

REPUBLIEK SURINAME



# Essential Air Transport Service for Remote Communities in Suriname (SU-L1071)

## Environmental and Social Management Framework



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## Abbreviations

Aoi	Area of Influence
CADSUR	Civil Aviation Department of Suriname
CASAS	Civil Aviation Safety Authority Suriname
CoC	Code of Conduct
DAoi	Direct Area of Influence
EA	Executing Agency
E&S	Environmental and Social
EHSS	Environmental, Health, Safety and Social
ESA	Environmental and Social Assessment
ESMP	Environmental and Social Management Plan
ESMPc	Environmental and Social Management Plan at the Construction Stage (ESMPc)
ESPF	IDB's Environmental and Social Policy Framework
ESPS	Environmental and Social Policy Framework
GHG	Greenhouse Gas
GRM	Grievance Redress Mechanism
IAoi	Indirect Area of Influence
IDB	Interamerican Development Bank
KBA	Key Biodiversity Area
LHB	N.V. Luchthavenbeheer
LMP	Labour Management Procedure
LVT	Aerodrome Department
MSPE	Ministry of Spatial Planning and Environment
MTCT	Ministry of Transport, Communication and Tourism
NIMOS	National Institute for Environment and Development in Suriname
OA	Operational Area
PPE	Personal Protective Equipment
SEP	Stakeholder Engagement Plan
USD	United States Dollars

## 1. Introduction

This Environmental and Social Management Framework (ESMF) of the Essential Air Transport Service for Remote Communities in Suriname Program (SU-L1071) introduces the procedures for the environmental and social management of the interventions to be financed under the Program, which are not part of the representative sample.

This ESMF was prepared based on the definition of the measures to mitigate the environmental and social impacts and risks identified in the Environmental and Social Analysis of the projects of the Program sample – representative projects of the Multiple Works Program. These projects include interventions in Kwamalasamotoe Airstrip, Kwamalasamotoe; and Zorg En Hoop Airport, Paramaribo.

Although the impacts and risks identified in the Environmental and Social Analysis correspond only to the projects in the sample, they are representative of the Program as a whole and, therefore, applicable to other projects to be financed under the operation.

The ESMF also includes the institutional arrangements for the implementation of mitigation measures, and the mechanism for monitoring and supervision of the expected results.

### 1.1 Objectives

The specific objectives of the Environmental and Social Management Framework are:

1. Provide a methodology and a set of procedures to ensure the socio-environmental sustainability of the projects financed under the Program;
2. Provide guidelines for compliance with applicable environmental and social legislation; and
3. Establish the guidelines to comply with the IDB Environmental and Social Policy Framework.

### 1.2 Scope

This Framework must be applied by the executing agency (Ministry of Transport, Communication and Tourism (MTCT) through the N.V. Luchthavenbeheer (LHB)) and its contractors, in order to ensure social and environmental sustainability in the design and execution of the projects to be financed by operation SU-L1071, which are not part of the program's representative sample.

The Framework will also guide compliance with national environmental legislation and the Environmental and Social Performance Standards of the Inter-American Development Bank applicable to the program.

## 2. Program Description

This chapter presents a description of the Essential Air Transport Service for Remote Communities in Suriname Program (SU-L1071), including objectives, components, and costs.

### 2.1 Background and Justification

Suriname, situated in the Amazon, is characterized by its small, open, commodity-based economy, and is highly susceptible to external shocks and natural disasters. Despite its vast territory of 164,000 square kilometers, most of its population and infrastructure are concentrated in the Great Paramaribo and Coastal regions. This concentration leaves the interior regions, which are primarily accessible only by boat or aircraft, largely isolated with limited access to essential services like healthcare and education.

According to the 2022 Suriname Survey of Living Conditions, the interior regions, heavily populated by Maroon and Amerindian communities, face significant socio-economic challenges. These areas show higher rates of multidimensional and consumption-poverty, affecting 59% and 38% of the population respectively. Educational attainment is also significantly lower, with an average of 4.1 years of schooling compared to 8.4 years in the coastal regions. Secondary school attendance in the interior is only 46%, compared to 72% in other parts of the country.

Employment opportunities in the interior are scarce, with high unemployment rates and wages that are 75% lower than those in the coastal regions. Health disparities are pronounced, with only 25% of interior residents having had a medical check-up in the past year, compared to 51% in coastal areas.

Air transport is critical for connecting these remote regions. The Ministry of Transport, Communication, and Tourism oversees 53 domestic aerodromes, which facilitate the transportation of about 55,000 passengers and 3,500 tons of cargo annually. However, these aerodromes are often underdeveloped, with unpaved runways and inadequate facilities, making them unusable during the rainy season and limiting the delivery of essential services and economic opportunities.

The Suriname General Aviation Legislation (SGAL) of 1935, which currently governs aviation, is outdated and does not address modern regulatory needs. Attempts to update the framework, such as the Civil Aviation Safety and Security Act of 2002, have been inadequate, and significant gaps in safety and operational standards remain, as highlighted by the International Civil Aviation Organization's audit.

Financial sustainability is another critical issue. Although aeronautical services generate significant revenue, approximately US\$12 million annually, these funds are not reinvested into the sector, limiting improvements in infrastructure and services. Furthermore, the Civil Aviation Safety Authority Suriname (CASAS) lacks mechanisms to sustainably collect fees, hindering its regulatory functions.

Climate change poses additional threats, with Suriname being highly vulnerable to changes in rainfall, temperature, and sea level rise. Projections indicate significant economic losses unless robust flood management and climate adaptation strategies are implemented.

Gender and diversity issues also persist. Women in Suriname have higher educational attainment than men but lower labor force participation and earnings. They are underrepresented in sectors like transport and logistics, and people with disabilities face significant barriers to labor market participation, with limited regulatory support for their inclusion.

Addressing these challenges involves improving oversight of the air transport sector, enhancing connectivity and access to services for vulnerable populations, integrating national infrastructure more effectively, and ensuring the sustainability of airstrip maintenance.

## 2.2 Objectives

The general objective of this program is to contribute to a safe, secure, and self-sustaining air transport sector for Suriname.

The specific objectives are to: (i) ensure that the busiest airstrip in the south of the country, outside of the mining areas, is accessible all-year round; (ii) improve the safety and operating conditions of the Zorg en Hoop aerodrome in Paramaribo; (iii) provide institutional support to the aviation sector, in accordance with ICAO international standards.

## 2.3 Components

The Program is structured in four components:

**Component I. Prioritized airstrip rehabilitation. (US\$ 2,500,000).** This component will finance: (i) works for the rehabilitation of the Kwamalasamutu aerodrome, the busiest in the south of the country, to optimize operations for safe and efficient air transport services; (ii) acquisition and installation of aeronautical equipment to ensure secure operation of this aerodrome, including air navigation, surveillance cameras and others; and (iii) training and capacity building, including capacity building of local communities for maintenance of the airstrip.

**Component II. Improvements in Zorg En Hoop aerodrome (US\$ 7,500,000).** This component will finance: (i) rehabilitation of existing facilities to ensure secure air transport operations; (ii) acquisition and installation of aeronautical equipment; and (iii) labor/internships inclusion of People with Disabilities and women employment in this aerodrome.

**Component III. Institutional support to the air transport sector (US\$9,000,000).** This component will finance: (i) a new proposal of draft legislation for tabling and adoption to improve the current country's institutional and legal framework for air transport, including updated regulations for local aerodromes amongst others, a new independent Air Navigation Service Provider (ANSP) that is financially self-sufficient, and a new accident investigation body; (ii) the definition of an international standard-based fee structure and collection mechanism using new digital tools, and the identification of additional revenue sources in the sector to cover operations and maintenance of airstrips; (iv) improvements in air navigation surveillance; and (iv) the development of updated flight manifests for domestic passengers and cargo.

**1.1 Administration and monitoring. (US\$1,000,000).** This component will finance management costs, including supervision and technical support for the Project Implementation Unit (PIU), as well as audits and project evaluation.

## 2.4 Costs and Financing

The total cost of the Project is **USD\$ 20 million**. This financing will be provided entirely by the Inter-American Development Bank (IDB). The project is designed to address the critical need for air transport infrastructure improvements in Suriname's remote communities, which are vital for their connectivity and access to essential services.

The project is structured as a **Multiple Works Program (MWP)** investment loan, which will finance a series of similar projects across the country. This approach is chosen because the type of interventions targeted by this program (a wide geographical spread of small-scale investments).

The program will finance improvements to airstrips across Suriname, prioritized through a multi-criteria analysis. A select group of airstrips will receive significant investment to upgrade to all-weather standards, accounting for over 30% of the budget. Additional airstrips requiring smaller-scale works will also be included, provided they meet specific eligibility criteria.

## 2.5 Implementation Arrangements

The program will be implemented by the **Ministry of Transport, Communication and Tourism (MTCT) through the N.V. Luchthavenbeheer<sup>1</sup> (LHB)**. The LHB will be responsible for general and technical coordination; planning, monitoring, and evaluation; financial management; procurement administration; environmental, health, and safety management; and communications activities. This PIU would be financed by the project and would be composed of at least: a project manager, an air transport infrastructure specialist, a legal advisor, an environmental and social specialist, a procurement specialist, and a financial specialist.

## 2.6 Expected Benefits

The program will benefit air transport users and indigenous and afro-descendant communities, to a greater extent, because it will ensure sustainable accessibility to very isolated regions of the country, improving safety conditions for operations and reducing the time and cost of transporting people and goods, which currently must be done by other means of transport.

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<sup>1</sup> Parastatal organization of the MTCT whose purpose is to maintain and operate Suriname's international airport.



### 3. Legal and Institutional Framework

This chapter outlines the legal, sectoral, and institutional framework of the Essential Air Transport Service for remote communities in Suriname Program (SU-L1071), considering environmental, social, and occupational health and safety areas.

The first section of the chapter describes the national legal framework applicable to the Program. As this operation is proposed to be financed by a loan operation from the Interamerican Development Bank, the second section describes the Environmental and Social Performance Standards included in IDB's Environmental and Social Policy Framework, which are also applicable to the Program.

#### 3.1 National Legal Framework

##### Environmental licensing

The Environmental Framework Act and associated regulations provide the legal framework for environmental licensing in Suriname. These laws mandate that certain projects and activities undergo an Environmental Impact Assessment (EIA), known locally as the "Miliey Effecten Analyse" (MEA) to evaluate their potential environmental impacts and to identify mitigation measures.

The National Institute for Environment and Development in Suriname (NIMOS) is the institution responsible for overseeing the MEA process. NIMOS evaluates project proposals, conducts reviews and ensures compliance with environmental regulations.

Project proponents must submit an initial project proposal to NIMOS, including a brief description of the project, its location, and potential environmental impacts. NIMO reviews the project proposal to categorize it in the screening phase to determine the level of assessment required. Projects may fall into different categories, ranging from those requiring a full MEA to those exempt from detailed assessment.

After conducting, if required, detailed studies to assess the potential environmental impacts of the project, the findings are compiled into an Environmental Impact Statement (EIS) which outlines predicted impacts and proposed mitigation measures. NIMOS reviews the EIS and decides on whether to approve the project and communicates the decision to the project proponent and relevant stakeholders. After approval, NIMOS monitors the implementation of the project to ensure compliance with the conditions of approval and the effectiveness of the mitigation measures.

Public participation is an essential component of the MEA process. Stakeholders, including local communities, NGOs, and other interested parties, are given opportunities to provide input during the scoping, impact assessment, and review phases. Public consultations and hearings are conducted to gather feedback and address concerns.

**Table 1. Environmental licensing and ESIA regulations**

National Regulations	
<b>Nature Conservation Act (No. 26 of 1954)</b>	This Act provides for nature conservation in Suriname, including the procedure for declaring natural reserves. The Nature Conservation Commission may provide advice on the

National Regulations	
	management of natural reserves. Criminal provisions are also included.
<b>Environmental Framework Act (No. 97 of 2020)</b>	This Act is about the protection and sustainable management of the environment in Suriname and the implementation and carrying into effect of obligations deriving from the membership of Suriname to international agreements, notably the UN Framework Convention on Climate Change, the UN Convention on Biological Diversity, the Paris Agreement and the Stockholm and Rotterdam (Conventions on POPs and PIC respectively). Another important matter is the investigation, prosecution and trial of offences defined in this Act as environmental offences. The Act is composed of 77 articles divided into 11 Chapters: General provisions (I); The National Environment Authority (II); Duty of Care (III); Environmental Strategy (IV); Activities and Environmental Consequences (V); Control of Pollution - Environmental Pollution and Standards (VI); Waste and Hazardous Substances (VII); Legal Protection Mechanisms (VIII); Environmental offences and Sanctions (IX); Provisions on Enforcement and further provisions (X); Transitional and Final Provisions (XI).
<b>Hindrance Act (G.B 1930 no 64 amended by S.B.2001 no. 63)</b>	Article 1 state that it is prohibited to establish an enterprise which can cause danger, damage or hindrance without a permit from the District Commissioner (DC).
<b>Act laying down rules for Businesses and professions subject to a license (Business and Professions Act) (No. 40 of 2017)</b>	This Act aims at improving the business environment in Suriname by introducing a new modern system of business authorizations. It lays down rules for carrying out business and undertake various professions. The Act requires businesses and professions to be classified based on the International Standard Industrial Classification of All Economic Activities Code (ISIC Code). One category is prohibited businesses and professions, and another requires businesses and professions to be subject of certain conditions and authorizations. Authorizations are granted by the Director of the Ministry of Economic Affairs to natural or legal entities. Interested parties may object against the granting of an authorization on grounds of danger of public health or the environment. The Minister may indicate zones where economic operations or professions are restricted. The Act is also about enforcement and rehabilitation measures, offences and sanctions.
<b>Decision of the Minister of Trade, Industry and Tourism of 20 March 2019 no. 630,</b>	This Decisions lays down rules for the carrying out of activities by businesses and professions that are subject to authorization in accordance with the Act laying down rules for

National Regulations	
<b>laying down general conditions for companies and professions subject to a license</b>	Businesses and professions subject to a license. Rules are specified for, among other things, food producers, sellers of agricultural chemicals, butchers, fish producers and processors, timber processing plants, pet shops (where veterinary products may be sold). The rules concern, among other things, hygienic conditions for manufacturing and sale, waste disposal and management (also of wastewater and chemicals), inspections, and enforcement. The Decisions mentioned norms that shall be observed, notably the conditions of the National Institute for Environment and Development in Suriname (NIMOS), the environmental hygiene conditions and safety regulations of respectively the Bureau for Public Health (B.O.G.) and the Labor Inspectorate, and the directives from the Ministry of Agriculture, Livestock and Fisheries.
<b>Mining Act ((S.B. 1986 no. 28, as most recently amended by S.B. 1997 no. 44)</b>	This decree governs Suriname's mining sector. It states that minerals in and on the ground are property of the state and separated from ownership of land. There are five types of mining permits that can be obtained from the Ministry of Natural Resources: reconnaissance, exploration, exploitation, small-scale mining and <b>quarrying building materials</b> . In the case of the latter, the permits have a 5-year duration, renewable for periods of up to 5 years and the maximum size of the operation is 400ha.

## Air Transport Service

**Table 2. Air Transport Service Regulations**

International Regulations	
<b>Convention for the Unification of Certain Rules Relating to International Carriage by Air</b>	This Convention applies to all international carriage of persons, luggage or goods performed by aircraft for reward. It applies equally to gratuitous carriage by aircraft performed by an air transport undertaking.
<b>Convention on International Civil Aviation</b>	The Convention on International Civil Aviation, also known as the Chicago Convention, was intended to update aviation regulations. It is the most important normative treaty in relation to International Public Aviation Law.
<b>International Air Services Transit Agreement</b>	The purpose of the International Air Services Transit Agreement is to grant aircraft the right to fly over a country's territory and to make technical stops without obtaining prior permission. This facilitates international air travel by simplifying the process for overflight and landing for non-commercial reasons.
<b>Protocol Relating to an Amendment to the</b>	The Protocol Relating to an Amendment to the Convention on International Civil Aviation aims to update environmental

<b>Convention on International Civil Aviation (Article 93 bis)</b>	standards, modernize aviation regulations, promote global cooperation, and harmonize procedures among member states of the International Civil Aviation Organization (ICAO).
<b>Convention on the International Recognition of Rights in Aircraft</b>	The purpose of the Convention on the International Recognition of Rights in Aircraft is to provide a standardized legal framework for recognizing and protecting ownership, leasing, and other interests in aircraft across international borders.
<b>Convention on Damage Caused by Foreign Aircraft to Third Parties on the Surface</b>	The purpose of the Convention on Damage Caused by Foreign Aircraft to Third Parties on the Surface is to establish rules for liability and compensation when foreign aircraft cause damage to people or property on the ground in another country.
<b>Convention for the Suppression of Unlawful Seizure of Aircraft</b>	The purpose of the Convention for the Suppression of Unlawful Seizure of Aircraft is to prevent and suppress the unlawful seizure of civil aircraft and ensure the safe and orderly conduct of international air travel.
<b>Convention for the Suppression of Unlawful Acts against the Safety of Civil Aviation</b>	The purpose of the Convention for the Suppression of Unlawful Acts against the Safety of Civil Aviation is to prevent and punish unlawful acts that jeopardize the safety of civil aviation, including hijacking and other acts of violence against aircraft and airports.
<b>Protocol for the Suppression of Unlawful Acts of Violence at Airports Serving International Civil Aviation, Supplementary to the Convention for the Suppression of Unlawful Acts against the Safety of Civil Aviation</b>	The purpose of the Protocol for the Suppression of Unlawful Acts of Violence at Airports Serving International Civil Aviation is to address and suppress unlawful acts of violence specifically targeting airports that serve international civil aviation, complementing the Convention for the Suppression of Unlawful Acts against the Safety of Civil Aviation.
<b>Convention on the Marking of Plastic Explosives for the Purpose of Detection</b>	The purpose of the Convention on the Marking of Plastic Explosives for the Purpose of Detection is to ensure that plastic explosives used in commercial applications are detectable through specified marking requirements, thereby enhancing aviation security worldwide.
<b>Convention on Offences and Certain Other Acts Committed on Board Aircraft (Tokyo Convention)</b>	This convention addresses unlawful acts aboard aircraft. Suriname ratified this convention on October 20, 1978.
<b>Convention for the Unification of Certain Rules for International Carriage by Air (Montreal Convention)</b>	This modernizes and harmonizes rules governing liability in international air travel. Suriname ratified this convention on March 18, 2013.
<b>National Regulations</b>	

<p><b>Civil Aviation Safety and Security Act (SB 2002, nr 24)</b></p>	<p>This act promotes the civil aviation and its development inclusive the safety, security, economic development and environment. The act also promotes the implementation of bilateral and multilateral agreements.</p>
<p><b>Act regulating Exploitation Permits of Approved Aerodromes (SB 2006 nr 92)</b></p>	<p>This act regulates the issuance, revocation, modification, suspension or approval for transfer of an operating permit for a designated aerodrome.</p>
<p><b>Civil Aviation Regulations</b></p>	<p>CARS 001 General Policies, Procedures and Definitions  CARS 002 Personnel Licensing  CARS 003 Approved Training Organizations  CARS 004 Aircraft Registration and Marking  CARS 005 Airworthiness  CARS 006 Approved Maintenance Organization  CARS 007 Instruments and Equipment  CARS 008 Operations  CARS 009 Air Operator Certification and Administration  CARS 010 Commercial Air Transport by Foreign Air Carriers within Suriname  CARS 011 Aerial Work  CARS 012 Aerodromes  CARS 013 Aviation Security  CARS 014 Aircraft Accident and Incident Investigation  CARS 015 Aeronautical Charts  CARS 016 Units of Measurements  CARS 017 Aeronautical Telecommunications  CARS 018 Air Traffic Services  CARS 019 Meteorological Services  CARS 020 Aeronautical Information Services  CARS 022 Search and Rescue  CARS 023 Safety Management</p>
<p><b>Civil Aviation Safety Authority Suriname (CASAS) Advisory Pamphlet Certification of an air operator</b></p>	<p>This CASAS Advisory Pamphlet (CAP) describes the process of applying for and obtaining an Air Operator Certificate (AOC) to conduct commercial air transport operations under CASAS Advisory Pamphlet Civil Aviation Regulations SURINAME (CARS). The certification process may appear to be a complex undertaking, particularly to a “first-time” operator. This CAP provides basic information applicable to the certification process. This CAP does not describe the process for obtaining an AOC when the AOC applicant proposes to conduct maintenance under the equivalent system of maintenance referenced in Part 9 of the CARS.</p>
<p><b>CASAS Advisory Pamphlet Quality system Program</b></p>	<p>This CASAS Advisory Pamphlet (CAP) provides information and guidance material that may be used by air operator certificate (AOC) holders to design or develop a Quality System Program acceptable to the Civil Aviation Safety Authority Suriname (CASAS). The procedures and practices outlined in this CAP can be applied to the maintenance, flight</p>

	operations, and security aspects of an AOC holder's organization.
<b>CASAS Advisory Pamphlet Aircraft Mass and Balance Control</b>	This CASAS Advisory Pamphlet (CAP) provides one means, but not the only means, for obtaining approval of a mass and balance data control system.
<b>CASAS Advisory Pamphlet Aircraft Ground Handling and Servicing</b>	This CASAS Advisory Pamphlet (CAP) contains information and guidance for the servicing and ground handling of aircraft.
<b>CASAS Advisory Pamphlet Aircraft Fuel Control</b>	This CASAS Advisory Pamphlet (CAP) alerts the aviation community to the potential hazards of inadvertent mixing or contamination of turbine and piston fuels and provides recommended fuel control and servicing procedures.
<b>CASAS Advisory Pamphlet Passenger Safety Information Briefing and Briefing Cards</b>	This CASAS Advisory Pamphlet (CAP) provides information regarding the items that are required to be, or should be, covered in oral passenger briefings and on passenger briefing cards. The CAP provides specific information about Commercial Air Transport Operators engaged in passenger carrying operations conducted under Part 8 of the Civil Aviation Regulations Suriname (CARS). It also provides suggestions about making this information interesting and meaningful.
<b>CASAS Advisory Pamphlet Certification of an Approved Maintenance Organization</b>	This CASAS ADVISORY PAMPHLET describes the process of applying for and obtaining an Approved Maintenance Organization Certificate to conduct maintenance operations under the Civil Aviation Regulations of Suriname. The certification process may appear to be a complex undertaking, particularly to a first-time applicant. This CASAS ADVISORY PAMPHLET provides basic information applicable to the certification process.
<b>CASAS Advisory Pamphlet Certification of an Approved Maintenance Organization / Establishment of a Maintenance Training Curriculum</b>	This CASAS ADVISORY PAMPHLET describes the process of applying for and obtaining an Approved Maintenance Organization Certificate to conduct maintenance operations under the Civil Aviation Regulations of Suriname. The certification process may appear to be a complex undertaking, particularly to a first-time applicant. This CASAS ADVISORY PAMPHLET provides basic information applicable to the certification process.
<b>CASAS Advisory Pamphlet Standard Passenger Weights</b>	This CASAS Advisory Pamphlet (CAP) has been prepared by the Civil Aviation Safety Authority Suriname to provide advice to those operators that are required to have an approved Mass & Balance Data Control program i.e. CARS 9.3.1.16. These guidelines suggest standard passenger weights which, considering the range of capacities found in different aircraft, provide a common standard of accuracy for aircraft seating. capacities ranging from seven to above 500. The use of the suggested standard weights will, in most cases, ensure that

