

REPUBLIC OF RWANDA



MINISTRY OF INFRASTRUCTURE

Accelerating Sustainable and Clean Energy Access Transformation Project (ASCENT)
(P180575)



DRAFT LABOR MANAGEMENT PROCEDURES (LMP)



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ACRONYMS

AIIB: Asian Infrastructure Investment Bank

ASCENT: Accelerating Sustainable and Clean Energy Access Transformation Project

CAE: Child Abuse/Exploitation

ESIRT: Environmental and Social Incident Response Toolkit

ESF: Environmental and Social Framework

ESMF: Environmental and Social Management Framework

ESIA: Environmental and Social Impact Assessment

ESMP: Environmental and Social Management Plan

ESS: Environmental and Social Standard

GVB: Sexual and Gender-Based Violence

GoR: Government of Rwanda

GRM: Grievance Redress Mechanism

LMP: Labor Management Procedure

LODA: Local Administrative Entities Development Agency

MIFOTRA: Ministry of Public Service and Labor

MINALOC: Ministry of Local Government

MININFRA: Ministry of Infrastructure

NSC: National Steering Committee

OHS: Occupational Health and Safety

PIU: Project implementation unit

PCU: Project Coordination Unit

STD: Sexually Transmitted Diseases

EXECUTIVE SUMMARY

This report provides the Labor Management Procedures (LMP) for the Accelerating Sustainable and Clean Energy Access Transformation Project (ASCENT), a project funded by the World Bank (WB) and the Asian Infrastructure Investment Bank (AIIB) to be implemented by the Government of Rwanda through its Ministry of Infrastructure and its Energy Development. The development objective of the project is “to Improve access to modern energy for households, enterprises, and public institutions and enhance the efficiency of electricity services in Rwanda.” It has the following 4 components:

- *Component 1: Increasing Access to Grid Electricity (US\$ 225 million IDA; US\$ 75 million AIIB)*
- *Component 2: Enhancing the Efficiency of Electricity Service (US\$ 44 million IDA; US\$ 15 million AIIB)*
- *Component 3: Increasing Access to Off-Grid Electricity and Clean Cooking Solutions (US\$ 16 million IDA; US\$ 5 million AIIB).*
- *Component 4: Technical Assistance and Implementation Support for energy access acceleration (US\$15 million IDA; US\$5 million AIIB)*

ASCENT will be implemented in 27 Districts of Rwanda namely Gicumbi, Musanze, Rulindo, Burera and Gakenke of Northern province and Ngororero, Nyabihu, Rubavu, Karongi, Rusizi, Rutsiro, and Nyamasheke districts of Western province, Muhanga, Nyanza, Ruhango, Gisagara, Huye, Nyaruguru, Nyamagabe and Kamonyi Districts of Southern province and, Bugesera, Rwamagana, Kayonza, Ngoma, Kirehe, Gatsibo and Nyagatare of Eastern provinces.

Key labor risks associated with the project activities include but are not limited to:

- Environmental, Health and Safety (EHS) and Occupational Health and Safety (OHS) risks.
- Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH) and Gender Based Violence (GBV)
- Child and forced labor.
- Labor disputes over terms and conditions of employment
- Discrimination and exclusion of vulnerable groups during hiring
- Community health and safety risks due to labor influx including disease transmission and GBV to general community.

The purpose of this LMP is to facilitate the planning and implementation of the project by identifying the main labor requirements and risks associated with the project and determining the resources necessary to address project labor issues.

The LMP determined the resources necessary to address project labor issues to meet the objectives and requirements of the World Bank Environmental and Social Standards (ESSs) on Labor and Working Conditions (ESS2), the National Labor Laws of the republic of Rwanda, as well as Occupational Health, Safety and Working Condition policies. In this regard, The LMP will be used by the project to promote fair treatment, non-discrimination and equal opportunity of project

workers; protect project workers, including vulnerable like women, persons with disabilities and migrant workers¹, contracted workers, primary supply workers, as appropriate; prevent the use of all forms of forced labor and Child Labor; support the principles of freedom of association and collective bargaining of project workers; promote Safety and Health at Work or sub-project sites; and provide a Grievance Redress Mechanism (GRM) for project workers to raise their concerns. Various types of workers (direct, contracted, community workers, and where relevant primary supply workers), their estimated numbers, and characteristics have been outlined in this LMP. Major potential and associated environmental and social (ES) risks such as occupational health and safety (OHS), Gender-Based Violence (GBV) Sexual **Exploitation and Abuse and Sexual Harassment (SEA/SH)**, community health and safety (CHS), discrimination to disadvantaged and the vulnerable groups, communities and individuals for project benefit and engagement, exploitation of a child and forced labor have been identified.

The LMP has highlighted that all potential risks and hazards to project workers' health and life will be identified during the preparation of the Environmental and Social Impact Assessment (ESIA) and the Environmental and Social Management Plan (ESMP). Any party who employs workers will develop and implement procedures to establish and maintain a safe working environment, including that workplaces, machinery, equipment, and processes under their control are safe and without risk to health. This will include the use of appropriate Measures related to chemical, physical and biological substances, and agents as detailed in ESIA/ESMPs.

A Grievance Redress Mechanism (GRM) for workers has been provisioned as part of this LMP and project SEP so that anyone employed in the project can raise their concerns, complaints, or feedback to the attention of the EDCL PCU and the BRD PIU.

Detailed contractor management guidelines have been prepared for the PCU and PIU to direct it in the selection, retention, monitoring, and guiding of contractors in accordance with the ESS2 and national laws and policies. The PCU and PIU will include in the bidding documents specific OHS standards and labor requirements that all contractors and sub-contractors will meet under this project. The standards will be consistent with national regulations, ESS2 and ESS4.

¹ 'Migrant workers' are workers who have migrated from one country to another or from one part of the country to another for purposes of employment. Referred from Guidance notes from ESS 2 for labor and working conditions.

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1. INTRODUCTION

The Government of Rwanda (GoR) under the coordination of the Ministry of Infrastructure has requested support from the World Bank and AIIB to implement Accelerating Sustainable and Clean Energy Access Transformation Project (ASCENT) through The Rwanda Energy Group (REG) and its subsidiary in charge of energy Development (EDCL) with the aim to enhance electricity supply, improve grid reliability and operational efficiency, and advance off-grid energy and clean cooking solutions, among others.

ASCENT Rwanda will aim at assisting Rwanda in achieving universal electricity access ahead of 2030 and significantly scale up access to clean cooking technologies and fuels. Rwanda has been one of the fastest electrifying countries in the world, raising its electrification rate from single digits to 61 percent (as of 2021) in twelve years. Rwanda has established a comprehensive framework for electricity access, which supports both grid and off-grid electrification, as well as clean cooking, leverages public and private resources, and has well-designed pro-poor financing mechanisms in place. Rwanda's current electrification pace would allow it to achieve universal electricity access before 2030, but this outcome is conditioned on its ability to mobilize sufficient financing, especially as the last mile electrification will require reaching the most remote and the poorest households. It is estimated that about \$1 billion are needed to achieve universal electricity access in Rwanda, following least-cost electrification plan. ASCENT Rwanda would aim to mobilize at least a third of this amount under the proposed ASCENT MPA Phase and help the Governments of Rwanda to mobilize additional funding from development partners, the private sector and climate funding over the coming years.

2. PROJECT DESCRIPTION

The total IDA and AIIB investment would be US\$400 million, spread across four components of grid electrification, improving grid reliability and efficiency, advancing off-grid energy and clean cooking, and providing technical assistance and implementation support. The project components are aligned with the GoR's priority areas for public investment during the NST1 period. The implementation of the project components will involve construction works related to: the construction of distribution lines for the most part as well as limited construction activities for transmission lines. The construction activities will also involve rehabilitation of substations and construction of cooking facilities for the sub-components related to increasing access to clean cooking solutions for public schools. The detailed rationale and scope of the project components is outlined below.

Component 1: Increasing Access to Grid Electricity (US\$ 225 million IDA; US\$ 75 million AIIB). This component will support the Government of Rwanda (GoR) to further extend least-cost grid electrification towards achieving universal electrification target. The World Bank and AIIB funds will be used to connect 400,000 households, while also connecting institutions and productive users. This grid expansion in this component will be financed in a manner consistent with the new National Electrification Plan supported by the World Bank's Programmatic ASA Analyses to Improve Energy Access and Operational and Financial Performance of Energy Services Delivery in Rwanda.

Component 2: Enhancing the Efficiency of Electricity Service (US\$ 44 million IDA; US\$ 15 million AIIB): The component will support investments towards improving grid stability and reliability to enable Rwanda to accelerate the access program with reliability and efficiency. A long-list of sub-projects has been identified, consisting of construction and rehabilitation of sub-stations, and refurbishment and rehabilitation of selected Medium-voltage and low-voltage network. These investments will aim to increase efficiency and reliability of electricity supply in targeted areas. The final scope will be determined by appraisal.

Component 3: Increasing Access to Off-Grid Electricity and Clean Cooking Solutions (US\$ 16 million IDA; US\$ 5 million AIIB). This component will support off-grid electrification and clean cooking access through results-based financing (RBF) facilities established under the BRD (Subcomponent 3a and 3b respectively with allocations within sub-components to be determined at appraisal). To support the national universal electrification target and to ensure no one is left behind the essential services, the RBF facilities will be extended also to refugees and displaced people to access RBF partial grants. The component will also support increasing access to clean cooking solutions for public schools (Subcomponent 3c, allocation to be determined at appraisal). The financing of this subcomponent will complement the same subcomponent of the on-going project, which is contributing to reduction of firewood consumption for cooking in public schools in Rwanda through provision of high-efficient biomass cookstoves. This will help the Government expand its clean cooking support to schools beyond the on-going project and the grant-funding from EU. The proposed subcomponent will be implemented by EDCL in close coordination with MINEDUC following the same implementation arrangement under the on-going project. Finally, the component will also finance increasing access to technologies for productive uses of electricity (PUE) (Subcomponent 3d, Funding to be determined at appraisal). This subcomponent will extend the RBF facility to eligible PUE users by providing RBF incentives and partial grants to increase affordability of the PUE technologies.

Component 4: Technical Assistance and Implementation Support for energy access acceleration (US\$15 million IDA; US\$5 million AIIB). The component will provide the necessary funding for technical assistance, feasibility studies and implementation support. This component will build on a strong institutional framework for energy access expansion that Rwanda has set up through a sector-wide approach, which has established an effective mechanism for mobilization of financing, donor coordination and collaboration across public and private sectors. The proposed ASCENT Rwanda program will strengthen the Platform by providing additional institutional strengthening and technical assistance support, including for strengthening renewable energy expansion, energy efficiency, productive uses applications, including in agriculture sector, and for institutional strengthening.

3. OBJECTIVES OF THIS LMP

The LMP will facilitate the planning and implementation of the project's activities in relation to its labor force, including identification of labor requirements and risks, and impacts and the required resources to address them. The LMP will enable different project-related parties including staff of the Project Coordination Unit (PCU) and Project Implementing Unit (PIU), contractors

and sub-contractors, and project workers, to have a clear understanding of what is required on a specific labor issue.

This Labor Management Procedures will follow the objectives in ESS2 and ESS 4

- ❖ **ESS2: Labor and working conditions:** This Standard obliges the Borrower (GoR) to develop and implement written labor management procedures (LMP) applicable to the Project. The LMP sets out the ways in which project workers will be managed, in accordance with the requirements of the national laws of the country, where the Project activities will be implemented and the following provisions of ESS2:
 - To promote safety and health at work.
 - To promote fair treatment, nondiscrimination, and equal opportunity of project workers.
 - To protect project workers, including women and vulnerable workers such as persons with disabilities, children (of working age, in accordance with this ESS) and migrant workers², contracted workers, community workers and primary supply workers, as appropriate.
 - To prevent the use of all forms of forced labor and child labor.
 - To support the principles of freedom of association and collective bargaining of project workers in a manner consistent with national law.
 - To provide project workers with accessible means to raise workplace concerns.

- ❖ **ESS4: Community health and safety:** The Standard puts emphasis on community exposure to risks and impacts of the project and includes road safety risks, as well as addressing water-related, communicable, and non-communicable diseases that can result from projects activities and have impact on project labor as well as the community through the following stated objectives:
 - To anticipate and avoid adverse impacts on the health and safety of project-affected communities during the project life cycle from both routine and non-routine circumstances.
 - To promote quality and safety, and considerations relating to climate change, in the design and construction of infrastructure.
 - To avoid or minimize community exposure to project-related traffic and road safety risks, diseases, and hazardous materials.
 - To have in place effective measures to address emergency events.
 - To ensure that the safeguarding of personnel and property is carried out in a manner that avoids or minimizes risks to the project-affected communities.

The LMP applies to all Project workers whether full-time, part-time, temporary, seasonal, or migrant workers. The LMP is applicable, as per ESS2 (Labor and Working Conditions) to the Project in the following manner:

- People employed or engaged directly by the GoR to work specifically in relation to the Project, recruited in accordance with the normal recruitment procedures of contractual staff in public service.

² 'Migrant workers' are workers who have migrated from one country to another or from one part of the country to another for purposes of employment. Referenced from guidance notes for the World Bank ESS 2 Labour and working conditions.

- People employed or engaged by contractors to perform work related to core function of the project.
- People working in borrow pits, quarry sites and construction materials suppliers in general.
- Daily workers employed on construction sites, ecological restoration, catchment management, afforestation activities, upgrading of terraces to name but a few.

The LMP will also follow the Rwandan National labor law N° 66/2018 of 30/08/2018 as amended on 08/05/2023 and associated policies as well as other international labor standards.

