic of) Afghanistan
GRM	Grievance Redress Mechanism
GRC	Grievance Redress Committee
IFC	International Finance Corporation
kV	Kilo Volt
MEW	Ministry of Energy and Water
MRRD	Ministry of Rural Rehabilitation and Development
NEPA	National Environmental Protection Agency (Afghanistan)
NHRP	Naghlo Hydropower Rehabilitation Project
OHS	Occupational Health and Safety
OP	Operation Policy
PAF	Project Affected Families
PDO	Project Development Objective
PIU	Project Implementation Unit
PPE	Personal Protection Equipment
QA	Quality Assurance
RPF	Resettlement Policy Framework
SEA	Sexual Exploitation and Abuse
SH	Sexual Harassment
STD	Sexually Transmitted Disease
UNHCR	United Nations High Commissioner for Refugees
UXOs	Unexploded Ordinances
WB	World Bank
WHO	World Health Organization

Executive Summary

NHRP project background

The Naghlu Hydropower Dam is located on the confluence of the Panjshir and Kabul Rivers in the Surobi District, Kabul Province, about 80 km east of Kabul. Naghlu was first commissioned in 1967 and financed by the former Soviet Union.

The World Bank has been financing the rehabilitation of the Naghlu hydropower plant and dam under the Naghlu Hydropower Rehabilitation Project.

The proposed NHRP is comprises three main components (i) **Component 1**: Mechanical, Electrical, and Electromechanical Work with Subcomponent 1(a): Rehabilitation of Unit 1 and Balance of Plant; and Subcomponent 1(b): Enhancing Maintenance of the Powerhouse; (ii) **Component 2**: Dam Safety and Power Generation Capacity Improvement with Subcomponent 2(a): Dam Safety Audit and Safety Improvement Measures and Subcomponent 2(b): Optimization of Power Generation; and ; (iii) **Component 3**: Environmental and Social Sustainability, Project Management Support, and Future Project Preparation with Subcomponent 3(a): Environmental and Social Sustainability and Subcomponent 3(b): Project Management Support and Future Project Preparation aims to ensure that DABS receives advice on good international practices.

The proposed NHRP has been rated Category-A under the World Bank Operational Policy on Environmental Assessment (OP4.01). The Naghul Hydropower Plant Rehabilitation Project triggers the World Bank's Operational Policy (OP) 4.01 (Environmental Assessment), OP 4.11 (Physical Culture Resources), OP 4.12 (Involuntary Resettlement), OP 4.04 (Natural Habitats), OP 4.37 (Safety of Dams) and OP 7.50 (Projects on International Waterways).

The project development objective (PDO) is to improve dam safety and to increase the supply of electricity at the Naghlu Hydropower Plant.

The NHRP Electrification Project includes construction/installation of distribution network for the selected communities of Sarobi district of Kabul province, Afghanistan.

The general aims of project are providing electricity to households, institutions, and businesses in the selected villages of Sarobi district, Kabul Province.

DABS is committed to undertake the development of the ESMP for the planned Installation of Equipment for the Electrification of 20/0.4kV Networks in Sarobi Districts of Kabul Province, The ESMP has

therefore been compiled solely for use of DABS to ensure that environmental and social impacts of the Installation of Equipment for the Electrification are either avoided and where they cannot be avoided, are well managed in order to mitigate and minimize environmental negative impacts.
The ESMP was developed to ensure the sustainable management of the environmental and social aspects and considerations during the Installation of Equipment for the Electrification and construction works in Sarobi district and should be adhered to by contractor and DABS relevant staff members. It focuses on the activities related to the installation, electrification and construction within the Sarobi district.

The ESMP complies with the Afghanistan Environmental law, ESIA regulations, national labour law and regulation, land laws, and the approved ESMF and RPF for NHRP along with World Bank Safeguards Polices. The proposed Installation of Equipment for the Electrification is to be funded by World Bank under Naghlu Hydropower Rehabilitation Project (NHRP).

This document summarizes the potential environmental and social impacts and risks linked to the sub-project activities. In addition, the ESMP determines the necessary mitigation measures and summarizes the necessary management and monitoring plans to ensure that impacts are dealt with and mitigation measures are followed during the project activities.

The scope of this document is to give guidelines, to all personnel executing the project, regarding the environmental and social conditions, standards and legislative requirements that must be adhered to.

This document shall be included in the bidding and contract documents and supplementary to DABS specifications to contractor. The Environmental and Social Management Plan (hereafter referred to as ESMP) must thus from part of the enquiry document to make the recommendations and constraints, as set out in this document, enforceable under the general conditions of contract.

A grievance redress mechanism (GRM) has been established by DBAS PIU for grievances handling including complaints and concerns from affected people and stakeholders about environmental and social issues in relation to the project.

This ESMP shall be integral part of the Bid and Contract documents. Any violation of/non-conformance with ESMP shall be considered as a violation/non-conformance/non-compliance to the overall contract and shall be punishable as per degree of violation/non-conformance. The Contractor will prepare and approve Contractor's Camp Management Plan (CCMP) at least 10 days before taking possession of the site. In addition, the contractor will also hire the Environment, Social and Occupational, Health and Safety Officer who will be responsible to prepare the CCMP and supervise the implementation of the ESMP as well as health and safety aspects of the project. The Contractor's Environment, Social and Health and Safety Officer will submit weekly ESMP compliance monitoring reports to DABS safeguard team.

Scope of Work

This Environmental and Social Management Plan (ESMP) identifies the environmental and social impacts and mitigation actions required to implement the project in accordance with the requirements of the World Bank's (WB) safeguard OPs and applicable Afghanistan national legislation.
This ESMP is to be used by the contractor to be commissioned by DABS for construction and installation works.
The potential impacts and associated mitigation measures and management procedures presented in this ESMP is prepared based on the baseline information and available data. The ESMP details, the environmental and social management procedures, processes and mitigation and monitoring measures with responsibilities of various agencies for implementation, supervision and monitoring activities-reference is also made to the grievance handling manual, a stand-alone document developed by DABS

for the WB-DABS projects. The ESMP also includes mitigation measures to avoid or minimize the chance of infection and planning what to do if either project workers become infected or the work force includes workers from proximate communities affected by COVID-19. There is also employees' code of conducted included and the Contractor shall ensure that each Contractor's Personnel is provided a copy of this Code of Conduct, written in a language comprehensible to that person, and shall seek to obtain that person's signature.
Contractor is to develop plans to ensure that the mitigation measures and monitoring requirements stipulated in this ESMP will actually be carried out in the project implementation stage of this local electrification works.

Cost of the ESMP

The entire cost of the ESMP is related to the (i) contractual obligation of the contractor and for which the contractor(s) to consider cost while submitting bidding documents; and; (ii) relevant training and capacity building of the project beneficiaries. However, the estimated cost should meet the minimum requirement of all basic requisites of the project ESMF to undertake the mitigation of the impacts as specified in this ESMP document. The total cost is detailed in the main section of this document; are based on the item cost of design of the subproject activities.

Consultation and Disclosure

During the preliminary survey and site selection for the Sarobi & Mahipar remaining villages electrification project and preparation of the Project ESMP, all relevant parties including local people and stakeholders were consulted about the project activities and its anticipated potential impacts, feedback and summary of recommendations of the stakeholders are given in annex 5.

The key points have summarized as following;

The public Consultation meeting was conducted on 18 March 2018 with community elders and other relevant stakeholders in Mahipar valley of Sarobi District, the major and key findings of the meeting are summarized as below;

i. Project introduction; the project scope and meeting agendas has presented by the project team and have discussed about the project activities and project benefits to the local community.
ii. The meeting participants requested to electrify the remaining villages of Sarobi & Mahipar and suggested to start the survey as soon as possible.
iii. As well as the representatives suggested to start survey in coordination with local elders.
iv. All participants of the meeting promised to participate in project implementation and they were very pleasant and thankful from the project team and suggested to hire unskilled labour form their villages.

COVID -19 Consideration and prevention;

The Bank ESF/Safeguards Interim note forms the basis for development of Occupation, Health and Safety Plan, the plan includes measures to avoid or minimize the chance of infection and planning what to do if either project workers become infected or the work force includes workers from proximate communities affected by COVID-19 for details see COVID-19 considerations in construction/civil works projects as Annex 7.
This note is intended to provide guidance to the contractor and relevant staff on how to address key issues associated with COVID-19.
The contractor must also exercise appropriate precautions against introducing the infection to local communities as set out in this document.

Disclosure

This Environmental and Social Management Plan (ESMP) for Sarobi & Mahipar Electrification under component three has been prepared by the ESS team on the basis of the approved ESMF for NHRP project. The site specific ESMP is also in line with the approved ESMF for NHRP project. The original ESMF was disclosed on 19.Feb.2014 by DABS in Afghanistan in both Dari and Pashto in relevant places in the country and the revised ESMF also disclosed on 3 February, 2019 at DABS internal site, the English version of the ESMF at the World Bank's website on 4 July, 2013. The Site specific ESMP for component three will be disclosed in country in relevant sites after World Bank approval/ finalization of the document and before project physical commencement.

1 Environmental and Social Management Plan (ESMP)

1.1 Introduction

This site specific Environmental & Social Management Plan (ESMP) is prepared for Mahiper Electrification Project to outline the types of environmental and social impacts and applicable mitigation measures that must be implemented to reduce environmental and social risks during the implementation of the subproject. The potential environmental and social risks for construction of Mahiper electrification project were identified during preparation of Environmental and Social Management Plan and consulted with relevant stakeholders including community representatives and affected persons The mitigation measures identified during that process are listed as specific commitments to direct performance criteria within the site specific ESMP for the electrification project.

1.2 Project description

Ministry of Rural Rehabilitation and Development (MRRD) along with UNHCR and Central Statistics Office (CSO) of Afghanistan estimates the population of Surobi district to be around 44,871 and there are130 villages with an average household size of 6.8 persons, which would suggest that the total number of households in the district was approximately 7000. Around 80% families already connected to the electricity. The Sarobi & Mahipar Remaining villages electrification subproject will target approximately 654 households and a number of religious, health and educational institutions, in 12 out of 130 villages.
This subproject covers the design, procurement, supply, installation and commissioning of MV and LV equipment and material to be installed at Sarobi and Mahipar villages of Sarobi district.
The technical component of the Project is interconnection with Sarobi substation at the premises of Naghlu hydropower plant, offers the opportunity to connect communities located close to the Naghlu power plant for a modest incremental cost. Mahipar valley has been mostly identified that currently lack grid supply, expanding and inter-connecting the electricity grid is a top priority for the GoA and the GoA believes that expansion of the grid into Mahipar and Sarobi villages would be extend the benefits of grid supply to the local population of these villages in Sarobi district.
Grid supply is typically more reliable than off-grid as alternative sources of generation.

This scope of the work includes:
This scope involves the necessary works which includes design, supply, installation and rehabilitation works in Sarobi &Mahipar remaining villages of Sarobi district as well as extension works to meet network expansion as a result of customer base growth. Installation of distribution networks including: 20 kV power cables, 20 kV overhead lines, 20 / 0.4 kV pole-mounted transformer stations, protection equipment, and connections from the Sarobi substation to final consumers (including meter boxes, switches, breakers and other materials).

Figure 1: show Mahipar area of Sarobi District

1.3 Purpose of the ESMP

The primary purpose of the ESMP is to avoid, mitigate/reduce potential environmental and social impacts of planned activities and to ensure that all the anticipated environmental and social impacts and risks expected to occur during construction of Sarobi and Mahiper remaining villages' electrification subproject are reduced to an acceptable level.

The ESMP aims to:

- Draws together the measures proposed to mitigate negative, and to maximize positive, environmental and social impacts, and groups them logically into component-3 with common themes;
- Define a proposed institutional structure to govern the implementation of the ESMP;
- Defines the specific actions required, roles and responsibilities for these actions, timetables for implementation, and associated costs; and
- Describes capacity building and training requirements for the implementation of the ESMP.

This will be achieved through engagement of all relevant parties in environmental and social management. In particular, this will include integrating environmental and social management planning with design, construction methods and operation planning.

The contractor shall bound to comply with the requirements of this plan, in so far as they are applicable to the nature and scope of their work.

The scope of this plan embraces the risks created by the design of the subproject, and the short-term risks and impacts that will arise during the construction and any long-term risks that are influenced by the construction methods. It also describes the management of the potential adverse social and environmental

impacts and to enhance the potential positive impacts based on the Environmental and Social Management Framework (ESMF).

1.4 Summary of Environmental and Social Impacts

1.4.1 Potential Negative Environmental impacts and Mitigation Measures

The construction stage risk of outstanding adverse environmental and social impacts are; (i) Contractor's Main and Site Camps Impacts; (ii) ambient air quality; (iii) noise and vibration impacts during installation of towers; (iv) dust emission during traffic movement and installation of electrical poles and stringing of conductor; (v) traffic movement; (vi) impacts on surface water; (vi) soil contamination and groundwater quality; (vii) improper management of wastes; and; (viii) occupational health and safety. Theses impacts are associated with the excavation for the foundation, installation of electrical poles and stringing of conductor. These impacts are expected to be small, localized, and temporary and thus should be able to be effectively managed with tangible and easily applied mitigation measures. However, the subproject will also have some localized impacts during project operational stage. These impacts including disposal of e-wastes, replacement of old transformers, oils and other solid, wastes etc. will be managed in line with the ESMF and RPF for the project.

Table 1.1: The major anticipated environmental impacts and mitigation measures

Activity / Aspect	Anticipated Impact	Severity of Impact (High/Med/Low/ insignificant)	Mitigation Methods
Construction Phase			
Use of farmland for erection of the poles	Loss of agricultural land	Insignificant	None as the installation is typically pole mounted and requires minimal land area.
Electrical poles erection and transformer installation	Noise and Vibrations	Low	The Contractor shall ensure that noise levels remain within acceptable limits
traffic movement, poles erection and stringing of conductor	Air ambient and dust emission	Medium	The Contractor shall be responsible for dust control on site to ensure no nuisance is caused to the neighbouring Communities or staff at the project area
Waste and debris producing during construction phase	Improper management of produced wastes	Medium	The Contractor shall provide a method statement with regard to waste management (including e-wastes).

occupational health and safety	Health and Safety of employees on site (Risk of injuries, electrocution and fatality)	High	A clear operating plan should be in place to guide the health and safety requirements during the construction phase
Operational Stage			
Transformer Noise	Noise production	Low	Proper operation system should be in place
Handling of old transformers	Producing of PCBs	Medium	Waste Management Plan shall be developed and solid waste including management of e-wastes shall be included in the plan
E- waste production	Improper disposal of e-wastes	Medium	Waste Management Plan shall be developed and solid waste including management of e-wastes shall be included in the plan

1.4.2 Potential Social impacts and Mitigation Measures

The electrification of villages in Sarobi district has the potential to provide tangible benefits and should help counter the major grievance voiced by the local communities i.e. that, to date, they have not received any benefit from the Naghlu HRP. While limited environmental and social impacts are anticipated by this activity, some small plots of land will need to be acquired for the electricity poles and some easement acquired for the distribution lines.

