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PEACE INDEPENDENCE DEMOCRACY UNITY PROSPERITY

MINISTRY OF PUBLIC WORKS AND TRANSPORT

DEPARTMENT OF ROADS



The Southeast Asia Regional Economic Corridor and Connectivity Project (P176088)

**FEASIBILITY STUDY AND ENVIRONMENT
AND SOCIAL ASSESSMENT (ESA) STUDY FOR
IMPROVEMENT AND MAINTENANCE OF NATIONAL ROAD 2**

**National Road Climate Resilient Improvement and
Maintenance in NR2**

Labour Management Plan (LMP)

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ABBREVIATION AND ACRONYMS

CESMP	Contractor's Environmental and Social Management Plan
CMU	Component Management Unit
CoC	Code of Conduct
CoP	Code of Practice
DDIS	Detailed Design Implementation and Supervision (Consultants)
DoR	Department of Roads
DPWT	Department of Public Works and Transport
E&S	Environment and Social
EDPD	Environmental Research and Disaster Prevention Division
EGEF	Ethnic Group Engagement Framework
EGEP	Ethnic Group Engagement Plan
EIB	European Investment Bank
ERMP	Emergency Response Management Plan
ESIA	Environmental Social Impact Assessment
ESMF	Environmental and Social Management Framework
ESMP	Environmental and Social Management Plan
ESMP	Environmental and Social Management Plan
ESS2	Environment and Social Standards (Labor and Working Conditions)
ESS4	Environment and Social Standards (Community Health and Safety)
GBV	Gender Based Violence
GoL	Government of Laos
GRM	Grievance Redress Mechanism
HIV/AIDs	Human Immunodeficiency Virus / Acquired Immune Deficiency Syndrome
ILO	International Labour Organization
LMP	Labour Management Plan
MOLSW	Ministry of Labour and Welfare
MPAC	Master Plan for ASEAN Connectivity
MPWT	Ministry of Public Works and Transport
NA	National Assembly
NGO	Non-governmental Organization
NR2	National Road No. 2
NR2E	National Road No. 2 East

NR2W	National Road No. 2 West
OHS	Occupational Health and Safety
OHSP	Occupational, Health and Safety Plan
P	People
PMU	Project Management Unit
PPE	Personal Protective Equipment
PTI	Public Works and Transport Institute
RAP	Resettlement Action Plan
RAP	Resettlement Action Plan
SEA/SA	Sexual Exploitation and Abuse/Sexual Abuse
SEA/SH	Sexual Exploitation and Abuse/Sexual Harassment
SEARECC	Southeast Asia Regional Economic Corridor Connectivity
SEP	Stakeholder Engagement Plan
STD	Sexually Transmitted Diseases
TA	Technical Aspects
TBD	To be developed
UNAIDS	Joint United Nations Program on HIV/AIDS
UXO	Unexploded Ordnance
VAC	Violence Against Children
WB	World Bank

EXECUTIVE SUMMARY

This Labor Management Plan (LMP) to manage labor risks during the implementation of the Rehabilitation, Improvement and Maintenance of Climate Resilient and Safety of National Road NR2. This LMP is in line with national requirements as well as the objectives of the World Bank's Environmental and Social Framework, specifically objectives of Environmental and Social Standard 2: Labor and Working Conditions (ESS2).

The LMP is a living document to be reviewed and updated throughout development and implementation of the project. The LMP applies to all project workers, irrespective of contracts being full-time, part-time, temporary, or casual. The main aim of the Project's Environmental and Social Assessment is to identify potential risks and impacts associated with Project implementation, associated with workers as well as community health and safety.

The proposed Southeast Asia Regional Economic Corridor and Connectivity Project (SEARECC) project will support the Government of Lao PDR (GoL) to improve regional and domestic trade and climate resilient transport connectivity along an East-West corridor in Southeast Asia, and to provide immediate and effective response in case of an Eligible Crisis or Emergency. It has five components:

- (a) Component 1: Lao PDR and Regional connectivity enhancement;
- (b) Component 2: Logistics services development and border-crossing management;
- (c) Component 3: Strengthening institutional capacity and regulatory framework in agriculture, transport, and investments planning;
- (d) Component 4: Project Management; and
- (e) Component 5: Contingency Emergency Response.

This LMP is specific to the National Road 2, under Component 1 of SEARECC. The LMP will be a guideline for the contractor in terms of:

1. Occupational Safety and Health Plan which takes care of the safety and health of the workforce while in the project;
2. Worker's contracts and their labor conditions;
3. Accommodation Management Plan, in terms of accommodation requirements for workers if any;
4. Emergency Preparedness Plan: The Emergency Preparedness Plan address issues of emergencies in the operations of the road project including in labor management.

This LMP will meet national legislation and international good practice in relation for all workers as envisaged in the national legislation and in accordance with WB Environment and Social Standard 2 on Labor and Working Conditions, but not restricted, to the following:

1. All workers, whether under contractors and/or sub-contractors (and all other third parties), should have contracts in place and be legally registered;
2. Each contractor/sub-contractor should develop a register for all their workers. This

register should contain data such as: name, ethnic, age, sex, hours worked, wages, payments (including overtime payments) made, and any deductions made from their wages. The register should be in line with labour law's requirements on registration of workers;

3. Establishing a coherent and integrated grievance mechanism for all workers engaged in the Improvement and Maintenance of National Road 2 Project (Main contractors and their sub-contractors);
4. Requirements for workers' accommodation should meet adequate aspects such as: provision of suitable space, temperature, and ventilation for each worker; provision of access to sanitary, laundry and cooking facilities and clean and drinkable water; the accessible location of accommodation in close to the workplace; free from unhealthy, fire safety or other hazards or disturbances and local facilities; the availability of first aid and medical facilities.
5. Appropriate requirements for Occupation Health and Safety (OHS) of workers, including use of Personal Protective Equipment, traffic guidelines, safety around machinery, relevant training, etc.

1 INTRODUCTION/PROJECT DESCRIPTION

1. The Government of Lao PDR (GoL) through the Ministry of Public Works and Transport (MPWT) and with assistance of World Bank (WB) and European Investment Bank (EIB) are planning to implement the Southeast Asia Regional Economic Corridor and Connectivity (SEARECC) Project.
2. The main road projects of NR2 will be under Component 1 that divided into two sections as of NR2E and NR2W. These road projects will be implemented under OPBRC road Construction Model. NR2E covers three districts as Meuang Xay and Lah District, in Oudomxay Province and Khua District in Phongsaly Province. The NR2E section will be financing by EIB. NR2W section consists of four districts as Meuang Xay District, Houn District, Beng District and Pakbeng District in Oudomxay Province. The NR2W will be financed by WB.
3. This Project aims to develop the economic corridor in three main components: (i) climate resilient transport corridor development; (ii) productive sector enhancement and skill development; and (iii) institutional strengthening, policy reforms, and capacity building.
4. This LMP will only be applied under the Component 1 of the NR2 Project. The NR2 aims to develop key climate resilient infrastructure needed for regional connectivity, as well as domestic connectivity in relation to the railway, logistics facilities, marketplaces development of local communities, and technical assistance for leveraging private sector financing.
5. As a part of the regional and domestic connectivity, National Road 2 (NR2) is a main transport corridor that connects Lao PDR with Vietnam and Thailand and cuts across the Lao-China railway and expressway. The NR2 corridor is one of the government's key investment priorities, as it was submitted to be a part of the Master Plan for ASEAN Connectivity (MPAC) and was identified as one of the 19 initial pipeline projects across ASEAN countries. Figure 1 gives an illustration of NR2 Corridor and its regional setting.
6. The road passes through diverse communities, several district towns, and one provincial capital. The World Bank and EIB have rated the overall environmental and social risk classification of the project as Substantial.

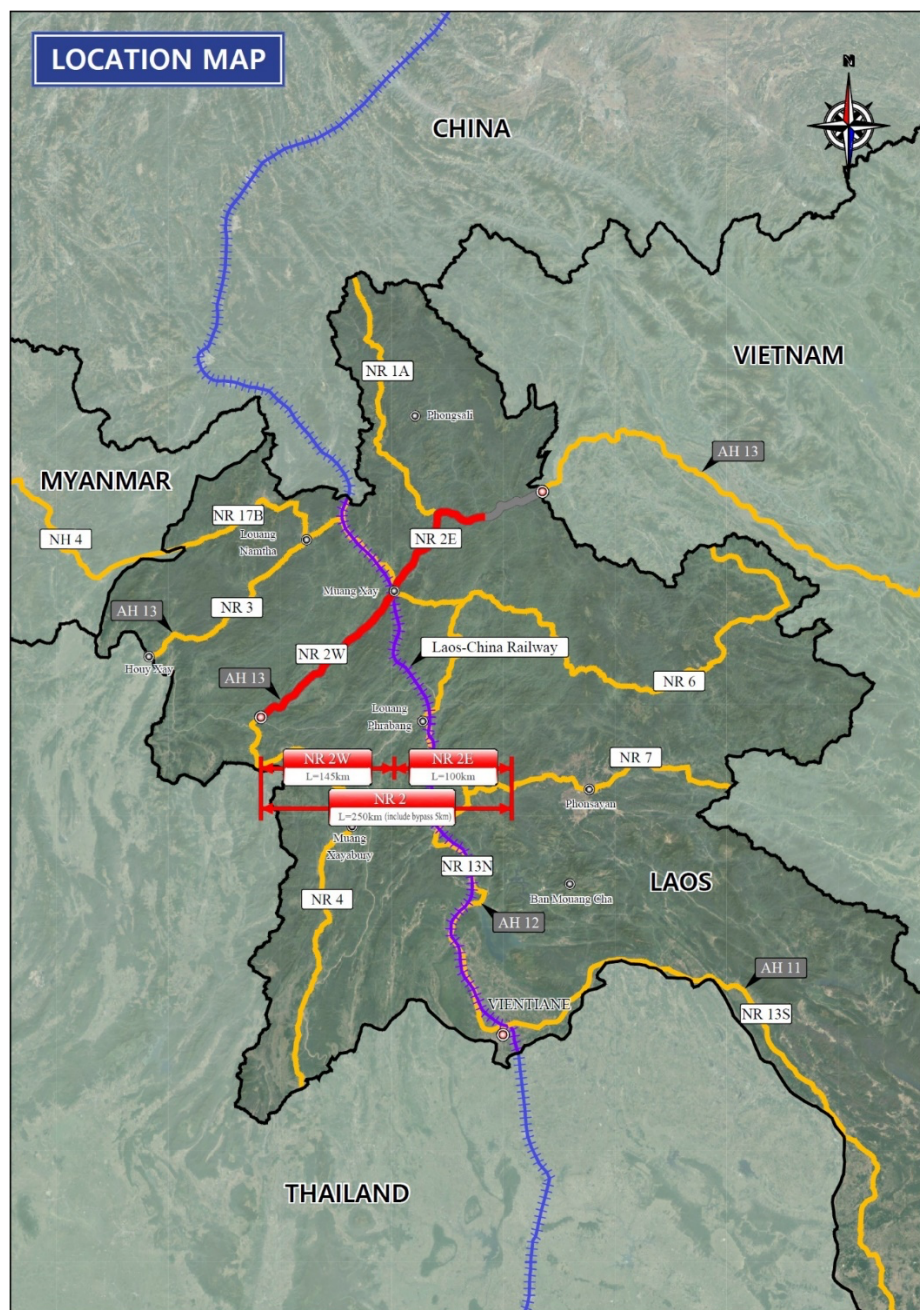


Figure 1. Map of NR2

7. In addition to the Chapter 1 above providing background and project description, Chapter 2 of this LMP identifies Key Legal Frameworks on Labour Management Plan for this NR2 Project. Chapter 3 demonstrates Guidelines Frameworks for LMP Application. Chapter 4 indicates Guideline for LMP on Sir Operation, while Chapter 5 draws some Assessment of Key Potential Risks. Lastly, Chapter 6 proposes the Management and Monitoring of this LMP.

1.1 Use of Labour in the Project

8. This LMP applies four categories as applicable for ESS2 to the project workers as in the following manner:

- **Direct workers** - people employed or engaged directly by the Project Owner “MPWT, DoR”(including the project proponent and the project implementing agencies) to work specifically in relation to the project.
- **Contracted workers** - people employed or engaged through third parties to perform work related to core functions of the project, regardless of location. These could be either international or national workers.
- **Primary supply workers** - people employed or engaged by the Borrower’s primary suppliers (primary supply workers).
- There will be **no community workers** engaged on the Project.

Civil Servant- those employed directly by the Government are not considered as project workers. However, consistent with the Bank’s ESS2, provisions in this LMP related to occupational, health and safety shall be applied to them.

1.2 Expected Type of Workers

9. Under the Component 1, this NR2 (NR2E and NR2W) project is expected to have the following type of workers as shown in Table 1:

Table 1. Type of Expected Workers

Category of worker	Estimated Number of Project Workers	Characteristics of Project Workers	Timing of Labour Requirements
Contracted Workers	NR2E: 5-7 staffs NR2W: 5-7 staffs	Contracted workers are workers engaged by third parties (construct workers/staff employed by contractors). ISWS E&S Specialist, ISWS design engineers as well as ISWS supervisors on site and other ISWS staff which may be contracted by ISWS. It is likely that ISWS staff will mostly be international. TA and other contracts will also be included.	Throughout the whole project cycle.
Direct Worker	NR2E: 5-7 staffs NR2W:	Direct workers: are workers employed by the PMUs (basically consultants).	Construction and maintenance

Category of worker	Estimated Number of Project Workers	Characteristics of Project Workers	Timing of Labour Requirements
	5-7 staffs		
Contracted worker	An estimate of 540 workers for NR2. NR2E: 240 Workers. NR2W: 300 Workers;	Contractor may sub-contract staff to work in construction, both skilled and unskilled staff. Contractor will be encouraged to hire locally and/or in Lao. Contractor will need unskilled workers and they will be encouraged to hire from the community (to avoid having migrant workers), including that 15% of unskilled workers are women.	Construction and maintenance
Primary Supply workers	TBD	Companies/factories supplying materials for construction, in particular raw materials, such as soil, stone aggregates, cement, concrete cement, asphalt, etc.	Construction and potentially maintenance
Contracted workers	TBD	Civil society, NGO or consultant staff may be hired to deliver training activities such as HIV/AIDs or SEA/SH, or conduct additional assessments, ideally Lao and/or Lao-based.	Construction and potentially maintenance

TBD = To be determined.