4. REGULATORY FRAMEWORK

4.1. Environmental and Social Standard (ESS2): Labor and Working Conditions

The World Bank's requirements related to labor are outlined in Environmental and Social Standard 2 on Labor and Working Conditions (ESS2) under the ESF. This helps the Borrowers in promoting sound worker-management relationships and enhance the development benefits of a project by treating workers in the project fairly and providing safe and healthy working conditions. Key objectives of the ESS2 are to:

- Promote safety and health at work.
 - Promote fair treatment, nondiscrimination, and equal opportunity for project workers.
 - Protect project workers, including vulnerable workers such as women, persons with disabilities, children (of working age, in accordance with this ESS) and migrant workers, contracted workers, community workers and primary supply workers, as appropriate.
 - Prevent the use of all forms of forced labor and child labor.
 - Support the principles of freedom of association and collective bargaining of project workers; in a manner consistent with national law; and
 - Provide project workers with accessible means to raise workplace concerns.
- ESS2 applies to project workers including full-time, part-time, temporary, seasonal and migrant workers. Where government civil servants are working in connection with the project, whether full-time or part-time, they will remain subject to the terms and conditions of their existing public sector employment agreement or arrangement, unless there has been an effective legal transfer of their employment or engagement to the project.
- The Government of Rwanda as Borrower is responsible for developing and implementing written labor management procedures applicable to the project. These procedures set out the way in which project workers will be managed, in accordance with the requirements of national law and this ESS. The procedures will address the way in which this ESS will apply to different categories of project workers including direct workers, and the way in which the Borrower will require third parties to manage their workers.
- Project workers will be provided with information and documentation that is clear and understandable regarding their terms and conditions of employment. The information and documentation will set out their rights under national labour law and employment Policy (which will include any applicable collective agreements), including their rights related to hours of work, wages, overtime, compensation (RSSB Contribution) and benefits, as well as those arising from the requirements of this ESS. This information and documentation will be provided at the beginning of the working relationship and when any material changes to the terms or conditions of employment occur.
- The employment of project workers will be based on the principle of equal opportunity and fair treatment, and there will be no discrimination with respect to any aspects of the employment relationship, such as recruitment and hiring, compensation (including wages and benefits), working conditions and terms of employment, access to training, job assignment, promotion, termination of employment or retirement, or disciplinary practices.

4.2. Brief overview of labor legislation in Rwanda

The working conditions in Rwanda are governed by the Law N° 66/2018 of 30/08/2018 regulating Labor as amended on 18/05/2023 and its implementing orders. This Law applies all aspects of labor be it formal and informal and provides guidelines related to the relationship between an employee and his/her employer in regard to contract, wages, salary payment and other benefits, working environment, working hours and different types of allowed leaves which the employee is entitled to. This law also sets standards in terms of employment age and prohibits all form of forced labor, discrimination, and sexual harassment. More specifically, ASCENT will trigger the following articles of the existing labour law throughout its life cycle:

Article 11 of the law provides guidelines on the conclusion of an employment and provides options for written and unwritten contracts provided that whichever of both has proof. In light of this, an employment contract for ASCENT workers shall be fixed and in written form with specification of employment terms and conditions and shall be signed off by the employer and employee so as to avoid any conflict or dispute that may arise in relation to this.

Article 40. According to **article 40 of the labor law**, the rights of an employee include the following: to work in an environment where health and safety in the workplace are guaranteed; to receive equal salary for works of equal value without discrimination of any kind; to be provided leave as provided for by law; to join a trade union of his/her choice; to be trained by his/her employer; and to receive information relevant to his/her work.

Article 43. In terms of working hours, ASCENT will **respect Article 43 of the law which sets 45** as the maximum working hours per week however provides a window for extra hours for an employee upon the agreement with his or her employer on appropriate compensation for the overtime and leaves the responsibility to prepare a daily timetable for work hours and break for an employee to the employer.

According to **article 44** an employer provides an employee with a break of not less than twenty-four (24) hours a week.

Articles 45,51,56 expand on the type of leave that an employee is entitled to including circumstantial, sick leave, maternity leave among others.

Article 67. As provided by **Article 67**, employers on ASCENT will pay the employee the whole salary to which he/she is entitled and deposits it on an account given by the employee in writing in a bank or in a financial institution recognised in accordance with the provisions on payment intervals of the written contract signed by both parties which could be every day for an employee employed on an hourly or daily basis, every week for an employee recruited for a week, every fifteen days for an employee recruited for a fortnight and every month for employee recruited on a one-month basis.

In terms of social security, an employer shall affiliate his employees to Rwanda Social Security Board (RSSB) for occupational risks and pension.

Article 102. Concerning the settlement disputes, ASCENT will enforce **Article 102** which puts forward amicable settlement. It states that employees' representatives amicably settle individual labor disputes between employers and employees. If employees' representatives fail to settle the disputes amicably, the concerned party refers the matter to the labor inspector of the area where

enterprise is located then to the national level if no settlement is reached. The next step shall be competent courts.

Article 12. Apart from foreign consultants who might be contracted to perform specific duties that might require special expertise that cannot be sourced locally, in this project, the likelihood of migrant workers is very low. Nevertheless, in the event of their employment, provisions of the law regulating labor in Rwanda and other relevant laws on these matters shall be applied especially **article 12** the Law N° 66/2018 of 30/08/2018. Foreign consultants will be governed by the law N°57/2018 of 13/08/2018 on Immigration and Emigration in Rwanda which provides for the matters relating to work permits for foreign employees.

Article 9. The recruitment of project workers will be free from any kind of discrimination as provided for by the Law regulating Labor in Rwanda especially in its **article 9** stipulating that “An employer must give employees equal opportunities at the workplace”. “An employer is prohibited from discriminating employees on basis of ethnic origin, family or ancestry, clan, skin color or race, sex, region, economic categories, religion or faith, opinion, fortune, cultural difference, language, physical or mental disability or any other form of discrimination. Every employer must pay employees equal salary for work of equal value without discrimination of any kind”. The same provision of the law will also be applicable in case of any labor influx occurrence.

Article 5. Within the framework of prohibiting child labor ASCENT will conform to **article 5** of the labor law that sets the minimum age of employment at 16 and **article 6** prohibits the employment of children under the age of 18 in dangerous environments.

Article 7 prohibits any form of forced labour, while **article 8** prohibits sexual harassment in workplace. Sexual harassment in any form against supervisee is prohibited. It is prohibited to dismiss an employee for having reported or testified on sexual harassment committed by his/her supervisor. If there is tangible evidence that an employee has resigned due to sexual harassment committed against him/her by his/her supervisor, his/ her resignation is considered as unfair dismissal. All project workers will sign a Code of Conduct.

Chapter 5 of the Rwandan labor law of 2018 is dedicated to Occupational Health and Safety especially in **Article 77**: General health and safety conditions in the workplace, **Article 78** requires employers/enterprises to establish Occupational Health and Safety Committee, while **Article 79** emphasizes on the importance of Personal protective equipment while performing a certain type of activities under which most of works to be performed under ASCENT fall.

Another important legislation is Ministerial Order N° 02/MIFOTRA/22 of 30/08/2022 which defines the conditions for Occupational Health and Safety to be provided for employers’ duties as well as employee’s duties for Occupational Health and Safety at the workplace.

4.3. Other international laws/treaties

Rwanda is a member of the International Labor Organization (ILO) hence it adheres to its standards. The national Law N° 66/2018 of 30/08/2018 regulating Labor in Rwanda as amended on 18/05/2023, was elaborated in reference to the International Labor Law. Therefore, this LMP was prepared and will be implemented in respect of the international labor standards. More specifically the following principles as set forth in the Declaration on Fundamental Principles and Rights at Work of 1998 will be respected:

- The right of workers to associate freely and bargain collectively.
- The end of forced and compulsory labor.
- The end of child labor.
- The end of unfair discrimination among workers.

5. ANTICIPATED LABOR USE IN THE PROJECT

The LMP applies to project workers including full-time, part-time, temporary, migrant workers, and where applicable, to workers of primary suppliers. The LMP is applicable, per ESS2, to the project workforce in the following manner:

5.1. Typology of workers

This section describes the number of Project Workers. Project Workers will include direct workers, contracted workers and local or community labor including skilled labor and unskilled labor. The direct workers are workers on the project structure, and these will be public servants under employment contracts recruited in accordance with the normal recruitment procedures of contractual staff in public service; considering the minimum age for admission to employment without discrimination of any kind. International migrants will have the rights for competition following the requirements of relevant laws on employment in Rwanda. In regard to the implementation of this project at contractor level, the skilled workers and unskilled workers shall also be part of the project workers. The total number of workers to be employed on the project, and the different types of workers include the direct workers, contracted workers, and local/community workers.

- **Direct workers:** These are the existing PCU and PIU staff who will be in charge of the implementation of the project activities for all project components and any other that might be recruited under this project. All of them will have access to grievance redress mechanism under EDCL and all are governed by law N° 66/2018 of 30/08/2018 regulating labor in Rwanda and the grievance mechanism is included in the same law.
- **Contracted workers:** The contractor's workers will be composed of managers, engineers, safeguards (Environmental and Social), technicians and casual workers who will be involved in construction activities of transmission and distribution lines as well as clean cooking facilities for schools. These workers including t workers recruited from the local community where the project activities will be implemented. The project will be implemented through EPC approach, and it is expected to be implemented in 27 Administrative Districts.
- **Community workers:** The project will not engage community workers. The project will recruit semi-skilled and unskilled workers from local communities but all of them will be directly hired by contractors and employed on contractual basis and they will be paid fully based on the wage agreement in their contracts. On the contrary of community workers who mostly work for free through community services as a commitment and contribution to the project.
- **Primary Supply Workers:** Primary suppliers are suppliers who, on an ongoing basis, provide goods or materials directly to the Project. The project will require procurement of a substantial number of materials such as electrical equipment, poles, sand, stones, cement, hand cultivator, spades, hand trowels, garden fork, rake, spray pumps, seedlings, different types of pesticides, etc. All these materials will be supplied by companies (primary suppliers) who will be using different workers. The LMP will apply to them too.

5.2. Characteristics of the project workers

- In accordance with article 6 of the labor law, the minimum age for project workers is 16 years.
- The project workers' recruitment will be inclusive and non-discriminative vis-à-vis different aspects such as gender and disability.
- The direct workers will be recruited at the central level while contractor's workers will be hired through process of recruitment of the private company after approval of the Terms of Reference by the REG-EDCL PIU.
- Women will have the same chance as men to be hired and work on the project.
- All workers will have work contracts specifying work Terms of Reference.
- PAPs will take priority over employment at contractor level depending on their capabilities and skills and the available employment opportunities.
- The works may include several contracts, but all will be in compliance with the Rwandan legislation and WB ESF and all workers will have contracts.

5.3. Number of workers

- ✓ **Direct workers:** the ASCENT will rely on the existing staff employed under EAQIP (37 staff) to which an additional 13 will be recruited directly by ASCENT. The staff include Program Manager, Project Coordinator, Project Managers, Engineers, accountants, environmental and Social Safeguards Specialist, Human resources manager, contract management specialists, legal advisor, logistics specialist, health and safety specialists, gender specialist and drivers. In total the PCU will have 50 staff. In addition, the PIU at BRD has 3 staff under Rwanda Energy Fund financed by EAQIP. Overall, the total staff to operationalize ASCENT will be 53.
- ✓ **Contracted workers:** an estimation of contracted workers is provided in the table below.
- ✓
- ✓ **Table 1: Estimated total workers for a period of one year per EPC per project phase.**

Estimated project staff for Year 1				
S/N	Phase	Category of Workers	Workers per EPC	Duration (days)
1	Topographic survey	Engineers	2	90
		Technicians	4	90
		Manpower	30	90
		Health and Safety Officer (HSO)	1	90
		Environmental and Social Safeguards Specialist (ESSS)	1	90
2	Excavation	Engineers	2	60
		Technicians	30	60
		Manpower/ Local workers (Casual Workers)	50	60

Estimated project staff for Year 1				
S/N	Phase	Category of Workers	Workers per EPC	Duration (days)
		HSO	1	60
		ESSS	1	60
3	Erection of Wooden, Concrete and steels Poles & backfilling (MV&LV Lines)	Engineers	2	60
		Technicians	30	60
		Manpower/ Local workers (Casual Workers)	150	60
		HSO	1	60
		ESSS	1	60
4	Poles dressing (putting insulators)	Engineers	2	30
		Technicians	10	30
		Manpower/ Local workers (Casual Workers)	20	30
		HSO	1	30
		ESSS	1	30
5	Conductor Stringing and tightening	Engineers	2	30
		Technicians	8	30
		HSO	1	30
		ESSS	1	30
		Manpower/ Local workers (Casual Workers)	50	30
6	Transformers Installation	Engineers	2	30
		Technicians	5	30
		HSO	1	30
		ESSS	1	30
		Manpower	20	30
7	Earthing System installation	Engineers	2	30
		Technicians	5	30
		HSO	1	30
		ESSS	1	30

Estimated project staff for Year 1				
S/N	Phase	Category of Workers	Workers per EPC	Duration (days)
		Manpower/ Local workers (Casual Workers)	10	30
8	Energization	Engineers	2	7
		Technicians	5	7
		Manpower/ Local workers (Casual Workers)	10	7
		HSO	1	30
		ESSS	1	30

- ✓ The above total estimates were made based on ongoing EAQIP experience as it is being implemented as the same type of investments with more or less the same quantities. However, the numbers are not static because the contractors can decide to hire according to how they evaluate the amount of work under their contracts. A contractor can decide to hire a team of 90 workers for Erection of Wooden, Concrete and steel Poles & backfilling (MV&LV Lines) and prefer to keep them for the rest of his contract. This means that the workers will vary depending on whether the contractors will finalize the tasks as early as possible. The recruitment of the local workers will be mainly for casual works and will be usefully to avoid labor influx and when occurred the contractor will prepare the labor influx plan as part of the labor management procedures.

5.1. Timing of Labor Requirements

- **Direct workers:** The project effectiveness is expected in March 2024 while the implementation of project activities on the ground is expected to start in September -2024 after the completion of procurement procedures as well as feasibility studies and designs. The project is expected to last for 5 years. In consideration of this, direct workers to be stationed in the PCU/EDCL and PIU/BRD will be recruited immediately after project effectiveness. They will be onboard earlier because the rest of the project activities including the ones earlier mentioned depend entirely on their competence and expertise.
- **Contracted workers:** contracted workers will be recruited by contractors/sub-contractors after the tendering process, if completed and contractors have signed with the tendering institution.