	<p>the gross weight of the aircraft does not exceed the maximum take-off.</p> <p>weight or the maximum landing weight of the aircraft.</p>
<b>CASAS Advisory Pamphlet Obtaining Approval for Conduct of Flights in RVSM Designated Airspace</b>	This Advisory Pamphlet is intended to provide the prospective operator who intends to operate in RVSM designated airspace with the procedures to be followed to obtain CASAS approval for such operations. It contains information on airworthiness, continuing airworthiness, and operations programs for RVSM operations. RVSM airspace is any airspace or route between FL 290 and FL 410 inclusive where aircraft are separated vertically by 1,000 ft (300 m).
<b>CASAS Advisory Pamphlet EUR RVSM Height Monitoring Requirements</b>	This Advisory Pamphlet provides important information regarding the height monitoring requirements in the context of EUR RVSM.
<b>CASAS Advisory Pamphlet Reduced vertical separation minimum operations – Flight Crew Training and Operational considerations</b>	This Advisory pamphlet has been produced to provide guidance for operators and flight crew because of operations in reduced vertical separation minimum (RVSM) airspace.
<b>CASAS Advisory Pamphlet List of Prohibited Items – revision 5 (NEW)</b>	This Advisory pamphlet has been produced to provide guidance for operators and flight crew because of operations in reduced vertical separation minimum (RVSM) airspace.
<b>CASAS Advisory Pamphlet Check Airman, Instructor, and Supervisor Classifications and Qualifications Programs</b>	This CASAS Advisory Pamphlet (CAP) contains guidance concerning check airman and air transportation instructor programs for Civil Aviation Regulations Suriname public transport operators. It addresses the roles and purposes of check airmen, air transportation flight instructors and air transportation ground instructors.
<b>CASAS Advisory Pamphlet Guidance on the Approval of Surinamese Operators and Aircraft to Operate under Instrument Flight Rules in European Airspace</b>	The purpose of this CASAS Advisory Pamphlet (CAP) is to provide operational approval and airworthiness guidance material regarding Area Navigation (RNAV) requirements for operators of Suriname registered civil aircraft, operating in a Basic Area Navigation (B-RNAV) or Precision Area Navigation (P-RNAV) environment in European RNAV airspace.
<b>CASAS Advisory Pamphlet Foreign Air Operators</b>	The purpose of this CASAS Advisory Pamphlet (CAP) is to provide information to Foreign Carriers who wish to operate to and from Suriname.
<b>CASAS Advisory Pamphlet Certification of an Approved Training Organization</b>	This Advisory Pamphlet (CAP) describes the process of applying for and obtaining an Approved Training Organization (ATO) certificate to conduct training under Civil Aviation Regulations Suriname (CARS) Part 3. The certification process may appear to be a complex undertaking, particularly to a “first-time” applicant. This CAP provides basic information applicable to the ATO certification process.
<b>CASAS Advisory Pamphlet</b>	This Advisory Pamphlet (CAP) provides information and guidance. It is to be used by applicants for, or holders of an Approved Training Organization (ATO) certificate for

<p><b>Approved Training Organization Quality System</b></p>	<p>developing a quality system acceptable to the Civil Aviation Authority Suriname (CASAS). Training organizations should use appropriate sections of Civil Aviation Regulations Suriname (CARS) Parts 2 and 3 as well as the information in this CAP for Quality System development guidance. An ATO's quality system should be documented in a Quality Manual.</p>
<p><b>CASAS Advisory Pamphlet Developing ATO Training and Procedures Manual</b></p>	<p>The Training and Procedures Manual describes the way an Approved Training Organization (ATO) conducts its activities. As such it is a document that is essential for the ATO. The provision of a Training and Procedures Manual for the use and guidance of personnel concerned is required by Annex 1 To the Convention on International Civil Aviation (Annex 1) and by Civil Aviation Regulations (CARS) § 3.2.9 (a) and § 3.3.8</p>
<p><b>CASAS Advisory Pamphlet Extended Operations (ETOPS and Polar Operations)</b></p>	<p>This CASAS advisory Pamphlet (CAP) provides AOC holders with guidance for obtaining operational approval to conduct Extended Operations (ETOPS) under the Civil Aviation Regulations of Suriname (CARS) Part 8.6.2.10. The Civil Aviation Safety Authority Suriname (CASAS) may authorize ETOPS with two-engine airplanes over a route that contains a point farther than 60 minutes flying time from an adequate airport at an approved one-engine inoperative cruise speed under standard conditions in still air (adequate airport is defined in Part 1 and Appendix 1 of this CAP). The CASAS may also authorize ETOPS with passenger-carrying airplanes with more than two engines over a route that contains a point farther than 180 minutes flying time from an adequate airport at an approved one-engine inoperative cruise speed under standard conditions in still air. This CAP provides guidance for obtaining authorization to conduct operations under Part 8 and 9 in Polar Areas as well.</p>
<p><b>CASAS Advisory Pamphlet Aerial Work</b></p>	<p>This advisory pamphlet explains and clarifies the application requirements for an Aerial Work Certificate in accordance with the Civil Aviation Regulations of Suriname (CARS) Part 11 Aerial Work</p>
<p><b>CASAS Advisory Pamphlet Flight deck automation</b></p>	<p>This Advisory Pamphlet is issued to alert air operators to the importance that air crews are aware of the automation mode under which the aircraft is operating. It provides a sample automation policy to support the use of aircraft automation.</p>
<p><b>CASAS Advisory Pamphlet Aircraft Maintenance Reliability Programs</b></p>	<p>A reliability program is a set of procedures aimed at collecting data related to the failure (i.e. not able to perform the function they are designed for, when it is required) of the aircraft, its systems, sub-systems, components and parts. Further analysis of the data thus collected and making meaningful inferences using engineering judgment also forms part of the program. The actions based on those inferences should lead to an improved maintenance program tailored to those conditions specific to the aircraft fleet and those specific to the operator.</p>



<p><b>CASAS Advisory Pamphlet Laser Lights Operations &amp; Reporting Illumination of Aircraft</b></p>	<p>The hazards posed by laser attacks against civil aircraft, specifically the deliberate targeting of flight crew with laser illumination to disrupt the safe operation of the aircraft, is a matter of increasing concern. Available data indicate that the frequency of laser attacks on civil aircraft has risen significantly worldwide.</p>
<p><b>CASAS Advisory Pamphlet Aviation Safety Reporting System</b></p>	<p>The key objective of the voluntary and confidential reporting system, is to enhance aviation safety through the collection of reports on actual or potential safety deficiencies that would otherwise not be reported.</p>
<p><b>CASAS Advisory Pamphlet Traffic Information Broadcasts by Aircraft (Tiba) and related Operating Procedures</b></p>	<p>Traffic information broadcasts by aircraft are intended to permit reports and relevant supplementary information of an advisory nature to be transmitted by pilots on a designated VHF radiotelephone (RTF) frequency for the information of pilots of other aircraft in the vicinity.</p>
<p><b>CASAS Advisory Pamphlet Material relating to Contingency Planning</b></p>	<p>The purpose of the guidelines is to assist in providing for the safe and orderly flow of international air traffic in the event of disruptions of air traffic services and related supporting services and in preserving the availability of major world air routes within the air transportation system in such circumstances.</p>
<p><b>CASAS Advisory Pamphlet Exemption Application</b></p>	<p>CARS Part 1 Sub Part 1.4 “Exemptions” sets out the framework governing the issuance of exemptions from the CARS requirements. The purpose of this CASAS Advisory Pamphlet (CAP) is to provide information and guidance to those seeking an exemption from the CARS.</p>
<p><b>Decision Director CASAS</b></p>	<p>2003                      No. 5- Flight Operations – Flight Crew Testing                      No. 7- Air Transportation Ground Instructor                      2006                      No. 2 – Learning Statements                      No. 4 – Test Aids and Materials                      No. 6- Private Pilot License                      No. 7 – Commercial Pilot License                      No. 8 – Airline Transport Pilot License                      No. 9 – Designated Pilot Examiner                      No. 10 - Instrument Rating                      No. 11 - Ground and Flight Instructor                      No. 12 - Private Pilot                      No. 13- Commercial Pilot                      No. 14 – Airline Transport Pilot and Aircraft Type Rating                      No. 15 – Instrument Rating with Helicopter                      No. 16 – Flight Instructor                      No. 17 – Designated Pilot Examiner                        2008                        No. 2 – PEL</p>

	<p>2009</p> <p>No. 2 - Airline Transport Pilot for Helicopter No. 3 – Commercial Pilot for Helicopter No. 4 – Private Pilot for Helicopter No. 5 – Flight Engineer No. 6 – Flight Instructor for Helicopter</p> <p>2012</p> <p>No. 01 – Special Requirements for the Import Aviation Products</p> <p>2016</p> <p>Decision Director CASAS – DDC.001 – AVSEC – Registration of Regulated Agents and Known Consigners Decision Director CASAS – DDC.002 – AVSEC – Cargo Decision Director CASAS – DDC.003 – AVSEC – Screener Certification (cancelled, revision included in 2019 DDC.002) Decision Director CASAS – DDC.004 – ANS – Instrument Flight Procedure Design Standards Decision Director CASAS – DDC.005 – AVSEC – Security Service Providers Decision Director CASAS – DDC.006 – AVSEC – Emergency Restriction Samsung Galaxy Note 7</p> <p>2017</p> <p>Decision Director CASAS – DDC.001- AIR/OPS – Light Sport Aircraft (LSA)</p> <p>2018</p> <p>Decision Director CASAS – DDC.001 – ANS – Quality Assurance Decision Director CASAS – DDC.002 – PEL – Examenreglement</p> <p>2019</p> <p>Decision Director CASAS – DDC.001 – OPS/AIR/AVSEC – Unmanned Aircraft Decision Director CASAS – DDC.002 – AVSEC – ASC/Instructor certification</p> <p>2020</p> <p>Decision Director CASAS – DDC.001 – AVSEC – Extension Screener Certification</p>
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## Solid Waste Management

**Table 3. Solid Waste Management regulations**

National Regulations	
<b>Environmental Framework Act (No. 97 of 2020)</b>	This Act is about the protection and sustainable management of the environment in Suriname and the implementation and carrying into effect of obligations deriving from the membership of Suriname to international agreements, notably the UN Framework Convention on Climate Change, the UN Convention on Biological Diversity, the Paris Agreement and the Stockholm and Rotterdam (Conventions on POPs and PIC respectively). Another important matter is the investigation, prosecution and trial of offences defined in this Act as environmental offences. The Act is composed of 77 articles divided into 11 Chapters: General provisions (I); The National Environment Authority (II); Duty of Care (III); Environmental Strategy (IV); Activities and Environmental Consequences (V); Control of Pollution - Environmental Pollution and Standards (VI); Waste and Hazardous Substances (VII); Legal Protection Mechanisms (VIII); Environmental offences and Sanctions (IX); Provisions on Enforcement and further provisions (X); Transitional and Final Provisions (XI).
<b>Decision of the Minister of Trade, Industry and Tourism of 20 March 2019 no. 630, laying down general conditions for companies and professions subject to a license</b>	This Decisions lays down rules for the carrying out of activities by businesses and professions that are subject to authorization in accordance with the Act laying down rules for Businesses and professions subject to a license. Rules are specified for, among other things, food producers, sellers of agricultural chemicals, butchers, fish producers and processors, timber processing plants, pet shops (where veterinary products may be sold). The rules concern, among other things, hygienic conditions for manufacturing and sale, waste disposal and management (also of wastewater and chemicals), inspections, and enforcement. The Decisions mentioned norms that shall be observed, notably the conditions of the National Institute for Environment and Development in Suriname (NIMOS), the environmental hygiene conditions and safety regulations of respectively the Bureau for Public Health (B.O.G.) and the Labor Inspectorate, and the directives from the Ministry of Agriculture, Livestock and Fisheries.
<b>Suriname National Adaptation Plan 2019-2029</b>	The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.
<b>Police Criminal Law (G.B. 1915 no 77 amended by S.B. 1990 no. 24)</b>	Article 39a states that it penalizes the disposal of waste in public places.

## Hazardous Waste Management

**Table 4. Hazardous Waste Management Regulations**

International Regulations	
<b>Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal</b>	The overarching objective of the Basel Convention is to protect human health and the environment against the adverse effects of hazardous wastes. Its scope of application covers a wide range of wastes defined as “hazardous wastes” based on their origin and/or composition and their characteristics, as well as two types of wastes defined as “other wastes” - household waste and incinerator ash.
<b>Stockholm Convention on Persistent Organic Pollutants (POPs)</b>	As set out in Article 1, the objective of the Stockholm Convention is to protect human health and the environment from persistent organic pollutants. While primarily focused on chemicals, this convention includes provisions related to the disposal and management of POPs waste.
<b>Minamata Convention on Mercury</b>	The Minamata Convention on Mercury is a global treaty to protect human health and the environment from the adverse effects of mercury.
National Regulations	
<b>Decision of the Minister of Trade, Industry and Tourism of 20 March 2019 no. 630, laying down general conditions for companies and professions subject to a license</b>	This Decision lays down rules for the carrying out of activities by businesses and professions that are subject to authorization in accordance with the Act laying down rules for Businesses and professions subject to a license. Rules are specified for, among other things, food producers, sellers of agricultural chemicals, butchers, fish producers and processors, timber processing plants, pet shops (where veterinary products may be sold). The rules concern, among other things, hygienic conditions for manufacturing and sale, waste disposal and management (also of wastewater and chemicals), inspections, and enforcement. The Decision mentions norms that shall be observed, notably the conditions of the National Institute for Environment and Development in Suriname (NIMOS), the environmental hygiene conditions and safety regulations of respectively the Bureau for Public Health (B.O.G.) and the Labor Inspectorate, and the directives from the Ministry of Agriculture, Livestock and Fisheries.

## Occupational Health, Hygiene and Safety

**Table 5. Occupational Health, Hygiene and Safety regulations**

International Regulations	
<b>Rotterdam Convention</b>	The objective of this Convention is to promote shared responsibility and cooperative efforts among Parties in the international trade of certain hazardous chemicals in order to protect human health and the environment from potential

International Regulations	
	harm and to contribute to their environmentally sound use, by facilitating information exchange about their characteristics, by providing for a national decision-making process on their import and export and by disseminating these decisions to Parties.
<b>Stockholm Convention</b>	As set out in Article 1, the objective of the Stockholm Convention is to protect human health and the environment from persistent organic pollutants. While primarily focused on chemicals, this convention includes provisions related to the disposal and management of POPs waste.
National Regulations	
<b>Suriname National Adaptation Plan 2019-2029</b>	The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.
<b>Safety Regulation no. 1 G.B. 1972 no. 95</b>	The Occupational Safety Act (Article 3) defines safety standards such that regulations can be established in the areas of: <ul style="list-style-type: none"> <li>- Avoidance or limitation of accidents and fires, provision of help during accidents and possibilities of escape during fires;</li> <li>- Promotion of cleanliness;</li> <li>- Promotion of acceptable working temperature limits;</li> <li>- Prevention of detrimental or unpleasant fumes of gases or dust;</li> <li>- Prevention of damage to health due to labour activities;</li> <li>- Setting acceptable limits for heights of workrooms and ensuring free airspace for all;</li> <li>- Daylight and artificial light;</li> <li>- Electrical installations;</li> <li>- Locker rooms, break rooms and sleeping accommodation; and</li> <li>- Toilets and washrooms.</li> </ul>
<b>The Labor Act 1963 of Suriname and the Occupational Safety and Health Act of 1947</b>	The main Acts containing provisions in relation to occupation safety and health, and more details can be found in the nine Safety Regulations pursuant to the Occupational Safety and Health Administration (OSHA), the Industrial Accident Act, the Pesticides Act, and the Labor Inspection Decree.

## Potable Water, Quality, Supply

**Table 6. Water Quality Regulations**

National Regulations	
<b>Suriname National Adaptation Plan 2019-2029</b>	The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down

National Regulations	
	medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.
<b>Water Supply Act No. 33/1938</b>	Royal Decree that establishes prohibitions on water collection points and mandates connection to the water supply system in Paramaribo to ensure public health and proper water management.

## Effluent Discharge

**Table 7. Effluent discharge regulations**

National Regulations	
<b>Suriname National Adaptation Plan 2019-2029</b>	The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.

## Labor legislation

**Table 8. Labor Legislation Regulations**

International Regulations	
<b>Forced Labour Convention, 1930 (No. 29)</b>	It prohibits the use of forced or compulsory labor in all its forms, considering that the term “forced or compulsory labor” shall mean all work or service which is exacted from any person under the menace of any penalty and for which the said person has not offered himself voluntarily.
<b>Freedom of Association and Protection of the Right to Organize Convention, 1948 (No. 87)</b>	It states workers and employers, without distinction whatsoever, shall have the right to establish and, subject only to the rules of the organization concerned, to join organizations of their own choosing without previous authorization.
<b>Right to Organize and Collective Bargaining Convention, 1949 (No. 98)</b>	It states workers shall enjoy adequate protection against acts of anti-union discrimination in respect of their employment.
<b>C100 - Equal Remuneration Convention, 1951 (No. 100)</b>	It states men and women workers shall be equally remunerated for work of equal value. It refers to rates of remuneration established without discrimination based on sex.
<b>Abolition of Forced Labor Convention, 1957 (No. 105)</b>	It states the obligation to suppress and not to make use of any form of forced or compulsory labor-- (a) as a means of political coercion or education or as a punishment for holding or expressing political views or views ideologically opposed to the established political, social or economic system; (b) as a method of mobilizing and using labor for purposes of economic development; (c) as a means of labor discipline; (d) as a punishment for having participated in strikes; (e) as a means of racial, social, national or religious discrimination.

International Regulations	
<b>Discrimination (Employment and Occupation) Convention, 1958 (No. 111)</b>	It states the obligation to declare and pursue a national policy designed to promote equality of opportunity and treatment in respect of employment and occupation, with a view to eliminating any discrimination in respect thereof. The term discrimination includes (a) any distinction, exclusion or preference made on the basis of race, color, sex, religion, political opinion, national extraction or social origin, which has the effect of nullifying or impairing equality of opportunity or treatment in employment or occupation.
<b>Minimum Age Convention, 1973 (No. 138)</b>	It states the obligation to pursue a national policy designed to ensure the effective abolition of child labor and to raise progressively the minimum age for admission to employment or work to a level consistent with the fullest physical and mental development of young persons.
<b>Worst Forms of Child Labour Convention, 1999</b>	It states the obligation to take immediate and effective measures to secure the prohibition and elimination of the worst forms of child labour as a matter of urgency. For the purposes of this Convention, the term child shall apply to all persons under the age of 18, and the term the worst forms of child labour comprises: (a) all forms of slavery or practices similar to slavery, such as the sale and trafficking of children, debt bondage and serfdom and forced or compulsory labour, including forced or compulsory recruitment of children for use in armed conflict; (b) the use, procuring or offering of a child for prostitution, for the production of pornography or for pornographic performances; (c) the use, procuring or offering of a child for illicit activities, in particular for the production and trafficking of drugs as defined in the relevant international treaties; (d) work which, by its nature or the circumstances in which it is carried out, is likely to harm the health, safety or morals of children.
<b>Protection of Wages Convention, 1949 (No. 95)</b>	The purpose of the Protection of Wages Convention, 1949 (No. 95), adopted by the International Labour Organization (ILO), is to ensure that workers receive fair and timely payment for their labor.
<b>Equality of Treatment (Social Security) Convention, 1962 (No. 118)</b>	The purpose of the Equality of Treatment (Social Security) Convention, 1962 (No. 118), adopted by the International Labour Organization (ILO), is to ensure that all workers, regardless of their nationality or other factors, receive equal treatment in terms of social security benefits.

National Regulations	
<b>Constitution of Suriname</b>	Article 15: No one shall be obliged to do forced or compulsory labour.

National Regulations	
<b>Labour Act 1963 (No. 163 of 1963)</b>	<p>Protects workers from exploitation and discrimination.</p> <p>Sets minimum standards for wages, working hours, and working conditions.</p> <p>Facilitates fair treatment and dispute resolution in the workplace.</p> <p>Regulates employment practices to ensure stability.</p> <p>Promotes collective bargaining for improved conditions.</p> <p>Establishes health and safety guidelines for workplaces.</p> <p>It provides a legal framework to safeguard workers' rights, promote fairness, and support economic development.</p>
<b>Law on Minimum Wages 2019 (2019, No. 101)</b>	<p>The Minimum Wages Act determines the minimum hourly wage that an employee is entitled to as of 10 July 2019, the minimum hourly wage for an employee of 21 years or older is SRD 8,40. The minimum hourly wage is subject to annual change by the government of Suriname. The employer is required to pay employees a salary which at least corresponds with the minimum wage. Aside from the minimum wages, salaries do not have to be adjusted periodically, unless this has been agreed upon between parties.</p>
<b>Civil Code</b>	<p>The Civil Code (CC) contains provisions in Book III, title 7a, regulating the relationship between workers and employers in an employment contract. According to the contract law, all private persons, including workers and employers, are free to conclude agreements, including employment contracts which take legal restrictions and requirements into account. Minors (persons under 21 years, who have never been married) are only qualified to enter into an employment contract if they have either oral or written authorization from their statutory representative (article 1613g, paragraph 1).</p> <p>Authorization is considered to be given if the minor performs duties without opposition or objection of the statutory representative during six weeks after conclusion of the employment contract (article 1613h). An employment contract between spouses is null and void (article 1613i).</p> <p>Book III, title 7a contains special provisions to promote good industrial relations between workers and employers in an employment contract. The most relevant duty is to act as befits a good worker or employer (articles 1614y and 1615d).</p>
<b>Labour Code</b>	<p>The Labour Code of Suriname aims to protect workers' rights, ensure fair treatment, regulate employment relationships, promote workplace safety, and provide mechanisms for resolving labour disputes.</p>



National Regulations	
<b>Child Labour Act</b>	The Child Labour Act in Suriname aims to protect children from exploitation, ensuring they are not engaged in hazardous work and have access to education. It promotes their well-being and supports social development by prohibiting harmful labour practices and encouraging their educational opportunities.
<b>Hazardous Labour Decree</b>	The Hazardous Labour Decree of Suriname aims to protect children by prohibiting them from working in dangerous conditions, ensuring their safety and promoting their education. It sets standards to prevent exploitation and promote the well-being of children.
<b>Freedom of Associations Act</b>	The Freedom of Association Act <sup>28</sup> (WVV) is a clustering of freedom of association provisions in Decrees and a further implementation of international labour standards (ILO Conventions Nos. 87, 98 and 125) and segments of the CARICOM Model Harmonization Act regarding Registration, Status and Recognition of Trade Unions and Employers' Organizations. Conclusions of the ILO Committee of Experts on the implementation of ILO Conventions Nos. 87, 98 and 125 and statements of the Committee on the Freedom of Association (CFA) have been considered in formulating the WVV.
<b>Industrial Accidents Act</b>	The Industrial Accidents Act <sup>30</sup> (SOR) aims to indemnify the worker against financial consequences of industrial accidents. These are accidents related to or in the course of employment including fatal injuries (article 4). The employer is obliged to pay compensation except for workers engaged with the main activity in agriculture, horticulture, forestry and cattle breeding (article 5). In order to fulfill this obligation, employers have to take out industrial injury insurance (article 10).
<b>Maternity Protection Act</b>	The Maternity Protection Act ensures a safe workplace for pregnant workers and new mothers. Protects their jobs during maternity leave and ensure they can return without discrimination. Provides maternity leave with pay or benefits. Supports breastfeeding with breaks and facilities. Prohibits discrimination based on maternity status. Promotes family well-being and work-life balance.
<b>General Pension Act</b>	The pension rights based on the General Pension Act 2014 (WAP) are awarded in addition to the monthly AOV general old age benefit. <sup>33</sup> The purpose of the WAP <sup>34</sup> , which came into effect on 9 December 2014, is to introduce a mandatory general pension scheme, which entitles the holder to a pension upon reaching retirement age (article 2). The pension rights are accrued from the entry into force of the law and have no retroactive effect to a time prior to the date of entry into force (article 2, paragraph 2). Introduction of the WAP means that the accrual of pension rights will take effect from

National Regulations	
	that date, and entitlement to pension rights can only be made by employees who accrue these rights under this scheme.
<b>National Basic Care Act</b>	The National Basic Care Act (WNB) came into effect on 9 October 2014. The law is intended to introduce basic health insurance for all residents in Suriname, also for foreigners living in Suriname. The WNB obliges every employer to take out basic health insurance for his/her employee. In this Act, in addition to the children from the marriage and the married partners, account is also taken of long-term unmarried partners (see article 1, §e) and the children who belong to their household. Not only the married partner is co-insured, but also those with whom the employee maintains a long-term joint household (see article 1, sub j).
<b>Occupational Safety and Health Act</b>	The Occupational Safety and Health Act (OSHA) is a framework act on safety and hygiene in enterprises. Detailed rules are or should be laid down in subsidiary legislation. At present there are nine Safety Regulations pursuant to the OSHA. The OSHA and the nine Safety Regulations aim to decrease the chances of employment injuries and occupational diseases. The paragraphs list some provisions in the OSHA and the subjects to be laid down in Safety Regulations.
<b>Holidays Act</b>	The purpose of the Holidays Act (HA) is to guarantee annual holidays with pay for every worker engaged in an employment contract. Every employee is entitled to an annual holiday with pay (articles 2 and 7, paragraph 2).
<b>Labour Mediation Act</b>	The Labour Mediation Act of 1946 (LMA) is the key standard for collective labour dispute settlement in Suriname. The LMA establishes within labour administration, the National Labour Mediation Council (BR) to deal with the settlement of labour disputes. The BR has the task to promote the peaceful settlement and the prevention of labour disputes, which means any dispute between workers and one or more employers regarding labour matters.

