Ministry of Finance
Public Sector Governance for Service Delivery Program

ENVIRONMENTAL and SOCIAL COMMITMENT PLAN (ESCP)

April 2019
Ministry of Finance  
Public Sector Governance for Service Delivery Program  

ENVIRONMENTAL AND SOCIAL COMMITMENT PLAN

1. Ministry of Finance is planning to implement the Public Sector for Service Delivery Program (the Project), with the involvement of the following: Ministry of Local Government and Decentralization Secretariat. The International Bank for Reconstruction and Development has agreed to provide financing for the Project.

2. Ministry of Finance will implement material measures and actions so that the Project is implemented in accordance with the World Bank Environmental and Social Standards (ESSs). This Environmental and Social Commitment Plan (ESCP) sets out a summary of the material measures and actions.

3. Where the ESCP refers to specific plans or other documents, whether they have already been prepared or are to be developed, the ESCP requires compliance with all provisions of such plans or other documents. In particular, the ESCP requires compliance with the provisions set out in the Environmental and Social Management Plan (ESMP) and Labour Management Plan (LMP) that will be developed.

4. Furthermore, Ministry of Finance will ensure compliance with the provisions set out in the Stakeholder Engagement Plan (SEP) and Grievance Redress Mechanism (GRM) that have been developed.

5. The table below summarizes the material measures and actions that are required as well as the timing of the material measures and actions. Ministry of Finance is responsible for compliance with all requirements of the ESCP even when implementation of specific measures and actions is conducted by the Ministry, agency or unit referenced in 1. above.

6. Implementation of the material measures and actions set out in this ESCP will be monitored and reported to the World Bank by Ministry of Finance as required by the ESCP and the conditions of the legal agreement, and the World Bank will monitor and assess progress and completion of the material measures and actions throughout implementation of the Project.

7. As agreed by the World Bank and Ministry of Finance, this ESCP may be revised from time to time during Project implementation, to reflect adaptive management of Project changes and unforeseen circumstances or in response to assessment of Project performance conducted under the ESCP itself. In such circumstances, Ministry of Finance will agree to the changes with the World Bank and will update the ESCP to reflect such changes. Agreement on changes to the ESCP will be documented through the exchange of letters signed between the World Bank and the Ministry of Finance. The Ministry of Finance will promptly disclose the updated ESCP. Depending on the project, the ESCP may also specify the funding necessary for completion of a measure or action.

8. Where Project changes, unforeseen circumstances, or Project performance result in changes to the risks and impacts during Project implementation, the Ministry of Finance shall provide additional funds, if needed, to implement actions and measures to address such risks and impacts, which may include environmental, health, and safety impacts, labor influx, gender-based violence.
## Public Sector Governance for Service Delivery Program

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<table>
<thead>
<tr>
<th>Summary of the Material Measures and Actions to Mitigate the Project’s Potential Environmental and Social Risks and Impacts</th>
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### ESCP Monitoring and Reporting

**REGULAR REPORTING:** Prepare and submit regular monitoring reports on the implementation of the ESCP.

**Timeframe:** Bi-annual Reporting.

**Responsibility / Authority and Resources/Funding Committed:** The Project Implementation Unit (PIU) Monitoring & Evaluation Officer, Project Coordinator and Environmental and Social Safeguards (Focal Person)

**Date of Completion:** Throughout the Project Lifecycle (During the five years of project implementation)

**INCIDENTS AND ACCIDENTS NOTIFICATION:** Promptly notify any incident or accident related or having an impact on the Project which has, or is likely to have, a significant adverse effect on the environment, the affected communities, the public or workers [including] [specify relevant risks based on the environmental and social assessment]. Provide sufficient detail regarding the incident or accident, indicating immediate measures taken to address it, and include information provided by any contractor and supervising entity, as appropriate.

**Timeframe:** Incidents to be reported within 24-48 hour of occurrence.

**Responsibility / Authority and Resources/Funding Committed:** PIU Project Coordinator and Safeguards Focal person in the.

