



THE WORLD BANK



**AFRICAN CENTRE OF
EXCELLENCE FOR DRUG
RESEARCH, HERBAL MEDICINE
DEVELOPMENT AND
REGULATORY SCIENCE
(ACEDHARS)**

**TRAINING WORKSHOP ON
IMPLEMENTATION OF ENVIRONMENTAL AND
SOCIAL MANAGEMENT PLAN (ESMP) FOR THE
PROPOSED CONSTRUCTION OF THE
ACEDHARS BUILDING,
UNIVERSITY OF LAGOS, AKOKA, LAGOS**

2 MAY 2023

EXPECTED PARTICIPANTS

ACEDHARS: Project Coordinator
(Center Leader, Deputy Center Leader)
Planning Officer
(Procurement Officer, Project Manager)
Finance Officer
Safeguard Officers
(Center Safeguard Officer, Center M&E Officer)

University of Lagos: Engineering Consultant
Resident Engineer (Director W&P)
Works Engineer
Clerk of Works

NATH & POLAM INTL LTD: Head Consultant
Architect
Engineers

INTEGRATED ENGR PROJECTS: Contractor
Manager
Foreman
Engineers
Contractor workers

Table 1: Environmental and Social Management and Monitoring Plan

No	Project Activity	Potential Impact	Proposed Mitigation Measures/ Actions	Parameters to be Measured	Method of Measurement	Performance Indicator	Frequency & Location of Monitoring	Responsibility for Monitoring
I. Pre-Construction Phase								
A. Environmental								
1.	Mobilization of equipment for ACEDHARS HQ construction works Use of P&E in the construction phase	Deterioration of local air quality due to the generation of dust & emissions from machines & equipment Noise and vibration Traffic congestion and risk of road traffic around project site. Public safety, road accidents leading to injuries and fatalities	Maintain equipment & machinery to manufacturers' specifications by regular servicing to reduce carbon emissions. Use water to wet active areas for dust suppression. Conduct regular visual inspection of dust pollution and ensure appropriate intervention if dust levels are high. Train drivers/ workers on proper operation of vehicles and equipment to include fuel efficiency and anti-idling. Ensure no burning of waste on sites Use of tarpaulins to cover trucks transporting earth materials or spoils Ensure rehabilitation of disturbed areas once completed Select and use vehicles/equipment with lower sound power levels. Install suitable mufflers on engine exhausts and compressor components. Enforce appropriate speed limit to reduce vehicle noise levels.	Air quality parameters (CO, NO ₂ , SO ₂ , CO ₂ , SPM) Maintenance records Driver's training records Usage of appropriate PPE Noise level test (Not to exceed 80dB(A) for 8 hours working period Usage of appropriate PPE	In-situ measurement. Visual observation of records & interviews In situ measurement	FMEnv permissible limit Noise level at sensitive receptors not to exceed FMEnv recommended level (90 dBA) for an 8-hour period	Weekly in the surrounding communities Weekly at Construction site and nearby communities	Environmental & Social Safeguard Officers, Lagos State Ministry of Environment (LSME)

			Restrict noise-generating activities strictly to normal working hours (i.e. 9am – 5pm). *Ensure road traffic signages and signalers are on duty to prevent over speeding					
2	Site clearing for staging area Mobilization of Machinery, Plant & Equipment Use of tools – saws, hammers, cutting discs, blades etc.	Occupational accidents and injuries to workers and risk to community health and safety Exposure to and transmission of COVID-19	Develop and implement a project specific Occupational Health and Safety Plan (OHSP). *Provision of adequate first aid, first aiders, PPE, signage (English and Yoruba languages). Restriction of unauthorized access to all areas of high-risk activities Provision of specific personnel training on worksite OHS management. Refer to annex 15. Prepare Instructions manual for Welding works Provide welding goggles & gloves as minimum PPE for welding work Adequate safety signage on construction sites should be installed to alert community/drivers/pedestrians *Ensure implementation of the government established and SPIU preparedness & Response protocols on COVID-19 (Annex 16) by: *Follow all existing COVID-19 protocols *Establish worker’s camp and provide all basic amenities (water, sanitation etc.). Prohibit workers from unauthorized access to community	Preparation of OHSP Training of employee Employee use of PPE	Visual observation; and Biodiversity survey	Available number and diversity of plant species within baseline conditions Implement Traffic management plan	Weekly at construction area	Environmental & Social Safeguard Officers Lagos State Ministry of Environment (LSME) Lagos State COVID-19 task force Lagos State Ministry of Health (LSMH)
6.	Site clearing for	Landscape disruption	Restrict removal of vegetation and trees to the area of need only.	Clearly defined boundaries of	Visual observation;	Available number and	Monthly at construction	Environmental

