

Independent State of Papua New Guinea

Department of Provincial and Local Government Affairs



**Rural Service Delivery Project Phase 2
(P508616)**

**Environmental and Social Management
Framework**

February 2026

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Acronyms and Abbreviations

Abbreviation	Full Form
CDD	Community Driven Development
CDD-SC	Community Driven Development Subcommittee
CDW	Community Development Worker
CEPA	Conservation and Environment Protection Authority
CLUA	Clan Land Use Agreement
DA	District Administration
DLIR	Department of Labour and Industrial Relations
DLPP	Department of Lands and Physical Planning
DoE	Department of Education
DoWH	Department of Works and Highways
DPLGA	Department of Provincial & Local Government Affairs
DSIP	District Services Improvement Program
EHS	Environmental, Health, and Safety
EOI	expressions of interest
ERD	External Relations Division
E&S	Environmental and Social
ESCoP	Environmental and Social Code of Practice
ESCP	Environmental and Social Commitment Plan
ESF	Environmental and Social Framework
ESHS	environmental, social, health and safety
ESMF	Environmental and Social Framework
ESMP	Environmental and Social Management Plan
ESS	Environmental and Social Standards
GBV	Gender-based Violence
GDP	gross domestic product
GIIP	Good International Industry Practice
GRM	grievance redress mechanism
JHA	Job Hazard Analysis
LAP	Land Access Procedure
LLG	Local-level Government
LMP	Labour Management Procedures
NDoH	National Department of Health
NEA	National Energy Authority
OHS	occupational health and safety
OWC	Office of Workers Compensation
PA	Provincial Authority
PG	Provincial Government
PGK	PNG Kina
PMU	Project Management Unit
PNG	Papua New Guinea
POM	Project Operations Manual
POPs	persistent organic pollutants
PPE	Personal Protective Equipment
PPO	Provincial Project Office
PSC	Project Steering Committee
PSIP	Provincial Services Improvement Program
RISS	Rural Infrastructure and Safeguards Specialist
RSDP	Rural Service Delivery Project
RSDP-2	Rural Service Delivery Project Phase 2
SEP	Stakeholder Engagement Plan
SIG	Special Interest Group
TF	Technical Facilitator
WB	World Bank

Executive Summary

Background

The Government of Papua New Guinea (PNG) has requested support from the World Bank (WB) for the Rural Service Delivery Project Phase 2 (RSDP-2) ('the Project') following successful implementation of the WB-funded Rural Service Delivery Project (RSDP). The objective of RSDP-2 is to improve access to resilient basic infrastructure and services and strengthen participatory local governance in targeted communities including those affected by violence.

This Environmental and Social Management Framework (ESMF) will serve as the project's umbrella environmental and social management document and will be incorporated into the Project Operations Manual (POM). The purpose of this ESMF is to guide DPLGA on the environmental and social screening of the Project activities (including community-led sub-projects) and subsequent environmental and social assessment and management of these activities during project preparation, design and implementation in a manner that meets the requirements of the WB Environmental and Social Framework (ESF) and relevant PNG regulations.

This ESMF includes information on:

- Project activities and anticipated subproject types
- Applicable PNG regulations and World Bank standards/guidelines
- Environment and social risks, potential impacts and mitigation
- Screening processes for the various sub-projects
- Incident management
- Implementation responsibilities, resources and capacity building
- Detailed protocols, procedures and templates to support the implementation of the ESMF (provided as annexes).

The ESMF is one of several instruments developed to manage the environmental and social risks and impacts of the Project and is supported by:

- Stakeholder Engagement Plan (SEP)
- Environmental and Social Commitment Plan (ESCP).

Project Description

The Project comprises of three components:

- Component 1: Preparation and implementation of community sub-projects
- Component 2: Strengthening community and local government capacity and support for the National Prevention Strategy
- Component 3: Project management, monitoring and learning
- Component 4: Contingency Emergency Response

The main focus of the Project is the continuation of providing grants to wards and special interest groups (under component 1) for developing small-scale community sub-projects using a community driven development model that seeks to empower communities to take the lead in their own development. It involves participatory planning and implementation procedures, and direct management of investment resources that support basic community services and infrastructure.

The RSDP-2 will be implemented in approximately 12 provinces, covering around 48 local-level governments (LLGs). The beneficiaries will be the population of the target LLGs and wards in which the Project will be implemented.