**Date of Completion:** Throughout the Project Lifecycle (During the five years of project implementation)

### SUMMARY ASSESSMENT

**ESS 1:** ASSESSMENT AND MANAGEMENT OF ENVIRONMENTAL AND SOCIAL RISKS AND IMPACTS
## Summary of the Material Measures and Actions to Mitigate the Project’s Potential Environmental and Social Risks and Impacts

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<tr>
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<tbody>
<tr>
<td>August/September 2019</td>
<td>Ministry of Finance, Ministry of Local Government</td>
<td>Staff compliment to be maintained throughout the project lifespan as necessary.</td>
</tr>
<tr>
<td>May 2019</td>
<td>Ministry of Finance, Ministry of Local Government</td>
<td>Before the Board date.</td>
</tr>
<tr>
<td>May 2019</td>
<td>Ministry of Finance, Ministry of Local Government</td>
<td>25th July 2019</td>
</tr>
</tbody>
</table>

### 1.1 ORGANIZATIONAL STRUCTURE:
Establish an organizational structure with qualified staff to support management of E&S risks. Recruit an Environmental and Social expert and a Communications Officer to assist with risk and grievance management as part of key project staff.

### 1.2 ENVIRONMENTAL AND SOCIAL ASSESSMENT:
Carry out environmental and social assessment to identify and assess the environmental and social risks and impacts of the Project and appropriate mitigation measures. Prepare Environmental and Social Framework (ESMF), Environmental and Social Management Plans (ESMP’s) and site specific ESMPs where necessary.

### 1.3 MANAGEMENT TOOLS AND INSTRUMENTS:
Develop and implement an Environmental and Social Framework (ESMF) and the associated Environmental and Social Management Plan (ESMP) to ensure environmental and social risks associated with the development of small infrastructure are managed.

Once specific activities have been outlined by participating town councils, prepare site specific ESMPs in line with World Bank Environmental and Social Standards and Zambia Environmental Management Agency (ZEMA).
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| **1.4 MANAGEMENT OF CONTRACTORS:** Develop and implement a Labour Management Plan (LMP) with procedures for managing workers, contractors and subcontractors. | May 2019  
LMP to be prepared prior to commencement of component 2 activities. These procedures will be maintained throughout project implementation. | Ministry of Finance  
Ministry of Local Government | July 2019 |
| **1.5 PERMIT, CONSENTS AND AUTHORIZATIONS:** Obtaining, as appropriate, the permits, consents and authorizations that are applicable to the project to meet both local and national requirements the permits are, but not limited to;  
- EIA Authorization  
- Meeting minutes from community consultations or public hearings  
- Land Title  
- Building permits | Before commencement of construction works | Ministry of Local Government.  
Beneficiary Town Councils | Prior to implementation, throughout the project lifecycle |
| **1.6 THIRD PARTY MONITORING:** Third party monitoring has not been agreed upon, however, communities in target areas will be engaged to complement and verify the monitoring of environmental and social risks and impacts being monitored by the PIU. Community feedback will be sort through consultations and reports or complaints filed through the GRM. | Prior to commencement of works and through quarterly reporting. | Ministry of Local Government.  
Beneficiary Town Councils | Prior to implementation, throughout the project lifecycle |
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<tr>
<td><strong>ESS 2: LABOR AND WORKING CONDITIONS</strong></td>
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<tr>
<td>2.1 <strong>LABOR MANAGEMENT PROCEDURES</strong>: Develop a draft Labour Management Plan which highlights acceptable workers conditions, code of conduct and prevention of HIV/AIDS and Gender Based Violence. The LMP will also highlight preventive measures against child labour.</td>
<td>May 2019. The draft LMP will be revised further when information concerning works becomes available.</td>
<td>Ministry of Finance Ministry of Local Government.</td>
<td>July 2019</td>
</tr>
<tr>
<td>2.2 <strong>GRIEVANCE MECHANISM FOR PROJECT WORKERS</strong>: Finalise draft Grievance Redress Mechanism (GRM) and disclose. GRM will specify grievance and feedback mechanism for workers in case of unfair treatment and poor working conditions.</td>
<td>GRM finalized by 31st May 2019 and operationalized following project effectiveness.</td>
<td>Ministry of Finance Ministry of Local Government.</td>
<td>17 June 2019 It will be maintained throughout Project implementation.</td>
</tr>
<tr>
<td>2.3 <strong>OHS MEASURES</strong>: OHS requirements will be embedded in the ESMP and CESMP. A system for regular occupational safety and health performance review will be put in place and will include identification of safety and health hazards and risks, implementation of effective methods for responding to identified hazards and risks, setting priorities for taking action, and evaluation of results.</td>
<td>After board approval.</td>
<td>Ministry of Finance Ministry of Local Government. Beneficiary Town Councils Funding from the Project Budget</td>
<td>Prior to implementation, throughout the project lifecycle</td>
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<tr>
<td>2.4 EMERGENCY PREPAREDNESS AND RESPONSE: Develop and implement an Emergency Preparedness and Response Plan</td>
<td>August 2019</td>
<td>Ministry of Finance</td>
<td></td>
</tr>
<tr>
<td>2.5 PROJECT WORKERS TRAINING: Implement training of Project Workers designed to heighten awareness of risks and to mitigate impacts on local communities. An institutional capacity strengthening plan to be developed.</td>
<td>Draft to be finalized by June 2019.</td>
<td>Ministry of Finance Ministry of Local Government.</td>
<td>August 2019</td>
</tr>
</tbody>
</table>

