

Environmental Assessment and Review Framework

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Viet Nam: Greater Mekong Subregion Biodiversity Conservation Corridors Project – Additional Financing

Prepared by Ministry of Natural Resources and Environment, Department of Forest Resource Management for the Asian Development Bank. This is an updated version of the draft originally posted in September 2010 available on <http://www.adb.org/projects/40253-023/documents>.

ABBREVIATIONS

ADB	–	Asian Development Bank
BCC	–	biodiversity conservation corridors
CEP	–	Commitment on Environmental Protection
CPMU	–	Central Project Management Unit
DPIU	–	district project management unit
EARF	–	environmental assessment review framework
EIAR	–	Environmental Impact Assessment Report
EMP	–	environmental management plan
GEF	–	Global Environment Facility
GRM	–	grievance redress mechanism
IEE	–	initial environmental examination
LEP	–	Law on Environment Protection
MONRE	–	Ministry of Natural Resources and Environment
NESS	–	national environmental safeguard specialist
PES	–	Payment for Ecosystem Services
PPMU	–	provincial project management unit
REA	–	rapid environmental assessment
REDD+	–	reducing emissions from deforestation and forest degradation
SEA	–	Strategic Environmental Assessment
SFM	–	Sustainable Forest Management
SPS	–	Safeguard Policy Statement
VEA	–	Viet Nam Environment Administration

NOTE

In this report, "\$" refers to US dollars.

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I. INTRODUCTION

A. The Baseline Biodiversity Conservation Corridor Project

1. The Greater Mekong Subregion (GMS) Biodiversity Conservation Corridors (BCC) Project covers three countries: Cambodia, Lao PDR and Viet Nam. The long-term impact of the Project is to achieve climate resilient sustainable forest ecosystems benefiting local livelihoods. The Project outcome is sustainably managed biodiversity corridors. The Project has four outputs: (i) institutions and communities strengthened for biodiversity corridor management; (ii) biodiversity corridors restored, protected and maintained; (iii) livelihood improvement and small-scale infrastructure support in villages; and (iv) project management and support services provided.

2. The \$30-million loan for Viet Nam (Loan 2721-VIE) was funded under ADB's ordinary capital resources. The loan agreement was signed on 5 May 2011, and the requirements for loan effectiveness were met on 9 August 2011. The BCC Project's expected impact is to ensure climate resilient sustainable forest ecosystems in the Central Annamites benefiting local livelihoods and downstream users while the intended outcome is sustainably managed biodiversity corridors in Quang Nam, Quang Tri and Thua Thien Hue provinces.

B. Additional Financing from the Global Environment Facility to the baseline BCC Project in Viet Nam (the Additional Financing)

3. The ongoing BCC Project was originally prepared with the understanding that cofinancing by the Global Environment Facility (GEF) would be available to address geographical and thematic gaps of the ongoing BCC Project. The funding was to become available under the regional Program Framework entitled the "Greater Mekong Sub-region Forests and Biodiversity Program" which was approved in November 2011. Under this umbrella program framework, a Viet Nam national project titled "Integrating Biodiversity Conservation, Climate Resilience and Sustainable Forest Management in Central Annamite Landscape" was approved by the GEF Council in November 2012 (hereinafter Additional Financing). The Additional Financing is estimated at \$3,766,600.

4. The Additional Financing aims to integrate biodiversity conservation, climate change mitigation, climate resilience, and sustainable forest management in Trung Truong Son Landscapes. The specific project objective is to maintain and restore forest biodiversity, ecosystems and related watershed processes, enhance forest carbon stocks and strengthen climate resilience at the Landscape level,¹ focusing on protected areas within the Trung Truong Son region. A unified approach is lacking and is recognized as a key constraint for development of regional ecosystem connectivity, addressing forest land degradation, filling gaps in capacity required for sustainable forest management, and supporting climate mitigation, habitat restoration, and biodiversity protection² within and outside protected areas.

5. In conjunction with the ongoing BCC Project, the Additional Financing will develop tangible on-the-ground activities targeting spatial and thematic gaps within the Central Annamite landscape conservation framework. Project increments include:

¹ A unit of land that contains a mosaic of land uses, but typically would include one or more protected and their buffer zones, and connecting biological corridors (the latter including protection and production forests, agricultural and other productively used lands, and village settlements).

² A mandate shared by Ministry of Agriculture and Rural Development (i.e. for forests and protected areas) and Ministry of Natural Resources and Environment (i.e. for biodiversity coordination).

- (i) 8 protected areas (Table 1) Management Boards implementing Operation Mmanagement Plans (OMPs) for the sustainable management of over 231,000 hectares in protected areas linked to an additional approximately 450,000 hectares of mosaic forest watershed with benefits to high value biodiversity (with avoided deforestation of 17,764 - 21,712 ha with associated GHG emissions reductions of 4,722,867 tCO₂eq to 7,084,600 tCO₂eq);
- (ii) Provision of community approaches in forest protection,conservation and sustainable use and alternative livelihood investment lined to forest restoration and conservation with benefits in enhanced carbon stocks, water and soil retention, biodiversity, climate resilience, and other biodiversity and livelihood contributions (10,000 ha of heavily utilized and degraded forest lands surrounding protected areas lands protected and restored, with carbon sequestration of 341,310 tCO₂eq to 462,420 tCO₂eq);
- (iii) Good practice forest land, watershed and environmental management in sustainable forest management (SFM)/reducing emissions from deforestation and forest degradation (REDD+) demonstration covering 20,000 ha of forest with estimated carbon sequestration of 2,873,971 tCO₂eq to 3,592,464 tCO₂eq;
- (iv) Integration of multiple stakeholder inputs and on the ground buffer zone and provincial sectoral planning) supporting globally important species and habitats;
- (v) Payment for ecosystem services (PES)/ecosystem service revenue flows to local communities linked actions (e.g. SFM, sustainable forest use, OMPs, PES, species action plans, linked to watershed conservation in three provinces; and
- (vi) Provincial and local level monitoring, reporting and verification linked to on-the-ground work with farmers in producing emissions reductions, defining benefit distribution, bridging national-regional policy and implementation, etc.

Table 1: Eight Protected Areas in Trung Truong Son landscape

Protected Area	Legal Status of protected area	Management Board for protected area Exists	Master Plan	Operational Management Plan Current	Area of protected area	Area of Buffer Zone
North Huong Hoa	+	+	+	-	23,456.72	34,600
Dak Rong	+	+	+	-	37,681.00	88,755.90
Ho Chi Minh Legendary Trail	+	-	-	-	5,237.40	6,064.00
Phong Dien	+	+	+	+	41,508.70	43,600
Sao La TTH	+	+	+	+	15,519.93	16,533.90
Sao La QN	+	+	+	+	15,380.00	33,039.20
Song Thanh	+	+	+	-	75,274.00	135,477.90
Ngoc Linh	-	-	-	-	17,141.00	36,331.50
Total (hectares)					231,198.75	394,392.40

II. ADB ENVIRONMENTAL ASSESSMENT PROCEDURES

6. The ADB's Safeguard Policy Statement (SPS) 2009 governs the environmental and social safeguards of ADB's operations.³ Environmental Safeguard Requirements 1 (ESR1) of the SPS outlines the borrowers'/clients' obligations and responsibilities to meet when delivering environmental safeguards for projects supported by the ADB. These requirements include impact assessment, planning and prescribing mitigation measures, preparing environmental assessment reports, disclosing information, undertaking consultation, establishing a grievance mechanism (GRM), monitoring and reporting. ESR1 also includes specific environmental safeguard requirements pertaining to biodiversity conservation and sustainable management of natural resources, pollution prevention and abatement, occupational and community health and safety, and conservation of physical cultural resources.

7. At an early stage in the project cycle (typically the project identification stage) ADB screens and categorizes proposed projects based on the significance of potential project impacts and risks. A project's environment category is determined by the classification of its most environmentally sensitive component. Project screening and categorization are undertaken to:

- (i) reflect the significance of the project's potential environmental impacts;
- (ii) identify the type and level of environmental assessment and institutional resources required for the safeguard measures proportionate to the nature, scale, magnitude and sensitivity of the proposed project's potential impacts;⁴ and
- (iii) determine consultation and disclosure requirements.

8. ADB assigns a proposed project to one of the following categories:

- (i) **Category A.** Proposed project is likely to have significant adverse environmental impacts that are irreversible, diverse, or unprecedented; impacts may affect an area larger than the sites or facilities subject to physical works. A full-scale environmental impact assessment (EIA) including an environmental management plan (EMP), is required.
- (ii) **Category B.** Proposed project's potential environmental impacts are less adverse and fewer in number than those of category A projects; impacts are site-specific, few if any of them are irreversible, and impacts can be readily addressed through mitigation measures. An initial environmental examination (IEE), including an EMP, is required.
- (iii) **Category C.** Proposed project is likely to have minimal or no adverse environmental impacts. No EIA or IEE is required although environmental implications need to be reviewed.
- (iv) **Category FI.** Proposed project involves the investment of ADB funds to, or through, a financial intermediary. (This category is not relevant to the BCC-Vietnam).

9. The baseline BCC Project has been categorized as category B for environment. An IEE report was prepared in 2010 in compliance with the requirements of the ADB SPS 2009⁵ and approved as part of the baseline BCC Project. The IEE determined that the baseline BCC Project would generate overwhelmingly positive environmental impacts. Biodiversity

³ ADB. 2009. *Safeguard Policy Statement*. Manila.

⁴ 'Type' refers to strategic environmental assessment (SEA), project environmental assessment, or compliance audit; 'Level' refers to a full environmental impact assessment for Category A projects, and an initial environmental examination for Category B projects.

⁵ ADB. 2010. *GMS Biodiversity Conservation Corridors (ADB R-PPTA 7459). Initial Environmental Examination*. 7 September 2010.

conservation in the Project area is of global significance and the baseline BCC Project will support several critically endangered species through the conservation and restoration of habitats essential to their survival. However, some of the BCC Project activities have a potential for generating localized, manageable negative environmental impacts. These include proposed livelihood improvement activities and investments in small-scale infrastructure.

