

# The Advocacy Training & Resource Center (ATRC)

## Public Information and Awareness Services for Vulnerable Communities in Kosovo (P179554)

Draft

### ENVIRONMENTAL AND SOCIAL COMMITMENT PLAN (ESCP)

**July 20, 2023** <sup>[1]</sup>

<sup>[1]</sup> To be updated to the Negotiation Date in due course.

## ENVIRONMENTAL AND SOCIAL COMMITMENT PLAN

1. The Advocacy Training & Resource Center (ATRC) (hereinafter the Recipient) will implement the Public Information and Awareness Services for Vulnerable Communities in Kosovo Project (the Project), with the involvement of Partner CSOs across Kosovo, as set out in the Grant Agreement. The International Bank for Reconstruction and Development, acting as administrator of the State and Peace Building Multi-Donor Trust Fund (hereinafter the Bank), has agreed to provide financing for the Project, as set out in the referred agreement.
2. The Recipient shall ensure that the Project is carried out in accordance with the Environmental and Social Standards (ESSs) and this Environmental and Social Commitment Plan (ESCP), in a manner acceptable to the Bank. The ESCP is a part of the Letter Agreement. Unless otherwise defined in this ESCP, capitalized terms used in this ESCP have the meanings ascribed to them in the referred agreement.
3. Without limitation to the foregoing, this ESCP sets out material measures and actions that the Recipient shall carry out or cause to be carried out, including, as applicable, the timeframes of the actions and measures, institutional, staffing, training, monitoring and reporting arrangements, and grievance management. The ESCP also sets out the environmental and social (E&S) instruments that shall be adopted and implemented under the Project, all of which shall be subject to prior consultation and disclosure, consistent with the ESS, and in form and substance, and in a manner acceptable to the Bank. Once adopted, said E&S instruments may be revised from time to time with prior written agreement by the Bank.
4. As agreed by the Bank and the Recipient, this ESCP will be revised from time to time if necessary, during Project implementation, to reflect adaptive management of Project changes and unforeseen circumstances or in response to Project performance. In such circumstances, the Recipient and the Bank agree to update the ESCP to reflect these changes through an exchange of letters signed between the Bank and the Recipient. The Recipient shall promptly disclose the updated ESCP.

MATERIAL MEASURES AND ACTIONS		TIMEFRAME	RESPONSIBLE ENTITY
<b>MONITORING AND REPORTING</b>			
A	<p><b>REGULAR REPORTING</b></p> <p>Prepare and submit to the Bank regular monitoring reports on the environmental, social, health and safety (ESHS) performance of the Project, including but not limited to the implementation of the ESCP, status of preparation and implementation of E&amp;S instruments required under the ESCP, stakeholder engagement activities, and functioning of the grievance mechanisms.</p>	<p>Submit biannual reports to the Bank throughout Project implementation, commencing after the Effective Date. Submit each report to the Bank no later than 10 days after the end of each reporting period, commencing after the Effective Date.</p>	ATRC
B	<p><b>INCIDENTS AND ACCIDENTS</b></p> <p>Promptly notify the Bank of any incident or accident related to the Project which has, or is likely to have, a significant adverse effect on the environment, the affected communities, the public or workers, including, <i>inter alia</i>, cases of sexual exploitation and abuse (SEA), sexual harassment (SH), and accidents. Provide sufficient detail regarding the scope, severity, and possible causes of 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/or supervising firm, as appropriate.</p> <p>Subsequently, at the Bank's request, prepare a report on the incident or accident and propose any measures to address it and prevent its recurrence.</p>	<p>Notify the Bank no later than 48 hours after learning of the incident or accident.</p> <p>Provide subsequent reports to the Bank no later than 7 days after the incident or accident.</p>	ATRC
<b>ESS 1: ASSESSMENT AND MANAGEMENT OF ENVIRONMENTAL AND SOCIAL RISKS AND IMPACTS</b>			
1.1	<p><b>ORGANIZATIONAL STRUCTURE</b></p> <p>Appoint an environmental and social focal person to support management of ESHS risks and impacts of the Project in line with the ESF, including providing help with the implementation of stakeholder and engagement activities, as well as of the GM.</p>	<p>Appoint the environmental and social focal person prior to Project effectiveness, and thereafter maintain this position throughout Project implementation.</p>	ATRC
1.2	<p><b>ENVIRONMENTAL AND SOCIAL INSTRUMENTS</b></p> <p>1. Address and mitigate any potential environmental and social risks associated with Project activities (rated as <i>Low</i>), through outlining and implementing the necessary environmental and social risks management processes and procedures consistent with ESS1, to be incorporated in the Grants Management Manual (GMM).</p> <p>2. Incorporate the relevant aspects of ESHS into the specifications of the procurement documents. Thereafter ensure that all contracted workers (including Partner CSOs) comply with the ESHS specifications.</p>	<p>1. The GMM shall be finalized and adopted no later than 45 days after the Effective Date.</p> <p>2. As part of the preparation of procurement documents and respective contracts.</p>	ATRC
1.3	<p><b>TECHNICAL ASSISTANCE</b></p>	<p>Throughout Project implementation.</p>	ATRC

