**ECD II Project**

**Contractor Environmental and Social Management Plan (C**ESMP)

**Low Risk Works**

**TEMPLATE**

**Contractor Environment and Social Management Plan (CESMP)**

**[Name of Sub-Project]**

**Final/Draft**

**Revision #**

# 1 INTRODUCTION

Under the Multi-sectoral ECD-I & ECD-II program [**Name of Implementing Agency**] is undertaking [**type of works]** in the [**Location**].

This Contractor Environmental and Social Management Plan (CESMP) relates to these works as set out in the following Table.

Works in the [**Location**] are small scale and will take place where possible whilst those areas remain operational, or will be undertaken whilst those areas are non-operational, or a sequence of works will be deployed so as to not interrupt the operation of these areas.

|  |
| --- |
| *[Insert detailed description of works from TOR or bid documentation]* |

Works will be undertaken by contractors commissioned by [**Name of Implementing Agency**] under the supervision of [**Name of who is supervising works**].

These internal activities are all considered to have minor environmental, social and health and safety risks and impacts..

# 2. SCOPE OF THIS CESMP

This CESMP addresses all environmental, social and health and safety risks associated with the works.

The CESMP is to be attached to and be part of the bid documents for the Project works and the Contractor is accordingly required to comply with the CESMP.

The CESMP provides explicit guidance in regard to consultation/grievance management.

# 3. ENVIRONMENTAL AND SOCIAL MANAGEMENT ROLES AND RESPONSIBILITIES

Names and Roles of Responsible People:

**Management of Works**

[**Insert Contact Details of Supervisor**]

**Environmental and Social Impact Oversight**

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**ECD Project Advisor**

[**Name and Contact Details of Implementing Agency Person Responsible**]

**Contractor**

**Name: To be confirmed**. Responsible for undertaking Project works pursuant to requirements set out in contract documents, including this CESMP.

# 4. SUMMARY OF ENVIRONMENTAL, SOCIAL AND HEALTH AND SAFETY RISKS

Environmental, social and health and safety risks associated with the Project risks are summarized as follows.

## 4.1 Worker/public exposure to asbestos during construction and in relation to use of new products

Contractors to screen for asbestos in buildings to be refurbished and advise MWIU and RMIEPA is any are found. MWIU/RMIEPA to advise on asbestos handling and disposal protocols. New works shall avoid use of asbestos containing products per MWIU requirements.

## 4.2 Unlawful land access or land acquisition

All works are to be undertaken within the existing footprint of government buildings and are covered under leases for those buildings.

## 4.3 Occupational Safety and Community Health and Safety

Attention of worker safety set out below.

All works are inside existing buildings so there is no risk to the general community outside the building.

## 4.4 Waste Management

There will be some packaging waste from new system components and there may be quantities of residual demolition material for disposal.

## 4.5 Consultation and Grievance Management

Specific measures for consultation and complaints/grievances to be established, including installation of signage and having a process for receiving and managing complaints.

# 5 REQUIREMENTS FOR CONTRACTORS

The following environmental, social, health and safety matters shall be addressed by the Contractor and shall form part of the Contract Bid documents for any contractor works for the refurbishment.

## 5.1 General **Requirements**

The Contractor shall comply with this CESMP.

This CESMP will form part of the Bid Documents and Contract.

The Contractor shall comply with the Statutory Regulations in force in Republic of the Marshall Islands regarding environmental protection and waste disposal and shall liaise with the responsible national environmental authorities.

## 5.2 Occupation and Community and Worker Health and Safety

The Contractor shall:

At all times implement all reasonable precautions to prevent and reduce accidents and injuries to staff and workers and protect the health and safety of the community.

Undertake hazard identification prior to commencing works; assessing risks and establishing procedures to avoid or reduce risks.

Ensure all Contractor staff and personnel, before commencing work, are advised of risks and hazards on site.

Provide and maintain construction plant, equipment and systems of work that are safe and without risks to health.

The Contractor shall provide, at his/her own expense, appropriate protective clothing and safety equipment to all staff and labor engaged on the Works to the satisfaction of the Supervisor.

Deploy of signage to explain there are construction works in place and to stay out/away from the construction zone.

Ensure facility visitors and staff are kept safe during construction.

Consult with [IA] and Hospital/School/Other Staff to ensure that hours of operation (nominally 07:00 to 19:00) are acceptable under operational and patient/student safety requirements; and modify working hours on a case by case basis if advised by [IA]/Hospital Staff/School Staff to do so for reasons of patient/hospital worker/student/teacher comfort and safety. PIU to provide liaison in respect of appropriate working hours.

Particular consideration will be given to the fact that workers will likely be men and patients/teachers will likely be women – specific consideration must be given by the Contractor to requiring workers respect patients/teachers privacy at all times.

