**Ministry of Finance**

**Public Sector Governance for Service Delivery Program**

**ENVIRONMENTAL and SOCIAL**

**COMMITMENT PLAN (ESCP)**

**April 2019**

**Ministry of Finance**

**Public Sector Governance for Service Delivery Program**

**ENVIRONMENTAL AND SOCIAL COMMITMENT PLAN**

1. Ministry of Finance is planning to implement the Public Sector for Service Delivery Program (the ***Project***), with the involvement of Ministry of Local Government as administrator of the local government system that provides citizens with necessary municipal services, and the Decentralization Secretariat charged with responsibility for implementing decentralization across the Country. The International Bank for Reconstruction and Development has agreed to provide financing for the Project.
2. Ministry of Finance will implement material measures and actions so that the Project is implemented in accordance with the World Bank Environmental and Social Standards (***ESSs***). This Environmental and Social Commitment Plan (***ESCP***) sets out a summary of the material measures and actions.
3. Where the ESCP refers to specific plans or other documents, whether they have already been prepared or are to be developed, the ESCP requires compliance with all provisions of such plans or other documents. In particular, the ESCP requires compliance with the provisions set out in the Environmental and Social Management Plan (ESMP) and Labour Management Plan (LMP) that will be developed.
4. Furthermore, Ministry of Finance will ensure compliance with the provisions set out in the Stakeholder Engagement Plan (SEP) and Grievance Redress Mechanism (GRM) that have been developed.
5. The table below summarizes the material measures and actions that are required as well as the timing of the material measures and actions. Ministry of Finance is responsible for compliance with all requirements of the ESCP even when implementation of specific measures and actions is conducted by the Ministry, agency or unit referenced in 1. above.
6. Implementation of the material measures and actions set out in this ESCP will be monitored and reported to the World Bank by Ministry of Finance as required by the ESCP and the conditions of the legal agreement, and the World Bank will monitor and assess progress and completion of the material measures and actions throughout implementation of the Project.
7. As agreed by the World Bank and Ministry of Finance, this ESCP may be revised from time to time during Project implementation, to reflect adaptive management of Project changes and unforeseen circumstances or in response to assessment of Project performance conducted under the ESCP itself. In such circumstances, Ministry of Finance will agree to the changes with the World Bank and will update the ESCP to reflect such changes. Agreement on changes to the ESCP will be documented through the exchange of letters signed between the World Bank and the Ministry of Finance. The Ministry of Finance will promptly disclose the updated ESCP. Depending on the project, the ESCP may also specify the funding necessary for completion of a measure or action.
8. Where Project changes, unforeseen circumstances, or Project performance result in changes to the risks and impacts during Project implementation, the Ministry of Finance shall provide additional funds, if needed, to implement actions and measures to address such risks and impacts, which may include environmental, health, and safety impacts, labor influx, gender-based violence.

