E4360

REPUBLIC OF AZERBAIJAN

MINISTRY OF JUSTICE

For the Judicial Services and Smart Infrastructure Project and proposed Additional Financing to the Judicial Services and Smart Infrastructure Project

ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN

LOAN NO. 172787-AZ

September 12, 2013

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ACRONYMS

AF	Additional Financing
CIS	Commonwealth of Independent States
COE	Council of Europe
EA	Environmental Assessment
EMP	Environmental Management Plan
IBRD	International Bank for Reconstruction and Development
IDA	International Development Association
JSSIP	Judicial Services and Smart Infrastructure Project
JMT	Judicial Modernization Team
M&E	Monitoring and Evaluation
MENR	Ministry of Ecology and Natural Resources
MOJ	Ministry of Justice
NGO	Non-Governmental Organization
PIM	Project Implementation Manual
PIU-JMP	Project Implementation Unit of the Ministry of Justice

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INTRODUCTION AND SUMMARY

1. The World Bank requires environmental assessment (EA) of projects proposed for Bank financing to help ensure that they are environmentally sound and sustainable, and thus improve decision making (OP 4.01, January 1999). The Bank favors preventive measures over mitigatory or compensatory measures, whenever feasible.

The Republic of Azerbaijan has received a loan from the International Bank for Reconstruction and Development in the amount of US$ 100 million toward the cost of the Judicial Services and Smart Infrastructure Project (JSSIP) and is envisaged to receive a loan in the amount of US$ 50 million for the Additional Financing of JSSIP. The objective of the project is to improve the access, transparency and efficiency of delivery of selected justice services. Specifically, the project will scale up the delivery of key judicial services, modernize the associated infrastructure, and thereby improve citizen access to and satisfaction with the justice system. Parent Project has EMP approved in September 2013. Current ESMP updates the original EMP for JSSIP, to incorporate the AF, and it's valid for all activities of the Project as of January 22, 2020.

The Project AF is envisaged to consist of four components:

Component A: Judicial service delivery improvements;
Component B: Strengthening institutional capacity and efficiency;
Component C: Expansion and Modernization of Justice Infrastructure (Component C will not continue under AF JSSIP)
Component D: Project management and coordination;
Component E: Piloting of disruptive technology for justice sector performance and delivery improvements.

Component A: Judicial service delivery improvements. The component will (i) further expand the provision of electronic access to selected justice services by rolling out selected justice e-services (e-Courts) to two additional regions (see Figure 1 below), and (ii) support access to justice measures for equal access to women, small businesses and other vulnerable groups, through the provision of goods, consultants' services, and training and the carrying out of rehabilitation works.

Component B: Strengthening Institutional Capacity and Efficiency. Under the AF, this component will further strengthen information management and operational capacity of justice sector entities to support the provision of selected justice services and strengthen the professional capacity of judges and staff and other justice sector stakeholders and entities to promote reforms, all through the provision of goods, consultants' services and training, and the carrying out of minor rehabilitation works. This support would be informed by lessons learned under the parent project, to help consolidate ICT systems and promote new ones, and expand ongoing skills building efforts for justice sector officials and stakeholders.

Component D Project management and coordination. The component funds the PIU, including local and international experts, for the completion of parent project tasks and implementation of the AF activities. This includes (a) support for capacity building for service delivery in justice agencies, courts, stakeholder entities and PIU: experts, trainings, technical

visits, studies, and international conferences; (b) Incremental operating costs; (c) the Project Audit for the parent project and the AF; and (d) Preparation of the Implementation Completion and Results (ICR) report. It also supports project dissemination, user surveys and outreach to stakeholders, including the private sector, citizen groups, and justice sector entities.

Component E: Piloting of Disruptive Technology (DT) for Justice Sector Performance and Service Delivery Improvements. The component will pilot deployment of DT for improved performance management and justice service delivery to citizens, in line with best international practices of data privacy rules and standards, through the provision of goods, consultants' services and training. The AF will leverage the state-of-the-art data centers and other ICT capabilities of the justice sector that have been supported under the parent project to promote AI and BI for quality policy decision making and efficient service provision.

The parent project has been assigned World Bank environmental category B, since it involves only moderate environmental impacts that can be managed during implementation of the project. This Environmental and Social Management Plan (ESMP) provides mitigation plans and monitoring plans to ensure appropriate attention to environmental and social safeguards issues and tracking progress or problems in their management. The AF does not trigger any change in the project environmental categorization and any new safeguard policies.

ENVIRONMENTAL ASSESSMENT

A. IBRD Safeguards Policy

The World Bank requires environmental assessment (EA) of projects proposed for Bank financing to help ensure that they are environmentally sound and sustainable, and thus improve decision making (OP 4.01, January 1999).
EA is a process whose breadth, depth, and type of analysis depend on the nature, scale, and potential environmental impact of the proposed project. EA evaluates a project's potential environmental risks and impacts in its area of influence; examines project alternatives; identifies ways of improving project selection, siting, planning, design, and implementation by preventing, minimizing, mitigating, or compensating for adverse environmental impacts and enhancing positive impacts; and includes the process of mitigating and managing adverse environmental impacts throughout project implementation. The Bank favors preventive measures over mitigatory or compensatory measures, whenever feasible.

EA takes into account the natural environment (air, water, and land); human health and safety; social aspects (involuntary resettlement, indigenous peoples, and cultural property); and trans-boundary and global environmental aspects. It also takes into account the variations in project and country conditions; the findings of country environmental studies; national environmental action plans; the country's overall policy framework, national legislation, and institutional capabilities related to the environment and social aspects; and obligations of the country, pertaining to project activities, under relevant international environmental treaties and agreements. The Bank does not finance project activities that would contravene such country obligations, as identified during the EA.

Key considerations to be taken into account during the EA process include:

Generic initial screening to determine appropriate environmental assessment;
Compliance with existing environmental regulations in Azerbaijan;
Linkages with social assessment;
Analysis of alternatives;
Public participation and consultation with affected people and organizations; and
Disclosure of information.

B. Azerbaijan Legislation

B.1 Environmental Legislation and Procedures

Activities carried out under the project will conform to current laws in Azerbaijan and sound environmental principles. In general construction and building renovation activities will not contribute to the permanent degradation of the physical and human environment.

Environmental protection in Azerbaijan is governed by the Law on Environment Protection (1999). The Law establishes the main environmental protection principles, and the rights and obligations of the State, public associations and citizens regarding environmental protection. It establishes the requirements for the preparation of environmental impact assessments, environmental quality standards and requirements for permitting the activities that affect the environment, prevention and reduction of environmental pollution, environmental monitoring and control, the role of the public and sanctions imposed on law violators. Other laws governing specific issues such as sanitary-epidemiological welfare, land reform, energy, health, water, forests, cadastre and land use, industrial and domestic wastes, ecological safety, water supply and wastewater, atmospheric protection and specially protected areas have been adopted since 1992. In addition, a large number (some 75+) of Decisions of the Cabinet of Ministers have been issued to help interpret the body of environmental legislation and related Presidential Degrees and Orders.