10. Both the baseline BCC as well as the Additional Financing are using a sector approach and will identify subprojects during project implementation. This approach requires the development of an environmental assessment review framework (EARF) to guide the screening, categorization and environmental assessment of proposed subprojects in compliance with ADB and Government of Viet Nam requirements. This EARF was first prepared in 2010 as part of the approved baseline BCC Project documents, and revised and updated again in April to include the scope of the GEF additional financing. An EARF is a “living” document, and will be updated during implementation as required.

III. VIET NAM ENVIRONMENTAL ASSESSMENT PROCEDURES

11. The principles and procedures for the environmental assessment of projects in Viet Nam are founded on the Law on Environment Protection (LEP) issued in 1993, revised in 2005 and put into effect in 2006. The LEP provides the basis for the requirement for environmental assessment, key roles and responsibilities, and requirements for public consultation. Under LEP, the following decree and circular on environmental assessment and institutional arrangements for the approval of environmental assessments:

- (i) Decree No. 29/2011/ND-CP dated April 18th 2011 of Vietnamese Government on regulation on strategic environmental impact assessment, environmental commitment: requires environmental assessments to be prepared concurrently with project Feasibility Studies/ Investment Reports, sets out the required degree of environmental assessment and establishes requirements for appraisal of environmental assessment documents by the Government (i.e. a Strategic Environmental Assessment (SEA); Commitment on Environmental Protection (CEP) or an Environmental Impact Assessment Report (EIAR); and
- (ii) Circular No. 26/2011/TT-BTNMT dated July 18th, 2011 of Ministry of Natural Resources and Environment for the Guidelines on SEA, EIAR and CEPs: sets out the required structure and content of CEPs, EIARs and SEA and provides further details of the requirements for public consultation activities.

12. In accordance to the Decree No. 29/2010/ND-CP an Environmental Assessment reports are required for all development project. There are two types of environmental assessment reports are used: EIAR or a CEP. In broad terms, an EIAR is required for projects of the type and scale listed in Annex II of the Decree No. 29/2010/ND-CP. These relate to projects deemed to have the potential to cause adverse impacts, and include those located in protected areas or other areas that are environmentally sensitive (including proposed protected areas). EIAR is not necessarily equivalent to the category A according to the ADB’s safeguard policy. A subproject which requires EIAR may be classified as environmental category B according to the ADB’s Safeguard Policy if the proposed type and scale of interventions match with those listed in the Decree No. 29/2010/ND-CP.

13. Once EIARs are prepared, they will be submitted to the Vietnam (Central) Environmental Administration or Provincial Environment Administration (PEA) that provides certification on

approval.⁶ The provincial project management unit (PPMU) submits copies of the approved EIAR and certification to the Commune Peoples' Committees. The PPMU also prepares a summary of the report for public display at the relevant Commune People's Committee office. During the course of subproject implementation, the PPMU is required to submit details of construction and reports on compliance with mitigation and monitoring requirements in the EIAR, to the Department of Environment and Natural Resource (DONRE).

14. Smaller projects without the potential for significant adverse impacts will be subject to a lesser level of assessment in the form of CEP. CEPs are required to be submitted for appraisal at the time of Subproject Investment Report preparation. Chapter 4 of Decree No. 29/2011/ND-CP and Chapter 6 of circular 26/2011/TT-BTNMT details the procedures for CEPs. Under the article in these chapters, the authority that receives and certifies the CEP is the District People's Committee of the locality in which the subproject is situated. Decree No. 29/2011/ND-CP regulates that for the projects are implemented in two districts or more but within one province, the project owners can register CEP at one of the district people's committee where the most convenient for the owners. The content and format of the CEP are presented in the Annex 5.2 to circular 26/2011/TT-BTNMT. The CEP must include information on mitigation measures that will be taken. The CEP obliges the Provincial People's Committee to ensure that the specified mitigation is carried out during project implementation. On receipt of the CEP, it is registered by the Commune People's Committee.

15. The essential differences between preparation processes for a CEP and an EIAR are: (i) the structure and content of the report; (ii) the level of investigation, analysis and reporting required; and (iii) the requirement for formalized consultation within the EIAR. Finally, once CEPs are required under Circular 26:2011/TT-BTNMT, the public consultation and disclosure are not compulsory for CEP.⁷ However, public consultation and disclosure are required by ADB.⁸

⁶ Annex III of the Decree No. 29/2011/ND-CP provided list of project, the EIAR of which will be reviewing and providing certification on approval; For those project belonged to the Annex II but not belonged to the Annex III the PEA will reviewing and providing certification on approval.

⁷ In the public consultation is required for SEA and EIAR only.

⁸ ADB. 2009. *Safeguard Policy Statement*. Manila. Under this policy, the "Information Disclosure, Consultation, and Participation" is required for all environment category A and B projects.

IV. SUBPROJECTS

A. Subprojects under the baseline BCC Project

16. The baseline BCC Project will identify key fragmentation points in the landscape and restore connectivity in the biodiversity conservation corridors by targeted reforestation, enrichment planting, gap filling and natural regeneration, or a combination thereof. Specifically, it will maintain and consolidate forest ecosystem connectivity in Quang Tri, Thua Thua Hue and Quang Nam provinces. The forestry activities within geographic regions, most likely districts, will form subprojects. The Project will also support the livelihoods of the population living inside the corridors. Livelihoods will further be supported by investments in small-scale infrastructure such as water and sanitation infrastructure, and processing facilities. Each of these activities that can be undertaken by the Project, or a coherent group of such activities, can constitute a subproject.

17. The baseline BCC Project will also support the livelihoods of the population living inside the biodiversity conservation corridors:

- (i) Small-scale Infrastructure - investments in small-scale infrastructure in sectors such as water and sanitation (community water supplies, household sanitation), buildings and facilities (processing facilities), and other infrastructures that would contribute to the objection of enhanced biodiversity conservation by reducing threats to forests.
- (ii) Village Scale Livelihoods - this will be targeted at larger-scale livelihood support activities. Examples might include understory planting of income-generating crops in an agroforestry context.

18. Project activities will either be scaled to remain below the threshold of an EIAR, or, where this is not the case, the Project will prepare an EIA report in accordance to the Law on Environmental Protection.

B. Activities/Subprojects under the Additional Financing

19. The Additional Financing will identify key fragmentation points in the landscape and restore forested links and protection options in the protected area buffer zones and over the longer-term improve connectivity with the biodiversity conservation corridors in the Trung Truong Son landscape through the interventions of the baseline BCC project. This would be accomplished by targeted assisted natural forest regeneration, protection and benefit sharing, and improved protected area management interventions.

20. The Project will also support the livelihoods of the population living inside a selected number villages in a few communes within the buffer zones of the Trung Truong Son protected areas as part of the effort to test new institutional arrangements at buffer zone community management as well as integration of sustainable forest use, PES revenue transfer for forest protection and livelihood improvements, SFM/REDD+, VND 40 million village development program, livelihood investments program and other programs that have a village focus.

21. **Protected Area Operational Management Planning** – This will largely support investments that are directed at improving the conservation and protection of the protected areas and are therefore beneficial for the environment at large. Activities to be financed under this component would include (i) training for staff in law enforcement, biodiversity conservation, participatory planning, and survey methodologies; (ii) boundary demarcation (funded by DONRE); biological surveys and monitoring, enforcement and protection; and (iii) conservation education and awareness, and natural assisted regeneration of degraded areas.

22. **Community buffer zone activities** – such as forest co-management and benefit sharing agreements, PES delivery (forest protection and livelihood programs); SFM/REDD+ programs; VND 40 million village development program, livelihood programs, small-scale agriculture improvements (new seeds, planting techniques, marketing, technical support); farm and non-farm product value addition and marketing, and ecotourism.

23. **Target species programs** – preparation of action plans, monitoring and surveys, enforcement and patrolling, and environment awareness and education.

24. Activities to be financed under the Additional Financing will be based on their potential to improve conservation outcomes, deflected pressures on protected areas and forest resources by the provision of forest or small scale agriculture-based livelihood, and overall enhance the participation of local communities in forest co-management and sustainable use opportunities. It is unlikely that the Additional Financing will finance any infrastructure investments and hence the potential for the Additional Financing investments to cause adverse impacts is extremely unlikely. Most of the Additional Financing activities are expected to be small-scale village level, which are defined through a bottom-up local community planning process and will largely include conservation and protection actions, forest co-management and local level livelihood investments that are small and household based and are not expected to have any significant environment negative impacts. Any minor impacts would largely be addressed through the village planning process, for which the village planning team will be trained and have sufficient capacity to recognize and screen out any activity that might have potential to cause a negative impact on biodiversity and the environment.

V. SUBPROJECT ENVIRONMENTAL ASSESSMENT PROCESS

25. The subproject environmental assessment process includes (i) subproject concept identification; (ii) screening and categorization; and (iii) preparation, review, revision and approval of the subproject environmental assessment. The process is conceptualized in Figure 1.