Limited social safeguard impacts are predictable under local electrification of villages around Naghlo reservoir of Sarobi district, because most of the construction and electro-mechanical work will be implemented in the premise of governmental as well as communal land for example most of the electric poles will be erected along the main road and hill tops as well as secondary road between the villages, the transformers will also built in the premises of communal land, for more details see table 1.2 bellow.

The overall social safeguards risk for this project is expected to be moderate, mainly due to less engagement with private cultivable lands and low tree cutting chance. To avoid acquiring of private land the DABS PIU safeguard team has recommended the survey team to select state or governmental land for pole erection and erect the poles along the main road because there is the possibility which is economically friendly and socially acceptable.

Absence of adequate measures considered to reduce impacts during construction (e.g., noise, vibrations, dust, and wastes) and construction activities may adversely affect the natural environment.

There might be community safety issues-labor influx risks (see details about labor influx under section 1.4.3 below), and dispute and or local demand to push for hiring local residents, instead of hiring labors from outside. There can also be disputes arise over whether a hiring or firing of an employee was proper?

In addition there might be complaints by workers related to late payment of wages, workplace complaints arising during installation activities, for which DABS has established Grievance Redress Committees both in community level and project level and will train them in grievance redress mechanism, complaint registration method, grievance services according to the GRM manual developed for the Bank-DABS supported projects.

Table 1.2: show the estimated number of electrical poles and transformers to be erected in the project

S/N	Type of electrical poles	Total estimated Number	Type of land to be erected			Remarks
			Public	Communal	Private	
1	RCC poles with lengths of 12m	410 No	410	-	-	This type of poles are planned to be erected in main road and secondary road sides
2	iron poles with length of 9m	190 No	-	150	40	This type of poles are planned to be erected in main communal pathway and private land
3	Pole-mounted transformer stations	12	-	12	-	Mostly in communal places like near to village's Mosque

1.4.3 Labour Influx risk assessment

The construction and implementation of Sarobi & Mahipar remaining villages' electrification project does not require a large influx of labour from outside the project area. Most of the unskilled workers will be recruited locally in the project area- only specialized staff are expected to be recruited from outside. The specialized staff from outside will make about 20 per cent and will be residing in labour camps in the selected district- electrification area. There will be proper location selected for labour camps, which will be away from the residential areas. Given that workers under the sub component "construction of electrification" are expected to be largely recruited locally, the overall social impacts anticipated from the labour influx of workers and followers in the selected district are **rated to be low**. Therefore, the labour influx related mitigation measures are likely able to be addressed solely through this site-specific ESMP. This site specific ESMP includes the code of conduct for contractor personnel (see annex 6), which will be followed.

1.4.4 Contractor's Site Camp

The camp for the contractor's labor is recommended to be away from residential area and should be selected in consultation with the local people and community elders, GRC members and NHRP project authorities. It is better to select state land with no settlement as well as any other private or public activity.

In addition, for mitigation of the anticipated social and environmental impacts of the contractor's camp, the following mitigation measures are recommended in the ESMP;

- About 32 person (80%) of the labors will be hired from the local area and the camp will only accommodate for 8 person (20%) skilled labor who will be hired from remote areas.

- In the ESMP Table 3.2, the contractor is bound to submit Contractor's Camp Management Plan (CCMP) before commencement of physical works; and;
- The environmental and social guidelines for the contractor's camp are given in the Annex-4 to be implemented by the contractor during construction works.

1.4.5 The Code of Conduct for Contractor Personnel

The contractor will carry out their work, including the risks of sexual exploitation, sexual abuse and sexual harassment as per this code-of conduct.
This Code of Conduct applies to all staff, labourer and other employees at the worksite or other places where the works are being carried out. It also applies to the personnel of each sub-contractor and any other personnel assisting in the execution of the project. All such persons are referred to as "Contractor's Personnel" and or subject to this CoC. This code of conduct identifies the behaviour required from all contractor's personnel.

The project workplace must be an environment where unsafe, offensive, abusive or violent behavior will not be tolerated and where all persons should feel comfortable raising issues or concerns without fear of retaliation.

The Contractor shall ensure that each Contractor's Personnel is provided a copy of this Code of Conduct, written in a language comprehensible to that person, and shall seek to obtain that person's signature/finger print acknowledging receipt of the same. The Contractor shall also ensure that the Code of Conduct is visibly displayed in multiple locations on the Site and any other place where the Works will be carried out, as well as in areas outside the Site accessible to the local community and project affected people. The posted Code of Conduct shall be provided in languages comprehensible to Contractor's Personnel, Employer's Personnel and the local community and trainings will be conducted to ensure all the personnel including the laborers and staff do understand and abide by the contents of the Code. The code of conduct is included under annex 6.

1.4.6 COVID-19 consideration and appropriate mitigation measures

The contractor should incorporate appropriate measures to avoid or minimize the chance of infection and planning what to do if either project workers become infected or the work force includes workers from proximate communities affected by COVID-19. The planned activities of the proposed electrification distribution will be carried by contractor who will engage a group of workers for construction, extension and commissioning of electricity network at selected places of Sarobi district.

The Bank ESF/Safeguards Interim note forms the basis for development of the Occupation, Health and Safety Plan (see Annex-7).

The plan includes measures to avoid or minimize the chance of infection and planning what to do if either project workers become infected or the work force includes workers from proximate communities affected by COVID-19.

The contractor must also exercise appropriate precautions against introducing the infection to local communities

The Contractor should be cover the following;

- to take all necessary precautions to maintain the health and safety of the Personnel.
- to appoint a health and safety officer at site, who will have the authority to issue directives for the purpose of maintaining the health and safety of all personnel authorized to enter and or work on the site and to take protective measures to prevent accidents.
- to ensure, in collaboration with local health authorities, that medical staff, first aid facilities, sick bay, ambulance services and any other medical services specified are available at all times at the site and at any accommodation.

- to ensure suitable arrangements are made for all necessary welfare and hygiene requirements and for the prevention of epidemics.
- to put in place workplace processes for supplier's Personnel to report work situations that are not safe or healthy.
- gives supplier's Personnel the right to report work situations which they believe are not safe or healthy, and to remove themselves from a work situation which they have a reasonable justification to believe presents an imminent and serious danger to their life or health (with no reprisal for reporting or removing themselves).
- requires measures to be in place to avoid or minimize the spread of diseases including measures to avoid or minimize the transmission of communicable diseases that may be associated with the influx of temporary or permanent contract-related labor.
- to provide an easily accessible Grievance Redress Mechanism(GRM) to raise workplace concerns.
- Workers should be encouraged to use the existing project GRM to report concerns relating to COVID-19, preparations being made by the project to address COVID-19 related issues, how procedures are being implemented, and concerns about the health of their co-workers and other staff.

Assessing Workforce Characteristics

The contractor is expected to engage a group of workers who may not reside in facilities for accommodation. However, they should conduct assessing these different aspects of the workforce will help in identifying appropriate mitigation measures

- The contractor should prepare a detailed profile of the project work force, key work activities, schedule for carrying out such activities, different durations of contract and rotations (e.g. 4 weeks on, 4 weeks off).
- This should include a breakdown of workers who reside at home (i.e. workers from the community), workers who lodge within the local community and workers in on-site accommodation. Where possible, it should also identify workers that may be more at risk from COVID-19, those with underlying health issues or who may be otherwise at risk.
- Consideration should be given to ways in which to minimize movement in and out of site. This could include lengthening the term of existing contracts, to avoid workers returning home to affected areas, or returning to site from affected areas.
- Workers accommodated on site should be required to minimize contact with people near the site, and in certain cases be prohibited from leaving the site for the duration of their contract, so that contact with local communities is avoided.
- Consideration should be given to requiring workers lodging in the local community to move to site accommodation (subject to availability) where they would be subject to the same restrictions.
- Workers from local communities, who return home daily, weekly or monthly, will be more difficult to manage. They should be subject to health checks at entry to the site and at some point, circumstances may make it necessary to require them to either use accommodation on site or not to come to work.

1.5 Legislative and Policy Considerations

Legislation and policies that are relevant to implementation of Mahiper distribution and erection of electric poles and its other electrical and electromechanical parts at the proposed area are summarized in Table 1.3 bellow;

Table 1.3: Summary of relevant legislation and policies

Jurisdiction	Legislation or Policy	Relevance
World Bank	Operational Policy 4.01 Operation Policy 4.12	This OP was triggered for overall NHRP project. In case of this subproject, the component falls in Category-B for Environmental and Social Assessment and accordingly this ESMP has been prepared.
	NHRP ESMF & RPF	The ESMF & RPF are guideline documents for preparing ESMPs, ESIAs and Resettlement Plans.
Govt of Afghanistan	Environmental Law (2006) ESIA Regulation (2017), NEPA IFC EHS guideline	While preparing this ESMP, the implications of the Environmental law 2007 and ESIA regulations 2017 were followed.
	NEPA Pollution Control and Management in Afghanistan	Policy discussion
	Afghanistan Labor law Land Acquisition Law (2017). Land Management Law (2017)	Labor issues, including child labor.
MEW- Energy sector	Environmental and Social Safeguards Guideline (ESS-guideline)	Hygienic & Safety measures

2 Environmental and Social Management

DABS safeguards team during the process of risk assessment and preparation of ESMP identified environmental and social risks arising from all phases of the activities under component 3. The team also recommended adoption of specific mitigation measures to either:

- Reduce risks assessed as high or medium to low, or
- Ensure that risks assessed as low do not increase.

The following sections provides guidance to relevant parties for implementation of the mitigation measures for each project phase:

2.1 ESMP Cost

The entire cost of the ESMP is related to the (i) contractual obligation of the contractor and the cost will be included in his bidding documents ;(ii) relevant training and capacity building of the project beneficiaries and;. However, the estimated cost should meet the minimum requirement of all basic requisites of the project ESMF to undertake the mitigation of the impacts as specified in this ESMP document.

Table 2.1 show the estimated cost of ESMP

No	Item	Cost (USD)
	Construction phase:	
1	Cost of the trainings: A). Training in environmental and social safeguards. B). GRM awareness C). Electricity safe usage training D). Gender Awareness(Trainings on Sexual Exploitation and Abuse/Sexual Harassment)	4,000.00 USD
2	First Aid training for project relevant staff	2,000.00USD
3	Health & Safety for project relevant staff	2,000.00USD
	Operation phase	
4	Health and Safety training	2,000.00USD
	Total:	10,000.00USD

Environmental and Social Management Plan

2.1.1 Pre-Construction Phase

Table 2.2 – Implementation of Tendering Phase Mitigation Measures

Activities/ Concerns	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated Cost
					Implementation	Supervision	
Pre-bidding	-Submission of tenders that fail to address environmental and social issues. - contractor failure to attend pre bid meeting and -contractor failure to understand all social and environmental issues relating to bid preparation	Low	Introduce requirement for mandatory attendance at pre-bid meetings as a requirement for submission of a conforming tender - Include site inspection on pre-bid meeting agenda - Provide details of environmental and social requirements to Contractors in the bidding documents	Potential bidders advised in writing of mandatory attendance at pre-bidding meetings as a requirement of tender. Site inspection included as part of pre-bid meeting ESMP included in bidding documents	DABS NHRP project Manager and DABS Procurement Manager	DABS Safeguard team	Contractor to include Social and Environmental mitigation measures in bidding documents

Activities/ Concerns	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated Cost
					Implementation	Supervision	
Bid evaluation	-Selection of Contractor with little or no understanding of environmental and social requirements, - Selection of Contractor that has made no allowance for environmental and social requirements in determining bid price - Limited implementation of environmental and social requirements - failure to take environmental and social requirements into account during bid evaluation	medium	-Include environmental and social requirements in BOQ - Provide recognition of contractor costing of environmental and social items in bid evaluation - Include environmental / social expertise on the bid evaluation committee.	Modified BOQs include environmental and social mitigation measures Bid evaluations include assessment of contractors' costs for implementing environmental and social mitigation measures. DABS safeguards focal point sits on the bid evaluation panel	DABS NHRP project managers, DABS procurement manager	DABS	No cost is required.

Table 2.3 – Implementation of Pre- construction Phase Mitigation Measures

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
Preparation of Contractor Camp Management Plan (CCMP)	- Increased risk of workforce injury; - Increased risk of damage to built environment; -failure of contractor to prepare an acceptable CCMP	medium	-Include requirement for CCMP in specifications - Apply QA principles to CCMP acceptance -Discuss contractor proposals with DABS	Acceptable CCMP drawing included in specifications Written confirmation of CCMP acceptance by DABS/ NHRP Safeguard team+ consultant prior to works on site	Contractor -	DABS/ NHRP Safeguard team.	The cost will be part of contractor's bid documents.
Erection of contractor construction camp	Location in unsuitable site	low	-Identify suitable camp site in consultation with community elders, GRC members and	Suitable camp site identified Relevant approvals	contractor	DABS Sarobi power department officials.	As BOQ cost.

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
			Sarobi power department officials - Obtain relevant approvals for camp location	obtained for camp site.			
Contractor provide evidence of key staff qualifications	Low quality \ unacceptable work; - failure of Contractor to provide evidence of key staff qualifications	medium	-Include requirements for key staff qualifications in bidding documents; - Non-acceptance of Contractor work plan until evidence is provided	Bidding documents include requirement for contractors to provide documentary evidence of key staff qualifications	\DABS TEAM	DABS /NHRP Safeguard team	No cost is associated.

2.1.2 Construction Phase

Table 2.4 – Implementation of construction Phase Mitigation Measures

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
Operation of contractor construction camp	Increased levels of PM10 and PM2.5 in the camp site as well as	medium	Undertake watering of camp site -Implement approved work plan	Existing of proper ventilation	-Include requirement for regular watering of camp site and construction sites during	DABS/NHRP Safeguard team.	Cost will be included in his bid documents.