The RSDP-2 will be implemented by the Department of Provincial and Local Government Affairs (DPLGA) under the Ministry of Provincial and Local Level Government Affairs. DPLGA will collaborate with national government agencies who have mandates on education, health, energy, water and sustainable livelihoods as well as other sectors overseeing climate change, disasters and women's empowerment. For subnational authorities, DPLGA will partner with the provincial governments (PGs), district administrations (DAs) and LLGs through different levels of agreement and oversight arrangements.

Key Risks and Potential Impacts

The risks linked to small-scale community infrastructure projects are typically temporary, predictable, and manageable through design and mitigation measures. However, this Project is more complex because of its extensive geographic area, the isolation of many participating wards, and ongoing social conflict, tension, and violence in some sub-project locations. The risks and impacts from small-scale community sub-projects will be screened for excluded activities, subject to a rapid E&S assessment and then managed using an Environmental and Social Code of Practice. Larger projects will need to prepare an Environmental and Social Management Plan.

Specific impacts/risks include:

- **generation of construction waste**, which will be managed through selection (where practicable) of non-hazardous waste types and use of qualified contractors to remove asbestos waste at sites to be renovated/demolished.
- **sourcing of natural resources** (e.g., aggregate, timber, etc) for construction and ongoing use (e.g., water for water supply subprojects), which will be managed through community agreement for sourcing of timber and aggregate and assessment of potential impacts from water supply.
- **erosion and sedimentation** associated with clearing, which will be managed using typical mitigations (e.g., limiting clearing to area required, prompt revegetation, sediment control measures, etc).
- **labour and working condition risks** for a large and diverse project workforce including community workers, safety risks of working in remote areas, and limited supervision, will be managed through provision of personal protective equipment (where required) to all workers, use of a Job Hazard Analysis to identify and mitigate specific risks, provided clear terms and conditions of work to individual contract and community workers and implementation of a specific remote work procedure.
- **land access** for community and inter-ward infrastructure-misunderstanding and/or misinformation on land access and use rights for investments benefiting broader community than individual landowners, which will be mitigated through implementation of a detailed Land Access Procedure.
- **ensuring equitable project benefits** for diverse indigenous peoples' groups and vulnerable social groups, which will be mitigated through inclusive engagement and criteria for community agreement on sub-projects as part of the sub-project selection process.
- **the risk exacerbating existing social tensions, conflict and civil unrest** within or between diverse indigenous communities, which will be reduced through undertaking a Social Conflict Analysis as part of project entry to the provinces and local-level government areas to understand the conflict context and develop mitigation strategies.
- **community health and safety risks** associated with small-scale infrastructure and the presence of outside workforce, which will be managed through implementation of a code of conduct for workers.

Implementation

The key groups responsible for implementation of the Project are:

- Project Management Unit formed under DPLGA – responsible for overall management of the Project
- Provincial Project Offices in each participating province – responsible for providing technical support in the planning (including community engagement), assessment and construction of the sub-projects
- Local-level Government (LLG) administrations in each participating LLG – will provide staff to provide hands-on support to the wards in their role
- Ward Development Committees (and Community Development Subcommittees) in each participating ward – responsible for planning, assessment and construction of the sub-projects

Capacity development to support the effective implementation of the ESMF and the Project in general is critical, given the remoteness of the wards and community involvement in the construction of the sub-projects. The Project will roll out four capacity building modules each sub-project cycle to provide support to all key groups responsible for project implementation.

1 Introduction

The Government of Papua New Guinea (PNG) has requested support from the World Bank (WB) for the Rural Service Delivery Project Phase 2 (RSDP-2) ('the Project') following successful implementation of the WB-funded Rural Service Delivery Project (RSDP). The objective of RSDP-2 is to improve access to resilient basic infrastructure and services and strengthen participatory local governance in targeted communities including those affected by violence.

The Project will be implemented by the Department of Provincial and Local Government Affairs (DPLGA) with significant input from other government agencies at national and subnational levels.

This Environmental and Social Management Framework (ESMF) will serve as the project's umbrella environmental and social management document and will be incorporated into the Project Operations Manual (POM). The purpose of this ESMF is to guide DPLGA on the environmental and social screening of the Project activities (including community-led sub-projects) and subsequent environmental and social assessment and management of these activities during project preparation, design and implementation in a manner that meets the requirements of the WB Environmental and Social Framework (ESF) and relevant PNG regulations.