	staging area Mobilization of equipment for ACEDHARS HQ construction works Supply of materials – blocks, sand, wood, planks etc.	and visual intrusion	Protect all vegetation not required to be removed against damage; Undertake quick re-vegetation of exposed soils with indigenous plant species once construction is completed. Ensure staging area site considered is in a place jointly agreed between ACEDHARS PIU and community Restrict removal of vegetation and trees to the area of need only. Protect all vegetation not required to be removed against damage. Ensure rehabilitation of disturbed areas once completed to restore the visual and landscape integrity of the area.	protected areas Evidence of re-vegetation	and Biodiversity survey	diversity of plant species within baseline conditions Site restoration and zero no of materials & equipment on site after construction	n area	Safeguards & Social Safeguards Officer
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B. Social

7.	Preparation of Staging areas	Increased security risks due to storage of materials and equipment on site	Deploy competent security personnel to secure project site. Provide adequate training of security personnel. Share information related to site security arrangements with the Police and vigilante security (if any).	No of security personnel engaged	Records and Interviews	Zero security incidents	Monthly at Construction site and surrounding communities	Environmental & Social Safeguard officers of PIU Local Vigilante Police
8.	Labour influx for employment on project	Threat to community culture, safety and security due to presence of workers	This labour influx approach from mobilization into construction phase Ensure community have priority opportunity to employment for skilled and semi-skilled work Promote equal opportunities for employment for all (both male & female) Develop an induction program	Workers manual, employment codes etc. Level of awareness of local culture by migrant workers.	Visual observation and interviews	Community perception and level of satisfaction.	Monthly at Construction site and surrounding communities	Social Safeguards Officer – PIU Lagos LGA

			including a code of conduct for all workers. The code of conduct will address the following aspect: Respect for local residents; Disciplinary measures and sanctions (e.g. dismissal) for infringement of the code of conduct and/or company rules; Commitment / policy to cooperate with law enforcement agencies investigating perpetrators of crimes including gender-based violence. Ensure contractor staff are informed of legal consequences of child labour to discourage practice	Grievance Redress System Presence of security personnel					Police
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II. Construction Phase

A. Environmental Issues

9.	Power demand/ Use of generators for alternative power supply Sourcing of materials	Public safety, emissions of Carbon monoxide Public safety, road accidents leading to injuries and fatalities	*Develop and implement a project specific Occupational Health and Safety Plan (OHSP) *Ensure QA/QC control is established on inspection of materials, which are to be of best quality to prevent defective outcomes on construction sites *Ensure generator or welding equipment is operated by dedicated trained personnel *Mandatory use of minimum PPE for use of welding equipment	Availability of an Occupational Health and Safety Plan (OHSP). Availability of QA/QC plan for the works	Procurement planning procedures		Daily at project site	Environmental & Social Safeguard Officers
10.	Use of site office	Sanitation issues and public health impacts	Provide trash bins on site for temporary storage of domestic waste such as lubricant containers, drinking water sachets and carrier bags/packaging materials. Dispose all construction and domestic waste at the approved	Presence of functional sanitary facilities on site Waste vendor	Visual Observation Interview	National Environmental Protection (Management of Solid and	Weekly at Project Site	Lagos State Ministry of Environment (LSME) Lagos State