According to Article 42 of the Law on Environmental protection, the Ministry of Ecology and Natural Resources of the Republic of Azerbaijan (MENR) is the competent authority for reviewing the EIA request and documentation prepared by independent experts hired by the project developer prior to initiation of a new investment project. Other key laws forming the legal basis for EIA are the Law on Ecological Safety (1999) and the Provision on the Process of Environmental Impact Assessment in Azerbaijan (1996). The EIA application may be submitted to the head office of the MOE or to a local branch office. In the process of reviewing the EIA application the MOE evaluates the following criteria:

- *Whether the proposed project envisions new technologies;*
- *The volumes and complexity of the proposed processes or technologies;*
- *The expected environmental consequences;*
- *Whether the proposed project would create significant changes for the local population; and*
- *Public response to the proposal.*

B.2 Construction standards and regulations

In Azerbaijan, engineering survey, design and construction standards and regulations are governed by the State Construction Committee. Rules of conducting supervision and control procedures by the State Construction Committee had been approved by the Cabinet of Ministers in 2003. Subject to the State Construction Committee regulations all construction operations are to be carried out with due regard to the environmental requirements. Following the existing construction rules, construction or renovation works are to be carried out on the basis of the approved project (design) documents only. The State Construction Committee issues special licenses to conduct engineering survey and design operations (no license is required for construction operations).

The project design documents include descriptions of proposed construction and related activities together with applications for permits from relevant authorities for geological studies of soil characteristics, fire safety, public health, utilities (gas, water, electricity, and telecommunications) and environmental assessment. The relevant authorities conduct inspections during construction to monitor compliance with the permits, and may issue significant fines if violations are found.

C. Potential Environmental and Social Impacts

Component C under the parent JSSIP includes construction and rehabilitation of new courthouses on the sites of state-owned land in urban centers and in the districts of the country, namely Baku, Sumgait and Masalli cities. Component A of AF to JSSIP is expected to involve minor rehabilitation works aimed at further expansions of the provision of electronic access to selected justice services by rolling out selected justice e-services (e-Courts) to two additional jurisdiction of Ganja and Shirvan regions.

The selection of specific courthouses has been made in accordance with MOJ's assessment of the needs for improved judicial services during the preparation of the project. The other project components have no environmental impact, apart from the general very positive impact that modernization of the judicial system would contribute to a more efficient and transparent practice of rule of law, which is a necessary element for effective environmental regulatory compliance.

The short-term negative environmental impacts, which occurr during construction works under the parent project, are minimized by proper planning and application of preventive measures, and mitigated by restorative actions after the civil works are completed. Use of construction materials, which are hazardous to human health (e.g., asbestos), isnot permitted, consistent with Azeri regulations. The main environmental risks for the parent project are:

During renovation and construction of the facilities:

- Dust raised from the roads in the construction sites and from material carrying trucks
- Waste water from construction/renovation sites
- Disposal of solid wastes
- Use of materials that may damage health (i.e. heavy-metal (lead) containing paints, asbestos-cement tiles, pipes, copper pipes, inflammable and toxic materials etc.)
- Quarries
- Construction site protection activities
- Protection of habitats
- Restoration of lands damaged by excavation
- Noise generated by the construction machinery
- Traffic Disruption

During operation of the facilities:

- Air pollution due to heating
- Solid wastes disposal
- Waste water disposal

The environmental mitigation and monitoring plans are prepared using the ESMP Checklist for Construction or Rehabilitation attached at Annex __ An example of a courthouse project design together with applications for permits is attached as Annex __.

Potential social impacts include construction-related disruptions or damages to neighboring communities, temporary restrictions to traffic or access to neighboring buildings. These are mitigated via activities described in this ESMP template and site-specific management plans, as well as via the project's grievance and redress mechanism. Mitigation for any resettlement impacts follow procedures described in the Project's Resettlement Policy Framework.

The provisions of the parent project's Environmental Management Plan (EMP) remain valid for the avoidance, minimization and mitigation of potential adverse impacts of AF. This document has been updated to incorporate discussion of the social implications (Environmental and Social Management Plan – ESMP). For the purposes of the AF and in line with the updated ESMP, envisaging proactive measures to carry out preliminary surveys/assessments of relevant sites prior to beginning of works, site screenings for scale-up locations in the two regions of Ganja and Shirvan have begun. The AF does not envisage any construction works, only purchase and installation of equipment, wiring, and minor rehabilitation works.

There is a dedicated environmental and social safeguard specialist in the PIU who has been responsible for the routine environmental management of the project. The environmental risks associated with the activities to be supported by the AF, will be managed by the provisions of site-specific ESMPs prepared individually for each sub-project in Ganja and Shirvan, and monitored by the PIU.

Furthermore, the project contributes to the World Bank's corporate mandate with respect to climate change: The AF will extend e-Courts to two additional regions in Azerbaijan through expansion of the ICT network and carryout of minor rehabilitation works. This takes into account relevant climate vulnerabilities and promote climate change adaptation and mitigation. In terms of climate change adaptation, the project will address risks emanating from extreme cold weather and heat waves. In the context of expanding e-application services, it will be ensured that in both regions Shirvan and Ganja, the inhouse servers storing e-Courts and justice related data will be protected from extreme weather and overheating. Data recovery measures will be put in place in order to avoid potential loss of crucial data as a result of extreme fluctuation in temperature. In respect to climate change mitigation, establishment of IT networks in courts and justice offices and the provision of protective casings for cabling will have environmentally friendly designs and features, including adoption of waste and recycling management systems, climate smart insulation standards and other features improving energy efficiency, thereby reducing the court's carbon foot print. As the parent project has successfully promoted smart infrastructure in four regions and set up state-of-the-art data centers, achieving high standards in energy efficiency during the expansion of e-Court program to two additional region appears highly achievable.

D. Physical cultural resources

The World Bank's Safeguard Policy 'Physical Cultural Resources' OP 4.11 is triggered to avoid any disturbance to the sites which may represent historical value, and to any historical monuments located on or in the vicinity of the Project construction areas. Initial assessment of the historical significance of a site proposed for court houses construction, is undertaken as part of the preparation of the site-specific ESMP, and allows for a decision to be taken on the acceptability of the proposed site for the Project purposes. Archaeological findings at construction sites within the project framework are not anticipated, because historical monuments discovered to date are located away from the Project area. Under national law, the works require a clearance certificate from the Archaeological department, and this department will be kept informed of any potential findings from the construction site, for subsequent action.

The Contractor must immediately stop work and inform the local authorities and the Ministry of Justice PIU if any historical monument or archaeological findings are discovered. Local authorities and Ministry of Justice should, in their turn, report to the Ministry of Culture and Tourism and Institute of Archaeology and Ethnography. Construction works can only be resumed after the findings are properly treated and adequate official recommendation of the

above bodies are issued. If necessary, the Project design can be revised accordingly or the construction site can be moved to another place.

E. Consultations

During preparation of the original project consultations were held with the relevant departments of MOJ, responsible for facilities management and construction, and with the Ministry of Environment Department of Environmental Expertise (MENR/DEE) to define and clarify the appropriate content of the Environmental Management Plan. All site-specific ESMPs are duly disclosed and discussed with involved stakeholders, including executive authorities of the project areas and other relevant organizations/communities.