10. The project will ensure that no type of workers are less than 18 years of age.

1.3 Potential Labour Risks

11. The project will hire a range of workers for the overall delivery of the project. Construction workers are deemed to be the highest labour risk, both due to the informal nature of their work (usually short-term contracts) and their presence in the community, which can heighten risks of SEA/SH and VAC as stated in the Table 2.

Table 2. Key Potential Labour Risks

Project Activity during Pre-project, Operation and Maintenance	Key Potential of Labour Risks
General project administration and implementation (hiring of consultants, monitoring and reporting, financial management, audits, E&S management, project coordination)	<ul style="list-style-type: none"> • Road travel to provinces (OHS); • Sedentary work (OHS); • Unfair labour fee (OHS); • Unfair treatment of social security and to public and traditional festival or holiday; • Covid-19 transmission risks; • SEA/SA risks for staff, in particular women.
Design of project roads, including consultation activities and conducting surveys (if needed)	<ul style="list-style-type: none"> • Road travel to provinces (OHS); • Sedentary work (OHS); • SEA/SH and VAC when designers and/or project consultations close to communities; • Unfair labour fee (OHS); • Unfair treatment of social security and to public and traditional festival or holiday; • Covid-19 transmission risks.
Construction works, including procuring materials for road works and other construction	<ul style="list-style-type: none"> • Operating heavy machinery (OHS); • Traffic hazardous on duty (OHS); • Accidents or emergencies on duty (OHS); • Risks of workplace accidents, particularly operating construction equipment, when working at height on building construction, and when handling heavy equipment and materials; • Risks from exposure to hazardous substances (dust, cement, chemicals used in construction etc.); • Risks associated with living conditions in site camps, which may include inadequate provision of water and sanitation as well as the risk that construction camps become locations for transmission of sexually transmitted diseases (STD) or expose workers to vector-

Project Activity during Pre-project, Operation and Maintenance	Key Potential of Labour Risks
	<p>transmitted diseases such as malaria and dengue and to risk of snakebites and insect stings</p> <ul style="list-style-type: none"> • Potential risks from encountering UXOs construction works; • SH/SEA and VAC risks for workers and community; • Spread of sexually transmitted diseases; • Unequal pay for men and women workers, in particular unskilled; • Discrimination of women and other vulnerable persons, in particular for unskilled jobs; • Pay below the minimum wage, in particular for unskilled jobs; • Presence of migrant workers, in particular for unskilled job; • In case of contractor is foreign Joint Venture Company, presence of foreign workers will be under quota as mention in guideline of ILO, both for skilled and unskilled jobs; • Indentured labour in supply chain; • Child labour (in supply chain and contracted staff); • Covid-19 transmission risks.
Delivering training for community	<ul style="list-style-type: none"> • SH/SEA and VAC to workers and community Spread of sexually transmitted diseases; • Covid-19 transmission risks; • Safety on road traveling to project road to each province (OHS).
Implementation of TA activities including trainings, meetings, workshops, etc.	<ul style="list-style-type: none"> • Safety on road traveling to project road to each province (OHS); • Sedentary work (OHS);

Project Activity during Pre-project, Operation and Maintenance	Key Potential of Labour Risks
	<ul style="list-style-type: none">• SH/SEA and VAC when designers and/or project consultations close to communities and/or within staff and/or participants in trainings;• Presence of foreign workers;• Covid-19 transmission risks.

2 LEGAL FRAMEWORKS ON LABOUR MANAGEMENT PLAN

2.1 Legal Frameworks

12. The workers in Lao PDR are managed and protected under a relative comprehensive labour framework. The main laws relating to labour matters in Lao PDR are listed below:
- The Constitution of Lao PDR (2015) no. 63/NA dated December 8, 2015.
 - Law on Social Security (Amended 2018) no. 54/NA, dated June 27, 2018.
 - Law on Labour (Amended 2013) no. 43/NA, dated December 24, 2013.
 - Law on Hygiene, Disease Prevention and Health Promotion (Amended 2011) no.08/NA, dated December 21, 2011.
 - Law on Health Insurance (2018) no. 60/NA, dated December 13, 2018.
 - Decree on the Ethics and Morals of Civil Servants no. 184/PM, dated June 26, 2019.
 - Ministerial Agreement on Occupational Health and Safety in the Construction Site no. 3006/MLSW, dated August 21, 2013; and
 - Guidelines on the Implementation of the Law on Social Security (Amended) no. 2751/MLSW, dated July 24, 2015.
13. **The Constitution of Lao PDR (2015).** Article 27 define that “The State and society attend to developing skilled labour, upgrading labour discipline, promoting vocational skills and occupations and protecting the legitimate rights and benefits of workers”.
14. **Law on Social Security (Amended 2018).** This law defines the principles, rules and provisions for the organization, implementation, management, monitoring, and inspection of social security affairs with a view to make it systematic, strengthened, and effective for better protecting rights and interests of employers and employees who contribute to the Social Security Fund, and receive social security benefits, as well as to assure livelihood improvement, social solidarity, and national socio-economic development.
15. **Law on Labour (Amended 2013).** The main law regulating employment relationships in Lao PDR is the Labour Law 2013. As indicated above, an amended Labour Law No. 43/NA was adopted on December 24, 2013 by the National Assembly of Lao PDR. This law defines the principles, regulations and measures on administration, monitoring, labour skills development, recruitment, and labour protection in order to enhance the quality and productivity of work in society, so as to ensure the transformation to modernization and industrialization aimed at safeguarding the rights of employees and employers, as well as the legitimate interests and the continual improvement of their livelihoods, while contributing to the promotion of investment, national socio-economic development, and regional and international links. The law grants certain protections to groups of employees (including women, child, etc.) as presented in the followings:

- **Prevent Child Labour.** Article 101 states that “Employers may accept employees under the age of 18 years but not younger than 14 years; however, they are prohibited from working overtime. When necessary, the employer may accept and use youth employees under the age of fourteen, but not younger than twelve years, and must ensure the work is light work”; Article 102 lists the tasks prohibited for minor employees, it defined that “Cases wherein the use of youth employees is prohibited are including (i) work in activities, duties and locations that are unsafe, dangerous to the health of the body, psychology or mind; (ii) forced labour; (iii) work to repay debts; (iv) human trafficking; (v) trade or deception into the sex industry or solicitation of prostitution, photography or pornography; and (vi) trade or deception into the movement and production, transportation, possession of narcotics or addictive substances”. In this project, Article 101 will be withheld, contractor or employers will not allow to employ workers or labors under 18 years of age.
- **Disabled Labourers.** Article 33 states that “promotion of occupational freedom, working from the home, and the hiring of disadvantaged persons, women, disabled persons, or the elderly”.
- **Gender Equity.** Article 96 states that “Female employees have the right to employment and professions in every sector that do not conflict with the law, including production, business, and management, and may participate in training, labour skills improvement and providing expertise. Female employees shall receive a salary or wages equal to that of male employees, excepting some forms of work that has negative effects upon the reproductive health of women, which must be protected in every case”.

16. **The Law on Labour** in general is a comprehensive document that meets many of the ESS2 requirements. Table 3 presents a matrix showing correlation between main ESS2 criteria and the labour law.

17. **Law on Health Insurance (2018).** This law defines principles, regulations and measures concerning the management and utilization of the national health insurance scheme in an appropriate manner and in consistent with the rules of law to ensure the access to health care services of insured individuals, including all ethnic groups thoroughly and equitably. The law is aiming to promote healthy for all and improve labour force to contribute to the protection and development of the nation.

Table 3. Gap Analysis on the Law on Labour (Amended 2003) VS ESS-2 Requirement

ESS2 Requirements	Law on Labour	Key Gaps	Comments	Measures
Terms and conditions of employment	<p>An employment contract is an agreement between an employee and an employer or between an employee representative and an employer representative regarding conditions of work, salary or wages, welfare, and other policies (Article 75).</p> <p>Employment contracts may take two forms that include verbal or written (Article 77).</p>	<p>No major gaps are noted. However, verbal form of contract is not a good practice and not formally recognized under ESS2 as it can be changed and violated by either party (employer and employees) without any written evidence and official references. No major legislative gaps identified.</p>	<p>The contractor will need to follow instruction and requirements for preparation C-ESMP that covers Labor Management Plan under ESMP of the NR2 (NR2E and NR2W only) Project.</p> <p>The Contractor preferably will use unskilled labour drawn from local communities to give the maximum benefit to the local community. Contractor to be guided by LMP (Annexes 7 of the ESMF).</p> <p>As part of the worker orientation program, Contractors' staff shall sign a Code of Conduct relating to his personal behaviour on site.</p>	<p>Project direct workers will have clear terms and conditions of employment. Contractors to be required to comply with Labour Law provisions.</p> <p>The worker registration template will be applied in order to record all necessary information's. The information will be useful for work management.</p> <p>All workers will be provided an orientation session for do/don't before start working in the construction site.</p> <p>In this NR2 Project, The Contractor is prohibited to employ any type of workers under 18 years of age.</p>
Non-discrimination and equal opportunity	<p>Operations based on an employment contract between the employee and the employer, ensuring both parties benefit without discrimination (Article 5).</p>	<p>No major legislative gaps identified.</p>	<p>No clear enforcement Mechanism.</p>	<p>Non-discrimination and equal opportunity to be applied to employment of project direct workers. Fair and non-discriminatory</p>

ESS2 Requirements	Law on Labour	Key Gaps	Comments	Measures
	Obstructing employment or using direct or indirect force to make an employee stop works due to marital status, gender discrimination, or infection of HIV (141)			employment practices to be required for contracted workers. Where contractors hire workers from the beneficiary community, disadvantaged and vulnerable community members are to have equal access to opportunities.
Rights to organize	Section XIV Tripartite Organizations, that includes the labour administration agency, agencies representing employers, agencies representing employees and bargaining and collective labour contracts	No major gap	Lao's trade unions are prominent in government organization but not common in other sectors	GRM will be available to workers, and can be used for example to submit complaints if workers are denied their right to organize.
SEA/SH	Regulations in Laos exist to protect the rights of women, violence against women and children. However, this is not directly required in road projects.	No clear enforcement mechanism. Lack of service providers.	Cultural barriers may prevent reporting of SEA/SH. Lao Women's Union is an important counterpart given their role in the villages.	The details for implementation of SEA/SH measures is available in the NR2 ESIA report. Specific guidelines for workers are provided in this LMP including Appendix 4 and 5 on Staff Code of Conduct.
Prevention / restriction of child labour	Employers are prohibited from accepting employees under the age of 18 years.	ESS2 does not allow workers under 14 years (unless the national law specifies a higher age). Para 17-19 details specific requirements for	Applied in accordance with the ESIA and ESMP report.	In this NR2 Project, The Contractor is prohibited to employ any type of workers under 18 years of age. Age of employees to be

ESS2 Requirements	Law on Labour	Key Gaps	Comments	Measures
		workers under 18 years (and above 14/higher minimum age), including that they are not engaged in hazardous work or that the work interferes with a child's education, health or development ILO48 ¹ (2014) notes that prohibitions on child labour applies only in formal employment, whereas most child workers work in non-formal agriculture.		verified and monitored as part of contract supervision. Suppliers to certify non-use of child labour, with verification measures in high-risk sectors.
Prevention of forced labour	Unauthorized use of forced labour (Article 59)	No gaps		Forced labour, including debt bondage, is prohibited in any form. Suppliers to certify non-use of forced labour, with verification measures in high-risk sectors Project to monitor and report within 48 hours including notification of any incident.
Grievance mechanism	Section XIII Resolution of labour disputes was not	The national legislation does not guarantee		Project to assign one ESS supporting staff for each

¹ Lao PDR has ratified a total of 10 ILO Conventions, including five of the eight ILO Fundamental Conventions (C029 - Forced Labor Convention, C100 - Equal Remuneration Convention, C111 - Discrimination (Employment and Occupation) Convention, C138 - Minimum Age Convention, and C182 - Worst Forms of Child Labor Convention), one of four Governance Conventions (C144 - Tripartite Consultation (International Labor Standards) Convention) and four of 178 Technical Conventions (C004 - Night Work (Women) Convention, C006 - Night Work of Young Persons (Industry) Convention, C013 - White Lead (Painting) Convention, and C171 - Night Work Convention).

