

**MALAWI GOVERNMENT  
MINISTRY OF EDUCATION**



**SKILLS FOR A VIBRANT ECONOMY (SAVE)**

**P172627**

**ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN (ESMP)**

**FOR**

**LILONGWE UNIVERSITY OF AGRICULTURE AND NATURAL RESOURCES: NATURAL  
RESOURCES COLLEGE CAMPUS**



**NOVEMBER 2024**

## EXECUTIVE SUMMARY

### i. Introduction

The Malawi Government through the Ministry of Education (MoE) and Ministry of Labour and Vocational Training is implementing the Skills for A Vibrant Economy (SAVE) project. The World Bank funded this project, which will run from 3<sup>rd</sup> June 2021 to 30<sup>th</sup> June 2026. The main project objective is to increase access to higher education, particularly for females, to labour market-relevant skills development programs, in participating institutions, targeting priority areas of the economy. The project consists of four components and components 1 and 2 support public higher education (HE) and technical entrepreneurial and vocational education and training (TEVET) institutions. The project targets nine (9) universities, seven (7) national technical colleges, and thirty (30) selected community technical colleges. Under component one, the project will construct and enhance infrastructure that provides additional physical and virtual space for student enrolment through face-to-face (F2F), blended, and ODeL instruction Communications. The Lilongwe University of Agriculture and Natural Resources (LUANAR) in Lilongwe District is a beneficiary with projects at Natural Resources College (NRC) and Bunda College.

This environmental social management plan (ESMP) is for the construction of a fashion design and learning complex at NRC which has been prepared as a recommendation of the screening exercise conducted by LUANAR in conjunction with the Malawi Environment Protection Authority (MEPA) before the commencement of civil works as per terms of reference. The screening categorised the project as moderate risk. The main construction activities will include constructing a fashion design and learning complex and associated ancillary structures like a car park and access road. The ESMP aims to identify, assess and mitigate the project's potential environmental and social risks and impacts and promote sustainable practices for long-term benefits, in line with World Bank Environmental and Social Management Framework (ESMF) and Environmental Health Safety Guidelines (EHS). It maps out applicable Malawi laws and regulations and World Bank policies and outlines principles, approaches, implementation arrangements, and mitigation measures. The ESMP development process involved consultations with key stakeholders, a review of national social and environmental laws, the World Bank's Environmental and Social Framework (ESF), ESMF, Labour Management Procedures (LMP), Stakeholders Engagement Plan (SEP) the Environmental Health, and Safety (EHS) guidelines.

### ii. Summary of Potential Environmental and Social Risks and their Mitigation Measures for the Construction of the Fashion Design and Learning Complex Project Activities are Summarised Below:

SN	Environmental Risks	Proposed Mitigation Measure	Impact Extent
1.	Creation of anxiety amongst students about disruption of teaching and learning activities	Sensitize students about measures out in place to avoid class disruption	Small Negative
2.	Increased water demand	<ul style="list-style-type: none"><li>Promote water reuse/recycling and install water-conserving taps</li></ul>	Minimal Negative

SN	Environmental Risks	Proposed Mitigation Measure	Impact Extent
3.	Increased energy demand	<ul style="list-style-type: none"> <li>• Install solar system and switch off all lights when room not in use</li> </ul>	Minimal Negative
4.	Increased air pollution caused by dust from construction activities and vehicles	<ul style="list-style-type: none"> <li>• Sprinkle water to reduce dust in civil work areas and earth roads</li> </ul>	Medium Negative
5.	Increased Risk of Water Contamination from construction materials and fuel spills impacting local water sources,	<ul style="list-style-type: none"> <li>• Contain the spillage within the project site</li> <li>• Regular vehicles and equipment maintenance</li> </ul>	Medium Negative
6.	Increased noise pollution from heavy equipment and machinery	<ul style="list-style-type: none"> <li>• Observe recommended speed limits Provide ear protective wear to workers.</li> <li>• Restrict noisy construction activities to less critical periods in consultation with college management</li> <li>• Inform residents beforehand, via notices and advisories, of pending noisy periods</li> </ul>	Large Negative
7.	Increased soil degradation from oil leaks- threatening the nearby pig's pen	<ul style="list-style-type: none"> <li>• Service construction vehicles regularly</li> <li>• Use the existing College garage near the project site.</li> </ul>	Small Negative
8.	Loss of biodiversity (especially big trees) at the construction site and temporary access road	<ul style="list-style-type: none"> <li>• Avoid unnecessary clearing of land to minimize the damage.</li> <li>• Clear areas where infrastructure will be located and leave the natural vegetation and its associated fauna intact.</li> <li>• Replant 10 trees for every tree cut</li> </ul>	Small Negative
9.	Increased soil erosion due to site preparation, vegetation clearance and excavations	<ul style="list-style-type: none"> <li>• Plan site clearance works to minimize exposed soil</li> <li>• Re-cover exposed soils with grass and other ground cover as soon as possible;</li> <li>• Level the project site to reduce soil erosion</li> <li>• Stockpile construction material away from any surface drainage channels and features;</li> <li>• Place low bumps around the piles of sand;</li> <li>• Cover exposed soils with tarpaulin to prevent during rainy days</li> <li>• Minimise stockpiling of erodible materials and deliver materials on-site when required</li> </ul>	Small Negative
10.	Increased solid waste from: <ul style="list-style-type: none"> <li>• Domestic waste</li> <li>• E-waste from expired equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a solid waste management plan</li> <li>• Introduce waste reduction, reuse and recycling</li> <li>• Provide toilets at the construction site</li> <li>• Provide waste disposal bins</li> </ul>	Medium Negative

SN	Environmental Risks	Proposed Mitigation Measure	Impact Extent
	<ul style="list-style-type: none"> <li>Waste from clothing materials</li> <li>Hazardous waste from sharp needles. Scissors, etc. during operation</li> </ul>	<ul style="list-style-type: none"> <li>Collect and dispose of waste in designated Lilongwe city council sites</li> <li>Reuse construction rubble</li> <li>Sensitize project staff on waste management</li> </ul>	
11	Increased Traffic Congestion and Traffic Safety Risks	<ul style="list-style-type: none"> <li>Implement the Traffic management plan attached to this document</li> <li>Install signage</li> <li>Control traffic on all roads leading to the project site</li> </ul>	Small negative
12	Increased Demand for Local Wastewater Systems from construction and operational activities,	<ul style="list-style-type: none"> <li>Provide mobile toilets at the construction site</li> <li>Connect the project sewer system to the existing NRC sewer system</li> </ul>	Small Negative
13	Risk of Pest Infestation due to improper waste handling during construction	<ul style="list-style-type: none"> <li>Sanitation and health education</li> <li>Provide waste bins for segregated waste disposal</li> <li>Reuse and recycle solid waste</li> </ul>	Small Negative

SN	Social Risks	Proposed Mitigation Measure	Impact Extent
	Increased Occupational & Community Health and Safety & Security	<ul style="list-style-type: none"> <li>Conduct health and safety awareness</li> </ul>	Medium Negative
	Increased disruption of social interactions in the nearby communities	<ul style="list-style-type: none"> <li>Sensitize surrounding communities and workers on the dangers of unacceptable unions.</li> </ul>	Medium Negative
	Increased accidents from vehicles and fire	<ul style="list-style-type: none"> <li>Control the speed of construction vehicles to avoid accidents</li> <li>Develop fire drills</li> <li>Install firefighting equipment</li> </ul>	Medium negative
	Increased potential labour rights violations e.g. unequal access to job opportunities	<ul style="list-style-type: none"> <li>Employ unskilled labourers from surrounding communities</li> <li>Give women and men equal employment opportunities.</li> </ul>	Small negative
	Increased spread of HIV and other sexually transmitted infections (STIs)	<ul style="list-style-type: none"> <li>Develop a Health Workplace Policy and sensitize surrounding communities, NRC students and project workers on its content.</li> </ul>	Medium Negative
	Increased risk of the spread of COVID-19 and Cholera	<ul style="list-style-type: none"> <li>Provide hand washing facilities, masks and hand sanitisers.</li> <li>Sensitize people on social distancing, proper washing hands and proper use of toilets</li> </ul>	Medium negative



	Increased risk from natural hazards such as flooding and cyclones due to climate change	<ul style="list-style-type: none"> <li>• Design and construct climate change and hazard-resilient Fashion Design and Learning Complex</li> </ul>	Small Negative
	Decreased jobs/employment /business opportunities after demobilization	<ul style="list-style-type: none"> <li>• Sensitize employees and local business owners from the local area about the end of the project</li> </ul>	Medium Negative
	Increased risk of vandalism and theft	<ul style="list-style-type: none"> <li>• Use campus security personnel, and project guards to guard the project site</li> </ul>	Medium Negative
	Sexual exploitation and abuse	<ul style="list-style-type: none"> <li>• Implement a code of conduct</li> <li>• Conduct training and awareness of prevention of Sexual Exploitation and Abuse (PSEA)</li> </ul>	Medium Negative
	Gender-Based Violence	<ul style="list-style-type: none"> <li>• Implement a code of conduct</li> <li>• Conduct training and awareness of GBV</li> </ul>	Medium Negative
	Child labour	<ul style="list-style-type: none"> <li>• Employ people 18 years and above</li> <li>• Sensitization of the required employment age.</li> </ul>	Medium Negative

Apart from the negative impacts in the table above, the study revealed that some people's livelihoods will improve through job opportunities and small-scale businesses, particularly during construction. The construction of the Fashion Design and Learning Complex is also expected to increase students' numbers and enhance the college's aesthetic appeal.

From this ESMP, the contractor must develop a Contractor's Environmental and Social Management Plan (CESMP) which should be attached to the bid documents. This report outlines the specific plans to be included in the CESMP. These should include a Labour Management Plan (LMP), Waste Management Plan (WMP), Traffic Management Plan (TMP), Stakeholder Engagement Plan (SEP), Workers Grievance Redress Mechanism (WGRM), Health Workplace Policy, Environmental Social Commitment Plan (ESCP), Gender Based Violence Management Plan (GBVMP), Child Protection Management Plan (CPMP) and Code of Conduct (CoC) which will be signed by all workers under this project, written in both Chichewa and English languages. Issues concerning emergency preparedness, noise, and vibrations should be included in the main CESMP. It is also recommended that the Contract should include a provision for retaining some percentage of the contract fee recommended by the Malawi Environment Protection Authority for any remedial actions in case of contractor does not attend to some environmental issues. Regular monitoring and updates will be conducted to ensure the plans are implemented successfully. The total estimated budget for the project is MKW2,626,500,000.00 and the estimated cost for ESMP implementation is MKW78,400,000.00

### **iii. The implementation arrangement:**

This project involves national, district, and local levels. The national level will oversee project implementation through the Project Implementation Unit (PIU), the district level will work through the District Environment Sub Committee (DESC) to ensure the project is adhering to ESMP

recommendations, and project GRM will oversee and resolve grievances. The responsible entities for monitoring include NRC, the contractor, local leaders through GRM, and DESC. Methods of monitoring compliance include regular site inspections and inspection of monitoring records. A stakeholder engagement plan (SEP) prepared for the SAVE project, based on the World Bank's Environmental and Social Standard 10 on Stakeholder Engagement will be used as a guide to engage the stakeholders. The SEP can be found at <https://documents1.worldbank.org/curated/en/314131616158364147/pdf/Stakeholder-Engagement-Plan-SEP-Skills-for-A-Vibrant-Economy-Project-P172627.pdf>

During the preparation of this ESMP, the representatives of NRC were present at all consultative meetings to answer any questions which were outside of the consultant's scope of work.

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## LIST OF ACRONYMS AND ABBREVIATIONS

<b>AIDS</b>	Acquired Immune Deficiency Syndrome
<b>C-ESMP</b>	Contractors Environmental and Social Management Plan
<b>CoC</b>	Code of Conduct
<b>COVID-19</b>	Corona Virus Disease of 2019
<b>CPMP</b>	Child Protection Management Plan
<b>DESC</b>	District Environmental and Social Committee
<b>DRM</b>	Disaster Risk Management
<b>DRR</b>	Disaster Risk Reduction
<b>EHS</b>	Environmental Health and Safety
<b>ESCP</b>	Environmental Social Commitment Plan
<b>ESIA</b>	Environmental and Social Impact Assessment
<b>ESMF</b>	Environmental and Social Management Framework
<b>ESMP</b>	Environmental and Social Management Plan
<b>ESRS</b>	Environmental and Social Risks Summary
<b>ESSs</b>	Environmental and Social Standards
<b>FDLC</b>	Fashion Design and Learning Complex
<b>GBV</b>	Gender-Based Violence
<b>GBVMP</b>	Gender-Based Violence Management Plan
<b>GoM</b>	Government of Malawi
<b>GRM</b>	Grievance Redress Management
<b>GRMC</b>	Grievance Redress Management Committee
<b>GPS</b>	Global Positioning System
<b>HIV</b>	Human Immunodeficiency Virus
<b>HR</b>	High Risk
<b>ICT</b>	Information and Communication Technology
<b>IUCN</b>	International Union for Conservation of Nature
<b>LCD</b>	Liquid Crystal Display
<b>LPM</b>	Labour Management Plan
<b>LR</b>	Low Risk
<b>LUANAR</b>	Lilongwe University of Agriculture and Natural Resources
<b>M&amp;E</b>	Monitoring and Evaluation
<b>MEPA</b>	Malawi Environment Protection Agency
<b>MoE</b>	Ministry of Education
<b>MR</b>	Moderate Risk
<b>NCHE</b>	National Council for Higher Education
<b>NGOs</b>	Non-Governmental Organizations
<b>NRC</b>	Natural Resources College
<b>NWRA</b>	National Water Resource Authority
<b>ODEl</b>	Open Distance and E-Learning
<b>OHSMP</b>	Occupational Health and Safety Management Plan
<b>OSHW</b>	Occupation Safety, Health and Welfare
<b>PIU</b>	Project Implementation Unit

<b>PPEs</b>	Personal Protective Equipment
<b>PVC</b>	Polyvinyl Chloride
<b>SAVE</b>	Skills for A Vibrant Economy
<b>SDGs</b>	Sustainable Development Goals
<b>SEA</b>	Sexual Exploitation and Abuse
<b>SEP</b>	Stakeholders Engagement Plan
<b>SR</b>	Substantial Risk
<b>STIs</b>	Sexually Transmitted Infections
<b>TEVET</b>	Technical Entrepreneurial and Vocational Education and Training
<b>TMP</b>	Traffic Management Plan
<b>USD</b>	United States Dollar
<b>WGRM</b>	Workers Grievance Redress Mechanism
<b>WMP</b>	Waste Management Plan

## 1 INTRODUCTION

The Government of Malawi, through the Ministry of Education and LUANAR (NRC), is implementing a Skills for A Vibrant Economy (SAVE) Project with financing from the International Development Association (IDA) of the World Bank Group. The project duration is from 03rd June 2021 to 30th June 2026. The Project Development Objective (PDO) is to increase access, particularly for females, to labour market-relevant skills development programs, in participating institutions, targeting priority areas of the economy. The project has four components namely, (i) Supporting increased access to skills development programs in higher education, (ii) Supporting increase in access to TEVET skills development, tertiary education system strengthening, (iii) Project management, M&E, communications, and (iv) Contingent emergency response component. Under component one, the project will construct and enhance infrastructure that provides additional physical and virtual space for student enrolment through face-to-face (F2F), blended, and ODeL instruction. The construction period will be 18 months from January 2025 to June 2026.

The project is aimed at increasing access to higher education, particularly for females, to labour market-relevant skills development programs. To achieve this, the college will construct a Fashion Design and Learning Complex (FDLC), at the college campus which is under Lilongwe University of Agriculture and Natural Resources (LUANAR) and the full project scope is in Appendix 2. The total estimated cost of the construction is MKW2,626,500,000.00. The college is located in Lilongwe district, central region of Malawi with a student population of approximately 3000. The proposed area for the construction of the fashion design and learning complex is located approximately 20 meters from the main gate of the college. The proposed site is surrounded by Khwidzi, Chakakala, and Buluzi villages. This site is largely comprised of Dallis grass (*Paspalum dilatatum*), Silverleaf (*Desmodium uncinatum*), and Nightshade plants (*Solanum* spp). Surrounding the perimeter of the site, there are Senegal Mahogany (*Khaya senegalensis*) trees. There are no rivers close by. The Ministry of Education and Ministry of Labour and Vocational Training will be implementing the project activities while LUANAR will be responsible for day-to-day project activities.

The project activities, including civil works and procurement of goods and services for the proposed project, may have environmental and social risks and impacts. The risks and impacts are based on activities on the existing baseline conditions. The project will have anticipated impacts including occupational health and safety risks to workers due to exposure to construction hazards (e.g., falls, machinery accidents), increased traffic congestion and traffic safety risks around the project site due to construction vehicles, increased risk of water contamination from construction materials and fuel spills impacting local water sources, community health risks related to dust, noise, and increased human activity on site, risk of vandalism or theft of construction materials and equipment, increased demand on local wastewater systems from construction and operational activities, risk of pest infestation due to improper waste handling during construction, and increased risk of sexual exploitation.

The ESMP is a direct product of recommendations from the screening exercise (Appendix 1). The ESMP has been developed per the World Bank's Environmental and Social Framework (ESF) and its standards: ESS1 assessment and management of environmental and social risks and

impacts, ESS2 labor and working conditions, ESS3 resource efficiency and pollution prevention and management, ESS4 community health and safety addresses the health, safety, and security risks and impacts on project-affected communities, ESS6 biodiversity conservation and sustainable management of living natural resources, ESS10 stakeholder engagement and information disclosure

This ESMP aims to identify, assess, and manage potential environmental and social risks and impacts, and ensure that social and environmental impacts, risks, and liabilities identified during the assessment process are effectively managed during the construction, operation, and closure of the proposed project in line with the Environmental and Social Standards (ESSs) of the World Bank ESF and national requirements. Specifically, the objectives of the ESMP are to; (i) assess and mitigate potential environmental and social risks and impacts of the proposed project; (ii) establish procedures for the environmental and social screening, review, approval, and implementation of activities; (iii) define roles and responsibilities, reporting procedures for managing environmental and social issues related to the activities; (iv) identify the staffing requirements, training and capacity building needs for the successful implementation of the provisions of the ESMP; (v) address public consultation and disclosure of project documents as well as possible grievance redress mechanisms, and (vi) establish the budget requirements for ESMP implementation (vii) promote sustainability practices beyond the project implementation. This ESMP shall be read together with the Contractor's Environmental and Social Management Plan (CESMP), the Stakeholder Engagement Plan (SEP), and the Environmental, and Social Commitment Plan (ESCP developed for the SAVE project. Other specific plans (Appendix 3) will be part of the CESMP, these include the Labour Management Plan (LMP), Gender Based Violence Management Plan (GBVMP), Child Protection Management Plan (CPMP) and Traffic Management Plan (TMP). The estimated cost for ESMP implementation is MKW78,400,000.00

## **1.1 Approach and Methodology to ESMP Development**

To fulfil the objectives of the assignment, the consultant systematically went through several stages starting with the mobilisation of resources, literature/document review, reconnaissance survey, inception report production, consultations, field surveys, impact assessment, stakeholder consultative meetings, and production of Environmental and Social Management Plan (ESMP) report. The ESMP process started with the kick-off meeting with the client (NRC project officials) to get a detailed understanding of the project. A quick reconnaissance survey was thereafter conducted to collect preliminary baseline information; the spatial extent of the project boundaries, familiarisation with the project targeted locations, and refining methodologies. An inception report was produced which ensured mutual understanding of the consultant's plan of action and timeline for development of the ESMP. It also provided an additional guarantee of adherence to and interpretation of the Terms of References attached.

The main field survey focused on collecting physical, biological, and socio-economic baseline conditions of the project areas where proposed structures will be built and indirect impact areas from ancillary structures. The proposed project infrastructures' spatial data sets were reviewed and overlain on high-resolution satellite imagery to confirm the visual alignment of the planned

subprojects against existing infrastructures on the ground in harmony with the primary data that was collected with the Global Positioning System (GPS). Various literature on the physiographic and geological setting of the NRC area, including geological bulletin no. 26 of Lilongwe and Dowa area were reviewed to supplement detailed field observation on the project sites. More information on biophysical, socio-economic, and environmental aspects was collected through consultative meetings with local communities, members of the Lilongwe District Environment Sub-Committee (DESC), Students and Staff of NRC, representatives from government ministries and Project Implementation Unit (PIU).

## **2 PROJECT DESCRIPTION**

### **2.1 Project Components**

The program scope consists of the four components contributing to the Project Development Objective (PDO), Component 1: Supporting Increased Access to Skills Development Programs in Higher Education. Component 2: Supporting Increase in Access to TEVET Skills Development. Component 3: Tertiary Education System Strengthening, Project Management, M&E and Communications. 4: Contingent Emergency Response. Under component 1 the project will construct a Fashion Design and Learning Complex (FDLC) at NRC.

### **2.2 Project Activities**

This section of the ESMP outlines the project activities with significant environmental and social risks and impacts. The detailed designs and architectural plans for the Fashion Design and Learning Complex are provided in Appendix 4. The designs ensure the integration of environmental and social considerations such as energy efficiency, waste (construction debris, hazardous materials, wastewater, and domestic waste) management and accessibility for physically challenged individuals across all phases of construction stages namely planning and designing, construction, operation and decommissioning. The FDLC will have two floors and will consist of 2 design studios and 2 drawing Rooms with capacities of 40 students each. Each room will have an LCD projector, white-felt boards and a lecturer's office. Sanitary facilities on each floor will comprise 3 WCs (water closets) or toilets for females, 2 WCs for males and 6 wash hand basins (WHB), which will be user-friendly to physically challenged people. The car park will have 44 parking spaces. There will be no campsite on the construction site, but rather a site office. The project will use existing roads within the campus for access to the Fashion Design and Learning Complex. The road connecting the new building to the existing road within the campus will be paved or tarred, but that will depend on what will be in the bill of quantities.

The source of water will be pipe water from the Lilongwe Water Board (LWB). Energy will be sourced from the Electricity Supply Commission of Malawi (ESCOM) and solar. An application will be made to ESCOM to connect power to the construction site and the building once it is completed in addition to the stand-by generator. Other materials such as sand, and quarry will be sourced from licensed sand mining sites and quarry from licensed quarry mining companies.

### **2.3 Description of Project Location**

The proposed project site of the Fashion Design and Learning Complex construction is located within the Natural Resources College (NRC) campus in Lilongwe district, central region of Malawi which is leased under Title Deed Registry No. 85621 (Appendix 5). The proposed site for the construction of the FDLC is located at X-0572455, Y-8449752 coordinates. The topographic map of the project site at a scale of 1:10,000 and 1:50,000 with the A3 format is attached in Appendix 6. The proposed area for the construction of the Fashion Design and Learning



Complex is located approximately 20 meters from the main gate of the college south eastern wards (Figure 1). The complex will also have the following ancillary structures:

- A 40-parking space car park for visitors, lecturers, students and staff,
- Access road during construction from campus to Mchinji road
- Access road to the complex from the entrance road to the college campus
- A stand-by Generator in case of power outages,
- A 30,000-litre Water Reservoir in case of water shortages and
- A refuse collection bay.

The site is largely comprised of Dallis grass (*Paspalum dilatatum*), Silverleaf (*Desmodium uncinatum*), and Nightshade plants (*Solanum spp*). Surrounding the perimeter of the site, there are Senegal Mahogany (*Khaya senegalensis*) trees. Construction will not affect the Mahogany trees while the other plants are not of conservation concern. Invertebrates are the common fauna.

The area is relatively flat with brownish Sandy Loam Soils. There are no major rivers close to the project site, however, the project site water is drained by Kandeke Stream which flows into Chankhundwa Stream, which is a tributary of Likuni River. Just a few meters away from the eastern side, there are buildings for workshops in a brick face. About 70 meters southwards there are animal disease control offices and a pig's pen. Within the site, there are small old buildings and a campus weather station which will be relocated to another place to create enough space for the construction of the FDLC .



**Figure 1: Location of the Fashion Design and Learning Complex**

### **3 POLICY AND LEGAL FRAMEWORK**

This chapter outlines the relevant environmental legislation that will guide the implementation of the construction and operation of the FDLC. This Environmental and Social Management Plan (ESMP) has been developed per the national and international legislation, as described in sections 3.1 and 3.2, respectively.

#### **3.1 Malawi Legal Framework**

The following policies and their corresponding Acts have been described in Appendix 7 and their relevance to project activities is stated.

- Constitution of Malawi
- Education Policy (2013)
- The National HIV and AIDS Policy (2012)
- The Malawi National Occupational Safety and Health (OSH) (1997)-
- National Agriculture Policy (2016)
- Environmental Policy (2004)
- The Malawi National Land Policy (2002)
- The National Sanitation Policy (2008)
- The National Employment and Labour Policy (NELP)
- Gender Equality Act
- National Children's Policy (2019)
- The Malawi National Land Policy (2002)
- National Water Policy (2005)
- Local Government Act (1998) revised 2017
- National Construction Industry Policy (1996)
- Mines and Minerals Policy (2013)
- Mines and Mineral Act (2023)

#### **3.2 National Environmental and Social Assessment and Permitting**

The project proponent requires various permits and licenses, including those that facilitate environmental management such as an environmental certificate. This certificate is obtained from the MEPA which ensures that the project has undergone environmental impact assessment and planning, implemented measures to minimize risks, and complies with legal requirements. This certificate serves as a permit, enabling the project to proceed while addressing environmental concerns throughout its entire lifecycle.

In Malawi, the ESIA review and approval process is regulated by the Environmental Management Act (2017). The process begins with the screening exercise aimed at identifying potential environmental and social impacts of the proposed project and determining the assessment type. A team of various stakeholders screened the proposed project and NRC prepared an Environmental Assessment Checklist and submitted it to MEPA for review, MEPA recommended that there was

a need for further assessment and preparation of an ESMP for the Fashion Design and Learning Complex. A consultant surveyed the site, gathered baseline biophysical & social information, and identified potential project-related impacts and their mitigation measures.

The project will also trigger some Malawi Environmental standards such as MS 714:2005 (Occupational Safety and Health Management Systems – Specification); MS 719:2005 (Hazardous Waste – Management, Classification and Disposal – Code of Practice); MS 59:2002 (Solid waste – handling, transportation and disposal – code of practice); MS 730:2005 (Solid waste disposal sites, guidelines for design) ; (MS737-1-2021); (3rd Edition) Emissions Limits and MS173:2005 (Acoustics- Noise Pollution- Tolerance Limit) standards. Several permits and licences may be required and the key ones are outlined in Table 1. Application forms for the permits are attached in Appendix 8.