F. Institutional Arrangements and Budget

The implementing agency under the project is the Ministry of Justice (MOJ) through the Project Implementation Unit of the Judicial Modernization Project (established under Minister of Justice decree dated January 15, 2008).The multi-disciplinary PIU-JMP will be supported through the provision of experts, training and logistics in accordance with fully integrated good practice PIU model of Bank projects. The JMP-PIU is responsible for ensuring adequate budget and procurement of goods, works and services for implementation of the ESMP mitigation and monitoring measures and for supervision. Specifically, the PIU-JMP civil engineers and technical supervisors will ensure that firms contracted to carry out works for all new construction and renovations of existing buildings obtain permits and clearances as required per Azerbaijan national regulations and will ensure that contractors properly implemented all mitigation measures envisaged in site specific ESMPs for each construction site.

Budget for implementation and monitoring of the ESMP is provided under Component B of the parent Project. Implementation of specific mitigation measures at the works contract level will be funded as part of works contract and implemented by the firm selected to perform the works.

G. Grievance Redress Mechanism

A grievance redress mechanism is established and maintained by the MOJ Project Implementation Unit. Feedback and grievances are collected and recorded at the project location by contractors or PIU staff. Information boards and suggestion boxes have been placed outside of each of the sites with ongoing construction, They indicate contact details both of the contractor and the PIU. The PIU environmental and social specialist is responsible for the management and record-keeping of the grievance redress mechanism. GRM records are kept in logbooks on-site and GRM consolidated table at PIU offices.

ANNEX I: ENVIRONMENTAL AND SOCIAL MITIGATION PLAN

Sample ESMP Checklist for Construction and Rehabilitation Activities

PART A: GENERAL PROJECT AND SITE INFORMATION

ESMP CHECKLIST FOR CONSTRUCTION (name of the construction site)

PART A: General Project and Site Information

INSTITUTIONAL & ADMINISTRATIVE				
Country	**Azerbaijan**			
Project title	**Judicial Services and Smart Infrastructure Project**			
Scope of project and activity	Component			
Institutional arrangements (Name and contacts)	WB (Project Team Leader)	Project Management	Local Counterpart and/or Recipient	
Implementation arrangements (Name and contacts)	Safeguard Supervision	Local Counterpart Supervision	Local Inspectorate Supervision	Contactor
SITE DESCRIPTION				
Name of site				
Describe site location			Attachement 1:	
Who owns the land?				
Description of geographic, physical, biological, geological, hydrographic and socio-economic				

context	
Locations and distance for material sourcing, especially aggregates, water, stones?	
LEGISLATION	
Identify national & local legislation & permits that apply to project activity	
PUBLIC CONSULTATION	
Identify when / where the public consultation process took place	
INSTITUTIONAL CAPACITY BUILDING	
Will there be any capacity building?	

PART B: SAFEGUARDS INFORMATION

ENVIRONMENTAL /SOCIAL SCREENING			
Will the site activity include/involve any of the following?	**Activity**	**Status**	**Triggered Actions**
	A. Building rehabilitation	No	N/A
	B. New construction	[] Yes [] No	See Section **A** below
	C. Individual wastewater treatment system	[ ] Yes [] No	See Section **B** below
	D. Historic building(s) and districts[1]1	[ ] Yes [] No	See Section **C** below
	E. Acquisition of land[2]	[ ] Yes [] No	See Section **D** below
	F. Hazardous or toxic materials[3]	[] Yes [ ] No	See Section **E** below
	G. Impacts on forests and/or protected areas	[ ] Yes [] No	See Section **F** below
	H. Traffic and Pedestrian Safety	[] Yes [ ] No	See Section **H** below

[1] Site investigations have not indicated any historical monuments on the site however the project EMP describe procedure to be followed in case of any chance fined.

2Land acquisitions includes displacement of people, change of livelihood encroachment on private property this is to land that is purchased/transferred and affects people who are living and/or squatters and/or operate a business (kiosks) on land that is being acquired.

3 Toxic / hazardous material includes but is not limited to asbestos, toxic paints, noxious solvents, removal of lead paint, etc.

PART C: MITIGATION MEASURES

ACTIVITY	PARAMETER	MITIGATION MEASURES CHECKLIST
0. General Conditions	Notification and Worker Safety Response: Done, see. BD	(a) The local construction and environment inspectorates and communities have been notified of upcoming activities (b) The public has been notified of the works through appropriate notification in the media and/or at publicly accessible sites (including the site of the works) (c) All legally required permits have been acquired for construction and/or rehabilitation (d) The Contractor formally agrees that all work will be carried out in a safe and disciplined manner designed to minimize impacts on neighboring residents and environment. (e) Workers' PPE will comply with international good practice (always hardhats, as needed masks and safety glasses, harnesses and safety boots) (f) Appropriate signposting of the sites will inform workers of key rules and regulations to follow.
A. General Rehabilitation and /or Construction Activities	Air Quality	(a) During interior demolition debris-chutes shall be used above the first floor (b) Demolition debris shall be kept in controlled area and sprayed with water mist to reduce debris dust (c) During pneumatic drilling/wall destruction dust shall be suppressed by ongoing water spraying and/or installing dust screen enclosures at site (d) The surrounding environment (side walks, roads) shall be kept free of debris to minimize dust (e) There will be no open burning of construction / waste material at the site (f) There will be no excessive idling of construction vehicles at sites
	Noise	(a) Construction noise will be limited to restricted times agreed to in the permit (b) During operations the engine covers of generators, air compressors and other powered mechanical equipment shall be closed, and equipment placed as far away from residential areas as possible
	Water Quality	(a) The site will establish appropriate erosion and sediment control measures such as e.g. hay bales and / or silt fences to prevent sediment from moving off site and causing excessive turbidity in nearby streams and rivers.
	Waste management	(a) Waste collection and disposal pathways and sites will be identified for all major waste types expected from demolition and construction activities. (b) Mineral construction and demolition wastes will be separated from general refuse, organic, liquid and chemical wastes by on-site sorting and stored in appropriate containers. (c) Construction waste will be collected and disposed properly by licensed collectors (d) The records of waste disposal will be maintained as proof for proper management as designed. (e) Whenever feasible the contractor will reuse and recycle appropriate and viable materials (except asbestos)
B. Individual wastewater treatment system	Water Quality	(a) The approach to handling sanitary wastes and wastewater from building sites (installation or reconstruction) must be approved by the local authorities (b) Before being discharged into receiving waters, effluents from individual wastewater systems must be treated in order to meet the minimal quality criteria set out by national guidelines on effluent quality and wastewater treatment (c) Monitoring of new wastewater systems (before/after) will be carried out (d) Construction vehicles and machinery will be washed only in designated areas where runoff will not pollute natural surface water bodies.
C. Historic building(s)	Cultural Heritage	(a) If the building is a designated historic structure, very close to such a structure, or located in a designated historic district, notification shall be made and approvals/permits be obtained from local authorities and all construction activities planned and carried out in line with local and national legislation. (b) It shall be ensured that provisions are put in place so that artifacts or other possible "chance finds" encountered in

		excavation or construction are noted and registered, responsible officials contacted, and works activities delayed or modified to account for such finds.