6. TERMS AND CONDITIONS FOR HIRING AND EMPLOYMENT

a. Terms and conditions of hiring

(i) Non-discrimination and equal opportunity

The recruitment of project workers will be free from any kind of discrimination as provided for by the Law regulating labor in Rwanda, No. 66/2018, especially in its article 9 stipulating that “An employer must give employees equal opportunities at the workplace”. “An employer is prohibited from discriminating employees on basis of ethnic origin, family or ancestry, clan, skin color or race, sex, region, economic categories, religion or faith, opinion, fortune, cultural difference, language, physical or mental disability or any other form of discrimination. Every employer must pay employees equal salary for work of equal value without discrimination of any kind”. The same provision of the law will also be applicable in case of any labor influx occurrence.

(ii) Workers’ organizations

In accordance with Article 83 of this labor law relating to employees’ right to freedom of association on the rights of workers, a worker will have the right to freely form, join or not join a trade union for the promotion and protection of the economic interest of that worker.

(iii) Age of employment

In addition to article 6 of the labor law which points out with a general outlook on various prohibited forms of work for the child, the Ministerial Order no 02/Mifotra/22 of 30th August 2022 relating to prevention and fight against child labor in its article 9 states that a child aged between 16-17 may perform work like an adult of above 18 years as long as the work is not forced and is in compliance with national legislation. Therefore, even though some of activities to be performed under ASCENT might fall in category of prohibited works as provided in the Ministerial order N°06 of 13/07/2010 determining the list of worst forms of labor for a child, ASCENT still has a range of activities that are light and can be performed by children between 16 and 17. Within this framework, the minimum age of employment for this project shall therefore be 16 years. To ensure compliance, all employees will be required to produce National Identification Cards as proof of their identity and age. To be more cautious, all prohibited harmful or hazardous working conditions for children as well as a list of acceptable activities that can be performed by children will be highlighted in the contract and the CESMP so that minimum age children can be hired to perform only light activities as provided by the law. The law as well provides a range of penalties that can be applied to any person who breaches its provisions in regard to child labor.

Contractors, suppliers and sub-contractors will be required to respect the above regulations and the Minister of Public Service and Labour, the MININFRA through Implementing Agencies REG, EDCL, BRD as well as local authorities who happen to be the project direct beneficiaries must enforce the Ministerial instructions on the Prevention and fight against child labor and reserve the right to conduct inspections as they wish.

b. Terms and conditions for employment

(i) Employment contracts

As stated in section 3 of this LMP, the terms and conditions of employment in Rwanda are governed by the provisions of the Law No. 66/2018 of 2018, with some articles amended under law no. 27/2023 of 2023, regulating labor in Rwanda which makes it mandatory for employers to give its employees work contracts and the ministerial order n° 01/MIFOTRA/23 of 13/06/2023 on working hours and public servants governed by employment contracts. For this project, written agreements will be fostered over unwritten ones in a bid to better protect workers' rights and avoid unnecessary disputes. Employment contracts will follow the Rwandan labor law, where contracts will be given to workers with periods beyond 90 days, while workers below 90 days will have to fill a daily record. The contractor will submit copies of employment contracts to the District, PCU and PIU. random inspections will be carried out to ensure compliance.

(ii) Wages

Except for the City of Kigali (CoK), the common practice in other parts of the country in the absence of a law on minimum wage sets daily wage for non-skilled labor between 2500-3000rwfs and 5000-7000rwfs for semi-skilled laborers(bricklayers/masons). Therefore, unless better wages are negotiated between the contractor and workers, contractors will be required to comply with the common practice. In all cases, the most current local wages in reference to other ongoing or recently completed similar projects of the same caliber with ASCENT will be used as reference while negotiating and during monitoring of compliance by the labor inspectors and ESF teams. The law also allows collective bargaining and where employees will deem it necessary it will be done. In ensuring full compliance with the law in this regard, contractors will be required to furnish Districts with copies of contract for all its workforce. Contractors will not be allowed to deploy any employee to work in the project if such copy of employment of that employee has not been handed to the district's labor inspector.

(iii) Working hours

Article 43 of the labor law provides reference for working hours. It states that the maximum working hours are forty-five (45) hours a week. i.e.9 work hours a day. However, a cabinet resolution of 11th November 2022 has adopted a new arrangement that reduced the official working hours per day to 8 without completely modifying the labor law. In light of this, direct workers will abide by the new resolutions. Contractors are still allowed to abide by the 9 hours schedule. The daily timetable for work hours and break for an employee is determined by the employer. The daily rest granted by the employer to the employee is part of the work hours and is remunerated as such. During project course, 45 hours will be the standard for working hours, however, conditions for overtime will be discussed and agreed on between the contractors and workers so as to ensure that every side's rights are fulfilled.

(iv) Collective agreement

Collective agreements are allowed by article 91 of the labor law therefore at the wish of project workers collective bargaining and agreements will be conducted.

7. ASSESSMENT OF KEY LABOR RISKS

Potential risks are those related to labor and working conditions, such as work-related discrimination, gender-based violence (GBV), / Sexual **Exploitation and Abuse and Sexual Harassment (SEA/SH)** and occupational health and safety (OSH) risks. The PCU, the PIU and contractors will assess and address these risks by developing recruitment guidelines, procedures and appropriate OHS measures and applying relevant provisions of the Employment Act 2007 especially its guidelines on the employment of women and youth as well as the promotion of specific programs for the employment of people living with disabilities, public service regulations and HR manual. Through this employment act, the Government also encourages the formation of occupational health and industrial safety committees in business premises. The premises are required to be adequately equipped with a view of minimizing risks. These guidelines will be to camp sites, offices, and storage areas. In addition, the PCU will train all workers engaged in project activities, on the guidelines and protocols on how to protect themselves from work related hazard and communicable diseases. The following are the key labor risks anticipated during the implementation of the project.

7.1. Occupational, Health and Safety (EHS) risks

Potential risks during the construction phase of the activity structures include slips and falls from manual handling of objects, injuries from working at heights and depths, injury and cuts from moving machinery and equipment, electrocution from electric installations and welding and dust from construction works, exposure to Live Power Lines, Electric and magnetic fields, Exposure to chemicals such as insulating oils and wood preservatives, . There are also risks associated with exposure to chemical pesticides. There is also a likelihood of the same pesticides, unless abated, the seepage will find itself in water bodies thus contaminating the food chain through pollution. In addition, after using the pesticides, comes another challenge related to the disposal of the empty containers which, unless well managed are an environmental hazard. Environmental, Health, and Safety (EHS) Guidelines is a reference document with general and industry-specific examples of Good International Industry Practice (GIIP) (*Environmental, Health, and Safety (EHS) Guidelines*, n.d.).

7.2. Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH) and GBV

ASCENT represents a boom for the communities in terms of employment opportunities hence; the labor influx, even though in small scale, is likely to occur which can increase dislocation of social construct and community structures and wellbeing. It contributes significantly to gender-based social impacts and risks including the rise in crime rate related to gender-based violence, sexual harassment, exploitation, and abuse. Moreover, health threats including spread of communicable diseases such as HIV/AIDS and other STDs in the project area may increase as well and can lead to more gender-based violence, sexual harassment, exploitation, and abuse by triggering suspicion of misconduct between spouses or partners, workers and related community members.

7.3. Child labor

Although the risk is minimal (given the recruitment criteria for all government jobs is above 18 years of age and prohibited jobs for children under the age of 18 as presented in the annex 1 of ministerial order no. 02/mifotra/22 of 30th/08/2022), the risk may emerge through the contracted labor because most of physical works performed under ASCENT demands a low level of professional skills especially for non-skilled labor hence the likelihood to attract underage children and enhance school drop out in the community. Furthermore, the project will be implemented in rural Rwanda where awareness on child labor might be very low among local communities as well as local authorities. Such risks can also be triggered and enforced by some parents who may see an opportunity to increase the households' income through their children.

7.4. Forced labor.

Rwanda in general has no history of forced labor hence the unlikelihood of forced labor. In addition, given the context of labor laws and policies in Rwanda as well as the proximity of labor inspectors in the project intervention areas, makes forced labor unlikely.

7.5. Labor disputes over terms and conditions of employment

The likely cause for labor disputes includes demand for limited employment opportunities; labor wages/rates and delays of payment; discrimination under conditional grant activities, disagreement over working conditions (particularly overtime payments and adequate rest breaks); and health and safety concerns in the work environment. Further, there is a risk that employers may retaliate against workers for demanding legitimate working conditions or raising concerns regarding unsafe or unhealthy work situations or any grievances raised, and such situations could lead to labor unrest and work stoppage.

7.6. Discrimination and exclusion of vulnerable groups

If unmitigated, vulnerable groups of people may be subject to increased risk of exclusion from employment opportunities under the project. Such vulnerable groups include, women, female headed households, single parents, the elderly and sick, expectant mothers, persons with disabilities (PWDs). Sexual harassment and other forms of abusive behavior by workers or managers will also have the potential to compromise the safety and wellbeing of the vulnerable groups of workers and the local communities, while adversely affecting project performance.

8. LABOR AND CONTRACTING LEGAL REQUIREMENTS

Various national policies, laws, international conventions ratified by Rwanda and systems are applicable to the implementation of this project. Such requirements are summarily outlined in this LMP.

8.1.Policies and procedures for labor risks

ASCENT will respect the provisions of the law regulating labor in Rwanda and requirements of ESS 2 of the WB's ESF.

8.1.1. Project team obligations/requirements

Occupational health and safety (OHS)

The national labor law has articles dedicated to Occupational Health and Safety especially **Article 77**: General health and safety conditions in the workplace, **Article 78** requires employers/enterprises to establish Occupational Health and Safety Committee, while **Article 79** emphasizes on the importance of Personal protective equipment while performing a certain type of activities under which most of works to be performed under ASCENT fall.

Article 77 of the 2018 Labor Law relates to general health and safety conditions in the workplace stating that an employer must ensure the health, safety and welfare in the workplace for employees working in his/her enterprise and for all persons who frequent the enterprise will be enforced. Measures relating to OHS are for protecting workers from injuries, illness or impacts associated with exposure to hazards encountered in the workplace or while working. The OHS measures include provision of PPE, awareness raising, trainings and guidance on how to prevent accidents at workplace.

To prevent and mitigate the identified risks, measures have been agreed in the ESMF and will be more defined in each ESIA/ESMP. Contractors also will prepare their Contractor -ESMP which will include all measures described here, in the ESMF, ESMP. All subprojects as described in the ESMF will prepare an ESIA/ESMP following all measures and agreements of the ESMF as well as the Health and safety regulations of Rwanda. More specifically, the following measures will be undertaken by the Government of Rwanda through the Implementing agencies (EDCL, BRD):

- Under ASCENT, OHS plans will comply with WB EHS General and for Electric Sector Transmission and Distribution
- The ASCENT will comply with this regulation by providing workers with PPE, facilities for a safe and clean environment to eat and change, sanitation facilities, and first aid kits.
- Furthermore, the ASCENT will comply with the **Article 78** of the labor law which requires employers to establish an Occupational Safety and Health Committee.
- The ASCENT will comply with **article 82** that entrusts employer to declare to the management of the social security body in Rwanda and to the Inspectorate of labor where the enterprise is located, occupational accident, disease or death in accordance with relevant Laws but allows the victims to do it themselves in case the employer fails to do so.

The ASCENT will comply with **article 119** that elaborates on offences and penalties relating to occupational health and safety. It states that if an employer through clumsiness, carelessness, inattention, negligence, and failure to observe the rules or any other lack of precaution, causes

danger commits an offence. The articles further elaborate on different penalties to be applied to any employer in case of conviction of noncompliance. In this regard, prior to undertaking construction activities, potential risks will be assessed at the construction sites and this will be undertaken by the Health and Safety Specialist together with the Environmental and Social Safeguards Specialist from the ASCENT PCU. The District Labor Inspector will also be invited to participate.

The overview below provides key aspects of legislation which relates to the items set out in ESS2, paragraphs 24 to 30 and the Rwandan Labour law and how these will be implemented under ASCENT.

1. All potential risks and hazards to project workers' health and life will be identified during the preparation of the ESIA and the ESMP. Any party who employs workers will develop and implement procedures to establish and maintain a safe working environment, including making sure that machinery, equipment and processes under their control are safe and without risk to health. This will include use of appropriate Measures related to chemical, physical and biological substances and agents as detailed in ESMPs and HSPs.
2. Whenever avoidance of health and safety hazards is not possible, appropriate protective measures will be provided. These measures include controlling the hazard at source using protective solutions and providing adequate personal protective equipment (PPE) at no cost to the project workers.
3. The PCU (EDCL) and the PIU (BRD) will ensure that contractors establish an Occupational Health and Safety Committee as required by the law and assign health and safety focal person at construction sites. The safety officer will monitor the status of health and safety on construction sites on a daily basis and report to the employer and the safety committee if any non-compliance is noticed. The committee will be the one in charge of assessing and investigating the compliance of the contractor's vis a vis safety measures required on sites. A health and safety report will be submitted to the ESF team to be included in the overall environmental and social standards report.
4. The Health and Safety Specialist will ensure that the occupational health and safety committee as well as all project workers receive OHS training at the beginning of their employment and on a regular basis thereafter. Training will cover the relevant aspects of OHS associated with daily work, including the ability to stop work with imminent danger and respond to emergency situations. Training records will be kept on file. These records will include a description of the training, the number of hours of training provided, training attendance records, and results of evaluations.
5. The PCU and the PIU will help the contractor/employer to develop and implement reporting system for any accidents, diseases and incidents in accordance with ESS2 and ESS4 requirements as well as the ESIRT (Environmental and Social Incident Response Toolkit).
6. The PIU (BRD) and PCU(EDCL) will promptly notify the World Bank of any incident or accident related to the Project which has, or is likely to result into pollution on the environment, structural failure, the affected communities, the public or workers including, inter alia:
 - ✓ cases of sexual exploitation, abuse (SEA) and sexual harassment (SH), and accidents that result in death that occurs within one year of an accident/incident, including from occupational disease/illness.