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
	working site especially during summer - Community inconvenience; From; - uncontrolled dust generated from operation of Contractor camp		-Submit regular monitoring reports	Regular measurement of PM10 and MP 2.5	summer in bidding documents - During summer Contractor to undertake water spraying each day before start of work and regularly throughout the day thereafter and as otherwise directed by the site supervisor - Implement approved work plan - Monitor and submit monthly reports on contractor implementation of approved work plan and mitigation measures	Contractor Contractor	
Operation of contractor construction camp	-Contamination of soil, surface and groundwater; From: - pollution and nuisance to the community from lack of latrines,	medium	Include requirement for implementation of mitigation measures in the bidding documents; - Provide workers with appropriate facilities; -Undertake regular monitoring;	Check of data collection and log book for leakage Number of sanitation facilities in the site	Bidding documents to include requirements for workers to be provided with the following facilities: − Adequate numbers of functional bathrooms and latrines (latrines may be portable)	DABS/NHRP Contractor Contractor Contractor	Contractor to include the estimated cost in bid document (BOQ)

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
	Bathrooms, potable water and medical equipment.		- Implement QA requirements	Quality and quantity of water point in the site	− Covered rubbish bins for scraps − Adequately stocked first aid medical kit − Trained person to provide first aid assistance if required - Bidding documents to include requirement for provision of facilities for collection and regular disposal of solid and liquid wastes - Undertake regular disposal of solid & liquid wastes - Undertake regular monitoring to ensure compliance with requirements - Issue NCR and CAR for non-compliances - CAR not to be released until non-compliance is addressed	DABS/NHRP Contractor DABS/NHRP	
Management of spills and construction debris	- Contamination of soil, surface water and groundwater; - Increased risk of injury;	medium	Include requirements relating to spill management and debris- old spare parts removal in bidding	Existing of the primary and secondary collection point	-Ensure that requirements relating to spill management and debris are included in bidding documents;	DABS/NHRP	Contractor to include the estimated cost in bid

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
	From: - failure to promptly attend to spills; - failure to appropriately dispose of construction debris.		documents; - Include spill and debris/waste removal in Contractor work plan; - Promptly attend to oil spill - Collect and dispose of construction debris in designated locations - Monitor performance in accordance with QA Provisions	Availability of First Aid kit Availability of trained First Aid provider in the work force	- Ensure that the Contractor addresses spill management and debris removal as inclusions in acceptable Contractor work plan; - Include requirement for Contractor to promptly attend to oil spills in bidding documents -Ensure any oil spills are attended to promptly - Ensure Contractor collects and disposes of construction debris in designated locations - Monitor Contractor performance in accordance with QA requirements	Sarobi power department with Safeguard team from DABS DABS/NHRP Contractor DABS/NHRP Safeguard team	document (BOQ)

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
Social impacts	-Community Safety issues. -Labor influx risk. -Community Disputes. -Local community complaints and inconvenience from project activities	medium	–Undertake community and stakeholders consultation The code of conduct for contractor personnel (see annex 6) includes measures which will be applied. -establishing GRC at community and project level to register and address the complainants - GRC committee to satisfied community	-Implement the modified community consultation plan -Assure from performance and activation of GRC -insure to follow up the mandate clause by contractor - Monitoring of GRC performance	NHRP staff, DABS Social Safeguard team. Contractor NHRP Staff DABS Social Safeguard team. -DABS social safeguard team	DABS Contractor contractor Sarobi power department officials and Safeguard team DABS Social and Environmenta l safeguard team,	No cost by the contractor is required as DABS will conduct training for GRC members regarding the Grievance Redress Mechanism and Grievance Registratio n

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
	-Local community to push for hiring local residents instead of outsiders.	Medium	The contractor should hire all unskilled labor from local		Contractor	-NHRP manager ,DABS Social Safeguard team.	
	-Community inconvenience from delay in project implementation	Medium	-The contractor must to implement the project according to the signed contract. - project update should be shared with relevant community		Contractor	NHRP manager ,DABS Social Safeguard team.	
Installation/ erection of distribution network	Labor management issues, such as Late payment of wages, lack of facility for workers, etc.)	Significant	Undertake GRC ,community and stakeholders consultation The code of conduct for contractor personnel should be applied		Contractor and PIU safeguard officer	NHRP manager ,DABS Social Safeguard team	

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Monitoring Indicators	Institutional Responsibilities		Estimated costs/USD
					Implementation	Supervision	
	Land acquisition impact	Low	Avoid erection of electrical poles in private land and install the poles and transformers at the public and communal property		Project designer, contractor	-NHRP manger and Social safeguard team.	

2.1.3 Operational and Maintenance Phase

Table 2.5 Implementation of operational Phase Mitigation Measures

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Implementation	Institutional Responsibilities		Estimated Cost
					Implementation	Supervision	
Installation/ erection of electric poles and transformers, distribution of power cable and power line	risk of injury and health issue	medium	Contractor to comply with health and safety duty under IFC EHS guideline. -contractor to comply with health and safety law of Afghanistan	-Ensure all newly hired staff received training on safety and health issue. Monitor contractor performance related to safety and health issue	Contractor Sarobi power department officials	Contractor and DABS /NHRP	Contractor to include the estimated cost in bid document (BOQ)

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Implementation	Institutional Responsibilities		Estimated Cost
					Implementation	Supervision	
Storage and stock-pilling	Leakages of chemical. Risk of injury. Health and hygienic issue	medium	Contractor to comply with health and safety requirement under IFC EHS guideline. Failure to comply with GoA law	Ensure reference is made to relevant guideline in the bidding documents. Ensure all employees received training on handling and storage of equipment and spare parts Monitor contractor performance related to safety and health issue	DABS Contractor Sarobi power department officials +DABS Safeguard team	Contractor and DABS/NHRP	Contractor to include the estimated cost in bid document (BOQ)
Maintenance of the Transformers, Electric poles, Distribution line	Contamination of soil, surface water & groundwater -Increased risk of injury	medium	Employee of(Sarobi power department who will be responsible for	Ensure all staff working in the Sarobi power department received training in safety and hygienic issues.	Contractor Sarobi power department officials	DABS /NHRP	Contractor to include the estimated cost in bid document (BOQ)

Activities	Potential impacts	Assessed Risk level	Mitigation measures	Implementation	Institutional Responsibilities		Estimated Cost
					Implementation	Supervision	
			maintenance) to promptly operate and maintain the Distribution network and to appropriately dispose the use oils and or replace of spare part	Ensure to follow safety and health requirements outlined in the IFC ESH guideline and Afghanistan safety law. Monitor contractor performance related to safety and health issue	DABS		

2.1.4 Mitigation Measures in relation to incidents and accidents

The contractor will be responsible to take measures to improve the safety at the site and at other Project sites throughout the Project area. The contractor will identify effective preventive measures to be implemented to reduce OHS risks.

This ESMP requires that workers should be trained to recognize potential hazards and use safe work practices. There shall be accidents and grievance log books in place in all construction sites. Any severe injury (requiring off-site medical care) or fatality incident shall be reported to the Bank within 48 hours with basic information and a detailed incident report including the following will be submitted as soon as possible, ideally within 10 working days:

a) root cause analysis and
b) corrective action plan on:

- immediate mitigation measures in case of continuing danger (e.g. fencing, signboard, guards)
- compensation to the affected family based on a clear rationale
- risk assessment and correct application of ESHS management procedures, and
- Medium- and long-term mitigation measures including enhancement of safety measures, audits, and additional training.
- Progress monitoring and reporting

The following are some examples of the Social and Environmental Incidents

Indicative	Serious	Severe
• Relatively minor and small-scale localized incident that negatively impacts a small geographical areas or small number of people • Does not result in significant or irreparable harm • Failure to implement agreed E&S measures with limited immediate impacts	• An incident that caused or may potentially cause significant harm to the environment, workers, communities, or natural or cultural resources • Failure to implement E&S measures with significant impacts or repeated non-compliance with E&S policies incidents • Failure to remedy Indicative non-compliance that may potentially cause significant impacts • Is complex and/or costly to reverse • May result in some level of lasting damage or injury • Requires an urgent response • Could pose a significant reputational risk for the Bank. •	• Any fatality • Incidents that caused or may cause great harm to the environment, workers, communities, or natural or cultural resources • Failure to remedy serious non-compliance that may potentially cause significant impacts that cannot be reversed • Failure to remedy Serious non-compliance that may potentially cause severe impacts is complex and/or costly to reverse • May result in high levels of lasting damage or injury • Requires an urgent and immediate response • Poses a significant reputational risk to the Bank.

• Small-scale crop damage or livestock deaths • Grievances due to project use of public roads • Vehicle damage to public or private roads caused by Works Contractors • Nuisance-level contact between employees and community • Minor instances of inappropriate behaviour of security forces or other Contractor personnel • Overloading of local commercial services from use by project personnel	• Widespread crop damage or livestock deaths • Cases of mistreatment of communities potentially, including vulnerable groups, by project workers or security forces, including incidents such as sexual harassment • Significant impacts to protected physical cultural resources • Works have commenced without compensation and resettlement being completed. • GRM not functioning	• Forced evictions or resettlement of communities without due process or compensation • Abuses of community members (including vulnerable groups e.g., women, children, youth, elderly, disabled/sick, LGBT) by site security forces or other project workers, including but not limited to GBV • Significant damage to nationally protected areas or to UNESCO World Heritage sites • Human trafficking and child labor

3 Implementation of the ESMP

DABS- NHRP safeguard team will be responsible for preparation of required safeguard instruments include of the project ESMP and ensuring from implementation of the ESMP, NHRP hired a senior safeguard officer who are responsible to inspect/supervise closely the project activities. Other key parties in the ESMP implementation will be Sarobi power department Manager and the Contractor. Contractor will be responsible for implementation of this ESMP.

The contractor will assign Social and Environmental and OHS officer who will be responsible for ensuring appropriate corrective action is taken by the Contractor for any failure to implement required mitigation measures during construction of electrification and its electrical and electromechanical parts of Sarobi & Mahipar remaining villages' electrification. The contractor Environment, Social and Occupational, Health and Safety Officer will be responsible to prepare the CCMP and supervise the implementation of the ESMP as well as health and safety aspects of the project. The Contractor's Environment, Social and Health and Safety Officer will submit weekly ESMP compliance monitoring reports to DABS safeguard team.

Where contractual agreements are entered into for work associated with rehabilitation work under component 3, NHRP will:

- include the ESMP in contract documents for all work to be undertaken by the contractors;
- Ensure that the contractor comply with the requirements of the ESMP.

3.1 Compliance assessment

The DABS PIU Safeguard Team shall ensure that the requirements contained in the ESMP are complied with. Clear records of compliance issues and/or the compliance status with this ESMP should be kept for assessment either as part of any environmental audits or performance assessments conducted for the Sarobi & Mahipar remaining villages Electrification subproject. Should any issues of non-compliance be identified, these should be rectified by the contractor immediately or a clear action plan complied to ensure that the issues are addressed as quickly as possible.

3.2 Contractor's Failure to comply with ESMP

The Contractor will be notified of any violations/ non-conformance of the ESMP, as well as any corrective actions required. Where persistent non-conformance with the ESMP are observed without any action from the Contractor to resolve these, payment may be deducted from Bill Item until the Contractor resolves the issue.

Outlined below are a number of steps, relating to increasing severity of environmental problems, which will be implemented. The principle is to keep as many issues within the first few steps as possible.

Step 1

DABS safeguard team and Project Manager discusses the problem with Contractor to work out mitigations together and record the facts and the decision implemented.

Step 2

A more serious infringement is observed and DABS safeguard team notifies the Contractor of the issues in writing, with a deadline by which the problem must be rectified. All costs will be borne by the Contractor.

Step 3

DABS safeguard team and Project shall order the Contractor to suspend part, or all, of the works. The suspension will be enforced until such time as the offending parties, procedure or equipment is corrected and/or remedial measures put in place if required. No extension of time will be granted for such delays and all cost will be borne by the Contractor.

Step 4

Breach of contract - One of the possible consequences of this is the removal of a Contractor and/or equipment and/or the termination of the contract. Such measures will not replace any legal proceedings that DABS Project Manager may institute against the Contractor.

4 Public consultation and information disclosure

On Sunday 18 March, 2018 the DABS -WB- PIU had a visit from Sarobi district in order to set up a public consultation meeting with representatives of the Mahiper remaining villages and communicate about the implementation of the electrification project.

The Consultation meeting were conducted with all stakeholders like Saribi district community elders, Mahiper community council representatives CDCs chairmen and Sarobi power department officials, for more details **see Annex 5** summary of consultation meeting with community and CDC.

The objectives of the meetings were to share the project information with relevant stakeholders and understand their concerns and recommendations. The information shared included project description, planned activities, and their expected impacts on the physical, biological and socio-economic conditions. In coordination with the other team members, the concerns of the community representatives associated with the project were documented and understood, the key points that were raised can be listed as below:

- Electrifying of the remaining villages of Mahiper area of the Sarobi district.
- It was requested to start the survey and physical work in the Mahiper area as soon as possible.
- The community representatives have committed their full support for smooth implementation of the project.
- The community representatives have suggested to start survey in coordination with local elders.
- Community representatives requested to hire unskilled labor form the local.

Public consultation during the initial stage of development projects is increasingly considered an important imagination and requirements which increases the authenticity and acceptability of assessment itself but more importantly can possibly enhance the quality of decisions making as well. Stakeholder consultation/participation during various stages of developmental projects helps improve the decision making and ultimately leads towards sustainable development.

Stakeholder consultation is a two-way process. For stakeholders, the consultation process is an opportunity to obtain project information, to raise issues and concerns, and ask questions. For the project proponents, the consultation process offers opportunity to understand the stakeholders and their concerns about the project, their needs and aspirations, and also their suggestions that can potentially help shape the project. Listening to stakeholder concerns and feedback can be a valuable source of information that can improve project design and outcomes and help the project proponent to identify and control external risks.

The national legislation and WB safeguard policies require consultations to be carried out particularly with the affected communities as part of the social and environmental assessment process. The consultation carried out during the present ESMP and reported in this Chapter meet these requirements **see Annex 5**.

5 Grievance Redress Mechanism

A grievance redress mechanism (GRM), consistent with the requirements of the WB Safeguard Policies has established to prevent and address community concerns, reduce risks, and assist the project to maximize social and environmental safeguard benefits. In addition to serving as a platform to resolve grievances, the GRM has been designed to help achieve the following objectives: (i) open channels for effective communication, including the identification of new social and environmental issues of concern arising from the project; (ii) demonstrate concerns about community members and their environmental well-being; and (iii) prevent and mitigate any adverse social and environmental impacts on communities caused by project implementation and operations. The GRM is accessible to all members of the community including workers of the contractor.

a) Purpose of GRM

The main purpose of the GRM is to educate Project Affected Families (PAFs) about the grievance mechanism and to publicize the complaints procedures to the affected families. It will also inform PAFs about the present arrangement for grievance handling and to assist them to seek redress to unresolved grievance from land acquisition, resettlement dispute and it will also facilitate people who might have objections or concerns regarding the project activities to rise.

The GRM was introduced during community consultations and will be publicly available to stakeholders throughout the project and all parties should comply with it particularly the implementation contractor. In the event of a grievance issue, up to three stages will be implemented, as follows;

1. **Stage 1** (maximum 7 days): If a concern arises during implementation of the electrification project, the affected person may raise the issue with the local level GRC or contractor. All stakeholders including local residents and the contractors will be aware of the GRM and will be requested to immediately report any incidents to the Project authority. If the issue is resolved by the local level GRC, no follow-up is required. But the log/record shall be saved in the GRM logbook at the Project site as well as the in the GRM excel sheet at the headquarter level.