ESS2 Requirements	Law on Labour	Key Gaps	Comments	Measures
	<p>specifically mentioned for the mechanism.</p> <p>According to Article 148 - resolution of labour disputes will be undertaken according to the following methods: Compromise. Administrative solutions. Resolution by the committee for labour dispute resolution; Court rulings; and Dispute resolution consistent with international protocols defined two.</p>	workers' access to a grievance mechanism.		<p>DPWT to track and monitor the process of worker grievance mechanism.</p> <p>Project will evaluate and report on implementation of the mechanism.</p>
Identification of potential hazards	<p>Labour occupational health and safety is a joint activity between the employer and the employee in the assurance of occupational safety and health in the workplace, including risk. assessment of the work environment, appropriate measures for reducing hazards and risks (Article 117).</p> <p>The employer must inspect and assess risks to safety and health within</p>	Largely consistent.	<p>Applied in parallel with ESMP and ESIA.</p> <p>Enforcement of safety standards is weak, in the informal and construction sectors.</p>	<p>The details for establishment of occupation, health, and safety risk assessment and mitigation measures is included as part of ESMP in the ESIA.</p> <p>The implementation of LMP will be accordance with specific requirements proposed as part of ESMP in the ESIA.</p>

ESS2 Requirements	Law on Labour	Key Gaps	Comments	Measures
	the labour unit and workplace regularly (Article 122).			
Provision of preventive and protective measures	Article 119 - Obligations of the employer for the protection of labour safety and health.	No major gaps	Applied in parallel with ESMP and ESIA.	Strategy built for direct project staff in Occupational, Health and Safety (OHS) Workplace safety measures for contract workers under the requirements on Environment, Social, Health and Safety (ESHS) as part of ESMP in the ESIA.
Training of workers and maintenance of training records	Not clearly listed safety training, are mentioned.	Requirement for safety training is not clearly spelled out in the national law.	It is important and required to provide orientation/training for workers for the of Personal Protected Equipment (PPE). Training for emergency response and accident response and report	All basic safety training shall be provided for all staffs/workers. will be accordance with specific requirements proposed as part of ESMP in the ESIA.
Documentation and reporting of occupational accidents, disease and incidents	Whenever an accident occurs within a labour unit that causes the employees to take time off work for four or more days, the employer must record the cause of the accident in detail and report it to the Labour Administration Agency (Article 125)	ESS2 requires reporting procedures.	Applied in parallel with ESMP and ESIA.	All workplace health and safety incidents to be recorded in a register, as part of C-ESMP to be prepared base on statements in ESMP. Minor incidents and near misses should be reported to MPWT on a monthly basis; serious incidents

ESS2 Requirements	Law on Labour	Key Gaps	Comments	Measures
				should be reported immediately.
Emergency Preparedness	Not specifically mentioned	Emergency Preparedness response measure is not specifically mentioned in the national law.	Applied in parallel with ESMP and ESIA.	All worksites to have health and safety plan including emergency as part of ESMP in the ESIA. The general information of worksites needs covered in the ESIA report.
Remedies for adverse impacts	Employers need to maintain the workplace, safety systems, environment and atmosphere when working to ensure good conditions for the health of the employees; and provide appropriate facilitation of welfare for employees in the workplace (Article 119).	Largely consistent except the requirement for safety training and Emergency Preparedness response measure.		All workers to be insured for occupational hazards including relating to Covid-19 transmission at the workplace.

2.2 Labour Legislation on Occupational Health and Safety

18. There are three key Lao labour legislations regarding OHS are the Law on Labour, Law on Hygiene, Disease Prevention and Health Promotion and Ministerial Agreement on Occupational Health and Safety in the Construction Site.
19. Labour Law which governs all different sectors and industries in Lao PDR enacts general regulations on the occupational health and safety at the workplaces and the regime on Labour accidents, occupational disease of employees. Under this law, the employers are required to implement measures to ensure OHS at the workplace, and the employees must comply with them. The main measures are as follow:
 - Install appropriate measures to ensure workplace health and safety for the employee working under its administration;
 - Ensure the workplace, machinery, equipment, and procedures in the production of metals or chemicals and explosive materials in the labour unit are safe or do not pose a danger to the health of employees;
 - Regularly inspect all safety measures and improve any that are inappropriate;
 - Assess risks to employee health and safety at least once per year and then report to the Labour Administration Agency;
 - Maintain the workplace, safety systems, environment and atmosphere when working to ensure good conditions for the health of the employees;
 - Provide appropriate facilitation of welfare for employees in the workplace;
 - Supply information, recommendations, training, and protection for employees so that they may undertake their work safely;
 - Supply individual safety equipment to employees in full and in good condition according to international standards;
 - Prohibit the use of addictive substances or drink, or any mind-altering substances in or around the workplace.
 - • Hold training on basic health and safety knowledge, protection from occupational diseases, namely HIV, for the employees at least once per year; and
 - Appoint employees responsible for labour health and safety. However, the labour law also provides responsibilities to employers if an employee is a victim of a workplace accident or an occupational disorder, as well as the rights and insurance packages to which the workers involved are entitled in these situations.
20. Law on Labour, Law on Hygiene, Disease Prevention and Health Promotion. This law seeks to assure occupational health and labour hygiene. It also provides state 269 management and rights and obligations of organizations and individuals in occupational safety and hygiene. Labour hygiene refers to maintaining and ensuring working conditions

that protect the health of workers in the various sectors from diseases, toxic chemicals, and radioactive materials hazardous to the health or life of workers and people in the vicinity.

21. Employers shall provide safety equipment to workers, and shall ensure the hygiene of working premises, specifically employers shall provide premises with sufficient light and air circulation, the appropriate temperature, and levels of humidity, vibration, sound, smell, and dust that are within the defined standards provided under regulations.
22. Ministerial Agreement on Occupational Health and Safety in the Construction Site. Determining the criteria for the promotion and development of construction sites that meet the safety and health requirements of employees, create measures to the prevention of accidents and occupational diseases to protect the lives, properties of employees and employers were working at construction sites.
23. Hence, when a Lao employee employed in Lao PDR who has contributed to social insurance is injured or is ill or even dies during his or her jobs, all associated expenses, such as reimbursement for being unable to work, retraining and even lump payments for permanent impairments or death, are covered by the Social Insurance Fund of Lao PDR.

2.3 Environment and Social Standards of WB

24. The main World Bank Environment and Social Standards to be considered into LMP implementation and practices is as follows:
 - a. **ESS2 Labor and Working Conditions:** This Standard obliges the contractor of NR2 to develop and implement written Labor Management Procedures applicable to the project. These procedures will set out the way in which project workers will be managed, in accordance with the requirements of national laws; and

3 GUIDELINES FRAMEWORKS FOR LMP APPLICATION

3.1 Overview of Labour Use on this Project

25. The Labor Management Plan (LMP) applies to project workers including full-time, part-time, temporary, migrant workers etc. The LMP is applicable for the ESS2 to this project, are in the following category:
 - a. people employed or engaged directly by the Contractor (including the project proponent and the project implementing agencies) to work specifically in relation to the project (direct workers);

- b. people employed directly as primary supply and people who employed through third parties to perform work related to core of the project, regardless of location (contracted workers);

3.2 Implementation Procedures

26. The Improvement, Rehabilitation and Maintenance of National Road 2 Project is committed to safeguarding worker rights and will implement good practice in relation to labour and working conditions of the road. This LMP contains the human resource policies and procedures that will be implemented by the project. The following presents the minimum requirements for the hiring and treatment of employees and non-employee workers of this NR2 Project. The requirements discussed in this LMP apply to the project commitments during the project implementation as described in the project ESIA. The Contractor will develop a separate LMP version to suit its organization and specific construction activity.

3.2.1 Labour requirements

27. The construction works for the road project will require a number of employees for its various works though details of the specific labor needs will be clearer during works. It is estimated that, about 540 workers will be recruited in the project for its various works and these to include:

- a. Civil engineers;
- b. Works supervisors,
- c. Human resource managers;
- d. Clerks of works;
- e. Laborers;
- f. Security
- g. Laboratory staff.

28. Estimated labour requirements will be about 540 people. The number of required labour in the NR2 Project is broken down into different category as describe in the following table 4:

Table 4. Estimated labour requirements

No	Type of labour	NR2W		NR2E	
		Direct worker	Contract worker	Direct worker	Contract worker
1. Skilled Workers (Total = 240 P)					
1	Drivers (90 P)	25	20	25	20

No	Type of labour	NR2W		NR2E	
		Direct worker	Contract worker	Direct worker	Contract worker
2	Site Operators (40 P)	10	10	10	10
3	Technicians (24 P)	6	6	6	6
4	Admin staff (16 P)	4	4	4	4
5	Foremen (18 P)	5	4	5	4
6	Mechanics (40 P)	10	10	10	10
	Welders (12 P)	3	3	3	3
<i>Sub-total</i>		<i>63</i>	<i>57</i>	<i>63</i>	<i>57</i>
2. Unskilled Workers (Total = 300 P)					
1	Labour (198 P)	54	54	45	45
2	Cleaners (12 P)	3	3	3	3
3	Kitchen (20 P)	5	5	5	5
4	Traffic Control (70 P)	20	20	15	15
<i>Sub-total</i>		<i>82</i>	<i>82</i>	<i>68</i>	<i>68</i>
3. Estimated number of females (Total = 96 P)					
1	Skilled – 24 P	6	6	6	6
2	Unskilled – 72 P	20	20	16	16
<i>Sub-total</i>		<i>36</i>	<i>36</i>	<i>22</i>	<i>22</i>

P= People.

Sources: Estimated from similar road works project in NR13 North and NR12 South.

3.2.2 Labour sources

29. Human resources in the surrounding area or nearby provinces can be the most availability of labour sources. The majority of the employment opportunities, where possible, will be provided to the people in the nearby villages.

30. Details of specific job opportunities will be released, and information provided on application procedures.

- a. Unskilled labour force - the Contractor will be instructed to place emphasis the labour force within the project area to minimize on the labour force immigration into the project area.
 - b. Skilled labour – the Contractor/Consultant will be advised to follow a recruitment procedure applied by WB and EIB as stated in this LMP. The Contractor/Consultant will have to demonstrate these required procedures. The Contractor/Consultant is recommended to employ local laboratory staff where necessary based on skilled and availability of labour force.
31. This project will provide a first priority to female candidate to make a fair opportunity in the positions where there are suitable skills and qualifications required. The local females will be secured for 100 % of employment opportunity as picking up organic materials from the road embankment, separating large stones from road surface, carrying stones, and washing it for line drain construction and in holding traffic control signs, catering, cleaning, and general hygiene.
32. The other positions will be competed for fairly. However, during the recruitment process, ladies will be encouraged to apply, and will be given be special preference (e.g. a special mark and announcement will be added/notified to lady applicants). Work will be remunerated equally regardless of if male or female worker.

3.2.3 Equality of Treatment

33. . This project should be avoided discrimination on employment opportunity. This equality of treatment should also include on the job training and related to technical skill development.
34. The Project is committed to ensuring that men and women hired for work receive equal rates of pay for equal types of work. It will not discriminate in its hiring and employment practices on any basis of sex, race, culture, religion, sexual orientation, or other aspect..
35. All workplaces including site work points will have gender segregated facilities. For example:
 - Separate Toilets/Washrooms;
 - Separate Dressing Rooms/Locker Rooms.

3.2.4 Minimum Wages

36. The Contractor will establish rates of wages and observe conditions equitable to the most recent applicable in the industry where the work is carried out. In the absence of trade or industry-established rates of wages or conditions of labour, shall pay rates of wages and observe conditions of labour which are equitable or over the level of wages and conditions observed by other employers similar to other the road project.
37. Payment time wages will need to set base on mutual agreement during the agreement of contract and registration. The project will pay employees promptly and regularly at the customary intervals and ensure that all employees are paid in full and on time.

3.2.5 Health and Safety

38. The contractor will be committed to the safety of its employees and non-employee workers at the worksite and will operate in collaboration with and to the requirements of the local health authorities. In addition, the Contractor will have to prepare a Health and Safety Management Plan which outlines specific health and safety related policies and procedures to be followed during the construction phase of the NR2 project.
39. The Contractor will comply with the National Labour Law (Amended 2013) which outlines the compensation to workers for injuries suffered and Scheduled diseases incurred during the course of employment. The NR2 Project recognizes the importance that workplace must be safe and without risk of injury to employees. The Contractor will need to provide basic protective clothing for construction labourers/workers including proper foot protection, overalls where needed, protective gloves, and raincoats for wet weather work.

3.2.6 Clothing and Personal Protective Equipment

40. The contractor will provide and equip all employees with the appropriate personal protective equipment (PPE) to adequately protect them from hazards associated with their specific occupation.
41. The Contractor or/sub-contractor will ensure that all PPE including protective clothing and equipment purchased for use by its employers is manufactured to such a nationally and internationally recognized standard as to ensure adequate protection against injury and accident.
42. The Contractor will also ensure that any sub-contractors involved with the construction phase of the NR2 Project provide the appropriate level of PPE to their employees.

3.2.7 First Aid

43. The contractor will provide and maintain adequate first aid facilities appropriate to the conditions of work being undertaken for the NR2 Project. Scale of first aid facilities will be risks and potential accident related to the nature of working conditions at site. In the event of a medical emergency, the contractor will also make arrangements to evacuate injured persons to a health centre or nearby hospital.
44. The contractor should have a skilled medical specialist standby at the working site during the working hour. If it is required to schedule to standby by weekly or monthly basis when the accident to be likely to happen occasionally.

3.2.8 COVID 19/Epidemics

45. In the event of any outbreak of illness of an epidemic nature including the COVID-19, the NR2 Project will comply with and carry out such regulations, orders and requirements as

instructed and guided by the Ministry of Public Health (Government), World Health Organization or the local medical or sanitary authorities, for the purpose of dealing with and overcoming the epidemic.

3.2.9 Accident or Injury to Workers

46. The contractor will be liable for or in respect of any damages or compensation payable to the injured worker/labourer and or his/her family during operation duty on the job site as witnessed and evident proved. Instead, the contractor will not be liable for or in respect of any damages or compensation payable to any employee, other than death or injury resulting from any act or default of, his agents or servants.