This ESMF includes information on:

- Project activities and anticipated subproject types
- Applicable PNG regulations and World Bank standards/guidelines
- Environment and social risks, potential impacts and mitigation
- Screening processes for the various sub-projects
- Incident management
- Implementation responsibilities, resources and capacity building
- Detailed protocols, procedures and templates to support the implementation of the ESMF (provided as annexes).

The ESMF is one of several instruments developed to manage the environmental and social risks and impacts of the Project and is supported by:

- Stakeholder Engagement Plan (SEP)
- Environmental and Social Commitment Plan (ESCP).

This ESMF will be disclosed on the DPLGA website.

2 Project Description

2.1 Background

Papua New Guinea is one of the most rural countries in the world, with 87% of the population living in rural areas, many of which are isolated due to mountains, rivers, dense forests, and seas. The majority (75%) of the rural population survives off subsistence agriculture and an estimated 40% live on less than US\$2.15 per day.

Access to a range of basic services is extremely limited in most areas of PNG and especially in rural areas, with 61% of the population lacking access to improved water, 85% to improved sanitation, and 83% to electricity¹. Education measures are also quite low in comparison to other countries with similar rates of per capita gross domestic product (GPD) and economic growth.

Public service is delivered at several levels in PNG, including Provincial Government (PG), District Administration (DA), and Local-level Government (LLG). Since the passing of the 1995 Organic Law for Provincial and Local-level Government, the Government has strived to:

- reduce administrative costs of service provision at sub-national levels
- strengthen the ability to make technical and financial decisions regarding development priorities
- better align public expenditures and priority public services.

For this purpose, fiscal transfers to sub-national governments for development investments have increased substantially over the years. The annual capital funding to each Province includes PGK10 million under the Provincial Services Improvement Program (PSIP), and PGK10 million to each District under the District Services Improvement Program (DSIP). National Government transfers to LLGs and wards to support investments (i.e., capital projects), however, have been less generous.

Provinces and Districts now play a greater role, and have greater flexibility, in utilizing public funds to address local development needs. Such needs, however, are not always informed by bottom-up considerations of the population nor through coordinated planning by local government authorities and line departments responsible for key local-level services such as health, education, or agriculture. This requires an effective mechanism and capacity at sub-national levels for consolidating and prioritizing local needs, and for utilizing available public resources in a transparent manner. Communities need a platform and instruments to voice their needs and formulate their demands in concrete proposals to seek district or provincial funding; and Provinces, Districts, and LLGs need a platform that systematically collects the demand of communities, prioritize them in a fair and transparent manner, coordinates across various resource flows, and responds to them.

The LLG is an important local government entity for the delivery of basic services to their respective wards. The 1995 Organic Law provided LLGs with a very wide range of law-making and executing (implementation) powers, but did not specify how these areas would be translated into functions of LLGs or, beyond very basic administrative grants, how they would be funded. After almost 30 years since their creation, LLGs struggle to fulfill their service delivery mandates with little financial or human resources at their disposal.

¹ Baxi, Paripoorna; Naidoo, Darian; Tandon, Sharad Alan. *How Much of Economic Growth Trickles Down to the Population in Resource-Rich Countries? Evidence from Papua New Guinea*. Policy Research working paper; no. WPS 10798 (2024).

The RSDP attempted to bridge some of these planning, financing and downward accountability gaps at local level. Specifically, the RSDP enabled participating wards and LLGs in five provinces (Western, Central, East New Britain, Simbu and West Sepik) to prepare or update Ward Development Plans (WDPs) and to finance the highest priority ward-level investments based on participatory bottom-up planning and prioritization processes. Some of the results achieved under the RSDP (as of November 2024) are:

- 55 sub-projects completed
- 338,832 beneficiaries (41% above target)
- 91% of wards introducing a new public service through the sub-projects (81% above target)
- 44.5% of women participants in ward development meetings (10% below target)
- 92.4% of provincial, district and LLG staff trained that report usefulness of project provided training (23% above target)
- 39% of community members receiving training who are women (18% above target).

The RSDP-2 proposes to continue implementation of the systems established under the RSDP (which will close on 31 May 2025) with some updates based on lessons learned, including:

- strengthening of the role and responsibilities Ward Development Committees (WDCs) in local development
- enhancing social accountability by communities
- improving the capacity of LLGs to support ward development
- engaging key line departments to help ensure basic services.