- ✓ Lost Time to Injury: Injury or occupational disease/illness that results in a worker requiring 3 or more days off work, or an injury or release of substance that results in a member of the community needing medical treatment. Acts of Violence/Protest with any intentional use of physical force threatened or actual, against oneself, another person, or against a group or community, that either results in or has a high likelihood of resulting in injury, death, psychological harm, deprivation to workers or project beneficiaries, or negatively affects the safe operation of a project worksite,
- ✓ Disease Outbreaks: The occurrence of a disease in excess of normal expectancy of number of cases. Disease may be communicable or may be the result of unknown etiology.
- ✓ Incident related to Dismissal without due process, child labor, forced labor.

7. The PCU and the PIU will incorporate into the bidding documents specific OHS standard as well as labour requirements that all contractors and sub-contractors will meet under this project. The standards will be consistent with national regulations, ESS2 and ESS4.

The following OHS standard requirements should as a minimum be included in the OHS Plan to be prepared by the contractors:

- Risk Assessment Procedure: Work permitting for hazardous work (working at heights, hot work, work on energized lines, work within confined spaces); Golden rules for life threatening works; Emergency response procedure; Fall prevention and working at heights.
- Excavations safety, Ladders, welding and cutting safety; Cranes, Derricks, and forklifts safety; power and hand tools safety; Respiratory prevention to chemical and airborne hazards (including dust, silica and asbestos); Construction PPEs.
- OHS training: the government will require the contractors contracted to undergo trainings on managing labor risks and will all be required to have a social and environmental as well as a health and safety staff to monitor and implement the labor management plan to minimize any labor risks. If training is required, this will be the contractor's responsibility. The environmental and social management specialist will provide instructions to contractor staff. PCU (EDCL) and PIU (BRD) will also plan for training to address risks associated with labor influx and will provide a schedule for training required. The contractor will be obligated to make staff available for this training, as well as any additional mandatory training required by implementing agencies (EDCL, BRD), as specified by the contract. Any other relevant stakeholders including civil society and other labor organizations will also be permitted to provide trainings to workers upon official request.

During the operational and maintenance phase of the sub-projects, health and safety guidelines outlined in this LMP will continue to apply. Furthermore, EDCL in collaboration with EUCL which is the utility company that will be in charge of operating the infrastructures will:

- Establish and implement an OHS and community health and safety management system, and plan to control and mitigate operational risks.
 - Electricity networks must be constructed, operated, and maintained to prevent danger. This requirement must include every work activity, including operation, use and maintenance of a system and work near a system.
 - Any equipment provided for protecting persons at work (such as PPE) must be available and free of charge for the workers, fit for purpose, maintained in good condition, and properly used. – This requirement covers: design and construction of the network; operating the network; working on the network; access to the network; and equipment provided.
 - Work of a non-electrical nature (such as vegetation management in proximity to overhead lines, or excavation near underground cables) where the risks can be severe must be included in the requirement.
 - Persons required to operate, work on, or access the network must be properly trained and assessed as competent to carry out the tasks they are required to perform, and be subjected to periodic refresher training and assessment
- Clearly define roles and responsibilities of operational staff for OHS and CHSS.
 - Develop and implement a training and assessment programme. – Levels of training and certification, and methods for creating and monitoring records should be set.
 - Ensure training and any training aids are provided in a form that can be understood by trainers and trainees

Child labor

Even though the minimum age for child labor is 16 in Rwanda, due to the nature of project activities and related risks, the minimum age of project workers for ASCENT is set at 18 years. To prevent recruitment of under-aged labor, all contracts shall have contractual provisions to comply with the national minimum age requirements including penalties for non-compliance in-line with the relevant national laws. The PCU is required to maintain labor registry of all contracted workers with age verification.

(i) Process that will be followed to verify the age of project workers.

- In accordance with the Law N° 66/2018 of 30/08/2018 regulating labor in Rwanda, through labor inspection, project personnel in charge of environment and social standards will inspect the workplace to ensure that there are no underage workers employed in the project and compliance with national and international labor standards. The environmental and social management specialist based at the district level will inspect construction sites on a monthly basis while those based at central level will carry out the monitoring activity which also inspect compliance vis-à-vis employment of labor with required age.
- Apart from the ESF team at PCU and PIU non-government institutions and NGOs that are engaged in child protection are also welcome to collaborate and conduct their due diligence, provide guidelines, carry out awareness in the project area and raise a red flag where they find discrepancies and non-compliance with child protection good practices. The involvement of NGOs in child protection activities under ASCENT will be on a voluntary basis.

(ii) ***Procedure to be followed if underage workers are found working on the project.***

Article 117 of law regulating Labor in Rwanda states that the employment of underage children is criminal. In this project, if ever it was to be revealed that an employer has employed underage workers, the case will be reported to the concerned authorities and the employer will be prosecuted. The direct referee at grassroots level will be the grievance redress committees at community level. They will receive and record the case and refer it to the labor inspector of the area to handle it using appropriate legal mechanisms. In case the violation is confirmed by competent authorities, the sanctions provided by the Law in its articles 117, 119 and 121 will be applied.

 **Labor influx**

To minimize labor influx, the project will contractually require the contractors to preferentially recruit labor from the local communities and nearby areas. All contracted workers will be required to sign the Code of Conduct prior to the commencement of work, which includes a provision to address risks of GBV and SEA/SH.

 **Labor disputes over terms and conditions of employment**

To avoid labor disputes, fair terms and conditions for project workers will be applied by contractors (guided by relevant laws). A grievance redress mechanism for workers will be put in place so as to provide a platform for the workers to voice their concerns as provided by Article 102 of law n° 66/2018 of 30/08/2018 regulating labor in Rwanda. Furthermore, Article 38 provides conditions for workers to join a union and articles 92 and 93 provide guidelines for collective bargaining. Disagreements on salaries and other entitlements or working conditions will be solved through workers GRM (see section on GRM).

 **Discrimination and exclusion of vulnerable groups**

The employment of project workers will be based on the principle of equal opportunity and fair treatment, and there will be no discrimination with respect to any aspects of the employment relationship, such as recruitment and hiring, terms of employment (including wages and benefits), termination and access to training. The project shall comply with article 9 of the amended National labor law of 2018 on protection against discrimination in the workplace which states, “An employer is prohibited from discriminating employees on basis of ethnic origin, family or ancestry, clan, skin colour or race, sex, region, economic categories, religion or faith, opinion, fortune, cultural difference, language, physical or mental disability or any other form of discrimination.” There will also be enough and suitable toilet and washing facilities, separate from men and women workers. The contracts with third parties will include these requirements, which will also be part of the monitoring system.

- **Gender-based violence (GBV) and Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH)** Given the implementation context, sexual harassment, exploitation and abuse of co-workers is a likely risk. Thus, all staff and contracted workers shall sign the code of conduct outlining expected standards of behavior in this regard and attend an awareness session on the same including the consequences of such actions. The project has developed a specific Gender and Gender based Violence Action Plan (GAP) which details the code of conduct expected from every person employed by the project. The GAP goes outside

of the workplace and seeks to expand on ESS4 on community health and safety. Workers and staff on the project will adhere outside of the workplace.

- To avoid the risk of stigmatization, exacerbation of the mental/psychological harm and potential reprisal, the grievance mechanism shall have a different and sensitive approach to GBV-related cases and should be dealt with according to the complainant's informed consent. Where such a case is reported, the complainant should be provided with information about the available services including confidential appropriate medical and psychological support, emergency accommodation, and any other necessary services as appropriate including legal assistance. The survivor should be provided support to access these services. Staff should immediately inform the survivor/complainant and be facilitated to go to a health center which specializes in free post-SEA health support (the Isange one stop centers established in health centers and hospitals across the country) within 72 hours of the incident. All staff and GRM focal points should be informed that if a case of GBV is reported to them, the only information they should establish is if the incident involves a worker on the project, the nature of the incident, the age and sex of the complainant and if the survivor/complainant was referred to service provision. If a worker on the project is involved, the incident should be immediately reported to the Project Coordinator who will provide further guidance.

Monitoring and reporting

The PCU shall report on the status of implementation of the above policies and procedures on a quarterly basis. The PCU will closely monitor labor and OHS performance of the project and report to the World Bank on a quarterly basis. The contractors will report to the PCU on a monthly basis while PCU will report to the World Bank on a quarterly basis as per the ESCP.

Fatality and serious incidents

In the event of an occupational fatality or serious injury, the PCU shall apply the newly disclosed ESIRT (Environmental and Social Incident Response Toolkit) which requires immediate reporting to the World Bank. Corrective actions shall be implemented in response to project-related incidents or accidents. The PCU or, where relevant a consultant, may conduct a root cause analysis for designing and implementing further corrective actions.

8.2. Contractor' obligations vis- a -vis the LMP

Contractors will apply all occupational health and safety requirements as described in section.

8.1.1. Furthermore, contractors have the following obligations :

- To avoid the risk of accidents at workplaces, the sites will be planned to have description of all important area including Emergence Assembly Point; additionally, the site will have Sign Boards located in appropriate places, providing information on precautions and appropriate actions to be taken to avoid accidents including mandatory use of PPEs and wear protective gears. Contractors will be required to have fire extinguishers and first aid kits on site and in proportion with the size of the site to be covered and the number of employees. The same will be demanded of primary suppliers.
- To establish an OHS committee as mandated by the law regulating labor in Rwanda in its article 19, additional measures are included in the ESMF.

- Provision of sanitary and waste disposal facilities at each subproject site will be a requirement for all contractors. Furthermore, awareness campaigns on communicable diseases such as HIV/AIDS will be held regularly on construction sites both for project workers and local communities at large.
- To put forward a preference for local manpower and make it known to the surrounding communities and establish a quota for vulnerable groups. This will significantly economically empower local communities while preserving social cohesion. Contractors shall strive to meet at least 30% in terms of women employment on the project.
- Since the government through the Ministry of Infrastructure and EDCL has prepared in a GAP in advance, specific requirements to manage risks of gender-based violence will be included in contractual requirements, code of conduct and training set out in this document to be implemented by all contractors.
- Contractors are required to establish an internal grievance mechanism to allow workers to communicate their grievances in a manner easily accessible to them.
- Under ASCENT, no contractor will use under 18 children given the nature of the project activities, the nature of the project intervention area as well as the risks associated with it all. The risk of child labor will be mitigated through Certification of laborers' age using the legally recognized documents such as National Identification Card.

In the event of identification of risks, the following will be done according to national legislation and ESS2:

- It is a legal requirement for an employer to conduct risk assessment as per the Ministerial Order N° 02/MIFOTRA/22 of 30/08/2022 Determining Conditions for Occupational Health and Safety. Correspondingly, as provided for by the Ministerial Order N°01 of 17/05/2012 Determining Modalities of Establishing and Functioning of Occupational Health and Safety Committees, issues related to OHS for workers will be handled by the OHS committee of the PCU or PIU in collaboration with Grievance Redress Committees at Cell, Sector and District level respectively.
- The main health and safety risks will be encountered by the construction contractors' workforce. Companies that submit proposals for the work will have to demonstrate capability to manage health and safety risk and provide corresponding documentation. After the contract award, the contractors are required to provide the labor management procedures and occupational health and safety plan in line with the ESMP to the government. The government will require the contractors as well as their sub-contractors to comply with the LMP requirements.

The following OHS standard requirements should as a minimum be included in the OHS Plan to be prepared by the contractors:

- Risk Assessment Procedure: Work permitting for hazardous work (working at heights, hot work, work on energized lines, work within confined spaces); Golden rules for life threatening works; Emergency response procedure; Fall prevention and working at heights.

- Excavations safety, Ladders, welding and cutting safety; Cranes, Derricks, and forklifts safety; power and hand tools safety; Respiratory prevention to chemical and airborne hazards (including dust, silica and asbestos); Construction PPEs.

OHS training: the government will require the contractors contracted to undergo trainings on managing labor risks and will all be required to have a social and environmental as well as a health and safety staff to monitor and implement the labor management plan to minimize any labor risks. If training is required, this will be the contractor's responsibility. The environmental and social management specialist will provide instructions to contractor staff. PCU (EDCL) and PIU (BRD) will also plan for training to address risks associated with labor influx and will provide a schedule for training required. The contractor will be obligated to make staff available for this training, as well as any additional mandatory training required by implementing agencies (EDCL, BRD), as specified by the contract. Any other relevant stakeholders including civil society and other labor organizations will also be permitted to provide trainings to workers upon official request.

9. INSTITUTIONAL ARRANGEMENTS FOR IMPLEMENTATION OF THE LMP

To ensure successful management of project workers there is a need to clearly define roles and responsibilities of key players and stakeholders from the national to community level. The project will utilize the implementation arrangements of the on-going (EAQIP, P172594) and will be jointly implemented by EDCL and BRD. As under EAQIP, EDCL will cover all grid-related components and the overall program coordination, while BRD will implement the off-grid and clean cooking programs and will develop a new PUE RBF along similar lines. Using the same implementation arrangements that are efficiently working under EAQIP will eliminate duplication of effort and transaction costs for the GoR, enhance the efficiency of implementation, and help streamline development partner coordination of the program.

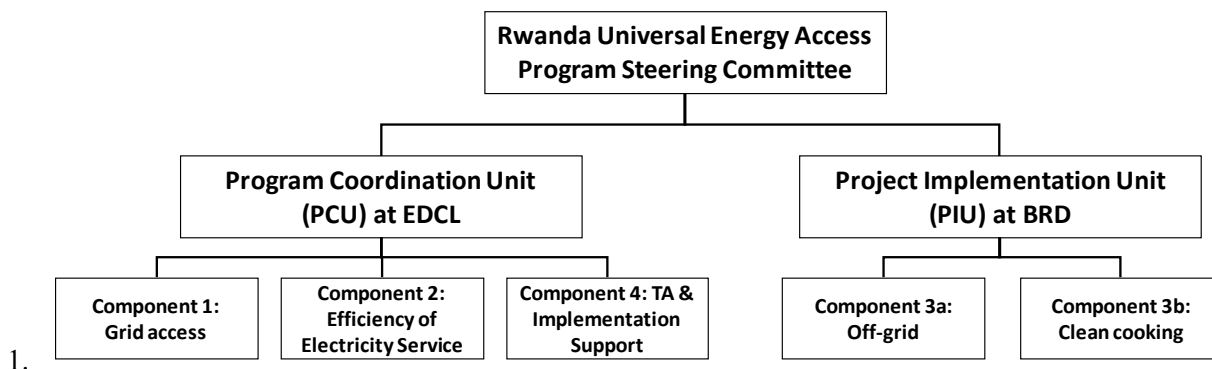
9.1. Overview of responsibilities of the project team (PCU and PIU)

ASCENT will be implemented by different government institutions mostly affiliated with the Ministry of Infrastructure. Under this framework, the overall project coordination will remain the responsibility of the MININFRA given its institutional mandate to ensure sustainable infrastructure development. In this regard, at the Ministry level, a PCU with different experts is already in place and will coordinate and oversee all project activities. More specifically, for environmental and social risk management under which the labor and working conditions fall, an Environmental and Social Safeguards Specialist has been recruited and will have the responsibility to ensure compliance with this LMP as well as other national and international standards as applicable. Under the coordinating ministry, the implementation arrangement for different sub-components is proposed to be the following:

The existing A Program Steering Committee (PSC) will continue to provide high-level government oversight and strategic guidance to the PCU. The PSC is chaired by the PS of MININFRA. Senior managers of MININFRA, MINECOFIN, REG and EDCL are members of the PSC, with DPs supporting the program, the Program Manager and Project Coordinators as observers. The PSC is meeting every quarter, or as needed, to review implementation progress, discuss emerging challenges, and identify mitigating measures.