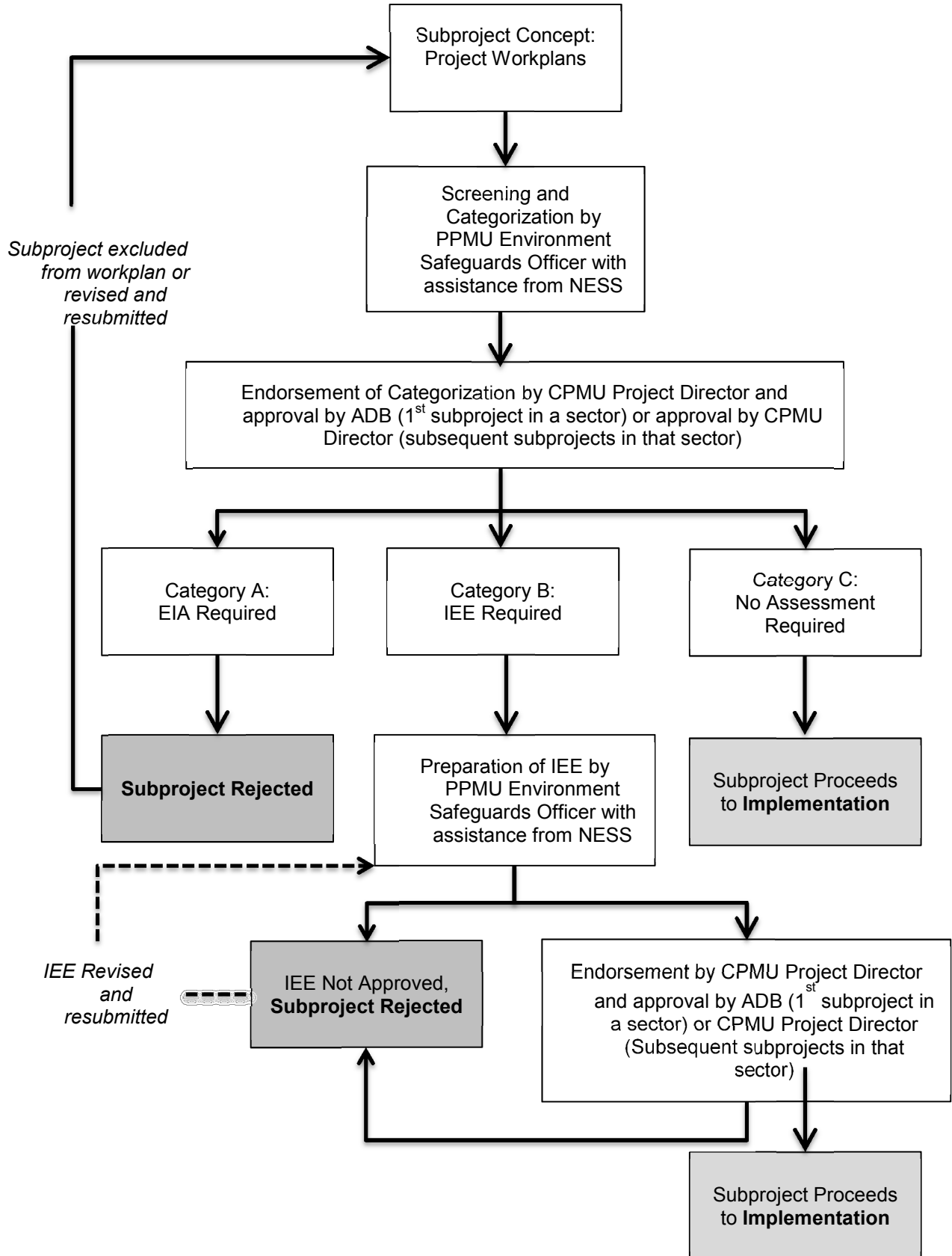
A. Subproject Concept

26. Proposed subprojects will be presented in a Project work plan that is finalized during the project inception phase and further updated at least annually. While it is expected that work plans will not present subproject proposals in detail, it is important that sufficient information is presented to allow for screening and categorization. This should include at minimum a brief description of (i) subproject goal and outputs; (ii) main activities; (iii) location (with map) including proximity to protected areas, forests and other sensitive areas; (iv) estimated budget; and (v) estimated implementation schedule.

27. It is recommended that proposed activities be grouped into subprojects by district and sector, thereby reducing the need for a high number of repetitive subproject environmental assessments and other technical, social and financial analyses.

28. A series of Environmental Guidelines have been developed to assist in the identification and selection of subprojects (Appendix 5). These provide guidance as to environmentally sustainable livelihoods improvement, small-scale infrastructure and forestry activities that are supportive of the Project's goals and are eligible for Project support. They also provide guidance on typical subproject impacts and appropriate mitigation measures.

Figure 1: Generalized subproject environmental assessment flowchart



B. Subproject Screening and Categorization

29. On the basis of the subproject concepts presented in the work plans, all proposed subprojects would be screened and categorized by the relevant PPMU environmental safeguard officer, with assistance from the National Environmental Safeguards Specialist (NESS) using the relevant Rapid Environmental Assessment (REA) checklists presented in Appendix 1. The checklists will be completed by the Provincial Project Management Unit (PPMU) Environment Safeguards Officer, with support from the NESS. The screening process will also screen proposed subprojects against the ADB prohibited investment activities list (Appendix 2).

30. Based on the results of the screening, the NESS will assist the PPMU to classify subprojects into one of three categories:

- (i) **Category A.** A full-scale environmental impact assessment (EIA) including an environmental management plan (EMP), is required. Category A subprojects are inadmissible for both the baseline BCC and the Additional Financing support.
- (ii) **Category B.** An initial environmental examination (IEE), including an EMP, is required.
- (iii) **Category C.** No EIA or IEE is required although environmental implications need to be reviewed.

31. The NESS will assist the PPMUs to complete a Subproject Environmental Categorization Form (Appendix 3) for each subproject that will be countersigned by the Central Project Management Unit (CPMU) Project Director. The first categorization of a subproject within a sector will require prior approval of ADB (prior-review procedure). If the recommended categorization is approved by ADB for the first subproject in a sector, all subsequent subprojects categorizations in that sector may be approved by the CPMU Director (post-review procedure). ADB will be informed of the results and can request all relevant documents as well as conduct monitoring on a random basis.

32. All proposed subprojects will also be screened against the thresholds in the Government Decree No. 29/2010/ND-CP. In the case where a Government CEP is required, the NESS will provide guidance and support to the PPMU environmental safeguard officer to prepare the IEE, which will be closely based on the ADB IEE. Again, ADB will be informed of the results.

C. Subproject Environmental Assessment, Review and Approval

33. Subprojects that are **category A** will likely have significant adverse environmental impacts and will alter the environmental categorization of the entire Project, and are therefore considered inadmissible for both the baseline BCC Project and the Additional Financing support. In such cases the work plan will be revised to remove the subproject or to modify the subproject concept so that it no longer qualifies as a category A subproject. In the latter case the subproject will then be screened again and re-categorized.

34. For **category B** subprojects, an Initial Environmental Examination (IEE) will be prepared by the relevant PPMU environment safeguards officer and/or technical specialists in accordance with SPS 2009 requirements (Appendix 4 presents a sample IEE outline). The NESS will provide training and guidance to the PPOs in the preparation of subproject IEEs.

35. PPMU Environment Safeguards Officer, with the assistance of the NESS, will submit the IEEs to the CPMU. The NESS will help the PPMU Environment Safeguards Officer to review the IEE and may require revisions until it reaches a satisfactory standard. The first IEE within a

sector will require approval of ADB (prior-review procedure) and should be submitted in English. If the IEE is approved by ADB, subsequent authority for IEE approval in that sector will be delegated to the CPMU Director. These reports may be prepared in the Vietnamese language with an English executive summary. ADB will be informed of the results and provided with the English version of the executive summary.

36. Subprojects with approved IEEs may proceed to implementation, as long as all other relevant internal Project approvals and any necessary Government permits have been obtained. Subprojects (if any) that also require an assessment under 697/PMO.WREA must also obtain an environmental compliance certificate from the Ministry of Natural Resources and Environment (MONRE).

37. In the case of **category C** subprojects no environmental assessment is required, though ADB should still be notified of the screening findings and the categorization of the subproject, and any potential environmental implications should still be addressed during subproject implementation.

38. The NESS will assist the PPMUs and CPMU to track the status of screening, categorization and environmental assessment and review process for all subprojects. Table 2 provides a sample subproject environmental assessment tracking matrix.

Table 2: Tracking Matrix for Subproject Environmental Assessments (to be completed and updated on an ongoing basis by the PPMU Environment Safeguards Officer with assistance from NESS)

Province	District	Subproject	Sector	Subproject Environmental Assessment (EA) Status					Comments
				Screened?	Category (A, B or C)	EA Completed? Date?	EA NESS Approved? Date?	EA ADB Approved?	
Quang Tri		Subproject 1	<i>e.g.: Sanitation</i>	<i>e.g.: Yes</i>	<i>e.g.: B</i>	<i>e.g.: Yes, 01/01/13</i>	<i>e.g.: Yes, 15/01/13</i>	<i>e.g.: Pending</i>	
		Subproject 2							
		Etc.							
Thua Thien Hue		Subproject 1	<i>e.g.: Sanitation</i>	<i>e.g.: Yes</i>	<i>e.g.: B</i>	<i>e.g.: Yes, 01/01/13</i>	<i>e.g.: Yes, 15/01/13</i>	<i>e.g.: Pending</i>	
		Subproject 2							
		Etc.							
		Subproject 1	<i>e.g.: Sanitation</i>	<i>e.g.: Yes</i>	<i>e.g.: B</i>	<i>e.g.: Yes, 01/01/13</i>	<i>e.g.: Yes, 15/01/13</i>	<i>e.g.: Pending</i>	
		Subproject 2							
		Etc.							
Quang Nam		Subproject 1	<i>e.g.: Sanitation</i>	<i>e.g.: Yes</i>	<i>e.g.: B</i>	<i>e.g.: Yes, 01/01/13</i>	<i>e.g.: Yes, 15/01/13</i>	<i>e.g.: Pending</i>	
		Subproject 2							
		Etc.							
	Dakcheung	Subproject 1	<i>e.g.: Sanitation</i>	<i>e.g.: Yes</i>	<i>e.g.: B</i>	<i>e.g.: Yes, 01/01/13</i>	<i>e.g.: Yes, 15/01/13</i>	<i>e.g.: Pending</i>	
		Subproject 2							
		Etc.							

D. Monitoring and Reporting

39. Environmental monitoring and reporting will be carried out throughout the duration of the Project. Environmental monitoring will consist of systematic compliance inspections by the PPMUs with assistance from the NESS, to ensure that the subproject mitigation measures are being implemented effectively. Category B subprojects will be inspected on a bimonthly basis during construction and a six-monthly basis during operation. One inspection during construction and yearly inspection during operation will be required for category C subprojects. In addition, monitoring may not be possible during the wet season. Some subprojects will be inspected jointly by the ADB, CPMU and NESS upon request during ADB review missions, especially for subprojects for which monitoring has identified persistent problems, if any (Table 3). A sample subproject compliance inspection form is presented in Appendix 6.

40. The PPMU Environment Safeguards Officer, with assistance from NESS, will report the results of the monitoring on a quarterly basis to the CPMU, including identifying any non-compliance, proposing actions and a timeline for rectifying deficiencies, following up on the status of previous non-compliances, results of the subproject environmental assessment process and subproject environmental monitoring. This report will be integrated into the overall Project's progress report, including both the baseline BCC Project and the Additional Financing, to be submitted to ADB on a quarterly basis. Appendix 7 presents a sample quarterly report outline.