2. **Stage 2** (maximum 15 days): If the issue is not resolved, the affected person can submit an oral or written complaint to the project level GRC. The Project level GRC will reply within two weeks and keep a written record of the whole process.

3. **Stage 3** (maximum 15 days): If the issue is still not resolved, the project owner will, if agreed by the affected person, arrange a meeting with the district officials and relevant community representatives to identify a solution. If the issue still cannot be resolved it will be referred to the relevant higher-level authorities including the specialized inspection agency in the province. The project owner may report the process to WB at any of Stages 1–3, but will do so immediately if Stage 3 is reached.

All complaints about construction works under component 3 will be directed to and recorded by the DABS safeguard focal specialist. The safeguards focal specialist will

maintain a complaints register that records details of all complaints received, the action taken in response, where necessary, and any corrective actions or procedural changes implemented to prevent recurrence. The initiator of the complaint will be advised of the results of all investigations and actions taken. The register will be regularly audited by the NHRP Project Manager (PM) to ensure timely response to complaints.

The safeguards focal specialist will review the register daily and advise NHRP PM of any relevant complaints. The Project Manager will then investigate the complaint and instigate any corrective action required.

NHRP grievance redress mechanism described in the ESMF will be strengthened by inclusion representatives from the Sarobi power department officials.

In case of an appeal, the appellant will have the option to approach the DABS CEO.

b) NHRP Grievance Redress Mechanism (GRM)

The approved ESMF for NHRP outlined GRM process, as following:
The GRM covers grievances related to both environmental and social concerns, including workplace complaints. The elements of the project's GRM conducted or accessed at the following different levels are:

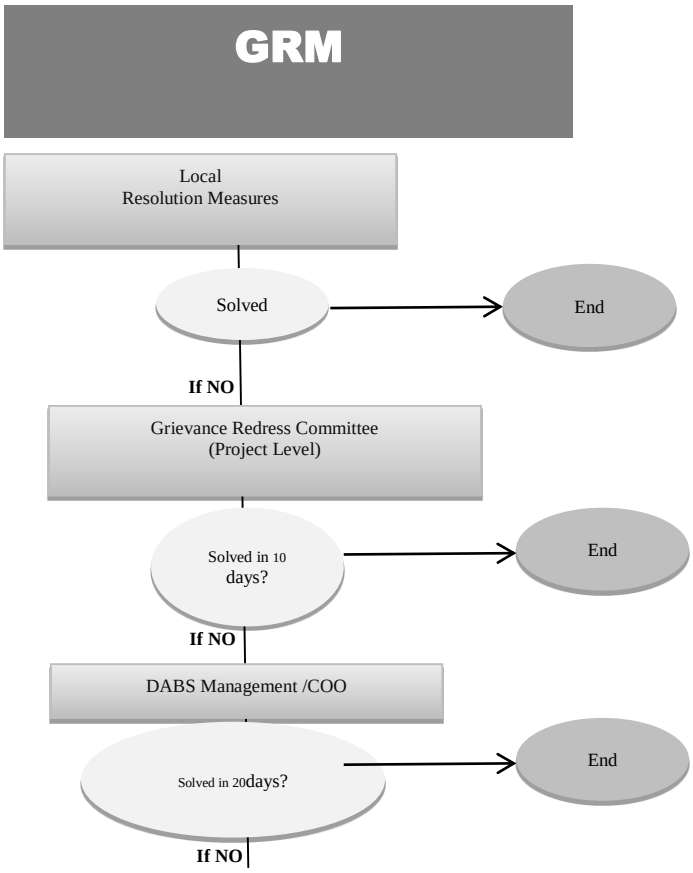
- Efforts made to resolve issues at community level
- A Grievance Redress Committee at district/project level
- Appeal mechanism to DABS management
- Local GRC members with responsibilities.
- Capacity building support.
- Information sessions for local communities and contractor staff to use grievance service.
- Uptake channel for grievance registration- multiple uptake channels for grievance registration will be in place. For example, grievance registration form, please see annex 1 "sample grievance registration form.
- Local grievance logbook to log grievance.
- Registration of all grievances in the central GRM database of excel sheet to enable tracking and review.

These processes need to be applied for local electrification component.

Where an individual has a grievance she or he, should, in the first instance, be encouraged to make use of existing local-level structures (e.g. CDCs/shura and village leaders) to try to resolve quickly any concerns or grievances related to project development and implementation. The GRM structure that outlines the grievance handling process is shown below. It is worth mentioning the activities under component three will be happing within the Mahipar proposed electrification area; where the Sarobi power department officials will act to address grievances at level 1 (power plant official will be acting in place of community or CDC).

Please refer to annex-1 GRM form, to be used by complainants.

Figure 2: GRM process



If still unresolved, APs may choose to exercise their right under Afghanistan law to refer the matter to a court of law.

6 Monitoring and Auditing

6.1 Introduction

Monitoring and auditing will be undertaken to determine the impact as a consequence of the rehabilitation, and maintenance of the electro-electromechanically work. General monitoring and auditing will be conducted weekly throughout the rehabilitation stage and annually during the operation and maintenance phase.

Routine monitoring and reporting will be undertaken by DABS PIU safeguard team and the contractor. DABS will develop an auditing schedule and undertake audits in accordance with the schedule.

DABS staff will be responsible for undertaking environmental audits. DABS PIU will maintain all audit records and will be responsible for scheduling follow up inspections to ensure that corrective actions are implemented for any identified non-compliances.

DABS will be responsible for determining severity of non-compliance and may instruct works to cease until the non-compliance is rectified. A non-compliance register will be established and maintained by DABS and all non-compliances recorded there-in.

6.2 Reporting Procedure

The Contractor will be required to report any environmental or social incidents to the (DABS safeguard focal specialist).

The contractor will report to the DABS Safeguards Focal Specialist (SFS) and the NHRP Manager. The DABS Manager will advise the contractor about appropriate mitigation measures and the DABS ESS team will direct the contractor to undertake these mitigation measures.

If there are complaints from the public during the construction phase, the DABS Manager is to be notified immediately. The following information should be recorded by the Consultant.

- Time, date and nature of the incident / report;
- Type of communication (e.g. telephone, personal meeting);
- Contact details with telephone number of person making the complaint. If this person
- wishes to remain anonymous then “not identified” is to be recorded;
- Details of response and investigation undertaken as a result of the incident / complaint;
- Name of person undertaking investigation of the incident / complaint;
- Corrective action taken as a result of the incident / complaint.

The consultant will prepare and submit weekly monitoring reports to the DABS Manager.

6.3 Institutional Arrangements

DABS will be overall responsible for implementation of ESMP and other safeguard requirements prescribed by NEPA and WB. Within DABS, the Project Implementation

Unit (PIU) has already been established for NHRP implementation. The PIU will be responsible for procurement contractors for construction. The PIU includes an Environment Specialist and a Social Specialist, who will assist the PIU on issues related to environmental and social safeguards management and oversee Construction Supervision Consultant (CSC) and contractors and will compile quarterly monitoring reports on ESMP compliance, to be sent to the PIU Head and also shared with the World Bank, throughout the construction period. They will also provide trainings to the DABS field personnel responsible for monitoring of environmental and social safeguard compliance during both construction and O&M phases of the project. The organogram for the overall DABS PIU WB Funded Projects is shown in Figure 2.

Figure 3: Organogram for DABS PIU WB funded project

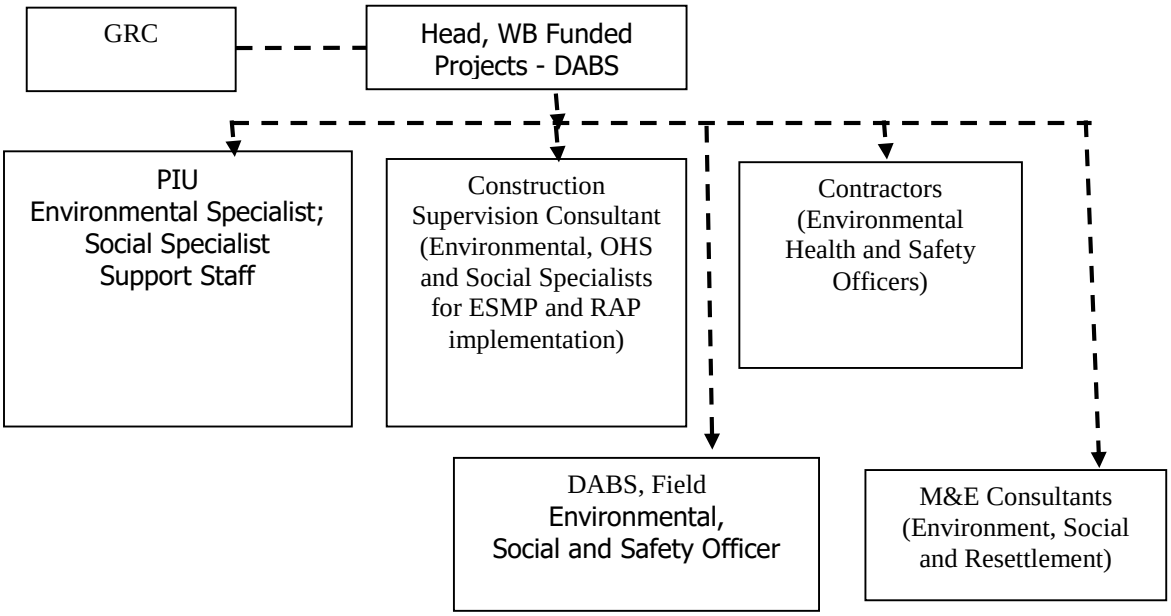
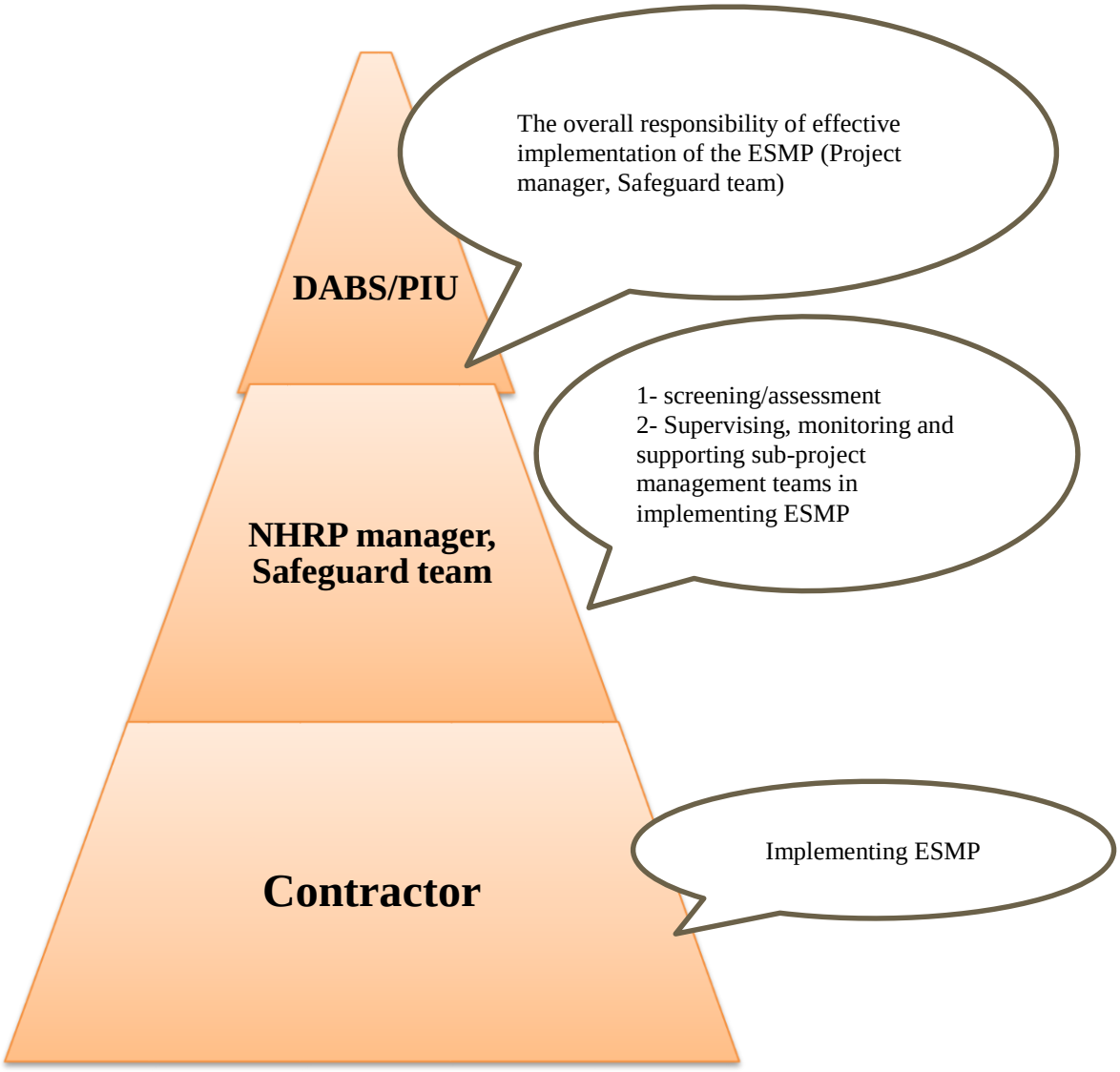


FIGURE 3: ORGANOGRAM FOR ENVIRONMENTAL AND SOCIAL MANAGEMENT OF THE PROJECT

The institutional arrangement for this subproject of the NHRP is shown in Figure-3 as follows;

Figure 4: Institutional Arrangement for the project



7 Capacity Building

Capacity building measures will be required to ensure that institutions involved in implementing the various ESMP components have the technical, management and other skills to fulfil their roles. The key focus areas for capacity building will be:

- The DABS Local Safeguards team
- NHRP technical and engineering staff
- Naghlu power plant staff
- Local GRC members

Other institutions will require more specific and targeted training and awareness raising, e.g. the contractor and workforce,

7.1 Disclosure

This Environmental and Social Management Plan (ESMP) for Sarobi & Mahipar remaining villages Electrification under component three has been prepared by the ESS team on the basis of the approved ESMF for NHRP project. Prior to approval of the project by the World Bank on the basis of the ESS guideline. The site specific ESMP is also in line with the approved ESMF for NHRP project. The original ESMF was disclosed on 19.Feb.2014 by DABS in Afghanistan in both Dari and Pashto in relevant places in the country and the revised ESMF also disclosed on 3 February, 2019 at DABS internal site, the English version of the ESMF at the World Bank's website on 4 July, 2013. The Site specific ESMP for component will be disclosed in country in relevant sites after World Bank approval/ finalization of the document and before project physical commencement.