3.2.10 Reporting of Accidents

47. The Contractor will ensure any sub-contracts established with non-employee workers for the NR2 Project will outline the responsibilities to report to appropriate project staff the details of any accident as soon as possible after its occurrence.
48. In the case of any fatality or serious accident, contractor would ensure that the sub-contractors are aware of the importance to notify the contractor immediately by the quickest available means following an accident as stated in the reference of reporting system.

3.2.11 Records of Safety and Health

49. The contractor will maintain safety and health records and make reports concerning safety, health and welfare of persons and damage available to the Road Site Manager, Consultant, CUMs, EDPD/PTI, PMU (DoR, MPWT), WB and EIB to monitor.

3.2.12 Hygiene and Sanitary

50. The contractor will need to provide on the worksite an adequate supply of potable and non-potable drinking water for the use of his employees and non-employee workers.
51. The contractor will provide and maintain adequate sanitary latrine accommodation for the use of the employees and non-employee workers. The sanitary latrine shall separate location for male and female employees and workers. The whole NR2 project shall maintain facility and latrines in a clean and sanitary condition in accordance with the requirements by health and sanitary standard instructed by the Ministry of Public Health and the local medical or sanitary authorities.
52. With respect to site office and work camp, the project shall provide and maintain such accommodation and amenities as may be considered necessary for employees or non-employee workers employed for all location under the NR2 Project.

3.2.13 Engagement of Labour

53. The Contractor required to employ local staff where possible and with the required qualifications and experience. In the case of expatriate labour were to hire for any purpose, the project will make arrangements for the engagement of and for the housing, health, welfare and repatriation of the same. Contractor will be responsible for the return of expatriates to the place where they were recruited following the termination of their employment.
54. The Contractor will comply with the applicable provisions of ILO policies regarding avoidance of forced labour. The contractor may from time to time employ casual/temporary labour for the NR2 Project. The Contractor will keep records to include information on casual/temporary labour and intends to avoid long term status of casual workers.

3.2.14 Prohibited Employment of Children

55. The ILO definition of a child is a person of 14 years of age or under. If hazardous work is involved, then the minimum age is 18 years. Applicable conventions adopted by the ILO to be applied include C138 -Minimum Age 1973; and C182-Worst Forms of Child Labour 1999. However, this NR2 project will strictly prohibit the employment of children and underaged workers. All workers shall be over 18 years of age to be employed by the NR2 Project.
56. In accordance with the Lao Law on Labour (Amended 2013), the contractor will forbid the employment of anyone under the age of 18. During the working contract agreement, the proof of age and health condition will need to be registered and record as evidence for monitoring.

3.2.15 Records and Notice

57. Record and notice requirements for employers where a wages and mandates for the requirement of the employer to provide adequate and fair wages to state in the payroll statements.
58. The Contractor will keep proper records of the time worked by every employee/worker or labour engaged on the NR2 Project irrespective of the employee's method of payment (hourly or salary), the class of work on which employed, and the wages paid.
59. The project will also keep proper records for every employee engaged, their gender, the class of work in which employed, whether as a casual or permanent employee, and the wages (and allowances if any). These records will be available at any time for inspection by External Consultant in coordination with EDPD/PTI, PMU (DoR, MPWT), WB and EIB to monitor. The Contractor will produce, if required, other records that may be necessary to provide evidence of their compliance with the requirements of this paragraph.

4 GUIDELINES FOR LMP ON SITE OPERATION

4.1 No Alcoholic Liquor, Drugs, and Firearms

60. The contractor should refrain from importing, selling, delivering, barter or otherwise dispose of any alcoholic liquor or illegal drugs, or permit or suffer any such importation, sale, gift, barter or disposal by its employees, labour or contractors. The Contractor will not provide, barter or otherwise dispose of any arms or ammunition of any kind or permit or suffer any such action by its employees, labour or contractors.

4.2 Festivals and Religious Customs

61. The contractor will have to inform employees and labours due regard to all recognized festivals, days of rest and religious or other customs. It is recognized that some form of construction activities will be required during these times and will manage as described in the section on Working Hours.

4.3 Misconduct

62. The Contractors will at all times take all reasonable precautions to prevent any unlawful, riotous or misconduct by or amongst his staff and labour and for the preservation of peace and protection of people and property in the neighborhoods of the road project.

4.4 Illegal Hunting, Trading or Consumption

63. The Contractors will ensure that all employees and workers to avoid illegal hunting, trading, or consumption of wildlife:
- Prohibit project workers from hunting bush meat or on project work sites.
 - Prohibit project workers from possessing firearms, fishnet, and other hunting equipment when on project work sites.
 - Prohibit transport of bush meat on project vehicles.
 - Pay workers an adequate wage so that they can buy their food without augmenting it with illegally obtained bush meat.
 - Prohibit workers from trading with wildlife products.
 - Prohibit workers from consuming illegal wildlife products.

4.5 HIV/ AIDS Policy

64. The Contractors will need to follow the ESS2's Code of Practice (CoP) on HIV/AIDS as a workplace issue and goes beyond raising awareness to include non-discrimination, confidentiality, care and support. The contractor will arrange for its employees to attend an HIV awareness programme provided in accordance with the HIV/AIDS Policy.
65. The NR2 Project Contractor will need to follow these points:
- Retain services of a Nominated Service Provider to provide an HIV/AIDS Awareness Programme to Employees and the Local Community;

- b. Give any representative of the Nominated Service Provider all reasonable access to the worksite in connection with the HIV/AIDS Awareness Programme;
 - c. Instruct Employees to attend the HIV/AIDS Awareness Programme in the course of their employment and during their normal working hours or any period of overtime provided for in the relevant employment contracts and uses all reasonable endeavors to ensure this instruction is followed;
 - d. Provide suitable space for delivery of the HIV/AIDS Awareness Programme; and,
 - e. Referral to testing, counselling and advice on HIV/AIDS in compliance with UNAIDS guidelines.
66. The NR2 project implementation and management teams will treat HIV/AIDS the same as other life-threatening illnesses and handicaps in terms of our policies and benefits where they apply. The project does not discriminate against a qualified individual with regard to job application, hiring, advancement, discharge, compensation, training, or other terms, conditions or privileges of employment. It is recognized that an employee with HIV/AIDS or another life-threatening illness may wish to continue in as many of his/her normal pursuits as his/her illness allows, including work. For the reason, the Contractor will be supportive of and make reasonable accommodation for the employee who is medically able to perform his/her job. An employee's medical information is personal and will be treated as confidential.
67. While accommodating employees with life-threatening diseases and other disabilities, however, it is recognized that, obligation to provide a safe work environment for all employees will rest with the Contractor. The Contractor ought to be sensitive and responsive to co-worker's concerns and will emphasize employee education. The Contractor will continue efforts to be adequately informed about HIV/AIDS and will make this information available to employees on a regular basis as follow:
- a. People with AIDS or HIV infection are entitled to the same rights, benefits and opportunities as people with other serious or life-threatening illnesses;
 - b. Employment practices comply with local laws and regulations and/or the practices of the parent company, whichever is greater, and where applicable;
 - c. Employment practices are based on the scientific and epidemiological evidence that people with AIDS or HIV infection do not pose a risk of transmission of the virus to co-workers through ordinary workplace contact;
 - d. Senior management unequivocally endorses non-discriminatory employment practices and education programs or information about HIV/AIDS, the contractor will communicate policies and practices to employees in simple, clear, and unambiguous terms;
 - e. The contractor will provide employees with sensitive, accurate and up-to-date information about risk reduction in their personal lives;
 - f. The contractor will protect the confidentiality of employee's medical insurance information;

- g. To prevent work disruption and rejection by co-workers of an employee with HIV/AIDS or STI/STD infections, the contractor will undertake education for all employees before such an incident occurs and as needed thereafter; and
- h. The road project management will not require HIV/AIDS screening as part of pre-employment or general workplace physical examinations.

4.6 Policies and Procedures

- 68. MPWT and EDPD/PTI shall incorporate standardized environmental and social clauses in the tender documentation and contract documents in order for potential bidders to be aware of environmental and social performance requirements that shall be expected from them, are able to reflect that in their bids, and required to implement the clauses for the duration of the contract. MPWT will enforce compliance by contractors with these clauses.
- 69. As a core contractual requirement, the contractor is required to ensure all documentation related to environmental and social management, including the LMP, is available for inspection at any time by the MPWT and EDPD/PTI. The contractual arrangements with each project worker must be clearly defined. All environmental and social requirements will be included in the bidding documents and contracts.
- 70. All workers must be aware and sign the Manager's Code of Conduct (Appendix 4) and/or the Individual Code of Conduct (Appendix 5), as applicable.

4.6.1 Occupational, Health and Safety (OHS)

- 71. OHS strategy will include specific measures to ensure the safety of workers travelling to remote sites, including (1) project cars to be driven by professional drivers only; (2) compulsory helmet use for drivers and passengers on project motorcycles at all times, and on private motorcycles when used for project-related tasks; (3) travel by motorcycle for project-related purposes to be in daylight hours only; and (4) measures to monitor, anticipate and avoid potential security risks while travelling, including liaison with local police and authorities and encouraging project workers to share any concerns they may have.
- 72. Project workers in remote areas will receive health and safety training including prevention of infection through contaminated food and/or water and/or through vector borne diseases and avoidance of snakebites and insect stings. Site-specific risks will be assessed as part of the ESMP which will include plans for emergency evacuation and identification of emergency health facilities. If necessary, stocks of snakebite antivenom will be maintained at project sites, or availability otherwise ensured.
- 73. OHS strategy shall ensure to provide to a working environment that will protect the health and safety of all workers from the COVID19 virus. To prevent the spread or getting COVID, the OHS strategy will have to cover all required government health and safety measures (such as wearing masks, use of disinfectant, limiting social contacts) and take

into account the latest COVID-safe guidelines mandated by the government and/or best practice in the country, in order to maintain a safe working environment for workers and for the community and minimize the risk of COVID-19 transmission. This should include hygiene practices, use of PPE and ensuring sick workers can self-isolate (if national regulations allow self-isolation). This will reduce risks associated with illness in the workers.

74. The OHS strategy will cover commitments on supporting staff tested positive, e.g., providing continued pay during mandatory quarantine periods. UXO risks will be assessed for all sites with the assistance of National Regulatory Authority for the UXO/Mine Action Sector in the Lao PDR (UXO-NRA) and appropriate risk mitigation measures adopted.
75. The Health and Safety specifications will include the following provisions:
 - Ensuring workplace health and safety standards in full compliance with law of Lao PDR, at a minimum, and including (1) basic safety awareness training to be provided to all persons as a pre-condition for presence at an active construction site; (2) all vehicle drivers to have appropriate licenses, and all construction equipment operators to be trained including in safety procedures; (3) Safe management of the area around operating equipment (e.g. turning circle of excavators), including stationing a flag-person where necessary; (4) all workers on construction sites to be equipped with hard helmets, safety boots and protective gloves; (5) secure scaffolding and fixed ladders to be provided for work above ground level; (6) First aid equipment and facilities to be provided in accordance with the Labour Law; (8) at least one supervisory staff trained in safety procedures to be present at all times when construction work is in progress; and (9) adequate provision of hygiene facilities, resting areas etc.
 - All workplace health and safety incidents to be properly recorded in a register which will be shared with the supervising engineer. The register should include (1) time and place of incident; (2) type of incident; (3) type of injury or other impact occurring, and number of workers affected; and (4) actions taken (first aid, evacuation etc.).
 - All workers to be covered by insurance against occupational hazards, including Covid-19 contracted in the workplace.
 - All work sites to have a health and safety plan including identification of potential hazards and actions to be taken in case of emergency, including location of accident and emergency facilities.
 - Any on-site accommodation to be safe and hygienic, including provision of an adequate supply of potable water, washing facilities, sanitation, accommodation and cooking facilities. Location and layout of site camps to be agreed with construction supervisors and risk assessment conducted. Separate toilets and sleeping facilities for men and women.

- Workers residing at site accommodation to receive training in preventing prevention of infection through contaminated food and / or water and or through vector-borne diseases; and in avoidance of sexually transmitted diseases.
- Fair and non-discriminatory employment practices. Where contractors hire workers from the beneficiary community, disadvantaged and vulnerable community members are to have equal access to opportunities. Where large numbers of community members are employed, childcare facilities to be provided.
- Employment of children under 18 is prohibited.
- Under no circumstances will contractors, suppliers or sub-contractors engage forced labour.
- An analysis on primary supplies is required, to ensure that no forced labour (including debt bondage labour) or child labour (except as permitted by the Labour Law) has been used in production of the materials.
- All employees to be aware of their rights under the Labour Law, including the right to organize;
- All employees to be informed of their rights to submit a grievance through the Project Worker Grievance Mechanism.

76. Additional guidelines on OHS can be found in ESMP.

4.6.2 Employment

77. The Contractor shall employ technical staff who are skilled and experienced in their respective areas and such as foremen and leading hands as are competent to give proper supervision of the project activities. The Contractor will also employ such skilled, semi-skilled and unskilled labor as is necessary for the proper and timely fulfilling of the project activities. The Project activities are including implementation of planned mitigation and community development measures for the Project which are included in the Environmental and Social Management Plan (ESMP) as well as in the OHS Plan (OHSP).

4.6.3 Age of Employment

78. Age of employment will only be qualified working for this NR2 project, will be at the minimum age of 18 years. This rule will apply for both national and international workers. Workers will be required to provide proof of their identify and age before commencing any works on site. The following age verification template will be applied. The Age Verification Template for Project Workers is in Appendix 1.