National Regulations	
<b>Labour Exchange Act</b>	<p>The Labour Exchange Act 2017 (LEA) is the modern version of the Labour Exchange Act of 1965. The LEA gives a new dimension to the task of the Government to bring jobseekers and employers together and to improve employment. According to the State Decree on the Terms of References of Departments 38 Act of 26 September 1946 (GB 1946 No. 104) as amended by GB 1948 No. 8. Labour Exchange Act 2017 (SB 2017 No. 67). 97 of Government<sup>40</sup>, the Ministry of Labour is entrusted with the task to supervise the legal regulations on employment placement (labour exchange) and to formulate the labour market policy and increase employment. Historically the Government has played an active role in the field of labour exchange and the tackling of unemployment. The Government had, however, no monopoly on labour exchange, because private institutions had the opportunity to render their services to jobseekers under certain conditions. The LEA reshapes the legal basis of labour exchange fundamentally with the introduction of regulated freedom for intermediating institutions, ethical codes for intermediaries and employers and rights for jobseekers. The ratification on 12 April 2006 of the ILO Private Employment Agencies Convention (No. 181) and the guidelines in the ILO Private Employment Agencies Recommendation (No. 188) required the elimination of gaps with the existing legislation.</p>
<b>Private Employment Agencies Act</b>	<p>The Private Employment Agencies Act (WTBAI) is a new law in Suriname governing the functioning of temporary work agencies uitzendbureaus. The primary objective of the WTBAI is to establish the relationship between the Government and the temporary work agencies with the main focus to prevent the exploitation of workers. The Government of Suriname ratified the relatively new ILO Employment Agencies Convention, 1997, No. 181 in April 2006 (ILO Convention No. 181). The Employment Agencies Recommendation, 1997, No. 188 is linked to this Convention.</p>
<b>Dismissal Act 2018</b>	<p>The purpose of the dismissal legislation is to protect employees, promote job security and prevent unjustified layoffs. The Dismissal Permit Act was repealed with the entry into force of the Dismissal Act 2018<sup>42</sup> (DA). The DA still maintains the licensing system, broadens dismissal protection based on international standards and introduces a review procedure outside the administration. The Dismissal Act 2018 does not apply to the employment relationship of civil servants as referred to in article 1 of the Personnel Act (GB 1962 No. 95) (article 1, paragraph 2). This law applies to the employment contract that is exclusively governed by the CC.</p>

National Regulations	
<b>Work Permits Act</b>	The aim of the Work Permits Act (WPA) is to regulate the number of foreign workers on the Surinamese labour market. The WPA prohibits employers from employing foreigners without a work permit that is granted by the Permanent Secretary (article 3).
<b>The Free Movement of CARICOM Skilled Nationals Act</b>	The Free Movement of CARICOM Skilled Nationals Act (CSNA) implements articles 45 and 46 of the Revised Treaty of Chaguaramas regarding the free movement of CARICOM skilled nationals. According to the CSNA, all CARICOM nationals can apply for recognition of the status of CARICOM skilled national to the Minister of Labour (article 4, paragraph 1)
<b>Penal Code</b>	Legal representatives can be punished if they offer a child under 12 years of age, who is placed under their supervision, to another person knowing that they will be subjected to work harmful to their health or otherwise (article 311). The Criminal Code was amended in 2006, adding a number of provisions regarding the worst forms of child labour. The ages to determine the limit with regard to the above are variously set at 12, 16, 17 and 18 years.
<b>Commercial Code</b>	The employment between crew members and shipowners is regulated by the Commercial Code (Book II, title IV, paragraph 2). According to the Commercial Code “crew members” are only those who have concluded an employment contract with shipowners (article 490). All rules of the CC are applicable on the employment relationship between crew members and ship-owners if not stipulated otherwise in the Commercial Code (article 491). The employment contract should be in writing in order to be valid (article 492).

## Gender

**Table 9. Gender regulations**

International Regulations	
<b>Inter-American Convention on the Prevention, Punishment, and Eradication of Violence against Women (Belém do Pará Convention) (1994)</b>	International Human Rights instrument adopted by the Inter-American Commission of Women (CIM) of the Organization of American States (OAS) at a conference held in Belém do Pará, Brazil. It is the first legally binding international treaty that criminalizes all forms of violence against women, especially sexual violence.
National Regulations	
<b>Law against Stalking (2012)</b>	The instrument creates the offence of stalking and enables public prosecutor to protect a potential victim by applying for preventative measures. The law punishes the stalker with

National Regulations	
	a maximum of 4 years of prison and the maximum of SRD 50,000 maximum.
<b>Domestic Violence Prevention Act (2009)</b>	This is the principal law governing domestic violence in Suriname. The law includes protections against physical, sexual, psychological and economic violence perpetuated against a partner or child or any other member of the family. Further, the law adopts gender-neutral standards.

## Protected Areas

**Table 10. Protected Area Regulations**

International Regulations	
<b>Convention Concerning the Protection of the World Cultural and Natural Heritage, UNESCO, 1972</b>	It creates the World Heritage Sites, with the primary goals of nature conservation and the preservation of cultural properties. It guides the work of the World Heritage Committee and defines which sites which can be considered for inscription on the World Heritage List. It sets out the duties of each country's governments to identify potential sites and to protect and preserve them. Signatory countries pledge to conserve the World Heritage sites situated on their territory, and report regularly on the state of their conservation.
National Regulations	
<b>Suriname National Adaptation Plan 2019-2029</b>	The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.
<b>Nature Protection Law. G.B. 1954 no. 26, z.l.g. bij S.B. 1992 no. 80.</b>	This law regulates the protection and conservation of natural monuments; prohibiting the infliction of damage to a nature reserve.

## Flora, Fauna and Native Forest

**Table 11. Flora, Fauna and Native Forest legislation**

International agreements	
<b>The Convention on International Trade in Endangered Species of Wild Fauna and Flora 1973 (CITES) Suriname ratified in 1980</b>	It is an international agreement between governments. Its aim is to ensure that international trade in specimens of wild animals and plants does not threaten their survival.
<b>The Ramsar Convention on Wetlands of International Importance Especially as Waterfowl Habitat, 1971</b>	It provides the framework for the conservation and wise use of wetlands and their resources. The Convention has three main pillars: work towards the wise use of all their wetlands; designate suitable wetlands for the list of wetlands

International agreements	
	international importance and ensure their effective management; cooperate internationally on transboundary wetlands, shared wetland systems and shared species.
<b>Convention on Nature Protection and Wildlife Preservation in the Western Hemisphere, 1940</b>	Provides for the establishment of protected areas, research co-operation between governments, listing of species for special protection and control of trade in protected fauna and flora.
<b>Convention on Biological Diversity, United Nations, 1993</b>	It recognizes the conservation of biodiversity is "a common concern of humankind" and is an integral part of the development process. It recognizes that ecosystems, species and genes must be used for the benefit of humans in a way and at a rate that does not lead to the long-term decline of biological diversity. Some of the many issues dealt with under the convention include: measures the incentives for the conservation and sustainable use of biological diversity; access to and transfer of technology; technical and scientific cooperation; impact assessment; education and public awareness; national reporting on efforts to implement treaty commitments.
<b>The Cartagena Protocol on Biosafety to the Convention on Biological Diversity</b>	The Cartagena Protocol, in force since September 2003, was adopted as a complementary agreement to the Convention on Biological Diversity.
<b>United Nations Convention to Combat Desertification in those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa</b>	The United Nations Convention to Combat Desertification entered into force in 1996 and has been ratified by the 33 countries of Latin America and the Caribbean. It is the only binding international agreement linking environment and development to sustainable soil management.

National Regulations	
<b>National REDD+ Strategy (2019)</b>	The Reducing Emissions from Deforestation and Forest Degradation in Developing Countries (REDD) Strategy establishes long-term partnerships through planning, scientific research, effective management of protected areas and sustainable forest management resulting in efficient use of natural resources, including the forest, ecosystems and biodiversity.
<b>Plant Protection Act (No. 7 of 2020)</b>	This act contains rules for the prevention of spreading of diseases and pests affecting plants and control of Living Modified Organism. The act carries into effect obligations under the Agreement on the Application of Sanitary and Phytosanitary Measures and the IPPC. The Plant Protection and Quality Inspection Service of the Ministry responsible for agriculture shall be the NPPO and shall issue phytosanitary certificates.
<b>Animal Welfare Order (No. 14 of 2018)</b>	This Order lays down rules for purposes of carrying into effect articles 2,3,5,6,7,8,9,11,13,15,21,24 and 24a of the Animal Welfare Law. These rules concern the conditions of keeping of domestic, livestock and wild animals, and treatment or killing

National Regulations	
	<p>of animals. They also provide with respect to proper conditions for livestock farming and transportation of animals, the trade in animals, animal competitions and zoos, animal asylums, etc. The persons of the Livestock Breeding Sub-directorate appointed by the Minister are charged with carrying out inspections and supervising compliance with the Animal Welfare Act and the rules laid down in this State Order. The head of the Veterinary Service is charged with issuing, revoking, renewing and amending the veterinary licenses. This Decree also provides for the issuing of veterinary licenses.</p>
<p><b>Decree concerning measurement, marking and registration of timber (No. 6 of 2020)</b></p>	<p>This Decree of the Minister of Physical Planning and Land and Forestry Management carries into effect Article 44, paragraph 1 to 3 of the Forestry Management Act and amends the legal regime about measuring, marking and registration of timber that is felled and transported from its place of origin. Those that have to right to fell trees as defined in Article 1 shall immediately mark those trees with a as indicated by the Director of Forestry Management or the Director of the Foundation for Forestry Management and Supervision. A unique number shall be placed on each timber log after it is moved from the place of felling (special registration mark). Timber logs shall be provided with a mother label (ML) and shall be registered after measurement in the register. After control by the authorized officer, logs shall be provided with a hammer mark. Pieces of timber logs shall be provided with a Child Label. The Decree further provides rules for the use and protection of marks and the registration of logs and related control procedures.</p>
<p><b>Nationally Determined Contribution 2020</b></p>	<p>This second Nationally Determined Contribution has been developed by the Government of Suriname under the Paris Agreement and in line with the priorities outlined in the Policy Development Plan 2017-2021 that emphasizes the need for the national economy diversification. The present NDC includes sectoral policies and measures covering an estimated 70% of emissions from the following sectors (i) forests; (ii) energy, with a considerable reduction of emissions together with an incremented use of renewable energy resources; (iii) agriculture; and (iv) transport by introducing vehicle emissions controls and tighten import to vehicles less than five years old. Sectoral sub-targets, complemented by a portfolio of projects that contribute significantly to meeting the contributions of the NDC objectives are also included.</p>
<p><b>Suriname National Adaptation Plan 2019-2029</b></p>	<p>The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.</p>

National Regulations	
<b>Intended Nationally Determined Contribution Under UNFCCC</b>	<p>By virtue of this document the Republic of Suriname submits its Intended Nationally Determined Contribution (INDC) under the United Nations Framework Convention on Climate Change (UNFCCC). The period covered by Suriname's INDC, as proposed, is up to 2025. The document has a national-scale coverage. The GHGs to be accounted for are carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>) and nitrous oxide (N<sub>2</sub>O).</p> <p>As regards mitigation, the sectors covered in this INDC are Forests and Renewable Energy. Unconditional and conditional contributions are outlined for both sectors. They include measures for sustainable forestry management to promote multiple use of its forest resources while at the same time exploring options for the payment of forest climate services that its forest provides. Also, estimation of national carbon stocks and the development of a Monitoring, Reporting and Verification (MRV) System are underway.</p> <p>Regarding adaptation, Suriname has outlined climate resilience measures as part of the 2012-2016 National Development Plan and is currently undertaking projects and actions as a direct response to climate change.</p>
<b>National Plan for Forest Cover Monitoring</b>	<p>This National Plan for Forest Cover Monitoring (FCM) is a sectoral policy document. The overall goal of the FCM plan is: "To contribute to the strengthening of the National Forest Monitoring System (NFMS) by generating information about changes in forest cover for Suriname that is reliable, up-to-date, accessible, understandable and transparent, serving multiple purposes amongst others optimized policy, policy implementation (e.g. national land use planning, sustainable management of the forest, REDD+) and law enforcement in the field (e.g. gold mining, mangrove forest)."</p>
<b>Forest Management Act (1992)</b>	<p>This act provides for the management and conservation of forest resources, and to regulate forest exploitation and the primary forest processing industry in order to increase the economic, social and ecological functions of forests as national resource and to enhance a responsible development of the forestry industry. The Minister of Natural Resources is responsible for forest management, adopting a forest inventory program and a forest management plan.</p>
<b>Hunting Act 1954 (G.B. 1954 no. 25, z.l.g. bij S. B. 1997 no. 73).</b>	<p>This act regulates the protection of fauna and the regulation of hunting.</p>
<b>Nature Conservation Act 1954, G.B. 1954 no. 26 as amended by S.B. 1992 no. 80</b>	<p>Regulates the designation, protection and maintenance of Nature Reserves.</p>



## Gaseous Emissions Management

**Table 12. Gaseous Emissions Management Regulations**

International Regulations	
<b>Vienna Convention for the Protection of the Ozone Layer, 1985 Suriname acceded in 1997</b>	Protection of the ozone layer, it is a framework convention that aims to promote international cooperation through exchange of information on the impact of human activity on the ozone layer. Came into force in 1988.
<b>Montreal Protocol on Substances that Deplete the Ozone Layer, 1987</b>	It was designed to stop the production and import of ozone depleting substances and reduce their concentration in the atmosphere to help protect the earth's ozone layer. It regulates the production and consumption of nearly 100 man-made chemicals referred to as ozone depleting substances.
<b>Kyoto Protocol, 1992</b>	It commits state parties to reduce greenhouse gas emissions, based on the scientific consensus that global warming is occurring and that human-made CO <sub>2</sub> emissions are driving it.
<b>The Paris Agreement, 2015</b>	<p>One of the primary goals of the Agreement is to pursue a development trajectory characterized by low greenhouse gas emissions, ensuring that food production remains uncompromised. The Agreement aims to contain the global average temperature increase well below 2°C relative to pre-industrial levels, with continued efforts to further limit this increase to 1.5°C. To achieve this, the signatories intend to peak global greenhouse gas emissions as soon as possible. It is acknowledged that developing nations will require more time to reach this zenith, and once achieved, there will be a swift decline in emissions.</p> <p>Developing nations are expected to augment their mitigation measures. Over time, they are encouraged to adopt comprehensive emission reduction or limitation objectives, considering their distinct national circumstances. Least developed countries and small island developing states have the provision to devise and convey strategies, plans, and actions for low greenhouse gas emission development, reflecting their unique situations.</p>
<b>United Nations Framework Convention on Climate Change (UNFCCC)</b>	The United Nations Framework Convention on Climate Change (UNFCCC) established an international environmental treaty to combat "dangerous human interference with the climate system". All parties should promote and support the development, application and diffusion, including transfer, of technologies, practices and processes that control, reduce or prevent anthropogenic emissions of greenhouse gases not controlled by the Montreal Protocol in all sectors, including energy, transport, industry, agriculture, forestry and waste management. In addition, they should promote sustainable management and cooperatively support the conservation and enhancement of sinks and reservoirs of all greenhouse gases not controlled by the Montreal Protocol, including biomass, forests and oceans, as well as other terrestrial, coastal and marine ecosystems.

International Regulations	
	Each party should submit to the Conference of the Parties a national inventory, within its capabilities, of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol, using comparable methodologies to be promoted and approved by the Conference of the Parties.
National Regulations	
<b>Nationally Determined Contribution 2020</b>	This second Nationally Determined Contribution has been developed by the Government of Suriname under the Paris Agreement and in line with the priorities outlined in the Policy Development Plan 2017-2021 that emphasizes the need for the national economy diversification. The present NDC includes sectoral policies and measures covering an estimated 70% of emissions from the following sectors (i) forests; (ii) energy, with a considerable reduction of emissions together with an incremented use of renewable energy resources; (iii) agriculture; and (iv) transport by introducing vehicle emissions controls and tighten import to vehicles less than five years old. Sectoral sub-targets, complemented by a portfolio of projects that contribute significantly to meeting the contributions of the NDC objectives are also included.
<b>Suriname National Adaptation Plan 2019-2029</b>	The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.
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## Energy

**Table 13. Energy Regulations**

International Regulations	
<b>International Renewable Energy Agency (IRENA)</b>	While not a convention, Suriname is a member of IRENA, an intergovernmental organization that promotes the adoption and sustainable use of renewable energy worldwide.

International Regulations	
<b>Sustainable Development Goals (SDGs)</b>	Suriname has committed to achieving the SDGs, including Goal 7 (Affordable and Clean Energy), which aims to ensure access to affordable, reliable, sustainable, and modern energy for all.
National Regulations	
<b>Nationally Determined Contribution 2020</b>	This second Nationally Determined Contribution has been developed by the Government of Suriname under the Paris Agreement and in line with the priorities outlined in the Policy Development Plan 2017-2021 that emphasizes the need for the national economy diversification. The present NDC includes sectoral policies and measures covering an estimated 70% of emissions from the following sectors (i) forests; (ii) energy, with a considerable reduction of emissions together with an incremented use of renewable energy resources; (iii) agriculture; and (iv) transport by introducing vehicle emissions controls and tighten import to vehicles less than five years old. Sectoral sub-targets, complemented by a portfolio of projects that contribute significantly to meeting the contributions of the NDC objectives are also included.
<b>Suriname National Adaptation Plan 2019-2029</b>	The National Adaptation Plan is a national policy with a multi-sectoral approach. The timeframe of the policy is 10 years between 2019 and 2029. This Adaptation Plan lays down medium- and long-term adaptation strategies for management and reduction of long-term climate risks in the country at the national and sectoral level.
<b>Intended Nationally Determined Contribution Under UNFCCC</b>	By virtue of this document the Republic of Suriname submits its Intended Nationally Determined Contribution (INDC) under the United Nations Framework Convention on Climate Change (UNFCCC). The period covered by Suriname's INDC, as proposed, is up to 2025. The document has a national-scale coverage. The GHGs to be accounted for are carbon dioxide (CO <sub>2</sub> ), methane (CH <sub>4</sub> ) and nitrous oxide (N <sub>2</sub> O).

## Right to Environmental Information

**Table 14. Regulations on access to environmental information**

National Regulations	
<b>Constitution of the Republic of Suriname</b>	The Constitution of the Republic of Suriname's highlights citizen participation and the construction of a just society. The State shall create the conditions for citizens to participate in a democratic and effective manner in the development process of the nation. The central authority shall organize the regular dissemination of information on government policy and state administration, in order to allow the people to participate optimally in the administrative structures. The lower administration shall have the obligation to create a process of communication with the people, for the purpose of making government answerable to the public and to ensure the participation of the people in policymaking.

National Regulations	
	Article 19: Everyone has the right to make public his thoughts or feelings and to express his opinion through the printed press or other means of communication, subject to the responsibility of all as set forth in the law.
<b>Environmental Framework Act (No. 97 of 2020)</b>	The Environmental Framework Act contains rules for sustainable environmental management in Suriname. It aims to develop a national environmental strategy and planning for sustainable development under a coordinated approach. The Act provides for the generation and access to environmental information, the participation of different stakeholders in environmental policies and environmental justice, such as the detection, prosecution and trial of environmental offenses. It recognizes that everyone in Suriname must take sufficient care of the environment.

## Expropriations

**Table 15. Expropriations Legislation**

National Regulations	
<b>Constitution of the Republic of Suriname</b>	<p>Article 34</p> <ol style="list-style-type: none"> <li>1. Property, both of the community and of private persons, shall fulfil a social function. Everyone has the right to the undisturbed enjoyment of his property, subject to the limitations which originate in the law.</li> <li>2. Expropriation shall take place only in the general interest, pursuant to rules to be laid down by law and against compensation guaranteed in advance.</li> <li>3. Compensation need not be previously assured if, in case of an emergency, immediate expropriation is required.</li> <li>4. In cases determined by or pursuant to the law, the right to compensation shall exist if, in the public interest, the competent authority destroys or renders property unusable or restricts the exercise of property rights.</li> </ol>
<b>Expropriation Act (Onteigeningswet) G.B. 1904 no. 37, amended by G.B. 1911 no. 19, G.B. 1924 no. 47, G.B. 1935 no. 80.</b>	Under expropriation is understood: depriving someone from his property, by the Government, in favor of a work for the public interest. The deprived party is entitled to compensation. This Act contains regulations, procedures and timelines regarding expropriation and related compensation.
<b>Act on Expropriation in the interest of Urban Development and housing (Wet Onteigening Stedebouwkundige ontwikkeling en Woningvoorziening). G.B. 1948 no. 4 as last amended by G.B. 1972 no. 96</b>	Art. 1 stipulates that without preceding declaration by law that public interest requires expropriation, expropriation against compensation can take place to have the possession of non-built and built properties, necessary for: – The implementation or enforcement of the actual condition in accordance with a Zoning Plan; – Surfaces in the interest of housing; – The execution of a building plan.

National Regulations	
<b>L-Decrees, specifically Decree Principles of Land Policy (Decreet Beginselen Grondbeleid). S.B. 1982 no. 10, S.B. 1983 no. 103, as last amended by S.B. 2003 no. 8.</b>	Art. 1 presents a founding principle of Suriname land policy, namely that All land to which others have not proven their right of ownership is domain of the State. Since the introduction of the L-Decrees, the only title that can be obtained on state land is that of land lease (grondhuur), which is valid for a period between 15 and 40 years with the option to renewal
<b>Decree L2: Decree Issuance Domain Land (Decreet uitgifte domeingrond) S.B. 1982 no. 11, S.B. 1990, last no. 3, S.B. 2003 no. 7</b>	Regulates the issuance of domain land. Article 7: A request for domain land can be refused if the allocated land is contrary to regional development plans or zoning plans.
<b>Decree Origins Land Policy (Decreet Beginselen Grondbeleid), S.B. 1982 no. 10, as last amended by S.B. 2003 no. 8</b>	The Memorandum of Understanding for Art. 3, lid 2 defines unlawful occupation as “to occupy or work the land of an entitled party, without his permission”.
<b>Civil Code</b>	Art 625-626 deal with ownership of property in general (Art 625) and land specifically (626). Expropriation of property for the common good is possible against prior agreed to compensation. Land ownership entails everything that is on and in the ground, with specified limitation (i.e. mining). Art 411a-244 penalizes the person who settles on land belonging to someone else, without adequate tenure title (Lid.1). In addition to the legal sanctions, the judge will also order eviction (Lid. 2)

## Cultural Heritage, Archaeological and Historical Sites

Table 16. Cultural Heritage, Archaeological and Historical Sites Regulations

National Regulations	
<b>Constitution of the Republic of Suriname</b>	Article 47 The State shall save and protect the cultural heritage of Suriname, shall promote its preservation and promote the use of science and technology in the context of the national development aims.
<b>The Monuments Act 2002 SB 2002 no. 72</b>	The Act provides protection to archaeological sites, but only after Suriname's Minister of Education has declared the site to be a monument, based on the advice of the Monuments Committee.

## Noise

Table 17. Noise regulations

International Regulations	
<b>Environmental, Health, and Safety</b>	Recommended noise level thresholds for residential/institutional/educational areas of 55 weighted

<b>General Guidelines (IFC, 2007)</b>	decibels [dBA] equivalent sound level (Leq) for daytime and 45 dBA Leq for nighttime.
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<b>National Regulations</b>	
<b>Environmental Framework Act</b>	This Act is about the protection and sustainable management of the environment in Suriname and the implementation and carrying into effect of obligations deriving from the membership of Suriname to international agreements, notably the UN Framework Convention on Climate Change, the UN Convention on Biological Diversity, the Paris Agreement and the Stockholm and Rotterdam (Conventions on POPs and PIC respectively). Another important matter is the investigation, prosecution and trial of offences defined in this Act as environmental offences. The Act is composed of 77 articles divided into 11 Chapters: General provisions (I); The National Environment Authority (II); Duty of Care (III); Environmental Strategy (IV); Activities and Environmental Consequences (V); Control of Pollution - Environmental Pollution and Standards (VI); Waste and Hazardous Substances (VII); Legal Protection Mechanisms (VIII); Environmental offences and Sanctions (IX); Provisions on Enforcement and further provisions (X); Transitional and Final Provisions (XI).
<b>Safety Regulation No. 7 (Working Environment Decree)</b>	Articles 21-27 on Chapter IV regulate the prevention or limitation of harmful or bothersome noises and vibrations from machines, tools, and equipment during operation, requiring effective measures to minimize impacts on employees' living spaces and physical health.