| **Public Sector Governance for Service Delivery Program****ENVIRONMENTAL AND SOCIAL COMMITMENT PLAN** **APRIL 2019** |
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| ***Summary of the Material Measures and Actions to Mitigate the Project’s Potential Environmental and Social Risks and Impacts*** | ***Timeframe*** | ***Responsibility / Authority and Resources/Funding Committed*** |  ***Date of Completion***  |
| **ESCP Monitoring and Reporting** |
|  | **REGULAR REPORTING**: Prepare and submit regular monitoring reports on the implementation of the ESCP. | *Bi-annual Reporting*.  | *The Project Implementation Unit (PIU) Monitoring & Evaluation Officer, Project Coordinator and Environmental and Social Safeguards (Focal Person)*  | *Throughout the Project Lifecycle (During the five years of project implementation)* |
|  | **INCIDENTS AND ACCIDENTS NOTIFICATION**: Promptly notify any incident or accident related or having an impact on the Project which has, or is likely to have, a significant adverse effect on the environment, the affected communities, the public or workers. Provide sufficient detail regarding the incident or accident, indicating immediate measures taken to address it, and include information provided by any contractor and supervising entity, as appropriate. | *Incidents to be reported within 24-48 hour of occurrence. Incident reporting and investigation procedure will be outlined in the project ESMP.*  | *PIU Project Coordinator and Safeguards Focal person in the.* |  *Throughout the Project Lifecycle (During the five years of project implementation)* |
| **SUMMARY ASSESSMENT** |
| **ESS 1: ASSESSMENT AND MANAGEMENT OF ENVIRONMENTAL AND SOCIAL RISKS AND IMPACTS** |
| 1.1 | **ORGANIZATIONAL STRUCTURE**: Establish an organizational structure with qualified staff to support management of E&S risks. Recruit an Environmental and Social expert and a Communications Officer to assist with risk and grievance management as part of key project staff.  | *Staff compliment to be maintained throughout the project lifespan as necessary.* | *Ministry of Finance**Ministry of Local Government* |  *August/September 2019* |
| 1.2 | **ENVIRONMENTAL AND SOCIAL ASSESSMENT:** Prepare and implement final Environmental and Social Framework (ESMF) | *Prior to Board and to apply thoughout project implementation* | *Ministry of Finance**Ministry of Local Government* | *Before the Board date.* |
| 1.3 | **MANAGEMENT TOOLS AND INSTRUMENTS:** Once specific activities have been outlined by participating town councils, prepare and implement site specific Environmental and Social Management Plans (ESMPs) in line with the ESMF, World Bank Environmental and Social Standards and Zambia Environmental Management Agency (ZEMA). | *ESMPs to be finalized 1 month prior to commencement of works and will apply throughout Project implementation.* | *Ministry of Finance**Ministry of Local Government* | *Throughout implementation* |
| 1.4 | **MANAGEMENT OF CONTRACTORS:** Develop and implement a Labour Management Plan(LMP) with procedures for managing workers, contractors and subcontractors. | *LMP to be prepared as an integral part of the ESMP prior to commencement of component 2 activities and maintained throughout project implementation.* | *Ministry of Finance**Ministry of Local Government and the project’s Environmetal and Social Officers* |  *Effective throughout the project life, and reviewed on a quarterly basis* |
| 1.5 | **PERMIT, CONSENTS AND AUTHORIZATIONS**: Obtaining, as appropriate, the permits, consents and authorizations that are applicable to the project to meet both local and national requirements the permits are, but not limited to; * EIA Authorization
* Meeting minutes from community consultations or public hearings
* Land Title
* Building permits
 | *Before commencement of construction works and throughout the project lifecycle* | *Ministry of Local Government.* *Beneficiary Town Councils* | *Prior to implementation*  |
| **ESS 2: LABOR AND WORKING CONDITIONS**  |
| 2.1 | **LABOR MANAGEMENT PROCEDURES**: Prepare and implement final Labour Management Procedures (as an integral part of ESMF) which highlights acceptable workers conditions, code of conduct and prevention of HIV/AIDS and Gender Based Violence. The LMP will also highlight preventive measures against child and forced labour. | *Finalized prior to the Board and implemented throughout the life of the project.* | *Ministry of Finance**Ministry of Local Government and and the project’s Environmetal and Social Officers.*  | July 2019 |
| 2.2 | **GRIEVANCE MECHANISM FOR PROJECT WORKERS**: Finalise draft Grievance Redress Mechanism (GRM) and disclose. GRM will specify grievance and feedback mechanism for workers in case of unfair treatment and poor working conditions. | *Draft GRM integrated into the draft ESMF and finalized prior to Board. Implementation throughout the life of the project.*  | *Ministry of Finance**Ministry of Local Government and the project’s Environmetal and Social Officers.*  | *July 2019* |
| 2.3 | **OHS MEASURES**: OHS requirements will be embedded in the ESMP and CESMP. A system for regular occupational safety and health performance review will be put in place and will include identification of safety and health hazards and risks, daily tool box meetings, implementation of effective methods for responding to identified hazards and risks, setting priorities for taking action, and evaluation of results. | *After board approval.*  | *Ministry of Finance**Ministry of Local Government.* *Beneficiary Town Councils**Funding from the Project Budget*  | Prior to implementation, throughout the project lifecycle |