ACTIVITY	PARAMETER	MITIGATION MEASURES CHECKLIST
D. Acquisition of land	Land Acquisition Plan/Framework	(a) If expropriation of land was not expected but is required, or if loss of access to income of legal or illegal users of land was not expected but may occur, that the Bank's Task Team Leader shall be immediately consulted. (b) The approved Land Acquisition Plan/Framework (if required by the project) will be implemented
E. Toxic Materials	Asbestos management	(a) If asbestos is located on the project site, it shall be marked clearly as hazardous material (b) When possible the asbestos will be appropriately contained and sealed to minimize exposure (c) The asbestos prior to removal (if removal is necessary) will be treated with a wetting agent to minimize asbestos dust (d) Asbestos will be handled and disposed by skilled & experienced professionals (e) If asbestos material is be stored temporarily, the wastes should be securely enclosed inside closed containments and marked appropriately. Security measures will be taken against unauthorized removal from the site. (f) The removed asbestos will not be reused
	Toxic / hazardous waste management	(a) Temporarily storage on site of all hazardous or toxic substances will be in safe containers labeled with details of composition, properties and handling information (b) The containers of hazardous substances shall be placed in an leak-proof container to prevent spillage and leaching (c) The wastes shall be transported by specially licensed carriers and disposed in a licensed facility. (d) Paints with toxic ingredients or solvents or lead-based paints will not be used
F. Affected forests, wetlands and/or protected areas	Protection	(a) All recognized natural habitats, wetlands and protected areas in the immediate vicinity of the activity will not be damaged or exploited, all staff will be strictly prohibited from hunting, foraging, logging or other damaging activities. (b) A survey and an inventory shall be made of large trees in the vicinity of the construction activity, large trees shall be marked and cordoned off with fencing, their root system protected, and any damage to the trees avoided (c) Adjacent wetlands and streams shall be protected from construction site run-off with appropriate erosion and sediment control feature to include by not limited to hay bales and silt fences (d) There will be no unlicensed borrow pits, quarries or waste dumps in adjacent areas, especially not in protected areas.
G. Disposal of medical waste	Infrastructure for medical waste management	(a) In compliance with national regulations the contractor will insure that newly constructed and/or rehabilitated health care facilities include sufficient infrastructure for medical waste handling and disposal; this includes and not limited to: ▪ Special facilities for segregated healthcare waste (including soiled instruments "sharps", and human tissue or fluids) from other waste disposal; and ▪ Appropriate storage facilities for medical waste are in place; and ▪ If the activity includes facility-based treatment, appropriate disposal options are in place and operational
H Traffic and Pedestrian Safety	Direct or indirect hazards to public traffic and pedestrians by construction activities	(b) In compliance with national regulations the contractor will insure that the construction site is properly secured and construction related traffic regulated. This includes but is not limited to ▪ Signposting, warning signs, barriers and traffic diversions: site will be clearly visible and the public warned of all potential hazards ▪ Traffic management system and staff training, especially for site access and near-site heavy traffic. Provision of safe passages and crossings for pedestrians where construction traffic interferes. ▪ Adjustment of working hours to local traffic patterns, e.g. avoiding major transport activities during rush hours or times of livestock movement ▪ Active traffic management by trained and visible staff at the site, if required for safe and convenient passage for the public. ▪ Ensuring safe and continuous access to office facilities, shops and residences during renovation activities, if the

		buildings stay open for the public.
Social Risk Management	Public relationship management	• Assign local liaison person who is in charge of communication with and receiving requests / complaints from local population. • Consult local communities to identify and proactively manage potential conflicts between an external workforce and local people. • Raise local community awareness about sexually transmitted disease risks associated with the presence of an external workforce and include local communities in awareness activities. • Scheduled works beyond irrigation season to the extent possible in order to avoid/minimize service disruption. Inform local population about construction and work schedules, interruption of services, traffic detour routes and provisional bus routes, blasting and demolition, as appropriate. • Limit construction activities at night. When necessary, carefully schedule night work and inform affected community beforehand. • Properly mark and fence work site • No temporary storage of construction materials and waste occurs within cultivated land plots or any type of private property • Allocate areas for temporary storage of construction materials and waste so that free movement of traffic and pedestrians is not hindered
	Labor management	• To the extent possible, do not locate work camps in close proximity to local communities. • Locate and operate workers' camps in consultation with neighboring communities. • Recruit unskilled or semi-skilled workers from local communities to the extent possible. Where and when feasible, worker skills training, should be provided to enhance participation of local people. • Provide adequate lavatory facilities (toilets and washing areas) in the work site with adequate supplies of hot and cold running water, soap, and hand drying devices. Establish a temporary septic tank system for any residential labor camp without causing pollution of nearby watercourses. • Raise awareness of workers on overall relationship management with local population, establish the code of conduct in line with international practice and strictly enforce them, including the dismissal of workers and financial penalties of adequate scale.

PART D: MONITORING PLAN

Phase	What (Is the parameter to be monitored?)	Where (Is the parameter to be monitored?)	How (Is the parameter to be monitored?)	When (Define the frequency / or continuous?)	Why (Is the parameter being monitored?)	Cost (if not included in project budget)	Who (Is responsible for monitoring?)
During activity **preparation**	site access traffic management availability of waste disposal facilities	at the site at the site in site vicinity	check if design and project planning foresee diligent procedures	before launch of construction	safety of general public, timely detection of waste disposal bottlenecks	marginal, within budget	Contractor, Engineer
During activity **implementation**	hazardous waste inventory (asbestos) construction material quality control (eg. paints / solvents)	on site Contractor's store / building yard	visual / analytical if in doubt visual / research in toxic materials databases	before start of rehabilitation works before approval to use materials	public and workplace health and safety	marginal, within budget; (prepare special account for analyses at PMU?)	Contractor, Engineer
During activity **supervision**	dust generation noise emissions wastewater volumes & quality waste types and volumes	on site and in immediate neighborhood, close to potential impacted residents	Visual consultation of locals visual, analytical if suspicious count of waste transports off site	daily daily daily / continuous every batch	avoidance of public nuisance avoidance of negative impacts on ground/ surface waters ensuring proper waste management and disposal	marginal, within budget	Contractor, Engineer