Ensure that no materials containing asbestos are procured for, or installed on, this Project. The Contractor is to provide records to comply with this condition.

Implement a procedure to investigate incidents (including near miss incidents) and to identify associated corrective actions,

Allow workers to refuse unsafe work environments with no repercussions.

## 5.3 Waste Management

The Contractor shall:

At all times keep the construction area including storage areas used free from accumulations of waste materials or rubbish.

The Contractor shall, before considering disposal, ensure that waste generation is minimized and waste is recycled/reused where possible by the Contractor private sector or community.

Store, handle and dispose of all waste securely.

Dispose of small volumes (as determined in agreement with CIU Safeguards Team) only to the Majuro landfill in accordance with landfill operator’s requirements and conditions. Contractor to provide evidence of satisfactory waste disposal (e.g. receipts). Waste from Neighboring Islands to be taken back to Majuro for disposal.

Segregate hazardous waste (such as tube lightbulbs) from non-hazardous solid waste and any potentially hazardous wastes should be declared to the waste contractor or landfill operator.

## 5.4 Consultation and Grievance Management

The Contractor shall:

In association with the PIU, meet with managers of worksites (schools, hospitals etc. to advise on works and set out grievance procedure in event of complaints.

Install signs in the vicinity of the construction area to:

Explain there are construction works in place

Advise people to stay out/away from the construction zone.

Provide contact details for any third parties who might wish to raise complaints or issues about the works.

The Contractor shall promptly record any complaints or grievances received and report such complaints immediately to the Supervisor. Contractor to address and close out complaints if possible in coordination with the Supervisor shall forward records to the CIU Safeguards Advisors on notication of grievance or compaint.

The Contractor Supervisor shall escalate significant grievances to the CIU and PIU ECD representative in charge of the works.

Note that Grievance process is as follows:

Complaints may be raised directly with Contractor’s staff who will endeavor to address complaints immediately in coordination with the Supervisor. If this is not possible the complaint will be escalated to the ECD Advisor. All direct complaints will be notified to the ECD Advisor by Contractor’s staff and Supervisor within 6 hours of the complaint being received.

The ECD Advisor will be responsible for ensuring that, on receipt of each complaint, the date, time, name and contact details of the complainant (unless anonymous), and the nature of the complaint are recorded in the Complaints/Feedback Register along with the measures to resolve the issue.

The complaint shall be forwarded to the ECD Advisor at the relevant Implementing Agency, who shall screen it to determine whether it relates to the Project, in which case this procedure will apply; or whether it relates to another matter in which case the ECD Advisor shall refer the complainant to a relevant external complaints procedure.

For Complaints about the Project, the ECD Advisor shall endeavor to resolve the complaint within one (1) day for complaints about day to day works and in any event within two (2) weeks.

Should any complainant remain unsatisfied with the response of the ECD Advisor after two weeks, the complaint will be referred to the ECD Project Manager who will take earnest action to resolve complaints at the earliest time possible by liaising directly with representatives of the IA as appropriate. The aggrieved party should be consulted and informed of the course of action being taken, and when a result may be expected. Reporting back to the complainant will be undertaken within a period of two weeks from the date that the complaint was received.

If the Project Manager is unable to resolve the complaint to the satisfaction of the aggrieved party, the complaint will then be referred to the Program Steering Committee (PSC) for resolution within 1 month of referral.

Should measures taken by the PSC fail to satisfy the complainant, the aggrieved party is free to take his/her grievance to the RMI Court, and the Court’s decision will be final.

## 7. INCIDENTS AND RECORD KEEPING

The Contractor will:

Provide the Supervisor with information on a weekly basis relating to any issues with noise, dust, privacy breaches and other risks to patients and health care professionals.

Report lost time harm incidents to the Supervisor immediately. Supervisor to report immediately to PIU and CIU Safeguards Team immediately on receipt of information. The PMU will report such incidents to the Bank within the same timeframes.

keep the following records (in a site diary or similar) and forward to the Supervisor each week:

Number and type of environmental, social or health or safety incident or significant ‘near miss’ and follow up / close out of the incident.

Number and type of complaints received and follow up / close out of the complaint.

Confirmation that any cement board is free from asbestos through an audit of the supply chain.

Confirmation that waste is stored correctly, recycling and hazardous materials are separated from solid waste and records are kept of waste going to landfill.

Confirmation that the correct safety risks have been identified and controls have been put in place to avoid and minimize harm, as per contract clauses listed above.

Verify Contractor’s records of incidents and complaints.

Where necessary MWIU through the PMU Manager or delegate will consult and seek advice from the CIU Safeguards Team.

The PMU Manager will include the compliance checks in the regular reporting to the ECD Project Manager and will be included in the six-monthly report to the World Bank.