## Disaster Risk Management

**Table 18. Disaster Risk Management regulations**

<b>International Regulations</b>	
<b>Sendai Framework for Disaster Risk Reduction (2015-2030)</b>	Aims to achieve substantial reduction of disaster risk and losses in lives, livelihoods, and health and in the economic, physical, social, cultural, and environmental assets of persons, businesses, communities and countries over the next 15 years. It outlines seven clear targets and four priorities for action to prevent new and reduce existing disaster risks: (i) Understanding disaster risk; (ii) Strengthening disaster risk governance to manage disaster risk; (iii) Investing in disaster reduction for resilience and (iv) Enhancing disaster preparedness for effective response, and to "Build Back Better" in recovery, rehabilitation and reconstruction.
<b>National Regulations</b>	
<b>National Strategy for Disaster Reduction (in process)</b>	Suriname is currently working on developing a National Strategy for Disaster Risk Reduction, aligning it with the Multi-Annual Development Plan (2022-2026), the National Adaptation Plan (2019-2029), the Updated Nationally

National Regulations	
	Determined Contribution (2020), the National Climate Change Policy Strategy and Action Plan (2013), the Paris Agreement, the Regional Comprehensive Disaster Management (CDM) Strategy and the Sendai Framework for Disaster Risk Reduction.

## 3.2 IDB Environmental and Social Policy Framework

This section presents a summary of the Environmental and Social Performance Standards (ESPS) that are part of the IDB's Environmental and Social Policy Framework (ESPF). As this Program is proposed to be financed with an IDB Loan Operation (BH-L1061), these E&S Performance Standards must be considered during the preparation and implementation of all projects financed under the Program.

After description of the 10 Environmental and Social Performance Standards, **Table 19** details the actions to be implemented in the projects to comply with them.

### ESPS 1 – Assessment and Management of Environmental and Social Risks and Impacts

This Standard applies to all investment finance projects and provides the basis for all other Standards by providing guidance on how to assess and manage environmental and social risks and impacts. It defines the importance of having an Environmental and Social Management System (ESMS).

The objectives of this Standard are:

- To identify and evaluate environmental and social risks and impacts of the project.
- To adopt a mitigation hierarchy and a precautionary approach to anticipate and avoid, or where avoidance is not possible, minimize, and, where residual impacts remain, compensate/offset for risks, and impacts to workers, project-affected people, and the environment.
- To promote improved environmental and social performance of Borrowers through the effective use of management systems.
- To ensure that grievances from project affected people and external communications from other stakeholders are responded to and managed appropriately.
- To promote and provide means for adequate engagement with project-affected people and other stakeholders throughout the project cycle on issues that could potentially affect them and to ensure that relevant environmental and social information is disclosed and disseminated.

The Borrower, in coordination with other government agencies and third parties, as appropriate, will conduct a process of environmental and social assessment and establish and maintain an ESMS appropriate to the nature and scale of the project and commensurate with the level of its environmental and social risks and impacts.

The main characteristics of an EMS are:

- Dynamic and continuous process initiated and led by the executing agency.

- It implies a collaboration between the borrower, its workers, the people affected by the project and, when appropriate, other interested parties.
- Uses the “plan, do, check and act” process to manage environmental and social risks and impacts.

The ESMS will incorporate the following elements:

- i. Project-specific environmental and social framework.
- ii. Identification of risks and impacts.
- iii. Management programs.
- iv. Organizational capacity and competency.
- v. Emergency preparedness and response.
- vi. Stakeholder engagement.
- vii. Monitoring and review.

## **ESPS 2 - Labor and Working Conditions**

Environmental and Social Performance Standard (ESPS) 2 recognizes that pursuit of economic growth through employment creation and income generation should be accompanied by protection of the fundamental rights of workers.

The objectives of this Standard are:

- To respect and protect the fundamental principles and rights of workers.
- To promote the fair treatment, non-discrimination, and equal opportunity of workers.
- To establish, maintain, and improve the worker-employer relationship.
- To ensure compliance with national employment and labor laws.
- To protect workers, including workers in vulnerable situations such as women, people of diverse sexual orientations and gender identities, persons with disabilities, children (of working age, in accordance with this ESPS) and migrant workers, workers engaged by third parties, and primary supply workers.
- To promote safe and healthy working conditions, and the health of workers.
- To prevent the use of child labor and forced labor (as defined by the ILO).
- To support the principles of freedom of association and collective bargaining of project workers.
- To ensure that accessible and effective means to raise and address workplace concerns are available to workers.

The scope of application of this Performance Standard depends on the type of employment relationship between the borrower and the project worker. Applies to project workers hired directly by the borrower (direct workers), those hired through third parties to perform work related to core project functions for a significant period (contract workers), and those hired by the borrower's primary suppliers (workers in the main supply chain).

The borrower shall adopt and apply labor management policies and procedures appropriate to the nature and size of the project and its workforce. In the application of this Performance Standard, the requirements related to gender equality and stakeholder participation must also be considered, in accordance with NDAS 9 and 10.



### **ESPS 3 - Resource Efficiency and Pollution Prevention**

Environmental and Social Performance Standard (ESPS) 3 recognizes that increased economic activity and urbanization often generate increased levels of pollution to air, water, and land and consume finite resources in a manner that may threaten people and the environment at the local, regional, and global levels. This ESPS outlines a project-level approach to resource management and pollution prevention and control, and avoidance and minimization of GHG emissions. It builds on the mitigation hierarchy, and the “polluter pays” principle. It recognizes the disproportionate impact of pollution on women, children, the elderly, and the poor and vulnerable. Appropriate mitigation measures, technologies, and practices should be adopted for efficient and effective resource use, pollution prevention and control, and avoidance and minimization of GHG emissions, in line with internationally disseminated technologies and practices.

The objectives of this Standard are:

- To avoid or minimize adverse impacts on human health and the environment by avoiding or minimizing pollution from project activities.
- To promote more sustainable use of resources, including energy and water.
- To avoid or minimize project-related emissions of GHG.
- To avoid or minimize generation of waste.
- To minimize and manage the risks and impacts associated with pesticide use.

The borrower must apply technically and financially viable and effective measures to improve its efficiency in the consumption of energy, water and other important resources and inputs. In addition, during the design and operation of the project, the borrower must consider alternatives to avoid or minimize greenhouse gas emissions, and the prevention of contamination of the air, water and soil components.

### **ESPS 4 - Community Health, Safety, and Security**

Environmental and Social Performance Standard (ESPS) 4 recognizes that project activities, equipment, and infrastructure can increase community exposure to risks and impacts, including those caused by natural hazards and climate change. In addition, communities that are already subjected to adverse impacts from natural hazards and climate change may also experience an acceleration and/or intensification of adverse impacts due to project activities.

The objectives of this Standard are:

- To anticipate and avoid adverse impacts on the health and safety of the project-affected people during the project life cycle from both routine and non-routine circumstances.
- To ensure that the safeguarding of personnel and property is carried out in accordance with relevant human rights principles and in a manner that avoids or minimizes risks to the project-affected people.
- To anticipate and avoid adverse impacts on the project itself from natural hazards and climate change during the project life cycle.

This ESPS addresses potential risks and impacts to the project-affected people from project activities. It also addresses potential risks and impacts to the project itself that may result from natural hazards and climate change.

Occupational health and safety requirements for workers are included in ESPS 2; environmental standards to avoid or minimize impacts on human health and the environment due to pollution are included in ESPS 3; requirements to address sexual and gender-based violence risks in instances of communal conflict and influxes of outside workers are included in ESPS 9; and stakeholder consultation and information disclosure requirements are included in ESPS 10.

## **ESPS 5 - Land Acquisition and Involuntary Resettlement**

Environmental and Social Performance Standard (ESPS) 5 addresses impacts of project-related land acquisition, including restrictions on land use and access to assets and natural resources, which may cause physical displacement (relocation, loss of land or shelter), and/or economic displacement (loss of land, assets, or restrictions on land use, assets, and natural resources leading to loss of income sources or other means of livelihood).

Unless properly managed, involuntary resettlement may result in long-term hardship and impoverishment for the project-affected people, as well as environmental damage and adverse socio-economic impacts in areas to which they have been displaced. For these reasons, involuntary resettlement should be avoided. However, where involuntary resettlement is unavoidable, it should be minimized, and appropriate measures to mitigate adverse impacts on displaced persons and host communities should be carefully planned and implemented.

The objectives of this Standard are:

- To avoid, and when avoidance is not possible, minimize displacement by exploring alternative project designs.
- To avoid forced eviction.
- To anticipate and avoid, or where avoidance is not possible, minimize adverse social and economic impacts from land acquisition or restrictions on land use by:
  - i. providing compensation for loss of assets at replacement cost and transitional hardships;
  - ii. minimizing disruption to their social networks and other intangible assets;
  - iii. ensuring that resettlement activities are implemented with appropriate disclosure of information, consultation, and the informed participation of those affected.
- To improve or restore the livelihoods and standards of living of displaced persons.
- To improve living conditions among physically displaced persons through the provision of adequate housing with security of tenure, and safety at resettlement sites.

## **ESPS 6 - Biodiversity Conservation and Sustainable Management of Living Natural Resources**

Environmental and Social Performance Standard (ESPS) 6 recognizes that protecting and conserving biodiversity, maintaining ecosystem services, and sustainably managing living natural resources are fundamental to sustainable development. The requirements set out in this ESPS have been guided by the Convention on Biological Diversity, which defines biodiversity as “the variability among living organisms from all sources including, inter alia, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are a part; this includes diversity within species, between species, and of ecosystems.”

Ecosystem services are the benefits that people, including businesses, derive from ecosystems. Ecosystem services are organized into four types: (i) provisioning services, which are the products people obtain from ecosystems; (ii) regulating services, which are the benefits people obtain from the regulation of ecosystem processes; (iii) cultural services, which are the nonmaterial benefits people obtain from ecosystems; and (iv) supporting services, which are the natural processes that maintain the other services.

The objectives of this Standard are:

- To protect and conserve terrestrial, freshwater, coastal and marine biodiversity.
- To maintain the ecosystem functions to ensure the benefits from ecosystem services.
- To promote the sustainable management of living natural resources through the adoption of practices that integrate conservation needs and development priorities.

Based on the risks and impacts identification process, the requirements of this ESPS are applied to projects (i) located in modified, natural, and critical habitats; (ii) that potentially impact on or are dependent on ecosystem services over which the Borrower has direct management control or significant influence; or (iii) that include the production of living natural resources (e.g., agriculture, animal husbandry, fisheries, and forestry).

## ESPS 7 - Indigenous Peoples

Environmental and Social Performance Standard (ESPS) 7 recognizes that Indigenous Peoples, as distinct social and cultural peoples, are often among the most marginalized and vulnerable segments of the population. In many cases, their economic, social, and legal status limits their capacity to defend their rights to, and interests in, lands and natural and cultural resources, and may restrict their ability to participate in and benefit from development that is accordance with their worldview.

There is no universally accepted definition of “Indigenous Peoples.” Indigenous Peoples may be referred to in different countries by such terms as “original peoples” (*pueblos originarios*), “autochthonous peoples” (*pueblos autóctonos*), residents of indigenous counties (comarcas) or reserves (*resguardos*), or any other formally recognized indigenous peoples in Latin America and the Caribbean. In the ESPF, the term “Indigenous Peoples” is used in a generic sense to refer to distinct social and cultural peoples possessing some of the following characteristics in varying degrees:

- i. Self-identification as members of a distinct indigenous cultural group and recognition of this identity by others.
- ii. Collective attachment to geographically distinct habitats or ancestral territories in the project area and to the natural resources in these habitats and territories.
- iii. Customary cultural, economic, social, or political laws and institutions that are separate from those of the mainstream society or culture.
- iv. A distinct language or dialect, often different from the official language or languages of the country or region in which they reside.

The objectives of this Standard are:

- To ensure that the development process fosters full respect for the human rights, collective rights, dignity, aspirations, culture, and natural resource-based livelihoods of Indigenous Peoples.
- To anticipate and avoid adverse impacts of projects on communities of Indigenous Peoples, or when avoidance is not possible, to minimize and/or compensate for such impacts.
- To promote sustainable development benefits and opportunities for Indigenous Peoples in a culturally appropriate manner.
- To establish and maintain an ongoing relationship based on Informed Consultation and Participation (ICP) in a culturally appropriate manner with the Indigenous Peoples affected by a project throughout the project's life cycle.
- To ensure the FPIC of the Project-Affected Communities of Indigenous Peoples when the circumstances described in this ESPS are present.

### **ESPS 8 - Cultural Heritage**

Environmental and Social Performance Standard (ESPS) 8 recognizes the importance of cultural heritage for current and future generations. Consistent with the Convention Concerning the Protection of the World Cultural and Natural Heritage, this ESPS aims to ensure that Borrowers protect cultural heritage during their project activities. In addition, the requirements of this ESPS with respect to a project's use of cultural heritage are based in part on standards set by the Convention on Biological Diversity.

The objectives of this Standard are:

- To protect cultural heritage from the adverse impacts of project activities and support its preservation.
- To promote the equitable sharing of benefits from the use of cultural heritage

For the purposes of this ESPS, cultural heritage refers to (i) tangible forms of cultural heritage, such as tangible moveable or immovable objects, property, sites, structures, or groups of structures, having archaeological, paleontological, historical, cultural, artistic, and religious value; (ii) unique natural features or tangible objects that embody cultural values, such as sacred groves, rocks, lakes, and waterfalls; and (iii) certain instances of intangible forms of culture that are proposed to be used for commercial purposes, such as cultural knowledge, innovations, and practices of communities embodying traditional lifestyles.

### **ESPS 9 - Gender Equality**

This ESPS recognizes, regardless of the cultural or ethnic context, the right to equality among genders as established in applicable international agreements. The pursuit of equality requires actions aimed at equity, which implies providing and distributing benefits and/or resources in a way that narrows existing gaps, recognizing that the existence of these gaps can harm people of all genders.

This ESPS aims at identifying potential gender-based risks and impacts and introducing effective measures to avoid, prevent, or mitigate such risks and impacts, thereby eliminating the possibility of reinforcement of pre-existing inequalities or creating new ones. For purposes of

this ESPS, affirmative action specifically aimed at closing existing gender gaps, meeting specific gender-based needs, or ensuring the participation of people of all genders in consultations will not constitute discrimination or exclusion.

The objectives of this Standard are:

- To anticipate and prevent adverse risks and impacts based on gender, sexual orientation, and gender identity, and when avoidance is not possible, to mitigate and compensate for such impacts.
- To establish actions to prevent or mitigate risks and impacts due to gender throughout the project cycle.
- To achieve inclusion from project-derived benefits of people of all genders, sexual orientations, and gender identities.
- To prevent SGBV, including sexual harassment, exploitation, and abuse, and when incidents of SGBV occur, to respond promptly.
- To promote safe and equitable participation in consultation and stakeholder engagement processes regardless of gender, sexual orientation, and/or gender identity.
- To meet the requirements of applicable national legislation and international commitments relating to gender equality, including actions to mitigate and prevent gender-related impacts.

## **ESPS 10 - Stakeholder Engagement and Information Disclosure**

This ESPS recognizes the importance of open and transparent engagement between the Borrower and stakeholders, especially project-affected people, as a key element that can improve the environmental and social sustainability of projects, enhance project acceptance, and contribute significantly to the project's successful development and implementation. This ESPS is consistent with the objective of implementing the rights of access to environmental information, public participation in the environmental decision-making process, and access to justice in environmental matters.

For this ESPS, "stakeholder" refers to individuals or groups who:

- Are affected or likely to be affected by the project ("project-affected people") and
- May have an interest in the project ("other stakeholders").

The objectives of this Standard are:

- To establish a systematic approach to stakeholder engagement that will help the Borrower identify stakeholders, especially project-affected people, and build and maintain a constructive relationship with them.
- To assess the level of stakeholder interest in and support for the project and to enable stakeholders' views to be considered in project design and environmental and social performance.
- To promote and provide the means for effective and inclusive engagement with project-affected people throughout the project's life cycle on issues that could potentially affect or benefit them from the project.
- To ensure that appropriate information on environmental and social risks.

## Summary of Compliance with IDB Environmental and Social Policy Framework

**Table 19** below details the actions that will be conducted to ensure compliance with the requirements established in the Environmental and Social Performance Standards (ESPS) during the preparation and execution of the projects to be financed under the Program.

**Table 19 - Summary of Compliance with the IDB Environmental and Social Policy Framework**

IDB Environmental and Social Performance Standards (ESPS)	Applies
<b>ESPS 1 – Assessment and Management of Environmental and Social Risks and Impacts</b>	YES/NO
<p>The operation will be executed by the Ministry of Transport, Communication and Tourism (MTCT) through the N.V. Luchthavenbeheer, which is a Parastatal organization of the MTCT whose purpose is to maintain and operate Suriname’s international airport.</p> <p>To meet the requirements of ESPS 1, this Environmental and Social Management Framework (ESMF) includes the environmental and social management considerations to address these impacts and risks of projects to be financed under the Program, in accordance with the requirements established in the ESPF, and applicable ESPS.</p>	YES
<b>ESPS 2 - Labor and Working Conditions</b>	YES/NO
<p>The works and activities that result in interventions include construction processes, movement of materials and mobilization of personnel, which bring with it risks and impacts associated with labor and working conditions, including the health and safety of workers.</p> <p>The ESMS of the Program will incorporate requirements for ensuring compliance with ESPS 2 related to worker health and safety and working conditions.</p>	YES
<b>ESPS 3 - Resource Efficiency and Pollution Prevention</b>	YES/NO
<p>The project sample will include interventions in Kwamalasamutu Airstrip and Zorg En Hoop Airport. During the <b>construction phase</b>, localized and temporary negative impacts are expected, such as: nuisances due to noise, vibrations, dust, emissions, traffic, presence of heavy machinery, businesses and/or public infrastructure, risk of accidents, risk of disease transmission like waterborne and water-related diseases, and contagious diseases, and possible conflicts between construction personnel and the communities.</p> <p>During the <b>operation phase</b>, negative impacts can be expected such as exposure to accidents, including disabling or fatal accidents, due to unsafe acts or conditions during maintenance of the new infrastructure and equipment.</p> <p>Future projects under this Program must identify direct, indirect, and cumulative impacts and risks of environmental contamination and management measures aimed at their proper management were established, using the mitigation hierarchy.</p>	YES
<b>ESPS 4 - Community Health, Safety, and Security</b>	YES/NO

IDB Environmental and Social Performance Standards (ESPS)	Applies
<p>The impacts and risks on the people affected by the projects in the Program were assessed for the project sample in the ESA. The use of hazardous materials, exposure to diseases, and presence of foreign workers were analyzed. The corresponding management plans were proposed in the SMP. During the execution of the works there are risks for the security of the community related to the circulation of vehicles and machinery; exposure to hazardous materials; and presence of security personnel, among others.</p> <p>The overall disaster risk of the Program has been identified as <b>moderate</b> because the projects present a moderate level of criticality in case of Kwamalasamutu and high level of criticality in case of Zorg En Hoop, but the potential impacts caused by the hazards do not entail emergency situations that would immediately endanger community health or cause irreparable damage to biodiversity if properly managed. The ESA included a simplified qualitative risk analysis for the works in the Program.</p>	YES
<b>ESPS 5 - Land Acquisition and Involuntary Resettlement</b>	YES/NO
<p>The operation does not anticipate impacts from the physical displacement of people. Also, given the scale of the works, no potential negative impacts on livelihoods resulting from the works were identified.</p>	NO
<b>ESPS 6 - Biodiversity Conservation and Sustainable Management of Living Natural Resources</b>	YES/NO
<p>Despite the fact that the airports where the program will be developed are not located within protected areas or Key Biodiversity Areas (KBAs), a survey conducted in 2010 in Kwamalasamutu identified 15 species listed on the IUCN Red List of Threatened Species. Additionally, minimal to no deforestation is expected. The ESA identified impacts and risks on biodiversity on these areas. Management measures aimed at its proper management have been included, using the mitigation hierarchy.</p> <p>The use of exotic invasive species will be forbidden in revegetation activities, which will be designed to achieve a net zero loss of vegetation in intervened areas.</p>	YES
<b>ESPS 7 - Indigenous Peoples</b>	YES/NO
<p>The presence of indigenous communities has been identified in the area of both airports, the Lokono community in Paramaribo and the Trio community in Kwamalasamutu. However, the activities will be carried out on previously intervened airport lands. For this reason, no impacts to the communities are expected. Nonetheless, mitigation measures are foreseen to prevent conflicts with the community. A grievance redress mechanism and requirements according to Performance Standard 7 "Indigenous Peoples" are included in the Stakeholder Engagement Plan.</p>	YES
<b>ESPS 8 - Cultural Heritage</b>	YES/NO
<p>Suriname has three UNESCO World Heritage Sites: the Central Suriname Nature Reserve, the Historic Inner City of Paramaribo, and the Jodensavanne Archaeological Site. However, none are within the project area.</p> <p>In addition, there are sites of cultural and archaeological significance in Suriname, although they are not located in the areas of the sample projects. The closest site is the Historic Inner City of Paramaribo, about 4 kilometers from Zorg En Hoop airport. The nearest archaeological site to Kwamalasamutu is the Werephai Cave,</p>	YES

IDB Environmental and Social Performance Standards (ESPS)	Applies
<p>located 12.2 kilometers northeast along the Maripa River, with petroglyphs dating back to 3000 B.C.</p> <p>Nevertheless, a Chance Find Procedure to prevent the destruction of historical, cultural, archaeological, and paleontological heritage is incorporated into the Environmental and Social Management Plan (ESMP) for all projects to be financed under the Program.</p>	
<b>ESPS 9 - Gender Equality</b>	<b>YES/NO</b>
<p>The presence of contractors in the communities during the execution of the projects can increase the risk of sexual and gender violence against women, girls, boys, LGTQI+ people in the community and project workers.</p> <p>To mitigate this possible risk, the ESMP of the projects in the sample includes the following measures: (i) adoption by contractors of a Code of Conduct that prohibits acts of sexual harassment, sexual or gender violence, as well as establishing the corresponding measures in in case of non-compliance, (ii) training for workers on respectful relations with the communities, how to avoid gender violence and the Code of Conduct of the Program, (iii) information to the communities regarding the standards of conduct for project personnel , (iv) considerations to be integrated into the project's complaints mechanism to receive, register and address claims related to sexual harassment or gender violence and (v) definition of referral protocols for victims who require it to care services of gender violence or competent authorities.</p>	<b>YES</b>
<b>ESPS 10 - Stakeholder Engagement and Information Disclosure</b>	<b>YES/NO</b>
<p>The ESA/ESMP of the sample projects includes a Stakeholder Engagement Plan (SEP), which includes the mapping of stakeholders, community relations processes, the complaints, and claims response mechanism, as well as what is pertinent to the consultation process. This SEP will be updated for future projects to be financed under the Program.</p> <p>During the preparation of the Program, a consultation process will be developed to present to affected and interested groups: the project, the environmental and social impacts, the mitigation measures, and the grievance response mechanism. The consultations will be conducted by the MTCT, and their results will be considered in the preparation of the final environmental and social documents of the operation.</p>	<b>YES</b>



## **4. Environmental and Social Management Framework**

The correct design and environmental and social management of the projects to be financed under the Essential Air Transport Service for Remote Communities in Suriname Program (SU-L1071) is directly related to the mitigation of impacts in the design, construction, operational and closure or decommissioning phases.

The incorporation of environmental, social, and occupational health and safety aspects throughout the project cycle is, therefore, fundamental to achieve an adequate management of these impacts.

### **4.1 Introduction**

To comply with the applicable regulations presented in Chapter 3, it is necessary to establish a management system that defines the eligible projects, procedures, roles, and activities required according to the phase of the project cycle. This procedure covers all infrastructure works included in the Program.

Figure 1 presents the Program's general environmental and social management scheme.