ANNEX I-a: SAMPLE ESMP CHECKLIST FOR CONSTRUCTION OF NEW ADMINISTRATIVE BUILDING OF BAKU CITY NARIMANOV DISTRICT COURT

PART A: GENERAL PROJECT AND SITE INFORMATION

INSTITUTIONAL & ADMINISTRATIVE				
Country	**Azerbaijan**			
Project title	**Judicial Services and Smart Infrastructure Project**			
Scope of project and activity	Component C: Expansion and Modernization of Justice Infrastructure Construction of Baku City Narimanov District Court			
Institutional arrangements (Name and contacts)	WB (Project Team Leader) Eva Melis	Project Management Azer Jafarov- Project Director Ramin Qurbanov- project coordinator	Local Counterpart and/or Recipient The Ministry of Finance- project counterpart	
Implementation arrangements (Name and contacts)	Safeguard Supervision – PIU - JSSIP	Local Counterpart Supervision – PIU - JSSIP civil engineer, technical supervisors	Local Inspectorate Supervision Ministry of Emergency Affairs /	Contactor
SITE DESCRIPTION				
Name of site	Construction area for Narimanov District Court (Baku City Narimanov District Court).			
Describe site location	Y. Bakuvi street, 809 quarter, Narimanov District, Baku City.		Attachement 1: Site Map-Yes	
Who owns the land?	The Ministry of Justice of the Republic of Azerbaijan			
Description of geographic, physical, biological,	Construction site has been designed on the 0.14 hectare land allocated for Narimanov District Court at the Y. Bakuvi street, 809 quarter, Narimanov District; in compliance with the decision #481 of the Executive Power of Baku City dated 14 December 2011. The site is surrounded with the neighbor sites from the east and north, Y.Bakuvi			

geological, hydrographic and socio-economic context	street from the south and from the west with the site allocated for the building of Ministry of National Security. Site area is almost plain and slopes towards south. According to the site survey, geological and lithologic structures are made from sediments of the Middle Fourth Epoch (Qııhz). Caspian sediments are represented by clay and sand while Baku sediments consist of sand-stones. For Absheron peninsula and for the construction site ground standard is natural clay and sand. Underground water exists 3.50-5.80 m below the surface. On the west part of the site underground water exists 1,80-2,50 m. According to the chemical control the average sulfate and chloride are aggressive. According to the seismic investigations of the construction site area the most powerful earthquake vibration maximum is 7,6-8,5 points. Construction site is not considered as specific cultural heritage object, landscape protection or sanitary areas and no changes will occur to natural landscape during construction.
Locations and distance for material sourcing, especially aggregates, water, stones?	Distance to material sourcing- Absheron peninsula, distance 15 km.
LEGISLATION	
Identify national & local legislation & permits that apply to project activity	These instruments include (i) Land Code (25 June 1999), (ii) Civil Code (1 December 1998), (iii) Cabinet of Ministers Resolution No.42 (15 March 2000), (iv) Cabinet of Ministers Resolution No110 (June 1999), (v) the Law of the Azerbaijan Republic on acquisition of lands for states needs (20 April 2010). Decision # 481 of the Executive Power of Baku City dated 14December 2013. Local regulations, rules and standards approved and issued by the State Committee on Urban Planning and Architecture of the Republic of Azerbaijan
PUBLIC CONSULTATION	
Identify when / where the public consultation process took place	This site specific EMP will be discussed with relevant stakeholders later in 2013.

INSTITUTIONAL CAPACITY BUILDING	
Will there be any capacity building?	Carrying out capacity building trainings is not required. After taking over the building it will be continue to take appropriate actions to preserve environmental rules with zero harm to environment.

PART B: SAFEGUARDS INFORMATION

ENVIRONMENTAL /SOCIAL SCREENING			
Will the site activity include/involve any of the following?	**Activity**	**Status**	**Triggered Actions**
	I. Building rehabilitation	[X] Yes [X] No	See Section **A** below
	J. New construction	[X] Yes [] No	See Section **A** below
	K. Individual wastewater treatment system	[X] Yes [**X**] No	See Section **B** below
	L. Historic building(s) and districts[4]	[ ] Yes [**X**] No	See Section **C** below
	M. Acquisition of land[5]	[ ] Yes [**X**] No	See Section **D** below
	N. Hazardous or toxic materials[6]	[**X**] Yes [**X**] No	See Section **E** below
	O. Impacts on forests and/or protected areas	[ ] Yes [**X**] No	See Section **F** below
	P. Traffic and Pedestrian Safety	[**X**] Yes [ ] No	See Section **H** below

[4] Site investigations have not indicated any historical monuments on the site however the project EMP describe procedure to be followed in case of any chance fined.

[5] Land acquisitions includes displacement of people, change of livelihood encroachment on private property this is to land that is purchased/transferred and affects people who are living and/or squatters and/or operate a business (kiosks) on land that is being acquired.

[6] Toxic / hazardous material includes but is not limited to asbestos, toxic paints, noxious solvents, removal of lead paint, etc.

PART C: MITIGATION MEASURES

ACTIVITY	PARAMETER	MITIGATION MEASURES CHECKLIST
0. General Conditions	Notification and Worker Safety Response: Done, see. BD	(g) The local construction and environment inspectorates and communities have been notified of upcoming activities (h) The public has been notified of the works through appropriate notification in the media and/or at publicly accessible sites (including the site of the works) (i) All legally required permits have been acquired for construction and/or rehabilitation (j) The Contractor formally agrees that all work will be carried out in a safe and disciplined manner designed to minimize impacts on neighboring residents and environment. (k) Workers' PPE will comply with international good practice (always hardhats, as needed masks and safety glasses, harnesses and safety boots) (l) Appropriate signposting of the sites will inform workers of key rules and regulations to follow.
A. General Rehabilitation and /or Construction Activities	Air Quality	(g) During interior demolition debris-chutes shall be used above the first floor (h) Demolition debris shall be kept in controlled area and sprayed with water mist to reduce debris dust (i) During pneumatic drilling/wall destruction dust shall be suppressed by ongoing water spraying and/or installing dust screen enclosures at site (j) The surrounding environment (side walks, roads) shall be kept free of debris to minimize dust (k) There will be no open burning of construction / waste material at the site (l) There will be no excessive idling of construction vehicles at sites
	Noise	(c) Construction noise will be limited to restricted times agreed to in the permit (d) During operations the engine covers of generators, air compressors and other powered mechanical equipment shall be closed, and equipment placed as far away from residential areas as possible
	Water Quality	(b) The site will establish appropriate erosion and sediment control measures such as e.g. hay bales and / or silt fences to prevent sediment from moving off site and causing excessive turbidity in nearby streams and rivers.
	Waste management	(f) Waste collection and disposal pathways and sites will be identified for all major waste types expected from demolition and construction activities. (g) Mineral construction and demolition wastes will be separated from general refuse, organic, liquid and chemical wastes by on-site sorting and stored in appropriate containers. (h) Construction waste will be collected and disposed properly by licensed collectors (i) The records of waste disposal will be maintained as proof for proper management as designed. (j) Whenever feasible the contractor will reuse and recycle appropriate and viable materials (except asbestos)
B. Individual wastewater treatment system	Water Quality	(e) The approach to handling sanitary wastes and wastewater from building sites (installation or reconstruction) must be approved by the local authorities (f) Before being discharged into receiving waters, effluents from individual wastewater systems must be treated in order to meet the minimal quality criteria set out by national guidelines on effluent quality and wastewater treatment (g) Monitoring of new wastewater systems (before/after) will be carried out (h) Construction vehicles and machinery will be washed only in designated areas where runoff will not pollute natural surface water bodies.
C. Historic building(s) N/A	Cultural Heritage	(c) If the building is a designated historic structure, very close to such a structure, or located in a designated historic district, notification shall be made and approvals/permits be obtained from local authorities and all construction activities planned and carried out in line with local and national legislation. (d) It shall be ensured that provisions are put in place so that artifacts or other possible "chance finds" encountered in

		excavation or construction are noted and registered, responsible officials contacted, and works activities delayed or modified to account for such finds.