4.6.4 Labor Influx and Gender Based Violence

79. The Contractors will need to maintain labor relations with surrounding communities through a code of conduct. The Code of Conduct commits all persons employed by the contractor, including sub-contractors and suppliers, to acceptable standards of behavior. The Code of Conduct must include punishments for non-compliance, including non-compliance with specific policies related to gender-based violence, sexual exploitation, and

sexual harassment (e.g., termination). The Code of Conduct should be written in plain language and signed by each worker to indicate that they have:

- a. received a copy of the Code of Conduct as part of their contract;
- b. had the Code of Conduct explained to them as part of induction process;
- c. acknowledged that adherence to this Code of Conduct is a mandatory condition of employment;
- d. understood that violations of the Code of Conduct can result in serious consequences, up to and including dismissal, or referral to legal authorities;

80. Issues of Gender-Based Violence will be addressed through mandatory training and awareness raising for the workforce about refraining from unacceptable conduct toward local community members and fellow workers, specifically women. The workers should also be informed about national laws that make sexual harassment and gender-based violence a punishable offence. The Contractor with support from Consultants, EDPD/PTI, CMUs, PMU (DoR/MPWT) and other stakeholders and Implementing Partners should develop a system to capture gender-based violence, sexual exploitation, and workplace sexual harassment related complaints/issues.

4.6.5 Terms and Conditions and Equal Opportunities

81. All terms and conditions as outlined in the World Bank Environmental and Social Framework (ESF) ESS2, paragraphs 10 to 15 apply to contracted workers. In addition, the main information as terms and conditions are follow:

- In line with national law, the maximum working hours are limited to 8 hours per day, 6 days a week.
- Employers shall guarantee that the workers shall have at least one resting day per week. The employers shall also make arrangements for the employees to take vacation according to law during Lao New Year and any other holidays prescribed by laws and regulations.
- Employment opportunities will be available to all. This includes equal pay for equal work, regardless of whether the person performing the work is male or female.
- The wages paid by the employers to the workers shall not be lower than the local minimum wage of Lao PDR.
- Provisions of the Labour Law must be followed, including maternity leave for females if applicable.

4.6.6 Grievance Redress Mechanism

82. There will be a specific Grievance Redress Mechanism (GRM) for project workers as per the process outlined below. This considers culturally appropriate ways of handling the

concerns of direct and contracted workers. Processes for documenting complaints and concerns have been specified, including time commitments to resolve issues.

83. In addition, this GRM should be communicated to all relevant stakeholders (such as workers and the community) as part of project engagement. Special communications will be held with the vulnerable groups identified at each location.

84. All project workers will be informed of the Grievance Mechanism process as part of their contract and induction package.

85. This GRM for worker will be emphasized in the Code of Conduct for proper implementation. This information should be available for workers in orientation prior to start working with the project. The Posters, Complaint Box should be installed at all offices, camp site and worker camp with blank forms and stationery are available for ready to use.

86. The process for the Worker GRM is as follows:

- The first step is that the Labour/worker (Aggrieved Person/Party) may report their grievance in person, by phone, text message, mail, or email (including anonymously if required) to the Contractor as the initial focal point for information and raising grievances through the Contract's E&S Consultant to solve the incident in 7 Days. For complaints that were satisfactorily resolved by the Aggrieved Person/Party or Contractor, the incident and resultant resolution will be logged and reported to the MPWT/PTI and concerned CMUs. SEA/SH Related Grievance Person/Party should also use this channel as the starting point for information and raising grievances. Alternatively, the SEA/SH party may choose to go to the service provider engaged by the contractor. The appropriateness of this should be explored by the ESIA and thereby refined.
- As a second step, where the Labour/worker (Aggrieved Person/Party), is not satisfied, the Contractor will refer the aggrieved party to the MPWT/PTI. At provincial level, GRM committee shall be notified prior to construction work begin. It is important to have diverse government office and institution involve in this GRM. The GRM provincial committee shall include District Governor Office, Department of Public and Transport, Province of Department of Natural Resources and Environment (PONRE), Provincial Department of Defense, Provincial Department of National Security, Provincial Department of Justice, Youth Union, Women Union, Lao Federation of Trade Unions, E&S Focal Point and etc. Grievances may also be referred or reported to the MPWT Management if deemed suitable. The MPWT/PTI endeavors to address and resolve the complaint and inform the Aggrieved Person/Party in two weeks or less. For complaints that were satisfactorily resolved by the MPWT/PTI, the incident and resultant resolution will

be logged by the MPWT/PTI. Where the complaint has not been resolved, the MPWT/PTI will refer to the Project Manager/Director for further action or resolution.

- As a third step, if the matter remains unresolved, or the where the Labour/worker (Aggrieved Person/Party) is not satisfied with the outcome, the complaint will resolve at the at central level under the MPWT PM/PD. At this level, the MPWT PM/PD should refer the matter to the SEARECC Project Steering Committee for a resolution, which shall aim to resolve the grievance in three weeks or less. The MPWT/PTI will log details of issue and resultant resolution status. SEA/SH Related Grievance Person/Party may choose to use this channel or go to the service provider engaged by the contractor or as needed by the grievance person. Up until the third stage there will be no fees for the lodgment of grievances. However, if the complaint remains unresolved or the complainant is dissatisfied with the outcome proposed by the Project Steering Committee, the Labour/worker (Aggrieved Person/Party) may refer the matter to the appropriate legal or judicial authority, at the complainant's own expense. A decision of the Court will be final.

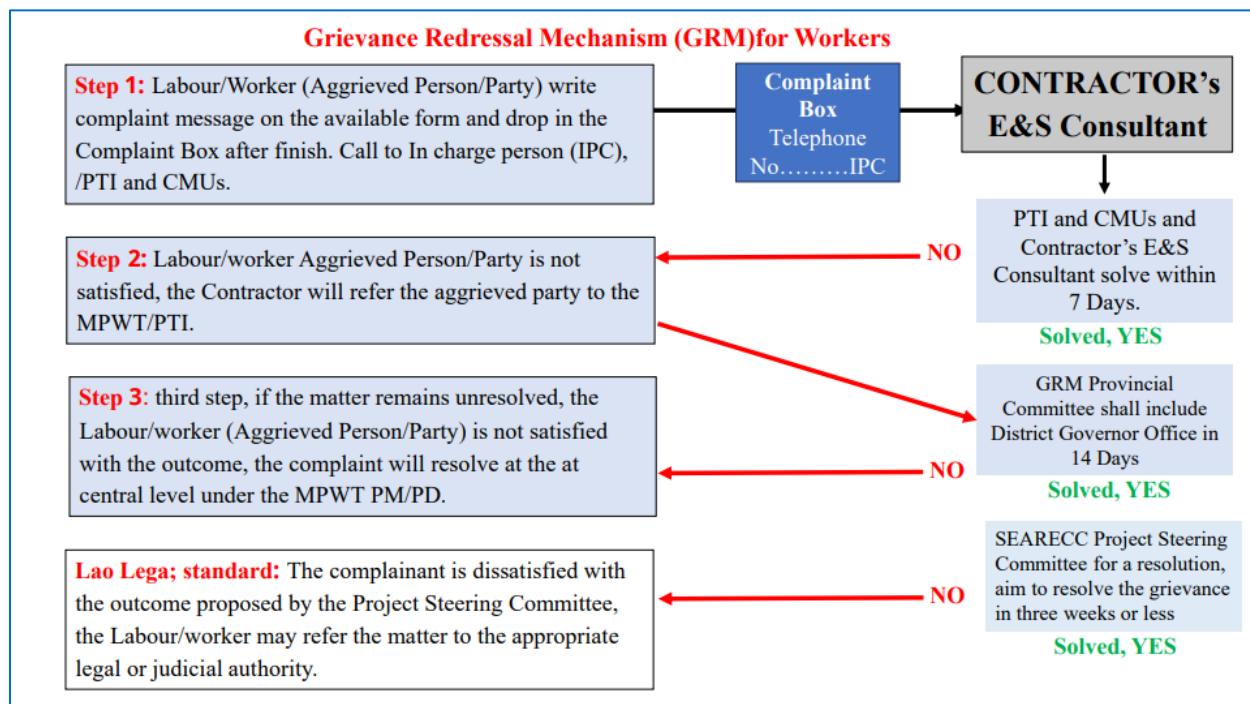


Figure 2. Grievance Redressal Mechanism (GRM)for Workers

87. Each grievance record should be allocated a unique number reflecting year and sequence of received complaint (for example 2021-01, 2021-02 etc.). Complaint records (letter, email, record of conversation) should be stored together, electronically or in hard copy. GRM Focal Point under PMU of MPWT/PTI will be responsible for undertaking a regular (at least monthly) review of all grievances to analyze and respond to any common issues arising. The MPWT/PTI is also responsible for oversight of the GRM and regular reporting the grievance status in regular project reports.

4.7 Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment

88. Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment will be implemented in parallel with ESIA and ESMP under current project. All details of SEA/SH Action Plan shall be stated in ESIA with the necessary protocols and mechanisms to address the GBV risks and incident that arise. The Contactor Code of Conducts has been prepared including Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment for the NR2 Project.
89. A Code of Conduct to be developed to address Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment as critical issues to be applied in all the NR2 Project implementations. GRM Focal Point under PMU of MPWT/PTI will, with support from local area NGOs/CBOs, District authority and Provincial authority, identify institutions and service providers actively engaged in prevention of gender-based violence, sexual exploitation, and workplace sexual harassment.
90. The already existing national and local GBV Prevention and Response strategies will provide guidance on how to handle such issues. In cases of grievances related to gender-based violence, they will be reported through the project/contractor and the nature of the complaint will be recorded along with the age of the complainant and their relation to the project.
91. The contractor shall prepare C-ESMP that cover all of risks in SEA/SH Action Plan as mentioned in the ESIA and ESMP. In addition, the ESIA has identified additional mitigation measures related to gender and such measures will be reflected in site specific ESMPs, including the C-ESMP or Contractor(s) Specific Labor Management Plan (s).

5 ASSESSMENT OF KEY POTENTIAL RISKS

92. Mitigation measures are defined on the basis of World Bank ESS2 Labor and Working Conditions as well as other applicable Standards and Good International Industry Practices with respect to labor management. The contractor(s) are required to implement and comply with the following mitigations as appropriate to their scope of work in order to avoid, minimize and control impacts and risks with regard to labor and working conditions.

5.1 Risk and Impact Mitigation

93. Table 5 below contains a summary of the potential risks and impacts related to labour and working conditions, together with mitigation measures to avoid, eliminate or reduce associated impacts. This also describes the monitoring required to assess the performance of these measures.

Table 5. Summary of the potential risks and impacts

Sub-Category	Worker Impacts/Risks	Project Impacts/Risks	Mitigation Measures	Monitoring	Monitoring Frequency	Responsibility
Direct Workers						
Recruitment and selection i.e. how workers join the NR2 Project.	Perception of unfair recruitment and selection practices.	Community tensions – stop work practices that affect productivity.	<p>Project Human Resources policy and/or procedure that covers recruitment and selection processes including at least:</p> <ol style="list-style-type: none"> 1. Selection criteria of each position; 2. Method of recruitment; 3. Places of recruitment; 4. Transparency clauses; 5. Use of District Labor procedures. 6. Direct worker should receive a standard policy as: working time, promotion policies, leave policies, insurance facilities, timely payment of wages/salaries, maternity protection against gender-based violence. 	Assessment	Quarterly	Contractor
			<p>National content strategy that is transparent, well communicated and implemented to:</p> <ol style="list-style-type: none"> 1. Maximize work opportunities for local citizens, both male and female, and recruit in accordance with the geographic priorities determined by the Labor officer; and 2. Enhance local employees' skills base through training and development programs. 	To be verified	Monthly	Contractor

Sub-Category	Worker Impacts/Risks	Project Impacts/Risks	Mitigation Measures	Monitoring	Monitoring Frequency	Responsibility
	Recruitment of individuals who, by virtue of age, would be exposed to hazardous situations and be subject to impaired social development.	Increased health and safety risk to workforce, potential non-compliance with national labor laws, and reputational risk to the NR2 Project.	Human Resources and contracting policies and/or procedures that cover recruitment and selection processes that specifically address issues associated with child labor. All workers must be at least 18 years of age to be employed for the NR2 Project.	To be verified	Biannually	Contractor
			An effective employee complaints/grievance process.	Assessment	Monthly	Contractor
Gender based violence	Both male and female employees and workers shall be aware of gender-based violence and refrained from involvement Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment	There are more chance that Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment are likely to happen in the mixed gender environment	<p>The Contractor shall set up a strict guideline and instructions on Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment in the working office and project site, campsite, and project side.</p> <p>Key person of GRM Focal Point for the project contractor should be appointed to coordinate and exchange information, report incident, procedure with GRM Focal Point under PMU of MPWT/PTI will, with support from local area NGOs/CBOs and District of the project.</p> <p>Provide orientation and de-briefing session for employees and worker prior to start working with the project.</p>	Assessment	Monthly	Contractor

Sub-Category	Worker Impacts/Risks	Project Impacts/Risks	Mitigation Measures	Monitoring	Monitoring Frequency	Responsibility
			Having “Notice and Instruction as Do’s and Don’ts regarding Gender-based Violence, Sexual Exploitation and Workplace Sexual Harassment.”			
Labor relations—cultural diversity.	Different cultures meeting in the workplace – feelings of distrust and suspicion of other cultural groups Perception that one’s culture is not respected or valued.	Conflict arises between different cultures or tribes resulting in tension, which could lead to violence and work stoppages.	Cultural awareness programs during induction and ‘lunch and learns’.	To be verified	Quarterly	Contractor
			Supervisors to undergo compulsory cultural awareness training.	To be verified	Monthly	Contractor
			A code of conduct to cover: 1. Respect for different cultures 2. Acknowledgement of cultural differences in respect to diet, religious ceremonies and so forth 3. Non-discrimination and equal opportunity 4. Harassment, types and consequences 5. Community “do’s and don’ts”.	To be verified	Monthly	Contractor
Labor relations—conflict handling.	Workers feel aggrieved and don’t know how to vent their grievances. Workers are not sure of the rules and	Workers embark on various forms of industrial action. They take matters into their own hands, which results in violence and	Human Resources policy and/or procedure that contains at least: 1. A worker grievance procedure; 2. A disciplinary procedure; 3. Workplace rules and regulations; 4. A demobilization procedure; and	Assessment	Monthly	Consultant Engineer