MATERIAL MEASURES AND ACTIONS		TIMEFRAME	RESPONSIBLE ENTITY
	Ensure that the consultancies, studies (including feasibility studies, if applicable), capacity building, training, and any other technical assistance activities under the Project, are carried out in accordance with terms of reference acceptable to the Bank, that are consistent with the ESSs. Thereafter ensure that the outputs of such activities comply with the terms of reference.		
<b>ESS 2: LABOR AND WORKING CONDITIONS</b>			
2.1	<p><b>LABOR MANAGEMENT PROCEDURES</b></p> <p>Ensure that workers are engaged and managed throughout the implementation of the Project activities in line with the provisions of ESS2. To this end, ensure that the following measures are carried out:</p> <p>a) Provide workers with information and documentation that is clear and understandable regarding their terms and conditions of employment through written contracts setting out their rights, including, inter alia, rights related to hours of work, wages, overtime, compensation, and benefits, as well as written notice of termination of employment, and details of severance payments, as applicable;</p> <p>b) Implement occupational health and safety measures, considering the General Environmental, Health and Safety Guidelines (EHSGs), and other relevant Good International Industry Practice (GIIP);</p> <p>c) Implement measures, as applicable, to, inter alia: (i) prevent the use of all forms of forced labor and child labor; (ii) enable workers to benefit from, inter alia, access to grievance and redress mechanisms without fear of retaliation; and effective freedom to form and join workers organizations or alternative mechanisms for expressing their concerns and protect their rights related to labor and working conditions; and</p> <p>d) Implement a code of conduct for workers, which shall include measures to prevent and respond to SEA and SH cases, which safeguards against workplace harassment, and that promotes non-discrimination and equal opportunity for all.</p>	Throughout Project implementation.	ATRC
2.2	<p><b>GRIEVANCE MECHANISM FOR PROJECT WORKERS</b></p> <p>Establish and operate a grievance mechanism for Project workers, consistent with ESS2. Verify and ensure that all other contracted partners (e.g. Partner CSOs) have workers' GM in place prior to their engagement.</p>	Throughout Project implementation.	ATRC