ACTIVITY	PARAMETER	MITIGATION MEASURES CHECKLIST
D. Acquisition of land	Land Acquisition Plan/Framework	(c) If expropriation of land was not expected but is required, or if loss of access to income of legal or illegal users of land was not expected but may occur, that the Bank's Task Team Leader shall be immediately consulted. (d) The approved Land Acquisition Plan/Framework (if required by the project) will be implemented
E. Toxic Materials	Asbestos management	(g) If asbestos is located on the project site, it shall be marked clearly as hazardous material (h) When possible the asbestos will be appropriately contained and sealed to minimize exposure (i) The asbestos prior to removal (if removal is necessary) will be treated with a wetting agent to minimize asbestos dust (j) Asbestos will be handled and disposed by skilled & experienced professionals (k) If asbestos material is be stored temporarily, the wastes should be securely enclosed inside closed containments and marked appropriately. Security measures will be taken against unauthorized removal from the site. (l) The removed asbestos will not be reused
	Toxic / hazardous waste management	(e) Temporarily storage on site of all hazardous or toxic substances will be in safe containers labeled with details of composition, properties and handling information (f) The containers of hazardous substances shall be placed in an leak-proof container to prevent spillage and leaching (g) The wastes shall be transported by specially licensed carriers and disposed in a licensed facility. (h) Paints with toxic ingredients or solvents or lead-based paints will not be used
F. Affected forests, wetlands and/or protected areas N/A	Protection	(e) All recognized natural habitats, wetlands and protected areas in the immediate vicinity of the activity will not be damaged or exploited, all staff will be strictly prohibited from hunting, foraging, logging or other damaging activities. (f) A survey and an inventory shall be made of large trees in the vicinity of the construction activity, large trees shall be marked and cordoned off with fencing, their root system protected, and any damage to the trees avoided (g) Adjacent wetlands and streams shall be protected from construction site run-off with appropriate erosion and sediment control feature to include by not limited to hay bales and silt fences (h) There will be no unlicensed borrow pits, quarries or waste dumps in adjacent areas, especially not in protected areas.
G. Disposal of medical waste N/A	Infrastructure for medical waste management	(c) In compliance with national regulations the contractor will insure that newly constructed and/or rehabilitated health care facilities include sufficient infrastructure for medical waste handling and disposal; this includes and not limited to: ▪ Special facilities for segregated healthcare waste (including soiled instruments "sharps", and human tissue or fluids) from other waste disposal; and ▪ Appropriate storage facilities for medical waste are in place; and ▪ If the activity includes facility-based treatment, appropriate disposal options are in place and operational
H Traffic and Pedestrian Safety	Direct or indirect hazards to public traffic and pedestrians by construction activities	(d) In compliance with national regulations the contractor will insure that the construction site is properly secured and construction related traffic regulated. This includes but is not limited to ▪ Signposting, warning signs, barriers and traffic diversions: site will be clearly visible and the public warned of all potential hazards ▪ Traffic management system and staff training, especially for site access and near-site heavy traffic. Provision of safe passages and crossings for pedestrians where construction traffic interferes. ▪ Adjustment of working hours to local traffic patterns, e.g. avoiding major transport activities during rush hours or times of livestock movement ▪ Active traffic management by trained and visible staff at the site, if required for safe and convenient passage for the public. ▪ Ensuring safe and continuous access to office facilities, shops and residences during renovation activities, if the

		buildings stay open for the public.

PART D: MONITORING PLAN

Phase	**What** (Is the parameter to be monitored?)	**Where** (Is the parameter to be monitored?)	**How** (Is the parameter to be monitored?)	**When** (Define the frequency / or continuous?)	**Why** (Is the parameter being monitored?)	**Cost** (if not included in project budget)	**Who** (Is responsible for monitoring?)
During activity **preparation**	site access traffic management availability of waste disposal facilities	at the site at the site in site vicinity	check if design and project planning foresee diligent procedures	before launch of construction	safety of general public, timely detection of waste disposal bottlenecks	marginal, within budget	Contractor, Engineer
During activity **implementation**	hazardous waste inventory (asbestos) construction material quality control (eg. paints / solvents)	on site Contractor's store / building yard	visual / analytical if in doubt visual / research in toxic materials databases	before start of rehabilitation works before approval to use materials	public and workplace health and safety	marginal, within budget; (prepare special account for analyses at PMU?)	Contractor, Engineer
During activity **supervision**	dust generation noise emissions wastewater volumes & quality waste types and volumes	on site and in immediate neighborhood, close to potential impacted residents	Visual consultation of locals visual, analytical if suspicious count of waste transports off site	daily daily daily / continuous every batch	avoidance of public nuisance avoidance of negative impacts on ground/ surface waters ensuring proper waste management and disposal	marginal, within budget	Contractor, Engineer

PART B: SAFEGUARDS INFORMATION

ENVIRONMENTAL /SOCIAL SCREENING			
Will the site activity include/involve any of the following?	**Activity**	**Status**	**Triggered Actions**
	A. Building rehabilitation	[ ] Yes [**X**] No	See Section **A** below
	B. New construction	[X] Yes [] No	See Section **A** below
	C. Individual wastewater treatment system	[ ] Yes [**X**] No	See Section **B** below
	D. Historic building(s) and districts[1]7	[ ] Yes [**X**] No	See Section **C** below
	E. Acquisition of land[8]	[ ] Yes [**X**] No	See Section **D** below
	F. Hazardous or toxic materials[9]	[**X**] Yes [ ] No	See Section **E** below
	G. Impacts on forests and/or protected areas	[] Yes [**X**] No	See Section **F** below
	H. Traffic and Pedestrian Safety	[**X**] Yes [ ] No	See Section **H** below

[1] Site investigations have not indicated any historical monuments on the site however the project EMP describe procedure to be followed in case of any chance fined.

2Land acquisitions includes displacement of people, change of livelihood encroachment on private property this is to land that is purchased/transferred and affects people who are living and/or squatters and/or operate a business (kiosks) on land that is being acquired.

3 Toxic / hazardous material includes but is not limited to asbestos, toxic paints, noxious solvents, removal of lead paint, etc.

PART C: MITIGATION MEASURES

ACTIVITY	PARAMETER	MITIGATION MEASURES CHECKLIST
0. General Conditions	Notification and Worker Safety Response: Done, see. BD	(m) The local construction and environment inspectorates and communities have been notified of upcoming activities (n) The public has been notified of the works through appropriate notification in the media and/or at publicly accessible sites (including the site of the works) (o) All legally required permits have been acquired for construction and/or rehabilitation (p) The Contractor formally agrees that all work will be carried out in a safe and disciplined manner designed to minimize impacts on neighboring residents and environment. (q) Workers' PPE will comply with international good practice (always hardhats, as needed masks and safety glasses, harnesses and safety boots) (r) Appropriate signposting of the sites will inform workers of key rules and regulations to follow.
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		excavation or construction are noted and registered, responsible officials contacted, and works activities delayed or modified to account for such finds.