| 2.4 | **EMERGENCY PREPAREDNESS AND RESPONSE**: Develop and implement an Emergency Preparedness and Response Plan | *August 2019* | *Ministry of Finance**Ministry of Local Government.* *Beneficiary Town Councils* | Prior to implementation, throughout the project lifecycle |
| 2.5 | **PROJECT WORKERS TRAINING**: Implement training of Project Workers designed to heighten awareness of risks and to mitigate impacts on local communities. An institutional capacity strengthening plan to be developed. | *Draft to be finalized by August 2019.* | *Ministry of Finance**Ministry of Local Government.*  | August 2019 |
| **ESS 4: COMMUNITY HEALTH AND SAFETY** |
| 4.1 | **GBV AND SEA RISKS**: Develop and implement measures and actions to assess and manage the risks of gender-based violence (*GBV*) and sexual exploitation and abuse (*SEA*). The LMP, GRM and ESMP will be availed to the public to make them aware of existing mechanism for addressing identified risks. Workers and communities will be sensitized through frequent tool box talks and community consultations. | *Instruments to be finalized by project effectiveness and reported on quarterly.*  | *Ministry of Finance**Ministry of Local Government.*  | Will be monitored throughout the project cycle. |
| 4.2 | **GBV AND SEA RISKS DURING PROJECT IMPLEMENTATION**: Project ESMP will include GBV Action Plan for addressing GBV and SEA risks. Additional support will be assessed when need arises during project implementation.  | *Monitoring of compliance to the GBV Action Plan throughout the implementation period of the project* | *Ministry of Finance**Ministry of Local Government.*  | To be done throughout the project life |
| **ESS 5: LAND ACQUISITION, RESTRICTIONS ON LAND USE AND INVOLUNTARY RESETTLEMENT** |
| 5.1 | **LAND ACQUISITION AND RESETTLEMENT:** In the event of activities resulting in unexpected land acquisition and involuntary resettlement, an assessment of impacts will be undertaken, and census of affected persons and assets conducted with appropriate mitigation measures identified. A Resettlement Policy Framework (RPF) will be prepared, including a Grievance Redress Mechanism (GRM). | *Draft prior to Board, final as a condition of effectiveness and implementation throughout the life of the project.* | *Ministry of Local Government.*  *and Selected Town Councils.* | To be finalized by August 2019.  |
| 5.2 | **RESETTLEMENT PLANS**: This is currently not applicable, however, should the need arise for preparation of resettlement action plans, this will be done in conformity with the requirements of ESS5.  | *Prior to commencement of activities that initiate involuntary resettlement.* | *Ministry of Local Government.* *and Selected Councils.* | To be monitored throughout the project cycle. |
| 5.3 | **MONITORING AND REPORTING:** Monitoring and reporting on land acquisition and resettlement activities will be conducted separately or as part of regular reporting.  | *Throughout Project implementation.* | *Ministry of Local Government.*  *and Selected Councils.* | To be monitored throughout the project cycle. |
| **ESS 8: CULTURAL HERITAGE** |
| 8.1 | **CHANCE FINDS**: A chance find procedure will be included in the final ESMF.  | *July 2019* | *Ministry of Finance**Ministry of Local Government.*  | *Prior to Board* |
| 8.2 | **CULTURAL HERITAGE**: Identify cultural heritage sites prior to construction. | *Throughout Project implementation.* | *Ministry of Local Government.*  *and Selected Councils.* | *To be monitored throughout the project cycle.* |
| **ESS 10: STAKEHOLDER ENGAGEMENT AND INFORMATION DISCLOSURE** |
| 10.1 | **SEP PREPARATION**: Prepare and disclose a final Stakeholder Engagement Plan (SEP). | *July 2019* | *MoF and MoLG* | *Prior to Board* |
| 10.2 | **SEP IMPLEMENTATION**: Implement the final SEP.  | *Throughout Project implementation* | *MoF and MoLG through E&S and Communications Specialist* | *Monitored throughout project implementation cycle* |
| 10.3 | **PROJECT GRIEVANCE MECHANISM**: Develop and implement the arrangements for the grievance mechanism. GRM to be finalised and disclosed. | *July 2019* | *MoF and MoLG* | *Prior to Board* |
| **TECHNICAL ASSISTANCE FOR INSTUTIONAL CAPACITY BUILDING** |
| **Specify Training to be provided** | **Specify Targeted Groups and Timeframe for Delivery** | **Specify Training Completed** |
| As example, training may be required in:* stakeholder mapping and engagement
* specific aspects of environmental and social assessment
* occupational health and safety
* emergency preparedness and response
 | *Trainings will be carried out once full staffing compliment in the PIU have been recruited.**Town Council staff will be trained prior to commencement of project activities in the respective districts.* | *TBC* |
| Training on occupational health and safety including on emergency prevention and preparedness and response arrangements to emergency situations. | *Trainings will be carried out once full staffing compliment in the PIU have been recruited.**Town Council staff will be trained prior to commencement of project activities in the respective districts.* | *TBC* |
| Add other capacity support and training opportunities as per the specifics of the Borrower and the Project.  | *TBC* |  |