			<p>dumpsites and in the approved manner.</p> <p>Ensure access to toilets for construction crew or provide temporary toilets (mobile toilets) for use where there are no existing ones.</p> <p>Ensure mobile toilets/sanitary provisions are provided to reflect gender types.</p>	<p>licenses</p> <p>Waste evacuation documentation</p>		<p>Hazardous Wastes) Regulations 1991.</p>		<p>Environmental Protection Agency (LASEPA)</p>
11.	<p>Use of tools for Construction of ACEDHARS HQ (saws, hammers etc.), Operation of Machinery & Equipment</p> <p>Movement of materials</p>	<p>Occupational accidents and injuries to workers and risk to community health and safety</p>	<p>Develop and implement a project specific Occupational Health and Safety Plan (OHSP). OHSP to include but not limited to:</p> <p>Prohibition of drug and alcohol use by workers while on the job.</p> <p>Provision of adequate first aid, first aiders, PPE, signage (English and Yoruba languages).</p> <p>Use only trained personnel for welding & metal bending activities</p> <p>Restriction of unauthorized access to all areas of high-risk activities</p> <p>Adequate safety signage on construction sites should be installed to alert community/drivers/pedestrians</p>	<p>OHSP developed</p> <p>No of trained first Aiders</p> <p>Usage of appropriate PPE</p> <p>Usage of signage and demarcations</p>	<p>Visual observation</p>	<p>Compliance with Factory Act, 1990</p> <p>Compliance with ISO 14001 Occupational Health & Safety Standards</p>	<p>Monthly at Construction Site</p>	<p>Environmental & Social Safeguards Officer</p>
12.	<p>Construction of ACEDHARS HQ</p>	<p>Generation of construction waste including spoils, debris and concrete</p>	<p>Implement a site-specific Waste Management Plan (WMP – Annex 10) to include the following:</p> <p>Ensure segregation of waste to facilitate reuse and recycling opportunities.</p> <p>Ensure no burning of waste on site.</p> <p>Ensure usage of LAGOS WAMA approved waste vendor for waste evacuation, processing & disposal.</p>	<p>*Contractor’s WMP</p> <p>*Evidence of waste segregation</p> <p>*Waste vendor licenses and waste</p>	<p>Visual Observation</p> <p>Interview</p>	<p>National Environmental Protection (Management of Solid and Hazardous Wastes) Regulation</p>	<p>Weekly at Project Site</p>	<p>Environmental & Social Safeguards Officer</p> <p>LAGOS WAMA</p>

				evacuation documentation		1991.		
B. Social Issues								
13.	Construction of ACEDHARS HQ	Increase in spread of Communicable diseases, STDs such as HIV/AIDS and other STIs	Ensure access into construction site is restricted Free HIV testing kits Provision of condoms Vaccinating workers against common and locally prevalent diseases; Monitoring of local population health data, in particular for transmissible diseases. Implementation of HIV/AIDS education program; Information campaigns on STDs among the workers and local community in collaboration with relevant HIV/AIDS management organizations in Lagos State.	Evidence of inclusion in the bid advert and contractor Records of training and awareness conducted and evidence of GBV track protocol prepared	Records inspection	Documentation	Check and evaluate during bid evaluation Once annually	Social Safeguards Officer - PIU Supervision consultant and GBV Specialist
14.	Construction of ACEDHARS HQ	Risk of GBV/SEA and VAC as a result of Labour Influx	Commitment / policy to cooperate with law enforcement agencies investigating perpetrators of gender-based violence; Provision of opportunities for workers to regularly return to their families; Provision of opportunities for workers to take advantage of entertainment opportunities away from rural host communities. Capacity building for local law enforcement and the Lagos State ministry of Women Affairs and child development to act on GBV complaints; Company's code of conduct for prevention of GBV and VAC;	Evidence of inclusion in the bid advert and contract Records of training and awareness conducted and evidence of GBV track protocols	Records inspection	Documentation	Check and evaluate during bid evaluation Once annually	Social Safeguards Officer - PIU Supervision consultant and GBV Specialist Lagos State ministry of Women Affairs and child development

			Manager's code of conduct for prevention of GBV and VAC Individual's code of conduct for prevention of GBV and VAC					
C. Operational Phase								
15.	Operation of facilities	Public health and safety	*Ensure engineering design properly designates access to and for disabled *Ensure these access routes and gangways are free of obstruction at all times *Ensure provision of washing station to prevent transmission of COVID19. *Promote regular cleaning of toilets to prevent risk of nosocomial infections (infection risk) to users *Ensure proper signages to prevent risk of accidents	absence of obstructions	Visual Observation Interview	National Environmental Protection (Management of Solid and Hazardous Wastes) Regulations 1991.	Weekly at Project Site	Environmental & Social Safeguards Officer - PCU Supervision consultant and GBV Specialist Lagos WAMA
Social Issues								
16.	Pits on site from excavation work	Public health concerns from formation of stagnant pools for mosquito larvae breeding	*Ensure filling out of all dugout pits to prevent water stagnation. *Ensure current system can handle improved drainage (prevent runoff erosion/ reservoir overflow) *Develop and implement plan to deal with impacts *Ensure all trenches or excavations made during the construction works do not collect stagnant water, which could breed mosquitoes.	Evidence of Occurrence Reported incidence of flooding/ reduced drainage capacity during construction	Complaints received; resolution documented	PIU Safeguard Specialist	Quarterly At the beginning of the Maintenance	PIU Engineering Consultant