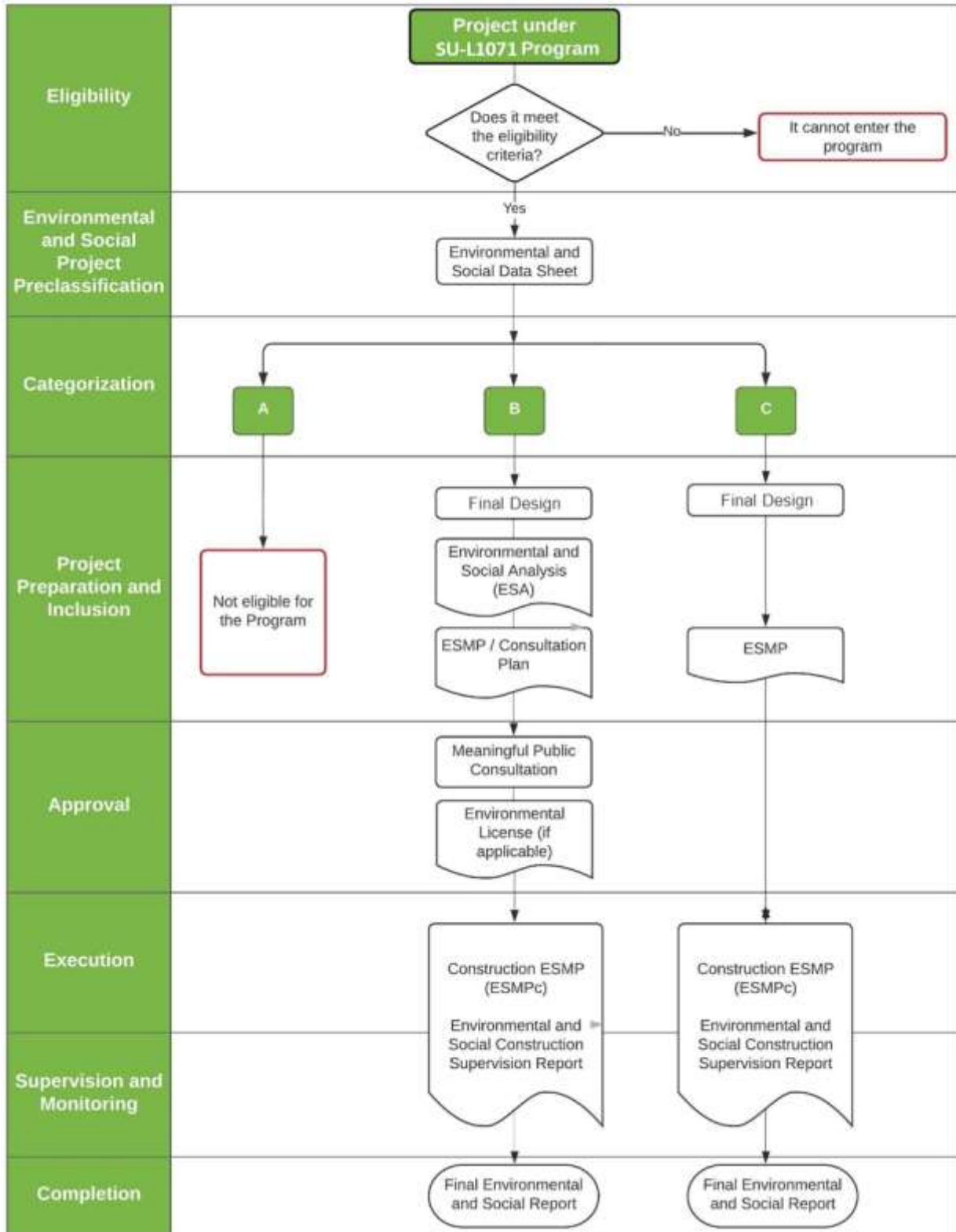


Figure 1 - Environmental and Social Management Workflow for Program SU-L1071

## 4.2 Socio-Environmental Eligibility Criteria for Projects

Projects that have impacts and risks corresponding to **Category A**, according to the IDB's Environmental and Social Policy Framework, will be considered **ineligible** to be financed with Program resources.

A project is defined as Category A if it has "the potential to cause significant negative environmental impacts and associated social effects" or has "significant implications that affect natural resources".

Projects that have at least one of the following characteristics will not be eligible for financing with Program funds:

1. **Involuntary Resettlement:** projects that generate physical resettlement of people.
2. **Indigenous Peoples or Ethnic Minorities:** projects that cause differentiated negative impacts (direct, indirect, or cumulative) to indigenous populations or their individual or collective rights or property.
3. **Irreversible adverse impacts:** projects that require a significant period of time to reverse the negative effects. In this context, *significant* must be analyzed and determined in each case.
4. **Critical Natural Habitats:** Projects that involve the loss or significant degradation of critical or important natural habitats. Significant conversion is defined as the removal or severe decline in the integrity of a critical or natural habitat caused by a long-term radical change in land or water use.
5. **Critical Cultural Sites:** projects that cause a significant negative impact on critical cultural property or assets, for example, religious, archaeological, paleontological sites, and other sites.
6. **Economic displacement:** projects that cause adverse impacts related to impacts on livelihoods or economic activities.

In addition, projects related to the production, trade or use of the products, substances or activities listed in the following **Exclusion List**, will not be eligible for financing with Program funds.

### Exclusion List<sup>2</sup>

- a) Activities prohibited by the country laws or regulations, ratified international conventions and agreements, or that are subject to phase-out or prohibitions at the international level, such as:
  - i. Polychlorinated biphenyl compounds (PCBs).
  - ii. Pharmaceuticals, pesticides/herbicides, and other hazardous substances subject to phase-out or bans at the international level.
  - iii. Persistent organic pollutants (POPs).
  - iv. Substances harmful to the ozone layer subject to international phase-out.
  - v. Wild flora and fauna or related products regulated by the Convention on International Trade in Endangered Species of Wild Fauna and Flora.

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<sup>2</sup> IDB. Environmental and Social Policy Framework (ESPS). September 2021; Environmental and Social Safeguards (CAF)); IFC Exclusion List (2007).

- vi. Transboundary movement of wastes or waste products, except for safe waste destined for recycling.
- vii. Lead-based paints or coatings in the construction of structures and roads.
- b) Activities prohibited by the country laws or regulations or ratified international conventions and agreements relating to the protection of biodiversity resources or cultural heritage.
- c) Activities that, although they do not contravene the country's normative or regulatory framework, can generate adverse impacts of particular importance for people and the environment, such as:
  - i. Weapons, ammunition and other military goods or technologies.
  - ii. Tobacco.
  - iii. Betting, casinos, and equivalent enterprises
  - iv. Radioactive materials
  - v. Loose asbestos fibers or products containing asbestos.
  - vi. Driftnet fishing in the marine environment with nets longer than 2.5 km.
- d) Production or activities involving harmful or exploitative forms of forced or compulsory labor, or harmful child labor.
- e) Production of pharmaceutical products that are being phased out of the market or have been banned internationally, according to the United Nations publication on banned products (Consolidated list of products whose consumption or sale have been banned, withdrawn, severely restricted or not approved by governments, according to its latest version).
- f) Production or activities affecting the ownership of territory or land belonging to, or claimed by, indigenous peoples for adjudication without the full documented consent of such peoples.

## 4.3 Socio-Environmental Management in the Project Cycle

### E&S Management in the Design Phase

During the interventions design phase, the Ministry of Transport, Communication and Tourism (MTCT), as the Program's Executing Agency (EA), through the N.V. Luchthavenbeheer (LHB), will develop the final project design for each work to be financed under the Program.

The LHB will apply the "**Environmental and Social Data Sheet**" (**Annex 1** of the ESMF) to perform a quick environmental and social categorization of the project (screening), detail the main impacts and mitigation measures to be applied, and determine any additional studies or plans that may be necessary to determine the socio-environmental eligibility of the project.

According to the project category and identified impacts, the socio-environmental assessment requirements are detailed in **Table 20**.

**Table 20 Socio-Environmental Management Instruments by Project Category**

Project Category	Socio-Environmental Management Instruments
<b>Category B</b>	<ul style="list-style-type: none"> <li>• Environmental and Social Analysis</li> <li>• Environmental and Social Management Plan</li> <li>• Meaningful Public Consultation Plan and Meaningful Public Consultation</li> <li>• Socio-Cultural Analysis (if applicable)</li> <li>• Environmental and Social Technical Specifications in tender documents</li> </ul>
<b>Category C</b>	<ul style="list-style-type: none"> <li>• Environmental and Social Management Plan</li> <li>• Environmental and Social Technical Specifications in tender documents</li> </ul>

Based on the categorization results, and for those projects that are classified as **category B**, the LHB, will develop the **Environmental and Social Analysis**, in accordance with national regulations and the IDB's Environmental and Social Policy Framework. The minimum contents of the ESA are detailed in **Annex 2**. The LHB will also be responsible for verifying that the proposed interventions comply with the Project's Operating Regulations.

Projects classified as category B will require public consultation. The LHB will plan and conduct the corresponding public consultation instances, in accordance with the IDB ESPF Environmental and Social Performance Standard 10, and the guidelines of the Stakeholder Engagement Plan.

ESA, ESMP, and Meaningful Public Consultation Reports should be published on LHB's website. They shall also be submitted for the Bank's No Objection prior to the start of the bidding process.

LHB will prepare the Bidding documents for works, incorporating the necessary environmental, social, and occupational health and safety clauses and requirements, both general and specific to the project that arise from the socio-environmental evaluation and the delineation of the ESMP detailed therein, and including the needs for periodic reports. These aspects will be included in the Environmental and Social Technical Specifications.

The Bidding Documents must outline the minimum content of the Environmental and Social Management Program at the construction level (ESMPc), with the explicit incorporation (in the bidding offers) of socio-environmental management actions in the cost calculation.

The proposals received during the Bidding process must contain a budget that includes the cost of implementing and complying with the environmental, social, and occupational health and safety mitigation measures required by the project to ensure compliance with the IDB's ESMP and applicable national and local regulations.

### **E&S Management in the Construction Phase**

Prior to the project start-up, the LHB will confirm with the environmental authority, whether an environmental license is needed for the project.

During the Construction Phase, the Contracting Company will be responsible for preparing and implementing the Environmental and Social Management Plan (ESMP), as well as for having the

environmental and occupational health and safety clearances and insurance required by the national and local regulatory framework, and other applicable permits, which could include excavation permits, construction permits, permits for occupying public roads, tree extraction permits, waste disposal permits, etc.

Prior to project start-up, the Contractor shall submit to the EA for approval a construction-level Environmental and Social Management Program (ESMPc). This ESMPc shall contain, at a minimum, the programs and subprograms detailed in Annex 4 of this ESMF, together with the specific recommendations arising from the project analysis, and as reflected in the Environmental and Social Technical Specifications of the Bidding documents. **Annex 3** presents the indicative constructive ESMPc index. The ESMPc will also contain a Disaster Risk and Climate Change Analysis, where applicable, following IDB's methodology.

Once the ESMPc has been approved, the Contractor will be responsible for its implementation, providing the necessary means to implement the Programs formulated within its framework. The Contractor must have an environmental and social representative and a person responsible for hygiene and safety, who will be responsible for implementing the ESMPc. Likewise, the contractor must comply and enforce compliance by operators and subcontractors with all the provisions contained in the Plan, national and local environmental legislation, and the IDB's Environmental and Social Policy Framework, during all stages of execution of the works.

The Contractor will prepare monthly reports to the LHB, detailing the actions and results of the ESMP implementation.

ESMPc supervision, control and monitoring activities will be conducted by the LHB. The LHB shall conduct inspection visits, prepare internal use reports for the Project, and determine and impose corrective measures based on the terms of the tender documentation.

The environmental enforcement authority may also conduct audits to control the work, in accordance with its competencies.

At the end of the work, the Contractor must submit a Final Environmental and Social Report, which incorporates the information corresponding to the implementation of the ESMP, including records of implementation of plans and programs, and a report on compliance with the environmental and social indicators considered in the different stages of the project cycle.

## **E&S Management in the Operational Phase**

During the operational phase, each airport/airstrip will be responsible for the operation and maintenance of the infrastructure executed under the Program, in accordance with their operational practices.

## **Role of the IDB**

The IDB will monitor and ensure the implementation by the LHB of the socio-environmental management system required for the socio-environmental program monitoring. This includes the evaluation and No Objection of the Environmental and Social Analyses (for category B projects) prior to the works Bidding, of the ESMP guidelines, and of the compliance with the Environmental and Social Action Plan.

The IDB will also evaluate the ESMP and ESMPc implementation, and the compliance with the environmental and social mitigation measures established therein, to ensure compliance with the Environmental and Social Policy Framework during the Program. This includes the review and issuing of a 'no-objection' for environmental and social compliance reports submitted to DOE, as well as environmental and social monitoring missions. This monitoring is performed at all phases of the project cycle.

**Table 21** summarizes the environmental and social management responsibilities of the entities involved in the different phases of the Program.

Table 21 - Roles and Responsibilities of Environmental and Social Management, according to the Project phase

Project Phase	Activity	Responsible	Monitoring	Oversight
Design	Grievance Redress Mechanism (for the duration of the Program)	LHB		IDB
	Final Project Design / Engineering Design	LHB		IDB
	Environmental and Social Assessment	LHB (may use external consultants)	LHB	IDB
	Public Consultation	LHB	LHB	IDB
	Preparation of E&S Technical Specifications for Bidding Documents	LHB		IDB
	Environmental Permits (when applicable)	LHB		NIMOS
Construction	ESMPc: Preparation and Implementation	Contractors	LHB	IDB
	Environmental and Social compliance during construction	Contractors	LHB / NIMOS	IDB
	E&S Progress Reports	Contractors to LHB (monthly)	LHB	
	E&S Progress Reports	LHB to IDB (half-annually)		IDB
	Final E&S Report	Contractors	LHB	
	Final E&S Report	LHB		IDB
Operation	Operation and maintenance of the new installed infrastructure	Municipalities		IDB (initial period of 3 years after work completion)



## 4.4 Environmental and Social Management Plan

The general objective of the Environmental and Social Management Plan (ESMP) is to incorporate environmental and social management aspects into the implementation of the projects to be financed by the Program.

The ESMP's specific objectives are:

- Guarantee and control compliance with current regulations on environmental, territorial, health and safety and environmental and social performance standards of the IDB, at all applicable jurisdictional scales.
- Identify and establish the necessary mitigation measures, establish the monitoring, and control guidelines for their execution, and any other measures that arise as necessary, during the development of the works and the operation of the Project.

The ESMP will be part of the Environmental and Social Technical Specifications that are part of the bidding documents. The preparation of the Environmental and Social Management Program (ESMPc) at the constructive level and its execution is the responsibility of the contractor firm.

The proposed indicative **content index** for ESMPc can be found in **Annex 3**.

The ESMP will include the mitigation measures identified for the project and will consist of a series of programs and sub-programs for each of its phases, including, but not limited to, those detailed in **Table 22**.

**Table 22 - Minimum Programs to be included in the ESMPc of construction phase.**

Program Number	Program
1	Monitoring and Control of Compliance with Mitigation Measures
2	Construction Sites Management
3	Air Quality, Noise and Vibrations Management
4	Erosion Control
5	Flora and Fauna Management
6	Waste Management
7	Effluent Management
8	Occupational and Community Health and Safety
9	Traffic and Pedestrian Management
10	Pest and Vector Control
11	Socio-Environmental Training for Site Personnel
12	Disaster Management and Emergency Response
13	Community Information and Participation
14	Chance Find Procedure
15	Chemical Substances Management
16	Works Closure

The **guidelines and minimum contents of these programs** are presented in **Annex 4**.

## 4.5 Stakeholder Engagement Plan

In accordance with Environmental and Social Performance Standard 10 of the Environmental and Social Policy Framework, Category B projects to be funded under the Program will require a consultation process.

This consultation process should be conducted in accordance with **the IDB Consultation Guide** (available in [Meaningful Stakeholder Consultation](#)). The process should ensure that, prior to consultation, information is presented to ensure understanding of the socio-environmental impacts and proposed mitigation measures of the projects and related construction processes.

Once the consultations have been conducted, a consultation report should be attached to the final version of the Environmental and Social Analyses of the Projects.

The guidelines for the Public Consultation events of the projects to be financed under the Program are detailed in **Annex 1** of the Program's ESA/ESMP (Stakeholder Engagement Plan).

## 4.6 Environmental and Social Technical Specifications (ESTS)

The Environmental and Social Technical Specifications (ESTS) will be part of the Bidding Documents. The ESTS will define the obligations of the Contractor in environmental and social matters and will include the ESMP prepared for the Project.

The Contractor shall prepare a **monthly written report** to the EA, describing the status of all environmental and social actions of the project.

At the end of the works, the contractor shall submit a final environmental and social report incorporating all the information corresponding to the implementation of the ESMP, including the implementation records of plans and programs, and an evaluation report of the environmental and social indicators considered in the different phases of the project cycle.

## 4.7 Grievance Redress Mechanism

The Grievance Management and Dispute Resolution Mechanism aims to arbitrate the means and mechanisms to facilitate the reception of concerns (inquiries, claims, complaints, suggestions) from the stakeholders, and respond to them to solve them and anticipate potential conflicts.

In cases where it is not possible to avoid conflicts, it should promote negotiation and strive to achieve its resolution, so that all the stakeholders (including the Program) benefit from the solution.

The Grievance Management and Dispute Resolution Mechanism shall be in operation throughout the Program. The complaint and grievance management procedure shall cover the process of receiving and managing the complaint and the documented closure of the complaint.

The details of the GRM are included in the Stakeholder Engagement Plan (**Annex 1** of the Program's ESA/ESMP).

## 4.8 Reports and Inspections

### LHB compliance report to the IDB

LHB will inform the IDB through a **semi-annual report** of the environmental, social, and occupational health and safety monitoring parameters of the projects included in the Program, as well as the status of compliance with IDB environmental and social performance standards and the national legal framework.

### Inspections and Audits

To verify environmental and social performance, LHB, the IDB, and the environmental enforcement authority (NIMOS) may conduct inspections and compliance audits of the Environmental and Social Management System and the Program's Health, Hygiene, and Occupational Safety Management System. The frequency of such inspections shall be defined by each entity.

The contractor, through its socio-environmental staff, will conduct daily inspections to monitor the socio-environmental compliance defined in the project's ESMP.

The inspections will be conducted based on objective evidence that proves compliance with the provisions of the ESMP i.e., not considering what is planned or about to be resolved - and a list will be drawn up of all irregularities detected (nonconformities).

Each inspection will be documented by means of a report which will include:

- The detected non-conformities description, referring to the ESMP program, national, local or IDB performance standard or legislation to which the non-conformity is non-compliant. It shall be accompanied by a photographic and documentary record in the annex, together with the non-conformity detection date.
- Corrective action to be implemented to resolve the nonconformity. It is the contractor's responsibility to implement the corrective actions to resolve the detected nonconformities.
- The date on which the defined action must be fulfilled, and the person or role responsible for the implementation.
- The indicator of compliance with the action taken: when it is considered that the non-conformity will be closed.
- The non-conformity status (open or closed).

**Table 1 – Nonconformities and Corrective Action Plan Register**

Project	Identified Non-conformity (with ESMP, national legislation or IDB performance standard) and date	Action	Responsible	Date of execution	Compliance Indicator (when the non-conformity is considered closed)	State

The effectiveness of the corrective actions will be verified based on the compliance indicator and the non-repetition of the same non-compliance in the project.

# ANNEXES

## Annex 1. Environmental and Social Data Sheet

### Part 1: General Project Data

Project: <i>(title)</i>	
<b>General Data</b>	
<b>Objectives</b>	
<b>Main project components</b>	
<b>Expected project results</b>	
<b>Map of the Project's Area of Influence</b>	Map with traces, and area delimitation of direct and indirect influence of the project.
<b>Characterization of new infrastructure locations</b>	Relevant characteristics of the physical and biological environment. Relevant characteristics of the socioeconomic environment. Photographic record of the Project Direct Influence Area (in annex).
<b>Public consultation</b>	Did the Project have a Public Consultation Process: Yes/No Are there records: Yes/No (if yes, attach them) Does it comply with IDB requirements: Yes/No (perform a gap analysis, using the Public Consultation guidelines included in Annex 1 of the Program's ESA/ESMP)

### Part 2: Socio-Environmental Eligibility

2 A. Socio-Environmental Eligibility Criteria Questionnaire	
Criterion	Yes/No - Justification
<p><b>Significant Impacts</b></p> <p>Does the project have the potential to cause significant negative impacts? A significant negative impact occurs if: i) it extends over a wide geographical area, ii) it is permanent or occurs over a wide period, and iii) it is of high intensity or magnitude.</p>	(If the answer is positive, the project is not eligible to be funded by the Program)
<p><b>Critical Natural Habitats</b></p> <p>Does the project involve critical natural habitats? Does the project have the potential to cause significant negative impacts on natural habitats and/or critical natural habitats (protected or planned protected areas, or areas of high biological diversity – wetlands, habitats of endemic or endangered species, mangroves)?</p>	(If the answer is positive, the project is not eligible to be funded by the Program)

<p><b>Critical Cultural Heritage and/or Sites</b> Does the project have the potential to cause significant impacts on property or cultural property (e.g., religious, archaeological, paleontological sites, among others)?</p>	(If the answer is positive, the project is not eligible to be funded by the Program)
<p><b>Involuntary Resettlement</b> Does the project generate resettlement of families or loss of homes? Does the project generate impacts on livelihoods or economic activities?</p>	(Projects requiring people resettlement are not eligible)
<p><b>Indigenous Peoples or Ethnic Minorities:</b> Does the project cause negative impacts (direct, indirect, or cumulative) to indigenous peoples or their individual or collective rights or property?</p>	(Projects that cause differentiated negative impacts to indigenous populations are not eligible)
<p><b>Impact on livelihoods</b> Does the project result in the loss of people's livelihoods for a significant number of people?</p>	(Projects that cause significant negative impacts to livelihoods are not eligible)
<b>2 B. Other relevant impacts</b>	
<b>Criterion</b>	<b>Yes/No - Justification</b>
<p><b>Natural Disaster Risks</b> Location of the project in areas of river flooding or other risks of non-mitigable natural disasters.</p>	Determine if disaster risk analysis will be required according to IDB methodology <sup>3</sup> .
<p><b>Impacts on Assets</b> Are easements or expropriations required for the project implementation?</p>	Perform an analysis of land ownership and easements required for project works. If land acquisitions were made for the project, information must be presented to ensure that the parties were free to negotiate, and that the process was conducted in good faith.
<b>Other relevant risks and impacts</b>	
<b>Other observations/comments</b>	

### Part 3: Categorization

<b>Eligibility and Additional Studies</b>	
<b>Project Category according to IDB ESPS</b>	Justify the category assigned, based on expected impacts and sensitivity of the environment. If the project is <u>Category A</u> (responds positively to any of the points in Section 2.A of this Sheet) it is not eligible for financing under this Program.
<b>Study/Plan requirements according to ESMF requirements:</b> Establish whether the Project requires an ESA.	
<b>Public Consultation Requirements:</b> Determine, based on the above analysis, whether a Public Consultation instance with affected parties and stakeholders is necessary, in accordance with the guidelines of the IDB's ESPS. <ul style="list-style-type: none"> <li>• <u>Category B Projects</u> require a Public Consultation with concerned stakeholders.</li> <li>• <u>Category C Projects</u> do not require a Public Consultation.</li> </ul>	
<b>Completed:</b> <b>Date:</b>	<b>Revised:</b> <b>Date:</b>

<sup>3</sup> IDB Risk Assessment Methodology can be found at <http://dx.doi.org/10.18235/0002041>

## Annex 2. Minimum Content of Environmental and Social Analyses (ESA)

The following is a list of the minimum contents to be developed in the Environmental and Social Analyses of the projects to be financed within the Program framework:

**CHAPTER 1: INTRODUCTION.** Identify the project to be evaluated and explain the execution arrangements.

**CHAPTER 2: BACKGROUND:** Program Description, Objectives. Project Description, Proposed Works, and Alternatives Analysis.

It should include a brief description of the main components of the proposed project, a statement of the need for the project and the objectives it will seek to achieve, the implementing agency, a brief history of the project (including alternatives considered), the status and schedule, and identification of any other related projects. Also include a description of other project preparation activities (e.g., legal analysis, institutional analysis, economic analysis, social assessment, baseline studies).

Provide a brief description of the relevant parts of the project, using maps (at an appropriate scale) where necessary, and including, among other things, the following information: location; general design; size, capacity, etc.; pre-construction activities; construction activities; schedule; staffing and support; facilities and services; operation and maintenance activities; required off-site investments; and lifetime.

**CHAPTER 3: LEGAL AND INSTITUTIONAL FRAMEWORK:** Applicable National and local Legal Framework. Environmental and Social Policy Framework of the Inter-American Development Bank. Institutional Framework.

Describe relevant laws, regulations and standards governing environmental quality, health and safety, protection of sensitive areas, protection of threatened species and their habitats, sites, land use control, aspects of social management, etc., at the national and local levels, and applicable IDB environmental and social performance standards. The description should highlight its applicability in the project.

**CHAPTER 4: ENVIRONMENTAL AND SOCIAL BASELINE:** Description of the Natural Environment, Description of the Social Environment, General characteristics of the project direct and indirect influence area, Sociodemographic characteristics, Socio-environmental conflicts in the project direct influence area.

The study area boundaries for assessment and any adjacent or possibly affected areas to be considered with respect to impacts should be specified. This delimitation will then be the basis for defining the scope of the project direct and indirect influence areas.

Collect, evaluate, and present baseline information on the relevant environmental characteristics of the study area. Include information about any anticipated changes before the project begins. This information must refer to the project influence area. For information with a broader spatial scope, it is encouraged that it is only used in direct relation to the project. It is suggested to avoid general information or statistics not connected to the study object.