7.2 Training

The Table 7.1 outlines the proposed training for DABS staff as well as employees of the Contractor. The training is aimed at the practical aspects of environmental monitoring and management.

Table 7.1- training plan

No	Training Recipients	Mode of Training	Environmental and Social Aspect to be covered	Training Conducting Agency	Training Conducting Date
1	NHRP power department staff	Lecture, workshop Group Discussion Site Visit	• Environmental Overview • Laws and Regulation/standards and Acts • ESMP and ESMF overview • EHS guidelines and pros and cons • Gender Awareness Training	Env. and social experts Consultants	Before commencement of physical work
2	NHRP power department Operation/Maintenance Staff	Seminar Workshop Lecture	• Environmental Overview • Laws and Regulation/standards and Acts	Env. and social experts Consultants	During project implementation stage

No	Training Recipients	Mode of Training	Environmental and Social Aspect to be covered	Training Conducting Agency	Training Conducting Date
			• EMP and ESMF overview • EHS guidelines and pros and cons • Trainings on SEA/SH (Sexual Exploitation and Abuse/Sexual Harassment)	NHRP Safeguards Team	
3	Contractor staff	Seminar Workshop Lecture	• Environmental Overview • Laws and Regulation/standards and Acts • ESMP and ESMF overview • EHS guidelines and pros and cons • STD and other transmitted disease issue. • Labor influx • Trainings on SEA/SH	Env. and social experts Consultants NHRP Safeguards Team	Before commencement of physical work at site
4	Contractor workforce	Seminar Workshop Lecture	• Environmental Overview • Laws and Regulation/standards and Acts • ESMP and ESMF overview • EHS guidelines and pros and cons	Contractor	Before commencement of physical work at site
5	Local GRC	Workshop Lecture Discussion	• Grievance Redress Mechanism • Grievance Registration method • Grievance services • Grievance handling • Grievance uptake channel • Trainings on SEA/SH • Gender awareness trainings	Env. and social experts Consultants HEP Safeguards Team	Before and during project implementation
6	Local Community	Public Outreach document	• Grievance services • Common Awareness about the project • GRM posters	Env. and social experts Consultants HEP Safeguards Team Contractor	Before and during project implementation

ANNEX 1: NHRP (SAROBI & MAHIPAR REMAINING VILLAGES ELECTRIFICATION) SAMPLE GRIEVANCE REGISTRATION FORM

Grievance Number: _____
Location : District: _____ Village: _____
CDC Name: _____
Name Of Complainant (optional): _____ Gender (optional)[1] _____

Address:_____Telephone#: _____

Date Received:

Classification of the grievance (Check boxes)

☐ Water Use ☐ Dispute with contractors ☐ Inter-community dispute
☐Land acquisition and Compensation ☐ Technical/operational coordination
☐ Financial ☐ distribution line-design issues
☐ Water Quality ☐ Noise
☐ Sanitation ☐ Water Use

☐ Other (specify)_____

Brief description of the grievance:

What is the perceived cause?

Suggested action (by complainant) to address grievance:

[1] Anonymous Complaint related to project activities or workplace issues can also be accepted.

د شکایتونو د ثبت پانه (دسروبی د برق رسونی پروژه)
د چاپیریال او تولنیز مدیریت د چوکاټ سره په همغږی (ESMF)

د شکایت شمیره:_____ پته : ولسوالی:_____ کلی :_____ د کلی د پرمختیایی شورا نوم:_____ د شکایت کوونکی نوم (اختیاری): _____ جنسیت (اختیاری) :_____ پته :_____ تلیفون شمیره_____ د ثبت کولو نیټه :
د شکایتونودولونه : ☐ د اوبو استعمال ☐ د قراردادی سره شخره ☐ د خلکو تر منځه شخره ☐ د پرمختیایی شورا تشکیلات ☐ ځمکی له لاسه ورکول او د زیان بدیل ☐ عملیاتی او تخنیکی همغږی ☐ د پروژی د پلی کیدوپه بهیرکی ځند ☐مالی موضوعگانی ☐ د ماشینونو د غږونو مزاحمت ☐ د اوبو کیفیت ☐ د اوبو استعمال ☐د حفظ الصحه مراعات کول ☐نور (په واضحه توگه)_____
د شکایت لنډه تشریح :
د شکایت د پینیدلوعلت څه وو؟
شکایت کوونکی په وسیله وړاندیزشوی لارښوونی:

ANNEX 2: PROCEDURES FOR MINE RISK MANAGEMENT

Background

1. The following procedures are designed to respond to the risks caused by the presence of mines in Afghanistan, in the context of:

- *Community rehabilitation/construction works* to be identified and implemented by the communities themselves (for small projects of up to $100,000 each);
- *Small and medium-size works* to be identified by local authorities and implemented by local contractors (for projects up to $5m each);
- *Works to be implemented directly by Government departments/agencies*, without use of contractors;
- *Large works* to be implemented by contractors (for projects above $5m);

2. General comment applying to all following procedures: All risk assessment and clearance tasks shall be implemented in coordination with the Mine Action Center for Afghanistan (MACA). These procedures may need to be amended in the future depending on evolving circumstances.

Procedure for Community-Managed Works

Applicability: This procedure applies to community rehabilitation / construction works to be identified and implemented by the communities themselves (for small projects of up to $100,000 each).

Overall approach: The communities should be responsible for making sure that the projects they propose are not in mine-contaminated areas, or have been cleared by MACA (or a mine action organization accredited by MACA).

Rationale: Communities are best placed to know about mined areas in their vicinity, and have a strong incentive to report them accurately as they will carry out the works themselves.

3. Communities are required to submit a reply to a questionnaire regarding the suspected presence of mines in the area where Bank-funded community-managed projects will be implemented. This questionnaire should be formally endorsed by the Mine Action Program for Afghanistan (MAPA). It will be a mandatory attachment to the project submission by the communities and should be signed by community representatives and the external project facilitator. External project facilitators will receive training from MAPA. Financing agreements with the communities should make clear that communities are solely liable in case of a mine-related accident.

4. If the community certifies that there is no *known* mine contamination in the area, the ministry responsible for the selection of projects should check with MACA whether any different observation is reported on MACA's data base.

- If MACA's information is the same, the project can go ahead for selection. The community takes the full responsibility for the assessment, and external organizations cannot be made liable in case of an accident.
- If MACA's information is different, the project should not go ahead for selection as long as MACA's and community's statements have not been reconciled.

5. If the community suspects mine contamination in the area.

- If the community has included an assessment/clearance task in the project agreed to be implemented by MACA (or by a mine action organization accredited by MACA), the project can go ahead for selection.
- If the community has not included an assessment / clearance task in the project, the project should not go ahead for selection as long as this has not been corrected.
- Mine clearance tasks must be implemented by MACA or by a mine action organization accredited by MACA. Communities will be penalized (subsequent funding by World-Bank funded projects shall be reduced or cancelled) if they elect to clear mines on their own.

Procedure for Small and Medium-size Works Contracted Out

Applicability: This procedure applies to small- and medium-size works to be identified by local authorities and implemented by local contractors (for projects up to $5m each).

Overall approach: MACA (or a mine action organization accredited by MACA) should provide detailed information on the mine-related risks (either based on previously done and updated general survey or on a new general survey) before projects are considered for selection. Only project sites assessed to have a nil-to-low risk would be eligible for selection, unless they have been demined by MACA or by a mine action organization accredited by MACA.

Rationale: Neither local authorities nor local contractors have the capacity to assess the mine-related risks in a systematic way, while they may have incentives to underestimate them.

6. Prior to putting up a project for selection, a general survey should be carried out by MACA (or a mine action organization accredited by MACA) to assess mine-related risks in the area of the project (this should include checking information available in the MACA data base).

7. If MACA provides information suggesting a nil-to-low risk in the proposed project area, the project can go ahead for selection.

The contract between the responsible ministry and the contractor will include a clause stating that in case of an accident, legal liability would be fully and solely borne by the

contractor.

8. If MACA assesses a potentially high risk in the area (whether due to the presence of mines or uncertainty.

- If the project includes an assessment/clearance task agreed to be implemented by MACA (or by a mine action organization accredited by MACA), it can go ahead for selection based on agreed funding modalities (clearance may be funded either under a contract with a Bank-funded project or under existing donor agreements with the mine action organization);
- If the project does not include an assessment / clearance task, it should not go ahead for selection as long as this has not been corrected.

Procedure for Works to be Implemented Directly by Government Departments/Agencies, Without the Use of Contractors

Applicability: This procedure applies to works to be implemented directly by Government departments/agencies, without use of contractors.

Overall approach: MACA (or a mine action organization accredited by MACA) should provide detailed information on the mine-related risks (either based on previously done and updated general survey or on a new general survey) before works or installation of goods/materials are carried out in any given area. Work would only be allowed to proceed in areas assessed to have a nil-to-low risk, unless they have been defined by a mine action organization accredited by MACA .

Rationale: Government departments and agencies responsible for providing services currently do not have the capacity to assess the mine-related risks in a systematic way, and currently follow a process of consulting with MACA prior to carrying out activities.

9. Prior to carrying out work, the Government department/agency will consult with MACA to assess mine-related risks in the area (this should include checking information available in the MACA data base). If not already done, a general survey should be carried out by MACA (or by a mine action organization accredited by MACA) to assess mine-related risks in the area.

10. If MACA provides detailed information on mine-related risks which suggest a nil-to-low risk in the proposed area, the work can proceed. The Government would be solely liable in case of a mine-related accident.

11. If information provided by MACA cannot support the assessment of a nil-to-low risk in the proposed area (whether due to the presence of mines or uncertainty), works should not go ahead before MACA (or a mine action organization accredited by MACA) carries out the necessary further assessment and/or clearance for risks to be downgraded to nil-to-low, based on agreed funding modalities (clearance may be funded either under a contract

with a Bank-funded project or under existing donor agreements with the mine action organization).

Procedure for Large Works Using Contractors

Applicability: This procedure applies to large works to be implemented by large contractors (projects above $5m).

Overall approach: The main contractor should be responsible for dealing with mine-related risks, in coordination with the UN Mine Action Center.

12. As part of the preparation of the bidding documents, a general survey should be carried out by MACA (or a mine action organization accredited by MACA) on all the areas where contractors may have to work (broadly defined). This survey should provide detailed information on mine-related risks in the various areas allowing for an un-ambiguous identification of areas that have a nil-to-low risk of mine/UXO contamination and areas where the risk is either higher or unknown. The survey should be financed out of the preparation costs of the bidding documents.

13. All survey information should be communicated to the bidders (with sufficient legal caveats so that it does not entail any liability), as information for the planning of their activities (e.g., location of campsites, access roads to quarries).

14. Depending on the nature and location of the project and on the available risk assessment, two different options can be used.

Option 1 – Mine clearance activities are part of the general contract

a. Based on the general survey results, a specific budget provision for mine action during construction is set aside as a separate provisional sum in the tender documents for the general contract.
b. As a separately identified item in their bid, the bidders include a provision for a further detailed mine assessment and clearance during construction.
c. On the instruction of the Supervision Engineer and drawing on the specific provisional sum for mine action in the contract, the contractor uses one of several nominated sub-contractors (or a mine action organization accredited by MACA) to be rapidly available on call, to carry out assessment prior to initiation of physical works in potentially contaminated areas, and to conduct clearance tasks as he finds may be needed. The Contractor may also hire an international specialist to assist him in preparing and supervising these tasks. The Contractor is free to choose which of the accredited sub-contractors to use, and he is fully responsible for the quality of the works and is solely liable in case of accident after an area has been demined.

To avoid an “over-use” of the budget provision, the Contractor is required to inform the Supervision Engineer in writing (with a clear justification of the works to be carried out) well in advance of mobilizing the mine-clearing team. The Supervision Engineer has the

capacity to object to such works.

Option 2 – Mine clearance activities are carried out under a separate contract

a. Specific, separately-awarded contracts are issued for further surveying and/or clearing of areas with a not-nil-to-low risk (under the supervision of the Engineer) by specialized contractors (or a mine action organization accredited by MACA). The definition of the areas to be further surveyed/cleared should be limited to those areas where any contractor would have to work, and should not include areas such as camp sites and quarries/material sites which are to be identified by the Contractor during and after bidding of the works. As a result of these further surveys and possibly clearance works, mine-related risk in the entire contract area is downgraded to nil-to-low.

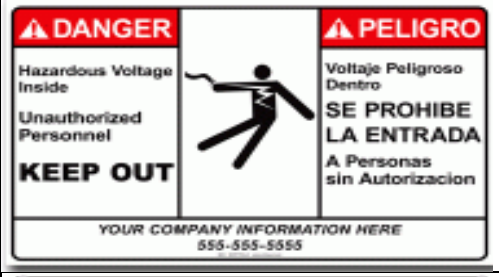
b. The contract with the general Contractor specifies the extent of the portion of the construction site of which the Contractor is to be given possession from time to time, clearly indicating restrictions of access to areas where the mine risk is not nil-to-low. It also indicates the target dates at which these areas will be accessible. Following receipt of the notice to commence works from the Engineer, the Contractor can start work in all other areas.

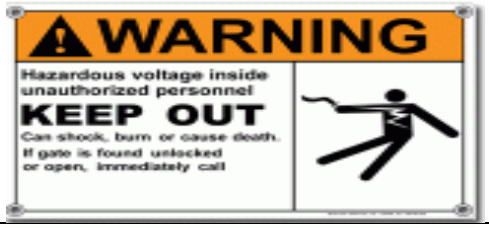
c. The general Contractor is invited to include in its bid an amount for mine-security, to cover any additional survey / clearance he may feel necessary to undertake the works.

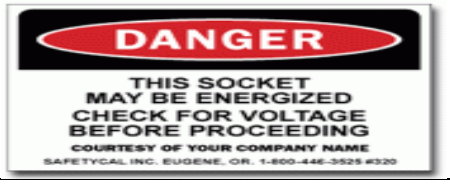
In case of an accident, a Board of Inquiry is assembled by MACA to investigate on the causes of the accident and determine liabilities. Large penalties should be applied on the Contractor if the Board determines that the accident resulted from a breach of safety rules.

All parties involved in this process are required to closely coordinate with MACA and to provide the Government, local communities, MACA, as well as any interested party the full available information on mine-related risks that may reasonably be required (e.g., maps of identified minefields, assessments for specific areas).