The overall implementation arrangements structure is summarized in Figure 1.

Figure 1: Overview of Institutional and Implementation Arrangements



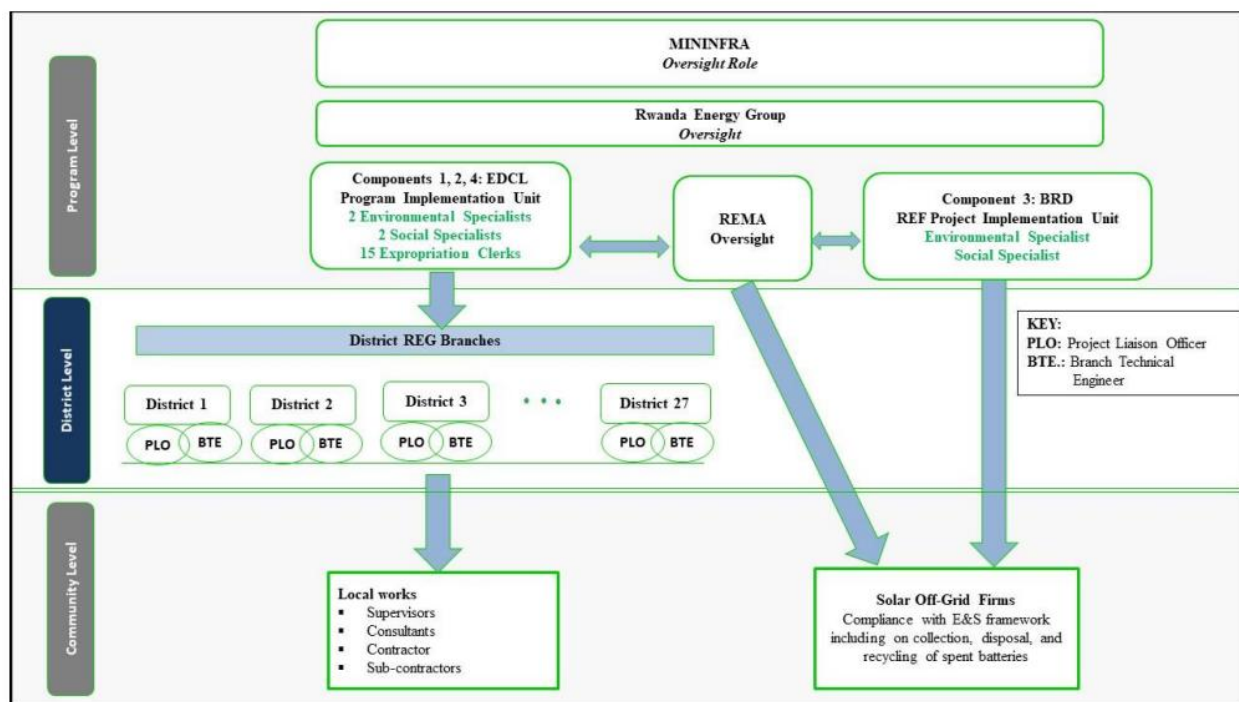


Figure 2: LMP Implementation arrangements

9.2. Overview of the contractor's responsibilities

Occupational Health and Safety: contractors will apply all measures and requirements details in section 81.1. and section 8.2.2. In addition to the environmental and social standards personnel, contractors must appoint at least one safety focal person at each site who will be supervising a bigger safety team depending on site characteristics and will be working with the established OHS committee as required by article 78 of the labor law. The safety focal person ensures the day-to-day compliance with specified safety measures and records of any incidents and report them to the PCU as well as the Occupational Safety and Health Committee for appropriate follow up. Incident reporting will follow the newly disclosed Environment and Social Incident Response Toolkit. Minor incidents are reported to the PCU on a weekly basis and to the respective PIU on a monthly basis. Serious incidents are reported immediately. Minor incidents are reflected in the quarterly reports to the World Bank, major issues are flagged to the World Bank within 24hours.

Labor and working conditions: the contractors will have a human resources officer who will be ensuring that contractual obligations (recruitment procedures, contracts, wages, rests and leaves, among others) vis a vis the workers are met. Contractors will keep records in accordance with specifications set out in this LMP. The PCU through its Health and Safety Specialist and other safeguards staff may at any time conduct a site inspection to verify that labor conditions are being respected and will review records at a minimum on a monthly basis and can require immediate remedial actions if warranted. A summary of issues and remedial actions will be included in quarterly reports to the World Bank.

9.3.Roles and responsibilities of community verifiers

Community verifiers will consist of local authorities, community grievance redress committees and local community at large. Their main responsibilities in terms of monitoring labor and working conditions will consist of the following:

- To ensure that no underage children are being employed on the project and raise a red flag where there is suspicion.
- Ensure that there is no discrimination and no corruption in hiring workers and alert relevant authorities and the PCU/PIU in particular where this kind of practice is suspected of further investigation.
- Closely monitor the level of community health and safety and inform relevant authorities where there is violation for immediate actions.
- Ensure that no GBV and sexual/verbal harassment behaviors in the project and inform relevant authorities for further professional intervention and response.
- To report to any contractor or sub-contractor who might not be fulfilling his contractual obligations vis a vis worker such as delays in payment of wages, noncompliance to working hours, etc.

10. CONTRACTOR MANAGEMENT

As part of the process to select contractors who will engage contracted workers. The government through the PCU and PIU, will review the following information: information in public records, corporate registers and public documents relating to violations of applicable labor law, including reports from labor inspectorates and other enforcement bodies.

- Business licenses, registrations, permits, and approvals; Documents relating to a labor management system, including OHS issues, labor management procedures; Identification of labor management, safety, and health personnel, their qualifications, and certifications; Workers' certifications/permits/training to perform required work; Records of safety and health violations, and responses; Accident and fatality records and notifications to authorities; Records of legally required worker benefits and proof of workers' enrolment in the related programs; Worker payroll records, including hours worked and pay received;

The contracts with selected contractors will include provisions related to labor and occupational health and safety, as provided in the World Bank procurement requirements and the Law N° 66/2018 of 30/08/2018 regulating Labor in Rwanda as amended on 18/05/2023.

The Supervision Consultant will manage and monitor the performance of Contractors in relation to contracted works, focusing on compliance by contractors with their contractual agreements (obligations, representations, and warranties). This may include periodic audits, inspections, and/or spot checks of project locations or work sites and/or of labor management records and reports compiled by contractors. Contractors' labor management records and reports may include: (a) a representative sample of employment contracts or arrangements between third parties and contracted workers; (b) records relating to grievances received and their resolution; (c) reports relating to safety inspections, including fatalities and incidents and implementation of corrective actions; (d) records relating to incidents of noncompliance with national law; and (e) records of training provided for contracted workers to explain labor and working conditions and OHS for the project.

11. PRIMARY SUPPLY WORKERS

This section addresses labor management risk associated with people employed or engaged by contractor's primary suppliers. Primary suppliers are suppliers who, on an ongoing basis, provide goods or materials directly to the Project. The project will require procurement of a substantial amount of materials such as sand, stones, cement, oil, bitumen, electro-mechanical equipment such as electrical cables and power poles, protection and control equipment, steel products, hand cultivator, spade, hand trowel, garden fork, rake, spray pumps, fertilizers, among others, however most of the risks are related to safety in borrow areas and child labor in the latter.

- All primary suppliers shall be formal businesses who are required to procure and produce materials subject to high standards. Any new supplier is vetted using a different form which screens the supplier in regard to compliance with taxes, certification, licensing, Public Liability Certificate and workmen's compensation.
- A separate form requires that the primary supplier identify the company's permanent staff and declare any current or prior arbitrations as well as any criminal convictions.
- Registered suppliers are subject to regular review in accordance with country specific regulations. The review is carried out twice annually and requires a Commercial Services Officer to visit the supplier's premises.
- **OHS:** These Labor Management Procedures require that, under the project, any primary supplier maintains records related to occupational injuries, illness, and lost time accidents and to immediately report fatalities to local authorities and the police for immediate investigation. These records will be subject to review by labor inspectorate at District level twice annually and by project environmental and social management specialist on a continuous basis as they wish, which can include random inspection, weekly or monthly review. The ESF team at PIU level also reserves the right to carry out field inspections and consult registries any time deemed necessary in addition to the regular monthly and quarterly review. Any supplier who will not comply with the law will be penalized in accordance with the provisions of the Law N° 66/2018 of 30/08/2018 regulating Labor in Rwanda as amended on 18/05/2023 article 119 regarding offences and penalties relating to occupational health and safety and any other laws as the labor inspectorate may find necessary.
- **Child labor and GBV:** Where a significant risk of child labor, GBV or serious safety issues in relation to primary suppliers has been identified, the procedure for monitoring and reporting on primary supply workers will involve various measures that have been put in place to prevent and control them such as establishment of grievance committees and GBV grievance redress desk established at community level. In the event of identification of child labor cases or GBV, these committees will immediately report to concerned authorities. The Law N° 66/2018 of 30/08/2018 regulating Labor in Rwanda as amended on 18/05/2023 also provides for penal and administrative penalties in case of non-compliance with its provisions. In case of occurrence, the sanctions provided by labor law especially Article 117 regarding offences and penalties relating to prohibited work for the child will be applied.

12. GRIEVANCE REDRESS MECHANISM(GRM)

12.1. Overview of labour administration and national Grievance Redress Mechanism for labour disputes

The Ministry of Public Service and Labor is responsible for the implementation and enforcement of the labor law. Its responsibility is to set up a fair working environment, based on international standards of health and social security, and favorable to jobs creation and about market development. More specifically, the Ministry is responsible for developing, disseminating and coordinating the implementation of policies, strategies and programs.

Its organization structure comprises of a directorate of labor and employment under which 2 national labor inspectors and 30 District labor inspectors distributed across the country in each of the 30 countries Districts.

Labor inspectors are part of the Government administrative system, and their essential purpose is to ensure compliance with all labor protection standards, as well as develop labor relations in an orderly and constructive way in order to enforce the labor laws, related regulations, and applicable International Standards for labor laws compliance.

➤ Responsibilities of labor inspectors in dispute settlement : 1012 and 103 of the National labor law

The employees' representatives amicably settle individual labor disputes between employers and employees. If employees' representatives fail to settle the disputes amicably, the concerned party refers the matter to the labor inspector of the area where the enterprise is located.

If the Labour Inspector of the area where an enterprise is located fails to settle the dispute due to the nature of the case or the conflict of interests, he/she refers the dispute to the Labour Inspector at the national level stating grounds to refer such a dispute.

For collective labor disputes, if amicable settlement between an employer and his/her employees fails, the disputes are notified to the labor inspector. If amicable settlement fails before a labor inspector of the area where an enterprise is located, it is referred to the labor inspector at the national level.

Collective disputes not settled by the Labour Inspector at the national level or not settled due to their nature or the conflict of interests, are brought before the Minister in charge of labor. The minister of public service and labor has the power to impose penalties to an employer found in violation of any of the requirements of the labor as provided in the articles below.

➤ Powers of labor inspectors: Article 120: Obstructing the functioning of the labor inspectorate

Labor inspectors have the power to inspect the premises of an employer without prior notice to conduct their inspection. An employer who refuses to allow a labor inspector to enter an enterprise, refuses to provide information with him/her, fails to report to him/her summon or implement recommendations from a labor inspector, commits an administrative misconduct. He/she is liable to an administrative fine of not less than one hundred thousand Rwandan francs (FRW 100,000) and not more than two million Rwandan francs (FRW 2,000,000).

➤ **Powers of the Minister of Public Service and Labor: Article 121: Temporary closure of an enterprise**

For the purpose of preserving security and safety of workers as well as national interests, article 121 of the Law N° 66/2018 of 30/08/2018 regulating Labor in Rwanda as amended on 18/05/2023 empowers the Minister in charge of labor to order a temporary closure of an enterprise until the circumstances that led to that decision are changed to the satisfactory level required by the Minister.

12.2. Basic principles and structure of the workers GRM

The workers GRM will be based on international standards and best practices especially Principle 31 of the UN guiding principles. These Guiding Principles state that grievance mechanisms should be legitimate, accessible, predictable, equitable, transparent, and rights-compatible, based on dialogue and engagement, and a source of continuous learning. For the ASCENT workers GRM to be effective, it will be built on these principles to ensure workers' confidentiality, establish a procedure for management to follow-up on reported grievances that is communicated by workers and a procedure for workers to monitor the status of complaints as well as an appeals system.

The core foundation of the workers GRM will be the committee of workers representatives. This committee will ensure the representation of all types of workers including women representatives, a representative of people with disabilities and any other vulnerable group as well as migrant workers if any.

12.3. Process for labor disputes Grievance Redress under ASCENT

In order to create a working environment that provides safety and security to all workers, contractors will be required to present a worker's grievance redress mechanism which responds to the minimum requirements in the law and ESS2. For direct workers, the mechanism should involve an appropriate level of management and address concerns promptly, using an understandable and transparent process that provides feedback to those concerned, without any retribution. The contractor will inform the workers of the grievance mechanism at the time of hiring and make it easily accessible to them.