Sub-Category	Worker Impacts/Risks	Project Impacts/Risks	Mitigation Measures	Monitoring	Monitoring Frequency	Responsibility
	regulations of the Contractor.	conflict that affects workplace harmony.	<p>5. Industrial action handling protocols.</p> <p>Workers to be informed of these procedures during induction training.</p> <p>Supervisors to undergo training on all these procedures.</p> <p>Female grievance officers ('confidants') are made available to female members of the workforce.</p> <p>Metrics with leading and lagging indicators to be kept in order to highlight labor relations areas in need of remedial action.</p>			
Contractors and Contract Workers						
Labor and working conditions—contract workers.	Perception of unfair recruitment and selection practices.	Workers embark on various forms of action. They take matters into their own hands, which results in violence and conflict that affects project implementation and scheduling.	<p>1. Operationalization of human resources management manual; and</p> <p>2. Effective communication and engagement mechanisms.</p> <p>3. This project shall consider local workers as priority, especially ethnic people and female in the proper workers and fair wages.</p> <p>Contract workers should receive a standard policy as: working time, promotion policies, leave policies, insurance facilities, timely payment of wages/salaries, maternity protection and equal rights and opportunity without gender discrimination.</p>	Assessment	Quarterly	Contractor/Resident Engineer.
Accommodation						

Sub-Category	Worker Impacts/Risks	Project Impacts/Risks	Mitigation Measures	Monitoring	Monitoring Frequency	Responsibility
Camp management practices.	Residents do not live in harmony and the potential for conflict rises. Residents do not know how to complain or make a grievance.	Conflict escalates.	<p>If a contractor is used to manage camps, they must have a proven track record.</p> <p>Implement an induction program to be attended by all residents that covers at least the following:</p> <ol style="list-style-type: none"> 1. Camp rules and regulations; 2. Code of conduct 3. Camp grievance mechanism; 4. Camp disciplinary procedure; 5. Complaints system for food, dining, housekeeping and maintenance; 6. Camp committee system; 7. Community relations cultural awareness; and 8. Health, safety and security. <p>Keep committee minutes, records of all training conducted, complaints, grievances and breaches of discipline. Use this information to track trends and for remedial action purposes.</p> <p>Implement a mechanism for dialogue with camp residents on key issues such as food, dining, housekeeping, recreational activities and camp rules and regulations.</p> <p>Undertake room allocations in an open and transparent manner using only employment seniority as a criterion.</p>	To be verified	Quarterly	Resident Engineer.

Sub-Category	Worker Impacts/Risks	Project Impacts/Risks	Mitigation Measures	Monitoring	Monitoring Frequency	Responsibility
			<p>Keep separate but equal male and female accommodation and toilets.</p> <p>In case of workers migrate as family in the camp site, family shelters or rooms with adequate environment for children need to be provided by the Contractor.</p> <p>The ratine and/or toilets will need to separated gender as standard.</p> <p>Implement appropriate levels of safety and security practices and ensure that only residents are allowed in the accommodation – as well as day workers such as cleaning and maintenance staff.</p>			
Recreation	Workers spend most of their time in the camps and could become disenchanted and bored. They may want to leave the camps and go into the local towns and villages in search of recreation.	Tensions arise from the local communities as workers impact their activities in search of recreation. An increase in alcohol consumption and prostitution could result due to the influx of workers into local communities.	<p>1. Provide appropriate recreational facilities and activities. These should be discussed with the camp residents' committee; and</p> <p>Ensure that equipment and facilities are kept clean and well maintained.</p>	Assessment	Quarterly	Consulting Engineer

Sub-Category	Worker Impacts/Risks	Project Impacts/Risks	Mitigation Measures	Monitoring	Monitoring Frequency	Responsibility
Community relations.	Communities are negatively impacted by camp activities: noise, waste, traffic, lighting and so forth. This may result in negative actions towards camp operations such as road closures and the prevention of workers or suppliers from entering the worksite.	Workers are stopped from going to work, which affects productivity.	Implement control measures to avoid and minimize the impacts of camp and living conditions on communities; and Limit foreign worker interaction with communities and provide cultural sensitivity awareness training to facilitate appropriate interaction with communities.	Assessment	Quarterly	Consulting Engineer

6 MANAGEMENT AND MONITORING

6.1 Management Actions

94. The management actions and the mitigation measures are based on the commitments which every party will have; it is easy to remark that the compliance of the Constructors with the conditions and the recommended solutions are also measures to prevent and to improve key issues such as: health; safety; security; satisfaction on labor; and social and economic comfort.
95. The Contractor will have briefing meetings to ensure workers do not engage in such illicit activities in collaboration with the local communities, management of traffic and road safety, waste management, measures regarding alcohol and drugs consumption, issues of access to natural resources (wildlife and wood fuel etc.).
96. The project will collaborate with local authorities to ensure observance of these measures for harmonious coexistence between the project and the communities.

6.2 Responsible Party

97. These following individuals/agencies are expected to work in the different aspects of the project.

6.2.1 Engagement and Management of Contractors/Subcontractors

98. The Ministry of Public Works and Transport (MPWT) is responsible for contractor engagement and compliance with contract conditions. The MPWT, DoR, PMU and PTI will need to work with ISWS in order to manage and monitor the contractors to address all LMP aspects as part of procurement for works and consultancy/technical assistance activities. The MPWT, DoR, PMU, PTI and ISWS shall be responsible for overseeing all aspects of implementation of the project, including compliance and contractor induction.
99. Meanwhile the Contractor is responsible for management of subcontractors in accordance with contract specific Labour Management Plans (LMP).

6.2.2 Labour and Working Conditions

100. Contractors will keep records in accordance with specifications set out in this LMP and ensure actions are integrated into the C-ESMPs. The MPWT may at any time require records to ensure that labour conditions are met. MPWT will review records against actuals, at a minimum on a monthly basis, and can require immediate remedial actions if warranted. A summary of issues and remedial actions will be included in quarterly reports to the World Bank.

6.2.3 Training of Workers

101. The Contractors are required to, at all times, have a qualified safety officer on board. If training is required, this will be the contractor's responsibility. The safety officer will

provide instructions to contractor staff. The contractor will be obligated to make staff available for any mandatory trainings required by MPWT, as specified by the contract.

6.2.4 Addressing Worker Grievances

102. The Contractors will be required to implement a Grievance Redress Mechanism (GRM) for workers which respond to the minimum requirements in this LMP. The MPWT will review records on a monthly basis. MPWT will keep abreast of GRM complaints, resolutions and reflect in quarterly reports to the World Bank.

6.2.5 Occupational, Health and Safety

103. Contractors must designate a minimum of one safety representative to ensure day-to-day compliance with specified safety measures and records of any incidents. Minor incidents and near misses should be reported to MPWT on a monthly basis; serious incidents should be reported immediately.
104. Minor incidents should be reflected in the quarterly reports to the World Bank, and major issues should be flagged to the World Bank immediately. MPWT and all workers will:
- Comply with Lao legislation, WB's ESS2 requirements and other applicable requirements which relate to OHS hazards (see ANNEX 8) including this LMP;
 - Enable active participation in OHS risks elimination through promotion of appropriate skills, knowledge and attitudes towards hazards;
 - Continually improving the OHS management system and performance;
 - Communicate this policy statement to all persons working on the project with emphasis on individual OHS responsibilities; and
 - Make this policy statement available to all interested parties.

6.2.6 Contractor's Safety Officer(s)

105. The Contractor's Safety Officer will be responsible for:
- Identification of potential hazards to project workers, particularly those that may be life threatening;
 - Provision of preventative and protective measures, including modification, substitution, or elimination of hazardous conditions or substances;
 - Training of project workers and maintenance of training records;
 - Documentation and reporting of incidents;
 - Emergency prevention and preparedness and response arrangements to emergency situations; and
 - Remedies for adverse impacts such as occupational injuries, deaths, disability and disease.

6.2.7 Contractor(s)

106. The roles and responsibility of the contractor(s) will be required to:

- Develop and implement procedures to establish and maintain a safe working environment, including that workplaces, machinery, equipment and processes under their control are safe and without risk to health in line with OHS requirements and this LMP and integrate it as relevant into the C-ESMPs;
- Actively collaborate and consult with project workers in promoting understanding and methods for implementation of OHS requirements;
- Provide OHS training to all employees involved in works or site supervision;
- Provide laminated signs of relevant safe working procedures in a visible area on work sites, in English and local language as required;
- Provide PPE as suitable to the task and hazards of each worker, without cost to the worker, including Covid-19 related-PPE as necessary;
- Be responsible for implementing COVID19 measures as part of their contract, through explicitly mentioning it in bid documents and contracts.
- Hire a SEA/SH service provider to provide SEA/SH training to their workers.
- Appropriate accommodation in labour camps as per annex 11
- Put in place processes for project workers to report work situations that they believe are not safe or healthy and to remove themselves from situations they have reasonable justification to believe are unsafe;
- Confirm appropriate measures are in place for working in communities with known risk of conflict /violence;
- Ensure availability of first aid boxes in all work locations;
- Provide employees with access to toilets and potable drinking water; and
- Properly dispose of solid waste at designated permitted disposal/landfill sites.

107. Further to enforcing the compliance of environmental and social management, contractors will be responsible and liable for the safety of site equipment, labourers and daily workers attending to the construction site and safety of citizens for each subproject site, as mandatory measures.

6.3 Contractor Management

108. The tendering process for contractors will require that contractors can demonstrate their labour management and OHS standards, which will be a factor in the assessment processes. Contractual provisions will require that contractors:
- Prepare a C-ESMP in line with the ESMP and this LMP;
 - Monitor, keep records and report on terms and conditions related to labour management;
 - Provide workers with evidence of all payments made, including benefits and any valid deductions;

- Keep records regarding labour conditions and workers engaged under the Project, including contracts, registry of induction of workers including Code of Conduct, hours worked, remuneration and deductions (including overtime);
 - Record safety incidents and corresponding Root Cause Analysis (lost time incidents, medical treatment cases), first aid cases, high potential near misses, and remedial and preventive activities required (for example, revised job safety analysis, new or different equipment, skills training, etc.);
 - Report evidence that no child labour is involved, for instance by keeping employment records and/or proof of age checks when needed;
 - Training/induction dates, number of trainees, and topics;
 - Details of any worker grievances including occurrence date, grievance, and date submitted; actions taken and dates; resolution (if any) and date; and follow-up yet to be taken. Grievances listed should include those received since the preceding report and those that were unresolved at the time of that report;
 - Sign the Manager's Code of Conduct (Appendix 4) and/or the Individual Code of Conduct (Appendix 5), as applicable and keep records and report on the CoC signing.
109. Monitoring and performance management of contractors will be the responsibility of MPWT and DDIS. MPWT/DDIS Labour Management Specialist will be responsible for oversight of labour management provisions as well as contract supervision.

6.4 Primary Supply Chain Workers

110. The Contractor shall be responsible for conducting due diligence on the primary supply workers (those providing key materials for road construction, in particular raw materials), to ensure there is no indentured/forced or child labour (as per the Labour Law 2013).
111. In conducting due diligence, the contractor (or contractor's staff) should:
- Inform the provider, that the Contractor will not engage a provider who has forced or child labourers;
 - When possible, visit the company/factory, and conduct interviews with key personnel about their working conditions, as well as informal random interviews with workers;
 - Conduct secondary due diligence, by asking information from others who may be familiar with the provider, to make sure there are no reported instances of forced or child labour;
 - If necessary, and when possible, engage the Ministry of Labour and Welfare (MOLSW) to conduct checks on supplier to ensure no child labour or forced labour;
 - Keep records of the information and include in reporting to MPWT.

6.5 Capacity Building

112. While the provisions outlined in this LMP are mostly consistent with the requirements of the Labour Law 2013, with only limited additional provisions (for example, the Worker Grievance Redress Mechanism) to meet the requirements of ESS2, the LMP considerably exceeds actual practice in labour management in Lao PDR. Therefore, to ensure that project partner agencies, contractors and suppliers, and particularly local construction contractors, can meet these obligations, the project will develop and deliver trainings and simple awareness raising materials. This will be the responsibility of ISWS Labour Management Specialist.
113. The capacity building in the LMP will mainly focus on the construction workers. The key project construction worker will be provided several training topics as below::
- Safety and Risk Preventions;;
 - Emergency Response;
 - Proper use of Personal Protected Equipment;
 - Relevant Code of Conducts to project workers;
 - GRM for project worker;
114. MPWT/PTI and ISWS shall develop and deliver a short training course for contractors and / or contractor's site managers, explaining the obligations of the contractor as set out in the Health and Safety specifications. Supervising engineers are also to attend these courses. Courses will be delivered by ISWS and MPWT/PTI.
115. MPWT/PTI and ISWS will also recommend the contractors to prepare a simple booklet and Poster, in Lao language and with easy-to understand illustrations, explaining the requirements of the LMP as applicable to contracted workers in the project. The booklet will include details of the Worker Grievance Redress Mechanism. This booklet and poster will be disseminated to all project direct workers and explained to them during induction training.