Table 3: Subproject Environmental Monitoring Schedule

Province	District	Subprojects	Sector	Monitoring Schedule		
				NESS Compliance Inspections – Construction Phase	NESS Compliance Inspections – Operation Phase	Joint ADB/PMO Compliance Inspections
Quang Nam		Subproject 1 (cat. B)		Bi-monthly	Semi-annually	Upon request by ADB
		Subproject 2 (cat. C)		Once	Annually	
		Etc.		Etc.		
Thua Thien Hue		Subproject 1 (cat. B)		Bi-monthly	Semi-annually	Upon request by ADB
		Subproject 2 (cat. C)		Once	Annually	
		Etc.		Etc.		
		Subproject 1 (cat. B)		Bi-monthly	Semi-annually	Upon request by ADB
		Subproject 2 (cat. C)		Once	Annually	
		Etc.		Etc.		
Quang Tri		Subproject 1 (cat. B)		Bi-monthly	Semi-annually	Upon request by ADB
		Subproject 2 (cat. C)		Once	Annually	
		Etc.		Etc.		
	Dakcheung	Subproject 1 (cat. B)		Bi-monthly	Semi-annually	Upon request by ADB
		Subproject 2 (cat. C)		Once	Annually	
		Etc.		Etc.		

VI. ANTICIPATED IMPACTS AND PROPOSED MITIGATION MEASURES

A. Scoping

41. The scoping of the environmental impact of the Project activities is carried out on the assumption that the activities are technically sound and have the inherent potential and high probability of achieving their biodiversity conservation objective.

42. The most significant positive impact of the Project is expected to be generated by restored connectivity between fragmented forests. This will lead to habitat restoration, halt degradation and support continued provision of ecosystem services, together with all the indirect, secondary and cumulative beneficial impacts this will generate for biodiversity conservation. Most potentially adverse environmental impacts are site-specific, few if any of them are irreversible, and in most cases mitigation measures can be designed readily. Increased natural resources management capacity and additional biodiversity conservation skills will contribute to sustaining the environmental benefits generated by the Project.

43. Possible negative impacts that have been identified are related to the location and design of the Project and its activities, and to construction and operation activities. They include pollution (waste, pesticides, dust, noise), changes to drainage patterns (erosion, sedimentation, water quality, flooding), erosion, landslides, landscape modifications, habitat loss, impact on cultural heritage elements, distribution of invasive species, introduction of inappropriate species, inappropriate (forest) habitat structure creation, mobilization of dioxins in polluted soils, and traffic hazards.

B. Impact Identification and Assessment

44. The potential environmental impacts are primarily due to changes to local drainage patterns which might cause erosion, sedimentation, flooding, and waste generation. There may be other potential environmental impacts from Project activities due to the location of subprojects that will be formulated during project implementation. Table 4 presents the anticipated environmental impacts and mitigation measures of project activities.

Table 4: Anticipated Environmental Impacts and Mitigation Measures

Potential Adverse Impact	Level of Risk	Significance of Impact	Mitigation Measures
Design Phase			
Loss of forest habitats in key locations	Low	Minor	Project design should consider targeted reforestation, enrichment planting, gap filling and natural regeneration.
Impact to cultural heritage sites. Forests and mountains offer locations of worship and have special significance to some locals.	Low	Minor	Avoid locating projects in areas with cultural and religious significance.
Modifications to local drainage patterns, erosion, and sedimentation of waterways from forestry, small-scale infrastructure investments and livelihood support activities.	Low	Significant	Cumulative impact of a number of project activities in an area might be significant. Proper planning and selection of location can prevent and mitigate the impacts to habitats.

Potential Adverse Impact	Level of Risk	Significance of Impact	Mitigation Measures
Forestry activities may result in the introduction of inappropriate species or the creation of inappropriate habitat structures.	Medium	Moderate	The project activity should be designed in line with the objective of biodiversity conservation.
Construction Phase:			
Wildlife displacement (disturbance) during construction	Low	Minor	Avoid environmentally sensitive areas, including all known wildlife reproductive habitat and avoid blockage of wildlife movement.
Subproject activities may result to pollution, unmanaged disposal of waste and generation of dust and noise.	Low	Minor	Implementation of proper construction management practices such as provision of waste collection and disposal system, water sprinkling of areas prone to dust emission, and limiting noisy activities at night. Proper cleanup of disturbed areas should be undertaken upon completion of construction works.
Erosion and sedimentation, flooding, and landslides due to temporary changes in local drainage patterns.	Low	Minor	Erosion control measures should be instituted to avoid impacts to waterways inside the protected areas.
Operation Phase:			
Pollution and wastes (particularly pesticide residues) from nursery operations	High	Minor	Implement pollution control and waste management measures. Only pesticides allowed under the Stockholm Convention on Persistent Organic Pollutants (POPs) should be applied, in adequate quantity. Project staff and beneficiaries will be trained on Integrated Pest Management to minimize the use and applicable of pesticides, in coordination with MONRE, DFRM and the provincial project offices. The training will cover chemical handling, dose calculation, storage and disposal of spent pesticide containers and expired chemicals.
Dust pollution along rural roads during the dry season.	Low	Minor	The expected traffic volumes are low and most of the vehicles will be motorcycles.
Traffic hazards	Low	Minor	Regulate speed limits of vehicles in rural roads particularly in areas near settlements. Safety signage will be posted along these roads.

C. Identification of Mitigation Measures

45. The mitigation measures that have been identified are related to planning and design, implementation arrangements and modalities, and monitoring. Most of the mitigation will be achieved through integrating environmental considerations into planning and design activities. They focus on preventing negative environmental impacts. As such, they bare no specific additional cost to the Project and the additional cost to designing and planning of the activities is negligible.

46. The mitigation measures related to design and planning of Project activities will be monitored through the regular Project reports that are being prepared by the PPMUs. The mitigation that will be achieved through monitoring of environmental conditions will be monitored in itself through site visits, project reports and incidence reports of the events they are intended to prevent.

VII. DISCLOSURE AND PUBLIC CONSULTATION

47. The Project will engage in a number of processes to ensure appropriate disclosure and public consultation:

- (i) Subprojects and activities will be developed during a participatory process that will have extensive involvement of beneficiaries and other stakeholders;
- (ii) During the subproject environmental assessment process environment related public consultations will be undertaken commensurate with the scale of subproject activities and potential impacts. Public comments will be recorded and incorporated into the subproject IEE;
- (iii) IEE reports for subprojects requiring ADB prior-approval will be disclosed in English on the ADB website;
- (iv) The executive summary of IEE reports for subsequent subprojects in a sector subprojects undergoing ADB post-approval will be disclosed in English on the ADB website. However, if there is a request for a full IEE in English (by ADB or by an NGO that represents the communities), the full IEE will be translated into English and provided to the parties of interest;
- (v) IEE reports in Vietnamese will be available at the PPMUs; and
- (vi) Semi-annual environmental progress reports will be available for public review in Vietnam at the CPMU and in English on ADB website.

VIII. GRIEVANCE REDRESS MECHANISM

48. A Project grievance can be defined as an actual or perceived Project related problem that gives ground for complaint by an affected person. As a general policy the Project will work proactively toward preventing grievances through the implementation of impact mitigation measures and community liaison activities that anticipate and address potential issues before they become grievances. Nonetheless, during construction and operation it is possible that unanticipated impacts may occur if the mitigation measures are not properly implemented, or unforeseen issues occur. In order to address complaints if or when they arise, a Project grievance redress mechanism (GRM) has been developed in accordance with ADB requirements and Government practices. A GRM is a systematic process for receiving, evaluating and addressing affected person's Project-related grievances.

A. Type of Grievances

49. Any affected person will be able to submit a grievance if they believe a Project activity is having a detrimental impact on the community, the environment, or on their quality of life. Grievances could include:

- (i) Negative impacts on a person or a community (e.g. financial loss such as from loss of roadside trees, health and safety issues, nuisances, etc.);
- (ii) Dangers to health and safety or the environment;
- (iii) Social impacts due to construction team activities or impacts on social infrastructure;
- (iv) Failure to comply with standards or legal obligations;
- (v) Harassment of any nature;
- (vi) Criminal activity;
- (vii) Improper conduct or unethical behavior;
- (viii) Financial malpractice or impropriety or fraud; and
- (ix) Attempts to conceal any of the above.

50. The GRM will be made public throughout the public consultation process, and will be maintained during operation and maintenance.

B. Grievance Resolution Process

51. The GRM consists of four escalating steps, and is presented in Figure 2. Each step is explained below.

52. **Step 1: Commune Level.** Grievance is submitted by affected person to the relevant Commune Project Implementation Unit (CPIU). The CPIU Head will record and investigate the complaint and then invite the affected person and the District Project Implementation Unit (DPIU) to a meeting to attempt to resolve the grievance. If a solution satisfactory to the affected person is reached, the affected person will be asked to sign a Statement of Satisfaction and the process ends. Step 1 should be completed within 15 days.

53. **Step 2: District Level.** If the grievance remains unresolved from step 1, the DPIU Head will advance the grievance to the relevant PPMU through the environment officer. The DPIU will record and investigate the complaint and then invite the affected person and the relevant PPMU to a meeting to attempt to resolve the grievance. If a solution satisfactory to the affected person is reached, the affected person will be asked to sign a Statement of Satisfaction and the process ends. Step 2 should be completed within 20 days.

54. **Step 3: Provincial Level.** If the grievance remains unresolved from step 2, the PPMU environment officer will record and investigate the complaint and then invite the affected person and a CPMU representative to a meeting to attempt to resolve the grievance. If a solution satisfactory to the affected person is reached the affected person will be asked to sign a Statement of Satisfaction and the process ends. Step 3 should be completed within 25 days.