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		buildings stay open for the public.

PART D: MONITORING PLAN

Phase	What (Is the parameter to be monitored ?)	Where (Is the parameter to be monitored ?)	How (Is the parameter to be monitored ?)	When (Define the frequency / or continuous ?)	Why (Is the parameter being monitored ?)	Cost (if not included in project budget)	Who (Is responsible for monitoring ?)
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During activity **implementation**	hazardous waste inventory (asbestos) construction material quality control (eg. paints / solvents)	on site Contractor's store / building yard	visual / analytical if in doubt visual / research in toxic materials databases	before start of rehabilitation works before approval to use materials	public and workplace health and safety	marginal, within budget; (prepare special account for analyses at PMU?)	Contractor, Engineer
During activity **supervision**	dust generation noise emissions wastewater volumes & quality waste types and volumes	on site and in immediate neighborhood, close to potential impacted residents	Visual consultation of locals visual, analytical if suspicious count of waste transports off site	daily daily daily / continuous every batch	avoidance of public nuisance avoidance of negative impacts on ground/ surface waters ensuring proper waste management and disposal	marginal, within budget	Contractor, Engineer

ANNEX II. SAMPLE OF PERMITS REQUIRED

MIA of the Azerbaijan Republic
Chief State Fire Safety Department
State Fire Control Division

OPINION

Regarding allocation of land plot ----to the Ministry of Justice

NTNS-112 21.08.2003

1) On the basis of the examination and measurements conducted on the area, intended for construction with participation of representative of the establishment, the land plot of 0,051 ha allocated for designing of the administrative building for Nizami District Court at the address: crossing of Nizami and Sh. Mirzayev streets, Nizami district, Baku city, Quarter 2543-44 is

FIT
on condition that:

it must be used in accordance with the requirements of Legislative and Normative Acts that are valid at the territory of the Azerbaijan Republic, including the Land Code of the Azerbaijan Republic, Technical Norms and Rules on 2.07.01.89 "Town planning, planning and construction of urban and rural settlements"; Technical Norms and Rules 2.08.02-89 on "Public building and installations; Technical Norms and Rules on 2.01.02-85 "Norms against fire", "Fire Safety Rules (FSR 05-86) of EQQQ during implementation of Construction-Assembly works" and etc, that is:
- No area exceeding the allocated land plot will be seized and the land plot will be used for the intended purpose;
- A space for firefighting purposes between the buildings/installations will be ensured, access way for firefighting vehicles along perimeters of the designed administrative building and reserve water for extinguishing fire will be taken into account.

2) According to the clauses 24 and 25 of the Law "About Fire Safety", clauses 5, 7, 15 of the Law "About Entrepreneurial Activity", clauses 7,1, 11.3, 20.2 of the Law "About Investment Activity", as well as the Decree dated 06.07.98, # 151 of the Cabinet of Ministers of the Azerbaijan Republic

IT IS STRONGLY FORBIDDEN

to carry out construction works without a written consent of fire protection authorities regarding compliance of Investment Projects with requirements of Technical Norms and Rules against fire.

3) The Implementing Agency to be instructed that based on "Fire Safety Rules" FSR 05-86 of the Technical Norms and Rules on "Organization of Construction

Activities", when construction-assembly works are carried out, the Chief State Fire Safety Department shall be reported in writing one month prior to the commencement of construction-assembly works.

4) The opinion is valid for 2 (two) years).

Deputy Chief of the Department Y.A. Mahsimov

Azerbaijan Republic
The Ministry of Environment and Natural Resources
Absheron-Baku Regional Department for Environment and Natural Resources

November 13, 2003

To: Mr. A.Abdullayev

Acting Chief Architect
Chief Architecture and Town Planning Department
Baku city Executive Authority

In response to your letter, dated 08.07.2003, 18/03-8/2027 the documents regarding the construction of an administrative building for Nizami District Court at the address: Nizami District, crossing of Nizami and Sh. Mirzayev streets, quarter 2543-44 have been considered at our department and in this connection we would like to note the following: The territory in the north is surrounded by Nasimi street, in the south by an individual house, in the west by Sh. Mirzayev street and in the east by green plantations.

The Absheron-Baku Regional Environment and Natural Resources Department coordinates the submitted documents on the following conditions:

- to ensure protection of the green plantations in the area;
- to strictly observe the provisions of the Law of the Azerbaijan Republic "About Environmental Protection" while construction works are carried out;
- after the construction works are finished to implement improvement works in the surrounding area, lay out a greenery and take care of it in accordance with land treatment rules.
- to submit the design documents to the Ecological Expertise Department of the Ministry of Environment and Natural Resources of the Azerbaijan Republic for obtaining ecological opinion.

Head of the Department: M.I. Aliyev

Ministry of Health of the Azerbaijan Republic
Baku City Hygiene and Epidemiology Center

03.09.2003

To: Baku City Chief Architecture and Town Planning Department

For information to: Mr. Ismaylov, Director, Nizami District Hygiene and Epidemiology Center

In response to your inquiry, dated 08.07.2003, #18/03-8/2027 Baku City Hygiene and Epidemiology Center submits the opinion, dated 29.08.2003, 13-30/118-25 regarding allocation of a land plot to the Ministry of Justice for construction of administrative building for Nizami district Court at the quarter 2543-44, at the territory of intersection of Nasimi and Sh. Mirzayev streets, Nizami district, Baku city.

Attachment: opinion dated 29.08.2003, #13-30/118-25- 1 copy

Chief State Sanitary Physician of Baku City F. Z. Huseynov.

Responsible person: E. Mammadov

Tel. 21 17-41

Registration form #151

OPINION
issued for selection and allocation of land plot for construction of industrial enterprises, utility, hydro-technical and other facilities

 # 13-30/118-25 ***August 29, 2003***

1. ***Name of the establishment for which land plot is allocated and its superior body***
to the Ministry of Justice of the Azerbaijan Republic

Administrative building of Nizami District Court

2.Address of the land plotNizami District, quarter 2543-44, crossing of Nasimiand Sh. Mirzayev streets

3. Sanitary classification and protection zone of the production (in conformity with the SN 245-71) _____

4. Possible impact of the establishment to be constructed on the environment and the living conditions of the population _____

5. Name of the design organization conducting investigationOn contract basis

6. Data of the conducted investigation _____

7. Examination of the area was conducted (yes, no)yes_____

at the spotyes**by a commission** _____

in the person of representatives officer of Nizami District Court

sanitary control bodiesBaku city Hygiene and Epidemiology Center_____

what documents were presented during the examination of the area

1. Main parameters of the area: 2. Extract from 1:2000 scale map

To mention the documents on the basis of which the opinion was issued, if no on- sight examination was conducted_____

_____

8. Sanitary characteristics of the land plot (territory)

a) area0,051 ha**relief**calm

b) Previous use of the land plotwas not used

c) location of the territory in relation to the surrounding territory and the buildings at the territory: In the north the land plot issurrounded by Nasimi street, in the east by green plantations, in the south by private house, in the west by Sh. Mirzayev street.