### ESS 3: RESOURCE EFFICIENCY AND POLLUTION PREVENTION AND MANAGEMENT

| 3.2 Add other measures and actions that have been agreed, as per the specific risks and impacts of the Project | | | |

### ESS 4: COMMUNITY HEALTH AND SAFETY

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<tr>
<td><strong>4.2 COMMUNITY HEALTH AND SAFETY:</strong> Community health and safety risk will be managed through enforcement of site specific ESMP provisions. Communities will be sensitized, workers encouraged to adhere to set code of conduct to minimise risks associated with community and worker interactions. Securing of work sites will be undertaken to safeguard community health.</td>
<td>Site specific ESMPs to be finalized 1 month to commencement of works.</td>
<td>Ministry of Finance Ministry of Local Government.</td>
<td>Monitoring of task to be maintained throughout implementation of construction of works.</td>
</tr>
<tr>
<td><strong>4.3 GBV AND SEA RISKS:</strong> Develop and implement measures and actions to assess and manage the risks of gender-based violence (GBV) and sexual exploitation and abuse (SEA). The LMP, GRM and ESMP will be availed to the public to make them aware of existing mechanism for addressing identified risks. Workers and communities will be sensitized through frequent tool box talks and community consultations.</td>
<td>Instruments to be finalized by project effectiveness and reported on quarterly.</td>
<td>Ministry of Finance Ministry of Local Government.</td>
<td>Will be monitored throughout the project cycle.</td>
</tr>
<tr>
<td><strong>4.4 GBV AND SEA RISKS DURING PROJECT IMPLEMENTATION:</strong> Project ESMP will provide guidance for addressing GBV and SEA risks. Additional support will be assessed when need arises during project implementation.</td>
<td>TBC</td>
<td>Ministry of Finance Ministry of Local Government.</td>
<td></td>
</tr>
<tr>
<td><strong>4.5 EMERGENCY RESPONSE MEASURES:</strong> Include emergency response measures in ESMP.</td>
<td>May 2019</td>
<td>Ministry of Finance Ministry of Local Government.</td>
<td>July 2019</td>
</tr>
</tbody>
</table>
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<tr>
<td><strong>SECURITY PERSONNEL:</strong> Security in relation to securing of project infrastructure will be addressed in the ESMP.</td>
<td>1 month to commencement of works (through approved site specific ESMPs).</td>
<td>Ministry of Local Government. and Selected Town Councils</td>
</tr>
<tr>
<td><strong>TRAINING FOR THE COMMUNITY:</strong> Conduct training for the community designed to heighten awareness of risks and to mitigate impacts specified in this section. Periodic community awareness sessions on need to safeguard infrastructure will be conducted.</td>
<td>Prior to initiation of construction works and conduct quarterly updates for affected communities.</td>
<td>Ministry of Local Government. and Selected Town Councils</td>
</tr>
</tbody>
</table>