ANNEX 3: PROVISIONS OF NECESSARY SAFETY SIGNAGE

S/no	Description	symbol	Remarks
	DANGER - TWO WAY FEED		
6	DANGER TWO WAY FEED		
7	DE-ENERGIZED CAUTION TRANSFORMER LABEL		
8	DO NOT FIELD OPERATE - CAUTION		
10			
11	HARD HATS REQUIRED - DANGER		
12	HAZARDOUS VOLTAGE - BI-LINGUAL DANGER SIGN		
13	HAZARDOUS VOLTAGE - DANGER ANSI SIGN		

14	HAZARDOUS VOLTAGE - WARNING/ADVERTENCIA		
15	HAZARDOUS VOLTAGE INSIDE - WARNING		
16	HIGH VOLTAGE - DANGER - ANSI		**7.3**
18	HIGH VOLTAGE - DANGER - OSHA		
19	HIGH VOLTAGE - DANGER - OSHA		
20	HIGH VOLTAGE - DANGER- ANSI		
22	HIGH VOLTAGE -DANGER - OSHA		

23	HIGH VOLTAGE AUTHORIZED PERSONNEL ONLY - DANGER		
24	HIGH VOLTAGE KEEP OUT- DANGER - ANSI		
25	KEEP AWAY! HAZARDOUS VOLTAGE ABOVE - DANGER		
28	POWER LINES MAY BE OVERHEAD - DANGER		
29	POLE WRAP™ SIGNS - HIGH VOLTAGE		
30	THIS SOCKET MAY BE ENERGIZED - DANGER		
32	VISIBILITY STRIP		

			
33	WARNING HAZARDOUS VOLTAGE - NO ADMITTANCE		
34	WARNING SUB STATION SIGN		
35	WATCH OVERHEAD CLEARANCE - DANGER		

ANNEX 4: ENVIRONMENTAL AND SOCIAL GUIDELINES FOR CONTRACTORS

The following guidelines will be part of the contractual agreements for each sub-project:

Construction Company (contractor) should install the Construction Camp on areas far enough from water points, houses and sensitive areas in consultation with the community and NCS. He/she should select the good quality sanitary equipment and install it in Construction Camp.

The contractor should manage all activities in compliance with laws, rules and other permits in vigor based on site regulations (what is allowed and not allowed on work sites).

Contractor has the responsibility of hygiene and security on work sites, and should protect neighbouring properties, inform the client if land is found to be contaminated.

Contractor should ensure the permanence of the traffic and access of neighboring populations during the works to avoid hindrance to traffic, they also have the responsibility to protect and provide health and safety measures to staff working on work sites. In order to protect soil, surface and ground water the contractor should
avoid any wastewater discharge, oil spi1l and discharge of any type of pollutants on soils, in surface or ground waters, in sewers and drainage ditches.

The Contractor should protect the environment against exhaust fuels and oils, dust and other solid residues. The Contractor should dispose oil and solid waste materials appropriately and provide adequate waste disposal and sanitation services at the construction site.

Contractor for the purpose of proper waste management should install containers to collect the wastes generated next to the areas of activity. Contractor should avoid degradation and demolition of private properties, therefore he/she should inform and raise the awareness of the populations before any activity causing degradation of natural vegetation and resources and if there was any damage to private/public property compensate beneficiaries before any work.

The Contractor should use a quarry of materials according to the mining code requirements and compensate planting in case of deforestation or tree felling.
The Contractor should manage waste properly and do not burn them on site and also should provide a proper storage for materials, organize parking and displacements of machines in the site.

The Contractor should care about speed limitation of work site vehicles and cars and allow the access of public and emergency services to the worksite.

The contractor should install signalling of works, ensure no blockage of access to households during construction and/or provide alternative access, provide footbridges and access of neighbours and endure construction of proper drainage on the site.

The Contractor should respect the cultural sites, ensure security and privacy of women and households in close proximity to the camps and safely dispose asbestos.
The Contractor should consider impacts such as noise, dust, and safety concerns on the surrounding population and schedule construction activities accordingly.

The Contractor should develop maintenance and reclamation plans, protect soil surfaces during construction and re-vegetate or physically stabilize eligible surfaces, preserve existing fauna and flora and preserve natural habitats along streams, steep slopes, and ecologically sensitive areas.

The Contractor has to prevent standing water in open construction pits, quarries or fill areas to avoid potential contamination of the water table and the development of a habitat for disease-carrying vectors and insects.

The Contractor should select sustainable construction materials and construction method, during construction, control dust by using water or through other means and control and clean the construction site daily.

ANNEX: 5 SUMMARY OF CONSULTATION MEETING WITH COMMUNITIES AND LOCAL LEVEL GRC SETUP

Summary of consultation meeting with community representatives and stakeholders of Mahiper area of Sarobi district, Kabul province

On 28 March, 2018 the DABS - PIU had a visit from Sarobi district in order to set up a public and local level GRC consultation meeting according to NHRP project plan and also communicate with the local representatives about the remaining villages of Mahipar area to be covered by the electrification as a separate project.

The Consultation meeting were conducted with Mahipar area community elders, CDCs chairmen and Sarobi Breshna officials.

After welcoming and getting known to each other, the key points that were discussed can be listed as below:

Introduction

The DABS PIU representatives for World Bank projects in DABS has explained to the meeting participants that why they have arranged this meeting and what will be done at the end, they oriented the participants about the importance of community inclusion in implementation of the subproject. They ensured them that World Bank seriously pays attention to the stakeholders' consultation and community contribution particularly paving the way for smooth implementing of the projects.

NHRP Project

The team also provided a bit explanation about NHRP project, specially about the Sarobi electrification it is importance in benefits to the community people, the team also talked about the need of having different level GRCs, which is World Bank requirement and it is to act as primary and fundamental community institution working together with the project and to stay connected.

The following table summarizes the key points discussed and illustrate participant's suggestions:

Summary of the consultation meeting.

	Meeting date & time:	18 March 2018, 9:00AM to 11:00 AM
	Place:	Sarobi District, Mahiper area
	Number of participants	12 person

S.N	participants	Key points discussed	Participants suggestion and commitments
1	➢ Community elders. ➢ CDC members. ➢ DABS officials.	1. Explanation about World Bank requirements, national safeguard policies and relevant safeguard instruments. 2. Explanation about Sarobi & Mahipar remaining villages electrification and distribution project: 3. Response to the registered complaints about excluded of some villages from Sarobi electrification project 4. Discussion about potential and anticipated Social and environmental impacts of the project and proposed mitigation measures. 5. Explanation of World Bank GRM procedures. 6. Discussion about Work force/contractors related issues.	A constructive meeting was held with the meeting participants the project scope of work described by NHRP team. The project was welcomed by the meeting participants and committed their full support and cooperation, in the meanwhile they had few suggestions requested for electrification distribution project 1- Electrifying all 12 remaining villages existing in the Mahipar area of Sarobi district. 2. It was requested to start the survey and physical work in the district as soon as possible. 3. As well as the representatives suggested to start survey in coordination with local elders in order to cover all the remaining villages of Mahipar area.

Grievance Redress Committee (GRC)

Table 8 show the local level Grievance Redress Committees of Sarobi & Mahipar remaining villages' electrification distribution project.

Table 8: Sarobi & Mahiper remaining villages Community level Grievance Redress Committee members

S/No	Name	Father Name	Village	Position	Phone No	Remarks
1	Shahzada	AbdulQadir	Naghlu	Chairman	0770352834	
2	Abdullah khan	Sherin	Dawlat Zaye	Assistant	0772838525	
3	Mohammad Talib	Abdul Mohammad	Khwaindi	Clerk	0778379830	
4	Said Mirjan	Mohammad Jan	Naghlu	member	0707437115	
5	Asadullah	Atawullah	Naghlu	member	0700079408	
6	Malak Abdul Manaf	Noor Gul	Shirkhan Kach	member	0778271545	
7	Anar gul	Talabdin	Kotagi Dahanqool	member	0773457438	
8	Social & Environmental safeguard Officer of Contractor			member		
9	Representatives and Safeguard officers of NHRP			member		

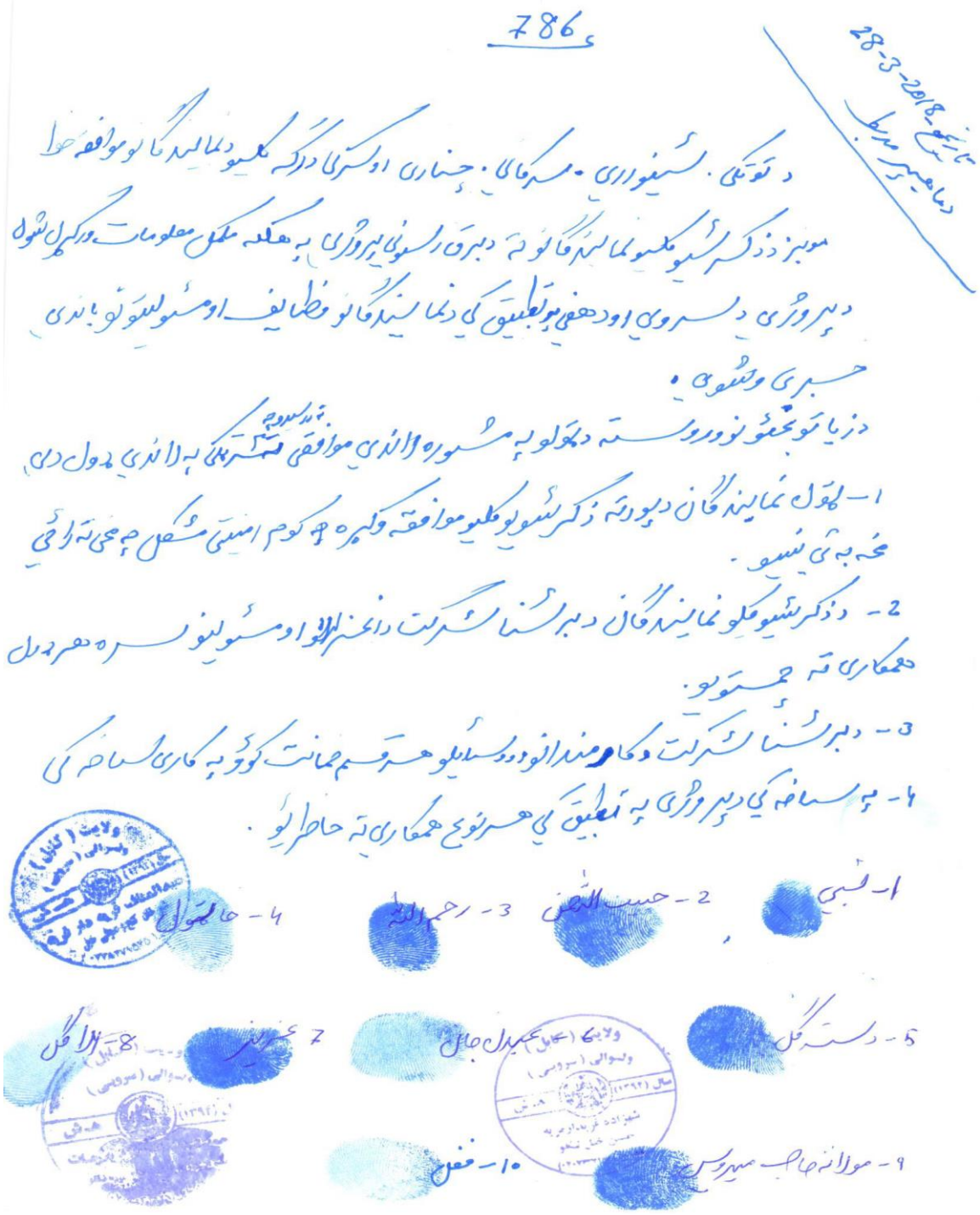
Photographs of consultation meeting

View of public consultation meeting

View of consultation with community

View of Community consultation during site visit

Minute of consultation meeting and List of Meeting Participants



ANNEX 6: CODE OF CONDUCT FOR CONTRACTOR PERSONNEL

The contractor will carry out their work, including the risks of sexual exploitation, sexual abuse and sexual harassment as per this code-of conduct.
This Code of Conduct applies to all staff, labourer and other employees at the worksite or other places where the works are being carried out. It also applies to the personnel of each sub-contractor and any other personnel assisting in the execution of the project. All such persons are referred to as "Contractor's Personnel" and or subject to this CoC. This code of conduct identifies the behaviour required from all contractor's personnel.

The project workplace must be an environment where unsafe, offensive, abusive or violent behaviour will not be tolerated and where all persons should feel comfortable raising issues or concerns without fear of retaliation.

Required Conduct

Contractor's personnel shall;

1. Carry out his/her duties competently and diligently
2. Comply with this code of conduct and all applicable laws, regulations and other requirements, including requirements to protect the health, safety and well-being of other contractor's personnel and any other person;
3. Maintain a safe working environment including by:
   a) Ensuring that workplaces, machinery, equipment and process under each person's control are safe and without risk to health;
   b) Wearing required personal protective equipment;
   c) Using appropriate measures relating to chemical, physical and biological substances and agents; and
   d) Following applicable emergency operating procedures.
4. Report work situations that he/she believes are not safe or healthy and remove himself/herself from a work situation which he/she reasonably believes presents an imminent and serious danger to his/her life or health;
5. Treat other people with respect, and not discriminate against specific groups such as women, people with disabilities, migrant workers or children;
6. Not engage in Sexual Harassment, which means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature with other Contractors or Employers Personnel;
7. Not engage in Sexual Exploitation, which means any actual or attempted abuse of position of vulnerability, differential power or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. In bank financed operations/projects, sexual exploitation occurs when access to or benefit from bank financed goods, works, consulting or non-consulting services is used to extract sexual gain;
8. Not engage in sexual abuse, which means that actual or threatened physical intrusion of a sexual nature, whether by forced or under unequal or coercive conditions;
9. Not engage in any form of sexual activity with individuals under the age of 18, except in case of pre-existing marriage;

10. Complete relevant training courses that will be provided related to the environmental and social aspects of the contract, including on health and safety matter, sexual exploitation and abuse and sexual harassment.
11. Report violations of this code of conduct; and
12. Not retaliate against any person who reports violations of this code of conduct, whether to bank or the ministry, or who makes use of grievance mechanism for contractor's personnel or the project's Grievance Redress Mechanism.

Contractor will be responsible to provide orientation to employees and labors on the project workplace code of conduct. DABS will make sure that all members of the project are well informed about the project workplace CoC.

Forced Labor: There shall be no use of forced labor, including prison labor, indentured labor, bonded labor or other forms of forced labor.

Child Labor: No person shall be employed under the age of 15 or under the age for completion of compulsory education, whichever is higher-the minimum age for hazardous work shall be 18.

Freedom of Association and Collective Bargaining: Employers shall recognize and respect the right of employees to freedom of association and collective bargaining.

Hours of Work: Employers shall not require workers to work more than the regular and overtime hours allowed by the law of the country where the workers are employed. The regular work week shall not exceed 48 hours per week. Employers shall allow workers at least 24 consecutive hours of rest in every seven-day period. All overtime work shall be consensual. Employers shall not request overtime on a regular basis and shall compensate all overtime work at a premium rate. Other than in exceptional circumstances, the sum of regular and overtime hours in a week shall not exceed 60 hours?