- a) **Physical environment:** geology; topography, soils; climate; ambient air quality; surface and groundwater; hydrology; existing sources of air emissions; existing polluted water discharges; and water quality.
- b) **Biological environment:** flora; fauna; rare or threatened species; sensitive habitats, including parks and reserves; natural sites with conservation importance, etc.; species of commercial importance; and species with the potential to cause nuisance, vectors, or hazards.
- c) **Socioeconomic environment:** population; land use; planned development activities; community structure; employment; distribution of income, goods, and services; recreation; public health; cultural heritage; indigenous/tribal peoples; and customs, aspirations and attitudes.

**CHAPTER 5: IDENTIFICATION AND ASSESSMENT OF PROJECT RISKS AND IMPACTS.** Risk and Impact Assessment, Matrix of Risks and Impacts Associated with the Project, Description of the impacts associated with the Project.

In this analysis, all significant potential impacts of the project will be described and analyzed, distinguishing between negative and positive, direct, and indirect, cumulative, and immediate and long-term impacts, including potential impacts to protected areas and KBAs. Impacts that are inevitable or irreversible will be identified. Whenever possible, describe impacts quantitatively, in terms of environmental costs and benefits, assigning economic values where feasible. Characterize the scope and quality of available data, explaining significant information gaps and any uncertainties associated with impact predictions. Perform a risk analysis according to the IDB methodology<sup>4</sup>.

**CHAPTER 6: ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN.** ESMP Context and objectives, roles and responsibilities in the socio-environmental project management, mitigation programs and measures. Development of the Environmental and Social Management Plan (ESMP) to mitigate Negative Impacts and Enhance Positive Impacts. Recommend feasible and cost-effective measures to prevent or reduce significant negative impacts to acceptable levels and enhance positive impacts. Estimate the impacts and costs of such measures, and the institutional and training requirements to implement them. Detail the ESMP guidelines to be developed in detail by the contractor, including proposed work programs, budget estimates, schedules, staffing and training requirements, and other support services necessary to implement the mitigation measures. Explain how the project will comply with the Bank's requirements and with the environmental and social requirements of the applicable environmental and social performance standards, where relevant.

The ESMP should also detail the grievance management and citizen participation mechanism. Finally, it must detail the reporting requirements by the contractor company, and the guidelines for inspections by the executor.

**CHAPTER 7: PUBLIC CONSULTATION:** Socialization Background, Socialization within the project framework, Events to be held, Recipients, Presentation date and venue, Event Characteristics, Activity record, Responsible. Assist in Inter-Agency Coordination and Public Participation/NGOs. Assist in coordinating the ESA with other government agencies, to gain insight from local NGOs and affected groups, and in maintaining a file of meetings and other activities, communications, and comments and their availability on the project.

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<sup>4</sup> Inter-American Development Bank. Disaster risk assessment and climate change methodology for IDB projects (2019).

**CHAPTER 8: CONCLUSIONS.** Conclusions. Project Environmental and social viability.

**CHAPTER 9: REFERENCES**

**ANNEXES**

## Annex 3. Indicative Index of the Environmental and Social Management Plan (ESMPc) at the Construction Level

1. **Cover**, including:
  - Project and Program Name and location.
  - Work's name.
  - Contractor firm.
  - ESMP preparation date.
  - Environmental representative of the company (responsible for implementing the ESMP): name, signature, enabling professional registration.
  - Version control: table indicating revision date, preparation manager, date and approval manager, and major version changes.
2. **Table of Contents**, including all annexes
3. **Introduction**:
  - ESMP Objective and scope.
  - Data of the company, work, location, and client
  - Company's environmental, social, quality, and occupational health and safety policy.
  - Code of Conduct for employees of the company, which includes, among other topics, the explicit prohibition of harassment or violence against women and children in the community, and employees of the company.
  - Professional responsible for the implementation of the ESMP (name, contact details).
  - Definitions of technical terms and acronyms used throughout the ESMP.
4. **Project Description**
  - Objective and components of the work.
  - Scope and descriptive memory of the work, construction methods.
  - Basic description of environmental and social particularities at construction sites.
5. **Legal regulations** of reference, applicable to the project
6. **Identification of environmental, social and occupational health and safety risks and impacts in the construction phase.**
7. **Mitigation measures.** Mitigation measures identified should include:
  - Impact or risk they address.
  - Monitoring and follow-up indicators
  - Target performance level values
  - Corrective actions in case of deviations
  - Timeline (when measures are triggered, duration)
8. **Detailed ESMPc Environmental Management Programs (at the construction level)** – at a minimum, this chapter should include all programs listed in Annex 4 of ESMF, and any other programs deemed necessary for the execution of the Project.
9. **Implementation and Operation**
  - Resources required for the ESMP implementation (budget, materials, equipment, and human resources)
  - Roles: functional organization chart, role of each key position in terms of ESMP responsibility (Project Manager, Environmental Manager, Occupational Health and Safety Manager, Supervisors and Managers, Operational Personnel, Subcontractors and Suppliers)

- Documentation: guidelines for the preparation, review, approval and filing of documents related to the environmental and social management of the project

#### **10. Operational oversight**

- arrangements and responsibilities for monitoring of ESMP implementation
- triggers or periodic review schedule of the ESMP
- Control and measurements: control measures to be implemented.
- Assessment of compliance: accepted limit values, criteria
- Non-conformity, preventive, mitigation, corrective, compensatory actions
- Verification of execution and effectiveness of preventive, mitigative, corrective, compensatory actions
- Reporting requirements
- Log control
- Audits
- Reports of ESMP compliance indicators by contractor.

#### **11. Annexes**

- Environmental procedures
- Model registration and control sheets
- Internal environmental and social audits model form.

## Annex 4. Guidelines for the Environmental and Social Management Plans (ESMPc) at the Construction Level

The ESMP will include the mitigation measures identified for the project and will consist of a series of programs and sub-programs for each of its phases, including, but not limited to, those detailed in **Table 23**.

**Table 23- Minimum Programs to be included in the ESMPc of construction phase.**

Program Number	Program
1	Monitoring and Control of Compliance with Mitigation Measures
2	Construction Sites Management
3	Air Quality, Noise and Vibrations Management
4	Erosion Control
5	Flora and Fauna Management
6	Waste Management
7	Effluent Management
8	Occupational and Community Health and Safety
9	Traffic and Pedestrian Management
10	Pest and Vector Control
11	Socio-Environmental Training for Site Personnel
12	Disaster Management and Emergency Response
13	Community Information and Participation
14	Chance Find Procedure
15	Chemical Substances Management
16	Works Closure

Below, the guidelines for each of the Construction ESMP programs are presented.

## Program 1: Monitoring and Control of Compliance with Mitigation Measures

Program 1: Monitoring and Control of Compliance with Mitigation Measures	
<b>Socio-environmental effects to be prevented or corrected:</b>	Deviations in implementation of mitigation measures
<b>Management Measures</b>	
<p>To ensure effective oversight of compliance with the identified mitigation measures, the contractor will establish and maintain a comprehensive "compliance monitoring system." This system will serve to oversee the implementation of each mitigation measure during the construction stage. The compliance monitoring system will include, but is not limited to, the following elements:</p> <ul style="list-style-type: none"> <li>• <b>Actions to be Implemented:</b> A detailed description of specific actions and steps to be taken to execute each mitigation measure.</li> <li>• <b>Necessary Material Resources:</b> An inventory of the materials, equipment, and resources required to carry out mitigation measures effectively.</li> <li>• <b>Responsible Staff:</b> Identification of personnel responsible for execution and supervision of each mitigation measure, including their roles and responsibilities.</li> <li>• <b>Indicators of Compliance:</b> Establishment of clear and measurable indicators that will be used to assess the degree of compliance with each mitigation measure.</li> <li>• <b>Goals and Frequency of Monitoring:</b> Defined objectives for achieving compliance, along with the frequency and methodology for monitoring progress towards these goals.</li> </ul> <p>This structured compliance monitoring system will ensure that the construction project adheres to the established mitigation measures and operates in a manner that minimizes potential environmental or regulatory impacts.</p>	
<b>Monitoring and Compliance</b>	
<b>Indicators</b>	
<ul style="list-style-type: none"> <li>• Number of ESHS Non-Conformities (environmental, social and safety and hygiene) identified during the inspections.</li> <li>• Number of ESHS Non-Conformities closed on time.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 2: Construction Sites Management

Program 2: Construction Sites Management	
<b>Socio-environmental effects to be prevented or corrected:</b>	Minimize the environmental and social impacts of the preparatory activities of the works
Management Measures	
<p>The work sites must ensure the minimal impact on the environment and incorporate the following considerations:</p> <ul style="list-style-type: none"> <li>• Establishment of a materials storage and collection area.</li> <li>• Implementation of an efficient waste collection and storage system.</li> <li>• Supply of sufficient water resources for sanitary and operational needs.</li> <li>• Installation of appropriate signage for safety and guidance.</li> <li>• Availability of a well-equipped first aid kit.</li> <li>• When deemed necessary, provision of an electric generator with a waterproof base.</li> </ul> <p>Among the specific recommendations, the following guidelines have been established:</p> <ul style="list-style-type: none"> <li>• <b>Provision of Adequate Communication Equipment:</b> All work sites shall be equipped with reliable communication tools, such as radios, to facilitate prompt requests for assistance during emergencies.</li> <li>• <b>Fire Safety Measures:</b> Work sites must be equipped with fire extinguishers or other appropriate fire suppression systems.</li> <li>• <b>Emergency Response Training:</b> Personnel shall undergo comprehensive training in emergency response procedures, first aid, and proper hygiene practices.</li> <li>• <b>Site Cleanup:</b> Upon completion of construction activities at each work site, all residual materials must be promptly removed, ensuring a clean and organized environment.</li> <li>• <b>Machinery Maintenance and Compliance:</b> Regular maintenance checks and technical verifications will be conducted to ensure construction machinery remains in good working condition.</li> <li>• <b>Runoff management:</b> The drainage of excess water, soil movement, and stockpile management shall prioritize the preservation of natural drainage patterns and land runoff levels to prevent erosion and its associated environmental impacts.</li> <li>• <b>Covered Transportation and Material Handling:</b> All materials prone to generating dust will be transported in vehicles equipped with tarpaulins and maintained at adequate humidity levels to minimize dispersion during transit. Additionally, during on-site stockpiling, regular wetting of materials susceptible to dust generation will be enforced. Efforts will be made to minimize stockpile quantities, wherever operationally feasible, to reduce potential emissions.</li> <li>• <b>Road and Site Maintenance:</b> To control dust emissions from roads lacking an asphalt layer, a regular watering schedule will be implemented, ensuring these surfaces are dampened at least twice a day. The speed of construction vehicles using access roads without asphalt will be regulated and limited (ranging from 20 to 40 km/h depending on specific conditions).</li> <li>• <b>Dust Control during Earth Extraction:</b> When excavating or moving soil, measures will be taken to mitigate dust emissions. This will include the application of water or other appropriate suppressants to the material during extraction to minimize airborne dust.</li> </ul>	
Monitoring and Compliance	
<b>Indicators</b> <ul style="list-style-type: none"> <li>• The ratio of work sites where management measures have been applied to the total number of active work sites.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

### Program 3: Air Quality, Noise and Vibrations Management

Program 3: Air Quality, Noise and Vibrations Management	
<b>Socio-environmental effects to be prevented or corrected:</b>	Impacts of air quality, dust and noise near community or urban areas.
Management measures	
<p><b>Emissions Control Measures:</b></p> <ul style="list-style-type: none"> <li>• Ensure all construction equipment is maintained in accordance with manufacturer's specifications.</li> <li>• Implement dust suppression measures as necessary in unpaved areas.</li> <li>• Prohibit incineration of non-vegetative wastes (e.g., refuse) at construction sites.</li> <li>• Reduce unnecessary idling of construction equipment and delivery trucks when they are not in active use.</li> <li>• Maintain cleanliness, especially of tires, on work vehicles to prevent tracking of dirt both within and outside the construction site.</li> <li>• Covering of work vehicles transporting friable materials to prevent dispersion of materials beyond the site.</li> <li>• Minimize drop heights of materials during construction operations.</li> <li>• Establish and enact a comprehensive grievance procedure in the event of receiving complaints related to dust and/or exhaust emissions.</li> </ul> <p><b>Noise Control measures:</b></p> <ul style="list-style-type: none"> <li>• Ensure maintenance of all construction equipment in accordance with manufacturer's specifications to minimize noise emissions.</li> <li>• Strategic Work Scheduling: Plan construction, modification, and rehabilitation activities to take place during daylight hours when heightened noise levels are generally more acceptable to the surrounding community.</li> <li>• Develop and implement a comprehensive Construction Communications Plan to proactively notify neighboring receptors, such as residents, commercial establishments, religious institutions, and hotels, about upcoming construction activities.</li> <li>• Consider Acoustic Enclosures: Evaluate the necessity of installing acoustic enclosures where applicable to mitigate noise generated by construction activities.</li> <li>• Discourage unnecessary idling of construction equipment and trucks to minimize noise emissions and environmental impact.</li> </ul>	
Monitoring and Compliance	
<p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>• Absence of grievances voiced by neighboring commercial establishments and/or the local community.</li> </ul> <p><b>Monitoring</b></p> <p>Regular daily site inspections shall be conducted, encompassing the following critical aspects:</p> <ul style="list-style-type: none"> <li>• Visual assessment for dust migration to detect any instances of dust transgressing site perimeters.</li> <li>• Visual assessment of areas with a heightened propensity for dust emissions, such as haul roads, stockpiles, and operational zones.</li> <li>• Equipment and machinery service records.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector



## Program 4: Erosion Control

Program 4: Erosion Control	
<b>Socio-environmental effects to be prevented or corrected:</b>	Effects of erosion and sedimentation on the environment. Soil disturbance, degradation, and erosion.
Management measures	
<b>Erosion control measures</b> <ul style="list-style-type: none"> <li>• The minimization of disturbance area will be a paramount objective, and clear demarcation will be established to delineate the boundaries of this zone.</li> <li>• All activities will strictly occur within the designated work zone, ensuring that the work scope is confined to this specific area.</li> <li>• Vehicle movements will be confined to predefined roads and tracks, thereby mitigating potential off-road impacts.</li> <li>• Management of runoff water, soil displacement and accumulations will be carried out with a primary focus on preserving their natural flow patterns and adhering to the natural runoff levels of the terrain.</li> <li>• Monitoring and periodic inspections will be conducted to assess the effectiveness of sediment controls, particularly after significant rainfall events exceeding 10mm in a 24-hour period.</li> </ul>	
Monitoring and Compliance	
<b>Indicators</b> <ul style="list-style-type: none"> <li>• Absence of Substantial Sediment Deposition: There should be no noticeable accumulation of sediment beyond the designated works area.</li> </ul>	
<b>Monitoring</b> <ul style="list-style-type: none"> <li>• Daily inspections of the work site will be conducted.</li> <li>• Sediment controls will be assessed during site inspections and following significant rainfall events (defined as more than 10mm of rainfall within 24 hours, leading to site runoff). The assessment will also encompass the removal of any accumulated sediments as needed.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 5: Flora and Fauna Management

Program 5: Flora and Fauna Management	
<b>Socio-environmental effects to be prevented or corrected:</b>	Impacts on vegetation cover and wildlife
<b>Management measures</b>	
<p>This Program incorporates measures aimed at mitigating impacts on local flora and fauna and aims to cultivate a shared responsibility among all involved parties in safeguarding and preserving the local flora and fauna. Throughout its execution, regular audits will be carried out to ensure adherence to it. Necessary modifications will be made based on monitoring outcomes and feedback received from stakeholders. Furthermore, comprehensive training sessions will be provided to construction personnel, emphasizing the significance of biodiversity conservation and the application of mitigation measures. Additionally, awareness activities will be organized for both workers and the local communities.</p>	
<b>Flora management measures</b>	
<ul style="list-style-type: none"> <li>• Assess the net area of natural vegetation loss once construction sites are defined.</li> <li>• The Contractor must implement a revegetation scheme for zero net loss of vegetation and prioritize the retention of mature and significant trees, with clear criteria for removal only when necessary. Compensatory measures should include planting indigenous tree species in nearby areas. A 3:1 compensation ratio for tree removal is required.</li> <li>• Ensure that only native species are used in landscaping and compensation activities.</li> <li>• Determine the revegetated area four months after planting, considering surviving vegetation.</li> <li>• Remove vegetal cover just before construction commences.</li> <li>• Minimize time on construction sites to limit disturbance to the natural habitat.</li> <li>• Store the topsoil separately for ground leveling, respecting the edaphic sequence.</li> <li>• Strictly prohibit the introduction of invasive plant species into the project area. Conduct regular inspections and implement measures to prevent their inadvertent introduction or spread, ensuring that only native species are used in landscaping and rehabilitation efforts.</li> <li>• Develop proactive communication channels with adjacent communities to disseminate information about the planting initiatives, with the aim of engaging neighbors in the preservation of local vegetation.</li> </ul>	
<b>Fauna</b>	
<ul style="list-style-type: none"> <li>• Ensure all personnel receive proper training in identification and safeguarding of native flora and fauna, as well as protocols for dealing with potentially hazardous animals.</li> <li>• Implement specific measures for fauna's habitat restoration, such as the installation of nesting boxes or shelters to support the local fauna population.</li> <li>• Implement strategies to deter wildlife from areas earmarked for vegetation clearance. Encourage their relocation to adjacent areas without the need for capture. For less mobile species, promote rescue and relocation to nearby suitable habitats.</li> <li>• Recommend the adoption of reduced vehicle speeds within the project area.</li> <li>• Enforce a strict prohibition on hunting within the project area.</li> </ul>	
<b>Monitoring and Compliance</b>	
<b>Indicators</b>	
<ul style="list-style-type: none"> <li>• Reduction in vegetation covers surface.</li> <li>• Persistence of revegetated cover surface four months after planting.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 6: Waste Management

Program 6: Waste Management	
<b>Socio-environmental effects to be prevented or corrected:</b>	Pollution due to improper handling of waste generated on site.
<b>Management measures</b>	
<p>Waste generated during the construction phase comprises two distinct categories: common household waste, characterized by low hazard, and specialized waste, considered potentially dangerous.</p> <p>The first category encompasses materials such as packaging waste, plastics, pipe cuttings, wood, cardboard, food scraps, wires, bags containing lime and cement, cables, bricks, and similar non-hazardous items.</p> <p>The second category comprises hazardous materials such as rags, contaminated wood, filters, gloves, or other solid objects tainted with oils, hydrocarbons, traces of solvents, varnishes, paints, as well as waste stemming from coating and welding electrodes. Additionally, it includes used oils and containers or packaging with residues of the aforementioned substances.</p>	
<b>Waste Management Measures</b>	
<ul style="list-style-type: none"> <li>• Personnel training and waste management: all personnel must be adequately trained to distinguish between the two distinct categories of waste and to rigorously maintain their segregation throughout the entirety of the project's development. This includes the proper handling and management of waste.</li> <li>• Waste storage and categorization: all waste materials must be segregated based on their inherent properties, such as reusability, recyclability, or categorization as household or special waste. This segregation should occur under controlled conditions to preserve their inherent characteristics and prevent any unintended dispersion.</li> <li>• Waste disposal prohibitions: no form of waste generated during the construction phase, whether it is of household or special nature, solid or liquid, may be incinerated, buried, or discharged into water bodies or the soil. Strict adherence to these prohibitions is mandatory.</li> <li>• Prevention of unattended waste: under no circumstances shall unattended waste be left unattended at construction sites, where it may be accessible to both wildlife and individuals.</li> <li>• Waste documentation: a comprehensive record of the waste generated at each construction site must be diligently maintained, documenting the type, volume, and detailed characterization of the waste produced.</li> <li>• Effluent management: whenever feasible, the practice of washing tools and machinery on the construction site should be avoided. In cases where this is unavoidable, a designated location must be provided for the temporary containment of effluents. These effluents must be removed from the project area at the conclusion of each phase of work.</li> </ul>	
<b>Low Hazard Waste Management Measures</b>	
<ul style="list-style-type: none"> <li>• When the recycling of assimilable household waste is both technically and economically viable, it will be carried out.</li> <li>• Should recyclable materials prove valuable to the residents of the locality, they shall be made available to those who express a need for them, following consultations and mutual agreement with the local populace.</li> <li>• Waste materials that remain unutilized within the Project Area must be securely stored and promptly removed upon the successful conclusion of each phase of the project.</li> </ul>	
<b>Special Waste Management Measures</b>	
<ul style="list-style-type: none"> <li>• Special waste must be securely stored in appropriate containers, in compliance with the nature of the substances, and treated as hazardous waste, in accordance with prevailing legal regulations.</li> <li>• In the event of accidental spills, the Environmental Agency (EA) will be immediately informed, and necessary measures for the containment and elimination of the spilled hydrocarbon or chemical product will be carried out. Immediate absorption using suitable materials (such as absorbent cloths or clay) shall be applied. Any contaminated soil or vegetation shall be treated as special waste.</li> <li>• Any generation of pathological waste resulting from personal accidents requiring first aid care must be carefully separated, stored, and treated in strict adherence to prevailing legislation.</li> <li>• Hazardous waste generated because of construction activities should be diligently managed, adhering to current legislation. These materials must be securely stored within designated facilities,</li> </ul>	

**Program 6: Waste Management**

ensuring their proper preservation. After completion of the works, prompt removal and transportation of special waste to an appropriate facility for treatment and final disposal must be carried out.

- Transportation and disposal of special waste must exclusively be carried out by licensed and authorized operators. Under no circumstances will the ultimate disposal of special waste be conducted at open dumps or landfills designated for household waste.

**Monitoring and Compliance**

**Indicators**

- Hazardous waste managed according to standards / hazardous waste generated by the project.
- Properly managed dry waste and construction surplus / total dry waste and construction surplus generated by the project.

**Monitoring**

- Training in supervising hazard waste registration forms for key personnel.
- Records of the removal of hazardous waste for its ultimate disposal.
- Reviewing hazardous waste removal records for compliance.
- Verifying accreditation certificates for hazardous waste disposal.

