

**National Warehousing Facility – Guyana
Environmental and Social Action Plan (ESAP)**

No.	Aspect	Action	Deliverable	Delivery date
PS 1: Assessment and Management of Environmental and Social Risks and Impacts				
1.1	Compliance with National Regulations (Environmental Permits)	1. Submit construction permits	1. Construction permits	1. Prior to 1 st disbursement for Phase 1 and prior to start of construction for Phase 2.
		2. Submit the operational permits	2. and Operational permits	2. 1 month prior to warehouse and hardware operation.
		3. Present a list of any additional environmental and social (E&S) assessments required by the EPA	3. List of additional E&S assessments	3. Prior to 1 st disbursement
		4. Prepare a matrix with all required environmental permits and assessments, including their implementation status.	4. Matrix detailing all environmental permit and assessments needed	4. Prior to 1 st disbursement
		5. Present to the EPA all environmental requirements contained in the corresponding permits.	5. Proof of report submission to the EPA	5. As part of the Environmental and Social Compliance Report (ESCR)
1.2	Environmental and Social Management System (ESMS)	1. Update the ESMS manual by including: i) an E&S management policy; ii) a spreadsheet identifying potential E&S risks and impacts as well as associated control measures; iii) management procedures to prevent, mitigate or compensate any undesired E&S risk and impact (as identified in the spreadsheet) and fulfill requirements contained in the environmental permits; iv) an organigram of E&S staff and training schedules on E&S management v) an emergency preparedness and response plan; vi) a stakeholder engagement plan (SEP) including stakeholder identification, an external grievance mechanism and periodic communications schedule to inform stakeholders on Project activities; vii) environmental audit procedures; and viii) a schedule to monitor effectiveness of the ESMS.	1. Finalized ESMS	1. Prior to 1 st disbursement
		2. Present periodic ESMS audit and monitoring reports	2. ESMS monitoring and auditing reports	2. As part of the ESCR
		3. Train staff on ESMS	3. Training report	3. 3 months after 1 st disbursement and thereafter as part of the ESCR
1.3	Organizational Capacity and Competency	1. Identify Health, Safety, Security and Environment (HSSE) personnel for the Project including roles and responsibilities	1. HSSE personnel profiles and job description	1. 9 months after 1 st disbursement or prior to warehouse operation
		2. Designate or hire the people in charge of the HSSE issues for the Project	2. Copy of the contracts or designations.	2. 9 months after 1 st disbursement or prior to warehouse operation
1.4	Environmental Management Plan (EMP)	1. Prepare an Environmental Management Plan (EMP) to manage E&S impacts during construction including but not limited to, all waste streams and effluent, as well as drainage, communicable disease, noise and vibration control, and chance finds procedures.	1. EMP	1. Prior to 1 st disbursement
		2. Include landscaping plan to manage vegetation clearance	2. Landscaping plan	2. Prior to 1 st disbursement
		3. Implement landscaping plan during construction	3. Evidence of implementation of the EMP	3. Within 1 month after start of construction, and thereafter as part of the ESCR.
PS 2: Labor and Working Conditions				
2.1	Human Resource Policies and Procedures	1. Finalize the Employee Handbook by including i) a revised Anti-discrimination Policy with provisions against the use of child and forced labor; ii) a detail of	1. Finalized Employee Handbook	1. Prior to 1 st disbursement