If the workers GRM fails to address individual or collective labor disputes, the process described in the previous paragraphs will be followed. The District labor inspectorate will be seized and other required steps followed in accordance with the escalation of the disputes up to the courts of law if necessary.

12.3.1. For workers safety issues

All grievances related to workers safety will be addressed through the **Occupational Health and Safety committee** as required by Article 78 of the labor law (see section 10).

In accordance with Article 17 of the ministerial order Ministerial no 02/Mifotra/22 of 30th August 2022 relating to members of an occupational health and safety committee in a private enterprise, health and safety committees be composed of the following 5 members:

- President: Project Manager
- Vice president: Site Engineer

- Secretary of the committee: Human Resources Manager/Officer
- Advisors: 2 elected members from the workers

12.3.2. Grievance process for non-labor related issues involving project workers.

In the project area there might be other conflicts related to relationships between the workers and the local community. Depending on who is the aggrieved party, the following mechanism will be followed:

- **WORKER- AGAINST OTHER WORKER:** These grievances will be handled through the Workers Grievance Committee/representatives.
- **COMMUNITY MEMBER – AGAINST A WORKER:** If there is any grievance from a community member against a worker, it will be handled through the Workers Grievance Committees/representatives or by the local GRM depending on whichever mechanism is more receptive or influential under the circumstances.
- **WORKER- AGAINST A COMMUNITY MEMBER:** The project will establish a project grievance committee at various levels of the local administration scheme in Rwanda from the Cell, Sector up to the District. This grievance mechanism as described in the SEP and ESMF, will have the mandate of solving all complaints and grievances related to project activities and impacting local communities. Any grievance from a worker against a community member will be handled through this committee.
- **NON-LABOR RELATED DISPUTE BETWEEN WORKER AND EMPLOYEE:** these kinds of disputes will be resolved between the 2 involved parties and if not resolved the aggrieved party will resort to the senior management or court depending on the magnitude of the dispute.

The project grievance mechanism will not impede workers or project affected people's access to the legal system. Local communities have existing traditional and cultural grievance redress mechanisms (**Abunzi committees**) established and regulated by law no 37/2016 of 08/09/2016 determining organization, jurisdiction, and competence and functioning of Abunzi committee (adjudication/mediation committees). These are established at the cell and Sector level to solve community-based conflicts and grievances, their regulatory body being the Ministry of Justice. This mechanism cannot be overlooked by the project. The population can choose to use this channel instead of the project grievance mechanism. The escalation at this level leads to the court process. At any time, the complainant may take the matter to the appropriate legal or judicial authority as per Rwanda National Legal procedure.

❖ *Grievance channel for Gender Based Violence and SEA/SH.*

As part of the obligations arising from the signature of a contract for the execution of infrastructure development works under the ASCENT, the project will establish a special SEA/SH/GBV committee that will be in charge of receiving and assessing all cases of sexual harassment. Given the sensitivity and the low level of understanding of GBV related matters in the community at large and the stigma attached to it; also taking into consideration the social and psychological damages that are usually associated with it, all cases of GBV will be handled through the established GBV committee. The GBV Committee will include project staff namely: Human

Resources Officer and social safeguards specialist from the contractor, Social Safeguards Specialist from the concerned PCU or the PIU (EDCL or BRD), Gender Monitoring Officer and Environmental and Social Safeguards Specialist from the District, Social Safeguards Specialist from the supervising firm, Women representatives from the GRC at the cell level and GBV service provider in the area of GBV prevention and handled referral pathways for the GBV survivors. The PIU will approach relevant service providers in the field of GBV prevention and agree with one of them to provide an expert insight in relation to all GBV matters including prevention through awareness and capacity building as well as GBV response. However, as required by the law, the GBV committee will have to work closely with the competent authorities and the police to ensure a prompt response.

GBV grievances will be handled according to the internal best practices that require confidentiality and consent. The complainant should receive an acknowledgement of receipt of the complaint within a prescribed and reasonable timeframe, preferably in writing. Lodging a grievance should not incur any cost to the complainant. Generally, the contractor should allow for flexibility and make sure that grievances are not dismissed on grounds of an administrative formality and/or procedure. In any case, the mechanism should not impede access to other judicial or administrative remedies that might be available under law or through existing arbitration procedures. The PCU(EDCL) or the PIU(BRD) will provide grievance log templates to contractors to be used for grievance recording and follow up.

Note: The exact time at which the grievance mechanism will be in place for this project is not known yet but, in any case, it will be established as soon as contracts for civil works are signed such that they are be operational before any project activities commence on the ground.

13. LMP PERFORMANCE MONITORING

In order to ensure the implementation of the LMP by stakeholder contractors in particular, the following indicators will be monitored the Government on a regular basis:

- Number of workers.
- Number of workers with valid contracts.
- Number of trainings provided to workers on OHS, GBV, SEA/SH.
- The existence of an OHS committee.
- The presence of an OHS personnel.
- Number of workers provided with PPEs.
- The presence of sanitary facilities: toilets (separate for men and women), hand washing facilities, waste collection points.
- The existence of a worker's GRM.
- Workers' grievance logbooks.
- Workers have health insurance.
- warning signs available on sites and Protection equipment provided.
- First aid kits and fire extinguishers provided.
- All workers trained accordingly.
- No workers found under influence of alcohol or other drugs.
- Workers transferred to hospital in case of serious accidents.
- Public informed About upcoming construction.
- Noise level below 80 dB (A); if noise levels higher than 80 dB (A): workers fitted with PPE and warning signs installed.
- Fire walls erected within substation.
- EHSP developed.

Furthermore, in addition to the above listed indicators, subproject specific OHS monitoring/indicators will be identified in subproject ESMPS.

A detailed check list that will be used during monitoring is in annexes. Monthly and quarterly reports will be prepared, and the quarterly reports will be shared with the World Bank. These regular reports will include status on implementation of LMP, workers grievances reported and status of resolving them, and incidents that happened on site. However, special incidents reports will be prepared as well if circumstances require it. More details on reporting requirements are provided in the Environmental and Social Commitment Plan (ESCP).

ANNEXES

Annex 1: Code of conduct

General Code of Conduct for Contractor to be inserted in the ESMP, ESTC in the Tender documents.

ASCENT will comply with ESS2 and ESS4 and the Environmental, Social Health and Safety Guidelines of the WB (ESHS) and the Occupational Health and Safety (OHS) and Labor regulations of Rwanda. The following is a general Code of conduct to be inserted in the contract of contractors for civil works.

1. Contractor's Code of Conduct

Company Code of Conduct

Implementing ESHS and OHS Standards

Preventing Gender Based Violence and Violence Against Children

The (*insert name*) is committed to ensuring that the project is implemented in such a way which minimizes any negative impacts on the local environment, communities, and its workers. This shall be done by respecting the environmental, social, health and safety (ESHS) standards, and ensuring appropriate occupational health and safety (OHS) standards are met. The company is also committed to creating and maintaining an environment in which gender-based violence (GBV) and violence against children (VAC) have no place, and where they shall not be tolerated by any employee, associate, or representative of the company.

Therefore, in order to ensure that all those engaged in the project are aware of this commitment, the company commits to the following core principles and minimum standards of behavior that shall apply to all company employees, associates, and representatives including sub-contractors, without exception:

General

1. The company—and therefore all employees, associates, and representatives—commits to complying with all relevant national laws, rules and regulations and the World Bank Environmental and Social Standards which can be read on the internet in this website:
 - a. <https://www.worldbank.org/en/projects-operations/environmental-and-social-framework>.
 - b. www.mifotra.gov.rw.
2. The contractor is responsible to comply with the requirements defined in ESMP and Environmental and Social Technical Clauses (ESTC) which are both integral parts of the contract.
3. The company commits to full implementing its 'Contractors Environmental and Social Management Plan' (C-ESMP) which will be prepared based in the ESIA/ESMP prepared by the government for the works.
4. The company commits to treating women, children (persons under the age of 18), and men with respect regardless of race, colour, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status. Acts of GBV and VAC are in violation of this commitment.

5. The company shall ensure that interactions with local community members are done with respect and non-discrimination.
6. Demeaning, threatening, harassing, abusive, culturally inappropriate, or sexually provocative language and behaviour are prohibited among all company employees, associates, and its representatives.
7. Respect to reasonable work instructions (including regarding environmental and social norms). i.e. Instructions in the Environmental and social technical clauses (ESTCs) presented with the Tender document.
8. Protect and ensure proper use of property (for example, to prohibit theft, carelessness, or waste).
9. Prohibits illegal activities by their workers such as: polluting the soil, rivers, wetlands, hunting, poaching wildlife, setting up fires, spilling diesel, oils in the soil, cutting trees without permits.

Health and Safety

10. The company shall ensure to hire professional in occupational health and safety to implement the ESMP and ESCT described in the bidding documents.
11. The company shall ensure that the project's occupational health and safety (OHS) management plan is effectively implemented, including wearing prescribed personal protective equipment, preventing avoidable accidents and reporting accidents of all type within less of 24 hours or conditions or practices in the project sites that pose a safety hazard or threaten the environment and the people.
12. The company will:
 - a. Prohibit the use of alcohol during work activities.
 - b. The company shall prohibit the use of illegal substances, at all times.
13. The company shall ensure that adequate eating, changing and sanitation facilities are available on site and at any workers' accommodations provided by the contractor.
14. The company will obey labor, contracting and health and safety regulation in case of accidents, death and incapacity of workers (skilled or no skilled) and pay the compensation required by law.
15. Risk Assessment Procedure: Work permitting for hazardous work (working at heights, hot work, work on energized lines, work within confined spaces); Golden rules for life threatening works; Emergency response procedure; Fall prevention and working at heights.
16. Excavations safety, Ladders, welding and cutting safety; Cranes, Derricks, and forklifts safety; power and hand tools safety; Respiratory prevention to chemical and airborne hazards (including dust, silica and asbestos); Construction PPEs.
17. OHS training: contractors will have to undergo trainings on managing labor risks and will all be required to have a social and environmental as well as a health and safety staff to monitor and implement the labor management plan to minimize any labor risks. If training is required, this will be the contractor's responsibility. The environmental and social management specialist will provide instructions to contractor staff. PCU (EDCL) and PIU (BRD) will also plan for training to address risks associated with labor influx and will provide a schedule for training required. The contractor will be obligated to make staff available for this training, as well as any additional mandatory training required by implementing agencies (EDCL, BRD), as specified by the contract. Any other relevant

stakeholders including civil society and other labor organizations will also be permitted to provide trainings to workers upon official request.

18. To avoid the risk of accidents at workplaces, the sites will be planned to have description of all important area including Emergence Assembly Point; additionally, the site will have Sign Boards located in appropriate places, providing information on precautions and appropriate actions to be taken to avoid accidents including mandatory use of PPEs and wear protective gears.
19. Contractors will be required to have fire extinguishers and first aid kits on site and in proportion with the size of the site to be covered and the number of employees. The same will be demanded of primary suppliers.
20. To establish an OHS committee as mandated by the law regulating labor in Rwanda in its article 19, additional measures are included in the ESMF.
21. Provision of sanitary and waste disposal facilities at each subproject site will be a requirement for all contractors. Furthermore, awareness campaigns on communicable diseases such as HIV/AIDS will be held regularly on construction sites both for project workers and local communities at large.
22. Contractors are required to establish an internal grievance mechanism to allow workers to communicate their grievances in a manner easily accessible to them.
23. Under ASCENT, no contractor will use not under 18 children given the nature of the project activities, the nature of the project intervention area as well as the risks associated with it all. The risk of child labor will be mitigated through Certification of laborers' age using the legally recognized documents such as National Identification Card.

Gender Based Violence and Violence against Children

1. Since the government through the Ministry of Infrastructure and EDCL has prepared in a GAP in advance, specific requirements to manage risks of gender-based violence will be included in contractual requirements, code of conduct and training set out in this document to be implemented by all contractors.
2. Acts of GBV or VAC constitute gross misconduct and are therefore grounds for sanctions, which may include penalties and/or termination of employment. All forms of GBV and VAC, including grooming are unacceptable, regardless of whether they take place on the work site, the work site surroundings, at worker's camps or at worker's homes.
3. In addition to company sanctions, legal prosecution of those who commit acts of GBV or VAC shall be pursued if appropriate.
4. Sexual contact or activity with children under 18—including through digital media—is prohibited. Mistaken belief regarding the age of a child is not a defence. Consent from the child is also not a defence or excuse.
5. Sexual Harassment—for instance, making unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct, of a sexual nature, including subtle acts of such behavior, is prohibited. For example: Looking somebody up and down; kissing, howling, or smacking sounds; hanging around somebody; whistling and catcalls; giving personal gifts; making comments about somebody's sex life; etc. is prohibited.

6. Sexual favours—for instance, making promises or favourable treatment dependent on sexual acts—or other forms of humiliating, degrading or exploitative behavior are prohibited.
7. Unless there is full consent³ by all parties involved in the sexual act, sexual interactions between the company’s employees (at any level) and members of the communities surrounding the workplace are prohibited. This includes relationships involving the withholding/promise of actual provision of benefit (monetary or non-monetary) to community members in exchange for sex—such sexual activity is considered “non-consensual” within the scope of this Code.
8. All employees, including volunteers and sub-contractors are highly encouraged to report suspected or actual acts of GBV and/or VAC by a fellow worker, whether in the same company or not. Reports must be made in accordance with GBV and VAC Allegation Procedures.
9. Managers are required to report suspected or actual acts of GBV and/or VAC as they have a responsibility to uphold company commitments and hold their direct reports responsible.