<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

**Program 7: Effluent Management**

<b>Program 7: Effluent Management</b>	
<b>Socio-environmental effects to be prevented or corrected:</b>	Pollution due to inadequate management of effluents generated by work activities.
<b>Management Measures</b>	
<p><b>Effluent Management Measures</b></p> <ul style="list-style-type: none"> <li>• Identify and categorize all potential sources of effluents.</li> <li>• Implement specific protocols for handling different types of effluents (domestic, construction, stormwater runoff).</li> <li>• Conduct regular training sessions for construction personnel on the proper handling, storage, and disposal of potentially harmful substances to prevent accidental spills or leaks.</li> <li>• Regularly monitor, test, and treat effluents discharged from the construction site.</li> <li>• Prioritize managing water drainage, soil movements, and stockpiles in alignment with natural flow patterns and land runoff levels.</li> <li>• Implement erosion and sediment control measures to minimize the introduction of sediment-laden runoff into water bodies.</li> <li>• Install impermeable flooring in susceptible areas and a surrounding channel connected to an autonomous drainage system to direct rainwater towards treatment facilities.</li> <li>• Install enough portable toilets or equivalent facilities. Prioritize toilets with efficient waste management systems and low-water-consumption sanitation solutions. Effluents from these facilities will be removed and sanitized daily by authorized operators or service providers.</li> <li>• Implement wastewater recycling systems for sanitation facilities, where feasible, using greywater treatment for non-potable purposes like irrigation or construction.</li> <li>• Establish a <b>Tools and Machinery Maintenance Protocol</b>. Efforts will be made to avoid on-site tool and machinery washing. When such washing is unavoidable, cleaning areas will be designated and equipped with containment measures to prevent the washing of tools and machinery from affecting the surrounding environment. Explore and encourage the use of eco-friendly cleaning agents to minimize environmental impact.</li> </ul>	
<b>Monitoring and compliance</b>	
<p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>• Effluent types managed according to standards / Total effluent types generated by the project.</li> </ul> <p><b>Monitoring</b></p> <ul style="list-style-type: none"> <li>• Record sheet documenting the withdrawal and inspection of portable toilets by the contractor.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

**Program 8: Occupational and Community Health and Safety**

Program 8: Occupational and Community Health and Safety	
<b>Socio-environmental effects to be prevented or corrected:</b>	Accidents and incidents that affect occupational and community health and safety
<b>Management measures</b>	
<p>The contractor shall regularly ensure compliance with relevant standards and regulations, including international best practices (such as the International Finance Corporation guidelines). This will involve retaining a team of professional advisors.</p> <p>All personnel are required to receive training in equipment operation, machinery use, and vehicle operation in accordance with prevailing regulations within protected areas.</p> <p>Clear and permanent identification of all available elements must be conducted, alongside the use of signage and instructional materials for educational purposes.</p> <p>The contractor must supply Personal Protective Equipment (PPE) and provide comprehensive induction training to workers, covering PPE types, proper usage, characteristics, and limitations.</p> <p><b>Occupational Health and Safety Subprogram</b></p> <p>A comprehensive assessment of risk factors associated with each job role, including an enumeration of the workforce exposed to these risks, must be carried out. The following measures are recommended to enhance workplace safety:</p> <ul style="list-style-type: none"> <li>• Conduct <b>Daily 5-Minute Safety Talks</b> before commencing work. Topics should be tailored to the specific risks associated with ongoing activities.</li> <li>• Develop and implement <b>Safe Work Procedures</b> for the safe execution of activities. Emphasize adherence to established safety protocols.</li> <li>• Regularly <b>inspect and ensure the proper functioning of equipment, machinery</b>, and essential safety apparatus such as fire extinguishers.</li> <li>• Apply <b>Safety Data Sheets</b> for hazardous products, ensuring that relevant information is readily accessible to workers.</li> <li>• Provide necessary <b>Personal Protective Equipment (PPE)</b> to all workers on the construction site in accordance with the specific requirements of their tasks.</li> <li>• <b>demarcate work</b> areas and storage zones using appropriate signaling to promote awareness and help prevent accidents.</li> <li>• Develop a comprehensive <b>Contingency Plan</b> and ensure that all workers are proficiently trained in its implementation to address unforeseen circumstances.</li> <li>• Conduct proper <b>Waste Management</b> by exercising control over the collection, treatment, and disposal of residues and waste, while adhering to basic sanitation standards.</li> <li>• Verify that personnel operating equipment possess the necessary <b>licenses and certifications</b>.</li> <li>• <b>Training in Environmental, Health, Hygiene, and Occupational Safety.</b></li> </ul> <p>The following activities are classified as high-risk within the occupational context, and demand a diligent commitment to safety protocols, continuous training, and strict adherence to established guidelines to mitigate potential hazards and ensure the well-being of personnel involved:</p> <ul style="list-style-type: none"> <li>• Work at Heights and on Scaffolding</li> <li>• Hot Work (Welding)</li> <li>• Machinery Maintenance</li> <li>• Electrical Work</li> </ul> <p><b>Community Health and Safety Subprogram</b></p> <p>This subprogram is designed to address potential risks and impacts on the health and safety of communities affected by the project. The Contractor is required to conduct a comprehensive evaluation of the project's potential effects on the health and safety of the affected communities, with specific attention to individuals facing vulnerability due to their unique circumstances, such as children. Subsequently, the Contractor is expected to propose mitigation measures in strict adherence to the mitigation hierarchy. The assessment will encompass the following key aspects:</p>	

**Program 8: Occupational and Community Health and Safety**

- Thorough evaluation of the impact on **traffic and road safety**, with the aim of minimizing any adverse effects on the community.
- Implementation of clear and effective **signaling** and delineation measures at work sites to enhance safety and minimize potential hazards.
- Rigorous management and safety protocols for handling **hazardous materials** to prevent any harm to the health and safety of the affected communities.
- Development and implementation of a comprehensive **emergency preparedness and response plan**, ensuring swift and effective actions in the event of unforeseen circumstances.

The Contractor is expected to integrate these measures into the project's execution, reflecting a commitment to responsible and conscientious project management.

**Labor Management Procedure Subprogram**

The contractor is required to formulate a comprehensive Labor Management Procedure (LMP) designed to articulate a structured framework governing the actions and responsibilities of both the employer and the workforce. This protocol is applicable to individuals employed directly by the contractor and extends to personnel engaged through third-party entities (sub-contractors).

The primary objective of the LMP is to establish and maintain employment relationships grounded in the principles of equal opportunities and equitable treatment. The employment of children or forced labor is strictly prohibited. The contractor, along with its subcontractors, is expressly prohibited from engaging individuals below the minimum age of employment as prescribed by relevant legal statutes, with a minimum threshold of no less than 15 years of age.

The LMP will include the creation of a **grievance redress mechanism**. This mechanism is designed to provide a channel through which workers, and where applicable, their affiliated organizations, can voice concerns related to the workplace. Additionally, it serves as a platform for the lodging of complaints pertaining to instances of sexual and gender-based violence. The contractor is tasked with ensuring the effectiveness and accessibility of this grievance redress mechanism to facilitate a transparent and responsive resolution process.

**Monitoring and Compliance**

**Indicators**

- Frequency rate (number of accidents x 200,000/person-hours worked in the period).
- Severity Index (number of serious accidents x 200,000/ person-hours worked in the period).
- Fatal Accident Incidence Rate (Number of fatal accidents x 200,000/Number of exposed workers).
- Number of personnel using PPE according to the risk of the activity / Total number of personnel.
- Number of workers with Medical and Labour Insurance / Total number of workers in the project

**Monitoring**

- Work accident registration forms.
- PPE delivery record forms.
- Record sheets for training in the use of PPE.
- Certification forms for the use of specific machinery.
- Safety procedures for critical activities.
- Risk analysis and checklists for critical activities.

<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 9: Traffic and Pedestrian Management

Program 9: Traffic and Pedestrian Management	
<b>Socio-environmental effects to be prevented or corrected:</b>	Accidents and incidents that affect occupational and community health and safety
Management measures	
<p>The Master Contractors will prepare the Traffic and Pedestrian Management Program. Consultation with key stakeholders will be conducted prior to Program finalization. The Contractors will ensure implementation of this Program.</p> <p>The Traffic and Pedestrian Management Program shall:</p> <ul style="list-style-type: none"> <li>• Identify the sensitive location (religious facility, educational facility, health facility, commercial areas) along the site access roads.</li> <li>• Identify the road condition, traffic congestion areas and peak traffic load period.</li> <li>• Identify the traffic hotspots like road junctions, market areas, school areas.</li> <li>• Provision of traffic marshal (signal operator) in identified traffic sensitive locations.</li> <li>• Identify any major road repairing requirements along the site access road.</li> <li>• Prepare the Traffic and Pedestrian Management Program based on local sensitivity (religious gathering, school timing, market timing and peak traffic timings);</li> <li>• Implement procedure to follow road safety requirements by the drivers &amp; helpers.</li> <li>• Implement procedure to check fit certificates of the vehicles to minimize the emission of air and noise.</li> <li>• Monitor road conditions to identify any damage to road or structures and remedies immediately to reduce the potential for significant impacts to the local communities.</li> </ul> <p>Contractors are responsible for ensuring that drivers receive instructions in accordance with the Traffic and Pedestrian Management Program to maintain appropriate speeds. Additionally, they must conduct induction and training sessions for all drivers to promote safe driving practices. Furthermore, contractors are obligated to enforce compliance among drivers, ensuring adherence to all legal and project-specific safety regulations relevant to road safety measures.</p>	
Monitoring and Compliance	
<p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>• Number of work fronts marked with signs in accordance with the approved Traffic and Pedestrian Management Program /Number of work fronts that require signage in accordance with Traffic and Pedestrian Management Program.</li> <li>• Number of road accidents.</li> </ul> <p><b>Monitoring</b></p> <ul style="list-style-type: none"> <li>• Weekly inspection program</li> <li>• Monthly inspection report</li> <li>• Road safety accident records</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector



**Program 10: Pest and Vector Control**

Program 10: Pest and Vector Control	
<b>Socio-environmental effects to be prevented or corrected:</b>	Spread of pests and vectors
<b>Management Measures</b>	
<p>To safeguard public health, it is strongly advised that the Contractor engages the services of a certified and proficient company with the following responsibilities:</p> <ul style="list-style-type: none"> <li>• <b>Pest disinfection:</b> before the removal of green waste and soil movement, the contracted company should conduct thorough pest disinfection. This involves the use of appropriate products and methods to eliminate pests effectively.</li> <li>• <b>Municipal coordination:</b> the contracted company must collaborate with municipal authorities to prevent the unlawful deposition of municipal solid waste on neighboring properties without structures and in adjacent streets. This coordination helps maintain a clean and sanitary environment.</li> <li>• <b>Product protocols:</b> to ensure safety, it is recommended to request and monitor the protocols for the products used in pest elimination. This includes assessing potential side effects and residual impacts, ensuring that only approved and safe products are utilized.</li> <li>• <b>Waste management:</b> the company responsible for pest disinfection must manage the waste generated during their operations. They should promptly remove containers used for pest control, and evidence of proper disposal should be provided.</li> <li>• <b>Food handling and fire prevention:</b> to prevent the attraction of rodents and snakes, no food remnants should be left exposed, and open fires should be avoided. Both hot food and ash can be an attractant for these species, posing risks to public health.</li> <li>• <b>Eco-friendly pest control:</b> when addressing pest and vector control, prioritizing environmentally conscious products is imperative. It is essential to explore alternatives with minimal ecological impact for non-targeted species. Whenever feasible, the use of highly toxic substances should be minimized or avoided entirely.</li> </ul>	
<b>Monitoring and compliance</b>	
<p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>• Completed pest and vector disinfection/control applications to the total planned applications in the Program.</li> </ul> <p><b>Monitoring</b></p> <ul style="list-style-type: none"> <li>• Verification of disinfection certificates in alignment with the predetermined disinfection schedule, including projected fumigation dates, specified products for use, outlined safety protocols, Contingency Plan, etc.</li> <li>• Validation of bait withdrawal and proper final disposal confirmation.</li> </ul>	
<b>Periodicity of Supervision of the degree of Compliance and Effectiveness of the Measure</b>	Monthly
<b>Head of Audit</b>	Construction Inspection

**Program 11: Socio-Environmental training for construction personnel**

<b>Program 11: Socio-Environmental Training for Construction Personnel</b>	
<b>Socio-environmental effects to be prevented or corrected:</b>	Lack of knowledge regarding the personnel's role in preserving, protecting, and conserving the environment, as well as ensuring occupational safety in the performance of their duties
<b>Management measures</b>	
<p><b>Socio-Environmental Training</b></p> <p>To carry out the training process, informative sessions will be conducted prior to the commencement of work. Subsequently, ongoing exchange and training meetings will be organized, tailoring content to meet the specific requirements of diverse projects with environmental implications. Additionally, drills addressing emergency response protocols will be conducted.</p> <p>The planning and execution of these training sessions will be conducted under the oversight of safety, hygiene, and environmental professionals employed by the contractor. The training program encompasses a comprehensive agenda, including, but not limited to, the following topics:</p> <ul style="list-style-type: none"> <li>• Basic induction in environmental protection.</li> <li>• Evaluation and control of risks with a focus on personnel safety.</li> <li>• Management of environmental contingencies such as spills and fires.</li> <li>• Fire prevention and control measures.</li> <li>• Comprehensive waste management procedures.</li> <li>• Protection and management of plant species in the immediate environment.</li> <li>• Safe handling of chemical substances.</li> <li>• Familiarization with the company's Code of Conduct and addressing gender-related issues.</li> <li>• The implementation of this program will ensure a thorough understanding of essential environmental and safety protocols, contributing to the effective management of potential risks and emergencies.</li> </ul> <p><b>Code of Conduct</b></p> <p>The Contractor is required to develop and implement a comprehensive Code of Conduct for Site Personnel, as exemplified in Appendix A. This code shall be incorporated into employment contracts for both the Contractor and Subcontractors, adhering to the guidelines outlined in the LMP. To mitigate the risk of gender, social, political, cultural, or racial conflicts, and to maintain order, the Contractor must take necessary measures and precautions. This includes preventing tumult or disorder among construction personnel, employees hired by them, or Subcontractors, while ensuring the preservation of order, protection of inhabitants, and the security of public and private property within the project's area of influence.</p> <p>The Code expressly prohibits harassment, violence, exploitation, and racism. Its application is mandatory for all individuals involved in the project, both during and outside of working hours.</p> <p>Non-compliance or infringement of the established rules of conduct will result in sanctions, fines, or dismissals, depending on the severity of the violation. All construction personnel, irrespective of their hierarchical level, are required to participate in training sessions and discussions related to the Code.</p> <p>Furthermore, the Contractor is obligated to conduct a minimum of two activities addressing non-discrimination and gender equity for all personnel affected by the project. These activities will focus on: 1) the prevention of sexual exploitation of children and adolescents, including labor and criminal consequences; and 2) fostering positive relationships between men and women in the workplace.</p> <p>Prior to these activities, the Contractor must submit an Action Plan for approval by the Construction Management. This plan should outline the responsible parties for implementation, the methodology, and the schedule. Upon completion, a comprehensive evaluation report must be submitted.</p> <p>Additionally, the Contractor is required to establish, within an agreed-upon timeframe with Construction Management, a protocol addressing sexual harassment in the workplace.</p>	
<b>Monitoring and Compliance</b>	

**Program 11: Socio-Environmental Training for Construction Personnel**

**Indicators**

- Percentage of personnel trained in accordance with the Training Program.
- Percentage of training sessions given out of the total training sessions required according to the Training Program.

<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 12: Disaster Management and Emergency Response

Program 12: Disaster Management and Emergency Response	
<b>Socio-environmental effects to be prevented or corrected:</b>	Human, economic, and environmental losses associated with an emergency and protect areas of social, economic, and environmental interest located in the area of influence of the project.
Management measures	
<b>Contingency Prevention and Control Strategies</b>	
<b>Contractor Responsibilities:</b>	
<ul style="list-style-type: none"> <li>• Strict compliance with general and specific regulations, rules, procedures, and instructions pertaining to health, hygiene, and occupational safety.</li> <li>• Identification and mitigation of all potential risks leading to workplace accidents or occupational illnesses.</li> <li>• Identification and rectification of unsafe conditions within work areas.</li> <li>• Enforcement of standards and procedures outlined in environmental management plans.</li> <li>• Development of programs aimed at enhancing working conditions and implementing procedures to ensure greater safety during project execution.</li> <li>• Implementation of training and awareness campaigns for workers focused on Occupational Health practices.</li> <li>• Periodic communication of specific job risks to each worker, along with information about environmental risks and preventive measures.</li> <li>• Ensuring that the design, engineering, construction, operation, and maintenance of equipment align with safety norms and procedures endorsed by Construction Supervision.</li> <li>• Establishment of periodic and preventive maintenance programs for machinery, equipment, and facilities.</li> <li>• Facilitation of inspections and investigations related to occupational health conditions conducted by competent authorities.</li> <li>• Provision of necessary and suitable personal protective equipment based on the level of risk, adhering to Industrial Safety recommendations.</li> <li>• Development of an emergency response plan in collaboration with the National Emergency Management Organization (NEMO).</li> <li>• Ensuring availability of essential resources and materials for effective response to emergencies.</li> </ul>	
<b>Employee Responsibilities:</b>	
<ul style="list-style-type: none"> <li>• Execute tasks with utmost care, ensuring operations adhere to safety standards, environmental regulations, and the guidelines outlined in the management plan programs.</li> <li>• Vigilantly monitor machinery and equipment to promptly identify and report any risks or dangers to superiors. Address human, physical, mechanical, or environmental issues that arise during work.</li> <li>• Refrain from operating unauthorized machines or allowing unauthorized personnel to handle equipment under their responsibility.</li> <li>• Avoid the introduction of alcoholic or intoxicating substances in the workplace and avoid working under their influence.</li> <li>• Workers operating machinery with moving parts must avoid wearing loose clothing, jewelry, or accessories. If they have long hair, secure it with a cap or hairnet.</li> <li>• Safely utilize and maintain company-provided work items, safety devices, and personal protective equipment. Maintain cleanliness and order in workplaces and services.</li> <li>• Actively participate in company-approved programs for preventing occupational accidents, illnesses, and community health issues.</li> <li>• Promptly report any procedures or operations that violate safety regulations and pose a threat to individuals, colleagues, or company assets.</li> <li>• Vehicle drivers must adhere to internal traffic regulations and those of protected areas during work execution.</li> <li>• Propose activities that promote occupational health within the workplace.</li> </ul>	

**Program 12: Disaster Management and Emergency Response**

- Implement actions specified in emergency protocols and strategies.

**Fire Prevention and Control:**

The Contractor is responsible for preventing and controlling fires in the workplace. In case of a fire, the following actions will be taken:

- Utilize the nearest fire extinguishers to prevent the fire from spreading.
- Request external support when necessary and initiate control procedures with available resources as a first response.
- Establish means for maintaining constant communication, such as radios or telephones.
- Evacuate individuals from the work front and the camp until the emergency is under control.
- Identify and evaluate the emergency, determining the point of occurrence, cause, magnitude, consequences, actions to follow, and necessary support for control.

**Actions in Case of Floods:**

- In the event of flash flooding, immediately move to higher ground.
- Stay vigilant for sudden flooding in streams, drainage channels, and other areas.
- Avoid driving through flooded areas.
- Once the emergency is controlled, the emergency coordinator will prepare a comprehensive final report.

**Monitoring and Compliance**

**Indicators**

- Number of environmental and health accidents managed in accordance with the defined procedure / Total number of environmental and health accidents that occurred in the project.

<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 13: Community Information and Participation

Program 13: Community Information and Participation	
<b>Socio-environmental effects to be prevented or corrected:</b>	Misinformation of the public regarding the progress and tasks of the project.
Management measures	
<p><b>Contractor Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• <b>Project Reporting:</b> Maintain timely and updated records on the project's implementation and progress. Promptly address queries, observations, complaints, and claims from the Works Inspection, proactively identifying and implementing solutions to identified problems.</li> <li>• <b>Communication Channels:</b> Provide the public with a transparent and accessible means of communication. Establish a complaints book for public access. Make available a 24-hour contact telephone number, an email address, and a web interface for the community to submit their claims, complaints, and suggestions. Ensure that all submitted comments are promptly analyzed and receive a swift response.</li> <li>• <b>Community Information and Participation:</b> Implement the Community Information and Participation Program consistently throughout the project's lifecycle. Give special attention to ensuring clear, transparent, and timely communication with all individuals benefiting from the program.</li> <li>• <b>Community Engagement:</b> Establish a mode of engagement with the community affected by the project's development. Inform the community about the project's schedule and progress to foster transparency.</li> <li>• <b>Access to Information:</b> Facilitate equal access to information, with a commitment to promoting gender equity among all interested social sectors. These responsibilities underscore the contractor's commitment to effective communication, community engagement, and transparency throughout the project.</li> </ul>	
Monitoring and Compliance	
<p><b>Indicators</b></p> <ul style="list-style-type: none"> <li>• The percentage of complaints managed properly during the month according to the defined mechanism over the total number of complaints generated.</li> <li>• Percentage of public consultations carried out over the total number of public consultations required.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 14: Chance Find Procedure

Program 14: Chance Find Procedure	
<b>Socio-environmental effects to be prevented or corrected:</b>	Destruction of historical, cultural, archaeological, and paleontological heritage.
Management measures	
<p>This program will be systematically implemented throughout the duration of the project, with the following key provisions:</p> <ul style="list-style-type: none"> <li>• <b>Continuous Monitoring:</b> A permanent monitoring initiative will be conducted across the entire area directly impacted by the project to identify any archaeological elements.</li> <li>• <b>Immediate Action on Discovery:</b> Should any property of potential archaeological significance be discovered; the construction team is obligated to promptly cease activities that may impact the identified area. Adequate surveillance measures will be implemented to prevent unauthorized access and looting.</li> <li>• <b>Alternative Worksite Consideration:</b> If necessary, the project team will explore alternative locations for project activities to mitigate any potential impact on archaeological finds.</li> <li>• <b>Notification of Competent Authority:</b> The relevant national authority will be promptly notified, and the project will adhere to their instructions for further action in response to the archaeological discoveries.</li> <li>• <b>Salvage Operations:</b> In the event of cultural remains emerging during activities such as ditching, earth removal, or excavations, salvage operations will be promptly initiated. Recognized archaeologists, under supervision, will conduct these operations with the utmost consideration for preserving the contextual integrity of the archaeological remains. Work will resume only upon the archaeologist's determination of an appropriate timeframe and location.</li> <li>• <b>Comprehensive Reporting:</b> Upon completion of the project, a comprehensive final report will be prepared. This report will detail the quantity and nature of the recovered materials and will be submitted to the competent authority.</li> <li>• <b>Consultation with Competent Authority:</b> The competent authority will be consulted regarding the proper procedures for delivering archaeological materials as part of the project's commitment to compliance and transparency.</li> </ul>	
Monitoring and Compliance	
<b>Indicators</b>	
<ul style="list-style-type: none"> <li>• Number of archaeological and cultural resources found in the project and managed according to the defined procedures / Number of archaeological and cultural resources found in the project.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Program 15: Chemical Substances Management

Program 15: Chemical Substances Management	
<b>Socio-environmental effects to be prevented or corrected:</b>	Pollution due to inadequate management of chemical substances used by work activities.
Management Measures	
<p>If the contractor refuels heavy machinery in the vicinity of the worksite, tanker trucks must be used, and the following procedures must be considered during refueling:</p> <ul style="list-style-type: none"> <li>• Park the vehicle in a way that does not cause interference, allowing for a quick exit.</li> <li>• Ensure the presence of fire extinguishers near the refueling site (within a distance of no more than 3 meters).</li> <li>• Verify that there are no sources that could cause a fire in the surrounding area.</li> <li>• Check the coupling of the hoses.</li> <li>• Use spill containment trays.</li> <li>• In case of a spill or fire, follow the procedures outlined in the Contingency Plan.</li> <li>• Immediately report any spills or product contamination to the environmental inspector.</li> </ul> <p>There should be a report and authorization form for fuel refilling.</p> <p>Polyethylene material should be placed over the area where any corrective maintenance on heavy machinery (greasing and checking oil levels) will be carried out. In this case, the delegated Site Supervision must be notified of the day, place, and reasons for the maintenance.</p> <p>The person responsible for the site must report and clean up any fuel, oil, and toxic substance spills. If there are accidental spills on the ground, they must be immediately removed, and the Site Supervision must be notified. If the spill exceeds approximately 5 liters, the affected soil must be removed and treated as special waste. Small, spilled volumes can be collected with synthetic absorbent materials, rags, sawdust, or sand. The final cleaning of the site can be done with water and detergent.</p> <p>The minimum daily storage allowed in the work area must be agreed upon with the competent authority. Tanks containing fuels or lubricants should be stored away from any building, ideally at a distance greater than 6 meters. The storage of fuels or lubricants should be in metal containers with spring-closed lids or in plastic tanks. They should be properly labeled with the substance they contain and have warning signs of “flammable” and “no smoking”.</p> <p>When concrete is mixed on site, the application of chemicals that require handling measures is sometimes needed. An inventory of the chemical products should be made before starting work, classifying them according to the type and degree of physical and health risks associated with their use.</p> <p>All flammable substances must be properly protected, safeguarded, and stored under safe conditions and restricted according to their use and level of hazard. All chemical products should be labeled to provide essential information about their classification, the hazards they pose, and the safety precautions that should be observed by workers.</p> <p>Persons handling chemical products should ensure that when chemical products are transferred to other containers, their identification and all industrial safety and occupational health precautions are maintained, in accordance with the relevant Plan.</p> <p>It will be mandatory to have safety data sheets for the chemical products at the site and to inform employees about them during induction training. These sheets should contain essential detailed information about their identification, supplier, classification, hazards, precautionary measures, and emergency procedures. A registry of these sheets should be created and made accessible to all interested workers and their representatives.</p> <p>Implement procedures for the safe decontamination of equipment that has contained chemicals, using methods that neutralize chemical residues before their removal or recycling.</p>	



**Program 15: Chemical Substances Management**

Conduct training on the safe handling of chemical substances, emergency procedures, and proper use of PPE.

**Monitoring and compliance**

**Indicators**

- Percentage of compliance in inspections conducted on facilities and chemical substance management procedures.

**Monitoring**

- Registration forms for training of key personnel in chemical substance management.
- Registration forms for chemical substances stored on-site.
- Report and authorization forms for fuel refilling.

**Responsible for the measure implementation**

Works Director

**Responsible for the control of the measure**

Works Inspector

## Program 16: Works Closure

Program 16: Works Closure	
<b>Socio-environmental effects to be prevented or corrected:</b>	Impacts on the environment once the work is finished.
Management measures	
<b>Mitigation measures</b> <ul style="list-style-type: none"> <li>• All installations utilized in the execution of the project will undergo systematic removal.</li> <li>• An exhaustive examination of environmental and social liabilities will be conducted, and identified issues will be promptly addressed and remedied.</li> <li>• Disposal of waste and solid materials must adhere to the guidelines set by environmental and social supervision, ensuring their transfer to approved sites.</li> <li>• Areas where vegetation has been cleared must undergo revegetation using the same species originally present.</li> <li>• Surplus reusable or recyclable materials are eligible for donation, while the delivery of materials constituting environmental liabilities is strictly prohibited.</li> <li>• The incineration of waste during the dismantling process is expressly forbidden.</li> <li>• Dismantled sites are obligated to be left in impeccable condition, seamlessly integrated into the surrounding environment.</li> </ul>	
Monitoring and Compliance	
<b>Indicators</b> <ul style="list-style-type: none"> <li>• Absence of claims by the authorities, the surrounding population, and the community in general.</li> </ul>	
<b>Monitoring</b> <ul style="list-style-type: none"> <li>• Photographic record before and after work.</li> </ul>	
<b>Responsible for the measure implementation</b>	Works Director
<b>Responsible for the control of the measure</b>	Works Inspector

## Annex 5. Labour Management Procedure (LMP)

### Introduction

The purpose of this Labor Management Procedure (LMP) is to establish the scope and application of ESPS 2 "Labor and Working Conditions" for the SU-L1071 Program.