No.	Aspect	Action	Deliverable	Delivery date
		specific channels for internal grievance reception (i.e., e-mail, WhatsApp, or other means), teams responsible for grievance reception, assessment, and response, expected timing of response, anti-reprisal policy, and identity protection procedures (i.e., confidentiality, anonymity); and iii) a section on freedom of association		
		2. Disseminate the revised Employment Handbook to all employees	2. Proof of dissemination	2. 3 months after 1 st disbursement
		3. Present periodic accounts of complaints received, responses given, and disciplinary actions undertaken	3. Report on internal grievances	3. As part of the ESCR.
		4. Train all workers on new elements of Employee Handbook including the Antidiscrimination Policy	4. Training reports	4. 3 months after 1 st disbursement
2.2	Occupational Health and Safety	1. Submit an updated Health and Safety (H&S) Manual that includes: i) risk assessment procedures of all potentially hazardous activities, based on a hazard identification matrix; ii) a procedure to issue specific work permissions for high-risk activities; iii) new procedures to cover high-risk activities such as work at heights, work in confined spaces, electricity works, work with hazardous substances (including pesticides), among others; iv) guidelines for root cause assessment for all accidents and incidents; and v) a training procedure schedule	1. Updated Health and Safety Manual	1. Prior to 1 st disbursement
		2. Train all operational workers on updated H&S Manual	2. Training reports	2. 3 months after 1 st disbursement, and thereafter as part of the ESCR.
		3. Present reports on H&S performance, including all accidents, incidents, root cause assessments, lost time injuries, fatalities, and first aid drills	3. H&S Reports with root cause assessment	3. 3 months after 1 st disbursement, and thereafter as part of the ESCR.
		4. Submit copy of the most recent safety audit conducted by Ministry of Labor	4. Safety audit report	4. Prior to 1 st disbursement
2.3	Provisions for people with disabilities	1. Submit final designs for Phase 2 which will include features for Universal Access	1. Final building design with Universal Access	1. Prior to start of construction for Phase 2
2.4	Workers Engaged by Third Parties	1. Include provisions on antidiscrimination, prevention of child and forced labor, health and safety and environmental requirements in the contracts of workers engaged by third parties.	1. Copy of contractual provisions for third parties (contractors).	1. 3 months after 1 st disbursement.
2.5	Supply Chain	1. Update the procurement policy by adding a suppliers' evaluation procedure to ensure no child or forced labor has been used along its supply chain.	1. Updated Procurement Policy	1. 6 months after 1 st disbursement
		2. Communicate revised policy to third parties such as contractors and sub-contractors	2. Evidence of communication to third parties	2. 6 months after 1 st disbursement
		3. Inform contractors of the new contractual provisions (as above) during the procurement process.	3. Evidence of dissemination of the new contractual provisions.	3. One year after 1 st disbursement, and thereafter as part of the ESCR
PS 3: Resource Efficiency and Pollution Prevention				
3.1	Resource Efficiency	1. Incorporate renewable energy options in Project design	1. Final project design report with renewable energy features	1. Prior to 1 st disbursement
3.2	Greenhouse Gas (GHG) Emissions	1. Submit a GHG Monitoring Plan for operations	1. GHG Monitoring Plan	1. 6 months after 1 st disbursement
		2. Submit a report on GHG emissions	2. GHG emissions report	2. Annually and as part of the ESCR.
3.3	Water consumption	1. Incorporate water saving mechanisms (e.g., rainwater harvesting, low flush toilets) in Project design	1. Final project design report with water saving features	1. Prior to 1 st disbursement

No.	Aspect	Action	Deliverable	Delivery date
3.4	Waste Management (including hazardous waste)	1. Prepare an Operational Waste Management Plan (OWMP) for the Project capturing all waste streams including but not limited to solid, liquid, and hazardous waste	1. OWMP	1. 1 year after 1 st disbursement or prior to warehouse operation
		2. Submit the updated Hazardous Waste Management Plan ("HWMP") prepared for the Port	2. Updated HWMP	2. Prior to 1 st disbursement
		3. Submit the updated Plan for Segregation of Containerized Chemicals (PSCC) prepared for the Port.	3. Updated PSCC	3. Prior to 1 st disbursement
		4. Train personnel on waste management procedures (OWMP, HWMP and PSCC)	4. Training reports	4. 3 months after 1 st disbursement, and thereafter as part of the ESCR
		5. Monitor the purchase, storage, use, manufacture, or trade of products that fall in WHO Recommended Classification of Hazardous Pesticides	5. Inventory report on the types of pesticides received, stored, and transported for operations	5. As part of the ESCR
PS 4: Community Health, Safety, and Security				
4.1	Community Health and Safety	1. Produce statistics of the claims captured and processed by the external grievance mechanism	1. Grievance reports	1. As part of the ESCR
		2. Based on security assessment, submit a Security Plan for the Project	2. Security Plan	2. 6 months after 1 st disbursement
		3. Submit Traffic Management Plan (TMP) for the Port	3. TMP	3. Prior to 1 st disbursement
4.2	Infrastructure and Equipment Design and Safety	1. Include in the final project designs i) adequate Fire Safety Systems (FSS) that includes but is not limited to hoses, smoke detectors, fire exits, alarm pull stations and extinguishers; and ii) drainage and ventilation features to manage flood risk and alleviate excess heat respectively	1. Final Project design	1. Prior to 1 st disbursement for Phase 1 and prior to construction for Phase 2.
		2. Implement the FSS for Project	2. Evidence of FSS implementation	2. Upon completion of construction for both phases, and thereafter as part of the ESCR.
		3. Perform regular tests of the FSS for all facilities to ensure constant operational readiness, including: i) timely recharge of fire extinguishers; ii) periodic fire hose integrity tests; and iii) periodic test of water pump pressure and reach of water jets.	3. Report on fire systems tests	3. Prior to 1 st disbursement for the Port, and thereafter as part of the ESCR for all facilities
		4. Conduct safety training and drills for port and warehouse facility	4. Training and drill reports	4. Prior to 1 st disbursement for the port, and thereafter as part of the ESCR for all facilities
4.3	Emergency Preparedness and Response (ERP)	1. Present ERP plan adopted for the Project	1. Project specific ERP	1. 3 months after 1 st disbursement for Phase 1 and prior to construction for Phase 2.
4.4	Security Personnel	2. Submit a security risk assessment for the Project to identify internal and external security risks, and how these will be managed	2. Security Risk Assessment	2. 3 months after 1 st disbursement