Implementation

To ensure that the above principles are implemented effectively, the company commits to ensuring that:

10. All managers sign the ‘Manager’s Code of Conduct’ detailing their responsibilities for implementing the company’s commitments and enforcing the responsibilities in the ‘Individual Code of Conduct’.
11. All employees sign the project’s ‘Individual Code of Conduct’ confirming their agreement to comply with ESHS and OHS standards, and not to engage in activities resulting in GBV or VAC.
12. Displaying the Company and Individual Codes of Conduct prominently and in clear view at workers’ camps, offices, and in public areas of the workplace. Examples of areas include waiting, rest and lobby areas of sites, canteen areas, health clinics.
13. Ensure that posted and distributed copies of the Company and Individual Codes of Conduct are translated into the appropriate language of use in the worksite areas as well as for any international staff in their native language.
14. An appropriate person is nominated as the company’s ‘Focal Point’ for addressing GBV and VAC issues, including representing the company on the GBV and VAC Compliance Team (GCCT) which is comprised of representatives from the client, contractor(s), the supervision consultant, and local service provider(s).
15. Ensure that an effective GBV and VAC Action Plan is developed in consultation with the GCCT which includes as a minimum:
 - a. **GBV and VAC Allegation Procedure** to report GBV and VAC issues through the project Grievance Redress Mechanism (GRM).
 - b. **Accountability Measures** to protect confidentiality of all involved; and,
 - c. **Response Protocol** applicable to GBV and VAC survivors and perpetrators.

³ **Consent** is defined as the informed choice underlying an individual’s free and voluntary intention, acceptance or agreement to do something. No consent can be found when such acceptance or agreement is obtained through the use of threats, force or other forms of coercion, abduction, fraud, deception, or misrepresentation. In accordance with the United Nations Convention on the Rights of the Child, the World Bank considers that consent cannot be given by children under the age of 18, even in the event that national legislation of the country into which the Code of Conduct is introduced has a lower age. Mistaken belief regarding the age of the child and consent from the child is not a defense.

16. That the company effectively implements the GBV and VAC Action Plan, providing feedback to the GCCT for improvements and updates as appropriate.
17. All employees attend an induction training course prior to commencing work on site to ensure they are familiar with the company's commitments to ESHS and OHS standards, and the project's GBV and VAC Codes of Conduct.
18. All employees attend a mandatory training course once a month for the duration of the contract, starting from the first induction training prior to commencement of work to reinforce the understanding of the project's ESHS and OHS standards and the GBV and VAC Code of Conduct.

I do hereby acknowledge that I have read the foregoing Company Code of Conduct, and on behalf of the company agree to comply with the standards contained therein. I understand my role and responsibilities to support the project's OHS and ESHS standards, and to prevent and respond to GBV and VAC. I understand that any action inconsistent with this Company Code of Conduct or failure to take action mandated by this Company Code of Conduct may result in disciplinary action.

Company name: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Individual code of conduct in case of contractor

Implementing Environmental, Social Health and Safety (ESHS) and Occupational Health and Safety (OHS) Standards

Preventing Gender Based Violence (GBV) and Violence against Children (VAC)

I, _____, acknowledge that adhering to environmental, social health and safety (ESHS) standards, following the project's occupational health and safety (OHS) requirements, and preventing gender-based violence (GBV) and violence against children (VAC) is important. All forms of GBV or VAC are unacceptable, be it on the work site, the work site surroundings, at worker's camps, or the surrounding communities. The company considers that failure to follow ESHS and OHS standards, or to partake in GBV or VAC activities, constitute acts of gross misconduct and are therefore grounds for sanctions, penalties or potential termination of employment. Prosecution of those who commit GBV or VAC may be pursued if appropriate.

I agree that while working on the project I will:

- Attend and actively partake in training courses related to ESHS, OHS, HIV/AIDS, GBV and VAC as requested by my employer.
- Shall wear my personal protective equipment (PPE), in the correct prescribed manner, at all times when at the work site or engaged in project related activities.
- Take all practical steps to implement the contractor's environmental and social management plan (CESMP).
- Implement the OHS Management Plan.
- Adhere to a zero-alcohol policy during work activities, and refrain from the use of illegal substances at all times.
- Consent to a police background check.
- Treat women, children (persons under the age of 18), and men with respect regardless of race, color, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status.
- Not use language or behavior towards women, children or men that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
- Not participate in sexual contact or activity with children—including grooming or contact through digital media. Mistaken belief regarding the age of a child is not a defense. Consent from the child is also not a defense or excuse.
- Not engage in sexual harassment—for instance, making unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct, of a sexual nature, including subtle acts of such behavior. For example; looking somebody up and down; kissing, howling or smacking sounds; hanging around somebody; whistling and catcalls; giving personal gifts; making comments about somebody's sex life; etc.
- Not engage in sexual favors—for instance, making promises or favorable treatment dependent on sexual acts—or other forms of humiliating, degrading or exploitative behavior.
- Unless there is full consent by all parties involved, I shall not have sexual interactions with members of the surrounding communities. This includes relationships involving the withholding or promise of actual provision of benefit (monetary or non-monetary) to

community members in exchange for sex—such sexual activity is considered “nonconsensual” within the scope of this Code.

- Consider reporting through the GRM (Grievance Redress Mechanism) or to my manager any suspected or actual GBV or VAC by a fellow worker, whether employed by my employer or not, or any breaches of this Code of Conduct.

With regard to children under the age of 18:

- Wherever possible, ensure that another adult is present when working in the proximity of children.
- Not invite unaccompanied children unrelated to my family into my home, unless they are at immediate risk of injury or in physical danger.
- Not sleep close to unsupervised children unless absolutely necessary, in which case I must obtain my supervisor's permission, and ensure that another adult is present if possible.
- Use any computers, mobile phones, or video and digital cameras appropriately, and never to exploit or harass children or to access child pornography through any medium (see also “Use of children's images for work related purposes” below).
- Refrain from physical punishment or discipline of children.
- Refrain from hiring children for domestic or other labor which is inappropriate given their age or developmental stage, which interferes with their time available for education and recreational activities, or which places them at significant risk of injury.
- Comply with all relevant local legislation, including labor laws in relation to child labor.

Use of children's images for work related purposes when photographing or filming a child for work related purposes, I must:

- Before photographing or filming a child, assess and endeavor to comply with local traditions or restrictions for reproducing personal images.
- Before photographing or filming a child, obtain informed consent from the child and a parent or guardian of the child. As part of this, I must explain how the photograph or film shall be used.
- Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive.
- Ensure images are honest representations of the context and the facts.
- Ensure file labels do not reveal identifying information about a child when sending images electronically.

Sanctions: I understand that if I breach this Individual Code of Conduct, my employer shall take disciplinary action which could include:

- Informal warning.
- Formal warning.
- Additional Training.
- Loss of up to one week's salary.
- Suspension of employment (without payment of salary), for a minimum period of 1 month up to a maximum of 6 months.
- Termination of employment.

- Report to the police if wanted.

I understand that it is my responsibility to ensure that the environmental, social, health and safety standards are met. That I shall adhere to the occupational health and safety management plan. That I shall avoid actions or behavior that could be construed as GBV or VAC. Any such actions shall be a breach this Individual Code of Conduct. I do hereby acknowledge that I have read the foregoing Individual Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities to prevent and respond to ESHS, OHS, GBV and VAC issues. I understand that any action inconsistent with this Individual Code of Conduct or failure to take action mandated by this Individual Code of Conduct may result in disciplinary action and may affect my ongoing employment.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Annex 2: Matrix for all potential risks associated to health and safety issues in the project, the equipment and budget that will be needed to be costed in the contractor's contract. Summary from the ESMF

Potential OHS impacts	Mitigation measures
PLANNING AND PRE-CONSTRUCTION PHASE	
General waste that may exist before or generated during the site installation	<ul style="list-style-type: none"> -Develop waste management plan for various specific waste streams - Prohibit burning of waste - Maintain all construction sites in a cleaner, tidy and safe condition -Provide and maintain appropriate facilities as temporary storage of all wastes before transportation and final disposal.
Dust emissions or/and health hazard during the excavation works, dismantling works or site clearance	<ul style="list-style-type: none"> -Notify the workers before starting the demolishing work or excavation works, -water spraying on bare surface or dust pollution source. -Proper health and safety measures for the workers such as using of appropriate PPE (helmet, Earplug, mask, safety shoes, hand gloves etc.) should be taken to avoid any accidents.
<ul style="list-style-type: none"> -Removal of vegetation or tree cutting in the project sites may expose workers to accident risk; noise level increase and vibration effects -Removal of utilities such as electrical cables may expose workers to injury or killing by electric shock (electrocution) -Exposure to or faulty electrical devices, such as circuit breakers 	<ul style="list-style-type: none"> -workers should be sensitized about the nature of the works and precautionary measures to be taken. - construct noise barrier around the dismantling site; stop the engine when it is not required; monitor noise level as per existing guidelines. - Prevent accidents and injury to health by minimizing hazards in the working environment. -Contractor will cut only trees if have been agreed with the district local authorities and the environmental officer. -A vegetation restoration plan will be implemented.
Eye hazards due to solid particles from a wide variety of preliminary construction operations	Use of machine guards or splash shields and/or face and eye protection devices, such as safety glasses with side shields, goggles, and/or a full-face shield.
Poor planning of worksite waste management posing threat to environment and public health	Preliminary environmental and social assessment studies that include environmental impact assessment, planned mitigation measures, compensation measures as well as monitoring and follow up Programs.
CONSTRUCTION PHASE	
<ul style="list-style-type: none"> Air quality can be affected by vehicle exhaust emissions and combustion of fuels or by emissions from construction machinery, causing air pollution, respiratory and other diseases. -Dust generation from earth excavation, earth & sand stockpiles during dry period 	<ul style="list-style-type: none"> -Fit vehicles with appropriate exhaust systems and emission control devices. -Maintain vehicles and construction equipment in good working condition including regular servicing. - Operate the vehicles in a fuel-efficient manner. -Impose speed limits at 30 km/hour on vehicle movement at the worksite to reduce dust emissions.

<p>-Work-related accidents</p>	<ul style="list-style-type: none"> -water spraying on bare surface or dust pollution source. -Proper health and safety measures for the workers such as using of appropriate PPE (helmet, musk, safety shoes, hand gloves, etc.) should be taken to avoid any accidents - Focus special attention on containing the emissions from generators. -Construction equipment causing excess pollution (e.g. visible smoke) will be banned from construction sites immediately prior to usage. -Water spray to the dry earth/ material stockpiles, increase the watering frequency during periods of high risk (e.g. high winds); -Stored materials such as: excavated earth, dredged soil, gravel and sand shall be covered and confined to avoid their wind drifted. - The Air quality monitoring should be carried out by the contractor following the National Air Quality Standard.
<p>-Vibration and noise quality will be deteriorated due to vehicular traffic, and construction equipment</p>	<ul style="list-style-type: none"> -Strict measures for noise pollution control need to be undertaken during construction activities. -Create noise barrier and consider the minimum noise levels at sensitive receptor sites. - Stone breaking machine should be confined within a temporary shed so that noise pollution could be kept minimum. - Protection devices (ear plugs or earmuffs) and masks shall be provided to the workers operating in the vicinity of high noise generating machines during construction. -Construction equipment and vehicles shall be fitted with silencers and maintained properly. -Instruction to the drivers to avoid unnecessary honking. -The Noise level monitoring should be carried out by the contractor following the national noise quality standards. -Broad Vibration monitoring should be carried out by the contractor.
<p>-Labor and construction camps</p>	<ul style="list-style-type: none"> -The project will not require workers camps nor large construction camps. -Worker camps may be small to serve less than 30 workers and provide sanitation facilities, eating and resting areas, storage of belongings. No dormitories will be included. -Construction camps will be small and will serve to install contractor's office and store construction materials, machinery, trucks, tools, etc. -Area to be used as camp site will be controlled by ESMP measures and approved by the project engineer and supervised together with the local and national ESMU teams. Local District officers will also provide general oversight. - Construction sites and camps shall have first aid kits and trained staff on applying first aid.

<p>- Lack of proper infrastructure facilities, such as water supply and sanitation facilities may expose workers to hygiene-related diseases or lack of potable water -Accidental spillage of hazardous liquid from the construction camps</p>	<p>- Train all construction workers in basic sanitation and health care issues and safety matters and on the specific hazards of their work. -The contractor will provide movable toilets for both men and women. -The contractor will provide drinking water meeting the national standards. - pH and coliforms contents should meet standards for drinking water) (Rwanda Standards Board (2018): pH= 6.5-8.5 and Coliforms content (Total coliforms, CFU/100 ml): Not detectable. -The water quality monitoring should be carried out by the contractor following the national water quality standards. - Regular health check-up of the workers. -Handling and storage of the potential contaminants has to be organized under strict condition to avoid water pollution during construction. -Handling of hazardous liquid should be done carefully by the designated experienced person.</p>
<p>-Inappropriate handling or accidental spillage/leakage of these substances can potentially lead to safety and health hazards for the construction workers.</p>	<p>-workers to be mindful of the occupational exposures that could arise from working environment. -workers on construction sites should receive special health and safety training specific to remediation activities. - Handling and storage of the potential contaminants has to be organized under strict condition to avoid water pollution during construction. - Handling of hazardous liquid should be done carefully by the designated experienced person. - The ground water quality monitoring should be carried out by the contractor following the National Water Quality Standard.</p>
<p>Fires and or explosions resulting from ignition of flammable materials or gases can lead to injury or fatalities to project workers</p>	<p>-Storing flammables away from ignition sources and oxidizing materials. -Be equipped with fire extinguishing devices and self-closing doors and constructed of materials made to withstand flame impingement for a moderate period of time.</p>
<p>Road Traffic and Accidents</p>	<p>-Proper Traffic Management Plan (TMP) should be prepared by the contractor during starting of construction and follow it strictly. - In this TMP, the road safety measures such as speed breakers, warning signs/lights, road safety signs, flagman, etc, should be prepared and implemented.</p>
<p>Solid wastes and hazardous wastes</p>	<p>-Hazard communication and training programs to prepare workers to recognize and respond to workplace chemical hazards.</p>

	<ul style="list-style-type: none"> - Waste management and pollution control plan. - Minimize the production of waste materials by 3R (Reduce, Recycle and Reuse) approach. - Prohibit burning of solid waste. - Ensure proper collection and disposal of solid wastes within the construction camps. -Insist waste separation by source; organic wastes in one container and inorganic wastes in another container at sources. -Dispose organic wastes in a designated safe place on daily basis. The organic wastes should be always covered with a thin layer of sand so that flies, mosquitoes, dogs, cats, rats, etc. are not attracted.
<p>GBV (sexual harassment of women and girls, exploitative sexual relations, sex work, etc.)</p>	<ul style="list-style-type: none"> -ESMP should identify risks of labor influx and propose general mitigation measures. -Develop and implement a national level GBV Action Plan with an accountability and Response Framework. -Training and awareness on unacceptable conduct toward female workers. -Informing workers about national labor law that makes sexual harassment and gender-based violence a punishable offence which is prosecuted. -Introduce a worker code of conduct as part of the employment contract including sanctions. -contractors to adopt a policy to cooperate with law enforcement agencies in investigating complaints about GBV. -Ensure that women are given equal employment opportunities during recruitment and job postings.
<p>-Increased risk of work crews spreading sexually transmitted infections and HIV/AIDS. - Risk of transmission of COVID-19 in workplaces. -Lack of first aid facilities and health care facilities in the immediate vicinity will aggravate the health conditions of the workers.</p>	<ul style="list-style-type: none"> -Provide HIV awareness programming, including STI (sexually transmitted infections) and HIV information, education and communication for all workers on regular basis; - Plan awareness exercises on the prevention of COVID-19. - Train workers on health and safety, on communicable diseases with a special attention paid to COVID-19. - Regular health check-up of the workers and awareness training about communicable diseases. -Educating project personnel, and area residents on risks, prevention, and available treatment for vector-borne diseases, such as Malaria. -Provide the workers a safe and healthy work environment. - Provide health care facilities and first aid facilities readily available.
<p>Exploitation of workers</p>	<ul style="list-style-type: none"> -Ensure that all workers have contracts with terms and conditions that are consistent with national labor laws and policies as well as ESS2. -Every worker should be trained on, as well as sign a Code of Conduct.