**Table 1: Some of the Permits and Licences which may be required for the project**

<b>Regulations/ Standards/ Approvals</b>	<b>Description</b>	<b>Reference</b>	<b>Issuing Institution</b>	<b>Applicant</b>
Approval Letter	The Approval Letter is granted after the ESMP is accepted.	Environment Management Act, 2017 (Cap 60:02)	Malawi Environment Protection Authority (MEPA)	LUANAR
Workplace Registration Certificate	Every workplace is required to be registered and must commit to abide by all of the country's labour laws.	Occupational Safety Health and Welfare Act (1997)	Ministry of Labour	Contractor
Development Planning permission	Approval of design of Fashion Design and Learning Complex	Physical Planning Act. (2016)	Lilongwe District Council Planning Committee	LUANAR
Water abstraction Permit	Section 39 (1) of the Water Resources Act prohibits the abstraction and use of water unless authorized to do so. The contractor under this for the project is likely to abstract water from nearby rivers.	Water Resources Act (2013)	Water Resources Board	Contractor

Regulations/ Standards/ Approvals	Description	Reference	Issuing Institution	Applicant
Sand Mining Permit	<p>Part X requires that a mining license be obtained for small scale mining.</p> <p>The proposed project will use quarry stone and sand as construction materials, and the contractor will have to get the will require a mining license</p>	Mines and Minerals Act of (2023)	Department of Mine	Contactor

### 3.3 World Bank Standards and Key Gaps with the National Framework

The project will adhere to the Environmental and Social Standards (ESSs) and the Environmental, Health, and Safety Guidelines set by the World Bank Group. Based on these policies, the environmental and social risk of the project is categorized as [**Moderate Risk (MR)**]. The categorization is based on potential impacts on ecosystems, human health, the scale of harm, the likelihood of accidents, displacement, labour rights, community health, stakeholder engagement, and the effectiveness of mitigation measures. Six of the ten World Bank's ESSs apply to the proposed Fashion Design and Learning Complex project as outlined below. Some gaps exist in the national framework and these have been addressed.

**ESS1 Assessment and Management of Environmental and Social Risks and Impacts** sets out the borrower's responsibilities for assessing, managing, and monitoring environmental and social risks and associated impacts. There is no requirement for project ESMF in the Environmental Management Act (2017) & EIA Guidelines (1997) to guide the preparation of the ESMP. This gap has been addressed through the inclusion of the ESMF which supports the ESMP by providing a comprehensive framework for identifying, assessing, and managing environmental and social risks using the triggered environmental and social standards of the World Bank, during project planning and implementation for the SAVE project. This leads to some procedures which are omitted in the national legislation including the "chance find procedure." Furthermore, it requires that the projects with significant environmental and social risk should conduct audits annually to ensure compliance with the Environmental and Social Standards (ESSs) and ESMP.

**ESS2 Labor and Working Conditions** recognizes the importance of employment creation and income generation in the pursuit of poverty reduction and inclusive economic growth. The main focus is protecting workers' rights and promoting safe and healthy working conditions throughout

project implementation. It explicitly addresses protections for vulnerable workers, including women, migrant workers, and those in supply chains, whereas the national laws lack such provisions. It guides projects to manage labour and working conditions in a way that protects workers, aligns with international best practices, and requires the implementation of adequate OHS measures. Furthermore, it ensures compliance with national labour laws and international standards. Labour Management Plan (LMP) key elements which include workers' accommodation and security, grievance redress mechanisms (GRM) for labour, occupational health and safety (OHS), and prevention of sexual exploitation and abuse in line with WB standards are not provided in the national legislation such as the Employment Act (2000); Labour Relations Act (1996) and Occupational Safety, Health & Welfare Act, (1997).

**ESS3 Resource Efficiency and Pollution Prevention and Management** recognizes that economic activity and urbanization often generate pollution to air, water, and land. This focuses on the sustainable use of resources and the prevention, minimization, and management of pollution in projects. It requires projects to assess their resource use and pollution risks, implement appropriate mitigation measures, and monitor environmental performance. It encourages the project to practice circular economy (reduce, reuse, recycle), to minimize project environmental footprint, promote sustainability, and protect natural resources. The Environment Management Act (2017), and Environmental Management (Waste Management and Sanitation) Regulations, (2008) mostly focus on pollution prevention and not on resource efficiency. ESS3 is relevant to the project because liquid, solid as well as E-waste will be generated which may lead to pollution of the environment. The gap will be filled by following provisions of ESS3 on resource efficiency including encouraging reducing, re-using, and recycling, waste, and development of a waste management plan.

**ESS4: Community Health and Safety** addresses the health, safety, and security risks and impacts on project-affected communities including how traffic, noise, dust, and other disturbances are minimized. emphasizes a proactive and inclusive approach to protecting communities, ensuring that projects contribute positively to the health and safety of all affected stakeholders. The Community Health and Safety (CHS) is not emphasized in the Occupational Safety, Health and Welfare Act, (1997), this ESS is implicated as potential risks and impacts on communities are anticipated. The project will address issues absent in the act by implementing a Community Health and Safety Plan: implementing pollution control measures, conducting health awareness campaigns, implementing traffic management plans to reduce accidents, Safety training for workers and contractors to minimize risks to communities, secure hazardous materials to prevent unauthorized access or exposure, develop and disseminate emergency response plans, conduct community drills for scenarios like spills, fires, or natural disasters, ensure measures are accessible to children, elderly, disabled, and other vulnerable groups, ensure they are trained in human rights and non-violent conflict resolution and establishing protocols to prevent misuse of force and address complaints.

**ESS6: Biodiversity Conservation and Sustainable Management of Living Natural Resources** recognizes that protecting and conserving biodiversity and sustainably managing living natural resources are fundamental to sustainable development. This conforms to the national

requirements. This ESS is implicated in a small negative way in that some trees will be cleared at the project site.

**ESS10: Stakeholder Engagement and Information Disclosure** recognizes the importance of open and transparent engagement between the Borrower and project stakeholders. Guidelines for EIA (1997), National Decentralization Policy (Second Edition 2024), and the Local Government Act (1998) have no provisions for the development of the Stakeholder Engagement Plan (SEP) and Grievance Redress Mechanism (GRM). In Keeping with ESS 10, the Project prepared and disclosed a SEP. The contractor will establish GRM for the workers and strengthen the existing GRM at Natural Resources College.

### 3.3.1 World Bank EHS Guidelines

The World Bank's Environmental, Health, and Safety (EHS) guidelines are pivotal in minimizing harm to people and the environment. The guidelines safeguard against pollution, climate change, and occupational hazards. Over and above, the guidelines protect the most vulnerable communities and preserve biodiversity. For this project at LUANAR NRC, adherence to EHS guidelines is crucial, as they provide a framework for:

- **Environmental Protection:** The EHS Guidelines ensure construction projects minimize ecological impacts, such as air and water pollution, waste management, and biodiversity conservation. The project will follow the guidelines to reduce negative environmental impacts, align with sustainable development goals, and comply with regulatory standards.
- **Worker's Health and Safety:** Construction sites often pose various hazards, and the EHS Guidelines offer frameworks for creating safe working environments. They include best practices for hazard identification, accident prevention, and emergency response planning. Appendix 16 provides a life and fire safety management plan for the project. The early warning system helps protect workers from injuries, illness, or fatalities. The project will ensure that these guidelines are followed to protect workers and any incident that occurs in the project will be reported within 24 hours to the PIU and the Bank.
- **Community Health and Safety:** Construction can affect surrounding communities, from noise pollution to traffic and dust among others. The guidelines provide standards for mitigating such impacts. They ensure that the project minimizes disruptions and maintains public health, safety, and local quality of life. The project will ensure that these are followed through measures proposed under Chapter Five.
- **Risk Management and Regulatory Compliance:** The guidelines help the project implementers (LUANAR-NRC) in risk assessment, monitoring, and regulatory compliance. This ensures that construction project adheres to both local and World Bank standards.



#### **4 POTENTIAL ENVIRONMENTAL AND SOCIAL RISK IMPACTS AND STANDARD MITIGATION MEASURES**

The proposed implementation of the Fashion Design and Learning Complex NRC Campus will generate different impacts within the college campus and beyond. This section of the ESMP will present relevant subproject activities, including civil works and procurement of goods and services for the proposed project that may have environmental and social risks and impacts. The risks and impacts are based on the impact of the activities on the existing baseline conditions. The impacts identified were rated from very large negative to very large positive impacts (Appendix 9).

The overall analysis of impacts using the three-step procedure is based on standard environmental assessment approaches described in more detail in Appendix 9. The advantage of this method is that it is simple and allows for a systematic approach to impact assessment.

Environmental impacts are a combination of location and the characteristics of a given project. In keeping with this understanding, the environmental impact assessment is conducted according to a “**3-step methodology**” which is based on the following three steps: **Step 1**, involves the description of the baseline situation and where possible ascribing a value to the project area (s) according to a set of criteria (presence of rare species, human disturbance etc.). **Step 2** assesses the magnitude of project impacts according to another set of criteria (duration, extent, reversibility etc.). Finally **Step 3** gives the magnitude of impact which is combined with value in order to arrive at an impact assessment.

The Environmental and Social Risks, Mitigation Measures, Responsible entities and proposed costs are presented in Table 24-1. Monitoring for this project for all mitigation measures will be done quarterly (every 3 months). The plan makes significant reference to the World Bank’s Environmental, Health, and Safety General Guidelines (EHS) (<http://documents.worldbank.org/curated/en/157871484635724258/Environmental-health-and-safety-general-guidelines>)

**Table 2: Environmental and Social Risks and Mitigation Measures**

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
<b>Impact from Planning and Design Phase</b>										
<b>Positive Impact</b>										
1.	Creation of jobs	Prioritize employment of eligible local consultants and suppliers.	The number of local consultants and suppliers hired for the project.	Contracts are given to local consultants and suppliers.	Records of contracts awarded to local consultants and suppliers.	Developer (LUANAR – Natural Resources College)	Lilongwe Labour Office	Planning and Designing Phase	Inclusive	Inclusive
<b>Negative Impact</b>										
2.	Creation of anxiety amongst NRC students about the project disturbances to their daily activities.	Sensitize students before the project implementation and assure them that the project activities will be conducted in a way that will not cause	Number of complaints raised by students about the project.	There should be no complaints about the project from staff, community and students	Records of complaints received about the project.	Natural Resources College Grievance Redress Committee	Lilongwe District Council in coordination with the developer	Planning and Designing Phase	100000	Inclusive

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		disturbances to them.								
<b>Impacts from Construction Phase</b>										
<b>Positive Impacts</b>										
1.	Increased local businesses; increasing income	Prioritize engaging local suppliers to provide goods and services during project implementation.	Number of locally sourced goods and services.	At least 50% of locally available goods and services should come from surrounding communities.	Recording of locally sourced goods and services from surrounding communities.	NRC and Contractor	Lilongwe District Council	Throughout construction Phase	Inclusive	inclusive
2.	Increased Job opportunities	Employ more unskilled labourers from the surrounding communities.	Number of unskilled labourers employed from surrounding communities.	At least 95% of unskilled labourers employed should come from surrounding communities.	Records of project workers	NRC and Contractor	Local community leaders, Developer (NRC) and Lilongwe District Council (Labour Office)	Throughout construction phase	Inclusive	Inclusive

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
3.	Increased skills of local community members	Employ more people with different skills such as bricklayers, plumbers, carpenters, etc. from communities around the project area.	5 The number of skilled labourers employed by the project.	At least 15% of skilled labourers should come from the project area.	Records of project workers (Skilled labourers)	Contractor and NRC	Local community leaders, Lilongwe District Council (Labour Office)	Throughout construction phase	Inclusive	Inclusive
<b>Negative Impacts</b>										
4.	Increased noise pollution	Fit construction vehicles with silencers to reduce noise and service vehicles regularly  Provide all project	Notices issued to make the surrounding communities aware of the time of high-level noise from	At least there should be no noise level beyond required standard from project site.	Frequent inspection of level of noise records from the project activities.	Contractor and NRC	Local community leaders, Developer (NRC) and Lilongwe District Council Public	Construction phase	3,000,000	1,500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		workers with ear protection materials.	the project site.				Works Office			
5.	Increased waste products	Provide rubbish bins and pits for solid wastes.  Dispose wastes at designated places	Availability of rubbish bins at project site.  The volume of rubbish disposed at dumping site from the project.	Zero presence of rubbish at the project site	Records of wastes generated from the project and wastes disposed at designated place.	Contractor and NRC	Lilongwe District Council Environmental Health Office, NRC	Construction phase	1,000,000	500,000
	Increased Risk of Water Contamination from construction	<ul style="list-style-type: none"> <li>Contain the spillage within the</li> </ul>	Percentage of spillage	0	Reports	Contractor and NRC	Developer (NRC), Community Leaders and Lilongwe	Construction Phase	Inclusive	Inclusive

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
	materials and fuel spills	<ul style="list-style-type: none"> <li>project site</li> <li>Regular vehicles and equipment maintenance</li> </ul>	Percentage of vehicles and equipment maintained	100%			District Council			
	Risk of Pest Infestation due to improper waste handling during construction	<ul style="list-style-type: none"> <li>Sanitation and health education</li> <li>Provide waste bins for segregated waste disposal</li> <li>Reuse and recycle solid waste</li> </ul>	No of people trained  No of Bin available on site s	All  In all strategic points	Reports	Contractor and NRC	Developer (NRC), Community Leaders and Lilongwe District Council			

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
1.	Increased traffic density to Natural Resources College	<p>Implement the Traffic Management Plan (TMP).</p> <p>Use warning and informative signs at the site.</p> <p>Control traffic along the roads leading to the project site.</p> <p>Adopt best transport safety practices across all aspects of project operations with the goal of preventing traffic accidents and minimizing</p>	Presence of warning and informative signs, and traffic controlling personnel at the project area.	Zero complaints of traffic problems around project area at NRC	Records and reports on traffic management within project area.	Contractor and NRC	Developer (NRC), Community Leaders and Lilongwe District Council	Construction phase	500,000	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		injuries suffered by project personnel and the public								
7.	Increased dust emission	Apply water regularly around project area to suppress dust.  Observe speed limits at construction	Number of times per week for water application to suppress dust.  Number of serviced vehicles present at the project site.	Zero complaints from surrounding communities about air pollution.	Records of water application at project site and earth roads frequently used by project vehicles.	Contractor and NRC	Local Communities, NRC (Developer) and Lilongwe District Council Environmental Health Office.	Construction Phase	1,000,000	500,000
8	Increased Demand for Local Wastewater Systems from construction and	<ul style="list-style-type: none"> <li>Provide mobile toilets at the construction site</li> <li>Connect the project</li> </ul>	Number of Mobile toilets at the project site	2	Observation and reports	Contractor and NRC	NRC (Developer) and Lilongwe District Council Environment	Construction phase	500,000	Inclusive



Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
	operational activities,	sewer system to the existing NRC sewer system					tal Health Office			
9	Occupational health and safety risks	<p>Inspect service and maintain the machinery, tools and equipment regularly</p> <p>Ensure all workers wear appropriate PPEs</p> <p>Conduct regular training on health and safety</p> <p>Use clear labelling and</p>	<p>No of inspection</p> <p>No of workers with appropriate PPE</p> <p>No people trained</p>	<p>4 per year</p> <p>All</p> <p>All</p> <p>6</p>	Reports and observation	Contractor	Local Communities, NRC (Developer) and Lilongwe District Council Environmental Health Office	Quarterly	Inclusive	Inclusive

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		signage for hazardous areas and material	No of signages							
10.	Increased risk of HIV/AIDS and STIs spread	Sensitise Community on prevention measures of communicable diseases like HIV/AIDS and STIs.  Place condoms in designated areas e.g, toilets and bathrooms	Number of condoms distributed to the project workers monthly.  Number of HIV and Aids, and other communicable disease cases reported	Zero new cases of HIV and AIDS, and other communicable diseases.	Monthly reports	Contractor and NRC	Lilongwe District Health Office, Community Leaders and Developer (NRC)	Construction Phase	1,500,000	500,000
11	Increased risk of infectious diseases such as COVID-	Provide hand washing facilities, masks and	Number of hands washing facilities	In all designated places	Monthly reports	Contractor and NRC	Lilongwe District Health Office, Community	Construction Phase	Inclusive	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
	19 and Cholera	hand sanitisers. Sensitize people on social distancing, proper washing hands and proper use of toilets Develop and implement emergency response and contingency plans for managing potential disasters	Number of people trained on social distancing and proper hand washing  No of plans				y Leaders and Developer (NRC)			
12	Increased risk of communicable diseases	Develop a solid waste management plan	Presence of waste management plan	1	Waste management plan document	Contractor and NRC	Local Communities, NRC (Developer) and Lilongwe District	Construction phase	1,000,000	Inclusive

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		Implement the waste mgt plan	No of toilets	2 toilets Male and female	Presence of toilets		Council Environmental Health Office.			
		Introduce waste reduction, reuse and recycling	Number waste bins	All strategic places	Availability of waste bins					
		Provide toilets at the construction site	% of waste collected	100%	Reports					
		Provide waste disposal bins	Rubble reused	90%	Reports					
		Collect and dispose of waste in designated Lilongwe city council sites	Number of staff members sensitized	All	Training reports					

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		Reuse construction rubble  Sensitize project staff on waste management								
13.	Increased accidents and injuries for both workers and the community	Provide Personal Protective Equipment (PPEs).  Train project workers on proper use of heavy equipment and other machinery.  Inclusion of buffer strips or other methods of physical separation around project sites	Number of reported accidents and injuries from the project.	Zero number of reported accidents and injuries	Records of accidents and injuries from the project activities.	Contractor and NRC	Lilongwe District Labour and Health Offices.	Construction phase	1,000,000	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		to protect the public from major hazards associated with hazardous materials incidents or process failure, as well as nuisance issues related to noise, odors, or other emissions								
14.	Increased risk of soil erosion	Create stone pitching where soils have been excavated. Clear areas which will not	Absence of exposed soil surfaces around project area.	Zero areas exposed to soil erosion.	Site inspection records.	Contractor and NRC	Lilongwe District Forestry Department and Developer	Construction phase	500,000	Inclusive

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		be affected by the project.								
15	Increased soil degradation	Cap degraded or contaminated soil with at least 1m of clean soil	Absence of contaminated or degraded soil	Zero areas with degraded/contaminated soil	Site inspection records.	Contractor and NRC	Lilongwe District Land Department and NRC	Construction phase	500,000	500,000
16.	Increased risk of theft and vandalism of project equipment	Use campus security personnel, and project guards and to guard project materials and equipment together with Ngowe Police Unit Officers.  Stakeholder Engagement especially with stakeholders that can help	Number of reported theft incidents.	Zero cases of theft	Theft cases reports and records.	Contractor and NRC	Ngowe Police Unit and NRC Security Personnel	Throughout construction phase	500,000	200,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		with security issues								
17	Increased Risk of Child Labour	<p>Develop a Child Labour Management Plan for the project.</p> <p>Implement the Child Labour Mgt Plan</p> <p>Employ adults only</p> <p>Check national IDs before employing candidates</p>	Number of Children employed by the project.	Zero number of children employed.	Records of People employed by the project.	Contractor and NRC	Natural Resources College, Community Leaders, Lilongwe District Council Labour Office and Ministry of Labour.	Construction phase	500,000	200,000



Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
18.	Increased Risk of gender-based violence and sexual harassment, SEA	Develop Gender Based Violence Management Plan  Implement the GBV Mgt Plan	Number of cases of Gender-Based Violence	Zero cases of Gender-Based Violence.	Records of Gender-Based Violence cases	Contractor and NRC	Lilongwe District Council Social Welfare Office, Ministry of Gender and NRC	Throughout construction phase	1,500,000	500,000
		Report Defilement	Number of Defilement cases	All	Records of defilement cases	Contractors, NRC	Community, Lilongwe District Council Social Welfare Office, Ministry of Gender and NRC	Throughout the construction phase	Inclusive	Inclusive
<b>Impacts from Demobilization Phase</b>										
<b>Positive Impacts</b>										

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
1.	Reduced level of noise pollution	Conduct demobilisation activities after class hours.	Level of noise from the project site.	Zero noise level.	Indicators of noise levels recorded.	Contractor and NRC	Lilongwe District Environmental and Social Committee and Local Leaders	Demobilisation phase of the project	1,000,000	500,000
2.	Reduced level of air pollution	Carry out soft and hard landscaping after construction works to reduce risks of further dust emissions.	Landscape project area.	No case of air pollution reported from surrounding communities.	Records of case reports of air pollution.	Contractor and NRC	Lilongwe District Environmental and Social Committee, Developer (NRC), and Local Leaders	Demobilisation Phase	1,000,000	500,000
<b>Negative Impacts</b>										
3.	Increased risk of poor waste management	Dispose wastes in designated places. Sell Scrap metals and other	Clean project site and surrounding areas.	No case of poor waste management recorded.	Report on project site waste management.	Contractor and NRC	Lilongwe District Environmental and Health Office and Developer.	Demobilisation phase	1,000,000	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		construction wastes for re-use where possible.								
4.	Decreased jobs/employment and business opportunities	Sensitize employees and local business personnel on project duration	Number of reported business and employment loss.	Zero cases of employees not being paid their gratuities after the project phased out.	Detailed retrenchment plan for project workers.	Developer (NRC) and Contractor	Ministry of Labour and Lilongwe District Labour Office.	Demobilization Phase	500,000	200,000
<b>Impacts from Operational Phase</b>										
<b>Positive Impacts</b>										
1.	Increased student numbers enrolled for tertiary education	Employ more academic and non-academic staff to meet the demand of all students enrolled.	Students being enrolled at NRC	Students' enrolment should be 100%.	Records of number of students enrolled.	Natural Resources College (NRC)	Ministry of Education and National Council for Higher Education (NCHE)	Once a year throughout operation phase	1,000,000	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
2.	Improved learning facilities modern Fashion Design and Learning Complex	Maintain the complex building and its equipment in good conditions.	Continuous use of the Fashion Design and Learning Complex by NRC students and Staff.	Maintaining good standard of infrastructure.	Clear maintenance plan of the Fashion Design and Learning Complex.	Natural Resources College	Ministry of Education	Throughout Operation Phase	1,000,000	500,000
3.	Increased employment opportunity	Employ more people from communities around project site including unskilled labourers.	Number of skilled and unskilled individuals from surrounding communities employed.	95% employment of unskilled labourers and at least 15% of skilled labourers from surrounding communities.	Records of member of staff and supporting staff employed	Natural Resources College	Ministry of labour and Lilongwe District Council Labour Office.	Throughout Operation Phase	400,000	500,000
4.	Increased local businesses	Give Local business people opportunity to supply foodstuffs to Natural	Inventory of locally procured materials.	At least 50% of local materials should come from communities around NRC	Records of locally procured materials.	Natural Resources College and Local Community	Lilongwe District Council	Throughout Operation Phase	500,000	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		Resource College.								
<b>Negative Impacts</b>										
5.	Increased solid wastes	Place adequate rubbish bins and pits at designated places around the Fashion Design and Learning Complex.  • Explore possibilities of solid wastes recycling.	Presence of rubbish bins and pits.  Volume of waste disposed in designated place	Well managed solid waste Disposals.	Records of solid waste management and disposition in designated place.	Contractor and NRC	Lilongwe District Council Environmental Health Office.	Operation phase	1,500,000	1,000,000
6.	Increased generation of liquid wastes	Connect sanitary facilities like toilets and washing rooms to the existing college	Presence of well-connected sanitary facilities to existing sewer line system.	Training waste handlers and zero effluent spillages.	Records of effluent spillages.	Contractor and NRC	Lilongwe District Council Environmental Health Office.	Operation phase	1,500,000	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		<p>sewer-line system.</p> <p>Install heavy duty drain PVC pipe tubes encased in concrete surround.</p> <p>passing under the buildings and driveway</p> <p>Regular Inspect and clean college sewer system regularly and</p> <p>Construct double chambered septic tanks for disposal of liquid wastes.</p>								

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
7.	Increased risk of fire incidents	Provide of fire extinguishers and place them at strategic points of the building.  Designate a fire assembly point, and  Incorporate fire-fighting equipment in the building designs.	Number of fire incidents reported	Zero fire incidents	Records of fire incidents	Natural Resources College and contractors	National Construction Industry Council (NCIC) and Lilongwe District Council Fire Department	Throughout operation phase	1,000,000	500,000
8.	Increased water demand	Install water-conserving taps that turn off automatically when water is not in use.  • Encourage water recycling.	Cases of College water taps drying up.	Zero incidents of college water taps drying up.	Records of water taps drying up.	Natural Resources College	Ministry of Water and Sanitation, Ministry of Education and National Water Resource Authority (NWRA)	Throughout operation phase	1,000,000	500,000

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
9.	Increased energy demand	Use modern energy-conserving electric lamps for general lighting.  Use solar power as an alternative source of energy	Cases of Campus Blackouts.	Zero cases of Campus blackouts.	Records of Campus Blackouts.	Natural Resources College	Ministry of Energy, Ministry of Education, Electricity Supply Corporation of Malawi (ESCOM) and Lilongwe District Council	Throughout Operation Phase	Inclusive	Inclusive
10	risk of excessive water and electricity water bills	<b>Water</b>  Educate contractor employees on water-saving practices, like turning off taps when not in use.	No of efficient education meetings  No of people targeted in sustainable use of	3  50	Records and reports	Natural Resources College	Ministry of Energy, Ministry of Education, Electricity Supply Corporation of Malawi (ESCOM) and Lilongwe	Throughout the construction and operation Phase	Inclusive	Inclusive



Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		<p>Implement systems to collect and use rainwater for construction</p> <p><b>Electricity</b></p> <p>Use energy-efficient appliances and LED lighting to reduce electricity consumption.</p> <p>Install smart thermostats and timers to control heating, cooling, and lighting based on occupancy and need.</p>	<p>water and energy meeting</p> <p>Efficient water and energy methods implemented</p> <p>No of inspection</p> <p>No of alternative to water and energy</p>	<p>2</p> <p>Quarterly</p> <p>2</p>			District Council			

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
		<p>Regularly inspect electrical systems for inefficiencies or faults.</p> <p>Invest in solar panels or other renewable energy sources to supplement electricity needs.</p> <p>Peak Load Management</p> <p>Encourage energy-saving behaviors,</p> <p>Have electricity and water use bills sharing agreements</p>								

Item	Potential Risk / Impact	Recommended Enhancement or Mitigation Measure	Performance Indicator	Target	Means of Verification	Responsibility for Enhancement or Mitigation	Responsibility for Monitoring	Timeframe	Mitigation Cost (MWK)	Monitoring Cost (MWK)
	Increased risk from natural hazards such as flooding and cyclones due to climate change	Design and construct climate change and hazard resilient Fashion Design and Learning Complex	Incidents of climate-related damage	Zero climate – related/induced incidents	Monitoring records	Natural Resources College	Lilongwe District Council, Department of Climate Change, Lilongwe Disaster Risk & Management Desk Officer	Throughout the operation Phase	1,500,000	1,000,000
	Increased risk of GBV, SH and SEA	Develop Gender Based Violence Management Plan  Implement the GBV Mgt Plan	Number of cases of Gender-Based Violence	Zero cases of Gender-Based Violence.	Records of Gender-Based Violence cases	Contractor and NRC	Lilongwe District Council Social Welfare Office, Ministry of Gender and NRC	Throughout construction phase	1,500,000	500,000
		<b>Total Estimated Cost in MK</b>							<b>22500000</b>	<b>11900000</b>

## **6 IMPLEMENTATION ARRANGEMENTS**

### **6.1 Implementation Arrangements**

Once the Fashion Design and Learning Complex enters into the construction and operational/maintenance phase, the contractor and developer (NRC) have to oversee the monitoring role of environmental and social management at the project site. While it is critical to address negative impacts, NRC and the contractor should also proactively enhance project benefits in consultation with the affected people, and other stakeholders.