Compensation: Every worker has a right to compensation for a regular work week that is sufficient to meet the worker's basic needs and provide some discretionary income. Employers shall pay at least the minimum wage or the appropriate prevailing wage, whichever is higher, comply with all legal requirements on wages, and provide any fringe benefits required by law or contract. Where compensation does not meet workers' basic needs and provide some discretionary income, each employer shall work with the PROJECT to take appropriate actions that seek to progressively realize a level of compensation that does.

Impacts on Host Communities from temporary Project Induced Labor Influx: The construction and installation of solar mini off-grid project does not require a large influx of labour from outside of the project area. Most of the unskilled workers will be recruited locally in the project area- only specialized staff are expected to be recruited from outside. The specialized staff from outside will make about less than 20 percent and will be residing in labour camps in the selected area. The distance of the project and contractor's camp sites should be away from the community settlements. Therefore; there will be no risk associated

with the contractor's work forces on the host communities like social conflicts, influx of additional population, increase in traffic and related accidents. However; the mitigation measures are already given in the ESMP and some additional mitigation measures are recommended for the contractor as part the ESMP and contractor's CESMP;

- the contractor is bound to give preference to the local people for skilled and unskilled labors. In urban and peri-urban settings, it is usually less difficult to find qualified local workers, in this kind of circumstances; the contractor will be allowed to outsource the skilled labour. The contractor will make efforts to train the local force for enhancement of their skill level.
- A grievance redress mechanism (GRM) for workers and host community is an integral part of the ESMP, the contractor and the project management staff will follow the procedural mechanism of GRM during construction period.

Raising Concerns

If any person observes behaviour that he/she believes may represent a violation of this code of conduct, or that otherwise concerns him/her, he/she raise the issue promptly. This can be done in either way; (a) through phone call via number provided in the GRM (b) through email to the DABS GRM focal point (c) or in person to DABS focal point.

The person's identity will be kept confidential, unless reporting of allegations is mandated by the country law. Anonymous complaints or allegations may also be submitted and will be given all due and appropriate consideration. All reports of possible misconducts are seriously taken and will investigate and take appropriate action. There will be no retaliation against any person who raises a concern in good faith about any behaviour by this Code of Conduct. Such retaliation would be a violation of this code of conduct.

Consequences of violating the code of conduct

Any violation of this code of conduct by the contractor's personnel may result in serious consequences, up to and including termination and possible referral to legal authorities.

The Contractor shall have a Code of Conduct for the Contractor's Personnel. The Contractor shall ensure that each Contractor's Personnel is provided a copy of this Code of Conduct, written in a language comprehensible to that person, and shall seek to obtain that person's signature acknowledging receipt of the same. The Contractor shall also ensure that the Code of Conduct is visibly displayed in multiple locations on the Site and any other place where the Works will be carried out, as well as in areas outside the Site accessible to the local community and project affected people. The posted Code of Conduct shall be provided in languages comprehensible to
Contractor's Personnel, Employer's Personnel and the local community.

ANNEX 7: COVID-19 CONSIDERATIONS IN CONSTRUCTION/CIVIL WORKS PROJECTS;

This note was issued on April 7, 2020 and includes links to the latest guidance as of this date (e.g. from WHO). Given the COVID-19 situation is rapidly evolving, when using this note it is important to check whether any updates to these external resources have been issued.

INTRODUCTION

The COVID-19 pandemic presents Governments with unprecedented challenges. Addressing COVID-19 related issues in both existing and new operations starts with recognizing that this is not business as usual and that circumstances require a highly adaptive responsive management design to avoid, minimize and manage what may be a rapidly evolving situation. In many cases, donor include of WB will ask Borrowers to use reasonable efforts in the circumstances, recognizing that what may be possible today may be different next week (both positively, because more supplies and guidance may be available, and negatively, because the spread of the virus may have accelerated).

This interim note is intended to provide guidance to teams on how to support contractor in addressing key issues associated with COVID-19, and consolidates the advice that has already been provided over the past month. As such, it should be used in place of other guidance that has been provided to date. This note will be developed as the global situation and the Bank's learning (and that of others) develops. This is not a time when 'one size fits all'. More than ever, teams will need to work with Borrowers and projects to understand the activities being carried out and the risks that these activities may entail. Support will be needed in designing mitigation measures that are implementable in the context of the project. These measures will need to take into account capacity of the Government agencies, availability of supplies and the practical challenges of operations on-the-ground, including stakeholder engagement, supervision and monitoring. In many circumstances, communication itself may be challenging, where face-to-face meetings are restricted or prohibited, and where IT solutions are limited or unreliable.

This note emphasizes the importance of careful scenario planning, clear procedures and protocols, management systems, effective communication and coordination, and the need for high levels of responsiveness in a changing environment. It recommends assessing the current situation of the project, putting in place mitigation measures to avoid or minimize the chance of infection, and planning what to do if either project workers become infected or the work force includes workers from proximate communities affected by COVID-19. In many projects, measures to avoid or minimize will need to be implemented at the same time as dealing with sick workers and relations with the community, some of whom may also be ill or concerned about infection. Borrowers should understand the obligations that contractors have under their existing contracts (see Section 3), require contractors to put in place appropriate organizational structures (see Section 4) and develop procedures to address different aspects of COVID-19 (see Section 5).

CHALLENGES WITH CONSTRUCTION/CIVIL WORKS

Projects involving construction/civil works frequently involve a large work force, together with suppliers and supporting functions and services. The work force may comprise workers from international, national, regional, and local labor markets. They may need to live in on-site accommodation, lodge within communities close to work sites or return to their homes after work. There may be different contractors permanently present on site, carrying out different activities, each with their own dedicated workers. Supply chains may involve international, regional and **national** suppliers facilitating the regular flow of goods and services to the project (including supplies essential to the project such as fuel, food, and water). As such there will also be regular flow of parties entering and exiting the site; support services, such as catering, cleaning services, equipment, material and supply deliveries, and specialist sub-contractors, brought in to deliver specific elements of the works.

Given the complexity and the concentrated number of workers, the potential for the spread of infectious disease in projects involving construction is extremely serious, as are the implications of such a spread. Projects may experience large numbers of the work force becoming ill, which will strain the project's health facilities, have implications for local emergency and health services and may jeopardize the progress of the construction work and the schedule of the project. Such impacts will be exacerbated where a work force is large and/or the project is in remote or under-serviced areas. In such circumstances, relationships with the community can be strained or difficult and conflict can arise, particularly if people feel they are being exposed to disease by the project or are having to compete for scarce resources. The project must also exercise appropriate precautions against introducing the infection to local communities.

DOES THE CONSTRUCTION CONTRACT COVER THIS SITUATION?

Given the unprecedented nature of the COVID-19 pandemic, it is unlikely that the existing construction/civil works contracts will cover all the things that a prudent contractor will need to do. Nevertheless, the first place for a Borrower to start is with the contract, determining what a contractor's existing obligations are, and how these relate to the current situation.

The obligations on health and safety will depend on what kind of contract exists (between the Borrower and the main contractor; between the main contractors and the sub-contractors). It will differ if the Borrower used the World Bank's standard procurement documents (SPDs) or used national bidding documents. If a FIDIC document has been used, there will be general provisions relating to health and safety. For example, the standard FIDIC, Conditions of Contract for Construction (Second Edition 2017), which contains no 'ESF enhancements', states (in the General Conditions, clause 6.7) that the Contractor will be required:

- to take all necessary precautions to maintain the health and safety of the Contractor's Personnel

- to appoint a health and safety officer at site, who will have the authority to issue directives for the purpose of maintaining the health and safety of all personnel authorized to enter and or work on the site and to take protective measures to prevent accidents
- to ensure, in collaboration with local health authorities, that medical staff, first aid facilities, sick bay, ambulance services and any other medical services specified are available at all times at the site and at any accommodation
- to ensure suitable arrangements are made for all necessary welfare and hygiene requirements and for the prevention of epidemics

These requirements have been enhanced through the introduction of the ESF into the SPDs (edition dated July 2019). The general FIDIC clause referred to above has been strengthened to reflect the requirements of the ESF. Beyond FIDIC's general requirements discussed above, the Bank's Particular Conditions include a number of relevant requirements on the Contractor, including:

- to provide health and safety training for Contractor's Personnel (which include project workers and all personnel that the Contractor uses on site, including staff and other employees of the Contractor and Subcontractors and any other personnel assisting the Contractor in carrying out project activities)
- to put in place workplace processes for Contractor's Personnel to report work situations that are not safe or healthy
- gives Contractor's Personnel the right to report work situations which they believe are not safe or healthy, and to remove themselves from a work situation which they have a reasonable justification to believe presents an imminent and serious danger to their life or health (with no reprisal for reporting or removing themselves)
- requires measures to be in place to avoid or minimize the spread of diseases including measures to avoid or minimize the transmission of communicable diseases that may be associated with the influx of temporary or permanent contract-related labor
- to provide an easily accessible grievance mechanism to raise workplace concerns

Where the contract form used is FIDIC, the Borrower (as the Employer) will be represented by the Engineer (also referred to in this note as the Supervising Engineer). The Engineer will be authorized to exercise authority specified in or necessarily implied from the construction contract. In such cases, the Engineer (through its staff on site) will be the interface between the PIU and the Contractor. It is important therefore to understand the scope of the Engineer's responsibilities. It is also important to recognize that in the case of infectious diseases such as COVID-19, project management – through the Contractor/subcontractor hierarchy – is only as effective as the weakest link. A thorough review of management procedures/plans as they will be implemented through the entire contractor hierarchy is important. Existing contracts provide the outline of this structure; they form the basis for the Borrower to understand how proposed mitigation measures will be designed and how adaptive management will be implemented, and to start a conversation with the Contractor on measures to address COVID-19 in the project.

WHAT PLANNING SHOULD THE BORROWER BE DOING?

Task teams should work with Borrowers (PIUs) to confirm that projects (i) are taking adequate precautions to prevent or minimize an outbreak of COVID-19, and (ii) have identified what to do in the event of an outbreak. Suggestions on how to do this are set out below:

- The PIU, either directly or through the Supervising Engineer, should request details in writing from the main Contractor of the measures being taken to address the risks. As stated in Section 3, the construction contract should include health and safety requirements, and these can be used as the basis for identification of, and requirements to implement, COVID-19 specific measures. The measures may be presented as a contingency plan, as an extension of the existing project emergency and preparedness plan or as standalone procedures. The measures may be reflected in revisions to the project's health and safety manual. This request should be made in writing (following any relevant procedure set out in the contract between the Borrower and the contractor).
- In making the request, it may be helpful for the PIU to specify the areas that should be covered. This should include the items set out in Section 5 below and take into account current and relevant guidance provided by national authorities, WHO and other organizations.
- The PIU should require the Contractor to convene regular meetings with the project health and safety specialists and medical staff (and where appropriate the local health authorities), and to take their advice in designing and implementing the agreed measures.
- Where possible, a senior person should be identified as a focal point to deal with COVID-19 issues. This can be a work supervisor or a health and safety specialist. This person can be responsible for coordinating preparation of the site and making sure that the measures taken are communicated to the workers, those entering the site and the local community. It is also advisable to designate at least one back-up person, in case the focal point becomes ill; that person should be aware of the arrangements that are in place.
- On sites where there are a number of contractors and therefore (in effect) different work forces, the request should emphasize the importance of coordination and communication between the different parties. Where necessary, the PIU should request the main contractor to put in place a protocol for regular meetings of the different contractors, requiring each to appoint a designated staff member (with back up) to attend such meetings. If meetings cannot be held in person, they should be conducted using whatever IT is available. The effectiveness of mitigation measures will depend on the weakest implementation, and therefore it is important that all contractors and sub-contractors understand the risks and the procedure to be followed.
- The PIU, either directly or through the Supervising Engineer, may provide support to projects in identifying appropriate mitigation measures, particularly where these will involve interface with local services, in particular health and emergency services. In many cases, the PIU can play a valuable role in connecting project representatives with local Government agencies, and helping coordinate a strategic response, which takes into account the availability of resources. To be most effective, projects should consult and coordinate with relevant Government agencies and other projects in the vicinity.

- Workers should be encouraged to use the existing project grievance mechanism to report concerns relating to COVID-19, preparations being made by the project to address COVID-19 related issues, how procedures are being implemented, and concerns about the health of their co-workers and other staff.

WHAT SHOULD THE CONTRACTOR COVER?

The Contractor should identify measures to address the COVID-19 situation. What will be possible will depend on the context of the project: the location, existing project resources, availability of supplies, capacity of local emergency/health services, the extent to which the virus already exist in the area. A systematic approach to planning, recognizing the challenges associated with rapidly changing circumstances, will help the project put in place the best measures possible to address the situation. As discussed above, measures to address COVID-19 may be presented in different ways (as a contingency plan, as an extension of the existing project emergency and preparedness plan or as standalone procedures). PIUs and contractors should refer to guidance issued by relevant authorities, both national and international (e.g. WHO), which is regularly updated (see sample References and links provided in the Annex).

Addressing COVID-19 at a project site goes beyond occupational health and safety, and is a broader project issue which will require the involvement of different members of a project management team. In many cases, the most effective approach will be to establish procedures to address the issues, and then to ensure that these procedures are implemented systematically. Where appropriate given the project context, a designated team should be established to address COVID-19 issues, including PIU representatives, the Supervising Engineer, management (e.g. the project manager) of the contractor and sub-contractors, security, and medical and OHS professionals. Procedures should be clear and straightforward, improved as necessary, and supervised and monitored by the COVID-19 focal point(s). Procedures should be documented, distributed to all contractors, and discussed at regular meetings to facilitate adaptive management. The issues set out below include a number that represent expected good workplace management but are especially pertinent in preparing the project response to COVID-19.

a. ASSESSING WORKFORCE CHARACTERISTICS

Many construction sites will have a mix of workers e.g. workers from the local communities; workers from a different part of the country; workers from another country. Workers will be employed under different terms and conditions and be accommodated in different ways. Assessing these different aspects of the workforce will help in identifying appropriate mitigation measures:

- The Contractor should prepare a detailed profile of the project work force, key work activities, schedule for carrying out such activities, different durations of contract and rotations (e.g. 4 weeks on, 4 weeks off).
- This should include a breakdown of workers who reside at home (i.e. workers from the community), workers who lodge within the local community and workers in on-site accommodation. Where possible, it should also identify workers that may be more at

risk from COVID-19, those with underlying health issues or who may be otherwise at risk.