6.6 Monitoring Actions

116. Occupational health and safety monitoring programs should verify the effectiveness of prevention and control strategies. The selected indicators should be representative of the most significant occupational, health, and safety hazards, and the implementation of prevention and control strategies. The occupational health and safety monitoring program should include:
- **Safety inspection, testing and calibration:** This should include regular inspection and testing of all safety features and hazard control measures focusing on engineering and personal protective features, work procedures, places of work, installations, equipment, and tools used. The inspection should verify that issued PPE continues to provide adequate protection and is being worn as required;

- **Surveillance of the working environment:** Employers should document compliance using an appropriate combination of portable and stationary sampling and monitoring instruments. Monitoring and analyses should be conducted according to internationally recognized methods and standards;
 - **Surveillance of workers health:** When extraordinary protective measures are required (for example, against hazardous compounds), workers should be provided appropriate and relevant health surveillance prior to first exposure, and at regular intervals thereafter;
 - **Training:** Training activities for employees and visitors should be adequately monitored and documented (curriculum, duration, and participants). Emergency exercises, including fire drills, should be documented adequately;
 - **Accidents and Diseases monitoring.** The employer should establish procedures and systems for reporting and recording:
 - Occupational accidents and diseases;
 - Dangerous occurrences and incidents.
117. These systems should enable workers to report immediately to their immediate supervisor any situation they believe presents a serious danger to life or health. Each month, the contractor shall supply data on trainings delivered, safety incidents prevented and any accidents to the Client's Consulting Engineer for reporting to the MPWT. These data are to also include incidents related to any sub-contractors working directly, or indirectly, for the Contractor.
118. The MPWT and DDIS shall be notified of any incident in accordance with the standards below: General monitoring processes will be conducted for monitoring, assessment and audit as in table 6:

Table 6. General monitoring processes

Incident Severity Class	Incident Classification	Notification timeframe
Class I	Fatality	As soon as possible
	Notifiable injury, Illness or Incident	As soon as possible
Class II	Lost time injury	As soon as practicable but within 48 hours
	Medical Treatment	Within 72 hours

119. All Class 1 and Class 2 health and safety incidents must be formally investigated and reported to the MPWT and DDIS through an investigation report. This report shall be based on a sufficient level of investigation by the Contractor so that all the essential factors are recorded. Lessons learnt must be identified and communicated promptly. All

findings must have substantive documentation. As a minimum the investigation report must include:

- Date and location of incident;
- Summary of events;
- Immediate cause of incident;
- Underlying cause of incident;
- Root cause of incident;
- Immediate action taken;
- Human factors;
- Outcome of incident, e.g. severity of harm caused, injury, damage;
- Corrective actions with clearly defined timelines and people responsible for implementation;
- Recommendations for further improvement.

6.6.1 Assessments

120. The site engineer will take a lead in undertaking periodic assessments to determine the degree to which, the commitments outlined in this LMP are being met. The assessment in this LMP will include camp inspections and monitoring of grievances. The assessments will be undertaken by suitably qualified personnel conversant with labor management issues. Assessment findings will be prioritized and closed in a timely manner.

6.6.2 Audits

121. It is envisaged that, the Independent National/International Engineer may, at its discretion, audit the contractors or suppliers to determine their compliance with this Plan. In addition, the Independent National/International Engineer may also, at its discretion, undertake audits of other third-party facilities and providers, as relevant to the ESMP. The Independent Environmental and Social Safeguard Consultant, on behalf of (MPWT/DoR) PMU, EDPD/PTI may also be engaged to conduct periodic monitoring reviews of the NR2 Project, largely based on the social and environmental controls set out in the ESMP.

6.6.3 Reporting

122. The reporting systems will practice in two parallel including:
1. Internal reporting system; and
 2. External reporting system.
123. **Internal reporting system** will mainly focus on the workplace/office and workcamp. A periodic report will be compiled to address the labour and working conditions aspects contained in this Plan, including the following for both Consulting Engineer and contractor activities:

a. Workplace

- Grievances lodged by type and number. Open grievances by type and number;
- Disciplinary action by type and number;
- Induction training numbers, queries and comments;
- Issues raised by workers' committees and action taken;
- Workforce numbers by local and foreign workers - actual against planned;
- Actual demobilization numbers against planned targets. Incidents around demobilization;
- Unexpected incidents - stoppages go slows, threats, damage to property, violence;
- Lost hours by category; and
- Absenteeism, sick leave and late arrivals.

b. Accommodation//Camp

- Grievances lodged by type and number. Open grievances by type and number;
- Disciplinary action by type and number;
- Induction training numbers, queries and comments;
- Issues raised by camp committees and action taken;
- Camp numbers by local and foreign workers - actual against planned;
- Camp incidents;

124. **External Reporting** will be carried out by neither Independent National/International Engineer nor Independent Environmental and Social Safeguard Consultant, on behalf of (MPWT/DoR) PMU, EDPD/PTI and its contractors will have rights to access and to meet all records, notification and reporting requirements.

6.7 Disclosure

125. The disclosure for this LMP will be done to enable workers understand information regarding safeguards in the workplace. This will be done at the brief session during induction period of the worker.

126. Different tools will be used including:

1. Visual presentation;
2. Leaflet;
3. Information board
4. Training
5. Easy-self-learning materials;
6. Meetings
7. Induction information toolkit (GBV violations, EHS of company policies, safety, code of conduct, child protection etc.)

LIST OF APPENDIXES

Appendix 1: Age Verification Template for Project Workers

To be completed for all project workers and attached to contracts

Name and surname:..... Contract No.....

ID No.....Date:.....

Present address:.....

1. Worker's Age: _____

2. Sex of worker: _____

3. Requested for Proof of Age: YES ☐ NO ☐ by (please check (✓) the appropriate box)

4. If NO, provide reason: _____

5. If YES, type of documentation provided (circle all that apply and attach a copy):

a) National ID Card

b) Family Book

c) Work Permit

d) School report/testimony (from teacher, principal)

e) Other (please describe) : _____

6. If YES, interviews to verify age will need to be conducted⁴⁹. Please describe result of interviews (who it was conducted with, age verification method, etc.):

7. If YES, interviews to verify age will need to be conducted. Please describe result of interviews (who it was conducted with, age verification method, etc.): _____

8. Was age verified in the interview (i.e. worker is at or above age requirements of 18y or above)?

a. If YES, no further steps are needed.

b. If NO, the worker cannot be hired.

Appendix 2: Complaint Form for Project Worker

Employee name		Date and time submitted	
Age		Gender (F/M)	
Job title		Employee / worker ID	
Employee Address		Employee Contact number /email	
Details of grievance			
Date, time and location of event		Witness(es) <i>if applicable</i>	
Description of Grievance (<i>provide clear details of the grievance</i>)			
Proposed solution/ Recommendation			
Worker Signature		Date	
Received by: <i>Name and Signature</i>		Date	

Appendix 3: Incident Record

Date of Incident/ Accident		Time			
Name(s) of Persons Involved/ Identity of Damaged Property		Age(s)		Gender (M/F)	
Address of Person(s) Involved		Work Post /Designation			
Supervisor		Location of Incident/ Accident			
Classification (Indicative / Serious/ Severe)					
Description of Incident/ Accident					
Nature (Work-related Injury, Non-work- related injury, Illness, Environmental Harm, Damage to Property)		Medical Support Treatment Given			
Body Part Injured/ Part Damaged		Time Off Work (Hours/ Days/ Weeks/ Months)			
Cause of Incident/ Accident					
Direct Cause(s)		Root Cause(s)			
Notifiable/Non- Notifiable (indicate Persons or Authorities Notified)					
Actions Taken					
Immediate Actions					
Follow-Up Actions					
Police Investigation Ref:					
Mitigation Measures					
Received and handled by:					

Appendix 4: Manager's Code of Conduct

Instructions:

This Code of Conduct should be included in bidding documents for the civil works contractor(s) and in their contracts once hired. This Code of Conduct should also be included in bidding documents, and the contracts, of consultancy companies such as for DDIS and other project consultants (such as FS/ESIA/TA). This Code of Conduct is to be signed by the main party (head or manager) in the Contractor/DDIS.

Manager's Code of Conduct:

The contractor/DDIS is committed to ensuring that the project is implemented in such a way which minimizes any negative impacts on the local environment, communities, and its workers. This will be done by respecting the environmental, social, health and safety (ESHS) standards, and ensuring appropriate occupational health and safety (OHS) standards are met. The contractor/DDIS is also committed to creating and maintaining an environment where children under the age of 18 will be protected, and where sexual abuse and sexual harassment have no place. Improper actions towards children, Violence Against Children (VAC), sexual abuse/harassment, and/or acts of Gender Based Violence (GBV) will not be tolerated by any employee, sub-contractors, supplier, associate, or representative of the company.

Staff at all levels have a responsibility to uphold the contractor's/DDIS' commitment. Contractors/DDIS need to support and promote the implementation of the Code of Conduct. To that end, staff must adhere to this Code of Conduct and also to sign the Individual Code of Conduct. This commits them to supporting the implementation of the Contractor's Environmental and Social Management Plan, the OHS Management Plan, and developing systems that facilitate the implementation of the GBV Action Plan.

Staff in particular Managers, need to maintain a safe workplace, as well as a GBV-free environment at the workplace and in the local community. Their responsibilities to achieve this include but are not limited to:

Implementation

- a. To ensure maximum effectiveness of the Code of Conduct:
 - i. Prominently displaying the Code of Conduct in clear view at workers' camps, offices, and in public areas of the workspace. Examples of areas include waiting, rest and lobby areas of sites, canteen areas and health clinics.
 - ii. Ensuring all posted and distributed copies of the Code of Conduct are translated into the appropriate language of use in the work site areas as well as for any international staff in their native language.

b. Verbally and in writing explain the Code of Conduct to all staff, including in an initial training session. c. Ensure that:

- i. All staff sign the 'Individual Code of Conduct', including acknowledgment that they have read and agree with the Code of Conduct;
- ii. Staff lists and signed copies of the Individual Code of Conduct are provided to the OHS Manager and the MPWT/PTI.
- iii. Participate in training and ensure that staff also participates as outlined below.
- iv. Put in place a mechanism for staff to:
 - DDD report concerns on ESHS or OHS compliance; and,
 - confidentially report SEA/SH incidents through the Grievance Redress Mechanism (GRM)
- v. Staffs are encouraged to report suspected or actual ESHS, OHS, SEA/SH. VAC issues, emphasizing the staff's responsibility in compliance with applicable laws and to the best of your abilities, prevent perpetrators of sexual exploitation and abuse from being hired, re-hired or deployed. Use background and criminal reference checks for all neither employee nor ordinarily resident in the country where the works are taking place.

d. Ensure that when engaging in partnership, sub-contractor, supplier or similar agreements, these agreements:

- i. Incorporate the ESHS, OHS, SEA/SH, VAC Codes of Conduct as an attachment;
 - ii. Include the appropriate language requiring such contracting entities and individuals, and their employees and volunteers, to comply with the Individual Codes of Conduct;
 - iii. Expressly state that the failure of those entities or individuals, as appropriate, to ensure compliance with the ESHS and OHS standards, take preventive measures against SEA/SH and VAC, to investigate allegations thereof, or to take corrective actions when SEA/SH or VAC has occurred, shall not only constitute grounds for sanctions and penalties in accordance with the Individual Codes of Conduct but also termination of agreements to work on or supply the project.
- e. Provide support and resources to the E&S team to create and disseminate staff training and awareness-raising strategy on SEA/SH, VAC and other issues highlighted in the ESMP.
- f. Ensure that any SEA/SH or VAC complaint warranting Police action is reported to the Police, the client and the World Bank immediately.
- g. Report and act in accordance with the agreed response protocol any suspected or actual acts of SEA/SH or VAC.
- h. Ensure that any major ESHS or OHS incidents are reported to the client and the supervision engineer immediately, non-major issues in accordance with the agreed reporting protocol.
- i. Ensure that children under the age of 18 are not present at the construction site or engaged in any hazardous activities.

Training

j. The managers are responsible to:

- (i) Ensure that the OHS Management Plan is implemented, with suitable training required for all staff, including sub-contractors and suppliers; and,
- (ii) Ensure that staff has a suitable understanding of the ESMP and are trained as appropriate to implement the Contractor's ESMP requirements.

k. All managers are required to attend an induction manager training course prior to commencing work on site to ensure that they are familiar with their roles and responsibilities in upholding the SEA/SH and VAC elements of these Codes of Conduct. This training will be separate from the induction training course required of all employees and will provide managers with the necessary understanding and technical support needed to begin to develop the GBV Action Plan for addressing GBV issues.

l. Managers are required to attend and assist with the project facilitated monthly training courses for all employees.

m. Ensure that time is provided during work hours and that staff prior to commencing work on site attend the mandatory project facilitated induction training on: (i) OHS and ESHS, and, (ii) SEA/SH and VAC.

n. During civil works, ensure that staff attends ongoing OHS and ESHS training, as well as the monthly mandatory refresher training course required of all employees on SEA/SH.

Response

o. Managers will be required to take appropriate actions to address any ESHS or OHS incidents.

p. Regarding SEA/SH:

- (i) Maintain the confidentiality of all employees who report or (allegedly) perpetrate incidences of SEA/SH (unless a breach of confidentiality is required to protect persons or property from serious harm or where required by law).
- (ii) If a manager develops concerns or suspicions regarding any form of GBV by one of his/her direct reports, or by an employee working for another contractor on the same work site, s/he is required to report the case using the GRM.
- (iii) Once a sanction has been determined by the GRM, the relevant manager(s) is/are expected to be personally responsible for ensuring that the measure is effectively enforced, within a maximum timeframe of 14 days from the date on which the decision to sanction was made by the GRM.
- (iv) If a manager has a conflict of interest due to personal or familial relationships with the survivor and/or perpetrator, he/she must notify the Company and the GRM. The Company will be required to appoint another manager without a conflict of interest to respond to complaints.