The Ministry of Education Project Implementation Unit (PIU) and Natural Resources College will be the implementing institutions for the Fashion Design and Learning Complex. The PIU will ensure funds are mobilised to NRC and the Contractor and Consultant. The World Bank is the financier of the project. The PIU will be maintaining the project account to receive and utilize funds from the World Bank and preparing financial reports. As part of their oversight, NRC should ensure that the necessary funds and resources are readily available to avoid unnecessary delays or suspension of work. In liaison with the PIU, the NRC will undertake procurement of goods and services. The PIU should at least include a full-time project coordinator, a procurement specialist, a financial management specialist, a social and environmental specialist, and an M&E specialist. NRC as a beneficiary of the Fashion Design and Learning Complex should also have a project coordinator, and environmental and social safeguards specialist who will be responsible for regular Environmental and Social Safeguards (E&S) reporting and monitoring. At a minimum, the reporting will include:

- the overall implementation of E&S risk management instruments,
- any environmental or social issues arising as a result of project works and how these issues will be remedied or mitigated,
- OHS performance (including incidents and accidents),
- community consultation updates,
- public notification and communications,
- progress on the completion of project works, and
- Summary of grievances/beneficiary feedback received, actions taken and complaints closed out.
- Reports from NRC will be submitted to the PIU at the Ministry of Education where they will be assembled and submitted to the World Bank every quarter.

The PIU, NRC and Contractor should collaborate with other responsible stakeholders such as the Malawi Environment Protection Authority to implement mitigation and monitoring measures in accordance with provisions, time frames, and requirements set out in the ESMP. The Environmental District Officer (EDO) for Lilongwe will be greatly involved in monitoring for compliance with ESMP recommendations. NRC and contractor should also collaborate with affected people, local leaders, community members and experts/researchers on coordinating responsibilities and arrangements for specific mitigation and monitoring activities within ESMP. The effectiveness of each mitigation activity should be revealed through regular Project Monitoring and Reporting. Details of the implementation arrangements, roles and responsibilities of each stakeholder are outlined in Table 3.

**Table 3: Implementation Arrangements**

Responsible Party	Role and Responsibilities
National level (Malawi Environment Protection Authority, Ministry of Education and PIU)	<ul style="list-style-type: none"> <li>• Planning and implementation of the ESMP.</li> <li>• Ensuring that social and environmental protection and mitigation measures in the ESMP are incorporated into site-specific Environmental and Social Action Plans.</li> <li>• Ensuring that the District Environment Sub-Committee (DESC) guided by the Environmental District Office is provided with relevant resources to oversee the implementation of the ESMP.</li> <li>• Supervision and monitoring of the progress of activities of contracted consulting engineers for the implementation of different components of the ESMP.</li> <li>• Responsible for modifications to the ESMP when unexpected changes are observed during implementation.</li> <li>• Reporting of incidents (Authorities, WORLD BANK).</li> <li>• Ensure submission of periodic environmental and social management and monitoring reports to the World Bank.</li> <li>• Provision of permits related to site activities e.g working at height, confined space, incident Investigations,</li> <li>• Promote improved social and environmental performance through the effective use of management systems; and</li> <li>• External communication with other implementing partners, government ministries and agencies, and non-government organizations on the matter of mutual interest related to environmental management under project development</li> <li>•</li> </ul>
MEPA	<ul style="list-style-type: none"> <li>• Monitoring the implementation of integration of environmental and social issues into the project</li> <li>• Advising the project on environmental issues</li> <li>• Issuing environmental-related permits and certificate</li> </ul>
NRC	<ul style="list-style-type: none"> <li>• Managing the implementation of the project including the Environmental and Social Management Plan</li> <li>• Provision of overall supervision of the project implementation starting from the planning phase through the construction phase and decommissioning phase to the operation phase.</li> </ul>

Responsible Party	Role and Responsibilities
	Ensure that all the bidding and contract documents including all relevant E&S Management provisions as per screening forms and ESMP.
District level (NRC with assistance from the DESC)	<ul style="list-style-type: none"> <li>Local field staff will be expected to provide training to local contractors and communities on relevant environmental and social mitigation measures.</li> <li>Writing progress reports of the project implementation at the national level.</li> <li>Overseeing daily project implementation and provision of monitoring services on implementation of environmental and social impact mitigation measures.</li> <li>Help to resolve concerns of workers with respect to project implementation.</li> </ul>
Contractors	<ul style="list-style-type: none"> <li>Take all necessary measures to protect the health and safety of workers and community members during project implementation.</li> <li>Avoid, minimize or mitigate any environmental harm resulting from project activities.</li> <li>Ensure that all the requirements and standards of the project are met during project implementation.</li> <li>Writing progress reports on the project implementation.</li> <li>Comply with the project's environmental and social impact mitigation and management measures as indicated in ESMP and contract documents including international and national legislations.</li> <li>Help to resolve concerns of workers, concerning project implementation.</li> </ul>

## 6.2 Proposed Training and Capacity Building

The training and capacity building are essential in the effective implementation of the proposed construction project and the environmental and social risk management measures outlined in this ESMP at Natural Resources College (NRC). These trainings are aimed at equipping the groups with skills in monitoring and management of the social and environmental impacts that will come during project implementation. In addition, these trainings will also ensure that the ESMP provisions are efficiently and effectively implemented. Based on the assessment of the institutional capacity of different agencies that will be involved in the implementation of the ESMP, the following broad areas of capacity building have been identified and recommended by consultants and other stakeholders for the effective implementation of this ESMP.

- ESF Requirements
- Roles and responsibilities for environmental and social issues

- Occupational health and safety
- Labour requirements
- Emergency prevention and preparedness and response arrangements to emergencies
- Managing GBV/SEA risks
- Training for education establishment employees, students and local communities, particularly women:
- The function of the GRM and Grievance Redress Committees
- GBV/SEA provisions and referral pathways
- Road safety and community health and safety
- Gender Based Violence (GBV) and Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) Management
- Environmental Health & Safety (EHS)
- Stakeholder Engagement Plan (SEP)

As much as possible, training on E & S risk management will be integrated into the project cycle from the planning, construction, operational and monitoring phases. Given the need to raise awareness among project workers, students and staff of NRC and other stakeholders at a local level, information will follow a cascading model and flow from the national level, district, College level, and project workers to the local communities as the project progresses. Table 4 presents a detailed approach to the proposed training and capacity-building areas of focus. To minimise costs the training sessions will as much as possible utilise existing structures for the different target groups. For example, these can be scheduled along planned gatherings in the nearby village, student union gatherings, meetings of DESC for Lilongwe, briefing sessions for contractors' staff and alongside staff meetings of NRC.

**Table 4: Roles and Responsibilities**

Level	Responsible Personnel	Audience	Topic/Themes that May be Covered	Estimated Cost (MWK)
National Level	World Bank Consultant	<ul style="list-style-type: none"> <li>PIU staff</li> <li>NRC staff</li> <li>Consultants</li> <li>Malawi Environment Protection Authority staff</li> </ul>	<p>ESMF and approach:</p> <ul style="list-style-type: none"> <li>- Identification and Assessment of E&amp;S risks</li> <li>- Selection and application of relevant E&amp;S risk management measures/instruments</li> <li>- E&amp;S monitoring and reporting - Incident and accident reporting</li> </ul>	4,000,000
District Level	NRC PIU Consultant	<ul style="list-style-type: none"> <li>DESC members to be involved in the project management</li> <li>Contractor</li> </ul>	<p>ESMF and approach:</p> <ul style="list-style-type: none"> <li>- Identification and assessment of E&amp;S risks</li> <li>- Selection and application of relevant E&amp;S risk management measures/instruments</li> <li>- E&amp;S monitoring and reporting</li> </ul> <p>Incident and accident reporting</p> <p>Application of SEP and the grievance/beneficiary feedback mechanism</p> <p>Gender Based Violence (GBV) and Sexual Exploitation and Abuse (SEA) and Sexual Harassment (SH) Management</p>	4,000,000
Project Level	Malawi Environment Protection Authority, EDO  NRC Contractor Environmental Officer	<ul style="list-style-type: none"> <li>NRC staff</li> <li>NRC students</li> <li>Project workers</li> <li>Contractor's staff</li> </ul>	<p>DRR/DRM concepts and applications</p> <p>Environmental and Social Audits.</p> <p>Application of Labour Management Plan including Code of Conduct and incident reporting.</p> <p>Management of Gender Based Violence, sexual harassment and abuse, child labour and sexual exploitation.</p> <p>Overview of Child Labour Management Plan.</p> <p>Application of SEP and the beneficiary feedback/ grievance mechanism.</p>	4,000,000
Local Community level	Contractor  NRC Project Coordinator and E&S officer	<ul style="list-style-type: none"> <li>Local leaders</li> <li>Community members.</li> </ul>	<p>An overview of Community Health and Safety Hazards in construction.</p> <p>HIV and other STI prevention measures.</p> <p>COVID-19 mitigation measures.</p> <p>Use of fire-fighting equipment.</p> <p>Workers' Grievance Redress processes.</p> <p>Workers' code of conduct at work.</p> <p>Use of different warnings and informative signs at construction sites.</p> <p>How to use Personal Protective Equipment (PPEs).</p>	2,000,000
<b>TOTAL ESTIMATED COST</b>				<b>14,000,000</b>



### 6.3 Estimated Budget

Table 5 provides a summary of the ESMP implementation budget for the construction project of the Fashion Design and Learning Complex at NRC.

**Table 5: Summary of ESMP Implementation Budget**

<b>Sn</b>	<b>Activity / Cost Item</b>	<b>Potential Cost (MWK)</b>
1	Cost for acquisition of different permits and clearance of other imported goods and services.	10,000,000.00
2	Training for staff (Transport, venue, refreshments, stationary etc)	10,000,000.00
3	Transport and accommodation budget for environmental and social staff site visits.	5,000,000.00
4	Implementation of mitigation measures	22500000
5	Monitoring costs	11900000
6	Training for contractors and local leaders (venue, refreshments, transport, stationary etc.)	4,000,000.00
7	Personal Protective Equipment (PPEs) procurement	2,000,000.00
8	Printing of awareness-raising materials and grievance redress materials.	1,000,000.00
9	External monitoring and consultant supervision	4,000,000.00
10	Procurement of software for data collection, supervision, monitoring and grievance redress.	5,000,000.00
11	Environmental and Social staff for different levels	4,000,000.00
<b>TOTAL</b>		<b>78,400,000.00</b>

## **7 STAKEHOLDER ENGAGEMENT, GRIEVANCE REDRESS MECHANISM, DISCLOSURE AND CONSULTATION**

### **7.1 Stakeholder Engagement and Consultation at all project phases**

The engagement of stakeholders is crucial during the development of an Environmental and Social Management Plan and project implementation. It ensures that all the relevant stakeholders are well informed, and involved and contribute to the decisions throughout the project life cycle. These stakeholders include government agencies and ministries, non-governmental organizations (NGOs), local leaders, community members, members of staff and students. All stakeholder engagement and consultation were guided by the Stakeholder Engagement Plan (SEP) that has been prepared for the SAVE Project, based on the World Bank's Environmental and Social Standard 10 (ESS10) on Stakeholder Engagement. The SEP can be found at <https://documents1.worldbank.org/curated/en/314131616158364147/pdf/Stakeholder-Engagement-Plan-SEP-Skills-for-A-Vibrant-Economy-Project-P172627.pdf>.

Various approaches were used during stakeholders' engagement including meetings with local and college authorities, students and members of the community to discuss project impacts and mitigation measures. Interactive sessions with PIU, NGOs and government agencies and ministries to discuss technical aspects of the project. Questionnaires were used as a tool to collect feedback and concerns from stakeholders. The meetings were held with representatives of Ministries of Education, Labour, Gender, Youth and Sports at a national level, Lilongwe District DESC members, members of staff at NRC and students, local leaders and community members from villages around Natural Resources College. The attendance registers, issues raised, and roles of different stakeholders in ESMP implementation are presented in Appendices 10 to 14. The consultative meetings were held on the 9<sup>th</sup> of June 2023 at a national level, the 12<sup>th</sup> of June, 2023 NRC Supporting Staff, Students and community members and the 13<sup>th</sup> of June 2023 Lilongwe DESC (Figure 6-1). In addition, the SAVE Project has a Stakeholder Engagement Plan (SEP) based on the World Bank's Environmental and Social Standard 10 (ESS10) on Stakeholder Engagement.<sup>1</sup> The SEP and the Environmental and Social Commitment Plan (ESCP) have both been disclosed.<sup>2</sup>

The feedback on this ESMP should be sent to: The Principal, of Natural Resources College, Lilongwe. The feedback can also be sent to the Education Secretary, Ministry of Education, Capital Hill, Lilongwe, Malawi.

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<sup>1</sup> <https://documents1.worldbank.org/curated/en/314131616158364147/pdf/Stakeholder-Engagement-Plan-SEP-Skills-for-A-Vibrant-Economy-Project-P172627.pdf>.

<sup>2</sup> <https://www.education.gov.mw/index.php/edu-resources/documents-and-publications/category/3-save-project?download=8:environmental-and-social-commitment-plan-escp-save-project>.

**Figure 2: Stakeholder Consultative meetings for Natural Resources College**



The following are key issues raised during stakeholder consultations (Table 6) in the development of this ESMP.

**Table 6: Matrix of Key Issues raised during Stakeholder Consultations**

No	stakeholders	Key Issue Raised	Response Given
1.	Academic staff and support staff	Preference for construction of upstairs buildings and consideration for this in the designs	This is already in the planned project design
		Consideration improving water conservation considering that the College experiences frequent water shortages, despite having boreholes.	A contractor will be advised to design water conservation systems e.g. automatic self-switching taps.
		Need to design a sewer system to accommodate waste from hides, dye, fabric and skin processing.	The Design Engineer will estimate the quantity of waste to be generated and prepare suitable sewer system designs
		Contractor to note concerns from local community members who complained that once there are projects at NRC, they are not considered for employment. But need when NRC students want to do research in the villages.	The contractor will be requested to follow Malawi labour laws and NRC will monitor that the contractor follows the labour laws

No	stakeholders	Key Issue Raised	Response Given
		Members wanted to know how waste coming from the tannery would be handled to ensure that poultry, cattle and piggery were protected from diseases.	A Waste Management Plan will be developed for the Complex
		College clinic be involved in the project	The consultant noted and will be included in the ESMP
2.	Students	Students wanted to know where classes would be conducted during rehabilitation work.	College Management will be advised to revise the timetable and allocation of lecture rooms and laboratories
		Members wanted to know how dust from the construction site will be managed so that students are not affected by it (dust).	During the construction, the dust will be suppressed by spraying water
		Members recommended that awareness campaigns be planned to teach about STIs	There are awareness campaigns lined up and will be incorporated into the ESMP and C-ESMP
3.	Communities Around NRC (GVH Masakamila)	Communities complained that they do not benefit from opportunities at NRC. Members said that the only time the villages are recognized is when NRC students go to the villages for their research.	Some locals with skill and without skills will be employed in the project and this will be included in the ESMP.
		The community members especially men raised fear of losing their women to the contractor and workers at the project	The project deters contractors and workers from disrupting marriages and all workers will sign a code of conduct for them not to disrupt the marriages.
4.	Lilongwe DESC	Waste Management plan: A lot of wastes will be generated from the proposed food processing plant, therefore, there is need for a good waste management plan.	A Waste Management plan will be developed and will make part of ESMP and C-ESMP
		Noise will be produced from the fashion design and learning complex and sound from pigs, how will the noise be mitigated?	The noise will be mitigated by using equipment with low noise and regular maintenance of the equipment
		ESMP report. The council would love to have a copy of the ESMP.	The ESMP will be shared to Lilongwe DESC for disclosure and for monitoring
		Replacement of the cut-down trees. Members want the trees that would be cut in the SAVE projects to be replaced as per national regulation.	The project will replace 1 tree cut with 10 trees

As a college, it is a value addition to animal farming as the skin, hides and leather that used to be thrown away will now be put to economical use by producing products such as shoes.

### 7.3 Grievance Redress Mechanism and Disclosure

A Grievance Redress Mechanism (GRM) embedded in the ESMP is a structured process for addressing complaints and concerns from the stakeholders affected by the project's environmental and social impacts. Table 7 presents some of the key components of a GRM developed for the project.

**Table 7: Key Components of a GRM**

SN	GRM Component	Discussion
1	Access and Awareness	To ensure that all stakeholders are aware of the GRM and how to access it.
2	Transparency	Clear procedures and timeline for addressing grievances.
3	Confidentiality	Protecting the identity of complainants if requested.
4	Documentation & Reporting	Keeping accurate records of grievances and actions taken.
5	Responsiveness	Timely and appropriate responses to grievances.
6	Fairness & Objectivity	Ensuring the impartiality in resolving grievances.

The contractor should establish workers GRMC and ensure that it handles workplace grievances. Grievances shall be reported anonymously through grievance boxes to be provided or directly to the GRMC leadership (depending on the level of confidentiality required). This will help to ensure that project workers have the opportunity to lodge complaints when they feel infringed in their course of duty. Grievances shall be responded to within 7 days of being lodged.

All workers shall be informed of the GRMC and the procedures involved. This committee will ensure fair resolution of all complaints within the prescribed timeframes. Grievances of students and staff members should be handled by the NRC GRM committee (Appendix 15) The GRMC will handle all work-related grievances arising during project implementation. Some of the examples of grievances that may come from workers during project development include unfair dismissal from work and discrimination, corruption and theft cases, lower and delayed wages, long working hours, gender-based violence and Sexual exploitation. The following are the stages in which the Grievance Redress Mechanism will follow when addressing workers' grievances: **Stage 1:** Complaint uptake, **Stage 2:** Assessment, analysis and response, **Stage 3:** Resolution and closure, **Stage 4:** GRM Registry and **Stage 5:** GRM Evaluation. All Criminal issues will be referred to the police. If the PAP is not satisfied with the resolution of the committee the case shall be referred further to a higher GRC committee.




## 8 APPENDICES

### Appendix 1: ESS Screening Form for NRC

NRC

**Environmental and Social Screening Form for Screening of Potential  
Environmental and Social Impacts of SAVE activities**



**Government of the Republic of Malawi**  
**Ministry of Education, Science and Technology**  
**Skills for a Vibrant Economy (SAVE) Project**  
**Environmental & Social Screening Form**

Guidelines: Site inspection of project site. The evaluation results to be a consensus of at least three officials.

Project Name:	Fashion design & Learning Complex		District:	Lilongwe
Project Location:	NRC		Nature/Size	Lilongwe 2,500 m <sup>2</sup>
Name & Signature of Evaluator:	P. Omer - [Signature] T. Ndoma - [Signature]		Date of Field Evaluation	12/08/2022

	Appraisal	Stage of EHS potential impact/risk/issue		Significance	Potential Mitigation Measures
		Yes / No	Construction		
1.0 Environmental Screening					
Will the project generate the following impacts					
1.1 Loss of trees/vegetation/biodiversity	Yes	✓		low	- Tree Planting - Limiting the cleared area to the effected
1.2 Soil erosion/siltation in the area	No				
1.3 Pollution to land-diesel, oils	No				
1.4 Dust emissions and increased particulate matter	Yes	✓		low	- Use covered truck - water work sites - Provide PPE
1.5 Solid waste generation	Yes	✓	✓	low	- Reuse the waste - Provide bins
1.6 Liquid wastes and waste water generation	Yes	✓	✓	low	- Pit latrine - Provide spill tray - Re-use
1.7 Introduction of hazardous chemicals and wastes	Yes	✓	✓	low	- Use experts to handle chemicals - Dispose chemical to designated site

1.8	Borrow pits and pools of stagnant water	Yes	✓		Low	-Refilling after construction -Install Signage
1.9	Rubble/heaps of excavated soils	Yes	✓		Low	-Refilling after construction
1.10	Invasive tree species	No				
1.11	Long term depletion of water	No				
1.12	Reduced flow of water sources	No				
1.13	Nuisance from noise and vibrations	Yes	✓	✓	Low	-Hoarding Fence -Sound proof materials
1.14	Loss of soil fertility	No				
1.15	Incidence of flooding	No				
1.16	Increased Energy use	Yes		✓	Low	-Alternative sources of energy -Energy efficient equip
1.17	Increased demand and/or portable water use	Yes		✓	Low	-Provision of water tank -Utilize use of B/h
1.18	Increase emergence of man-made and natural disasters e.g. fires etc.	No				
2.0	Cultural, Social and Economic Screening					
	Will the project generate the following negative social and economic impacts?					
2.1	Loss of land to households	No				
2.2	Loss of properties – houses, structures	No				
2.3	Loss trees, fruit trees by households	No				
2.4	Loss of crops by people	No				
2.5	Loss of access to river/forests/grazing area	No				
2.6	Impact cultural site, graveyard land	No				
2.7	Conflicts over use of local water resources	No				
2.8	Disruption of important pathways, roads	No				
2.9	Loss communal facilities – churches	No				
2.10	Loss of livelihood system	No				
2.11	Blockages to footpath/roads	No				



2.12	Bring resettlement issues	No				
2.13	Spread of HIV/AIDS and other STIs	Yes	✓	✓	Medium	- Sensitization meet - Provide condom
2.14	Spread of Covid-19	Yes	✓	✓	Low	- Wear mask & sanitiz
2.15	Occupational safety and health issues	Yes	✓	✓	Medium	- PPE and kits - Provide signage
2.16	Increase exposure of Hazardous chemicals and wastes	Yes		✓	Medium	- Provide PPE - Sensitization mee
2.17	Safety issues with respect to poor building designs	No				
2.18	Exclude other users especially disabled and vulnerable with respect to poor building designs	No				
2.19	Increased GBV and SEA	Yes	✓	✓	Medium	- Sensitization on GB - Men & women empower
2.20	Increased violence against children	No				

#### Overall evaluation of Screening Exercises.

The results of the screening process would be either the proposed sub - projects would be exempted or subjected to further environmental and resettlement assessments. The basis of these options is listed in the table below:

Review of Environmental Screening	Tick	Review of Social and Economic Screening	Tick
1. The project is cleared. No serious impacts. (When all scores are "No" in form), though the bids/contracts still would have standard EHS clauses		1. The project is cleared. No serious social and economic impacts. (Where scores are all "No", "few" in form) though the bids/contracts still would have standard clauses on addressing emerging social and economic issues	
2. There is need for further assessment -ESMP or ESIA (when some score are "Yes, High" in form), as determined by MEPA		2. There is need for resettlement/ compensation. (When some score are "Yes, High" in form ) including need for ESMP or ESIA as determined by MEPA	
Approval by Environmental officer/ Name: <u>Tadala Senderera</u>		Approval by Director of Planning and Development Name: <u>Willard Chum</u>	
Signature: <u>[Signature]</u> Date: <u>15/08/22</u>		Signature: <u>[Signature]</u> Date: <u></u>	



**NOTES:**

1. The DPD shall ensure that a completed form is filed within project file immediately after endorsement. Environmental Officer may keep a duplicate.
2. Project Management Committee will maintain a copy of completed form
3. It is the duty of Director of Planning and Development and Environmental Officer to ensure mitigation measures outlined in form are implemented.
4. An Environmental Officer shall prepare a monthly monitoring report on implementation of mitigation measures.
5. The mitigation measures shall be sourced from expert knowledge, stakeholder consultations, EHS guidelines etc.
6. The bids/contracts still would have standard EHS clauses
7. The screening form will be updated prior to use, to reflect a more final set of EHS potential impacts/risks/issues

## Appendix 2: Full Project Scope



*Knowledge Innovation and Excellence*

**LILONGWE UNIVESITY OF AGRICULTURE & NATURAL RESOURCES (LUANAR)**

**FULL PROJECT SCOPE DOCUMENT**

**PROPOSED NEW INFRASTRUCTURE PROJECTS  
AND REHABILITATION OF EXISTING BUILDINGS  
AT BUNDA COLLEGE (BC) AND NATURAL RESOURCES COLLEGE (NRC)**

**UNDER**

**WORLD BANK'S**

**SKILLS FOR A VIBRANT ECONOMY (SAVE) PROJECT**

**Compiled by**

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**LUANAR's Estates & Infrastructure Development Office**

*Knowledge, Innovation & Excellence*

## INTRODUCTION

This document describes the full scope of works on Infrastructure projects to take place at Lilongwe University of Agriculture and Natural Resources (LUANAR) at its campuses, Bunda College and Natural Resources College (NRC) under the World Bank project of Skills for A vibrant Economy (SAVE).