<p>Child and forced labor</p>	<ul style="list-style-type: none"> -Ensure no children are employed on site in accordance with national labor laws and ESS2. -All workers should be able to demonstrate their age by use of national identity cards or other official documentation. -Inform communities and stakeholders that the use of child labor/ students (including for community contributions) is not permitted on the project. -All workers must have an employment contract, be paid for their work and have the right to resign if they wish.
<p>Pollution of water</p>	<ul style="list-style-type: none"> -No garbage or refuse, waste oils should be discharged into drains or onto site grounds. -Fuel storage tanks or sites should be properly secured to contain any spillage. -Toilet facilities should be provided for construction workers to avoid indiscriminate defecation in nearby bush or local water bodies.
<p>Sanitary wastewater discharges</p>	<p>Adequate portable sanitation facilities serving all workers should be provided at all construction sites. Sanitary wastewater in construction sites should be properly managed.</p>
<p>Hazardous waste: paint, fuel, chemicals, oil, petroleum products, bitumen etc. may harm the health of construction workers</p>	<ul style="list-style-type: none"> -Appropriate mitigation and protective measures are to be included in the ESMP. - Train the relevant construction personnel in handling of fuels and spill control procedures. -Training workers on the correct transfer and handling of fuels and chemicals and the response to spills.
<p>Risk of communicable diseases including sexual transmitted diseases and other infectious diseases among workers and the community.</p>	<ul style="list-style-type: none"> - Conduct public awareness campaigns to educate the community about preventive measures, symptoms of diseases, and the importance of seeking medical care. Promote hygiene practices and healthy behaviors. - Promote personal hygiene practices, including handwashing, proper sanitation, and safe water practices. - Establish protocols for the isolation and quarantine of individuals diagnosed with communicable diseases. - Ensure access to affordable and timely healthcare services for individuals affected by communicable diseases. - Implement and enforce laws and regulations that support disease control efforts.
<p>Operation phase</p>	
<p>Electric and magnetic fields</p>	<ul style="list-style-type: none"> - Shifts will be used to avoid long exposure to electromagnetic field during line and substations maintenance.

	<ul style="list-style-type: none"> - Evaluating potential exposure to the public against the reference levels developed by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). Average and peak exposure levels should remain below the ICNIRP recommendation for General Public Exposure; - Considering siting new facilities so as to avoid or minimize exposure to the public. Installation of transmission lines or other high voltage equipment above or adjacent to residential properties or other locations intended for highly frequent human occupancy, (e.g., schools or offices), should be avoided; - If EMF levels are confirmed or expected to be above the recommended exposure limits, application of engineering techniques should be considered to reduce the EMF produced by power lines and substations. Examples of these techniques include Shielding with specific metal alloys; Burying transmission lines; Increasing height of transmission towers; Modifications to size, spacing, and configuration of conductors
<p>Employee and Public Health are at risk of fire</p>	<ul style="list-style-type: none"> - Develop Environmental Health and Safety Plan (EHSP) and implement it. - Erect fire walls between or at new transformers foreseen in switchyard of s/s YTPC to prevent spreading of fire in case of an accident. - Store flammables away from ignition sources and oxidizing materials. - Provide bonding and grounding of, and between, containers and additional mechanical floor level ventilation if materials are being, or could be, dispensed in the storage area; - Where the flammable material is mainly comprised of dust, providing electrical grounding, spark detection, and, if needed, quenching systems - Defining and labelling fire hazards areas to warn of special rules (e.g., prohibition in use of smoking materials, cellular phones, or other potential spark generating equipment) - Providing specific worker training in handling of flammable materials, and in fire prevention or

	suppression
Bite by snake or other insects, injury for workers and general public and risk of accidents to life.	<ul style="list-style-type: none"> - When in snake-prone areas, wear long pants, boots, and gloves.
Water and soil pollution and risk on biodiversity due to the disposal of used creosote treated wooden poles.	<ul style="list-style-type: none"> - The storage for creosote wooden pole should not be close to water course. - The storage should be fenced and run off from wooden poles collected in the same soak way pit to prevent it spreading to the neighboring soil
Potential environmental and social risks from the distribution, storage and final disposal of used batteries containing hazardous waste; and disposal/recycling of solar panels.	<ul style="list-style-type: none"> - Store used batteries in a cool, dry place until they can be properly disposed of. - If possible, separate the battery from the solar panel system components before disposal. - educate system owners about the proper disposal procedures for used batteries. - Ensure compliance with local, national, and international regulations regarding the disposal of hazardous waste, including batteries. - All electronic waste will be collected and treated by the Enviro Serve located in Bugesera Industrial Zone.
Health and safety risks related, falling from height, being cuts from sharp objects among others.	<ul style="list-style-type: none"> - The maintenance team will have the required PPE worn before starting the maintenance exercise. These include safety shoes, safety belt, helmet and overall among others.
Decommissioning phase	
Accidents during decommissioning including oil spills	<ul style="list-style-type: none"> - Apply the accidents reduction /mitigation impacts specified in the construction phase of the project\

Annex 3: Health and Safety Incidents Tracker

Safety incident tracker

Class of incidents

Class 1	Class 2	Class 3
Minor: no one was injured or contaminated	Moderate consequences: minor injury with short term impairment	Major/critical: like at stake, severe injuries with long term or permanent

Referen ce number	Class of incide nt	Brief descripti on	Cause of the incide nt	Dat e	Actio n to be taken	Du e dat e	Responsib le	Progre ss	Statu s
INC001									Open
INC002									Closed

Annex 4: Employment, Health and Safety conditions Monitoring Form (Checklist)

Contractor' name: Site name.....Date:

Instructions; Tick (√) if available, put a cross(X) if unavailable.

Tick (√) if there's evidence, put a cross(X) if there's no evidence.

N o	Monthly Checklist: EHS items	Available	Unavailable	Type of evidence	Comment
1	Current Employee List				
2	Valid Working Contract				
3	Appointment letters;				
4	Inductions - all contractor staff				
5	Reporting: Incidents, accidents tracker/register.				
6	Grievance redress mechanism				
7	Health and Safety Committee				
	Sanitary facilities: toilets (separate for men and women), hand washing facilities, waste collection points.				

9	PPE (boots, gloves, helmets, masks, etc): Branded & Properly worn at all				
10	Awareness on GBV, SEA, STD and COVID-19.				
11	Valid First Aid Kit				
12	Valid Fire extinguishers;				
13	The incident register				

Annex 4: Specific OHS standards to be considered in the bidding documents.

A. Health and Safety

The Contractor shall at all times take all reasonable precautions to maintain the health and safety of the Contractor’s Personnel employed for the execution of Installation Services at the Site (or other places in the country where the Site is located).

The Contractor shall:

- (a) comply with all applicable health and safety regulations and laws as well as all requirements as detailed in project ESMF and LMP;
- (b) comply with all applicable health and safety obligations specified in the Contract;
- (c) develop and implement procedures to establish and maintain a safe working environment without risk to health at all workplaces, machinery, equipment and processes under the control of the Contractor, including control measures for chemical, physical and biological substances and agents;
- (d) provide health and safety training of the Contractor’s Personnel as appropriate and maintain training records;
- (e) actively engage the Contractor’s Personnel in promoting understanding, and methods for, implementation of health and safety requirements, as well as in providing information to such personnel, and provision of personal protective equipment without expense to the personnel;
- (f) put in place workplace processes for the Contractor’s Personnel to report work situations that they believe are not safe or healthy, and to remove themselves from a work situation which they have reasonable justification to believe presents an imminent and serious danger to their life or health; Contractor’s Personnel who remove themselves from such work situations shall not be required to return to work until necessary remedial action to correct the situation has been taken. Such personnel shall not be retaliated against or otherwise subject to reprisal or negative action for such reporting or removal;

- (g) in collaboration with local health authorities, ensure that medical staff, first aid facilities, sick bay and ambulance service are available at all times at the Site and at any accommodation for Contractor's and Employer's Personnel;
- (h) appoint an health and safety officer at the site, responsible for maintaining safety and protection against accidents. This person shall be qualified for this responsibility, and shall have the authority to issue instructions and take protective measures to prevent accidents. Throughout the performance of the Contract, the Contractor shall provide whatever is required by this person to exercise this responsibility and authority;
- (i) put in place measures to avoid or minimize the potential for community exposure to water-borne, water-based, water-related, and vector-borne diseases;
- (j) put in place measures to be implemented to avoid or minimize the spread of communicable diseases (including transfer of Sexually Transmitted Diseases or Infections (STDs), such as HIV virus) and non-communicable diseases associated with the Installation Services, taking into consideration differentiated exposure to and higher sensitivity of vulnerable groups. This includes taking measures to avoid or minimize the transmission of communicable diseases that may be associated with the influx of temporary or permanent Contract-related labor;
- (k) have in place procedures for prevention, preparedness and response activities to be implemented in the case of an emergency event (i.e. an unanticipated incident, arising from both natural and man-made hazards, typically in the form of fire, explosions, leaks or spills, which may occur for a variety of different reasons including failure to implement operating procedures that are designed to prevent their occurrence, extreme weather or lack of early warning);
- (l) collaborate, as applicable, with the Employer's personnel, any other contractors employed by the Employer, and/or personnel of any legally constituted public authorities and private utility companies that are employed in carrying out, on or near the site, of any work not included in the Contract, in applying the health and safety requirements. This is without prejudice to the responsibility of the relevant entities for the health and safety of their own personnel; and
- (m) put in place a system for regular review of health and safety performance and the working environment.

B. Site Regulations and Safety

- (i) The Employer and the Contractor shall establish Site regulations setting out the rules to be observed in the execution of the Contract at the Site and shall comply therewith. The Contractor shall prepare and submit to the Employer, with a copy to the Project Manager, proposed Site regulations for the Employer's approval, which approval shall not be unreasonably withheld.
- (ii) Such Site regulations shall include, but shall not be limited to, Code of Conduct for environmental and social aspects submitted as part of the Bid.

- (iii) The Contractor shall take all necessary measures to ensure that each Contractor's Personnel, employed for the execution of the Contract at the Site or other places where the Installation Services are carried out, is made aware of the Code of Conduct including specific behaviors that are prohibited, and understands the consequences of engaging in such prohibited behaviors.
- (iv) These measures include providing instructions and documentation that can be understood by the Contractor's Personnel and seeking to obtain that person's signature acknowledging receipt of such instructions and/or documentation, as appropriate.
- (v) The Contractor shall also ensure that the Code of Conduct is visibly displayed in multiple locations on the Site and any other place where the Installation Services will be carried out, as well as in areas outside the Site accessible to the local community and project affected people. The posted Code of Conduct shall be provided in languages comprehensible to Contractor's Personnel, Employer's Personnel and the local community.

C. Facilities for Staff and Labor

Except as otherwise stated in the Specification, the Contractor shall provide and maintain all necessary accommodation and welfare facilities for the Contractor's Personnel employed for the execution of the Contract at the Site or other places where the Installation Services are carried out. The Contractor shall also provide facilities for the Employer's Personnel as stated in the Employer's Requirements.

If stated in the Employer's Requirements, the Contractor shall give access to or provide services that accommodate the physical, social and cultural needs of the Contractor's Personnel. The Contractor shall also provide similar facilities for the Employer's Personnel as stated in the Employer's Requirements.

The Contractor shall not permit any of the Contractor's Personnel to maintain any temporary or permanent living quarters within the structures forming part of the Facilities.

D. Security of the Site

- (i) The Contractor shall be responsible for the security of the Site including providing and maintaining at its own expense all lighting, fencing, and watching when and where necessary for the proper execution and the protection of the Facilities, or for the safety of the owners and occupiers of adjacent property and for the safety of the public.
- (ii) If required in the Employer's Requirements, the Contractor shall submit for the Project Manager's No-objection a security management plan that sets the security arrangements for the Site.
- (iii) In making security arrangements, the Contractor shall be guided by applicable laws and any other requirements stated in the Employer's Requirements.
- (iv) The Contractor shall (i) conduct appropriate background checks on any personnel retained to provide security; (ii) train the security personnel adequately (or determine that they are properly trained) in the use of force (and where applicable, firearms), and appropriate conduct towards Contractor's and Sub-contractor's personnel, Employer's

- personnel and affected communities; and (iii) require the security personnel to act within the applicable Laws and any requirements set out in the Employer's Requirements.
- (v) The Contractor shall not permit any use of force by security personnel in providing security except when used for preventive and defensive purposes in proportion to the nature and extent of the threat.