The Labor Management Procedure will be managed as part of the Environmental and Social Management Plan (ESMP). The requirements included in the LMP will be systematically integrated into the legal requirements of the Program, the tender documents and the contracts of the contracting companies and suppliers.

The LMP is a dynamic document and should therefore be revised and updated as necessary during the life cycle of the Program.

The LMP presents the guidelines and minimum contents for the labor management and working conditions of the works of the Program to be fulfilled by the main contractor, the companies involved and the executing agency. The responsibility for ensuring compliance with this procedure shall be the LHB of MTCT.

The LMP is governed by the principles of equality, opportunity and fair treatment ensuring that no employment decisions will be made based on personal characteristics outside the requirements inherent to the job, refraining from discrimination in any aspect of the employment relationship, such as recruitment and hiring, remuneration (wages and benefits), working conditions and terms of employment, access to training, job assignment, promotion, dismissal or retirement and disciplinary practices. Measures shall be taken to prevent and address violence, harassment, intimidation, or exploitation, especially with regard to women, persons of diverse sexual orientations and gender identities, persons with disabilities, and migrant workers. Under no conditions shall child or forced labour be permitted.

A safe and healthy work environment shall be ensured, considering the risks inherent in the Program and specific hazards for women, persons of diverse sexual orientations and gender identities, persons with disabilities, children (of working age, in accordance with this Performance Standard), and migrant workers. Measures shall also be taken to prevent accidents, injuries and illnesses that may arise from, be associated with, or occur during work, minimizing, to a reasonable extent practicable, the causes of hazard factors.

### Scope of the Labour Management Procedure (LMP)

Environmental and Social Performance Standard 2 "Labor and Working Conditions" of the IDB's Environmental and Social Policy Framework pursues the following objectives:

- Respect and protect the fundamental principles and rights of workers.
- Promote fair treatment, non-discrimination, and equal opportunities for workers.
- Establish, maintain, and improve relations between workers and the employer.
- Ensure compliance with national legislation on employment and labour.

- Protect workers, including those in vulnerable situations, such as women, persons of diverse sexual orientations and gender identities, persons with disabilities, children (of working age, in accordance with this Performance Standard) and migrant workers, workers hired by third parties and workers in the main supply chain.
- Promote safe and healthy working conditions and promote workers' health. and prevent the use of child labour and forced labour (as defined by the ILO).<sup>5</sup>

This standard applies to:

- **Direct workers:** are people employed or hired directly by the borrower to work specifically in relation to the Program. The direct worker is employed or hired by the borrower, is paid directly by the borrower, and is subject to the borrower's instructions and day-to-day control.
- **Contract workers:** Persons engaged through third parties to perform work related to core functions of the Program for a considerable period where that third party exercises continuous control over the work, working conditions and treatment of the worker in relation to the project<sup>6</sup>
- **Main supply chain workers:** Workers in the main supply chain, provides goods and materials to the project, where the supplier exercises control over this worker for the work, working conditions and treatment of the worker<sup>7</sup>

Where public employees are working in connection with the Project on either full-time or part-time basis, they will be subject to the terms and conditions of their existing public sector employment agreement or arrangement, unless their employment or hiring has been effectively legally transferred to the Project.<sup>8</sup>

Requirements relating to gender equality and stakeholder participation (including a grievance mechanism) should also be considered in the implementation of this Performance Standard in accordance with ESPS 9 and 10. In no case and under no circumstances shall child and forced labour be permitted.

## Description of the Project's Workforce.

### Identification and characterization of workers involved in the project:

Depending on the activities foreseen in the project, it is estimated that the organization of the workforce involved will be as follows:

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<sup>5</sup> International Labour Organization.

<sup>6</sup> The core functions of the project are those corresponding to the construction, production and service processes that are essential for a specific activity, without which it could not continue.

<sup>7</sup> Primary or primary suppliers are those that continuously supply goods or materials essential to the core functions of the project.

<sup>8</sup> ESPS 2 is not intended to interfere with the relationship between the borrower when it comes to a government agency and its public administration officials, who are typically employed under specific terms and conditions that may reflect mandatory legal requirements.

1. **Direct workers:** In accordance with the organizational structure foreseen for this Program, it is considered that the direct hiring of personnel under the modality of contracting services will be coordinated by LHB and are mostly linked to the hiring of personnel to carry out the supervision and technical inspections (environmental and social) of works.
2. **Project workers:** It is expected that the largest number of staff will be employed in this category. The contracting companies will carry out the construction works foreseen for each project.
3. **Workers in the main supply chain: Personnel employed by the** companies' supplying inputs and infrastructure linked to the works foreseen by the Program. The Program must carry out due diligence to ensure that inputs produced under conditions of forced labor are not procured and that the working conditions of suppliers comply with current regulations with their personnel.

**Table 24 - Summary Table of Type of Workers Linked to the Project**

Type of Worker	Characteristics
<b>Direct Workers</b>	Individual Consultants directly hired by the Program
<b>Contract workers</b>	Workers hired by the contracting firms hired by the project. It is expected by the type of works that the largest number of people involved in the Program be incorporated under this modality of contracting.
<b>Primary Supplier Workers</b>	The number of workers to be hired under this modality and the specific characteristics will be information provided by the contractor awarded the work.

### Assessment of possible occupational hazards

Depending on the activities to be carried out by the staff in the project, the main risks for each of the most relevant jobs must be identified.

The existing risks involve adopting measures for the prevention of accidents and incidents with the development of safe working methods, with a correct choice and training of personnel to perform such work, in addition to using the appropriate tools and personal protection elements (PPE).

The following table provides a summary of the main activities, with the possible risks identified and those responsible.

**Table 2 – Example of activities and risks identified in the project**

Activity Group	Activity	Location	Risks identified	Responsible
Management and Administration	<ul style="list-style-type: none"> <li>• Planning, design, execution and implementation, evaluation, and monitoring of Projects</li> </ul>	Office: LHB	No specific and significant risks are identified. Possible risks related to occupational health and safety in internal environments (ergonomic risks, accidents, stress, mental load, psychophysical factors)	LHB
Training and Awareness for people hired by the contractor	<ul style="list-style-type: none"> <li>• Train, inform and raise awareness especially among construction personnel both orally and in writing about the expected environmental and social problems, the implementation and control of environmental and social protection measures and the specific and relevant aspects applicable to the execution of projects in accordance with current environmental and social regulations and regulations.</li> <li>• Conduct gender-sensitive training and code of conduct for all contracted personnel, including the management staff of the contractor company.</li> <li>• Have updated the technical file of the personnel with the training carried out and the elements of security and personal protection delivered</li> </ul>	Workshops / offices	No specific and considerable risks are identified if the facilities of the workshops comply with current regulations. Possible risks linked to occupational health and safety in internal environments (accidents, stress, mental load, psychophysical factors).	Contractor (Environmental and Social Manager)

Activity Group	Activity	Location	Risks identified	Responsible
Civil works of infrastructure and equipment	<u>Carrying out interventions for improvement infrastructure</u>	[Project Locations]	<p>Specific risks are identified that can be avoided with the corresponding security measures and protocols.</p> <p><b>In workshops and place of work:</b></p> <ul style="list-style-type: none"> <li>• Risks of gender-based violence</li> <li>• Occupational and community accident risks</li> </ul> <p><b>In the recruitment processes:</b></p> <ul style="list-style-type: none"> <li>• Risk of exclusion of vulnerable groups</li> <li>• Exclusion of local labour and discrimination</li> <li>• Influx of labor from outside the place.</li> </ul> <p><b>In the execution of the planned works:</b></p> <p><b>Occupational hazards:</b></p> <ul style="list-style-type: none"> <li>• Accidents and falls of different levels.</li> <li>• Falling objects</li> <li>• Road accidents (circulation of trucks and machinery)</li> <li>• Temporary hearing loss due to operation of equipment and machinery.</li> </ul> <p><b>Ergonomic risks:</b></p> <ul style="list-style-type: none"> <li>• Forced posture; Repetitive motion; Cargo handling; Application of forces: Overexertion</li> </ul>	Contractor Company

Activity Group	Activity	Location	Risks identified	Responsible
Construction supervision	Supervise the environmental and social management plan, occupational safety, and health; monitor environmental, social, health and safety risks, their impacts and actions taken (including in the field, if necessary).	Office / Field activities at the site of implementation of the works	<p><b>In the Office:</b> No specific and considerable risks are identified. Possible risks linked to occupational health and safety in internal environments (accidents, stress, mental load, psychophysical factors).</p> <p><b>In the field:</b></p> <p>Risks linked to accidents in the work area. They can be minimized if PPE is properly used.</p>	LHB/ Construction Inspection



### Description of prevention and mitigation measures to address possible risks in the workplace.

Based on the identification of the main risks by activity group, the priority measures to prevent and minimize the risks identified are detailed below, by way of example:

Prevention and mitigation measures in the workshops:

- Implement hygiene, safety and health standards and conditions.
- Install workshops of sizes according to the number of people employed and as required by Laws and Decrees.
- Training and awareness on health and safety, non-discrimination, and prevention of gender-based violence, prevention of child exploitation, forced labor, prevention of discrimination and / or violence against people from indigenous communities or vulnerable groups in compliance with the code of conduct.

Prevention and mitigation measures in staff recruitment processes:

- The contractor will seek to approach its recruitment process with a gender perspective, seeking to make equal opportunities for men and women effective.
- Personnel with criminal records related to sexual crimes, sexual harassment, prostitution, and trafficking in persons will not be hired in order to protect the integrity of the population linked to the work.
- The contractor will try to prioritize the local skilled and unskilled local labor, especially of the beneficiary parties of the works and surrounding localities.
- Nondiscrimination requires that the contractor/LHB not make employment-related decisions based on personal characteristics, such as gender, race, ethnic, social, and indigenous origin, religion, political opinion, nationality, disability and sexual orientation that are not related to job requirements. They cannot affect equality of opportunity or treatment in employment.
- The contractor shall develop and implement the **code of conduct** and provide training for its knowledge and understanding. See Appendix A for the proposed content of the code of conduct. This Code is aimed at ensuring respectful and harmonious ties in the workplace in which the Program and its projects are developed in such a way as to ensure a work environment free of discrimination and/or violence based on gender, gender identity, sexual orientation, cultural identity, religion, ethnic or national origin, trade union membership, disability or any other discrimination typified in current legislation.

Prevention and mitigation measures in the execution of civil works of infrastructure and equipment of the project:

- Review the environment in which the tasks will be developed. If power poles, hazardous materials tanks or other items are present in adjacent areas, they could catch fire or fall on workers in the event of evacuation.
- Provision of personal protection elements (PPE) and tools and machinery in perfect working order.
- Training and advisory programs for the people employed by the contractor on the inherent risks of their tasks and the mitigation measures, actions, and good practices to be implemented to ensure the health, safety and hygiene of the employees, the population, and the protection of the environment.

- Code of conduct.
- Evaluate the state of gas, electricity, and water facilities near the intervention area.
- Examine the distribution of workspaces verifying that there are no elements that could interfere with a rapid evacuation.
- Identify safe areas.
- Determine accessibility to fire protection equipment, emergency lights, first aid equipment, etc. (they should always be in place of easy access).
- Define the resources available to avoid and respond to an emergency.
- Make an inventory of those security elements that the organization has (fire extinguishers, first aid kit, etc.).
- In the case of works carried out in the vicinity of routes, traffic management measures, signaling and communication program to the community must be extreme.

### **Protocols and procedures to address cases of gender-based violence during the life cycle of the project.**

The Contractor will establish reporting procedures, protocol for responses to unacceptable conduct and internal accountability measures in situations of gender-based violence within the framework of the operation.

In terms of prevention, in addition to urging the development of actions aimed at dismantling all types of situations of inequality, discrimination and exclusion in the workplace, actions can be implemented to raise awareness and train on gender issues. The training program will be defined according to the demands of the different work teams.

To address cases of gender violence, immediate contact should be made with local authorities who are experts in the field, to ensure adequate treatment of the victim of violence, providing specific advice and accompaniment.

## **Grievance Redress Mechanism (GRM) for Project Labor Management**

The Program has a Grievance Redress Mechanism (GRM), and at the same time the LMP has a simultaneous mechanism that aims to arbitrate the means and mechanisms to facilitate the reception of concerns exclusively (queries, claims, complaints, suggestions) of workers linked to the Projects of the Program, and respond to them to solve them, and to anticipate potential conflicts.

Likewise, workers may appeal directly to the courts, applying the general system in force in the country.

## **Principles of the GRM for the Labour Management Procedure**

Each project will have a feedback/claims management system that includes input/reception, analysis, monitoring, resolution and return to the people who are working linked to the projects.

The principles that the system will observe are the same as those that govern the general GRM of the Program:

- The interaction/claims management system will have mechanisms in accordance with the local context and the sociocultural characteristics of the people involved in each project, with special consideration and respect for the most vulnerable groups (young people, women, people with disabilities, migrants, among others).
- The complaint procedures, the process that will follow, the deadline and the resolution mechanisms will be widely disseminated for your knowledge by the interested parties, that is, by direct workers, contractors, and primary suppliers.
- In all cases, a record will be kept of the reception, analysis and resolution of claims and conflicts.

### **GRM Guidelines**

In general, the mechanism will follow the following guidelines:

- **Proportional:** The Mechanism will proportionally take into account the level of risk and possible negative impacts on the affected areas.
- **Culturally appropriate:** The Mechanism will be designed to take into account the local customs of the area.
- **Accessible:** The Mechanism will be designed in a clear and simple way so that it is understandable to all people. There will be no cost related to it.
- **Anonymous:** The complainant may remain anonymous, as long as it does not interfere with the possible solution to the complaint or problem. Anonymity is distinguished from confidentiality in that it is an anonymous complaint, the personal data (name, address) of the complainant are not recorded.
- **Confidential:** The Program will respect the confidentiality of the complaint. Information and details about a confidential report will only be shared internally, and only when it is necessary to report or coordinate with the authorities.
- **Transparent:** The process and operation of the Mechanism will be transparent, predictable, and readily available for use by the population.

### **Management of the specific GRM for the Labor Management of the projects of the Program**

The procedure begins with the presentation of the consultation, claim, complaint and / or suggestions (orally or written) by any worker linked to the works. The process ends with the closure and agreement in the resolution of both parties (the claimant and the contractor). The process will be documented by means of a record (in a physical and/or digitized file).

Validated complaints received during the implementation of the Project must be attended and classified.

The claims received via the contractors of each work, or agencies of the municipal jurisdiction (if applicable) must be redirected to LHB for management.

### **Reception and registration of claims for the labor management of the projects of the Program**

- Office of contractors (specific modality for operators and employees)

- Suggestion box / complaints book available in the workshops (Specific for operators and employees).
- LHB offices (via telephone, mail, or other way enabled to make the claim) specific for direct employees, contractors, and workers in the main supply chain).
- Offices of the municipalities involved.
- Others (to be defined during the life of the Program).

### **Claims Evaluation**

All claims that enter through the various channels must be registered and managed considering the criterion of proportionality (level of risk and possible negative impacts).

In the case of a claim related to employees of the contractor, it will be considered and responded to by the Contractor company with supervision of LHB.

LHB must also resolve all complaints and queries related to the works of the projects of the Program that occur in the labor field of its offices and dependencies.

After receiving a claim, it must be evaluated by LHB in terms of severity, safety implications, complexity, and impact, among others, to take immediate action as appropriate. Complaints must be answered in a timely manner according to the urgency of the order.

If the claim or complaint is rejected, the worker will be informed of the decision and the reasons for it. To this end, pertinent, relevant, and understandable information will be provided according to the sociocultural characteristics of the workers.

When possible, if additional information is required for the correct evaluation of the complaint, the LHB team will contact the worker to obtain the necessary information.

The file must include, together with the complaint, a summary of the procedures and steps taken. Registration information will be updated periodically to reflect the current status of the case until the complaint has been finalized.

### **Conflict resolution**

In all cases LHB must ensure that the attention of claims and the resolution of conflicts are carried out in an adequate and timely manner, and that all workers linked to the projects of the Program have satisfactory management of their claim.

### **Responding to Complaints**

Low-importance claims will be dealt with within a maximum of 30 calendar days, medium-importance claims will be dealt with within 15 calendar days and high-importance claims will be dealt with within a maximum of 7 calendar days. The established deadlines can be adjusted by LHB.

### **Monitoring and documentation**

LHB will be responsible for maintaining an up-to-date database with all documentation and information related to complaints that are submitted as part of labor management. This team is also responsible for following up on the complaint processing process, in coordination with the areas involved, and for facilitating the participation of the worker in the process.

The complaint registry must demonstrate that all these actions and processes were carried out in accordance with this document.

It will include:

- Date on which the complaint was registered.
- Person responsible for the complaint.
- Information on the corrective measures proposed/communicated by the complainant (if applicable).
- Date on which the complaint was closed; and
- The date of the reply was sent to the complainant.

### **Deadlines**

All complaints must be registered, and your proposed solution must be communicated to the interested party within the stipulated period (30 days is suggested). The deadlines set can be adjusted.

### **Monitoring**

Any complaint closed with compliance by the complainant must be monitored for a reasonable period to verify that the reasons for the complaint or claim were effectively resolved. The estimated period for this purpose is 6 (six) months from the response and / or solution to the claim.

As initially indicated, this document is dynamic in nature, therefore the specific procedures for the implementation of the Grievance Mechanism for Labor Management will be strengthened with the implementation of each project.

## Appendix A - Code of Conduct - Model and Suggested Content

### Model Standard Code of Conduct for Workers

#### Introduction

The company is committed to ensuring a work environment which minimizes any negative impacts on the local environment, communities, and its workers. The company also strongly commits to creating and maintaining an environment in which Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) have no place, and where they will not be tolerated by any employee, sub-contractor, supplier, associate, or representative of the company. The purpose of this *Code of Conduct* is to:

1. Create a common understanding of what constitutes Sexual exploitation and abuse, and sexual harassment.
2. Create a shared commitment to standard behaviors and guidelines for company employees to prevent, report, and respond to SEA and SH, and
3. Create an understanding that breach of this code of conduct will result in disciplinary action.

#### Definitions

##### **Sexual Exploitation and Abuse (SEA)**<sup>9</sup>

Is defined as any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially, or politically from the sexual exploitation of another<sup>10</sup>.

- **Sexual Abuse:** “The actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.”

##### **Sexual Harassment:**<sup>11</sup>

Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of sexual nature.

##### **Sexual Harassment versus SEA**<sup>12</sup>

SEA occurs against a beneficiary or member of the community. Sexual harassment occurs between personnel/staff of an organization or company and involves any unwelcome sexual advance or unwanted verbal or physical conduct of a sexual nature. The distinction between the two is important so that agency policies and staff training can include specific instruction on the procedures to report each.

**Consent** is the choice behind a person’s voluntary decision to do something. Consent for any sexual activity must be freely given, ok to withdraw, made with as much knowledge as possible, and specific to the situation. If agreement is obtained using threats, lies, coercion, or exploitation

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<sup>9</sup> As defined in the UN Secretary’s bulletin – Special Measures for protection from sexual exploitation and abuse October 9, 2003 ST/SGB/2003/13

<sup>10</sup> In the context of World Bank Financed operations exploitation occurs when access to, or benefit from a World Bank Financed good or service is used to extract sexual gain.

<sup>11</sup> Inter-Agency Standing Committee *Protection against Sexual Exploitation and Abuse (PSEA): Inter-agency cooperation in community-based complaint mechanism. Global standard Operating Procedures.* May 2016

<sup>12</sup> Ibid

of power imbalance, it is not consent. **Under this Code of Conduct<sup>13</sup> consent cannot be given by anyone under the age of 18, regardless of the age of majority or age of consent locally. Mistaken belief regarding the age of the child is not a defense.**

There is no consent when agreement is obtained through:

- the use of threats, force or other forms of coercion, abduction, fraud, manipulation, deception, or misrepresentation
- the use of a threat to withhold a benefit to which the person is already entitled, or
- a promise is made to the person to provide a benefit.

**While all forms of violence against a community resident or a co-worker are forbidden, this code of conduct is particularly concerned with the prevention and reporting of sexual exploitation and abuse (SEA) and sexual harassment which constitute gross misconduct, is grounds for termination or other consequences related to employment and employment status:**

(1) **Examples of sexual exploitation and abuse** include, but are not limited to:

- A project worker tells women in the community that he can get them jobs related to the work site (cooking and cleaning) in exchange for sex.
- A worker that is connecting electricity input to households says that he can connect women headed households to the grid in exchange for sex.
- A project worker gets drunk after being paid and rapes a local woman.
- A project worker denies passage of a woman through the site that he is working on unless she performs a sexual favor.
- A manager tells a woman applying for a job that he will only hire her if she has sex with him.
- A worker begins a friendship with a 17-year-old girl who walks to and from school on the road where project related work is taking place. He gives her moto rides to school. He tells her that he loves her. They have sex.

(2) **Examples of sexual harassment in a work context** include, but are not limited to:

- Male staff comment on female staffs' appearances (both positive and negative) and sexual desirability.
- When a female staff member complains about comments male staff are making about her appearance, they say she is "asking for it" because of how she dresses.
- A male manager touches a female staff members' buttocks when he passes her at work.
- A male staff member tells a female staff member he will get her a raise if she sends him naked photographs of herself.

**Individual signed commitment:**

I, \_\_\_\_\_, acknowledge that sexual exploitation and abuse (SEA) and sexual harassment, are prohibited. As an (*employee/contractor*) of (*contracted agency/sub-contracted agency*) in (*country*), I acknowledge that SEA and SH activities on the work site, the work site surroundings, at workers' camps, or the surrounding community constitute a violation of this *Code of Conduct*. I understand SEA and SH activities are grounds for sanctions, penalties,

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<sup>13</sup> In accordance with the United Nations Convention on the Rights of the Child.

or potential termination of employment. Prosecution of those who commit SEA and SH may be pursued if appropriate.

I agree that while working on the project I will:

- Treat all persons, including children (persons under the age of 18), with respect regardless of sex, race, color, language, religion, political or other opinion, national, ethnic, or social origin, gender identity, sexual orientation, property, disability, birth or other status.
- Commit to creating an environment which prevents SEA and SH and promotes this code of conduct. I will seek to support the systems which maintain this environment.
- **Not** participate in SEA and SH as defined by this *Code of Conduct* and as defined under (*country*) law (*and other local law, where applicable*).
- **Not** use language or behavior towards women, children or men that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
- **Not** participate in sexual contact or activity with anyone under the age of 18. Mistaken belief regarding the age of a child is not a defense. Consent from the child is also not a defense. I will not participate in actions intended to build a relationship with a minor that will lead to sexual activity.
- **Not** solicit/engage in sexual favors in exchange for anything as described above.
- Unless there is the full consent of all parties involved, recognizing that a child is unable to give consent and a child is anyone under the age of 18, 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—such sexual activity is considered “non-consensual” under this Code.

**I commit to:**

- Adhere to the provisions of this code of conduct both on and off the project site.
- Attend and actively partake in training courses related to preventing SEA and SH as requested by my employer.

If I am aware of or suspect SEA and SH, at the project site or surrounding community, I understand that I am encouraged to report it to the Grievance Reporting Mechanism (GRM) or to my manager. The safety, consent, and consequences for the person who has suffered the abuse will be part of my consideration when reporting. I understand that I will be expected to maintain confidentiality on any matters related to the incident to protect the privacy and security of all those involved.

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

- Informal warning or formal warning
- Additional training.
- Loss of salary.
- Suspension of employment (with or without payment of salary)
- Termination of employment.
- Report to the police or other authorities as warranted.

*I understand that it is my responsibility to adhere to this code of conduct. That I will avoid actions or behaviors that could be construed as SEA and SH. Any such action will be a breach of this Individual Code of Conduct. I acknowledge that I have read the Individual Code of Conduct, do agree to comply with the standards contained in this document, and understand my roles and*



*responsibilities to prevent and potentially report SEA and 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: \_\_\_\_\_