This full scope of works document is part of the Terms of Reference for the design and supervision consultants who will be hired from inception to design, tender documentation, contract administration and supervision on site. The consultant will be expected to work in close liaison with the Lilongwe University of Agriculture and Natural Resources (LUANAR)'s Estates and Infrastructure Development Office in execution of the following works;

### A. BUNDA COLLEGE CAMPUS

### B. NATURAL RESOURCES COLLEGE CAMPUS

(g) Construction of a Fashion Design and Learning Complex at Natural Resources College (NRC). The facility will have 3 distinctive sections;

#### a. An Auditorium Area

- i. An auditorium with a seating capacity of 250 people
- ii. A stage with a seating capacity of 30 -40 people
- iii. Sanitary facilities directly accessed from it for Gents and Ladies

#### b. Classrooms Area

- i. 4No. Classrooms with minimum seating capacity of 40 students each. All classrooms to be mounted with LCD projectors and screens. The classrooms will use white-felt boards only and not chalk-boards.
- ii. Each Classroom should have a lecture's office attached to it.
- iii. There should be a Server room for ICT
- iv. Another room for keeping other ICT supporting equipment.

#### c. Specialised Laboratories for Fashion and Studio Area

- i. 3 No. specialised laboratories with proposed seating capacity of 40 students each.
- ii. Each of those laboratories to have preparatory rooms for Technicians of at least 12 square meters each.
- iii. 2 No Design Studios – the internal layout to have logical sequence of events from inlet (of materials) to production/processing of the end product.

The Fashion Design and Learning Complex will also include the following rooms/areas within the facility;

- (a) A conference/meeting room for staff with capacity of 30 people.
- (b) 2No. office for Technicians of at least 12 squares meters each.
- (c) 2No. office for Production Managers of at least 16 squares meters each. (d) A Veranda (Khonde) attached to showcasing Apartments

The facility will also have the following ancillary structures

- (e) A car park for visitors, lecturers, students and staff.
- (f) A stand-by Generator in case of power outages
- (g) A 30,000 litres Water Reservoir in case of water shortages.
- (h) A refuse collection bay

## PROPOSED LOCATION FOR FASHION ANMD DESIGN AND LEARNING COMPLEX AT NRC





## Appendix 3: Other Specific Management Plans

### A3.1 Gender-Based Violence (GBV) Management Plan

#### 1. Introduction

The gender-Based Violence Management Plan outlines how the project will put in place the necessary procedures and mechanisms to address Gender-Based Violence risks and how to address any GBV complaint cases that may arise during project implementation at NRC.

Gender-Based Violence includes sexual exploitation, sexual abuse, and sexual harassment.

- i. *Sexual exploitation*: This is any action or attempt to abuse a position of vulnerability, differential power, or trust for sexual purposes including but not limited to; monetary benefits, socially or politically from the sexual exploitation of another gender during project implementation.
- ii. *Sexual abuse*: This is an action or physical intrusion threat of a sexual nature whether by force or under unequal or coercive conditions.
- iii. *Sexual harassment*: This is any unwelcomed sexual advances, request for sexual favours, and other verbal or physical conduct of a sexual nature.

#### 1.1. Sexual Exploitation, Abuse and Harassment Management Plan

This plan outlines measures that the contractor shall employ to prevent and manage SEA/SH at the workplace. The contractor should assess the risks related to SEA/SH and identify and implement prevention and mitigation measures to address those risks; all these shall be documented.

##### 1.1.1. Code of Conduct

The contractor shall ensure that the code of conduct that includes provisions for addressing SEA/SH and prohibitions against sexual activity with anyone under the age of 18 at the workplace has been developed and communicated to all workers and those who may be affected by the project. The following will need to be implemented for the success of the code of conduct:

- Ensure requirements in the Code of Conduct are clearly understood by all workers signing it.
- Ensure that the Code of Conduct is signed by all those with a physical presence at the project site.
- Ensure that all staff are trained on the behaviour obligations under the Code of Conduct.
- Disseminate conduct (including visual illustrations) at the workplace and discuss with employees.
- Ensure the code of conduct address Sexually Transmitted Diseases (STDs), and prevention of Workplace Sexual Harassment (WSH), Sexual Exploitation and Abuse (SEA), Gender-Based Violence (GBV).
- Ensure that there is a team that will implement the Prevention of Sexual Exploitation, Abuse and Harassment at Workplace procedure.
- Ensure that SEAH prevention and response action plan are prepared before commencement of the construction works.
- Ensure that the code of conduct include sanctions that may be applied if an employee is confirmed as a SEA/SH perpetrator; the sanctions need to be proportional to the violation.
- Ensure that code of conduct be a part of the employment contracts.

### **1.1.2. Training and Awareness**

Training and awareness raising is a strong step toward behaviour change. In order to properly address sexual exploitation, abuse and harassment at workplace, the contractor should ensure that all workers, managers and junior staff are trained and sensitized on the issues. The training and sanitization should also target sub-contractors and suppliers including their workers. The contractor can incorporate Sexual Exploitation, Abuse and Harassment training into the regular Occupational Health and Safety toolbox talk with workers, or it can be a standalone training. The contractor should ensure that training on SEA/SH is thorough and proportional to the SEA/SH associated risk. During project implementation, the contractor should ensure that SEA/SH issues have been communicated to the communities surrounding the project area so that they can learn about the roles and responsibilities of different key stakeholders involved in the project. The processes for reporting allegations of SEA/SH, and the corresponding accountability structures also need to be communicated to the communities. Training of both the communities surrounding the project area and contractor workers allow them to understand the risks of SEA/SH, as well as appropriate mitigation and response measures that have put in place. The contractor should continuously deliver an ongoing basis induction and training on preventing and managing SEA/SH.

At minimum, the contractor will ensure that through training and communication workers and surrounding communities understand the following:

- The meaning of Sexual Exploitation, Abuse and Harassment and how their project can aggravate SEA/SH risks.
- SEA/SH allegation reporting mechanism, accountability structures, and treatment procedures within the workplace and for community members to report cases related to project staff.
- Services available for survivors of GBV.

### **1.1.3. Working Spaces and Safety Facilities**

The contractor should ensure that health and safety facilities should not promote SEA/SH. The contractor should assess the health and safety facilities in order to ensure that:

- There are separate, safe and easily accessible facilities for women and men working on the site.
- Locker rooms and/or latrines should be located in separate areas, well-lit and include the ability to be locked from the inside.
- There is visibly display signs around the project site (if applicable) that signal to workers and the community that the project site is an area where SEA/SH is prohibited.
- As appropriate, ensure public spaces around the project grounds are well-lit.
- If workers are accommodated, the facilities that are provided need to consider a safe space for men and women, for example, separate accommodation and wash facilities.

### **1.1.4. Reporting Mechanism and Service Provision**

To ensure that SEA/SH conduct is prevented and properly managed at worksite, the contractor should ensure that there is proper mechanism of reporting. The contractor should ensure that:

- There is an ethical and safe process of receiving, investigating and addressing all allegations of SEA/SH among workers or surrounding communities.
- There is procedure on how the information will be provided to employees and the community on reporting cases of SEA/SH.



- There is more than one channel of reporting SEA/SH at workplace, for instance the use of whistleblower.
- There is procedure of keeping survivor information anonymously.
- There should be proactive and ongoing awareness raising of the reporting mechanism and how to access it.
- The investigation and response procedures following a report should be clear, and essential services for survivors should be in place. For example, GBV services, health services, and psychosocial support.
- Workers' GRM has been prepared which includes procedure for handling SEAH related allegations.
- The GRM should include processes to refer complaints to the project General Manager.
- There is a contact person/expert for SEAH aspects; he/she should be trained on how to collect SEA/SH cases confidentially and empathetically.
- All SEAH related incidents or allegations are reported immediately (within 24hrs) to the supervision engineer.

#### **1.1.5. Confidentiality**

The contractor should ensure that the team handling SEA/SH complaints are professional and ethical. It is essential that the confidentiality and safety of survivors be protected by not revealing the information to the third party without the owner's consent. The contractor should ensure that the information collected should not be more than the following related to the SEA/SH allegation:

- The nature of the complaint (what the complainant says in her/his own words without direct questioning);
- If, to the best of the survivor's knowledge, the perpetrator was associated with the project;
- If possible, the age and sex of the survivor; and
- If possible, information on whether the survivor was referred to services

### **1.2. Legislations Related to Gender Based Violence (GBV)**

This section describes legislations applicable to Gender Based Violence issues of the proposed construction projects at NRC.

#### **1.2.1. The National Gender Policy (2015)**

Gender mainstreaming into socio-economic development plans is one of the enablers for sustainable development worldwide. The Sustainable Development Goals (SDGs - II) recognizes the importance of gender and women empowerment in socio-economic development. The National Gender Policy provides guidelines for mainstreaming gender in various sectors of the economy to reduce gender inequalities and enhance participation of women, men and the youth for sustainable and equitable development, as well as poverty eradication in the country. According to the policy, persistent gender inequalities and under-representation of women in decision making positions at all levels, necessitated development and implementation of the gender policy in order to address such gender imbalances and other related issues.

The implementation of the project shall therefore mainstream gender related issues to ensure that beneficial impacts and adverse impacts affecting women and girls are appropriately enhanced and mitigated against, respectively. The project has to integrate consideration of the needs of both

males, females and other vulnerable groups in project activities. The potential considerations could be equal employment opportunities to both male and female during the implementation of the project in order to enhance income for both. In addition, membership for various committees at all levels of the project must advocate for 50:50 representation for both sexes.

### **1.2.2. National HIV and AIDS Policy (2012)**

The policy seeks to address HIV and AIDS issues that have affected socio-economic development especially in the area where the project will be carried out. Economic growth is negatively affected by issues around HIV and AIDS and this includes sectors such as agriculture and tourism. Transmission of HIV and AIDS has been prevalent in cases where there have been migration and an increase in disposable income both of which may result from the proposed construction works at NRC during project implementation. The proposed project shall therefore address the issues of HIV and AIDS and deter transmission by working with relevant stakeholders such as district health officials, faith leaders and local health officials to sensitize communities and project beneficiaries on prevention measures. Further, Information, Education and Communication (IEC) materials on HIV and AIDS should be utilized.

### **1.2.3. The National Gender Equality Act (2013)**

The Gender Equality Act of 2013 promotes gender equality, equal integration, influence, empowerment, dignity and opportunities for men and women in all functions of the society. It prohibits and provides redress for sexual discrimination, harmful practices and sexual harassment. Part IV of the Act also provides quotas in terms of employment opportunities such that an appointing or recruiting authority in the public service shall appoint not less than 40% and no more than 60% of either sex in any department in the public service.

Therefore, when employing people for the implementation of the project activities, the Contractor and the Client will have to ensure that the provisions of this Act are complied with to ensure gender equality in all spheres of socio-economic development. It also emphasizes non-discrimination in labour practices and opportunities, including non-discrimination of physically challenged persons among the categories of vulnerable groups.

### **1.2.4. The Employment Act (1999)**

The Employment Act of 1999 reinforces and regulates minimum standards of employment with the purpose of ensuring equity necessary for enhancing industrial peace, accelerated economic growth and social justice; and for matters connected therewith and incidental thereto. Relevant to the proposed SAVE project at NRC is the set of minimum wage, fair labour practices, non-discrimination, equal remuneration, and prohibition of employment of children. When employing people for the implementation of the project activities, the developer will ensure that the provisions of this Act are complied with.

Therefore, the implementation of the project shall ensure fairness among employees, prohibit any form of discrimination for example bias towards men, equal pay or wage for equal work among employees. It will also emphasize non-discrimination in labour practices and opportunities, including non-discrimination of physically challenged persons among the categories of vulnerable groups.

### 1.3. Conclusion

Ensuring that SEA/SH will be well managed or prevented at the workplace, it is the responsibility of the project contractor to implement programs that will reduce SEA/SH risk. The contractor should ensure that there is code of conduct put in place and signed by all workers. The contractor should also ensure that all workers and surrounding communities where the project is implemented are sensitized of SEA/SH and associated risks. Putting in place reporting system is also crucial. The contractor should ensure that the information provided by the survivor is kept confidential.

#### 8.1.1 A3.2 Workers Grievance Redress Mechanism (GRM)

The SAVE Grievance Redress Mechanism states that typical grievances that are anticipated from the implementation of project include complaints about identification of TEVET students, HE students, TEVET trainers, HE lecturers, delayed wage payments in civil works, poor service delivery including delays, unfair treatment by project staff, lack of information, loss of property, disruption of access paths, corrupt practices, Human rights violations, Sexual exploitation and abuse, child labour and occupational safety issues, gender based violence and sexual exploitation and abuse. It further states that Legitimacy, Accessibility, Predictability, Fairness, Rights Compatibility, Transparency and Capability are the key tenets that will underpin the grievance redress mechanism for the Project.

It is acknowledged that any project may bring conflicts amongst the developer and the affected people or local people where the project is proposed. Conflicts may also arise amongst project workers. A specific Workers grievance redress mechanism should be developed for this project to address any conflict or complaints as outlined below.

The grievance redress procedure for NRC construction Project shall follow a set procedure from lodging of a grievance to its redress. If the Project Affected Person (PAP) is not satisfied with a decision at the end of the process, the complainant will be free to take the grievance to a court of law, as a last resort. However, the complainant is informed that to do so will be at their own expense, unless the court awards damages to the complainant. The decision of the court of law will be final.

The grievances redress mechanism for NRC construction Project should be comprised of a phone number and a desk officer at NRC who will receive the complaints on behalf of a set committee.

The general approach is to seek a solution to the problem at the earliest stage to avoid taking complaints to courts for redress. The following are considered when applying this approach:

- a) Provide straightforward and accessible ways to affected people for making complaints or resolving any disputes that may arise due to the project activities;
- b) Identify and implement appropriate and mutually acceptable actions to address complaints;
- c) Ensure that complainants are satisfied with outcomes of the corrective actions; and
- d) Avoid the tendency to resort to judicial proceedings.
- e) Time Frames for each process below should to be decided by the Committee

#### ***Grievance Redress Process***

Process	Description	Other information
Identification of grievance	Face to face; phone; letter, e-mail; recorded during public /community interaction; others	Email address; hotline number
Grievance assessed and logged	Significance assessed and grievance recorded or logged (i.e. in a reporting book)	Significance criteria: Level 1—one off event; Level 2 – complaint is widespread or repeated; Level 3- any complaint (one off or repeated) that indicates breach of law or policy or this ESMP provisions
Grievance is acknowledged	Acknowledgement of grievance through appropriate medium	NA
Development of response	Grievance assigned to appropriate party for resolution	NA
Response signed off	Redress action approved at appropriate levels	Project staff to sign off
Implementation and communication of response	Redress action implemented and update of progress on resolution communicated to complainant	NA
Complaints Response	Redress action recorded in grievance resolution book Confirm with complainant that grievance can be closed or determine what follow up is necessary	NA
Close grievance	Record final sign off of grievance. If grievance cannot be closed, return to step 2 or refer to recommend third-party for arbitration or resort to court of law.	Final sign off by Contractor and staff in liason with NRC management

***Procedure for Receiving and Responding to Complaints, Grievances, Appeal and Claiming Process***

The grievance mechanism will be disclosed to all staff through information lwafllets and sensitization meetings. All types of grievances will be received by a designated official in person for sorting and processing and providing feedback. Complaints forms will be found at Contractor's Site Office and complaint boxes to be located designated site. The Contractor should provide the details of the procedure for processing the complaint/grievance.

### 8.1.2 A3.3 Code of Conduct (CoC) for Project Workers

The code of conduct aims at preventing social risks within the context of the project. The social risks that may arise include: GBV, VAC, HIV/AIDS, Occupational Health and Safety. The contractors who may be engaged under the project will be required to develop and implement a code of conduct that will commit them to create and maintain an environment which prevents social risks. The contractor will be required to communicate clearly to all those engaged on the project the behaviors which guard against any form of abuse and exploitation in order to prevent social risks. A code of conduct should provide a set of values, rules, standards, and principles outlining what employers expect from staff within an organization. For this project, the contractor shall ensure that the code of conduct that includes provisions for addressing issues surrounding local artisans and prohibitions against engaging in activities that will harm the environment like poor waste management and use of sanitary facilities around the project sites, sexual abuse and harassment and engaging in theft of construction materials in the course of conducting their businesses during project implementation. The code of conduct must also include prohibition against child labour as articulated in Child Protection Act. The following will need to be implemented for the success of code of conduct:

- Ensure requirements in Code of Conduct are clearly understood by all local artisans signing it.
- Ensure that the Code of Conduct is signed by all local artisans that will be involved in project implementation directly or indirectly.
- Ensure that all local artisans are well trained on the behaviour obligations under the Code of Conduct.
- Disseminate conduct (including visual illustrations) at their designated business places around the project sites.
- Ensure the code of conduct address issues of environment protection, child labour, sexual abuse and harassment and Gender-Based Violence (GBV).
- Ensure that there is a team that will be responsible for implementation of a code of conduct for local artisans during project implementation.
- Ensure that the code of conduct should include sanctions that may be applied if a local artisan is confirmed as the perpetrator of prohibitions outlined in the code of conduct; the sanctions need to be proportional to the violation.
- Ensure that the code of conduct is a part of the contracts for local artisans.

### A3.4 Child Protection Management Plan

The overarching goal of the present National Plan of Action (NPA) for Vulnerable Children in Malawi is: To facilitate the care, protection, and development of orphans and vulnerable children in a coordinated manner to provide them with an environment in which they realize their full rights and potentials” Like in many countries, children in Malawi are also facing neglect, exploitation, being used as labour, abuse, and violence.

The objective of this child protection plan is to:

- Ensure that each child in the household around the project area is safe and prevented from suffering harm;
- Promote the child's welfare, health, and development;
- Provided it is in the best interests of the child, to support the family and wider family members to safeguard and promote the welfare of their child.

The most important outcomes of child protection are to prevent violence, abuse, and exploitation, by establishing or supporting a child protection system. The Child Protection Plan must make

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clear to the child, family, and all relevant professionals the exact nature of the concerns which resulted in the child requiring the plan; The Child Protection Plan should set out what work needs to be done, why, when and by whom. The social experts from the social welfare department should ensure that the parents understand:

- The evidence of the child suffering significant harm, or likely significant harm, which resulted in the child becoming the subject of a child protection plan;
- What needs to change;
- What is expected of them in the plan to safeguard the child?

#### **Contents of the plan**

- i. identify things likely to cause harm to the child
- ii. identify how the child can be protected from those things
- iii. ensure the child is kept safe, well cared for, and is prevented from suffering further harm
- iv. support the family or carer so that they can keep the child safe and cared for
- v. state what is expected of parents or carers, children's services, and other agencies.

#### **A3.5 COVID-19 Construction Sites Prevention Guidelines**

Coronavirus Disease 2019 (COVID-19) is an acute respiratory disease caused by a novel Coronavirus (SARS-CoV-2), transmitted in most instances through respiratory droplets, direct contact with cases and also through contaminated surfaces or objects. COVID-19 has previously had a big effect the various development projects including the construction industry. The Implementation of construction work during the COVID-19 Pandemic has marked substantial changes in the way projects are being executed. The contractor should commit to preventing the spread of coronavirus by implementing the preventive measures as recommended by the World Health Organization (WHO) as well as the government of the Republic of Malawi. A comprehensive risk assessment should be done to identify the hazards inherent to the construction and office work to be done by the contractor, identify the people who are/will (be) at high risk of being affected, and evaluate the risks considering the currently existing controls.

The plan should among others to address the aspects listed below:

- What to do if a member of staff or the public with suspected COVID-19 has recently been in your workplace
- What to do when individuals in the workplace have had contact with a confirmed case of COVID-19
- Procedure for cleaning offices and public spaces where there are suspected or confirmed cases of COVID-19
- How to organize meetings or events
- Rules for those returning from international travels
- Strategy on safe sharing of office space and welfare facilities
- PPE usage and handwashing facilities

#### **A3.6 Traffic Management Plan**

The contractor shall be required to set up traffic management plan during construction phase of this project considering that the sewer network activities shall be down right in the Lilongwe city roads and public premises where there is usually presence of heavy traffic. Most likely during the construction phase some areas will be heavily affected by temporary traffic disruptions as the roads may be shut down for that particular period of construction. As such, to avoid

inconveniencing the road users and the general public and potential accidents, Work Zone Traffic Management Plans which include safety are of paramount importance and should be formulated and implemented by the contractor.

Considering the nature of the project, the following may be the overall objectives of the Traffic Management Plan:

- To make the safety of the public a priority at all times,
- To ensure that all road users including pedestrians, cyclists, and motorcyclists and motorists using the adjacent roads are safe always,
- To ensure that traffic is routed conveniently and within minimum inconvenience around the construction site,
- To make sure that the safety of all on-site workers within the construction site is assured.

The main features of the Work Zone Traffic Management Plan may include the following, but not limited to these areas:

**a. Presence of a Site Road Map:**

- i The contractor is obligated to make sure that there is always a clear site layout plan and the site road map highlighting the areas where major traffic load will be envisaged.
- ii The Contractor shall always provide all drivers with a map of the roads authorized for the execution of the works.
- iii The Traffic Management Plan must demarcate public vehicle and pedestrian routes from site vehicles and site worker routes. The plan should further indicate areas for loading, unloading, parking, and exit routes.

**b. Pedestrian Safety:**

- i. The contractor must make sure that there will be uninterrupted movement of pedestrians. If need be, make sure they are told in advance and there is an explanation for such.
  - ii. The storage and loading of construction materials should be away from areas of frequent pedestrian activity like community footpaths, access to any public place or residential area, markets, etc.
  - iii. During the construction activities, the roads in the vicinity of the project site shall be kept clean all the times to secure unhindered pedestrian movement.
  - iv. The trenches excavated for installation of sewage pipeline and construction of manholes should be protected by warning tapes, danger flags and other danger signage to warn public and prevent general access.

**c. Traffic Safety and Control:**

- i. There should be specific indication in site layout plan about general traffic control in the project area, and specific work sites that may require specific traffic control.
- ii. The contract is supposed to install road message signs (sign posting) to warn possible traffic congestion at work area.
- iii. If possible, the contractor should allocate time slots and schedules for construction vehicles to avoid haphazard way of operating with the heavy construction vehicles. And further, all demolition and excavation will be adhering to the allocated time slots to avoid traffic congestion.

- iv. Road closures of short durations must be done where possible only during non-peak hours, for example during afternoon.
- v. The road closures must be initiated in a manner that allows the traffic to slow down at least 500 m ahead of such closures.
- vi. In cases of road closures, alternative traffic route should be provided to control traffic congestion and public inconvenience.
- vii. All detour must include following requisites:
  - The nearby community members must be informed prior to detouring the road by the contractor. Tentative timeline of such detours must also be provided to the community members.
  - Location of access roads /detours shall be done in consultation with the local community especially in important and sensitive environments such as school crossing, markets etc.
  - Traffic divergent should be demarcated through appropriate informatorily road signs. Such detours should also have adequate safety measures such as temporary signaling system, warning signs and regulatory signs, humps.

**d. General Traffic Accident Prevention Measures:**

- i. All the drivers employed by the Contractor should have valid driving license.
- ii. All the drivers must be fully sensitized about the speed limits and the need for strict compliance to the safety rules.
- iii. Regular speed monitoring of construction vehicles respective to the guidelines need to be conducted.
- iv. All traffic related issues should be recorded on daily basis. Action should be taken to avoid any disturbances to the public immediately by the Project Contractor. When road accidents it has to be reported to the relevant authority.

In view of the Traffic Management Plan, some of the warning signs (symbols or text) during construction are shown below but not limited to these:

- Provision of stop-go flagmen shall be deployed to ensure the safe interaction of pedestrian and vehicles;
- Ensure “men working” signs be placed 200 meters before the area of which works are being conducted. Similarly, “Road Narrows” and “No Overtaking” signs;
- Ensure speed Limit” signs shall be placed 150 meters before the area of which works are being conducted. (The maximum speed limit is (50Km/hr.); and
- Ensure delineator traffic Cones used to indicate the areas along in which work is being conducted to effectively protect road users from the hazards arising from construction activities





### A3.7 Labour Management Plan

#### 1.0 Introduction

This Labour Management Plan (LMP) has been adopted from the main project LMP and acts as a safeguard to address labour related issues to arise in course of implementation of construction works at. The LMP identifies the main labour requirements and risks associated with the program implementation and helps in determining the resources necessary to address program labour issues. The LMP is a living document reviewed and updated throughout the project. The exact number of people to be employed is not yet known. However, it is recommended that the ratio of the men to women employed by the project should be 40:60 or vice versa. As per Employment Act (1999), the project should set a minimum wage, practice fair labour practices, non-discrimination, equal remuneration, and prohibition of employment of children. When employing people for the implementation of the project activities, the contractor should ensure that the provisions of this Act are complied with. In the event that a workers' camp will be constructed, the contractor should ensure that there are adequate welfare facilities such as first aid facilities, kitchen, sanitation and a camp lay out must be provided.

#### 2.0 OBJECTIVES OF THE LABOUR MANAGEMENT PLAN

The main objective of LMP is to ensure that all labour issues are properly managed including Occupational Safety and Health issues throughout the project. The Malawi Government encourages the adherence of sound worker-management relationships, fair treatment of workers, promotion of gender equality and protection from Gender-Based Violence (GBV) and provision of safe and healthy working conditions. It is for this reason that this LMP is proposed for the project. The specific objectives of the Labour Management Plan are:

- To promote appropriate labour practices which include non-discrimination and equal employment opportunity to all eligible community members;
- To promote safety and health at work;
- To protect project workers, including vulnerable workers such as women, students, persons with disabilities, migrant workers, contracted workers and community workers.
- To prevent the use of all forms of forced labour and child labour;
- To support the principles of freedom of association and collective bargaining of program workers in a manner consistent with national law; and
- To provide project workers with accessible means to raise workplace grievances.

### **3.0 ANTICIPATED LABOUR USE IN THE PROJECT**

#### **Users of the LMP**

This LMP applies in to all project workers whether full-time, part-time, temporary, seasonal or migrant workers and it is applicable to the project in the following manners:

1. People employed or engaged directly by PIU to work specifically in relation to the project.
2. People employed or engaged by contractors to perform work related to core function of the project, regardless of location.
3. People employed or engaged by the primary suppliers under this project.

All the workers will be informed about Grievance Redress Mechanism which will be used to ensure that all workers have ability to express their concerns with the assurance of expedited and satisfactory settlement of disputes that may arise during project implementation. The contractor is expected to develop a code of conduct which will be provided to all workers. This will commit them to create and maintain an environment which prevents social risks.