17.	Interactions between Contractors and community	Child labor and school drop out	Ensuring that children and minors are not employed directly or indirectly on the project by having in place an auditable & verifiable employment process mandating provision of identification to demonstrate date of birth (DoB) Enforcement of legislation on child labor Ensure periodic meetings with vulnerable groups to ensure they are not marginalized	Recruitment Reports of contractor	Complaints	Child Rights Act 2003	Monthly	Lagos Social Safeguards Officer
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D. Demobilization

I. Environmental Issues

18.	Demobilization of camp facilities, plant & equipment	Risks of occupational accidents and injuries to workers.	Develop & implement a project specific Occupational Health and Safety Plan (OHSP) to include but not limited to: Prohibition of drug and alcohol use by workers while on the job. Provision of adequate first aid, first aiders, PPE, signage (English and Yoruba languages). Restriction of unauthorized access to all areas of high-risk activities. Provision of specific personnel training on worksite OHS management	OHSP developed Usage of appropriate PPE Usage of signage and demarcations	Visual observation	Compliance with Factory Act, 1990	Monthly at Construction Site	Lagos State MWR
19.		Waste management	* Ensure that any remaining metal or pvc pipes, or other waste streams created during Maintenance activities and waste generated during decommissioning activities are collected from the project sites and properly disposed before handing over the project.	Availability and proper use of PPEs -Availability and proper use of warning signs	Records on frequency and location of waste disposal site of domestic and construction waste		Weekly	Contractor/ Engineering Consultant PIU/Social Safeguards Specialist

Roles & Responsibilities for monitoring the implementation of ESMP

The successful implementation of this ESMP depends on the commitment and capacity of various institutions and stakeholders to implement the ESMP effectively. Thus, the arrangement as well as the roles and responsibilities of the institutions and persons that will be involved in the implementation, monitoring and review of the ESMP are presented in Table 10.

Table 2: Institutional Arrangement for ESMP Implementation

S/N	Category	Roles & Responsibilities
1	Federal Ministry of Environment	<ul style="list-style-type: none"> • Approve disclosure of ESMP in country • Environmental monitoring to ensure compliance with country standards
2	Lagos State Ministry of Environment	<ul style="list-style-type: none"> • Environmental monitoring and compliance overseer at the State level • Site assessment and monitoring of ESMP implementation. • Making and enforcing environmental and health polices and laws
3	PCU	<ul style="list-style-type: none"> • Ensuring approval of fund for Environmental and Social safeguards unit and M&E implementation and monitoring functions; • Ensure that the ESMP is disclosed to the public • Responsible for coordination to ensure that parties to implementation carry out their responsibilities as and when due. • Ensure that World Bank safeguards policies and country standards are adhered to by contractor and workers through supervision and funding of mitigation measures/ESMP
4	Environmental & Social Safeguard Units	<p><u>Environmental Safeguards Officer</u></p> <ul style="list-style-type: none"> ▪ Carry out supervision functions during construction to ensure that contractor and workers adhere to mitigation measures and other relevant recommendations in the ESMP; ▪ Collate environmental baseline data on relevant environmental characteristics for monitoring and auditing ▪ Ensure that project activities are implemented in accordance with good practices and guidelines set out in the site specific ESMP; ▪ Identify and liaise with all stakeholders involved in environment related issues in the project; and be responsible for the overall monitoring of mitigation measures and the impacts of the project during implementation. ▪ Review the performance of the project through an assessment of the periodic environmental and social monitoring reports; provide a summary of the same to the Project Manager, and initiate necessary follow-up actions ▪ Provide support and assistance to the State Government Agencies and the World Bank to supervise the implementation. <p><u>Social Safeguards</u></p> <ul style="list-style-type: none"> ▪ Coordinate and ensures the implementation of the social aspects of the ESMP ▪ Identify and liaise with all stakeholders involved in social