Other key recommendations for RSDP-2 design ensuing from the RSDP are:

- importance of engaging more closely with the Ward Development Councillors to ensure better community mobilization and follow-through on project commitments
- closer linkages with DPLGA structures at national level (for analytical work, capacity building, and monitoring and evaluation) to ensure better sustainability of RSDP interventions
- strengthen sub-national government linkages at provincial and district levels to ensure synergies with other government efforts (e.g., climate resilience and disaster risk management) and enhance technical input and collaboration with line departments (especially health and education)
- enhance use of technology to simplify and accelerate reporting particularly for progress monitoring and financial management acquittals
- considering willingness on the part of provincial, district authorities and political stakeholders to co-finance aspects of the project based on need and performance.

The RSDP-2 would be a first step in the Government's plan, as outlined in the Ward Development Strategy, to scale-up nationally the local level planning and implementation of basic services through wards and LLGs. The Project is planned to demonstrate the value of deepened institutional support at ward and LLG levels to take the lead in this process and enhance linkages with technical departments and sub-national governments for sectoral support and co-financing.

2.2 Project Overview

The design of Project is based on a community driven development model that seeks to empower communities to take the lead in their own development. This is accomplished through the application of participatory planning and implementation procedures, and direct management

of investment resources that support basic community services and infrastructure such as water, sanitation, education, health and electrification.

The specific objective of RSDP-2 is to increase access to improved basic infrastructure and services in target communities through participatory planning and implementation arrangements, which will be measured through:

- number of people with increased access to basic infrastructure and services (disaggregated by sex, youth and disabled)
- percentage of sub-projects financed by the project that are climate and disaster resilient
- percentage of participatory ward activity plans approved by the LLG assembly
- percentage of sampled beneficiaries that report that they had a say in community decision-making (disaggregated by sex, youth and disabled).

The RSDP-2 will be implemented in approximately 12 provinces, covering around 48 LLGs. The provinces will be selected based on the following criteria: relative well-being as measured by the multidimensional poverty measure for PNG, conflict vulnerability, and climate vulnerability. Government will also consider provincial readiness and willingness to co-finance the project, financial management capacity, and regional equity in finalizing the list of participating provinces.

The beneficiaries will be the population of the target LLGs and wards in which the Project will be implemented.

The RSDP-2 will be implemented by DPLGA under the Ministry of Provincial and Local Level Government Affairs. DPLGA will collaborate with national government agencies who have mandates on education, health, energy, water and sustainable livelihoods as well as other sectors overseeing climate change, disasters and women’s empowerment. For subnational authorities, DPLGA will partner with the PGs, DAs and LLGs through different levels of agreement and oversight arrangements.

The proposed Project consist of four components:

- Component 1: Preparation and implementation of community sub-projects
- Component 2: Strengthening community and local government capacity and support for the National Prevention Strategy
- Component 3: Project management, monitoring and learning
- Component 4: Contingency Emergency Response

A summary of the Project activities under each component is provided in Table 1 and a detailed description of the Project will be provided in the Project Operations Manual (POM). Further details about Component 1.1a/b are provided in the following section.

Table 1: Summary of Project activities under each component

Activity	Description
Component 1.1	Community grants
a) Ward Development Grants (WDG) to wards	Ward/ special interest group (SIG) will use sub-grants to identify prioritize and implement basic services or infrastructure and/or livelihood activities.
b) Women and Youth Subproject (WAYS) grants to women or youth groups/ associations	Each ward/ group will form a CDD-Subcommittee (CDD-SCs) to implement the sub-project.
Component 1.2	LLG Support Grant
a) LLG start up grant	LLG Administrations will receive <u>start-up grant</u> financing to support the electrification of targeted administrative buildings, procurement of basic ITC