#### **Characteristics of Project Workers**

It is planned that during the course of the project, at least 30% women will be employed. The project will employ both skilled and semi-skilled personnel and these will include;

##### **Direct Project Workers (Government workers)**

During the implementation of the project, government workers will be involved on either full-time or part-time basis. Civil servants and PIU staff are expected to work on full-time basis throughout the project in order to coordinate the project while the rest of the teams will be working on part-time bases when need be. Government workers from Ministries of Education, Labour and Gender will be involved in various capacities during school operation e.g., advisory to complement efforts of workers from the participating institutions.

##### **Contracted Workers and Short-term Consultants**

Different contractors may be engaged for specific purposes to undertake different specific assignments. The contracted workers and short-term consultants will be guided by specific contractual agreements between them and the Ministry of Education. Local people surrounding the project impact area should be given priority for both skilled and unskilled labour, while ensuring there is no risk of child labour (all workers shall be above 18 years old). In the case where skilled workers are not available in the project impact area, workers from nearby communities or other parts of the country or other country will be contracted during the project. Short-time Consultants and Artisans will also be engaged during the operation phase in assignments.

### **Primary supply workers**

All primary suppliers will be allowed to provide directly to the project goods or materials essential for the core functions of the project at a standard stipulated by Project's procurement team. As part of the environmental and social assessment, any new supplier will be investigated in regard to compliance with taxes, certification, licensing, and Public Liability Certificate.

### **4.0 POTENTIAL KEY LABOUR RISKS**

During environmental and social assessment process, it has been noted that project workers, surrounding communities, students and staff from the college may be exposed to health and safety risks. Some potential key labour risks that may arise during the projects are;

- Occupational Safety and Health risks during construction and operation;
- Noncompliance with labour laws and regulations by the contractors;
- Gender Based Violence GBV
- Violence against Children; (Child labour, Defilement, Child Marriage)
- Risk of contracting diseases such as COVID-19, Cholera, HIV and AIDS and STIs
- Risk of exposure to hazardous materials and wastes
- Risk of excess exposure to noise and vibrations
- Discrimination and exclusion of vulnerable groups;
- Labour conflicts and work conditions.

These risks will be analyzed using information gathered from the study for development of the ESMP and mitigation measures will be incorporated for the identified risks into the environmental and social management plan for the sub-project. Table below presents a summary of the possible mitigation measures for the potential identified risks.

**Table 1: Possible Mitigation Measures for the Potential Labour Risks**

<b>Item</b>	<b>Potential Risks</b>	<b>Mitigation measures</b>
1	Occupational Safety and Health Risks during construction	<ul style="list-style-type: none"><li>• Provide and enforce use of PPEs to workers.</li><li>• Provision of regular OHS training including safe work practices and emergency procedures to all workers.</li><li>• Provide appropriately first-aid stations at the work place.</li><li>• Use of warning signs in areas with high risk of safety and different dust control methods around project impact area.</li><li>• Use of Standard Operating Procedures to avoid risks.</li><li>• Provision of user-friendly firefighting equipment.</li><li>• Double insulate all electrical equipment and marking of all buried electrical wiring prior to any excavation work.</li><li>• Manage outdoor work and temperature-related stress by monitoring weather forecasts to provide advance warning of extreme weather.</li></ul>

Item	Potential Risks	Mitigation measures
		<ul style="list-style-type: none"> <li>Facilitate the formation of Occupational safety, Health Welfare Committee at the construction site.</li> </ul>
2	Risk of contracting HIV and AIDS and other STIs -Risk extended to both workforce and local community	<ul style="list-style-type: none"> <li>Sensitization on issues of HIV and AIDS and other STIs.</li> <li>Provide sexual related information and condoms to the workers, students and community in project impact area.</li> </ul>
3	Risk of Contracting COVID-19	<ul style="list-style-type: none"> <li>Raise awareness on COVID-19 best practices for construction sites to workers, learners and staff</li> <li>Ensure all offices at workplace are well ventilated and all people are face masked.</li> </ul>
4	Risk of other communicable diseases. Cholera and Malaria, flu, cough, TB to workforce, learners and staff	<ul style="list-style-type: none"> <li>Sensitization on issues of communicable diseases.</li> <li>Encourage workers and communities to go for voluntary screening/ medical check-up/testing;</li> <li>Provide Information, Education and Communication materials on different communicable diseases</li> <li>Provide adequate supplies of potable drinking water</li> <li>Provide clean eating areas.</li> <li>Provide adequate lavatory facilities.</li> <li>Eliminate unusable impounded water.</li> <li>Ensure all rooms at workplace are well ventilated.</li> </ul>
5	Non-compliance with labour laws and regulations by Contractors	<ul style="list-style-type: none"> <li>Contractors should sign a Code of Conduct before commencement of construction works.</li> <li>Sensitize workers on labour related issues and regulations.</li> </ul>
6	Increased risk of influx of migrant workers – Competition over local resources	<ul style="list-style-type: none"> <li>Engage all nonskilled labour force from surrounding communities to minimize the risk of migrant workers and associated negative impacts.</li> </ul>
7	Gender Based Violence	<ul style="list-style-type: none"> <li>Sensitize workers, staff and surrounding communities on dangers and prevention of Gender Based Violence.</li> <li>Provide equal employment opportunities.</li> <li>Prepare, adopt and implement worker's code of conduct.</li> </ul>
	Sexual Harassment and Rape	<ul style="list-style-type: none"> <li>Community sensitization on issues of Sexual harassment.</li> <li>Community sensitization on issues of GRM existence and implement a Workplace Policy on Sexual Harassment</li> </ul>
8	Violence against Children	<ul style="list-style-type: none"> <li>Sensitization on issues of violence against children.</li> </ul>

Item	Potential Risks	Mitigation measures
		<ul style="list-style-type: none"> <li>• Employ people that are aged 18 and above; and</li> <li>• Restrict workers from buying merchandise from children</li> </ul>
	<i>Child labour</i>	<ul style="list-style-type: none"> <li>• Community sensitization on issues of Child labour.</li> <li>• Not engaging students in construction related activities.</li> </ul>
	<i>Child marriage</i>	<ul style="list-style-type: none"> <li>• Community sensitization on issues of Child marriage</li> <li>• Put in place child marriage reporting mechanisms.</li> </ul>
9	Sexual Exploitation and Abuse – Both for workforce and local communities, particularly under aged girls	<ul style="list-style-type: none"> <li>• Contractor shall have GBV/SEA Action plan.</li> <li>• Carry out community sensitization, women and girl's empowerment and implement workers code of conduct.</li> </ul>
10	Discrimination and exclusion of vulnerable groups;	<ul style="list-style-type: none"> <li>• Implement a deliberate work policy for gender equality.</li> <li>• Develop deliberate mechanism to monitor participation of vulnerable groups in all activities.</li> </ul>
11	Labour disputes and conditions of employment.	<ul style="list-style-type: none"> <li>• Establishment of Grievance Redress Mechanism (GRM), and Development of LMP.</li> </ul>
12	Increased competition over resources due to influx of labour	<ul style="list-style-type: none"> <li>• Employ more locals</li> </ul>
13	Risk of exposure to hazardous materials and wastes	<ul style="list-style-type: none"> <li>• Avoiding and minimize the use and release of hazardous materials.</li> <li>• Preventing uncontrolled releases of hazardous materials to the environment e.g. paint, oils and etc.</li> <li>• Conducting hazard communication and training programs</li> </ul>
14	Risk of exposure to excess noise and vibrations	<ul style="list-style-type: none"> <li>• Ensure exposure to noise by workers should not exceed 85 dB(A) for a duration of more than 8 hours per day without hearing protection.</li> <li>• Use of low vibration and noise production equipment.</li> <li>• Install vibration dampening pads or devices,</li> <li>• Limit duration of vibration exposure per individual worker</li> </ul>

## 5.0 RESPONSIBILITIES AND REPORTING OHS INCIDENTS AND ACCIDENTS

Immediate reporting of OHS significant events and accidents is an integral part of the project implementation as per Environmental and Social Commitment Plan (ESCP) requirement of the project. Ministry of Labour, Ministry of Education and the PIU have the responsibility for reporting Incidents and accidents as well as regular reporting of the project as per project ESCP. With respect to reporting incidents and accidents, the following procedures have to be followed;

- Promptly notify the Association of any incident or accident related to the Project which has, or is likely to have impact to the surrounding environment and people living in project impact area.
- Provide sufficient detail regarding the incident or accident, indicating immediate measures taken or that are planned to be taken to address it, and any information provided by any contractor and supervising entity, as appropriate.
- Subsequently, as per the Authorities request, prepare a report on the incident or accident and propose any measures to prevent its recurrence.
- Notify the Bank within 48 hours after learning of the incident or accident with the submission of any required subsequent report within a timeframe acceptable to the Authorities, as requested.

Other than incident/accident-based reporting, regular reporting of OHS issues also has to be undertaken. This can be done through preparing and submitting regular monitoring reports to the Association on the environmental, social, health and safety (ESHS) performance of the Project. This should be done in tandem with reporting of other aspects of the project e.g. status of implementation of the project, status of preparation and implementation of E&S documents required under the ESCP, stakeholder engagement activities, functioning of the grievance mechanism(s) etc.

## **6.0 AGE OF EMPLOYMENT**

The Malawi Employment Act (2000) and International Labour Organisation Convention (138) sets the minimum age of persons to enter into employment as 18 years. However, dispute Section 21 of the Employment Act, which allows children between the ages of 14 and 18 to participate in light work so long as it does not interfere with the child's education or harm the child's health or physical, mental, spiritual, moral or social development. Children under the age of 18 will **NOT** be employed to work in different sub-project activities because the activities are not regarded as light work. National Identity card will be used to verify the age of workers. The following procedure will be followed if a child is employed:

- Underage workers identified will be removed; and
- The culprits of child labour shall be reported to relevant authorities where child labour issues are handled e.g. to the Labour Office.

All these conditions will be included in the codes of Conduct which will be signed by Contractors and all artisans to ensure that the conditions are not only enforceable but are also legally binding. them on prohibition and negative impact of child and forced labour.

### A3.8 Grievance Redress Mechanisms

The project will use the exiting Grievance Redress Management committee (GRMC) to ensure workers for the contractors have opportunity to lodge complaints. All workers shall be informed of the GRMC and the procedures to be involved. This committees will ensure the fair resolution of all issues within the prescribed timeframes. The GRMC will handle all work-related grievances arising from project implementation.

Examples of Grievances that may come from workers include:

- 1) Unfair dismissal from work and discrimination, 2) Suspected corruption and theft cases
- 3) Lower and delayed wages, 4) Long working hours, 5) Violence against children
- 6) Gender based violence and Sexual exploitation

#### 7.1 GRM Stages

The grievance procedure will have five major stages as follows:

**Stage 1:** Complaint Uptake

**Stage 2:** Assessment, Analysis and Response

**Stage 3:** Resolution and Closure

**Stage 4:** GRM Registry

**Stage 5:** GRM Evaluation

### A3.9 Waste Management Plan (WMP)

#### Introduction

The Waste Management Plan (WMP) addresses the management of all solid and liquid waste, including hazardous and non-hazardous waste, produced as a result of project activities within the project impact area

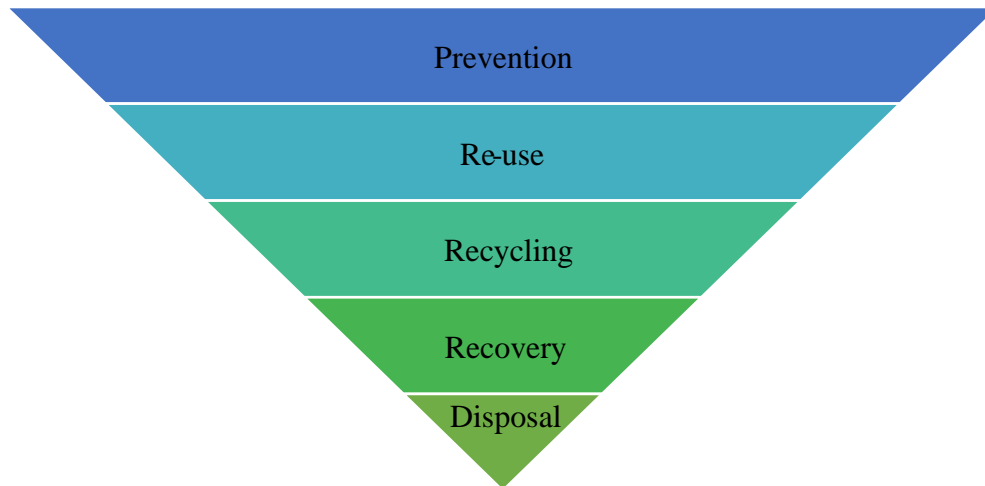
The WMP covers the construction phase of the project. This report constitutes minimum requirements and general guidance which may be customized by the contractor to meet contract requirement and project content during the construction phase of the project.

#### Purpose

The WMP aims to provide guidelines on waste management from generation, storage, collection and disposal practices in accordance with the requirements of the Government of Malawi and World Bank best practices, to avoid deterioration of the natural environment and negative impacts on the health and safety of communities in the Project Area.

#### Waste Management Options - Waste Hierarchy

The management of waste during the construction phase of the project will be guided by Waste Hierarchy Framework in the figure below. The framework gives waste management priorities ranked in terms of what's best for the environment giving top priority to waste prevention, followed by re-use, recycling, recovery and finally disposal.



### **Waste Management Hierarchy**

Within the context of this project, these waste management priorities are described in more detail below:

#### **Prevention**

Contractor(s) should ensure there is minimal wastage. This could be achieved through reduction of construction mistakes, ordering the right quantities of materials, getting the right-size materials for the job, proper storage of materials, trying out new building methods and choosing building products with minimal packaging include few ways on prevention on operational phase

Contractor(s) should be committed to avoiding the generation of waste and not using hazardous materials. Where the use of hazardous materials is unavoidable, efforts should be made to identify replacement materials that are non-hazardous.

#### **Re-use**

Contractor(s) should be required to prepare a maintenance management plan which seeks to ensure that all equipment is regularly checked and maintained and refurbished or repaired for use as opposed to acquiring new equipment. In addition, Contractor(s) should seek to sell and buy used items, donating them for free or exchanging them.

#### **Recycling and recovery**

Contractor(s) should seek to turn waste into a new substance or product, such as composting of organic wastes to a standard that meets quality controls. This compost could be sold or given to farming communities around the construction and operations sites to facilitate improvements in soil conditions and hence their production levels. Contractor(s) can also use demolition waste as a construction material like aggregate for concrete. In addition, construction and demolition waste can be used as a fill material within the project area.

#### **Disposal**



Disposal is deemed the last resort and must occur in an environmentally responsible manner. Disposal results in waste going to landfill or to incineration without energy recovery and is the least preferred environmental option. However, when wastes must go for disposal, this must occur at a suitably designed sanitary waste disposal site.

### **Waste Categories Generated in The Project**

Solid waste generation in the Project will generally include:

- Biodegradable waste (food and kitchen waste, green waste such as vegetables, leaves and fruits)
- Recyclable material (paper, glass, bottles, cans, metals, plastics, etc.); and
- Inert waste (construction and demolition waste such as wood, steel, concrete, rubble and dirt)
- Liquid waste (wastewater, oil, lubricants, solvents and paints)

### **Solid Waste Management at the Project Sites**

All Waste Generators within Project sites will be required to segregate waste at source to ensure the value of the wastes are optimised through recovery, reuse and recycling. By providing an enabling environment the success rate of correct waste practices being implemented are increased. Segregation should be by all generators and into three main waste streams:

- Wet (biodegradable);
- Dry (plastic, paper, metal and wood); and
- Hazardous wastes (empty containers of oil, lubricants, solvents paints and cleaning agents).

Collection of the segregated waste is to be undertaken by an authorised waste collector. As a minimum wet and dry wastes should be segregated (2-bin system) by the waste generators, see Figure below. Source segregation of waste optimises waste processing and treatment technologies. The bio-degradable waste should be processed, treated and disposed of through composting within the project areas.



*Example of waste separate of inorganic and organic wastes at source*

Construction and demolition waste should be stored separately. Opportunities to repurpose this waste as secondary aggregate to the construction industry should be investigated to ensure this

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waste is either utilised in the Project Sites or is sold as a product to the construction industry. No construction or demolition waste should be disposed of to landfill. No hazardous wastes shall be permitted to be disposed of outside the boundary of the Project Sites unless being transported to a sanitary landfill. . In case of transportation to a landfill site, it will be contractor's responsibility to ensure that the waste collector which will be transporting the waste for disposal is licensed to do so. In addition, the Contractor(s) will need to provide evidence in writing from the receiving disposal site of its capacity to recycle or dispose of the waste in an environmentally sound manner. Proof of safe disposal should be provided to the contractor by the waste collector, such as a waste disposal ticket issued, and date stamped by the sanitary landfill.

The dry waste such as paper and plastic and cardboard and glass are to be recycled. The Contractor(s) must provide a site with a covered storage area for recyclable waste. The size of the area provided should be suitable for the bulk storage of up to 7 days of waste generation.

### **Liquid Waste Management in the Project Sites**

The Contractor(s) should provide permanent septic tanks to for wastewater storage and treatment. Upon completion of the project activities these septic tanks should be connected to the ablutions to be used by staff at the water treatment plant, booster stations and commuter facility. The Contractor(s) should also provide mobile toilet for collection of human excreta at the construction sites. When the fill up, the mobile toilets to be emptied by a licenced/registered specialist service provider for discharge into the septic tanks. Alternatively, the specialist service provider can transport the faecal sludge to treatment facilities in Lilongwe City.

No hazardous liquid wastes such as oil, lubricants, solvents and paints shall be permitted to be disposed of outside the boundary of the Project Sites unless collected by a licensed specialist service provider for proper disposal. The Contractor(s) should ensure that the specialist service provide proof of capacity to manage liquid hazardous waste and proof of safe disposal of the different batches of the waste collected from the construction sites.

## **Waste Management Monitoring**

### **Inspections**

Site inspections must be performed on regular basis by the Health, Safety and Environment (HSE) personnel from the NRC and Lilongwe District Council. Inspections will ensure that all commitments in this Waste Management Plans are being enforced and that specific waste management elements are verified.

### **Data Collection**

Implementation of the waste hierarchy principles requires that destinations and quantities of residual matter are monitored. A register of waste material should be maintained to ensure the measurement of eliminated waste and of residual matter sent for reuse, recycling and reclamation.

### **Waste Audit**

Bi-annually, a waste audit should be performed, on all waste data collected, to identify waste streams and fate and develop ways to reduce waste production.

### **Performance Indicators**

Measurement is an important tool in improving performance, and performance indicators will help the Contractor(s), NRC and Lilongwe District Council define and measure progress towards their goals. The results reflect current conditions and allow orientation and coordination of further actions towards sustainability.

### **Environmental Audit Results**

Environmental auditing is a key process in the implementation of the Environmental and Social Management Plan (ESMP), of which the WMP forms a part. The findings of each audit should be registered in a database, where corrective and/or preventive actions are prescribed, responsibilities assigned to people, deadlines established, and necessary resources mobilised. In compliance with the procedure, audit reports should categorise findings as being either “major”, “minor” or “observation”. The number of findings shall be decreasing every year until the ultimate goal of zero major findings is achieved.

### **Percentage Waste Generated**

During the operational phase, the quantities and types of waste produced should be tracked for each waste generators categories, and activities examined to identify waste reduction opportunities. Specific reduction target ratios should be determined, and the rate of waste production is required to reduce annually relative to production volumes.

### **Waste collection Percentage**

The percentage of volume of waste collected in relation to waste generated shall be evaluated bi-annually to appraise waste collection performance,

### **Responsibilities**

The roles and responsibilities inherent to the Waste Management Plan are presented in Table below

### **Roles and Responsibilities**

<b>Entity</b>	<b>Responsibilities</b>
Lilongwe District Council	<ul style="list-style-type: none"> <li>- Enforce the Waste Management Plan.</li> <li>- Contractually obligate the Waste Generators to meet the requirements of the Waste Management Plan.</li> <li>- Manage the Solid Waste Management Area or appoint an appropriate contractor.</li> </ul>
Contractors	<ul style="list-style-type: none"> <li>- Provide a minimum of two garbage receptacles to allow for wet and dry waste segregation. An additional bin for hazardous waste is highly recommended.</li> <li>- Develop a site-specific Waste Management Plan for the activities the Contractor is undertaking.</li> <li>- Site-specific Waste Management Plan must be aligned with the full site waste management plan and must be approved by NRC and Lilongwe District Council prior to work commencing.</li> <li>- Educate all members of staff on the waste hierarchy.</li> <li>- Educate all members of staff on site-specific Waste Management Plan</li> </ul>

Entity	Responsibilities
	<ul style="list-style-type: none"> <li>- Education is to be provided to each staff member prior to commencement of work, and regular refresher sessions are to be undertaken in the form of toolbox talks or training sessions throughout the contract period.</li> </ul>

## **Record Keeping**

Data on waste production and disposal should be gathered continually via logbooks and registers. Records should be maintained on site and made available to the authorities and any other party contracted to audit or assess the waste management practices on site. The data should include the final destination of each waste stream and where disposal has occurred proof of safe disposal will be required, such as a date stamped waste disposal ticket issued by a sanitary landfill. A cost should be paid for safe disposal of wastes. Evidence of waste disposal should also be maintained.

## **Review Process**

The WMP is to be reviewed and updated on an annual basis.

### **A3.10 Occupational Health and Safety Management Plan (OHSMP)**

#### **Introduction and Objective of the Occupational Health & Safety Management Plan**

To achieve healthy and safe working conditions, it is necessary to ensure that health and safety issues are planned, organized, controlled, monitored and reviewed. This plan outlines safety programs which need to be implemented during planning, construction and decommission stages. A Health and Safety Management plan outlines how the project proponent and contractor(s) will put in place the necessary procedures, practices and mechanisms to address health and safety issues workplace. The plan is aimed at guiding the management of potential health and safety issues arising from the project activities.

This plan should be implemented in line with the provisions of the Public Health (Corona virus and Covid-19) Prevention, Containment and Management Rules of 2020, National HIV and AIDS Policy (2012), The Occupational Safety Health and Welfare Act (1997), The Employment Act, 1999, Workers Compensation Act, 2000, Public Health Act 1948, (Amended, 1992) and Environment Management Act (EMA, 2017)

#### **Implementation of Management Measures**

The detailed measures to ensure health and safety during project implementation should be as follows:

##### *i. Construction site Safety and Security*

The contractor should ensure safety to the sites through:

- Planning on having designated passages for heavy vehicles that will be prohibited to pedestrians, and where necessary provide separate doors or gates to achieve this segregation;

- Passageways for pedestrians and vehicles within and outside working premises would be segregated and provide for easy, safe, and appropriate access;
- Provide measures to prevent unauthorized access to dangerous areas;
- Ensure there that vehicles loading and offloading areas or bays are restricted areas;
- Ensure that there is proper signage installed as part of hazard awareness in order to avoid accidents;
- Ensuring that construction site hoarding fences are provided;
- Ensure that appropriate safety signage is provided for in all risky areas;
- The contractor to ensure that tasks-based risks assessments are undertaken; and
- Use of breathalyzers site entrance to monitor worker's alcohol content to avoid accidents that may arise due to working while drunk.
- Ensure that all workers sign code of conduct (health and safety provisions) as part of the employment contract
- Ensure all workers have required PPE and use of PPE will not be a substitute of control measures as per the mitigation hierarchy
- The contractor should perform a risk assessment at the commencement of the construction phase, prepare a risk register and identify measures to reduce the risk to an acceptable level. The risk register should be updated from time to time
- The contractor will ensure that all workers are provided with the required PPE and that no workers are allowed to work without PPE
- The contractor will prepare a Code of Conduct with clauses on health and safety and all workers are required to sign it as part of the employment contract

## *ii. Site Induction and training*

Site inductions should be carried out by the contractor. Site induction is a proactive measure that prevents an accident at the site. The contractor will ensure that the following arrangements for site inductions for the project are in place:

- Ensure new workers are briefed on the site safety rules including the site logistics plan, hazards, evacuation procedures, colour coding, emergency and first aid procedures (identity of the first aider, location of first aid kit and first aid room), and the duties and responsibilities of all persons on site
- Ensure visitors should be given a brief site induction (based on either oral or written Visitor's induction) and should be accompanied at all times during their visit to the site
- Ensure that all visitors are given the right Personal Protective Equipment before accessing the site
- Ensure that workers carrying out safety-critical tasks have the necessary qualifications and/or on-the-job training for the tasks they carry out
- Induction should cover at least the following items:

## ***Welfare***

The contractor should inform the workers the welfare services offered.

## ***Sanitation facilities***

Everyone who works on any site must have access to adequate toilet and washing facilities. The sanitation facilities should be sufficient for everybody who is working on the site.

### ***Access to Sanitary Conveniences***

The numbers of toilets required may depend on the number of people working on the site. Men and women should have different toilets however, wherever men and women use the same toilet, it should be in a separate room with a door that can be locked from the inside. Toilets are supposed to be flushed by water and connected to the main drainage system. Where flush toilets are provided, women toilets should have menstrual bins provided. However, in circumstance where this is not applicable, a mobile hygiene latrine with built in tanks may be used. A washbasin with water, soap and towels or dryers should be located close to the toilets. All sanitary facilities shall be cleaned daily and at least twice during working hours.

### ***Drinking water***

Drinking water: The contractor shall ensure workers have access to safe and potable water by doing the following

- Ensure provision of safe drinking water where possible. Where water supply is available, provide tap drinking water. Water storage tank or bottles may be used where water supply is not available. The water storage tanks should be covered to prevent any contamination or pollution. If neither of the option is available, the contractor should select the boreholes from (approved by the competent authority) which safe water will be supplied to the worker camps or site.
- Ensure water quality monitoring of the boreholes is conducted, and the quality needs to be complied with MBS and WHO limit.
- The contractor shall have the responsibility to purify drinking water whenever it does not meet water drinking standards. Contractor should also ensure that the drinking water point is clearly marked in order to avoid confusion between the drinking water supply with other water supplies or other liquids.
- Ensure that water that is unfit to drink should be conspicuously indicated by notices prohibiting workers from drinking it.