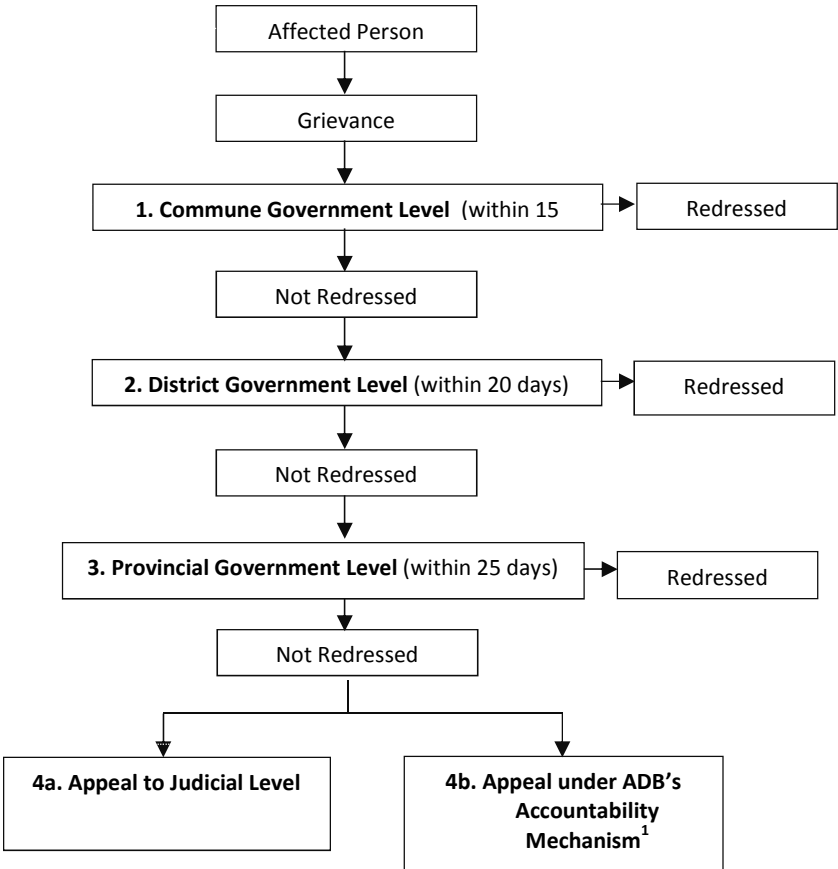
55. **Step 4: Judicial Level.** If the grievance remains unresolved the affected person may advance the grievance to the judicial level for final resolution and settlement. All court fees will be borne by the Project. The affected person may also choose to approach ADB under the Accountability Mechanism. There is no time requirement for completion of Step 4.

C. Grievance Follow-up

56. The relevant PPMU or CPMU Director may contact the affected person at a later stage to ensure that the activities continue to pose no further problems. If there is a remaining problem, the issue will be treated as a new grievance and re-enter the process.

57.

Figure 2: Grievance Redress Mechanism⁹



D. Confidentiality and Anonymity

58. An affected person submitting a grievance may wish to raise a concern in confidence. If the complainant asks the relevant PPMU or the CPMU to protect his or her identity, it should not be disclosed without consent.

⁹ The ADB Accountability Mechanism provides a forum where people adversely affected by ADB-assisted projects can voice and seek solutions to their problems and report alleged noncompliance of ADB's operational policies and procedures. It consists of two separate but complementary functions: consultation phase and compliance review phase. For more information see: <http://beta.adb.org/site/accountability-mechanism/main>

IX. IMPLEMENTATION ARRANGEMENTS

59. The Ministry of Natural Resources and Environment (MONRE) is the Project Executing Agency. Within MONRE, the Biodiversity Conservation Agency under the Viet Nam Environment Administration (VEA) has overall responsibility for the Project, including environmental safeguards compliance. A Central Project Management Unit (CPMU) has been established and is headed by the National Project Director who is also Deputy Director General of VEA. National level consultants including a National Environmental Safeguards Specialist (NESS) report to the CPMU and will be responsible for supporting the overseeing of environmental oversight of the overall Project, including the baseline BCC Project and the Additional Financing.

60. The NESS is responsible for assisting CPMU and PPMUs to all Project environmental safeguards. The Terms of Reference of the NESS can be found in Appendix 8.

61. Provincial Project Management Units (PPMUs) have been established in Quang Tri, Thua Thien Hue and Quang Nam provinces. Under the Additional Financing, project implementation would be entrusted to the Protected Area Management Boards, day-to-day implementation oversight and management is the responsibility of the PPMU that will in turn facilitate subproject management, and where appropriate, provide technical support for the design and approval of subproject investments. The PPMUs and their relevant technical staff will be responsible for:

- (i) Ensuring proposed subprojects concepts are appropriately incorporated into the Project work plans thereby allowing for screening and categorization;
- (ii) Preparing subproject environmental assessments that are in compliance with the ADB's SPS 2009 and Government requirements;
- (iii) Participating in environmental compliance inspections with assistance by the NESS;
- (iv) Addressing adverse environmental issues that are identified during monitoring or through other means;
- (v) Document participatory consultations and agreements at commune level and compare these with environmental safeguards requirements by preparing a sub-project(s) assessment profile;
- (vi) Preparing monthly environmental progress reports; and
- (vii) Supporting the NESS in the preparation of semi-annual environmental progress reports.

Appendix 1: Project Rapid Environmental Assessment Checklist (Forestry)

Instructions:

- (i) The project team completes this checklist to support the environmental classification of a project. It is to be attached to the environmental categorization form and submitted to the Environment and Safeguards Division (RSES) for endorsement by Director, RSES and for approval by the Chief Compliance Officer.
- (ii) This checklist focuses on environmental issues and concerns. To ensure that social dimensions are adequately considered, refer also to ADB's (a) checklists on involuntary resettlement and Indigenous Peoples; (b) poverty reduction handbook; (c) staff guide to consultation and participation; and (d) gender checklists.
- (iii) Answer the questions assuming the "without mitigation" case. The purpose is to identify potential impacts. Use the "remarks" section to discuss any anticipated mitigation measures.

Country/Project Title:

Sector Division:

Screening Questions	Yes	No	Remarks
<ul style="list-style-type: none"> ▪ A. Project Siting ▪ Is the Project area adjacent to or within any of the following environmentally sensitive areas? 			
<ul style="list-style-type: none"> ▪ Cultural heritage site 			
<ul style="list-style-type: none"> ▪ Protected Area 			
<ul style="list-style-type: none"> ▪ Wetland 			
<ul style="list-style-type: none"> ▪ Mangrove 			
<ul style="list-style-type: none"> ▪ Estuarine 			
<ul style="list-style-type: none"> ▪ Buffer zone of protected area 			
<ul style="list-style-type: none"> ▪ Special area for protecting biodiversity 			
<ul style="list-style-type: none"> ▪ B. Potential Environmental Impacts ▪ Will the Project cause... 			
<ul style="list-style-type: none"> ▪ increase in soil erosion and siltation? 			
<ul style="list-style-type: none"> ▪ increase in peak and flood flows? 			
<ul style="list-style-type: none"> ▪ loss of downstream beneficial uses (water supply or fisheries)? 			
<ul style="list-style-type: none"> ▪ impairment of ecological and recreational opportunities? 			
<ul style="list-style-type: none"> ▪ impairment of beneficial uses of traditional forests? 			
<ul style="list-style-type: none"> ▪ any loss of precious ecology? 			
<ul style="list-style-type: none"> ▪ possible conflicts with established management policies? 			
<ul style="list-style-type: none"> ▪ dislocation or involuntary resettlement of people? 			

Screening Questions	Yes	No	Remarks
<ul style="list-style-type: none"> ▪ loss of downstream ecological and economic functions due to any construction of social infrastructure (e.g., road, training or information center, office or housing)? 			
<ul style="list-style-type: none"> ▪ displacement of people or reduce their access to forest resources? 			
<ul style="list-style-type: none"> ▪ disproportionate impacts on the poor, women and children, Indigenous Peoples or other vulnerable groups? 			
<ul style="list-style-type: none"> ▪ uncontrolled in-migration, including the influx of workers and their followers, with opening of roads to forest area and overloading of social infrastructure? 			
<ul style="list-style-type: none"> ▪ unnecessary loss of ecological value and decreased biodiversity by replacement of natural forest with plantation with limited number of species? 			
<ul style="list-style-type: none"> ▪ technology or land use modification that may change present social and economic activities? 			
<ul style="list-style-type: none"> ▪ ecological problems as well as community health and safety hazards due to land clearance prior to reforestation (e.g., soil erosion, disruption of hydrological cycle, loss of nutrients, decline in soil fertility)? 			
<ul style="list-style-type: none"> ▪ other ecological problems as well as community health and safety hazards (e.g., pollution of water bodies from fertilizers, pesticides, and herbicides used in the plantation)? 			
<ul style="list-style-type: none"> ▪ dangers to a safe and healthy working environment due to physical, chemical and biological hazards during project construction and operation? 			
<ul style="list-style-type: none"> ▪ social problems and conflicts related to land tenure and resource use rights? 			
<ul style="list-style-type: none"> ▪ social conflicts if workers from other regions or countries are hired? 			
<ul style="list-style-type: none"> ▪ risks to community health and safety due to the transport, storage and/or disposal of materials such as explosives, fuel, pesticide and other chemicals during construction and operation? 			

A Checklist for Preliminary Climate Risk Screening

Country/Project Title:

Sector :

Subsector:

Division/Department:

Screening Questions		Score	Remarks ¹
Location and Design of project	Is siting and/or routing of the project (or its components) likely to be affected by climate conditions including extreme weather related events such as floods, droughts, storms, landslides?		
	Would the project design (e.g. the clearance for bridges) need to consider any hydro-meteorological parameters (e.g., sea-level, peak river flow, reliable water level, peak wind speed etc)?		
Materials and Maintenance	Would weather, current and likely future climate conditions (e.g. prevailing humidity level, temperature contrast between hot summer days and cold winter days, exposure to wind and humidity hydro-meteorological parameters likely affect the selection of project inputs over the life of project outputs (e.g. construction material)?		
	Would weather, current and likely future climate conditions, and related extreme events likely affect the maintenance (scheduling and cost) of project output(s) ?		
Performance of project outputs	Would weather/climate conditions, and related extreme events likely affect the performance (e.g. annual power production) of project output(s) (e.g. hydro-power generation facilities) throughout their design life time?		

Options for answers and corresponding score are provided below:

Response	Score
Not Likely	0
Likely	1
Very Likely	2

Responses when added that provide a score of 0 will be considered low risk project. If adding all responses will result to a score of 1-4 and that no score of 2 was given to any single response, the project will be assigned a medium risk category. A total score of 5 or more (which include providing a score of 1 in all responses) or a 2 in any single response, will be categorized as high risk project.