d) Possibility of creation of a protection zone between industrial enterprises and residential areas

e) Industrial enterprises located at the territory where construction works will be carried out and their sanitary classification in accordance with SN # 245-71

f) prevailingwindsnorth-west, south-east

c) structure of the soil strata, level of underground waters, existence of swamps, green plantationsRadiological background of the area is normal and constitutes 8-9 mkR/hour.

h) Possibility of creation of water supply sources, sanitary protection zone
to the city network, possible

i) Possibility of connecting the establishment to sewage system

possible

j) The place where the sewage waters will be flown to (correspondence to the SN # 245-71 and possibility of negative impact on water supply) _____

k) Availability of extra land plot for future expansion of the establishment

l) Existence of motor-road (local, state roads) Sh. Mirzayev and Nasimi streets

OPINION

Baku city, Nizami district, quarter 2543-44, crossing of Nasimi and Sh. Mirzayev streets

Address

From sanitary-hygienic point of view the land plot:

a) is fit for construction of the administrative building of Nizami District Court of the Ministry of Justice of the Azerbaijan Republic

name of the establishment

b) Conditionally fit (to note necessary measures to render the area healthy)

1). To conduct the design work in conformity with the Technical Norms and Rules of AzDTN # 2.6-1 and 2.08.02-89
2. During the design works to observe the necessary sanitary-protection zone of the neighboring private buildings and measures for protection of the environment.
3. To ensure that the design documents are coordinated with Baku City Hygiene and Epidemiology Center.
4. One month prior to commencement of construction works the State Sanitary Service authorities shall be informed.

c) not fit (to substantiate)

Period of validity of the opinion: _____
Till August 29, 2005.

F.Z. Huseynov
Director,
Baku City Hygiene and Epidemiology Center

Note: The opinion is submitted:
a) to Baku city EA MSBI
b) Hygiene and Epidemiology Center of Nizami district

Responsible person: E.Mammadov
Tel.21-17-41

ANNEX III. PROJECT CONSULTATIONS – SAMPLE MINUTES FORM

Judicial Services and Smart Infrastructure Project
Minutes of the project consultations relating to the discussion of the Environmental and Social Management Plan for the proposed project)

City: **Date**:

List of participants:

Proceedings:

Resolved:

(End of the Project Environment Management Plan)

ANNEX IV. MINUTES OF THE PUBLIC CONSULTATION MEETING REGARDING CONSTRUCTION OF RESERVE DATA CENTER (RDC) IN YEVLAKH CITY.

Date: August 14, 2018
Location: Yevlakh city, Azerbaijan
Starting time: 11:00
End time: 13:00

- **Objective of the meeting**

The objective of the meeting was to inform and obtain opinions of the public about proposed construction of Yevlakh Data Reserve Centre (RDC), its potential environmental impacts and mitigation measures. The stakeholders and public were invited by dissemination of announcement in Yevlakh most populated locations. The public meeting was recorded with participants list and attached to the status report. Over 30 people participated in the meeting including, local residents of Yevlakh, relevant governmental agencies, representatives of design company, construction vendors and PIU staff.
PIU Environmental and Social Safeguards Specialist conducted Public Consultation will follow up with routine training to construction supervisors environmental matters associated with construction activities and grievance procedure on monthly basis and report to PIU.

- **Opening Remarks**

Ms.Aytan Poladova, PIU Environmental and Social Safeguards Specialist opened the meeting by welcoming the participants and explained briefly about the aim of the Project and today's meeting.

- **Remarks by PIU Engineer Iltimas Shabandayev**

PIU Engineer briefly informed the participants on future construction and gave information about schedule of the construction activities.

- **Presentation**

Ms.Aytan Poladova, PIU Environmental and Social Safeguard Specialist explained the potential environmental impacts and proposed mitigation measures of the Project. She informed the participants that the project will introduce "Grievance Mechanism) which will allow Yevlakh inhabitants and hired employees for project construction to address any concerns associated with project construction activities in proper way and get response and solution in timely manner.

- **Questions&Answering (Q&A) Session**

After the presentation, a Q&A session was held, which is summarized in table below. While many questions and options were raised by the participants, once their concerns were answered, nobody expressed any objection towards the Project.

Summary of the Q&A session

	Name/Organization	Question/opinion	Answer
1	AhlimanShirinov-local resident	As Environmental and Social Safeguard Specialist Ms.Aytan Poladova informed about 40 trees shall be removed from project construction site before start up of construction	PIU Environmental and Social Safeguard Specialist Ms.Aytan Poladova responded that about 40 trees was removed from the project

		activities. What will be the project strategy for this issue (what organization will be responsible for removal of the trees, where tress will be transported and will be they re-planted?	construction site in accordance with Official Agreement with Ministry of Environment and Nature Resources of Azerbaijan and all of them were replanted in "Dada Gorgud" Park of Yevlakh city. There is an Official Letter from Executive Power of Yevlakh to confirm this.
2	Nuri Nuriyev- local resident	What will be the benefits for the local residents?	The Policy of the Project is to employ local labor force as much possible. Information about available vacancies will be disseminated to locals through placement of announcements in post populated locations of Yevlakh city
3	Rashad Samadov- local resident	How local residents can address their concerns in project construction period	The project will appoint person who will record all verbal, written and anonymous and provide information about solution of the issue. The project will place special "Grievance Box" at the entrance of the project location, for collection of anonymous grievance and will respond to them verbally or written based on content of grievance. The telephone number to call for any issue/ grievance associated with the project will be available and placed on the Grievance box.
4	Elchin Mammadov-local resident	How is the Project considering the environmental impacts	The Project is been conducted in compliance World Bank Environmental and Social Safeguard Policy and Azerbaijan Environmental laws. The project has conducted a detailed environmental survey, prepared project

			Environmental Management and Mitigation Plan and all construction activities will be evaluated based on this plan. Project staff will conduct monitoring of construction activities against approved EMMP on routine basis.
5	Tahira Ibrahimova- local resident	How project will address safety and construction employees health risks issues during construction activities	The Contractor will provide safety induction, first aid training to hired employees on regular basis. All hired construction workers will wear proper PPE for construction activities. Construction Vendor will appoint Safety Officer available at the construction site during construction activities

Photos

ANNEX V. SAMPLE GRIEVANCE FORM

Grievance Submission Form	
Name, Last name	
Contact Information **Please indicate the preferable means of communication (Mail, Telephone, E-mail)**	□ **Mail: Please indicate the postal address:** _____ _____ _____ _____ □ **Telephone:** _____ □ **E-mail:**_____
The language desirable for the communication	□ **Azerbaijani** □ **English** □ **Russian** □ **Other**

Describe the grievance/claim:	What is the complaint about? What is the claim?

Date of Negotiation:	Resolution of Negotiation:

What is the basis of your claim?
Signature: _____ Date: _____

ANNEX VI. SAMPLE GRIEVANCE LOG

Location:
Activity:

№	Complaint	Who recorded the grievance	Grievance description	Resolution Description	Resolution date	When and whom was informed about resolution	Contact data of Complainant