### ***Accommodation rooms***

The contractor shall ensure the following conditions are adhered at campsite:

- Ensure camp site should have rooms that are well spaced and offers comfort.
- Ensure that the roofs are well constructed and free from leakages. The floor of the rooms/compartments should be constructed with easily cleanable materials.
- Ensure rooms cleaning at regular intervals is required to keep the rooms/compartments in good hygienic condition. The room should be well ventilated and with provision of artificial and natural light.
- Ensure that workers accommodation is provided with sanitary facilities, washing and shower facilities; recreational activities
- Ensure are separated by gender and sharing of rooms should be prohibited by any means. As per international standards more than eight (8) workers should not share a same

room/dormitory. The contractor will also ensure that there is store room where workers can put their clothes and other personal belongings.

- Ensure fire detection facilities or alarm system are installed and functional
- Ensure facilities for obtaining or preparing food and drink at construction site are provided

### ***Lighting***

All parts of the site that are in use should, as far as possible, be arranged so that natural light is available for people to see to do their work and move about the site safely. If natural light is not adequate artificial light should be used. The contractor should ensure any artificial lighting does not change the apparent colour or visibility of any safety signs or other safety-related items such as fire extinguishers. This may cause accident or fail to recognize material for use. Where emergency routes need artificial light, provide emergency lighting that comes on if the primary lighting fails. Emergency routes such the passageways that people must follow in an emergency to escape from danger should be kept well-lit while there are workers on the site.

### ***Raw material Storage, Waste Disposal and labelling***

The contractor of the project should plan how the site will be kept tidy and how housekeeping will be actively managed. The following health and safety aspects at workplace need to be followed and planned for before commencement of project:

- Ensure walkways free of tripping hazards such as trailing cables, building materials and waste. There is need to ensure that all flammable waste materials are cleared away regularly to reduce fire risks;
- Follow the information on Material Safety Data Sheet in order to rightly store the chemicals and dispose of the waste after use;
- Keep inside floor areas clean and dry;
- The contractor should designate storage areas for materials, waste, flammable substances (e.g. foam plastics, flammable liquids and gases such as propane) and hazardous substances;
- The contractor should ensure storage of hazardous/flammable substances: is securely fenced, ventilated, separated from other parts of the site, not near emergency exits, accessible to fire fighters, properly marked/signed and with two escapes routes
- Storage of Highly flammable substances at the construction site should be avoid, if not possible should not exceed 50L and stored in a well ventilated area
- Do not store materials where they obstruct access routes or where they could interfere with emergency escape;
- Keep all storage areas tidy, whether in the main compound or on the site itself;
- The contractor need to decide on how the waste stream will be managed to ensure it is timely and effective. The contractor will take the responsibility of collecting waste and ensure are disposed of according to national requirements and international best practice as outlined in the ESMP;
- Ensure hazardous wastes are stored in separate receptacles with proper labelling; and
- Ensure piping systems that contain hazardous substances are labelled with the direction of flow and contents of the pipe, or colour coded whenever the pipe passing through a wall or floor is interrupted by a valve or junction device.

### ***Emergency and Response Plan and Procedure***

The contractor should plan emergency procedures before work begins and put general precautions in place from the start of work. Some emergencies may require evacuation of the site or part of the site, while others might involve the rescue of an injured person. The procedure make provision for first aid to when a worker is injured before referred to hospital for further treatment. When planning emergency procedure, the contractor should consider:

- the type of work being done on site such as excavation works;
- the plant and equipment being used which may obstruct emergency route;
- the number of people likely to be present on the site at any one time help to determine escape route;
- the physical and chemical properties of substances or materials on or likely to be on the site;
- Arrangements for treating and recovering injured people are available; and the communication system during emergency.
- Safety message to be used e.g. get out and stay out
- Ensure assembly point is designated and clearly marked
- Conducting emergency drill to test overall effectiveness of the procedures
- Emergency procedures need to be proportionate to risk

### ***Traffic Management Plan***

The contractor should use the traffic management plan developed for this project to guide traffic at the construction site are along public roads, or construction works are to be implemented in the public road boundaries to control movement of traffic. The plan will focus on Avoidance of incidents and accidents while construction vehicles public roads. The contractor should consult traffic police and relevant authority regarding traffic management with the construction area.

### ***Fire***

At most sites, the most obvious emergency is fire. At construction site fire may rise due to the presence of combustible substances such as solids, liquids and gases. However, many fire incidents can be prevented by careful planning. The contractor should take into consideration the following to prevent the occurrences of fire:

- Ensure that there is good housekeeping and site tidiness
- Ensure that site rules are adhered to by all workers and visitors such as avoiding smoking in non-smoking area
- Ensure that flammable substances, solid, liquid and/ or gases should always be stored separately
- Obtain storage permit for keeping flammables and explosive goods such as fuel
- Restrict work activities involving potential ignition to take place near to any inflammable object within work site, for example use water-based or low-solvent adhesives and paint
- Keep the quantity of flammables at the workplace to a minimum



- Always keep and carry flammable liquids in suitable closed containers
- Check the site at lunch time and at the end of the day to see that all plant and equipment that could cause a fire is turned off
- Ensure that right fire extinguisher is be placed at the right place e.g water extinguisher for fire burning combustible material such as wood, paper and clothes
- Ensure that fire and emergency alarm systems that are both audible and visible are in place.
- Ensure that fire risk assessment at the campsite is conducted, fire hazards and associated risks identified and control measure (preventive and mitigate actions) to reduce the risks proposed
- Ensure safe means of escape from buildings are provided, well-marked and not obstructed
- Ensure safe assembly point is provided at campsite and free from obstruction

### ***First Aid***

First aid can save lives, reduce pain and help an injured person make a quicker recovery. The minimum provision for all sites is:

- A first aid box with enough equipment to cope with the number of workers on site. Ensure that first aid facilities/equipment available and readily accessible including portable equipment for resuscitation and transportation of any casualties.
- An appointed person to take charge of first-aid arrangements;
- Information telling workers the name of the appointed person or first aider and where to find them.
- Ensure workers are aware regarding the identity of first aider, the location of first-aid kits and first aid room and reporting of all injuries and cases of ill-health

The First aid kit should consist of the following:

- Adhesive tape
- Bandages,
- Pair of disposable gloves,
- Scissors,
- Skin rash cream, and antiseptic cream,
- Sticky tape and digital thermometer.
- Tweezers and safety pins,
- Wound cleaning agents,

Remote site should have written emergency procedures in place for dealing with cases of trauma or serious illness up to the point at which patient care can be transferred to an appropriate medical facility. The number of qualified first aiders needed depends on the risk of injury and ill health on site. The first-aid arrangements should cover shift working, night and weekend working where this is carried out. This may mean appointing or training several people to ensure adequate cover.

### ***Personal Protective Equipment***

Accidents, noise, hand vibration syndrome and musculoskeletal disorders due to back muscle strain and injuries are some of occupational health risk, which most of the control measures do not always eliminate the risk. Therefore, there is need to ensure that personal protective equipment is provided to workers. The contractor should ensure workers are provided with PPE only where there is a health and safety risk that cannot be adequately controlled by other means. Depending on the nature of activities, workers may be provided the following PPE categories:



### **Personal Protective Equipment for Site Personnel**

#### **Protective Headwear:**

- Where there is the exposure of overhead danger from falling small objects protective headwear must be worn
- Protective headwear will be issued to the required employees.
- Employees are responsible for using their hard hats while working.
- Also, employees must notify their supervisor about a damaged or lost hardhat immediately
- It is recommended to use the double chin strap headwear

#### **Protective Eyewear:**

- When there is an exposure to the eyes from flying objects, glare or liquids, protective eyewear is required
- Protective eyewear is an approved safety eye protector or safety goggle, which meets the standards

#### **Disposable Dust Masks:**

- When there is the potential of exposure to airborne dust or particles, disposable dust masks are required. However, for particulate matter (PM<sub>2.5</sub>) high efficient masks such as N95, KN95 or FFP2 are recommended

#### **Protective Gloves:**

- When the hands are exposed to a hazard, protective gloves are required. Protective gloves are construction type work gloves and chemical resistive gloves.
- Construction type work gloves are required for, but not limited to, employees that may cut, pinch, hit or burn their hands.
- Chemical resistive gloves are required for, but not limited to, employees that may spill hazardous chemicals or corrosive material onto their hands.

#### Snake Gaiter

- In situation where the workers will be working in remote areas and exposed to animal bites such as snakes, or insects it is recommended that workers are provided with snake gaiters.
- The snake gaiter should be of water resistant and one size fit all (adjustable)

#### Back Supports:

When employees are exposed to heavy lifting or repetitive lifting, back support devices are required. The contractor should also ensure that the following are taken into consideration when providing PPE to the workers:

- Ensure PPE is appropriate for the risks and for the working environment
- Take account of the user's health, ergonomics, fit factors and be compatible with other items of PPE required to be worn
- Ensure PPE adequately control the risk presented by the hazard without increasing overall risk experienced by the worker.
- Be supplied free of charge if supplied for work-related health-and-safety reasons
- Ensure PPE comply with relevant legislation

### **Accident and Incident Reporting and Investigation**

Occurrence of any accident/injury within the work site, including occupational health and diseases, is required to be reported to the Healthy and Safety Officer and properly documented. For fatality and serious injuries accidents or dangerous occurrence should be reported to the client with 24hrs. The Healthy and Safety Officer should investigate using root-cause analysis (RCA) the reported accidents, incidents or dangerous occurrences in order to avoid recurrences. Investigation shall be carried out by coordinated team at worksite in order to:

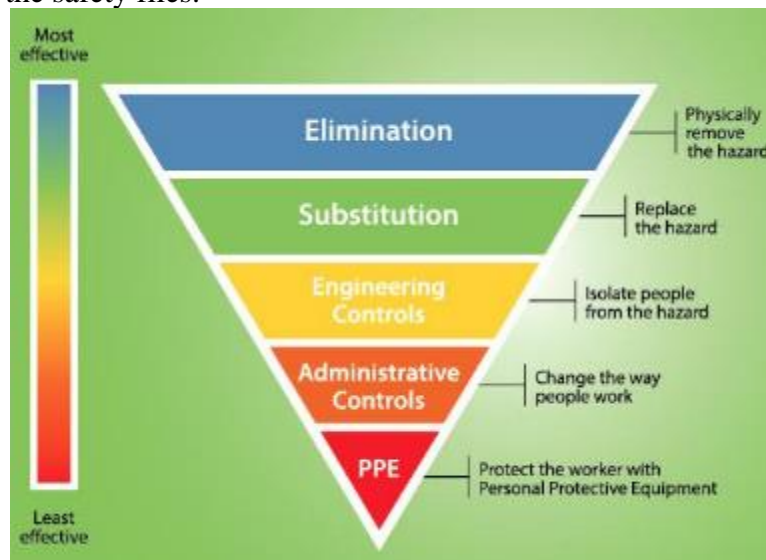
- Find out root causes that led to accident or incident occurring;
- To analyse what exactly happened, and what failings led to the accident
- Analyse the accident responsiveness and if there were better practices that could have saved the worker after the incident
- Assess the capacity of contractors and supervision engineers to implement EHS measures
- Prepare a report outlining the circumstances of the serious injury or accident and the corrective action, if any, undertaken to prevent a recurrence of the serious injury or accident;
- Ensure the incident is properly documented in records; and
- Ensure that a copy of the report is readily available for inspection by an officer

### ***Risk Assessment***

Contractor shall ensure that workplace health and safety risk assessment is undertaken for all activities where there is a potential for harm. Risk assessment shall consider the following steps for any activity that will be carried out

- Hazard identification
- Identify People who are at risk for example workers, visitors or suppliers of materials
- Evaluation of risk by analysing the likelihood of occurrences and its impacts
- Selecting risk control measures by following the hierarchy order.
  - ✓ In considering options for controlling the identified risks, the hierarchy of controls helps to ensure that the most effective controls are implemented
  - ✓ The contractor should aim at eliminating, substitution or isolation of the risk other than relying on personal protective equipment which is the last most effective control.
- Review the process and documentation regarding all health and safety performance

Depending on the timeframe of the project, however, the contractor should continuously review to monitor and improve control measures and find safer ways of doing things. All findings need to be documented in the safety files.



Hierarchy of OHS Control (Source: Trinity Consultants)

### ***Communication***

contractor shall ensure that there is proper communication among all people that may be directly or indirectly affected by the project activities. The contractor should develop communication policy defining internal and external communication procedures. Use different methods i.e. verbal, written and graphic to ensure effective communication. Ensure communication equipment provided to ensure good communication for workers working in remote areas. For internal communication, the contractor should among others include the following ways:

- Health Safety weekly meetings and compilation of minutes.
- Tool box talks with workers before work starts to ensure workers are reminded about safety issues

For external communication the contractor will consider the following ways:

- Setting management for handling queries on health and safety management from local communities, journalists, business community, neighbour's, local representatives, and any other external parties during the time of emergencies.

### ***Conclusion***

The plan has focused on how health and safety issues should be managed during project implementation. Therefore, for the contractor to be assured that health and safety issues will be effectively managed there is need to implement health and safety programs. Some of the programs this plan has identified include, safe access to working site, safety induction and training, sanitation facilities, traffic management, personal protective equipment, risk assessment and communication.

### ***Contractors Health and Safety Management Plan Acknowledgement Form***

<b>PART 1: CONTRACTOR INFORMATION</b>	
NAME	
ADDRESS	
PHONE	FAX
EMAIL ADDRESS	
<b>PART 2: DESCRIPTION OF WORK</b>	
NATURE OF WORK:	
<b>MAIN CONTRACTOR ACKNOWLEDGEMENT</b> Indicate if you are assuming prime contractor responsibility for this project <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>SUB-CONTRACTOR ACKNOWLEDGEMENT</b> Indicate if you are a sub-contractor for this project <input type="checkbox"/> YES <input type="checkbox"/> NO	
WORKSITE:	
WORK PERFORMED FOR(CLIENT):	
<b>PART 3: CHECKLIST OF CONTRACTORS HEALTH &amp; SAFETY RESPONSIBILITIES</b>	

<p>As a Contractor for NRC your review and signature of this document is necessary prior to commencement of the work. The items in this checklist are in addition to any specific health and safety requirements that are identified in the HSMP</p> <p>Please complete this form by reading and initialing each item in the checklist and then by signing the acknowledgement at the bottom of the document.</p>	
<input type="checkbox"/>	<b>NRC Health and Safety Policy and Contractor Commitments</b> – I acknowledge that I have been made aware of and will follow the client Health and Safety Policy and its commitments.
<input type="checkbox"/>	<b>Compliance to Legislation</b> – I am aware of and will comply with all applicable legislation that relates to Health and Safety for the contracted work performed.
<input type="checkbox"/>	<b>Awareness and Competence</b> – I acknowledge that I am responsible to ensure that all personnel are aware of applicable occupational health and safety requirements and responsibilities, and that all personnel are competent to perform their work
<p>I have received and understand the information in the Contractor’s Health and Safety Management Plan and I understand that it is my responsibility to comply with these requirements and communicate this information to all onsite personnel that are engaged in carrying out the work or providing material to the site.</p>	
MAINCONTRACTOR REPRESENTATIVE (SIGNATURE)	
SUB-CONTRACTOR REPRESENTATIVE (PLEASE PRINT)	
DATE OF ACKNOWLEDGEMENT	
<b>PART 4: DISTRIBUTION OF FORM</b>	
<p>Forward a copy of the signed Contractor’s Health and Safety Responsibilities Acknowledgement Form to the Project Manager. Retain original of the Form with contract documents.</p>	

### ***Human and Safety Performance Declaration***

Contractor’s Name: .....

Joint Venture Member’s or Subconsultant’s: .....

RFP No. and title: Reference No: .....

Human and Safety Declaration
<p>We:</p> <p><input type="checkbox"/> (a) have not been subject to disqualification by the African Development Bank or Government of Malawi for non-compliance with Human and Safety obligations</p>

☐ (b) are subject to disqualification by the Bank for non-compliance with Human and Safety obligations

☐ (c) had been subject to disqualification by the Bank for non-compliance with Human and Safety obligations. An arbitral award on the disqualification case has been made in our favour.

[If (c) above is applicable, attach evidence of an arbitral award reversing the findings on the issues underlying the disqualification.]

Sign: .....

Date: .....

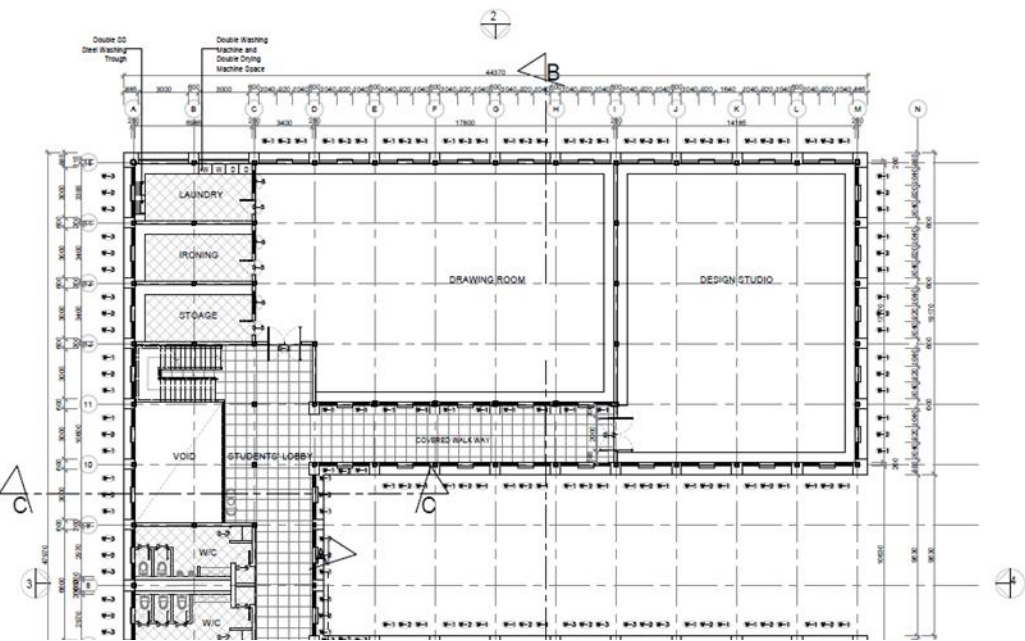
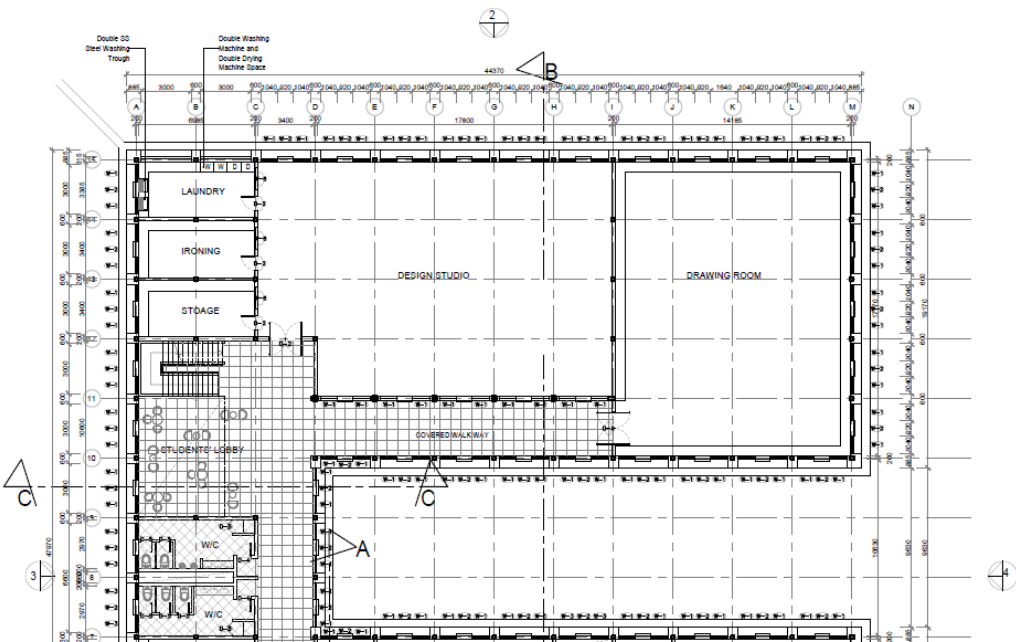
### **A3.11 Environmental Social Commitment Plan (ESCP)**

An Environmental and Social Commitment Plan (ESCP) sets out material measures and actions to be carried out or caused to be carried out by the Recipient, including the timeframes of the actions and measures, institutional, staffing, training, monitoring and reporting arrangements, grievance management. The contractor should refer to the template for the World Bank at the following site.

<https://thedocs.worldbank.org/.../General-ESCP-E...>DOC.



Appendix 4 Detailed Architectural Designs





**Appendix 5: Title Deed of Natural Resources College**

**ORIGINAL**

**DEED REGISTRY NO. 65621**

**THE MINISTER OF THE MALAWI  
GOVERNMENT RESPONSIBLE FOR  
LAND MATTERS**

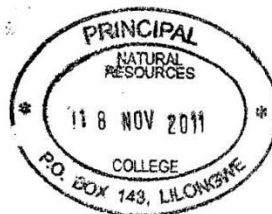
**TO**

**NATURAL RESOURCES COLLEGE**

**LEASE OF**

**283.333 HECTARES OF PUBLIC LAND OF PLOT NO.  
55/4 AT CHITPI IN LILONGWE  
DISTRICT/CENTRAL REGION**

<b>TERM</b>	<b>: 99 Years</b>
<b>DATE OF COMMENCEMENT</b>	<b>: 1<sup>st</sup> June, 2009</b>
<b>RENT</b>	<b>: K283, 340.00 per annum</b>
<b>REFERENCE</b>	<b>: CR/LL/09/57</b>



K11,334.00  
THIS LEASE made the ...26... day of August 2011

BETWEEN THE MINISTER OF THE MALAWI GOVERNMENT RESPONSIBLE FOR LAND MATTERS (hereinafter called "the Minister") of the one part and NATURAL RESOURCES COLLEGE, of P.O Box 143 Lilongwe, (hereinafter called "the Lessee") of the other part-

WITNESSETH as follows:

1. **THE MINISTER HEREBY DEMISES** unto the Lessee **ALL THAT** piece or parcel of land and premises more particularly described in the First Schedule hereto **EXCEPT AND RESERVING** unto the Minister as is herein and in the Land Act (Cap. 57:01) excepted and reserved **TO HOLD** the same unto the Lessee for the term of 99 (Ninety Nine) years from First day of June, 2009 (Two Thousand and Nine) **YIELDING AND PAYING** therefore yearly and proportionately for any of a year the rent of K283,340.00 (Two Hundred Eighty Three Thousand Three Hundred and Forty Kwacha) (subject to adjustment under the provisions of clause 3 hereof or letter M of the special conditions set out in the Second Schedule hereto and/or revision under the said Act) the said yearly rent (or adjusted or revised rent as the case may be) to be paid in advance (whether formally demanded or not) clear of all deductions on the first day of July in every year.
2. **THE LESSEE** to the intent that these obligations may continue through the term hereby created hereby covenants with the Minister as follows:
  - (a) to perform and observe the covenants implied by the Regulations made by the Minister under the Land Act and any amendments or additions thereto which may from time to time be made by the Minister (hereinafter called "the Regulations");
  - (b) To perform and observe the terms and conditions set out in the Second Schedule hereto.

3. THE PARTIES HERETO HEREBY DECLARE AS FOLLOWS:-

(a) That if at any time hereafter a new scale of rents for Institutional Plots in Lilongwe District shall come into use by the Minister then and so often as the same shall happen he shall be entitled to adjust and re-fix the yearly rent in accordance with such new scale with effect from 1<sup>st</sup> day of July next following its introduction the adjusted rent to be payable at the time and in the manner at and in which the original rent is hereby made payable;

(b) That the foregoing powers of the Minister are in addition to his statutory power to revise the yearly rent under the Land Act.

4. In this lease whether the context otherwise requires the singular shall include the plural the masculine shall include the feminine and the neuter the expressions 'the Minister' and 'the Lessee' shall include the persons or corporations deriving title under them respectively and where there two or more persons jointly and severally and such persons shall be deemed to hold the demised as joint tenants.

IN WITNESS whereof FELIX GREENE MANGANI,  
Acting Commissioner for Lands for and on behalf of the Minister  
has set his hand and seal and the Lessee has set his hand and seal  
the day and year first above written.

be) prepared including stamp duty and registration fees shall be borne and paid by the lessee.

5. In addition to the covenants implied herein by No. 2(1) of the Regulations and on his part to be performed the Lessee shall not share the possession of the demised premises or any part thereof without first obtaining the written consent of the Minister.

## FIRST SCHEDULE

ALL THAT piece or parcel of land containing two hundred eighty three decimal point three three three (~~283.333~~) hectares of public land or thereabouts known as Plot No 55/4 situated at Lilongwe District/Central Region the boundaries whereof (the same to be more precisely ascertained and defined by survey) being more particularly described and delineated on Survey Department Deed Plan No. 703/2002 hereunto annexed and thereon edged red.

## SECOND SCHEDULE

### 1. PURPOSE FOR WHICH THE LEASE IS GRANTED:

Institutional Purposes

### 2. SUM EXPENDED ON INSTITUTIONAL DEVELOPMENT

Already Developed

### 3. DATE BY WHICH THE INSTITUTIONAL DEVELOPMENTS TO BE COMPLETED

Already Developed

### 4. SPECIAL CONDITION

- a) In the making of any alterations or additions to the existing buildings on the demised premises the Lessee shall do all acts and things required by and perform the works conformably in all respects with planning approval and permissions and the provisions are statue rule or order or statutory instrument applicable thereto and the bylaws and regulations or any local authority having authority in that behalf in the district wherein the demised premises and situate.