### ESS 5: LAND ACQUISITION, RESTRICTIONS ON LAND USE AND INVOLUNTARY RESETTLEMENT

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<tr>
<td><strong>LAND ACQUISITION AND RESETTLEMENT:</strong> In the event of activities resulting in unexpected land acquisition and involuntary resettlement, an assessment of impacts will be undertaken, and census of affected persons and assets conducted with appropriate mitigation measures identified.</td>
<td>Prior to commencement of construction activities and during active construction.</td>
<td>Ministry of Local Government. and Selected Town Councils.</td>
</tr>
<tr>
<td><strong>RESETTLEMENT PLANS:</strong> This is currently not applicable, however, should the need arise for preparation of resettlement action plans, this will be done in conformity with the requirements of ESS5.</td>
<td>Prior to commencement of activities that initiate involuntary resettlement.</td>
<td>Ministry of Local Government. and Selected Councils.</td>
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<tr>
<td><strong>5.3</strong> MONITORING AND REPORTING: Monitoring and reporting on land acquisition and resettlement activities will be conducted separately or as part of regular reporting.</td>
<td>Throughout Project implementation.</td>
<td>Ministry of Local Government. and Selected Councils.</td>
<td>To be monitored throughout the project cycle.</td>
</tr>
<tr>
<td><strong>5.4</strong> GRIEVANCE MECHANISM: The draft project Grievance Redress Mechanism (GRM) will be strengthened to capture grievances that may arise from implementation of resettlement activities.</td>
<td>Prior to commencement of resettlement activities</td>
<td>Ministry of Local Government. and Selected Councils.</td>
<td>To be monitored throughout the project cycle.</td>
</tr>
</tbody>
</table>

ESS 6: BIODIVERSITY CONSERVATION AND SUSTAINABLE MANAGEMENT OF LIVING NATURAL RESOURCES

| BIODIVERSITY RISKS AND IMPACTS: Include measures to manage ecological risks in ESMP. | May 2019 | Ministry of Finance Ministry of Local Government. | July 2019 |

ESS 7: INDIGENOUS PEOPLES/SUB-SAHARAN AFRICAN HISTORICALLY UNDERSERVED TRADITIONAL LOCAL COMMUNITIES
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<tbody>
<tr>
<td><strong>7.1</strong> INDIGENOUS PEOPLES PRESENT OR COLLECTIVELY ATTACHED TO PROJECT AREA: There are no vulnerable or marginalized groups within project areas that will be affected.</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
<tr>
<td><strong>7.2</strong> INDIGENOUS PEOPLES PLAN: Not applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
<tr>
<td><strong>7.3</strong> GRIEVANCE MECHANISM: Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

### ESS 8: CULTURAL HERITAGE

| **8.1** CHANCE FINDS: A chance find procedure will be included in the ESMP. | May 2019 | Ministry of Finance Ministry of Local Government. | July 2019 |
| **8.2** CULTURAL HERITAGE: Identify cultural heritage sites prior to construction. | Throughout Project implementation. | Ministry of Local Government. and Selected Councils. | To be monitored throughout the project cycle. |

### ESS 9: FINANCIAL INTERMEDIARIES
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<tr>
<td>9.1 <strong>ESMS</strong>: The standard does not apply as not financial intermediaries will be engaged for the project.</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>9.2 <strong>FI ORGANIZATIONAL CAPACITY</strong>: Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>9.3 <strong>SENIOR MANAGEMENT REPRESENTATIVE</strong>: Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

#### ESS 10: STAKEHOLDER ENGAGEMENT AND INFORMATION DISCLOSURE

<table>
<thead>
<tr>
<th>10.1 <strong>SEP PREPARATION</strong>: Prepare and disclose a Stakeholder Engagement Plan (SEP).</th>
<th>Finalize and disclose SEP by 12th June 2019</th>
<th>MoF and MoLG</th>
<th>Prior to project approval 14th June 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.2 <strong>SEP IMPLEMENTATION</strong>: Implement the SEP.</td>
<td>Throughout Project implementation</td>
<td>MoF and MoLG through E&amp;S and Communications Specialist</td>
<td>Monitored throughout project implementation cycle</td>
</tr>
<tr>
<td>10.3 <strong>PROJECT GRIEVANCE MECHANISM</strong>: Develop and implement the arrangements for the grievance mechanism. GRM to be finalised and disclosed.</td>
<td>July 2019</td>
<td>MoF and MoLG</td>
<td>July 2019</td>
</tr>
</tbody>
</table>

#### Capacity Support

<table>
<thead>
<tr>
<th>Specify Training to be provided</th>
<th>Specify Targeted Groups and Timeframe for Delivery</th>
<th>Specify Training Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>As example, training may be required in:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• stakeholder mapping and engagement</td>
<td>TBD</td>
<td></td>
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<tr>
<td>• specific aspects of environmental and social assessment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• occupational health and safety</td>
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<tr>
<td>• emergency preparedness and response</td>
<td>Training on occupational health and safety including on emergency prevention and preparedness and response arrangements to emergency situations.</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td></td>
<td>Add other capacity support and training opportunities as per the specifics of the Borrower and the Project.</td>
<td>TBD</td>
<td>TBD</td>
</tr>
</tbody>
</table>