- (v) Ensure that any SEA/SH issue warranting Police action is reported to the Police, the client and the World Bank immediately.

q. Managers failing address ESHS or OHS incidents or failing to report or comply with the SEA/SH provisions may be subject to disciplinary measures, to be determined and enacted by the Company. Those measures may include:

- (i) Informal warning;
- (ii) Formal warning;
- (iii) Additional Training;
- (iv) Loss of up to one week's salary;
- (v) Suspension of employment (without payment of salary), for a minimum period of 1 month up to a maximum of 6 months;
- (vi) Termination of employment.
- (vii) Ultimately, failure to effectively respond to ESHS, OHS, VAC and SEA/SH cases on the work site by the company's managers may provide grounds for legal actions by authorities.

I do hereby acknowledge that I have read the Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities to prevent and respond to ESHS, OHS, VAC and SEA/SH requirements. I understand that any action inconsistent with this Code of Conduct or failure to act mandated by this Code of Conduct may result in disciplinary action.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Appendix 5: Individual Code of Conduct

Instructions:

This Code of Conduct should be included in bidding documents for the civil works contractor(s) and in their contracts once hired. This Code of Conduct should also be included in bidding documents, and the contracts, of individual DDIS/other consultants.

I, _____, acknowledge that adhering to environmental, social, health and safety (ESHS) standards, following the project's occupational health and safety (OHS) requirements, and preventing Violence Against Children (VAC); and Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH) are important.

The Contractor/DDIS considers that failure to follow ESHS and OHS standards, or to partake in activities constituting VAC or SEA/SH—be it on the work site, the work site surroundings, at workers' camps, or the surrounding communities—constitute acts of gross misconduct and are therefore grounds for sanctions, penalties or potential termination of employment. Prosecution by the Police of those who commit SEA/SH or VAC may be pursued if appropriate.

I agree that while working on the project I will:

- a. Consent to a background check in any place I have worked for more than six months.
- b. Attend and actively partake in training courses related to ESHS, OHS, VAC; SEA/SH as requested by my employer.
- c. Will wear my personal protective equipment (PPE) at all times when at the work site or engaged in project related activities.
- d. Take all practical steps to implement the contractor's environmental and social management plan (C-ESMP).
- e. Implement the OHS Management Plan.
- f. Adhere to a zero-alcohol policy during work activities, and refrain from the use of narcotics or other substances which can impair faculties at all times.
- g. Treat women, children (persons under the age of 18), and men with respect regardless of race, color, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status.
- h. Not use language or behavior towards women, children or men that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
- i. Not sexually exploit or abuse project beneficiaries and members of the surrounding communities.
- j. Not engage in sexual harassment of work personnel and staff—for instance, making unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature is prohibited: i.e. looking somebody up and down; kissing, howling or smacking sounds; hanging around somebody; whistling and catcalls; in some instances, giving personal gifts

- k. Not engage in sexual favors—for instance, making promises of favorable treatment (i.e. promotion), threats of unfavorable treatment (i.e. loss of job) or payments in kind or in cash, dependent on sexual acts—or other forms of humiliating, degrading or exploitative behavior.
- l. Not use prostitution in any form at any time.
- m. Not participate in sexual contact or activity with children under the age of 18—including grooming or contact through digital media. Mistaken belief regarding the age of a child is not a defense. Consent from the child is also not a defense or excuse.
- n. Unless there is the full consent by all parties involved, I will not have sexual interactions with members of the surrounding communities. This includes relationships involving the withholding or promise of actual provision of benefit (monetary or non-monetary) to community members in exchange for sex (including prostitution). Such sexual activity is considered “non-consensual” within the scope of this Code.
- o. Consider reporting through the GRM or to my manager any suspected or actual SEA/SH by a fellow worker, whether employed by my company or not, or any breaches of this Code of Conduct.

With respect to children under the age of 18:

- a. Bring to the attention of my manager the presence of any children on the construction site or engaged in hazardous activities.
- b. Wherever possible, ensure that another adult is present when working in the proximity of children.
- c. Not invite unaccompanied children unrelated to my family into my home, unless they are at immediate risk of injury or in physical danger.
- d. Not use any computers, mobile phones, video and digital cameras or any other medium to exploit or harass children or to access child pornography (see also “Use of children's images for work related purposes” below)
- e. Refrain from physical punishment or discipline of children.
- f. No hiring of children for any SEARECC project activity (no persons under the age of 18).
- g. nn. Comply with all relevant local legislation, including labour laws in relation to child labour and World Bank’s standards on child labour and minimum age.
- h. oo. Take appropriate caution when photographing or filming children (see x-bb below). Photos or films of children should generally not be taken in the SEARECC project, except in instances showing the benefits or impacts of road works, such as impacts to schools or school safety trainings.

With respect to illegal hunting, trading or consumption wildlife

The individual worker will be avoided of illegal hunting, trading, or consumption of wildlife:

- g. Prohibit project workers from hunting bush meat or on project work sites.

- h. Prohibit project workers from possessing firearms, fishnet, and other hunting equipment when on project work sites.
- i. Prohibit transport of bush meat on project vehicles.
- j. Pay workers an adequate wage so that they can buy their food without augmenting it with illegally obtained bush meat.
- k. Prohibit workers from trading with wildlife products.
- l. Prohibit workers from consuming illegal wildlife products.

Use of children's images for work related purposes

When photographing or filming a child for work related purposes, I must:

- pp. Before photographing or filming a child, assess and endeavor to comply with local traditions or restrictions for reproducing personal images.
- qq. Before photographing or filming a child, obtain informed consent from the child and a parent or guardian of the child. As part of this I must explain how the photograph or film will be used.
- rr. Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive.
- ss. Ensure images are honest representations of the context and the facts.
- tt. Ensure file labels do not reveal identifying information about a child when sending images electronically.

Sanctions

I understand that if I breach this Individual Code of Conduct, my employer will take disciplinary action which could include:

- uu. Informal warning;
- vv. Formal warning;
- ww. Additional Training;
- xx. Loss of up to one week's salary;
- yy. Suspension of employment (without payment of salary), for a minimum period of 1 month up to a maximum of 6 months;
- zz. Termination of employment;
- aaa. Report to the Police if warranted.

I understand that it is my responsibility to ensure that the environmental, social, health and safety standards are met. I will adhere to the occupational health and safety management plan. I will avoid actions or behaviors that could be construed as VAC or GBV. Any such actions will be a breach this Individual Code of Conduct. I do hereby acknowledge that I have read the foregoing Individual Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities to prevent and respond to ESHS, OHS, VAC, GBV and

SEA/SH issues. I understand that any action inconsistent with this Individual Code of Conduct or failure to act mandated by this Individual Code of Conduct may result in disciplinary action and may affect my ongoing employment.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Appendix 6: Guidelines for Worker's Camps

If relevant, these guidelines will help the contractor when setting up worker's camps.

GENERAL

The Workers Camp Management Plan will be compliant with the specific prescriptions of the ESMP.

WORKER RECRUITMENT

The Contractor is required to minimize the number of skilled workers that are recruited from overseas. No unskilled labour will be sourced from overseas. Local communities should be prioritized for unskilled labour, including a target of 15% female unskilled workers. The Contractor will maximize the number of skilled and unskilled workers that are recruited from the communities along the project site.

The Contractor will be required to provide justification for any skilled workers recruited from overseas and explain why this position cannot be filled locally/ in Laos.

WORKERS CAMP FACILITIES

All facilities in the Workers Camp must be compliant with the stipulations of the ESMP. The camp shall be provided with the following minimum facilities:

- Eating space and dormitories as required shall be constructed of suitable materials to provide a safe healthy environment for the workforce and which facilitate regular cleaning and the provision of ventilation and illumination;
- At least one water closet toilet, one urinal and one shower per 10 personnel engaged either permanently or temporarily on the project. Separate toilet and wash facilities shall be provided for male and female employees, including ensuring that toilets are available close to working sites/road sections where women are working;
- A sick bay and first aid station;
- Sewage collection facilities to allow for the treatment of black and grey wastewater discharge from toilets, wash rooms, showers, kitchens, laundry and the like. The management of all camp wastewater water shall be as prescribed in the ESMP;
- All camp facilities shall be maintained in a safe clean and or appropriate condition throughout the construction period.
- Throughout the period of the contract the employer, the engineer, or their representatives shall have uninterrupted access to and from the camp for the purpose of carrying out routine inspections of all buildings, facilities or installations of whatever nature to ensure compliance with this specification.

- Appropriate measures to be taken in line with GoL Covid-19 prevention and/or management guidelines.

WORKERS CAMP OPERATIONS

- The Contractor will be required to provide adequate provisions for the workers for the duration of the project so as not to be a burden on the food or water security of the surrounding communities. The Contractor will strive to hire local labour to provide cleaning and food services.
- All wastewater, solid waste, freshwater usage, noise levels, handling and storage of hazardous materials shall be as prescribed in the ESMP.

MANAGEMENT OF OFF DUTY WORKERS

- The Contractor will prepare ensure all staff sign and adhere to the Individual Code of Conduct to describe the expected behaviours of their project worker in relation to the local communities and their social sensitivities.
- The Contractor is to ensure that all overseas project staff, not already living in Lao PDR, undergoes a cultural familiarization session as part of their induction training. The purpose of this induction will be to introduce the project staff to the cultural sensitivities of the local communities and the expected behaviours of the staff in their interactions with these communities. This may also be necessary for Lao staff from other provinces working with ethnic minorities;
- The Contractor is to stipulate the conditions under which visitors may attend the workers camp. Strict visiting hours should be enforced and all visitors will be required to sign in and out of the worker camp. No overnight visitors will be allowed;
- The Contractor shall ensure that basic social/collective rest spaces are provided equipped with seating within the Workers Camp to help minimize the impact that the workers would have on the leisure and recreational facilities of the nearby communities. Provisions should also be made to provide the workers with an active recreation space within the camp.

WORKERS CAMP MANAGEMENT PLAN

If applicable, a Workers Camp Management Plan shall be submitted by the Contractor to MPWT. The Workers Camp Management Plan shall describe how this document and the ESMP shall be implemented in the following:

- Recruitment strategy;
- Accommodation;
- Canteen and dining areas;
- Ablutions;
- Water supply;
- Wastewater management system;
- Proposed power supply;
- Code of Conduct for Workers;

- Recreational/leisure facilities for workers;
- Visitors to the Workers Camp;
- Interactions with the local communities.

Appendix 7: SEA/SH Action Plan

Manifestations of SEA/SH/GBV include, but not limited to²:

- Physical violence (such as slapping, kicking, hitting, or the use of weapons);
- Emotional abuse (such as systematic humiliation, controlling behavior, degrading treatment, insults, and
- Threats;
- Sexual violence which includes any form of non-consensual sexual contact, including rape;
- Early/forced marriage, which is the marriage of an individual against her or his will often occurring before the age of 18, also referred to as child marriage;
- Economic abuse and the denial of resources, services, and opportunities (such as restricting access to financial, health, educational, or other resources with the purpose of controlling or subjugating a person);
- Trafficking and abduction for exploitation; and,
- Intimate Partner Violence (IPV) perpetrated by a former or current partner, includes a range of acts of violence.

Challenges in addressing SEA/SH can be summarized as follows:

- a. High prevalence of gender-based violence against women, especially domestic and sexual violence and rape;
- b. Low rate of reporting among women who are victims of domestic violence;
- c. Limited training provided for law enforcement, public health officials and members of Village Mediation Committees on identifying all forms of gender-based violence against women and addressing individual cases in a gender sensitive manner;
- d. Limited number of shelters for women and girl victims of gender-based violence, particularly domestic violence;
- e. There is a lack of effective coordination on SEA/SH at national and local levels;
- f. Accessibility and the quality of the services provided at the LWU and SEA/SH center is low;
- g. The police and judicial systems are unresponsive to survivors' needs;
- h. The informal mediation system (VMU) is not survivor-centric and prioritizes family and community harmony over victim's rights, based on customary law, and do not involve the police. Prevention of child marriage and trafficking is low, and there is a growing

² Good Practice Note, Addressing Gender Based Violence in Investment Project Financing involving Major Civil Works, 28 September 2018, The World Bank

concern over the impact of foreign construction labour on sexual abuse and exploitation, and trafficking of girls to neighboring countries as brides.

- i. Sexual harassment as a concept is not widely understood and thus difficult to address.
- j. Lack of data on cases of gender-based violence against women that were investigated and lead to prosecution and on the sanctions imposed on perpetrators, disaggregated by age and relationship between victim and perpetrator.

The ESIA will need to consider this context when carrying out a more detailed assessment of service providers and GBV/SEA/SH risks as a result of the project, in particular so that it can provide realistic and effective mitigation measures for these issues. This may include more support and capacity building for the LWU, stakeholder engagement, strong codes of conduct for project workers (already including in the LMP part of this ESMF), and other avenues if needed.

In bidding documents and contracts, the Contractor will be required to implement the Labour Management Procedure:

- Appendix 1: Age Verification Template for Project Workers;
- Appendix 2: Complainant Form for Project Worker;
- Appendix 3: Incident Record;
- Appendix 4: Manager's Code of Conduct;
- Appendix 5: Individual Code of Conduct;
- Appendix 6: Guidelines for Worker's Camps;
- Appendix 7: SEA/SH Action Plan;

The Contractor must arrange for trainings on SEA/SH and VAC/IEC campaign to be provided by a recognized agency or NGO. Likewise, the PMU shall raise awareness and reduce such risks within its organization as well. The cost of the campaign shall be funded by the Contractor from the provisional sum provided in the bill-of-quantity. The contractor shall ensure that at least one refresher and training for workers will be conducted each month to review materials provided.