- (b) The Lessee shall observe all statutory provisions and all provisions continued in any regulations made by a competent authority with regard to the carrying on of a trade or business on the demised premises.
- (c) The Lessee shall comply at once and give sufficient effect to every order direction or notice relating to the demised premises duly made by a competent authority.
- (d) If required by the Minister the Lessee will at times during the said term keep the buildings at any time upon the time demised premises insured from loss of damage to the full value thereof in some insurance office of repute and will produce the policy and the receipt for the current year's premium when requested so to do AND if and whenever the said buildings shall be damages the Lessee will immediately thereafter apply all moneys received under any such insurance as aforesaid in or towards reinstating the said buildings and if the same moneys shall be insufficient for the purpose will provide out of his own moneys such further sums as may be required and will with all convenient spend the same for the purposes aforesaid.
- (e) In its application to this lease No. 2 (A) of the Regulations shall be construed as if the words 'including replacement' were added in brackets after the words 'maintenance'.
- (f) The lessee shall acknowledges that he survey description and the survey plan of the demised premises as confirmed by a supplemental instrument hereto OR as so certified in writing by the Commissioner for Lands (or any officer dully authorized by him for the purposes) shall be deemed to described accurately the demised premises and to be in substitution for the description herein contained and the plan hereto annexed and that no error omission or misstatement in the description herein or in Deed Plan No. 703/2002 OR shall be the subject or any claim by him to receive compensation in respect thereof . The Minister's costs in costs in having the supplemental instrumental or certificate on the Commissioner for Lands (as the case may



SIGNED, SEALED AND DELIVERED by the said:

**FELIX GREENE MANGANI**

*Acting Commissioner for Lands*

*for and on behalf of the Minister*

*Responsible for Land Matters*



in the presence of:

Witness:

Address:

Occupation:

*Sturges*  
*P/B 311 Lilongwe 3*  
*Principal Land Officer*

THE COMMON SEAL of the said:

**NATURAL RESOURCES COLLEGE**

was hereunto affixed hereof  
in the presence of:

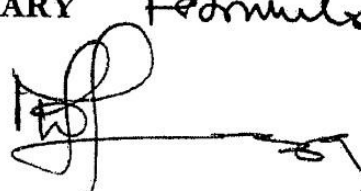
**BOARD CHAIR**

**SECRETARY**

Witness:

Address:

Occupation:

*Sturges*  
*Fomula*  
  
*C/O. NRC, P.O. Box 143 Lilongwe*  
*COLLEGE REGISTRAR*

DATED THIS .....DAY OF..... 2011



CENTRAL Region  
LONGWE District  
PI REGISTRATION SECTION Locality  
Hence LOT 55/4

**MALAWI  
DEED PLAN**  
No. 703/2002  
Scale 1/10 000

Department of Survey  
Archive Reference

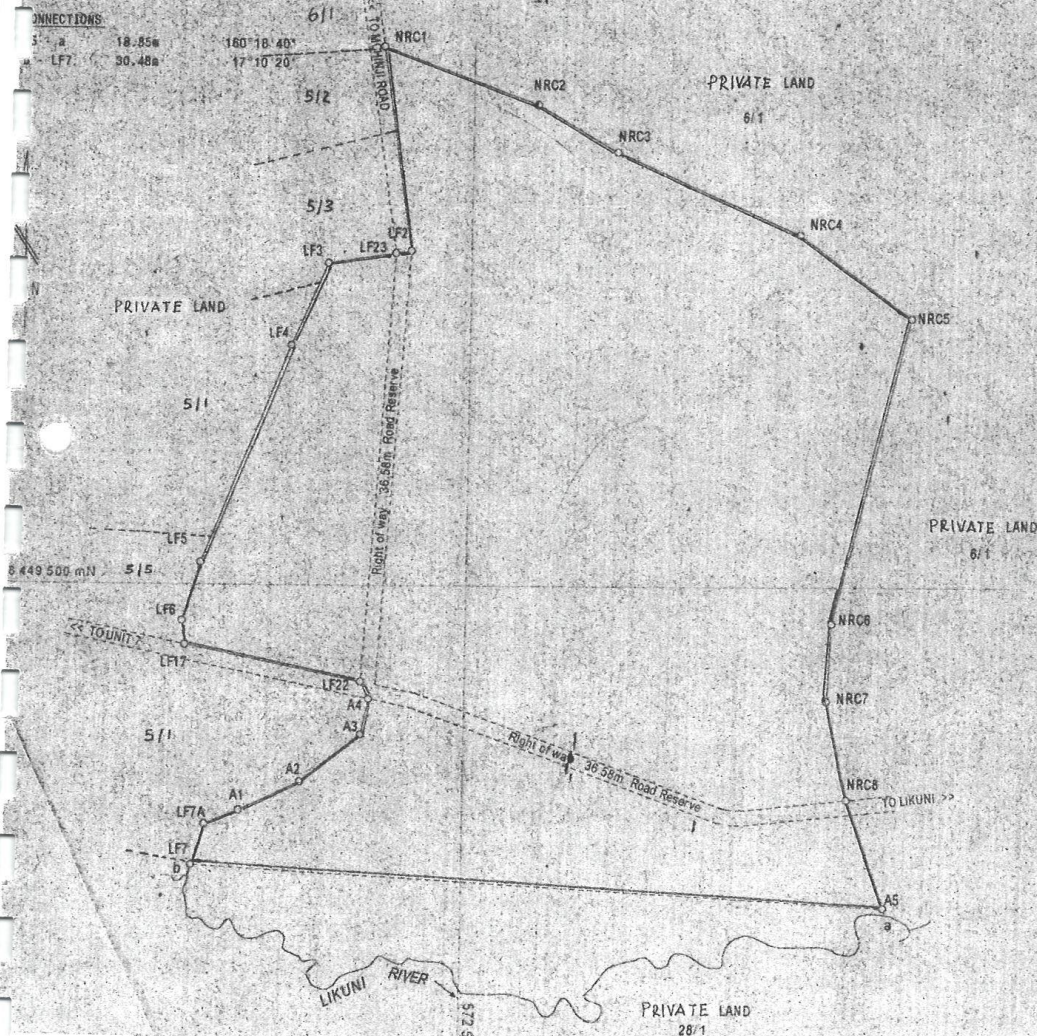
Original plan No. SD/ 11/194  
of LOT 55/4 - NATURAL RESOURCES  
Surveyed IN JULY 2002  
by C.S.S. IQYAH

Registry Map. WX6847. WY247. WY7250

CO-ORDINATES (U.T)

SIDES AND BEARINGS			
Beacon	Distance	Bearing	Beacon Description
NRC1	401.29m	110°34'20"	12mm I.R.C.
NRC2	226.51m	120°06'50"	10mm I.R.C.
NRC3	492.45m	113°55'30"	12mm I.R.C.
NRC4	342.49m	126°08'20"	
NRC5	764.90m	193°42'20"	
NRC6	187.68m	182°51'30"	
NRC7	245.00m	167°39'20"	
NRC8	277.92m	160°18'40"	10mm I.R.C.
A5	1697.27m	273°15'29"	
LF7	104.31m	17°10'20"	
LF7A	88.88m	68°01'40"	

SIDES AND BEARINGS			
Beacon	Distance	Bearing	Beacon Description
A1	164.88m	64°28'20"	10mm I.R.C.
A2	187.07m	52°19'00"	
A3	88.70m	12°25'20"	
A4	47.01m	332°40'20"	
LF22	440.73m	281°34'30"	12mm I.R.C.
LF17	58.54m	351°51'30"	
LF6	151.06m	16°48'00"	
LF5	569.09m	21°59'00"	
LF4	218.09m	23°54'10"	
LF3	168.92m	81°36'10"	
LF23	37.43m	81°41'30"	
LF2	502.11m	351°32'50"	
NRC1			



CERTIFICATE OF PREPARATION

*This is to certify that this document was  
prepared by Malawi Government and presented  
for registration by the undersigned*

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Post: \_\_\_\_\_

*[Handwritten Signature]*

*O. A. MATOPE*

*Ag. RCL (C)*

Date Stamp:

DEED REGISTER, LILONGWE  
Registered 2nd September  
2011 at 9.00 AM  
Stamp duty K11,384  
Registration fees K2,000  
Drawing fees K5,000  
Receipt No.  
Deed  
No. 85621



REFERENCE FILE NO. GR/LL/09/57

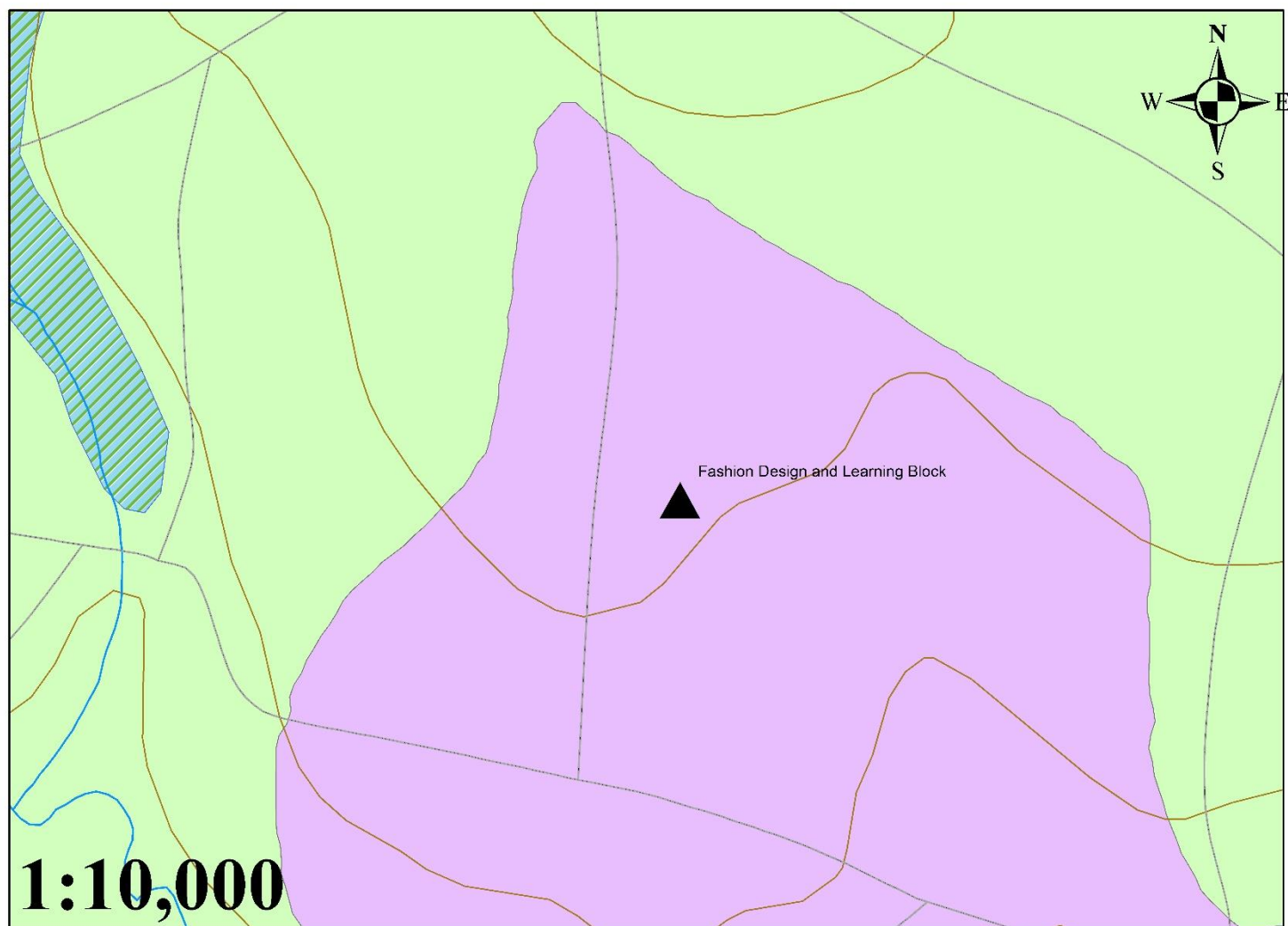
FLEMINGS MIKE CHIFOMBO  
LANDS OFFICER (LEGAL)

■

## **Appendix 6: Topographic Maps showing location of the Fashion Design and Learning Complex**



## MAP OF NRC SHOWING PROJECT PROPOSED SITES






### Legend

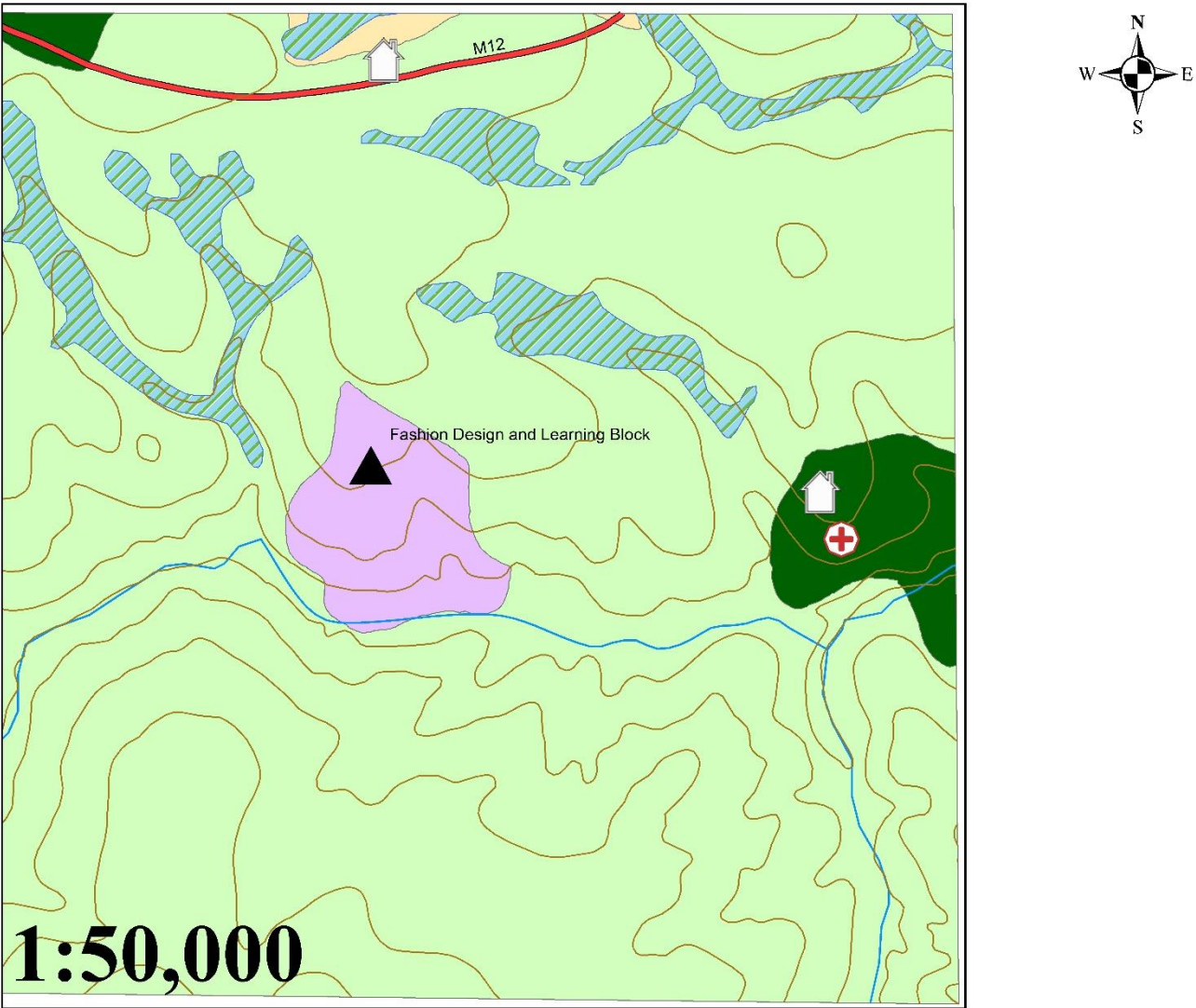
-  Fashion Design and Learning Block
-  Primary roads
-  Rivers
-  Contours
-  Wetlands

### Landuse

#### LANDUSE

-  Tobacco, maize
-  Maize, pulses, tobacco, groundnuts
-  NRC Boundary

# MAP OF NRC SHOWING PROJECT PROPOSED SITE



## Legend

- Fashion Design and Learning Block
- villages
- Health Facilities
- Primary roads
- Contours
- Main Rivers
- M12 Road
- Wetlands

## Landuse

### LANDUSE

- Tobacco, maize
- Maize, pulses, tobacco, groundnuts
- Grassland associated with upland drainage
- Built-up areas

## 8.2 Appendix 7: Malawi Policy and Legal Framework

Piece of Legislation	Description	Relevance to Project Activities
<b>Applicable Policies</b>		
National Environmental Policy (2004)	The policy provides strategies for environmental and social planning, environmental and social impact assessment, environmental and social audits, and environmental and social monitoring, among others. On ESIAs, the objective is to regularly review and administer the guidelines for ESIAs, audits, monitoring, and evaluation so that adverse environmental and social impacts can be eliminated or mitigated and environmental and social benefits enhanced.	Project activities will integrate environmental and social management and protection during project planning and implementation.
Environmental Management Act (2017)	The Act is the main law for environmental protection and sustainable resource use. Section 7 establishes MEPA and its authority over environmental assessments. Section 31 provides requirements for MEPA approval for projects needing an ESIA. Sections 99-104 prescribe penalties for ESIA non-compliance, hazardous substance mismanagement, and pollution, including fines of up to fifty million Kwacha and imprisonment of up to fifteen years.	The proposed works will comply with Malawi's 2017 Environmental Management Act, ensuring MEPA approval for ESMP, adherence to environmental standards, and avoidance of non-compliance penalties.

Piece of Legislation	Description	Relevance to Project Activities
National Gender Policy (2015)	The National Gender Policy provides guidelines to reduce gender inequalities, promote participation, and achieve equitable development. Section 1.3 offers guidelines for integrating gender considerations, while Section 3.6 focuses on fostering economic development and the empowerment of women. Section 3.7 recognizes that GBV, especially violence against women, girls, and vulnerable groups, severely impedes social well-being and poverty reduction.	This act can be highly relevant to project activities in establishing relevant plans for mitigating gender-specific risks. Project impacts can affect men and women differently i.e. influx of labour might increase risks related to GBV, SEA or SH which may affect a more vulnerable group.
National Water Policy (2005)	Section 1.3 of the National Water Policy explains that the policy provides an enabling framework for integrated water resources management in Malawi. Section 3.4.9 stresses that Pollution control of water resources shall adopt the ‘Polluter–Pays’ principle to ensure water user's responsibility. Section 5 points out that environmental degradation has negatively affected surface and groundwater quality, among other factors. Section 5.2.2 - Ensuring and promoting proper management and disposal of wastes.	The project activities have the potential to negatively affect the water resources of the rivers in the project area. It is therefore recommended that the project's activities be implemented in a way that minimizes public water pollution, thereby enhancing public health, hygiene, and environmental sustainability.



Piece of Legislation	Description	Relevance to Project Activities
National Sanitation Policy (2008)	The National Sanitation Policy provides a vehicle to transform Malawi's hygiene and sanitation situation. Section 3.1.1 promotes the improvement of hygiene, sanitation, and waste recycling in the country.	The proposed project will ensure that liquid and solid waste management encourages waste reduction, recycling, and reuse before final disposal, complying with the policy's provisions.
National HIV and AIDS Policy (2005)	The policy aims to prevent HIV infections, reduce vulnerability, improve treatment and support for those living with HIV/AIDS, and mitigate its socio-economic impact. Chapter 7 addresses HIV/AIDS in the workplace, highlighting issues like absenteeism, low productivity, and discrimination.	The proposed project will implement an HIV/AIDS policy and support program, ensuring no pre-employment HIV testing or discrimination based on HIV status. Employees will not be forced to disclose their HIV status, and any voluntary disclosures will remain confidential.
National Equalization of Opportunities for Persons with Disabilities Policy (2006)	<p>The Policy promotes the rights of people with disabilities and integrates them to enable them to play a full and participatory role in society.</p> <p>Section 2, subsections 2.3 and 2.4.8 of the policy state that people with disabilities are most affected by poor infrastructure, such as buildings not designed to accommodate or meet their special needs. Similarly, Subsection 2.45 of the policy states that people with disabilities have restricted employment opportunities, mainly due to discrimination, inadequate education, job experience, and confidence.</p>	The policy on the proposed project implies that the contractor will be required to provide job opportunities to people with disabilities to ensure that they are also economically empowered.

Piece of Legislation	Description	Relevance to Project Activities
National Energy policy (2018)	<p>The National Energy Policy Section 2.1 provides the goal of the policy: “To increase access to affordable, reliable, sustainable, efficient and modern energy for every person in the country.”</p> <p>Section 1.3 provides guiding principles of the policy, including energy efficiency and conservation and promotion of private sector investments. Energy efficiency is a priority area as it recognises the importance of security of energy supply systems. Mitigating environmental, social, safety and health impacts of energy production and utilization is a key part of the policy. The policy's relevance to the road construction project in Malawi will be indirect but still significant, focusing on the project integrating energy-efficient technologies and practices that can align with national energy goals.</p>	Guided by this policy, the project can be more energy-efficient, cost-effective and environmentally sustainable
Agricultural Policy (2016)	It is the blueprint for the agricultural production and processing in Malawi	The policy is relevant because it can be a teaching tool for students and farmers, it also ensures sustainability of the plant, and contributes to productivity in the agricultural sector
<b>Applicable Acts</b>		

Piece of Legislation	Description	Relevance to Project Activities
Constitution of Malawi	The Constitution includes provisions emphasizing environmental protection and sustainable management of natural resources. Specifically, in Chapter III, Section 13(d), it outlines a responsibility for the state to manage the environment for the benefit of present and future generations. This includes preventing environmental degradation, promoting conservation, and ensuring the sustainable use of natural resources.	The project will ensure that it upholds Malawi's commitment to sustainable development, public health, and educational growth
Disability Act (2013)	This act is a significant step towards ensuring equal opportunities and rights for persons with disabilities. Promoting policies and legislation that aim to equalise opportunities, protect rights, and fully integrate persons with disabilities into all aspects of life recognises their inherent dignity and well-being. Sections 9 and 13 of the acts are particularly commendable, as they prohibit discrimination in accessing premises, provision of services, and employment opportunities based on disability.	The project will ensure that buildings, facilities, and infrastructure are accessible to all persons with disabilities. and promote equal employment opportunities for persons with disabilities.
Public Health Act (1948)	The Public Health Act of 1948 governs health-related issues, including environmental and occupational health and solid waste management. Section 59 prohibits nuisance in workplaces, such as unclean conditions, offensive odours, poor ventilation, and inadequate lighting, which endanger employee health. It also addresses the need for sanitary latrines and proper wastewater	The proposed projects must ensure suitable toilet facilities for all genders, manage storm water effectively and prevent nuisances to maintain public health and safety. Compliance with these provisions is essential for the project's success.

Piece of Legislation	Description	Relevance to Project Activities
	discharge. Section 88 mandates separate toilets for males and females in public buildings.	
Occupation Safety, Health, and Welfare Act (1997)	The Act regulates employment conditions for safety, health, and welfare in workplaces in Malawi. It mandates workplace registration, inspection of plant and machinery, and accident prevention. Part II requires workplaces to be registered with the director maintaining a register. Part III outlines employer duties, including providing safe work systems, risk-free handling of substances, and adequate employee training and supervision.	Safety measures, particularly shielding and limiting radiation exposure, will be prioritised. Personal protective equipment will be used supplementally or in emergencies. The university must implement all ESMP safety measures.
Gender Equality Act (2015)	The Act in Chapter 25:06 promotes gender equality and equal integration of the gender issues thereby promoting empowerment, dignity, and opportunities for men and women in all functions of society, prohibits and provides redress for sex discrimination, harmful practices, and sexual harassment, provides for public awareness on the promotion of gender equality and connected matters. Section 6(1) of the Act states that a person who commits an act of harassment if he or she engages in any form of unwanted verbal, non-verbal, or physical conduct of a sexual nature in the circumstances would have anticipated that the other person would be offended, humiliated or intimidated, and (2) a person who sexually	The implication of the Act on the proposed project is that sexual harassment must be addressed by contractors holistically, including by instituting the measures prescribed by law.

Piece of Legislation	Description	Relevance to Project Activities
	harasses another in terms of the preceding subsection is liable to a fine and imprisonment specified under subsection (2).	
Environment Management (Waste Management and Sanitation) Regulations (2008)	The regulations, under the Environment Management Act, expand on the 1948 Public Health Act. Hazardous waste is identified by categories in the Seventh Schedule and characteristics in the Eighth Schedule, such as corrosiveness and flammability. Section 8 mandates waste generators to safely store general waste to prevent health hazards.	NRC must manage all waste during rehabilitation, ensuring compliance with these regulations for safe storage, handling, and disposal to protect public health and the environment.
Public Health Corona Virus Disease of 2019 (COVID-19) (Prevention, Containment and Management) Rules (2020)	Public Health rules mandate both employers and employees to implement general preventive measures, such as self-quarantine for at-risk individuals, covering mouth and nose when coughing or sneezing, avoiding touching the face, eating thoroughly cooked food, and avoiding handshakes and close contact. Employers must form a team to implement these guidelines and disseminate them to all employees. Employees must cooperate and report non-compliance.	The Ministry of Labour will inspect workplaces for adherence. The developer of the two proposed projects must ensure COVID-19 guidelines are implemented and followed by both employers and employees.
Child Care, Protection and Justice	The Act in Part II, division 6 emphasizes the protection of children from undesirable practices. The undesirable practices are outlined in sections 79 and 80. Section 79 of the Act protects any child from	The implication of the Act on the proposed project is that plans and strategies must be in place to guard against child trafficking, including through recruitment (child labor).