Result of Initial Screening (Low, Medium, High): _____

Other Comments: _____

Prepared by: _____

¹ If possible, provide details on the sensitivity of project components to climate conditions, such as how climate parameters are considered in design standards for infrastructure components, how changes in key climate parameters and sea level might affect the siting/routing of project, the selection of construction material and/or scheduling, performances and/or the maintenance cost/scheduling of project outputs.

Appendix 2: ADB prohibited investment activities list

The following do not qualify for Asian Development Bank financing:

- (i) Production or activities involving harmful or exploitative forms of forced labor¹ or child labor;²
- (ii) Production of or trade in any product or activity deemed illegal under host country laws or regulations or international conventions and agreements or subject to international phaseouts or bans, such as (a) pharmaceuticals,³ pesticides, and herbicides,⁴(b) ozone-depleting substances,⁵ (c) polychlorinated biphenyls⁶ and other hazardous chemicals,⁷(d) wildlife or wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora,⁸ and (e) transboundary trade in waste or waste products;⁹
- (iii) Production of or trade in weapons and munitions, including paramilitary materials;
- (iv) Production of or trade in alcoholic beverages, excluding beer and wine;¹⁰
- (v) Production of or trade in tobacco;¹⁰
- (vi) Gambling, casinos, and equivalent enterprises;¹⁰
- (vii) Production of or trade in radioactive materials,¹¹ including nuclear reactors and components thereof;
- (viii) Production of, trade in, or use of unbonded asbestos fibers;¹²
- (ix) Commercial logging operations or the purchase of logging equipment for use in primary tropical moist forests or old-growth forests; and
- (x) Marine and coastal fishing practices, such as large-scale pelagic drift net fishing and fine mesh net fishing, harmful to vulnerable and protected species in large numbers and damaging to marine biodiversity and habitats.

¹ Forced labor means all work or services not voluntarily performed, that is, extracted from individuals under threat of force or penalty.

² Child labor means the employment of children whose age is below the host country's statutory minimum age of employment or employment of children in contravention of International Labor Organization Convention No. 138 "Minimum Age Convention" (www.ilo.org).

³ A list of pharmaceutical products subject to phaseouts or bans is available at <http://www.who.int>.

⁴ A list of pesticides and herbicides subject to phaseouts or bans is available at <http://www.pic.int>.

⁵ A list of the chemical compounds that react with and deplete stratospheric ozone resulting in the widely publicized ozone holes is listed in the Montreal Protocol, together with target reduction and phaseout dates. Information is available at <http://www.unep.org/ozone/montreal.shtml>.

⁶ A group of highly toxic chemicals, polychlorinated biphenyls are likely to be found in oil-filled electrical transformers, capacitors, and switchgear dating from 1950 to 1985.

⁷ A list of hazardous chemicals is available at <http://www.pic.int>.

⁸ A list is available at <http://www.cites.org>.

⁹ As defined by the Basel Convention; see <http://www.basel.int>.

¹⁰ This does not apply to project sponsors who are not substantially involved in these activities. Not substantially involved means that the activity concerned is ancillary to a project sponsor's primary operations.

¹¹ This does not apply to the purchase of medical equipment, quality control (measurement) equipment, and any equipment for which ADB considers the radioactive source to be trivial and adequately shielded.

¹² This does not apply to the purchase and use of bonded asbestos cement sheeting where the asbestos content is less than 20%.

Appendix 3: Subproject Environmental Categorization Form

<p>A. Instructions:</p> <p>(i) This form is to be completed by the PPMU environment officer with assistance from the NESS and submitted to the Project Director for endorsement before being submitted to ADB for review and approval.</p> <p>(ii) The environment categorization of a subproject is a continuing process. If there is a change in the components or/and site of a subproject that may result in category change, another categorization form should be resubmitted to ADB for review and approval.</p>
<p>B. Subproject Data:</p> <p>Title: _____</p> <p>Province/District/Village: _____ Date: _____</p> <p>Provincial Project Office: _____ Processing Stage: _____</p> <p>Coverage: <input type="checkbox"/> Province <input type="checkbox"/> District <input type="checkbox"/> Village</p>
<p>C. ADB Environment Category: <input type="checkbox"/> New <input type="checkbox"/> Recategorization --- Previous Category _____</p> <p><input type="checkbox"/> Category A</p> <p><input type="checkbox"/> Category B</p> <p><input type="checkbox"/> Category C</p> <p>Comments:</p> <p>_____</p> <p>_____</p>
<p>Government Environment Category</p> <p><input type="checkbox"/> Subproject requiring EIAR</p> <p><input type="checkbox"/> Subproject requiring CEP</p> <p>Comments:</p> <p>_____</p> <p>_____</p>
<p>E. Documents attached: <i>The categorization will be considered incomplete if proper documentation is not attached.</i></p> <p>Basis for Categorization/ Recategorization:</p> <p><input checked="" type="checkbox"/> REA Checklist (must be attached)</p> <p><input checked="" type="checkbox"/> Subproject and/or Site Description (must be attached)</p> <p><input type="checkbox"/> Other: _____</p> <p>Terms of Reference for IEE:</p> <p><input type="checkbox"/> Key issues identified and attached</p> <p><input type="checkbox"/> Under preparation and will be submitted on _____(date)</p>

F. ADB Environmental Assessment Requirements

Please check one:

Category B:

- Initial Environmental Examination (IEE)
- Public Consultation

Category C:

- Review of Environmental Implications

H. Signatures

Please check one:

ADB to approve

CPMU Director to approve

Note: The first categorization of a subproject within a sector will require approval of ADB. If the recommended categorization is approved by ADB, authority for categorization approvals in that sector will be delegated to the CPMU, and all subsequent subprojects categorizations in that sector may be approved by the CPMU Director. ADB will be informed of the results.

CPMU

ADB

Category Assigned by:

Endorsed by:

Project NESS

Director, RSES

Date: _____

Date: _____

Approved by:

Approved by:

Project Director

Chief Compliance Officer

Date: _____

Date: _____

Appendix 4: IEE Overview and Annotated Outline

What is an IEE?

An Initial Environmental Examinations (IEEs) is required for all Category B Biodiversity Conservation Corridors (BCC)-Vietnam Subprojects and any significant investments in the Global Environment Facility (GEF) component. An IEE is a form of simplified Environmental Impact Assessment (EIA) which is carried out for subprojects likely to have minor or limited impacts which can easily be predicted and evaluated, and for which mitigation measures are easily prescribed.

Who Prepares the IEE?

The IEE should be prepared by the Provincial Project Office (PPO) technical specialists (or by the protected area management boards in the case of the GEF component) with technical guidance provided by the National Environment Safeguards Specialist (NESS), attached to the Central Project Management Unit (CPMU). The NESS is responsible for reviewing all subproject IEEs and ensuring their compliance with ADB and Government of Vietnam requirements.

It is recommended that one or more “model” BCC-Vietnam subproject IEEs be prepared early during implementation, with assistance from of the NESS. This can then be used as a guide for other subprojects. In addition, the CPMU has several subproject IEEs from other ADB projects in the country which may be referred to.

IEE Outline

Below is an IEE outline extracted from the ADB Safeguard Policy Statement (SPS). An IEE’s level of detail and comprehensiveness should be commensurate with the significance of potential environmental impacts and risks. For small scale infrastructure, forestry or livelihood subprojects expected under BCC-Vietnam or any related activity of the GEF component a relatively narrow scope and depth of analysis should be sufficient.

The substantive aspects of this outline will guide the preparation of IEE reports, although not necessarily in the order shown.

A. Executive Summary

This section describes concisely the critical facts, significant findings, and recommended actions.

B. Policy, Legal, and Administrative Framework

This section summarizes the national and local legal and institutional framework within which the environmental assessment is carried out. It also identifies subproject-relevant international environmental agreements to which the country is a party.

C. Description of the Subproject

This section describes the proposed subproject; its major components; and its geographic, ecological, social, and temporal context, including any associated facility required by and for the subproject (for example, access roads, power plants, water supply, quarries and borrow pits,

and spoil disposal). It normally includes drawings and maps showing the subproject's layout and components, the subproject site, and the subproject's area of influence.

D. Description of the Environment (Baseline Data)

This section describes relevant physical, biological, and socioeconomic conditions within the study area, and may be based largely on secondary data if relevant and accurate secondary data is available. It also looks at current and proposed development activities within the subproject's area of influence, including those not directly connected to the subproject. It indicates the accuracy, reliability, and sources of the data.

E. Anticipated Environmental Impacts and Mitigation Measures

This section predicts and assesses the subproject's likely positive and negative direct and indirect impacts to physical, biological, socioeconomic (including occupational health and safety, community health and safety, vulnerable groups and gender issues, and impacts on livelihoods through environmental media [Appendix 2, para. 6]), and physical cultural resources in the subproject's area of influence, in quantitative terms to the extent possible; identifies mitigation measures and any residual negative impacts that cannot be mitigated; explores opportunities for enhancement; identifies and estimates the extent and quality of available data, key data gaps, and uncertainties associated with predictions and specifies topics that do not require further attention; and examines global, transboundary, and cumulative impacts as appropriate. It is expected that an IEE will be based on less rigorous impact assessment methodologies than an EIA. For example, an EIA might be based on predictive modeling, while an IEE might utilize expert's opinion.

F. Information Disclosure, Consultation, and Participation

This section:

- (i) describes the process undertaken during subproject design and preparation for engaging stakeholders, including information disclosure and consultation with affected people and other stakeholders;
- (ii) summarizes comments and concerns received from affected people and other stakeholders and how these comments have been addressed in subproject design and mitigation measures, with special attention paid to the needs and concerns of vulnerable groups, including women, the poor, and Indigenous Peoples; and
- (iii) Describes the planned information disclosure measures (including the type of information to be disseminated and the method of dissemination) and the process for carrying out consultation with affected people and facilitating their participation during subproject implementation.

G. Grievance Redress Mechanism

This section describes the grievance redress framework (both informal and formal channels), setting out the time frame and mechanisms for resolving complaints about environmental performance.