S/N	Category	Roles & Responsibilities
		<p>related issues in the project;</p> <ul style="list-style-type: none"> ▪ Conduct impact evaluation and beneficiary's assessment; and ▪ Establish partnerships & liaise with organizations, Community Based Organizations (CBOs), Civil Society Organizations (CSOs). ▪ Supervise the Grievance Redress Committee (GRC) which is in charge of handling and addressing grievances/complaints;
5	Contractor	<ul style="list-style-type: none"> • Compliance to BOQ specification in procurement of material and construction • Implement ESMP during project implementation • Develop C-ESMP • Ensuring staff good behaviour/practices including the use of PPEs and zero gender violence • Compliance to BOQ specification in procurement of material and construction • Hire Safeguards personnel implement ESMP during project implementation • Mitigate environmental and social Impacts • Implementation of code of conduct for all staff • Preparation of work plans for environmental and social management in line with the ESMP • Ensure any changes during construction process that may have a significant environmental and social impact are communicated to ESO in time and managed accordingly. • Maintain records and report timely environmental incidents as well as corrective and preventive actions taken • Supervision of implementation of all the measures and preparation of required Monitoring report • Ensure that the safety officer conducts a Job Hazard Analysis (JHA) prior to the commencement of work to identify the hazards associated with the job activities • Ensure all contractors and workers sign the Code of Conduct (CoC) and are routinely trained on the contents of the CoC • Provide adequate basic amenities and PPEs to workers and ensure that the PPEs are worn by workers during work. • Prepare and maintain records and all required reporting data as stipulated by the ESMP, for submission to the Supervising Consultant
6.	Supervising Consultant	<ul style="list-style-type: none"> • Supervise the implementation of the ESMP by the Contractors; • Review the Contractors Environmental and Social Implementation Plans (CESMP) to ensure compliance with the ESMP • Review site-specific environmental enhancement/mitigation designs worked out by the Contractor. • Develop of good practice construction guidelines to assist the contractors in implementing ESMPs. • Prepare and submit regular environmental monitoring and implementation progress reports. • Continuous interaction with the Engineer/ESSU regarding the implementation of the environmental/social provisions in the ESMP • Provides an independent oversight ensuring contractor adhere strictly to the engineering specifications and provide frequent reports on contractor/ Client's compliance

S/N	Category	Roles & Responsibilities
		<ul style="list-style-type: none"> • Preparation and implementation of the Environmental and Social Monitoring Plan during construction • Supervision of contractor performance of implementation of the Construction and Work Camp Management Plan • Hire Safeguards personnel implement ESMP • Thorough supervision of the mitigation of the environmental and Social impacts such as labour influx and GBV Reporting any incidents or non-compliance with the ESMP to the PCU • Ensuring adequate training and education of all staff involved in environmental supervision • Making recommendations to the PCU regarding ESMP performance as part of an overall commitment to continuous improvement • Supervise contractor performance of implementation of the Construction Campsite/Staging area Camp Management Plan/CESMP • Prepare monthly safeguards report including recommendations to the PCU regarding ESMP performance as part of an overall commitment to continuous improvement
7	Lagos State Environmental Protection Agency	<ul style="list-style-type: none"> • Inspection of project premises in order to ensure strict compliance with sanitation and waste management standards in the state. • Collaboration with other MDAs at the State and Federal level, NGOs and Donor Agencies in environmental protection and management especially in areas of waste recycling etc.
8	Lagos Mainland LGA	<ul style="list-style-type: none"> • Provision of oversight function across project within its jurisdiction for ESMP compliance. • Monitoring of activities related to public health, sanitation, waste management amongst others.
9	Affected Community and Public	<ul style="list-style-type: none"> • Promote environmental awareness. • Review environmental and social performance report made available by PCU. • Provide comments, advice and/or complaints on issues of nonconformity. • Attend public meetings organized by the PCU to disseminate information and receive feedback. • Identify issues that could derail the project and support project mitigation measures and awareness campaigns.
10	CDA	<ul style="list-style-type: none"> • Ensure community participation by mobilizing, sensitizing community members;
11	NGOs/CSOs	<ul style="list-style-type: none"> • Assisting in their respective ways to ensure effective response actions, conducting scientific researches alongside government groups to evolve and devise sustainable environmental strategies and techniques.
12	World Bank	<ul style="list-style-type: none"> • Overall supervision and provision of technical support and guidance. • Disclosure of this ESMP at World Bank external site • Oversight mission to monitor PCU's implementation and performance of ESMP

The ACEDHARS and any institution participating in the implementation, will not issue a Request for Proposal (RFP) of any activity without the construction phase's Environmental and Social Management Plan (ESMP) inserted in, and

will not authorize the works to commence before the contractor's ESMP (C-ESMP) has been approved and integrated into the overall planning of the works.