- Consideration should be given to ways in which to minimize movement in and out of site. This could include lengthening the term of existing contracts, to avoid workers returning home to affected areas, or returning to site from affected areas.
- Workers accommodated on site should be required to minimize contact with people near the site, and in certain cases be prohibited from leaving the site for the duration of their contract, so that contact with local communities is avoided.
- Consideration should be given to requiring workers lodging in the local community to move to site accommodation (subject to availability) where they would be subject to the same restrictions.
- Workers from local communities, who return home daily, weekly or monthly, will be more difficult to manage. They should be subject to health checks at entry to the site (as set out above) and at some point, circumstances may make it necessary to require them to either use accommodation on site or not to come to work.

b. ENTRY/EXIT TO THE WORK SITE AND CHECKS COMMENCEMENT OF WORK

Entry/exit to the work site should be controlled and documented for both workers and other parties, including support staff and suppliers. Possible measures may include:

- Establishing a system for controlling entry/exit to the site, securing the boundaries of the site, and establishing designating entry/exit points (if they do not already exist). Entry/exit to the site should be documented.
- Training security staff on the (enhanced) system that has been put in place for securing the site and controlling entry and exit, the behaviors required of them in enforcing such system and any COVID - 19 specific considerations.
- Training staff who will be monitoring entry to the site, providing them with the resources they need to document entry of workers, conducting temperature checks and recording details of any worker that is denied entry.
- Confirming that workers are fit for work before they enter the site or start work. While procedures should already be in place for this, special attention should be paid to workers with underlying health issues or who may be otherwise at risk. Consideration should be given to demobilization of staff with underlying health issues.
- Checking and recording temperatures of workers and other people entering the site or requiring self- reporting prior to or on entering the site.
- Providing daily briefings to workers prior to commencing work, focusing on COVID-19 specific considerations including cough etiquette, hand hygiene and distancing measures, using demonstrations and participatory methods.
- During the daily briefings, reminding workers to self-monitor for possible symptoms (fever, cough) and to report to their supervisor or the COVID-19 focal point if they have symptoms or are feeling unwell.
- Preventing a worker from an affected area or who has been in contact with an infected person from returning to the site for 14 days or (if that is not possible) isolating such worker for 14 days.

- Preventing a sick worker from entering the site, referring them to local health facilities if necessary or requiring them to isolate at home for 14 days.

c. GENERAL HYGIENE

Requirements on general hygiene should be communicated and monitored, to include:

- Training workers and staff on site on the signs and symptoms of COVID-19, how it is spread, how to protect themselves (including regular hand washing and social distancing) and what to do if they or other people have symptoms (for further information see WHO COVID-19 advice for the public).
- Placing posters and signs around the site, with images and text in local languages.
- Ensuring hand washing facilities supplied with soap, disposable paper towels and closed waste bins exist at key places throughout site, including at entrances/exits to work areas; where there is a toilet, canteen or food distribution, or provision of drinking water; in worker accommodation; at waste stations; at stores; and in common spaces. Where hand washing facilities do not exist or are not adequate, arrangements should be made to set them up. Alcohol based sanitizer (if available, 60-95% alcohol) can also be used.
- Review worker accommodations, and assess them in light of the requirements set out in IFC/EBRD guidance on Workers' Accommodation: processes and standards, which provides valuable guidance as to good practice for accommodation.
- Setting aside part of worker accommodation for precautionary self-quarantine as well as more formal isolation of staff who may be infected (see paragraph (f)).

d. CLEANING AND WASTE DISPOSAL

Conduct regular and thorough cleaning of all site facilities, including offices, accommodation, canteens, common spaces. Review cleaning protocols for key construction equipment (particularly if it is being operated by different workers). This should include:

- Providing cleaning staff with adequate cleaning equipment, materials and disinfectant.
- Review general cleaning systems, training cleaning staff on appropriate cleaning procedures and appropriate frequency in high use or high-risk areas.
- Where it is anticipated that cleaners will be required to clean areas that have been or are suspected to have been contaminated with COVID-19, providing them with appropriate PPE: gowns or aprons, gloves, eye protection (masks, goggles or face screens) and boots or closed work shoes. If appropriate PPE is not available, cleaners should be provided with best available alternatives.
- Training cleaners in proper hygiene (including hand washing) prior to, during and after conducting cleaning activities; how to safely use PPE (where required); in waste control (including for used PPE and cleaning materials).
- Any medical waste produced during the care of ill workers should be collected safely in designated containers or bags and treated and disposed of following relevant requirements (e.g., national, WHO). If open burning and incineration of medical wastes is necessary, this should be for as limited a duration as possible. Waste should be reduced and segregated, so that only the smallest amount of waste is incinerated (for

further information see WHO interim guidance on water, sanitation and waste management for COVID-19).

e. ADJUSTING WORK PRACTICES

Consider changes to work processes and timings to reduce or minimize contact between workers, recognizing that this is likely to impact the project schedule. Such measures could include:

- Decreasing the size of work teams.
- Limiting the number of workers on site at any one time.
- Changing to a 24-hour work rotation.
- Adapting or redesigning work processes for specific work activities and tasks to enable social distancing, and training workers on these processes.
- Continuing with the usual safety trainings, adding COVID-19 specific considerations. Training should include proper use of normal PPE. While as of the date of this note, general advice is that construction workers do not require COVID-19 specific PPE, this should be kept under review (for further information see WHO interim guidance on rational use of personal protective equipment (PPE) for COVID-19).
- Reviewing work methods to reduce use of construction PPE, in case supplies become scarce or the PPE is needed for medical workers or cleaners. This could include, e.g. trying to reduce the need for dust masks by checking that water sprinkling systems are in good working order and are maintained or reducing the speed limit for haul trucks.
- Arranging (where possible) for work breaks to be taken in outdoor areas within the site.
- Consider changing canteen layouts and phasing meal times to allow for social distancing and phasing access to and/or temporarily restricting access to leisure facilities that may exist on site, including gyms.
- At some point, it may be necessary to review the overall project schedule, to assess the extent to which it needs to be adjusted (or work stopped completely) to reflect prudent work practices, potential exposure of both workers and the community and availability of supplies, taking into account Government advice and instructions.

f. PROJECT MEDICAL SERVICES

Consider whether existing project medical services are adequate, taking into account existing infrastructure (size of clinic/medical post, number of beds, isolation facilities), medical staff, equipment and supplies, procedures and training. Where these are not adequate, consider upgrading services where possible, including:

- Expanding medical infrastructure and preparing areas where patients can be isolated. Guidance on setting up isolation facilities is set out in WHO interim guidance on considerations for quarantine of individuals in the context of containment for COVID-19). Isolation facilities should be located away from worker accommodation and ongoing work activities. Where possible, workers should be provided with a single well-ventilated room

(open windows and door). Where this is not possible, isolation facilities should allow at least 1 meter between workers in the same room, separating workers with curtains, if possible. Sick workers should limit their movements, avoiding common areas and facilities and not be allowed visitors until they have been clear of symptoms for 14 days. If they need to use common areas and facilities (e.g. kitchens or canteens), they should only do so when unaffected workers are not present and the area/facilities should be cleaned prior to and after such use.

- Training medical staff, which should include current WHO advice on COVID-19 and recommendations on the specifics of COVID-19. Where COVID-19 infection is suspected, medical providers on site should follow WHO interim guidance on infection prevention and control during health care when novel coronavirus (nCoV) infection is suspected.
- Training medical staff in testing, if testing is available.
- Assessing the current stock of equipment, supplies and medicines on site, and obtaining additional stock, where required and possible. This could include medical PPE, such as gowns, aprons, medical masks, gloves, and eye protection. Refer to WHO guidance as to what is advised (for further information see WHO interim guidance on rational use of personal protective equipment (PPE) for COVID-19).
- If PPE items are unavailable due to world-wide shortages, medical staff on the project should agree on alternatives and try to procure them. Alternatives that may commonly be found on constructions sites include dust masks, construction gloves and eye goggles. While these items are not recommended, they should be used as a last resort if no medical PPE is available.
- Ventilators will not normally be available on work sites, and in any event, intubation should only be conducted by experienced medical staff. If a worker is extremely ill and unable to breathe properly on his or her own, they should be referred immediately to the local hospital (see (g) below).
- Review existing methods for dealing with medical waste, including systems for storage and disposal (for further information see WHO interim guidance on water, sanitation and waste management for COVID-19, and WHO guidance on safe management of wastes from health-care activities).

g. LOCAL MEDICAL AND OTHER SERVICES

Given the limited scope of project medical services, the project may need to refer sick workers to local medical services. Preparation for this includes:

- Obtaining information as to the resources and capacity of local medical services (e.g. number of beds, availability of trained staff and essential supplies).
- Conducting preliminary discussions with specific medical facilities, to agree what should be done in the event of ill workers needing to be referred.
- Considering ways in which the project may be able to support local medical services in preparing for members of the community becoming ill, recognizing that the elderly or those with pre-existing medical conditions require additional support to access appropriate treatment if they become ill.

- Clarifying the way in which an ill worker will be transported to the medical facility, and checking availability of such transportation.
- Establishing an agreed protocol for communications with local emergency/medical services.
- Agreeing with the local medical services/specific medical facilities the scope of services to be provided, the procedure for in-take of patients and (where relevant) any costs or payments that may be involved.
- A procedure should also be prepared so that project management knows what to do in the unfortunate event that a worker ill with COVID-19 dies. While normal project procedures will continue to apply, COVID-19 may raise other issues because of the infectious nature of the disease. The project should liaise with the relevant local authorities to coordinate what should be done, including any reporting or other requirements under national law.

h. INSTANCES OR SPREAD OF THE VIRUS

WHO provides detailed advice on what should be done to treat a person who becomes sick or displays symptoms that could be associated with the COVID-19 virus (for further information see WHO interim guidance on infection prevention and control during health care when novel coronavirus infection is suspected). The project should set out risk-based procedures to be followed, with differentiated approaches based on case severity (mild, moderate, severe, critical) and risk factors (such as age, hypertension, diabetes) (for further information see WHO interim guidance on operational considerations for case management of COVID-19 in health facility and community). These may include the following:

- If a worker has symptoms of COVID-19 (e.g. fever, dry cough, fatigue) the worker should be removed immediately from work activities and isolated on site.
- If testing is available on site, the worker should be tested on site. If a test is not available at site, the worker should be transported to the local health facilities to be tested (if testing is available).
- If the test is positive for COVID-19 or no testing is available, the worker should continue to be isolated. This will either be at the work site or at home. If at home, the worker should be transported to their home in transportation provided by the project.
- Extensive cleaning procedures with high-alcohol content disinfectant should be undertaken in the area where the worker was present, prior to any further work being undertaken in that area. Tools used by the worker should be cleaned using disinfectant and PPE disposed of.
- Co-workers (i.e. workers with whom the sick worker was in close contact) should be required to stop work, and be required to quarantine themselves for 14 days, even if they have no symptoms.
- Family and other close contacts of the worker should be required to quarantine themselves for 14 days, even if they have no symptoms.
- If a case of COVID-19 is confirmed in a worker on the site, visitors should be restricted from entering the site and worker groups should be isolated from each other as much as possible.

- If workers live at home and has a family member who has a confirmed or suspected case of COVID- 19, the worker should quarantine themselves and not be allowed on the project site for 14 days, even if they have no symptoms.
- Workers should continue to be paid throughout periods of illness, isolation or quarantine, or if they are required to stop work, in accordance with national law.
- Medical care (whether on site or in a local hospital or clinic) required by a worker should be paid for by the employer.

i. CONTINUITY OF SUPPLIES AND PROJECT ACTIVITIES

Where COVID-19 occurs, either in the project site or the community, access to the project site may be restricted, and movement of supplies may be affected.

- Identify back-up individuals, in case key people within the project management team (PIU, Supervising Engineer, Contractor, sub-contractors) become ill, and communicate who these are so that people are aware of the arrangements that have been put in place.
- Document procedures, so that people know what they are, and are not reliant on one person's knowledge.
- Understand the supply chain for necessary supplies of energy, water, food, medical supplies and cleaning equipment, consider how it could be impacted, and what alternatives are available. Early pro-active review of international, regional and national supply chains, especially for those supplies that are critical for the project, is important (e.g. fuel, food, medical, cleaning and other essential supplies). Planning for a 1-2 month interruption of critical goods may be appropriate for projects in more remote areas.
- Place orders for/procure critical supplies. If not available, consider alternatives (where feasible).
- Consider existing security arrangements, and whether these will be adequate in the event of interruption to normal project operations.
- Consider at what point it may become necessary for the project to significantly reduce activities or to stop work completely, and what should be done to prepare for this, and to re-start work when it becomes possible or feasible.

j. TRAINING AND COMMUNICATION WITH WORKERS

Workers need to be provided with regular opportunities to understand their situation, and how they can best protect themselves, their families and the community. They should be made aware of the procedures that have been put in place by the project, and their own responsibilities in implementing them.

- It is important to be aware that in communities close to the site and amongst workers without access to project management, social media is likely to be a major source of information. This raises the importance of regular information and engagement with workers (e.g. through training, town halls, tool boxes) that emphasizes what management is doing to deal with the risks of COVID-19. Allaying fear is an important aspect of work force peace of mind and business continuity. Workers should be given an opportunity to ask questions, express their concerns, and make suggestions.

- Training of workers should be conducted regularly, as discussed in the sections above, providing workers with a clear understanding of how they are expected to behave and carry out their work duties.
- Training should address issues of discrimination or prejudice if a worker becomes ill and provide an understanding of the trajectory of the virus, where workers return to work.
- Training should cover all issues that would normally be required on the work site, including use of safety procedures, use of construction PPE, occupational health and safety issues, and code of conduct, taking into account that work practices may have been adjusted.
- Communications should be clear, based on fact and designed to be easily understood by workers, for example by displaying posters on hand washing and social distancing, and what to do if a worker displays symptoms.

k. COMMUNICATION AND CONTACT WITH THE COMMUNITY

Relations with the community should be carefully managed, with a focus on measures that are being implemented to safeguard both workers and the community. The community may be concerned about the presence of non-local workers, or the risks posed to the community by local workers presence on the project site. The project should set out risk-based procedures to be followed, which may reflect WHO guidance (for further information see WHO Risk Communication and Community Engagement (RCCE) Action Plan Guidance COVID-19 Preparedness and Response). The following good practice should be considered:

- Communications should be clear, regular, based on fact and designed to be easily understood by community members.
- Communications should utilize available means. In most cases, face-to-face meetings with the community or community representatives will not be possible. Other forms of communication should be used; posters, pamphlets, radio, text message, electronic meetings. The means used should take into account the ability of different members of the community to access them, to make sure that communication reaches these groups.
- The community should be made aware of procedures put in place at site to address issues related to COVID-19. This should include all measures being implemented to limit or prohibit contact between workers and the community. These need to be communicated clearly, as some measures will have financial implications for the community (e.g. if workers are paying for lodging or using local facilities). The community should be made aware of the procedure for entry/exit to the site, the training being given to workers and the procedure that will be followed by the project if a worker becomes sick.
- If project representatives, contractors or workers are interacting with the community, they should practice social distancing and follow other COVID-19 guidance issued by relevant authorities, both national and international (e.g. WHO).