MATERIAL MEASURES AND ACTIONS		TIMEFRAME	RESPONSIBLE ENTITY
<b>ESS 3: RESOURCE EFFICIENCY AND POLLUTION PREVENTION AND MANAGEMENT</b>			
This standard is not relevant for the suggested project interventions			
<b>ESS 4: COMMUNITY HEALTH AND SAFETY</b>			
4.1	<b>COMMUNITY HEALTH AND SAFETY</b>  Assess and manage specific risks and impacts to the community arising from Project activities, such as behavior of Project workers, and include mitigation measures in the GMM.	Throughout Project implementation.	ATRC
4.2	<b>SEA AND SH RISKS</b>  Ensure that both the project GM and the GM for project workers are adequately equipped to receive, register, and facilitate the resolution of SEA/SH complaints. Outline measures pertaining to SEA and SH in the GMM as well as in the individual work contracts of the project workers. If needed, provide SEA/SH awareness-raising sessions to all project workers.	Throughout Project implementation.	ATRC
<b>ESS 5: LAND ACQUISITION, RESTRICTIONS ON LAND USE AND INVOLUNTARY RESETTLEMENT</b>			
This standard is not relevant for the suggested project interventions.			
<b>ESS 6: BIODIVERSITY CONSERVATION AND SUSTAINABLE MANAGEMENT OF LIVING NATURAL RESOURCES</b>			
This standard is not relevant for the suggested project interventions.			
<b>ESS 7: INDIGENOUS PEOPLES/SUB-SAHARAN AFRICAN HISTORICALLY UNDERSERVED TRADITIONAL LOCAL COMMUNITIES</b>			
There are no known distinct social and cultural groups as covered by ESS7 residing in Kosovo. Thus, this standard is not applicable.			
<b>ESS 8: CULTURAL HERITAGE</b>			
This standard is not relevant for the suggested project interventions.			
<b>ESS 9: FINANCIAL INTERMEDIARIES</b>			
This standard is not relevant for this project.			
<b>ESS 10: STAKEHOLDER ENGAGEMENT AND INFORMATION DISCLOSURE</b>			
10.1	<b>STAKEHOLDER ENGAGEMENT PLAN PREPARATION AND IMPLEMENTATION</b>  To ensure accessibility and inclusion of vulnerable groups in project activities, prior to their engagement, verify that all consultants and contracted workers (e.g. partner CSO staff) have a Code of Conduct for interacting with vulnerable groups in place, consistent with ESS10. Detailed guidelines on conducting outreach and stakeholder engagement activities with identified vulnerable groups will be provided in the Grants Management Manual (GMM).	Establish these procedures prior to the carrying out of any stakeholder engagement activity. Once adopted, implement throughout Project implementation.	ATRC

MATERIAL MEASURES AND ACTIONS		TIMEFRAME	RESPONSIBLE ENTITY
	<p>In line with ESS10, provide project beneficiaries with timely, relevant, understandable, and accessible information, and consult with them in a culturally appropriate manner, which is free of manipulation, interference, coercion, discrimination, and intimidation.</p> <p>Maintain public awareness of the main project activities through official websites, social media channels, government sources, and other relevant communication channels (e.g. printed materials, consultations, ads, etc.), including efforts to ensure inclusion of vulnerable groups.</p>		
10.2	<p><b>PROJECT GRIEVANCE MECHANISM</b></p> <p>Establish, publicize, maintain, and operate an accessible grievance mechanism, to receive and facilitate resolution of concerns and grievances in relation to the Project, promptly and effectively, in a transparent manner that is culturally appropriate and readily accessible to all Project-affected parties, at no cost and without retribution, including concerns and grievances filed anonymously, in a manner consistent with ESS10.</p> <p>The grievance mechanisms shall be equipped to receive, register, and facilitate the resolution of SEA/SH complaints, including through the referral of survivors to relevant gender-based violence service providers, all in a safe, confidential, and survivor-centered manner.</p>	<p>The Project GM shall be fully operational, including the ability to receive SH/SEA related complains, 30 days after the Project Effective date and functional throughout Project implementation.</p>	<p>ATRC</p>
<b>CAPACITY SUPPORT</b>			
	<p>The Bank's E&amp;S team will advise ATRC in identifying, managing, and reporting social and environmental risks in line with the ESF.</p> <p>Training topics for relevant staff and/or partners shall, among others, include:</p> <ul style="list-style-type: none"> <li>• Training on conducting effective and inclusive stakeholder and citizen engagement;</li> <li>• Training on GM implementation and monitoring;</li> <li>• Other training as needed/deemed relevant.</li> </ul>	<p>During Project preparation and implementation, as needed.</p>	<p><i>The World Bank E&amp;S Team</i></p>