Occupational Health & Safety Plan

The objectives of this occupational health and safety plan are to:

- Significantly reducing the number of workplace injuries; and
- Promote an attitude of safe work practices among employees.

This shall be carried out by undertaking the implementation of these specific plans:

Health Plan

- All employees are required to undergo a pre-employment medical test by a medical practitioner of the company's choice and at the company's expense. Confirmation of medical fitness is a prerequisite to employment confirmation.
- Every member of Staff shall be allowed unlimited access to the Company medical practitioner. Any complaint of ill health must be treated with priority and the employee shall be immediately referred to the Clinic, for proper medical attention.
- Select and Train one of our site personnel in the administration of First Aid.
- A first aid box shall be provided for minor injuries, cuts and burns sustained by employees while at work while major injuries must be immediately referred to the hospital for attention.

Safety Plan

The Contractor shall undertake to provide:

- Well-maintained plant and safe systems of Work
- Undertake to provide relevant personal protective equipment (PPE) for all personnel that would be working on the construction site
- Suitable arrangements for the safe use, handling, storage and transport of articles and substances.
- Adequate information, instruction, training and supervision to enable work to be carried out safely.
- Safe premises and workspaces, including access to and egress from them
- Maintain safe working environments with adequate welfare facilities.
- Have in place a safety officer to coordinate all procedures, activities and work practices in the workplace according to this plan.

COVID-19 Guidelines

Some of the COVID-19 guidelines are:

This generic guidance provides a guide for this project on adequate precautions to prevent and/or minimize an outbreak of COVID 19, and actions to take in the event of such an outbreak.

Suggestions on how to do this are set out below:

- The PIU, either directly or through the Supervising Engineer, should request details in writing from the main Contractor of the measures being taken to manage covid-19 related risks.
- The PIU should require the Contractor to convene regular meetings with the project health and safety specialists and medical staff (and where appropriate the local health authorities), and to take their advice in designing and implementing any agreed measures.
- Where possible, a senior person should be identified as a focal point to deal with COVID-19 issues. This can be a work supervisor or a health and safety specialist. This person can be responsible for coordinating preparation of the site and making sure that the measures taken are communicated to the workers, those entering the site and the local community. It is also advisable to designate at least one back-up person; in case the focal point becomes ill; that person should be aware of the arrangements that are in place.

Workers should be encouraged to use the existing project grievance mechanism to report concerns relating to COVID-19, preparations being made by the project

These guidelines will be communicated to general labour workforce during staff trainings & toolbox meetings to ensure that all employees are aware of steps to take regarding COVID-19:

Protect yourself and those around you:

- Keep physical distance of at least 1 metre from others, even if they don't appear to be sick. Avoid crowds and close contact.
- Wear a properly fitted mask when physical distancing is not possible and in poorly ventilated settings.
- Clean your hands frequently with alcohol-based hand rub or soap and water.
- Cover your mouth and nose with a bent elbow or tissue when you cough or sneeze. Dispose of used tissues immediately and clean hands regularly.
- If you develop symptoms or test positive for COVID-19, self-isolate until you recover.

Make your environment safer

The risks of getting COVID-19 are higher in crowded and inadequately ventilated spaces where infected people spend long periods of time together in close proximity.

Outbreaks have been reported in places where people have gathered, often in crowded indoor settings and where they talk loudly, shout, breathe heavily or sing such as restaurants, choir practices, fitness classes, nightclubs, offices and places of worship.

To make your environment as safe as possible:

- Avoid the 3Cs: spaces that are **c**losed, **c**rowded or involve **c**lose contact.
- Meet people outside. Outdoor gatherings are safer than indoor ones, particularly if indoor spaces are small and without outdoor air coming in.
- If you can't avoid crowded or indoor settings, take these precautions:
 - Open a window to increase the amount of natural ventilation when indoors.
 - Wear a mask (see above for more details).

Keep good hygiene

By following good respiratory hygiene you protect the people around you from viruses that cause colds, flu and COVID-19.

To ensure good hygiene you should:

- Regularly and thoroughly clean your hands with either an alcohol-based hand rub or soap and water. This eliminates germs that may be on your hands, including viruses.
- Cover your mouth and nose with your bent elbow or a tissue when you cough or sneeze. Dispose of the used tissue immediately into a closed bin and wash your hands.
- Clean and disinfect surfaces frequently, especially those which are regularly touched, such as door handles, faucets and phone screens.