Piece of Legislation	Description	Relevance to Project Activities
(Amendment) Act (2010)	child trafficking. Section 80 protects a child from harmful cultural practices.	
Penal Code, Chapter 7:01	Section 138 (1) of the Penal Code punishes the defilement of girls under sixteen years of age (punishable with life imprisonment). Sexual abuse and exploitation of children is a common practice in construction in sites.	The ESMP has articulated how project will guard against the perpetuation of the crime by project workers.
National Construction Industry Act (1996)	<p>The National Construction Industry Act of 1996 establishes the National Construction Industry Council (NCIC) of Malawi as the agency responsible for promoting and developing the construction industry in Malawi. The Act regulates the construction industry by ensuring that all individuals and entities involved are registered and meet specific standards, promoting Malawian firms, facilitating access to resources, and maintaining safety and quality standards within the industry.</p> <p>The Council is responsible for promoting safety standards in the construction industry, ensuring that construction activities do not adversely affect the environment and social settings. It regulates industry activities through relevant boards and associations, enforcing environmental and social standards as part of its mandate.</p>	<p>In this project, compliance with the registration and requirements of the NCIC will be ensured. This implies adhering to the councils' standards, including environmental and social safeguards and quality control.</p> <p>Non-compliance to these standards may result in penalties.</p>

Piece of Legislation	Description	Relevance to Project Activities
	Additionally, the Council standardizes quality control, contract documentation, codes of practice, procurement processes, and legal procedures, likely incorporating environmental and social safeguards.	
Employment Act (2000)	<p>The Employment Act of 2000 reinforces and regulates minimum standards of employment with the purpose of ensuring equity necessary for enhancing industrial peace, accelerated economic growth and social justice; and for matters connected therewith and incidental thereto. Part II of the Act states fundamental principles guiding the act, and these include: Section 4(1) - Prohibition against forced labour Section 5(1) - Anti-discrimination Section 6(1) - Equal pay Section 7 - Remedies for infringement of fundamental rights</p> <p>Part IV of the Act prevents employment of young persons and the restrictions are provided in detail in sections 21(1) and 22(1) as follows: “21. (1) subject to subsection (2), no person under the age of fourteen will be employed or work in any public or private agricultural, industrial or non-industrial undertaking or any branch thereof. 22. (1) No person between the age of fourteen and eighteen</p>	The employment Act will be highly relevant in serving as a guide that will curb issues of un-fair hiring practices, child labour, violation of workers’ rights, discrimination and inequality, lack or no evidence of formal contractual obligations and poor wages and benefits.

■

Piece of Legislation	Description	Relevance to Project Activities
	years will work or be employed in any occupation or activity that is likely to be - (Hazardous work) a) Harmful to the health, safety, education, morals or development of such a person; or b) Prejudicial to his attendance at school or any other vocational or training programme.”	



## **Appendix 8: Application forms for Permits and Licences**

Please double click on the first page of each application form to view the full form.

PP/F001



Malawi Government

PHYSICAL PLANNING ACT  
APPLICATION FOR DEVELOPMENT PERMISSION  
(Section 46(1) (b))

**This form should be completed in For Official Use Only *quadruple* and sent to:** \_\_\_\_\_

<b>The Commissioner for Planning*</b>	<b>Physical</b>	File No:	.....
		Application No:	
		Location/ Plot No:	
		Payment Received	GR.
		NO.:	
<b>The</b>		Date Received:	.....
			.....
			.....

.....  
**Planning Committee\***

(\* Delete whichever is not applicable)

I/WE hereby apply for permission to carry out the development described in this application and on the attached plans and drawings.

Signed:

Date:

.....  
SIGNED BY REGISTERED  
PHYSICAL PLANNER:

.....  
Name of

PP/F002



Malawi Government

PHYSICAL PLANNING ACT  
OUTLINE APPLICATION FOR DEVELOPMENT PERMISSION  
(Section 46 (1) (a))

This form should be completed in **For Official Use Only** *quadruple* and sent to:

	<b>File No.:</b> .....
	Application No:
<b>The Commissioner for Physical Planning</b>	Location/ Plot No:
	Payment Received:
	Date Received:
	.....
	.....
	.....
	GR No.
	.....
<b>The Planning Committee</b>	.....
Signature of Registered Physical Planner	.....



LIQUID FUELS AND GAS (PRODUCTION AND SUPPLY) ACT

(Cap. 50:03)

LIQUID FUELS AND GAS (PRODUCTION AND SUPPLY)

REGULATIONS 2008

(reg. 28)

FIRST SCHEDULE , PART IV

**APPLICATION FOR LICENCE TO STORE LIQUID FUELS AND  
GAS**

**SECTION A**

FORM

LFG 4

**PARTICULARS OF APPLICANT**

A.1 Full Name of Applicant .....

.....

A.2 Address of applicant, or in the case of a body corporate, the registered office

.....

.....

.....

A.3 Telephone Number of Applicant .....

..... A.4 Fax Number of Applicant .....

.....



## FORM 1A

### NATIONAL CONSTRUCTION INDUSTRY ACT

(CAP. 53:05)

### APPLICATION FORM FOR PERMANENT REGISTRATION OF BUILDING, CIVIL, ELECTRICAL AND SPECIALIST CONTRACTORS

To: The Chief Executive Officer  
National Construction Industry Council (NCIC)  
Private Bag A 146  
**LILONGWE**  
Tel: (+265)887829505  
Email: [ncic@ncic.mw](mailto:ncic@ncic.mw) Website: [www.ncic.mw](http://www.ncic.mw)

**Category of the construction industry for which this application is submitted (please tick):**

Class	1	2	3	4	5	6	7	8
	50M	100M	200M	500M	1Bn	5Bn	10Bn	Unlimited
<b>Building Category</b>								
<b>Civil Category</b>								
<b>Electrical Category</b>								

*Note: M = Million; Bn = Billion*

Specialized Category	Micro	Small	Medium	Large
	50M	100M	500M	Unlimited
<b>Area of specialization e.g. Borehole drilling, Painting, Mechanical Services, Structural Steel Fabrication, etc)</b> 119				

**GOVERNMENT OF MALAWI  
OCCUPATIONAL SAFETY HEALTH AND  
WELFARE ACT**

**APPLICATION FOR A REGISTRATION**

**OF A WORKPLACE  
(Section 9 of the Act)**

For Official use only	
1. Region.....	
2. Received.....	
3. Cert. Issued.....Date..	
4. No. of Cert.....	
5. Fees received..... C	
No.....	

**FORM LAB/W/1**

**PARTICULARS TO BE SUBMITTED BY OCCUPIERS OR  
INTENDING OCCUPIERS OF WORKPLACES**

I hereby apply for the registration or renewal of the premises, of which particulars are given below, as workplace.

1. The workplace

(a) Name of workplace \_\_\_\_\_

(b) Postal address of workplace .....  
\_\_\_\_\_Telephone No. \_\_\_\_\_

(c) Date of Occupation \_\_\_\_\_

2. The owner or Occupier

(a) Name(s) of Occupier (i) .....

(ii)

(iii) \_\_\_\_\_

(b) Postal address of occupier \_\_\_\_\_

(c) Physical address of Occupier .....  
.....Email Address

(d) Nationality of occupier \_\_\_\_\_

## Appendix 1: Environmental Impact Assessment Rating

Rating	Description
Very Large positive (+)	A very beneficial impact may be sufficient by itself to justify the implementation of the project. The impact may result in permanent positive change
Large positive (+)	A beneficial impact which may help to justify the implementation of the project. These impacts would be considered by society as constituting a major and usually a long-term positive change to the (natural and / social) environment.
Medium positive (+)	A positive impact. These impacts will usually result in positive medium to long-term effects on the natural and / social environment.
Small positive (+)	A small positive impact. The impact will result in medium to short term effects on the natural and / social environment.
Minimal/No Impact	No or insignificant impact
Small negative (-)	An acceptable negative impact for which mitigation is desirable. The impact by itself is insufficient even in combination with other low impacts to prevent the development from being approved. These impacts will result in negative medium to short term effects on the natural and / social environment.

Rating	Description
Medium negative (-)	A minor negative impact requires mitigation. The impact is insufficient by itself to prevent the implementation of the project but which in conjunction with other impacts may prevent its implementation. These impacts will usually result in negative medium to long-term effect on the natural and / social environment.
Large negative (-)	A moderate negative impact may prevent the implementation of the project. These impacts would be considered as constituting a major and usually a long-term change to the (natural and / social) environment and result in severe changes.
Very large negative (-)	A major negative impact may be sufficient by itself to prevent implementation of the project. The impact may result in permanent change. Very often these impacts are immitigable and usually result in very severe effects. The impacts are likely to be irreversible and/or irreplaceable.



**Step 3: Overall Impact Assessment**

Step 2: Magnitude of impact	Step 1: Value		
	Low	Medium	High
Large positive			Very large positive (++++)
Medium positive			Large positive (+++)
			Medium positive (++)
			Small positive (+)
Minimal / no		<b>Step 3: Overall Impact Assessment</b>	Minimal/no (0)
Medium negative			Small negative (-)
			Medium negative (--)
			Large negative (---)
Large negative			Very large negative (----)

Description of baseline situation and where possible ascribing a value to the project area (s) according to a set of criteria (presence of rare species, human disturbance etc).

An assessment of the magnitude of project impacts according to another set of criteria (duration, extent, reversibility etc)

Magnitude of impacts is combined with value in order to arrive at an impact assessment.

In short, the methodology implies that the environmental values of the expected impact are combined with the magnitude of the impacts to give the overall impact assessment. A standard set of criteria is employed to determine the value of the impact zone and the magnitude of impacts.

- Conservation value of species
- Biodiversity values

- Ecological function of species
- Ecological function of habitats

### **Social criteria**

The concept of environmental value of an area cannot be directly applied to socio-economic issues. Yet it is important to describe and assess the conditions of local communities in order to allow for an assessment on how a given project will affect these communities. To determine the socio-economic conditions of affected communities a set of socio-economic indicators will be employed. The indicators are:

- Availability and dependency of natural resources
- Ability to cope with natural hazards
- Socio-economic status
- Public health situation
- Cultural flexibility – capacity to adjust to changes
- Capacity of local infrastructure and public institutions

### **Magnitude**

Information on nature and extent of the project will be obtained from engineers. In order to assess magnitude of impact for the selected option the following criteria will be used:

- Size of affected area
- Number of people displaced (magnitude of socio-economic impacts only)
- Duration and reversibility of effect
- Probability of the impact arising

### **Overall impact**

Since the objective is to optimise the proposed alternative in terms of coming up with mitigation measures, the focus will be on values of uniform sub areas (e.g. biodiversity, vegetation, animals) within the project area. A summary of specific impacts on terrestrial ecology, aquatic ecology and the socio-economic environment is then be provided. These impacts will be given on a scale from large negative to large positive as shown in Appendix 7.

■

**Appendix10: NRC Academic Staff Consultative Meeting held on 12th June 2023  
from 9am**

**1. Structure of the Fashion Design and learning complex**

Members indicated that they would have loved it if the fashion design and learning complex were upstairs than the ground floor. But because of financial constraints, they will go for a ground floor.

**2. Water problem at NRC**

Members recommended incorporating construction of a water reservoir into the SAVE Project because water is a challenge at the institution.

**3. Waste management**

There will be waste produced from the fashion house and a special waste management measure be planned for this kind of waste.

**4. Sewer system**

A contract has already been awarded to Fargo company to construct a new sewer at NRC because the current one is not enough,

**5. Animal security**

There are fears that the animal biosecurity is compromised. This is so because gasses cannot be controlled by a fence therefore even if the animals are fenced of, still gasses will pass to the animal houses.as a result the animals being infected. Animals need to be isolated from all other activities.

**6. Noise**

This noise can come from construction work and from animals (pigs). This noise will be disturbing students learning the fashion design and learning complex. This has to be looked into and mitigation measures to curb the noise.

# L. UANVAR - NRC MEMBERS OF STAFF

## NATIONAL STAKEHOLDERS' CONSULTATIVE MEETING

### ATTENDANCE FORM

DATE ...12 JUNE, 2023.....

NO	NAME	POSITION	ORG/DEPT	CONTACT	SIGNATURE
1	Pongdila Coxner	ESMP focal point Lecturer, Acting HOD	LWR	0991148 435	
2	Cydney Ngamamba	Lecturer FT	AFS	0999357184	
3	Danny Chinombo	Lecturer	AFS	0999124	
4	IDA KAMOTO	Lecturer	LWR	0999359 312	
5	Marion Sandoz	Lecturer	AFS	0888 002077	
6	Nike Phugale	Lecturer	AFS	0888397245	
7	Promise Chisalo	Project Officer	NRC	0888236524	
8	J Mapiri	AFM	11	099925147	
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# LUANAR - NRC MEMBERS OF STAFF

## NATIONAL STAKEHOLDERS' CONSULTATIVE MEETING

### STAKEHOLDER ROLE AND RESPONSIBILITY

DATE ..... 12 JUNE, 2023

NO	NAME OF ORG/DEPT	CONTACT PERSON	PHONE NO.	ROLE TO PLAY
1	LWR Dpt - NRC	P. Corner	0991148435	GMP focal point.
2	AFS Dpt - NRC	S. Nsamaumba	0999357184	FT REP.
3	AFS - NRC	A O CH/NAME	0999/24779	AFS SKILLS / QALIS production
4	Estates	EDM	099925145	jmapini@luanar.ac.mu
5	AFS - NRC	M. Samukwa	0888002070	
6	LWR Dpt - NRC	I. Kamoto	0999 359 312	
7	AFS - NRC	M. Chinganda	0888373247	rac

## **Appendix 11: NRC Support Staff and Students Consultative Meeting**

### **ISSUES RAISED**

1. Sewer system:  
The capacity of the existing sewer system is questionable and members think it doesn't go as far as the propose construction site.
2. Waste management:  
Members want to know how waste from the fashion design and learning complex will be managed.
3. Learning versus dust:  
Members wanted to know how dust from construction site will be managed so that students are not affected by it (dust).
5. STIs and awareness campaigns:  
Members recommended that awareness campaigns be planned to teach about STIs







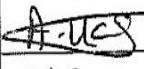
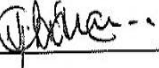



# LUANAR - NRC CAMPUS

~~XXXXXXXXXXXXXXXXXXXX~~

## STUDENTS & SUPPORT STAFF

### ATTENDANCE FORM

DATE ... 12 JUNE 2023 .....

NO	NAME	POSITION	ORG/DEPT	CONTACT	SIGNATURE
1	Aubrey Chingota	Student		0387478172	
2	Kumbonka M. Phiri	Student		0993538566	
3	Steven Gonthi	Student		0881479738	
4	Martha Chilamba	student		0995905510	
5	Rabera Sandam	Student		0584703669	
6	CHARITY MASITA	Student		0993414117	
7	Agatha Ndlovu	House Keeper	NRC	0996127100	
8	Vitumbiko M. Chima	Sch. President	NRC	0995112520	
9	M. Kutsamba	Mechanic	Admin	0995272489	
10	S. Chisamba	Technician	Admin	0999952624	
11	Lazarus Mwaure	Electrician	Admin	0995703739	
12					
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## STAKEHOLDER ROLE AND RESPONSIBILITY

[illegible]



# LIANAR - NRC CAMPUS STUDENTS & SUPPORT STAFF

## STAKEHOLDER ROLE AND RESPONSIBILITY

DATE 12 JUNE, 2023

NO	NAME OF ORG/DEPT	CONTACT PERSON	PHONE NO.	ROLE TO PLAY
1	M			
2	<del>Life Science &amp; Natural Resources</del>	<del>0999952624</del>		
	Life Science & Natural Resources	S. Chisumba	0999952624	Management of the environment
	<del>Hazardous - AA</del>			
	Admin - NRC Maintenance	L. Mwaanga	0995703739	Sanitation Issues
	Admin - NRC House Keeping	A. Ndlovu	0996127100	Provision of Cleaning <sup>Services</sup>
	S.U Representative - NRC	V.M. Chimwa	0995112520	Ensure Students stay off-site project

■

**Appendix 12: Local Community Consultative Meeting held at Senior GVH  
Masakamila Ground, Lilongwe**

**MAJOR ISSUES RAISED**

1. NRC does not benefit the surrounding community  
Members said that they are not recognized by NRC therefore they don't benefit from its projects. Members said that the only time the villages are recognized is when NRC students to the villages for their research.
2. NRC employees deter other from getting employment  
Every time there are employment opportunities, those already in office deter others from the surrounding villages to get employed.
3. STIs  
Some women are clear that they tell their spouses that they are selling commodities at the construction sites, yet they get money from men working on the construction site (dating).

# ATTENDANCE FORM

NRC

TA MALILI  
MABWATALIKA

~~REPUBLIC DISTRICT COUNCIL~~

SGVH MASAKAMIKA - COMMUNITY MEMBERS

DATE 12 JUNE 2023

NO	NAME / DZINA	POSITION / UDINDO	ORG/DEPT	CONTACT	SIGNATURE
1	Andrew Ganizani	Secretary		0996154598	A.G
2	Masauo Gibson	Builder		099680089	mib
3	Esau Clement				ESAU
4	Atisani James			099619825	600
5	Raphael James				laphael
6	Austine Sanyani			0982702816	John
7	Jean Tambila				099
8	Doreen Julius			0996780089	D. BDA
9	Martha Mandakasi			0997614367	500
10	Gele Chikendi				E.C
11	Terera Sipiriyano				CH
12	Linity Jordan			0997441567	LINILE
13	Ireen Detulo			0993160132	FL Cam
14	SGVH Masakamika	SGVH		0995676275	A
15					
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**Appendix 13: Lilongwe DESC Consultative Meeting, held at Lilongwe District Council on 13 June 2023**




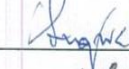
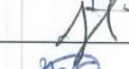

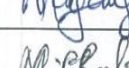
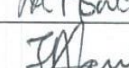


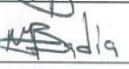





**Major Issues Raised**

1. Waste Management plan: A lot of wastes will be generated from the proposed food processing plant, therefore, there is need for a good waste management plan.
2. What will happen to the fish pond. The proposed food processing plant is upstream, while the fish pond is downstream, what will happen to the fish pond.
3. Noise. Noise will be produced from the fashion design and learning complex and sound from pigs, how will the noise be mitigated?
4. Gaps. There are gaps that need
5. ESMP report. The council would love to have a copy of the ESMP.
6. Replacement of the cut down trees. Members want the trees that would be cut in the SAVE projects to be replaced as per national regulation.

# STAKEHOLDER ATTENDANCE REGISTER

## LILONGWE DISTRICT COUNCIL

DATE .....13 JUNE 2023.....

NO	NAME	POSITION	ORG/DEPT	CONTACT	SIGNATURE
1	YAMIKANI NKHONDO	AIE	LLDC	0999888585	
2	Agatha Mhang	CDO	LLDC	0993694466	
3	Tadala Seedorera	EDO	" "	0999306648	
4	Lusungu Ngwata	DRHO	" "	0995282922	
5	Ulene Chiyanda	NHAD	LLDC	0888772697	
6	Ruth Masanore	P.O	CISIONECC	0993608494	
7	Ruth Lilambale	P. Manager	CISIONECC	0888773868	
8	Mary Bulsimu	P.A	CISIONECC	0882893650	
9	Ignatius Kaulendo	DFD	FISHERIES/LLDC	0999493943	
10	Willard Chirwa	PRD	LLDC/Planning	0992256030	
11	Bellings Makhring	Economist	LLDC/Planning	0880845358	
12	REBECCA BADIA	EO	LLDC	0991309270	
13	Phwe Masinani	EO	LLDC	0995175657	
14	Sylvia Kasika	PPO	LLDC/Planning	0996867468	
15	Natence Simu	SDO	LLDC/Planning	0999458266	
16	Hester Mdooko	Economist	LLDC/Planning	0991086369	



# LI LONGWE DISTRICT COUNCIL

## 13 June 2023

17	MCNELL Gondoloni	CPW	District Social Welfare	099372463	mel
18	Blackson Chapuma	Environment	LLDC Environment	0986816822	<del>Blackson</del>
19	Joseph Kanyangula	Education	ESL → DJHDC	0999393223	<del>Joseph</del>
20	FANIZO DANIFORD	Disaster Officer	DISASTER	0998890885	<del>FANIZO</del>
21	Gabriel Misomah	AFD	Forestry	0999264680	<del>Gabriel</del>
22	Phyoke Msumba	Environment	LLDC environment	0999266566	<del>Phyoke</del>
23	Raphael Muthali	CRB	LLDC/public works	0993309315	<del>Raphael</del>
24	CAITILIME MEXVULO	IEA	CUONICC	0885644324	<del>CAITILIME</del>
25					

STAKEHOLDER ATTENDANCE  
Register

## LILONGWE DISTRICT COUNCIL

## STAKEHOLDER ROLE AND RESPONSIBILITY

DATE 13/06/2023

NO	NAME OF ORG/DEPT	CONTACT PERSON	PHONE NO.	ROLE TO PLAY
1	Community Development	Agatha Nkhosho	0993694466	Community Mobilization + Sensitization
	Environment	Bonface Chameza	0991866700	Monitoring implementation of ESMPs
	Nutrition & HIV	Edna Nalongo	0999615696	Technical guidance
	Fisheries	I. Kaulendo	0999493943	Monitoring Implementation of ESMPs
	Planning	B. Mankhira	0880845258	Monitor the Indicators <sup>Project</sup> <sup>Status</sup> against its objective
	Physical Planning	S. Kasiga	0996867468	Monitoring implementation of ESMPs & Physical Plan
	<del>Planning</del>	<del>XXXXXXXXXX</del>	<del>XXXXXXXXXX</del>	<del>Monitoring implementation of ESMPs</del>
	Planning	Xlesher Mafosa	0991036369	Monitoring Implementation of ESMPs and Evaluation of project
	IRRIGATION	E. Gogogoro	0999064516	Monitoring Implementation of ESMPs



## **Appendix 14: National Stakeholders Consultative Meeting held on 9<sup>th</sup> June 2023 at BYTE Lodge. Lilongwe**

### **ISSUES RAISED**

Being a National Consultative Meeting, members covered general and specific issues applicable to all SAVE ESMP projects conducted by the Consultant. These include construction works at Livingstonia Technical College, Mzuzu Technical College, Domasi College of Education and Lilongwe University of Agriculture and Natural Resources (NRC and Bunda Colleges).

#### **GENERAL ISSUES RAISED**

**1.** The consultant to consider issues of effluents, and water conservation at all institutions.

**2. Alternative accommodation for boys during the rehabilitation of their hostel at Livingstonia Technical College**

The project is welcomed, but there is a need for a solution as to where the boys will be accommodated during their hostel's rehabilitation at Livingstonia Technical College.

**2. Need for a pavement.**

There is no pavement from classrooms and offices to the kitchen\dining hall at Livingstonia Technical College. This makes life hard especially during rainy season as the path becomes so slippery.

**3. How noise produced from welding and fabrication workshop will be handled**

Members wanted to know whether the welding and fabrication workshop at Mzuzu Technical College will have a sound-proof facility, since welding is a noisy activity. The solution was to schedule all practical sessions to be at one time and all theory sessions at one time too,

**4. Need for the students to be involved in the SAVE Project**

A request was made during students' consultative meeting at Livingstonia Technical College to involve them in the SAVE Project. A representative from Ministry of Labour concurred with the students request to have students get involved in the SAVE Project construction.




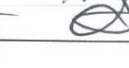
**5. ODeL Centre to an ICT Centre**

It was learnt that the proposed ODeL Centres have been replaced by the ICT Centres at Livingstonia Technical College and Mzuzu Technical College. During the national stakeholders' consultative meeting, it was agreed that ODeL Centres need to remain such because they need to reach out to many. The project document had it as ODeL Centres therefore it should remain ODeL Centres.

# NATIONAL STAKEHOLDERS' CONSULTATIVE MEETING

## ATTENDANCE FORM

DATE .....9 JUNE 2023.....

NO	NAME	POSITION	ORG/DEPT	CONTACT	SIGNATURE
1	Martha Kikulumbi	PGDO	MoGCDSW	0994012992	
2	Peter Elson	Social Safeguards Specialist	PW	0999146986	
3	Dhaya	Coordinator	MoL (Tech Ed)	0888795552	
4	C. Chasumba	PYO	MoY&S	0993007187	
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# NATIONAL STAKEHOLDERS' CONSULTATIVE MEETING

## STAKEHOLDER ROLE AND RESPONSIBILITY

DATE .....9 June 2023

NO	NAME OF ORG/DEPT	CONTACT PERSON	PHONE NO.	ROLE TO PLAY
1	Min. of Gender	09940129921	Ma. Lito Kumbi	- corporate building - Safeguarding Policy dev. - sensitization on -ve and +ve impacts of the project in gender related issues - Promote 40:60 ratio employment policy guide in recruitment.
2	PIV	0999140913	Peter Duden	Coordinating Implementation
3	MOL	DHUYA	0882 79 55 50	Monitoring and providing guidance & reference to Govt Policies
4	Ministry of Youth & Sports	C. Chasuke	0993007187	Chairman of safeguarding issues on young people both boys and girls - Sensitizing young people on pro and cons on sexuality issues

### 8.3 Appendix 15: NRC GRM Committee Members

No	NAME	DESIGNATION
1	Dr. Angistone Mlangeni	Dean of Faculty and Save Desk Officer
2	Ms. Michelle Sande	Assistant Registrar Students Welfare
3	Mr. Jimmy Gondwe	Staff Union President
4	Mr. Hastings Biswick	Students Union President
5	GHV Khwidzi	Community Representative-male
6	GHV Masakamika	Community Representative-female
7	Mr. Kagundu	Clinical Officer
8	Mr. Mapiri	Assistant Estates Development Officer
9	Dr. Ponyadira Corner	Environmental & Social Safeguards focal point

## **APPENDIX 16: LIFE AND FIRE SAFETY MANAGEMENT PLAN**

### **A16.1 General Safety Measures**

#### **1. Fire Detection and Alarm Systems:**

- Install smoke detectors and fire alarms throughout the fashion design and learning complex, ensuring they are connected to a central alarm system.
- Place manual call points at strategic locations, including near exits and in high-risk areas.

#### **2. Emergency Lighting and Signage:**

- Ensure all escape routes and exits are clearly marked with illuminated signs.
- Install emergency lighting along escape routes to provide visibility during power outages.

#### **3. Fire Suppression Systems:**

- Equip the learning complex with fire extinguishers, ensuring they are appropriate for different types of fires (e.g., electrical, chemical).
- Install sprinkler systems in high-risk areas like the laboratories and design studio.

#### **4. Evacuation Plans:**

- Develop and display clear evacuation maps on each floor, indicating all exits, escape routes, and assembly points.
- Conduct regular fire drills to ensure staff and students are familiar with evacuation procedures.

#### **5. Fire Safety Training:**

- Provide comprehensive fire safety training for all staff, including the use of fire extinguishers and evacuation protocols.

#### **6. Emergency Response Team:**

- Establish a dedicated emergency response team trained in fire safety protocols, first aid, and communication during emergencies.

#### **7. Chemical spills:**

- Use appropriate spill kits and PPE to safely clean up the spill
- For larger spills, evacuate the area and restrict its access

**8. Injuries:**

- Administer first aid as much as possible
- Seek medical attention at the nearest clinic