H. Environmental Management Plan

This section deals with the set of mitigation and management measures to be taken during subproject implementation to avoid, reduce, mitigate, or compensate for adverse environmental impacts (in that order of priority). It may include multiple management plans and actions. It includes the following key components (with the level of detail commensurate with the subproject's impacts and risks):

- (i) Mitigation:
 - (a) identifies and summarizes anticipated significant adverse environmental impacts and risks;
 - (b) describes each mitigation measure with technical details, including the type of impact to which it relates and the conditions under which it is required (for instance, continuously or in the event of contingencies), together with designs, equipment descriptions, and operating procedures, as appropriate; and
 - (c) provides links to any other mitigation plans (for example, for involuntary resettlement, Indigenous Peoples, or emergency response) required for the subproject.

- (ii) Monitoring:
 - (a) describes monitoring measures with technical details, including parameters to be measured, methods to be used, sampling locations, frequency of measurements, detection limits and definition of thresholds that will signal the need for corrective actions; and
 - (b) describes monitoring and reporting procedures to ensure early detection of conditions that necessitate particular mitigation measures and document the progress and results of mitigation.

- (iii) Implementation arrangements:
 - (a) specifies the implementation schedule showing phasing and coordination with overall subproject implementation;
 - (b) describes institutional or organizational arrangements, namely, who is responsible for carrying out the mitigation and monitoring measures, which may include one or more of the following additional topics to strengthen environmental management capability: technical assistance programs, training programs, procurement of equipment and supplies related to environmental management and monitoring, and organizational changes; and
 - (c) estimates capital and recurrent costs and describes sources of funds for implementing the environmental management plan.

- (iv) Performance indicators: describes the desired outcomes as measurable events to the extent possible, such as performance indicators, targets, or acceptance criteria that can be tracked over defined time periods.

I. Conclusion and Recommendations

This section provides the conclusions drawn from the assessment and provides recommendations.

Appendix 5: Subproject Environmental Guidelines

A. Environmental Selection Criteria – Livelihoods and Small-Scale Infrastructure

Table 1 presents a general guide for the selection of subproject consistent to the environmental safeguards set by ADB and the Government.

Table 1: Subproject selection criteria

SUB PROJECT	SELECTION CRITERIA				REMARKS
	Ecological	Less Alteration of Landscape	Pollution Free	Add Value to Ecotourism or Forest Restoration	
Forestry related livelihood projects					
Small scale infrastructure					

B. Description of Selection Criteria

1. Ecological: It increases biodiversity, improves hydrology, high carbon sequestration, enhances materials/nutrients cycling, and ensures continuous flow of goods and ecosystem services.
2. Less Alteration of Landscape: No major or significant removal of vegetation or soil that can cause subsequent change in the dynamics, natural flow, cycles and processes of material, energy and nutrients exchange between and among important elements of the natural environment.
3. Pollution Free: Does not cause or contribute to prolong and permanent noise, air, and water pollution in the biodiversity corridors
4. Add Value to Ecotourism or Forest Restoration: Supports ecotourism, forest restoration, and nature conservation related livelihood projects that will involve mainly the locals and grassroots inside the biodiversity corridors.

C. Guidelines for Subproject Screening:

The following presents key steps in subproject screening consistent to the environmental safeguards set for the Project:

1. Clarify the 4 environmental selection criteria to the communes to streamline the list of possible subprojects to be considered for implementation inside the biodiversity corridors,
2. Subject each identified sub-project to the scrutiny of the gender and social safeguards specialist to ensure a socially and culturally acceptable communal sub-project,
3. Verify the spatial location of the proposed sub-project through the GIS-generated maps in order to determine its technical feasibility with respect to the prescribed land use guidelines,
4. If the proposed sub-project is compatible with what the prescribed acceptable land-use development plan requires, then it can be said that such undertaking is

technically and socially feasible. If otherwise, then there is no basis to pursue the proposed subproject.

5. The qualified selected subproject must follow the specific requirements and thresholds levels set in the Environmental Safeguard Guidelines during its designing & implementation.

D. Environmental Safeguards for Forestry Related Livelihoods along the Biodiversity Corridors

The environmental safeguards presented in the Figure 1 and Table 2 of the succeeding page were drawn using the watershed landscape continuum as a planning framework. This spatial point of reference provides the limits and type of development interventions with respect to slope range, soil cover (vegetation) and ecosystem use. This is an additional safeguard protocol to already existing environmental safeguard screening measures for subprojects and light infrastructure in biodiversity corridors set by ADB.

Biodiversity Corridor Landscape Continuum Transect

PRESENT CONDITION



FEATURES	Settlement	Paddy Rice	Shifting Cultivation	Grassland	Plantation	Protected Area	
Slope Class	Flat to slightly sloping: ± 0		Moderate: $<10^\circ$	Moderate to Steep: $10-16^\circ$		Steep: $16-25^\circ$	Very Steep: $>25^\circ$
Previous Land Cover	Lowland agricultural crops		Grassland	Savannah/Second Growth		Second Growth	Primary Forest
Past Land Use	Agricultural crop production		Pasture	Forest Production		Forest Conservation	Forest Conservation
Current Dominant Land Use	Lowland crop production		Shifting Agriculture	Monoculture Plantation		NTFPs/Wildlife Extraction	Forest Protection and Conservation
Biodiversity Category Zone	Tenured Agricultural Zone		Buffer Zone	Buffer Zone/Forest Margin		Forest Core Zone	
Key Development Issue	<ul style="list-style-type: none"> • Declining productivity • Application of agri-chem. • Declining water quality 		Upland farms transformed to plantation	Monoculture plantation continually encroaching forest margins		Rampant uncontrolled NTFPs extraction and wildlife poaching	Loose patrolling and protection measures
Type of Vulnerability	Climate change impact		Advent of Alien Invasive Species (IAS)		Wildlife poaching and illegal logging		
Environmental Impact	Seasonal drought/flooding		Biodiversity destruction		Reduced habitat & ecosystem services		
Desired Zoning	Agricultural Protected Area		Upland Sustainable Use Zone		Forest Special Use and Protection Zone		
Proposed Land Use Type	Lowland Integrated Farming System		Conservation Farming	Grazing, Agroforestry, Orchard, Tree Farm,		Wildlife Habitat and Sanctuary	
Land Use Management Practices and Technologies (LIVELIHOOD + INFRA)	<ul style="list-style-type: none"> • Organic Farming • Rice –Fish-Veg. Culture • Rice-Livestock Production 		<ul style="list-style-type: none"> • IOF • SALT 1 • SWC measures 	<ul style="list-style-type: none"> • Livestock Production • SALT 1, 2, 3 & 4 • Refo for watershed 		<ul style="list-style-type: none"> • Community-Based NTFPs Management • Enrichment Planting: ANR, “No Fire Zone” • Ecotourism and Nature Park/Forest Patrolling 	

IOF: Integrated Organic Farming, SWC: Soil & Water Conservation, SALT 1: Standard, SALT 2: with Livestock, SALT 3: with fruit trees, SALT 4: with forest trees

Figure 1: Template as frame of reference in designing Environmental Safeguards Guidelines for the Biodiversity Corridor Conservation Project

Table 2: Environmental safeguards based on the prescribed limits and nature of development interventions with respect to slope, vegetation and ecosystem use

PROJECT INTERVENTION	CRITERIA	DESIRED CONDITION	ENVIRONMENTAL SAFEGUARDS GUIDELINES	IMPORTANCE
1. Forest Restoration	Slope	Appropriate land cover and species selection should match slope class	• Slope > 25° should be maintained or provided with good forest cover	1
			• Steep slopes > 70° should be left untouched without any intervention	1
			• As the slope grows steeper, enhance tropical grasses to go through ecological succession	2
			• No reforestation activities in steep slopes with loose top soil or unstable parent material	2
			• Use Vetiver grass for steep slope stabilization	2
	Forest Cover Status	Restore forest cover to nearly or at least 50% of its natural floristic and faunal composition	• Degraded forest gaps should be planted preferably with naturally thriving species	1
			• Strictly ban exotic timber or pulp wood species for reforestation in forest margins and gaps	1
			• Ban Potentially Harmful Exotic Species and Alien Invasive Species (IAS)	1
			• In under stocked forest, Assisted Natural Regeneration (ANR) should be adopted	1
			• Enrichment Planting in forest gaps could be 50% native shrubs & 50% tropical broad leaf	2
	Specific Location	Reforestation should be carried out in critically significant spots or sites that can enhance landscape linkages as well as improve generation of ecosystem services	• Adopt mixed species of tropical broad leaf, preferably native species in critical watersheds	1
			• Protection of head waters requires 70% good forest vegetation and 30% grass cover	3
			• River bank stabilization should use deep rooted and strangler species (Ficus or bamboo)	1
			• Potential passage of wildlife/wild plants should be planted with natural occurring species	2
			• Reforestation along forest margins could be a combination of perennial tree crops & timber	3
			• Riparian should be heavily stocked with good forest cover against soil erosion & siltation	3
			• Natural habitats & critically sensitive areas must remain undisturbed by any human activity	1
			• Savannah forest could be enriched through ANR along with NO FIRE ZONE measures	1
Intended Function	Species type should depend greatly on the main use, e.g., production,	• In forest production area, rubber, <i>Eucalyptus camaldulensis</i> , <i>A. mangium</i> , <i>A. auriculiformis</i> and other fast growing exotic species may be allowed but within 10 km radius from forest core zone	1	
		• For protection forest primarily intended for watershed functions, deep rooted broad	1	