What to do if you feel unwell

If you feel unwell, here's what to do.

- If you have a fever, cough and difficulty breathing, seek medical attention immediately. Call by telephone first and follow the directions of your local health authority.
- Know the full range of symptoms of COVID-19. The most common symptoms of COVID-19 are fever, dry cough, tiredness and loss of taste or smell. Less common symptoms include aches and pains, headache, sore throat, red or irritated eyes, diarrhoea, a skin rash or discoloration of fingers or toes.
- Stay home and self-isolate for 10 days from symptom onset, plus three days after symptoms cease. Call your health care provider or hotline for advice. Have someone bring you supplies. If you need to leave your house or have someone near you, wear a properly fitted mask to avoid infecting others.
- Keep up to date on the latest information from trusted sources, such as WHO or your local and national health authorities. Local and national

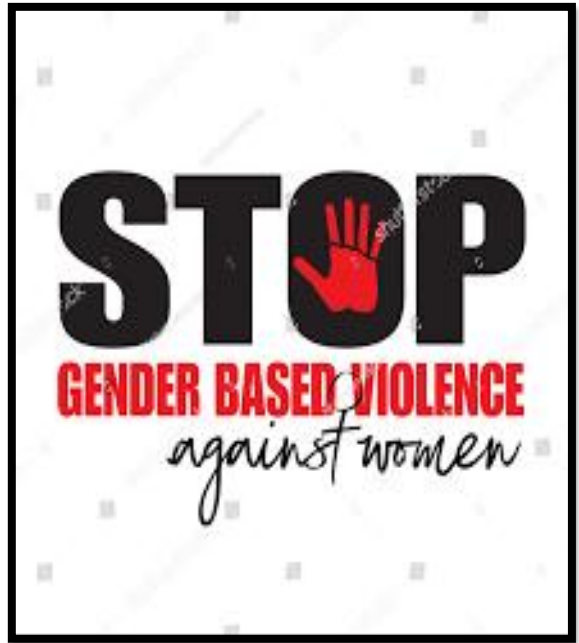
authorities and public health units are best placed to advise on what people in your area should be doing to protect themselves.

Waste Management approach

Type of Waste		Waste management			
		Reduce	Reuse	recycle	Disposal
Construction waste (vegetation, concrete, iron bars etc.)		Rubble and concrete waste comprising concrete and rebars will be further broken down into hardcore	Hardcore generated can be re-used as building material, while re-bars can be used in formwork.	Vegetation waste (shrubs, trees and grass) will be shredded into smaller bits and used as mulching material which will be applied to plants.	Any remaining waste that cannot be recycled or re-used is sent to Ojota landfill
Domestic waste	Effluent/wastewater	Introduce practise of 'use of water only when necessary' approach to reducing water use.	Provide on-site water treatment plant	Use for watering of plants, vegetable or farms around the project site.	Treat with chlorine to remove contaminants before discharge
	(Food, vegetables etc.)	NA	Waste segregation will encourage collection of bottles and plastics which can be returned to owner bottling companies for reuse/refilling.	Compostable waste (food etc.) should be taken to the designated compost site to create manure which can be applied to trees/plants on campus.	Non compostable waste should be taken to an incinerator in collaboration with LAWMA.
Sanitary waste (human and animal faeces, syringes, sanitary pads, sputum, urine etc.)		NA	NA	NA	Dispose in collaboration with LAWMA. Method of disposal will depend on type of material, this can be deep buried, incinerated, or pit burned.

Code of Ethics

- **INTEGRITY** Maintain honesty and clear communication in the workplace.
- **TEAMWORK** Work together to get the job done.
- **OBJECTIVITY** Don't make career decisions based on whom you like best.
- **CONFIDENTIALITY** Maintain clients' confidence at all times.
- **GROWTH** Always pursue professional growth.



**STOP
GENDER-BASED
VIOLENCE**



16 WAYS YOU CAN TAKE ACTION AGAINST GENDER-BASED VIOLENCE

IN YOUR PERSONAL LIFE

1. SPEAK OUT! CHALLENGE DISCRIMINATION AND VIOLENCE



2. LISTEN TO THE VOICES OF GIRLS AND WOMEN AND LEARN FROM THEIR EXPERIENCES



3. EDUCATE YOUNG PEOPLE ON THE IMPORTANCE OF HEALTHY RELATIONSHIPS



4. WORK WITH MEN AND BOYS TO PREVENT VIOLENCE AGAINST GIRLS AND WOMEN



5. MODEL RESPECTFUL AND EQUAL RELATIONSHIPS



IN YOUR SCHOOL:

6. START AN ANTI-VIOLENCE CLUB OR GROUP IN YOUR SCHOOL

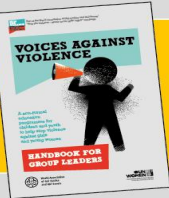
7. SPEAK OUT TO ENSURE GIRLS ARE TREATED EQUALLY IN YOUR SCHOOL, COLLEGE OR UNIVERSITY

8. DEMAND FOR EDUCATION ON HEALTHY RELATIONSHIPS TO BE PART OF YOUR SCHOOL CURRICULUM



IN YOUR COMMUNITY:

9. RAISE AWARENESS TO STOP VIOLENCE AGAINST GIRLS AND WOMEN



10. HELP SURVIVORS OF GENDER-BASED VIOLENCE STAY SAFE BY ESTABLISHING OR SUPPORTING LOCAL SERVICES

11. BUILD A COALITION! ENGAGE WITH COMMUNITY ORGANIZATIONS, BUSINESSES AND OTHER STAKEHOLDERS



12. DONATE TO WAGGGS' STOP THE VIOLENCE FUND OR ANOTHER ORGANIZATION IN YOUR COMMUNITY

IN YOUR COUNTRY:

13. CAMPAIGN FOR CHANGE



14. INFLUENCE DECISION MAKERS



15. PROVIDE SOLUTIONS



16. SHARE YOUR WORK. SPREAD THE WORD.

Measures for Non-compliance to the ESMP

If the Contractor was, or is, failing to perform any ESHS obligations or work under the Contract, the value of this work or obligation, as determined by the Project Manager, may be withheld until the work or obligation has been performed, and/or the cost of rectification or replacement, as determined by the Project Manager, may be withheld until rectification or replacement has been completed. In case of recurrence, the Resident Engineer (supervision) may decide other appropriate measure as contained in the contract including advising the client to call the Performance Security.

Failure to perform includes, but is not limited to the following:

- a) failure to comply with any ESHS obligations or work described in the Works' Requirements which may include: working outside site boundaries, excessive dust, failure to keep public roads in a safe usable condition, damage to offsite vegetation, pollution of water courses from oils or sedimentation, contamination of land e.g. from oils, human waste, damage to archeology or cultural heritage features, air pollution as a result of unauthorized and/or inefficient combustion;
- b) Failure to regularly review C-ESMP and/or update it in a timely manner to address emerging ESHS issues, or anticipated risks or impacts;
- c) failure to implement the C-ESMP e.g. failure to provide required training or sensitization;
- d) failing to have appropriate consents/permits prior to undertaking Works or related activities;
- e) failure to submit ESHS report/s (as described in Appendix C), or failure to submit such reports in a timely manner;
- f) failure to implement remediation as instructed by the Engineer within the specified timeframe (e.g. remediation addressing non-compliance/s).
- g) A written notification from the resident engineer 10 days after the agreed date for the submission of the monthly environmental reports if there is no written explanation submitted by the environmental officer of the contractor.
- h) Failure to submit a declaration of methods for the operations that request it, the Resident Engineer shall immediately suspend activities that are occurring without this approved document.
- i) The contractor shall be financially penalized if his workers at the workplace do not have their personal protective equipment (gloves, jackets, boots, etc.).
- j) The contractors shall be penalized by a written note if they do not comply with the methodology approved for the work. In case of recurrence, the Resident Engineer may decide other appropriate

measure as contained in the contract including advising the client to call the Performance Security.



Anti-bribery



Integrity



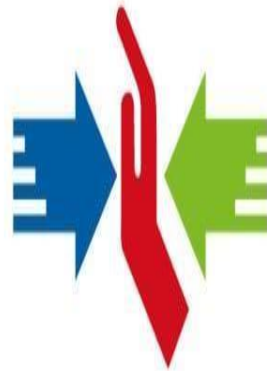
Fair business conduct



Competence



Confidentiality and
data protection



Conflicts of interest



Fair labour and
ethical behaviour



Health and safety