PROJECT INTERVENTION	CRITERIA	DESIRED CONDITION	ENVIRONMENTAL SAFEGUARDS GUIDELINES	IMPORTANCE
		protection or conservation	leaves of long gestation timber species are highly recommended as good reforestation stock	1
			<ul style="list-style-type: none"> For nature conservation and biodiversity, native species are recommended for enrichment planting and improved forest stand treatment 	3
2. Livelihood Development Linked to Improved Land Use Practices towards Greater Ecological Sustainability and Higher Household Economic Productivity	Slope	Type of land use improvement should be compatible with slope class	<ul style="list-style-type: none"> Areas <10° should be devoted into Integrated Organic Farming, SALT1 & SWC measures 	1
			<ul style="list-style-type: none"> Areas between 10°-16° should be for livestock raising, SALT 1,2,3 ,4 & tree farming 	1
			<ul style="list-style-type: none"> Adopt wage labor Enrichment Planting in understocked forest of slope 16°-25° 	1
			<ul style="list-style-type: none"> Introduce community-based NTFPs management and low key-low impact ecotourism development in natural forest or any spectacular site in moderate to steep slopes >25° 	3
	Land Cover Status	Type of tree- crop mix should match the current condition of the soil cover of the area	<ul style="list-style-type: none"> For highly degraded areas, adopt multi-story cropping agroforestry system for food and SWC 	1
			<ul style="list-style-type: none"> In good grazing areas, intercrop forage trees as silvi-pastoral system for livestock raising 	1
			<ul style="list-style-type: none"> In sloping areas with relatively good soil & water supply, adopt organic vegetable gardening 	2
			<ul style="list-style-type: none"> Rubber, <i>Aquilaria crasna (Boi Loi)</i>, <i>A. mangium</i>, <i>A. auriculiformis</i> plantations should be limited and at least 10km radius distance from the forest margin. Mix or intercropping is highly recommended 	3
			<ul style="list-style-type: none"> Adopt organic farming in areas with relatively good soil condition 	1
			<ul style="list-style-type: none"> No livelihood activities inside core zone , except forest protection & restoration paid labor 	1
	Specific Location	Any type of land use improvement must be strategically set up in appropriate sites to address both concerns for increased food security and ecological sustainability	<ul style="list-style-type: none"> Burning and clearing of natural forest for crop cultivation is strictly banned inside the corridor 	1
			<ul style="list-style-type: none"> No major earth cutting or alteration of the natural landscape in areas along streams 	2
			<ul style="list-style-type: none"> No crop cultivation in steep slopes, but the natural state of the area should be maintained 	1
			<ul style="list-style-type: none"> Stream and river banks should be stabilized by planting bamboo for livelihood and SWC 	2
			<ul style="list-style-type: none"> No human activities within 300-meter radius from wildlife/migratory bird feeding ground/site 	1
<ul style="list-style-type: none"> No human activities within 300-meter radius from bird nesting trees/wildlife breeding ground 			1	
<ul style="list-style-type: none"> Enrichment Planting of native species should be done in conservation & protection forest 			1	

PROJECT INTERVENTION	CRITERIA	DESIRED CONDITION	ENVIRONMENTAL SAFEGUARDS GUIDELINES	IMPORTANCE
	Intended Function	Type of tree-crop combination or tree management practice should depend greatly on the main intended purpose	• Locations of agroforestry, silvi-pastoral systems, home gardens, fruit orchards, and farm forestry should follow the site-based specification reflected in the community land use plans.	1
			• Monoculture tree farming of exotic species should strictly be banned along forest margins and forest gaps	1
			• Pulp wood production could be allowed with intercropping of other perennials and agro crops	3
			• Preferably tree species to be planted in the sustainable use zone should be dominantly tropical broad leaf, deep rooted and 'with long gestation period, i.e.,70% and 30%, others	3
			• In the case of tree parks and nature sighting areas, tree growing activities must be linked to landscape aesthetics and beautification with less alteration of the natural plant composition	2
			• Set up view decks & blinds at least 300-meter from wildlife/migratory birds foraging ground and feeding trees for wildlife watchers in potential ecotourism sites	1
			• Eco camps within the fringes of the core zone & nature parks must be located at least 500-meter radius away from wildlife sanctuary, breeding and foraging grounds	1
			• Other light infra, such as drinking water system, irrigation, multi-purpose building must be located in less environmentally hazardous sites that could not cause health, accident or displacement of people and subsequent negative impacts on the immediate environment	1
	Tolerable Changes During Construction Phase	Schedule of physical work should be in time that will not cause severe damage to soil, vegetation and human health and safety	• Dust particles, CO2 can be tolerated for a short moment during the construction phase	2
			• Major excavation, surface scrapping, earth crushing and soil movement is not permissible in a long term	1
			• Construction work should start at the beginning of the dry season and be completed before the heavy rains come to prevent severe soil erosion and river bed siltation	1
			• Solid waste and post-construction residues should not reach the streams and rivers	2
			• Provide a stable soil cover to the immediate surrounding to ensure that no major landslide or at least severe soil erosion within the construction area will occur	1

SCORING: 1= critically important and cannot be altered, 2= certain changes or modification can be allowed, 3 = may or may not be strictly followed

Appendix 6: Subproject Environmental Compliance Inspection Form

Subproject : _____ **Contractor/Implementing Agency:** _____
Sector : _____ **Inspection Date :** _____
Location : _____ **Reporting Period:** _____

1. Mitigation Compliance Inspection

Mitigation Measure	Mitigations Implemented	Mitigations Effective? (1 to 5)*	Impact Observed / Location	Action Required	Contractor Response / Comment
e.g.: - Permits obtained? - Dust control measures in place? (Column to be based on subproject IEEs)					

- * Mitigation Effectiveness Rating Criteria
1. Very Good (all required mitigations implemented)
 2. Good (the majority of required mitigations implemented)
 3. Fair (some mitigations implemented)
 4. Poor (few mitigations implemented)
 5. Very Poor (Very few mitigations implemented)

Environmental Incidents During Reporting Period (if relevant)

Environmental Incidents (accidents, spills, complaint)	Date	Reported by	Description / Location	Action Taken	Further Action Required	Comments

2. Summary of Actions Required and Follow-up (if relevant)

Action Required	Timeframe (e.g. within one week)	Responsible Parties	Follow-up (to be completed if actions are required)
			Required Action Taken:
			Effectiveness:
			Prepared by:
			Date:

Inspection Completed by: _____ **Date:** _____

Signature:

Add Attachments as appropriate (e.g. list of inspection participation, map(s) showing sites, etc. Photographs are especially useful)

Appendix 7: Suggested Format for Project Semi-Annual Environmental Progress Reports

As part of the overall Project reporting to ADB, the NESS will prepare semi-annual environmental progress reports that summarize the status of the subproject environmental assessment processes, subproject environmental monitoring, and any compliance issues and corrective actions. A sample outline which can be adapted as necessary is provided below. Ranking systems for compliance, mitigation effectiveness, etc., are indicative examples only and can be modified or disregarded as appropriate.

- 1. Introduction and Report Purpose**
- 2. Subproject Environmental Assessment**
Status of subproject screening, categorization and environmental assessment. Identification of key issues encountered in the environmental assessment process (if any) and the means by which issues have been, or will be, addressed.
- 3. Environmental Monitoring**
 - 3.1. Summary of Compliance Monitoring Inspections Activities
 - 3.2. Assessment of Mitigation Compliance
 - 3.3. Assessment Mitigation Effectiveness
- 4. Key Environmental Issues**
 - 4.1. Key Issues Identified
 - 4.2. Action Taken
 - 4.3. Additional Action Required
- 5. Conclusion**
 - 5.1. Overall Progress of Implementation of Environmental Management Measures
 - 5.2. Problems Identified and Actions Recommended

Appendices

1. Subproject Inspection Reports
2. Photographs
3. Others

¹ Overall compliance with mitigation implementation requirements could be described in qualitative terms or be evaluated based on a ranking system, such as the following:

1. Very Good (all required mitigations implemented)
2. Good (the majority of required mitigations implemented)
3. Fair (some mitigations implemented)
4. Poor (few mitigations implemented)
5. Very Poor (very few or no mitigations implemented)

Additional explanatory comments should be provided as necessary.

² Effectiveness of mitigation implementation could be described in qualitative terms or be evaluated based on a ranking system, such as the following:

1. Very Good (mitigations are fully effective)
2. Good (mitigations are generally effective)
3. Fair (mitigations are partially effective)
4. Poor (mitigations are generally ineffective)
5. Very Poor (mitigations are completely ineffective)

Additional explanatory comments should be provided as necessary.

³ Overall sector environmental management progress could be described in qualitative terms or be evaluated based on a ranking system, such as the following:

1. Very Good
2. Good
3. Fair
4. Poor
5. Very Poor

Additional explanatory comments should be provided as necessary.

Appendix 8: Terms of Reference of the National Environmental Safeguard Specialist

1. The National Environmental Safeguard Specialist (NESS) will ensure that the Project is implemented in accordance with the environmental safeguarding requirements of ADB and the Government. The NESS will be attached to the Central Project Management Unit (CPMU) office for coordination among provinces. The NESS will coordinate and facilitate all related monitoring and reporting activities. Specifically, the NESS will:

- (i) Update the Environmental Assessment Review Framework as required from time to time;
- (ii) Assist the CPMU and Provincial project Management Units (PPMUs) to comply with the ADB and the Government environmental safeguarding requirements;
- (iii) Coordinate and facilitate all environmental safeguarding monitoring and reporting activities for the Project; prepare detailed monitoring schedules as well as the final monitoring reports for inclusion into the project progress report for submission to ADB;
- (iv) Support villages, communes and districts involved in Project implementation, with meeting the environmental safeguarding requirements for the Project;
- (v) Liaise on environmental matters with other technical agencies that will provide support services to the provinces;
- (vi) Contribute to developing a detailed monitoring and reporting schedule for the Project in consultation with ADB to ensure that the environmental safeguarding requirements associated with the selected subprojects are effectively met;
- (vii) Assist the PPMUs with completing the rapid environmental assessment checklists and based on the screening exercise, assist PPMUs to categorize subprojects for environment;
- (viii) Apply the CPMU and PPMUs to ensure that the subprojects are designed in a way that does not alter the environmental classification of the Project in accordance with ADB's environmental safeguarding policy and procedures;
- (ix) Review Project work plans for the environmental assessment of the subprojects as they will be finalized during project implementation;
- (x) Assist the PPMUs in the preparation of Initial Environmental Examinations (IEE) for category B subprojects;
- (xi) Prepare the required documentation to report to ADB the outcome of the screening and categorization process, as well as any IEE documentation;
- (xii) In the case of category C subprojects, notify ADB of the screening findings and the categorization of the subproject;
- (xiii) Provide guidance and support to CPMU and PPMUs to prepare and submit the environmental impact assessment for subprojects according to the Government requirements; and
- (xiv) Keep a detailed record of the public consultation activities and ensure that the public has access to public documents related to the environmental safeguarding process.