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b) CDD-facilitation and technical support grant	<p>equipment, and other costs associated with establishing workstations for field staff. (e.g. office furniture, laptops; generator).</p> <p>LLG Administrations will receive a CDD-facilitation and technical support grant intended to finance regular field-based implementation support to targeted communities (e.g. travel cost for project recruited staff to support communities).</p>
Component 1.3	Technical assistance/ studies for pilot initiatives
	<p>Finance technical assistance/ assessments/ studies to inform the design and implementation of pilot initiatives in specific provinces/districts/ LLGs.</p> <p>Pilot initiatives can be implemented subject to the mobilization of additional funds (e.g. private sector, government counterpart funding, global climate funds, etc)</p> <p>The pilots will include (but is not limited to) the following:</p>
a) Benefit sharing pilot	Technical assistance to develop and pilot a mechanism for leveraging the RSDP-2 local development platform as a means of transparently programming funds that have been allocated for community development
b) Inter ward development grants for shared services and infrastructure and possibly livelihood development	Incentive grants to support inter-ward investments for larger basic infrastructure or services that would create efficiencies of scale, foster cohesion/peace building across groups, or address climate and disaster risk challenges
c) Fragile, conflict-affected and vulnerable (FVC) modifications	FCV modifications for provinces with high conflict risk, which will include exploring entitlement grant allocation modality (all wards eligible; only one grant per ward); all others – competitive with 50% financing of target wards per cycle; minimum requirements for eligibility (e.g. no outstanding/ unresolved conflict with other tribes; minimum access to response services in event of conflict) etc
d) Climate and disaster resilience	Includes participatory climate vulnerability assessments and grant top-ups to incentivize higher-cost climate proofing/climate smart interventions;
e) Livelihood enhancement supports	Province specific tailored livelihood enhancement supports, including market analysis and related targeted training (on climate smart agriculture, business and financial literacy skills)
f) Climate-smart livelihood activities	Gender responsive programming, including targeted training modules, to promote gender equality, and women’s empowerment and on Gender Based Violence (GBV) awareness
Component 2:	Strengthening community and local government capacity, and support for the National Prevention Strategy
a) Training and capacity building	<p>Hands on-training and facilitation support of community groups (including members WDC and CDD-Sub committees</p> <p>Capacity building of local authorities and relevant line agencies and village courts</p> <p>Intensive training of project staff, particularly of the CDWs and TFs who provide direct hands support to communities to implement the sub-projects</p> <p>Opportunities to extend informal and formal GBV services through capacity building (of village court magistrates, CDWs and community health workers).</p>
b) Support for the National Prevention Strategy (NPS)	Support to the secretariat of the Inter-Government Technical Working Group (under the Department of Prime Minister and National Executive Council, PMNEC) implementing the NPS
Component 3:	Project management, monitoring and learning
Project Management, Monitoring and Learning	Project management support, monitoring and learning, including enhancements to the Management Information System (MIS) and data collection devices (e.g. tablets/ phones), conducting surveys and preparing reports (including mid-term and endline/ project completion), and analytical work and learning activities to assist DPLGA on undertaking research, reviewing other country experiences, formulating relevant policies and developing related procedures to support its sub-national governance objectives;

Component 4:	Contingency Emergency Response
Disaster response mechanism	<p>Contingency Emergency Response Component (CERC) will allow the GoPNG to quickly access and reallocate uncommitted project funds in response to an eligible disaster or emergency.</p> <p>A declaration of emergency by either the Provincial Administrator (for a provincial level emergency) or the National Executive Council (for a national emergency), in accordance with applicable laws, would serve to activate this component</p>

2.3 Community sub-projects

Subcomponent 1.1 will finance the sub-grants for wards and women/youth groups that will target investments for basic services or infrastructure and possible livelihoods activities, such as:

- Education: classrooms, libraries, teacher's houses
- Health: aid posts, maternity wards, patient wards, health worker houses
- Water: water tanks, boreholes, gravity fed water supply, water pumps, well upgrading
- Electrification: solar street lighting, solar electrification of houses/public services
- Community: markets, multi-purpose hall, safe houses, village courts
- Climate hazard prevention: sea/retaining walls, road drainage
- Mobility/Road: access roads/footpath, footbridges
- Livelihood activities (with related skills training)

The grants will be used to cover the cost of construction and other materials, logistics, transport and storage; labour (skilled/unskilled); related facility services (electrical connections, water tank, sanitation); basic equipment where needed, among other related costs.

There will be up to three sub-project cycles, and each sub-project grant is expected to range from around PGK 125,000 to 145,000. A sub-project cycle is expected to last about 18 months will consist of five key stages:

- **Stage 1 Start up and Project Entry:** selected target LLGs sign partnership agreements with DPLGA, Provincial Administration, and District Administration. The PMU will contract and assign two Community Development Workers (CDWs), a Technical Facilitator (TF) and a Financial Facilitator (FF) to each target LLG.
- **Stage 2 Community Mobilization and Planning:** the CDWs and TF will conduct outreach activities in wards and facilitate the mobilization or reactivation of ward development committees (WDCs) and Community Driven Development Subcommittees (CDD-SCs). The CDWs will facilitate the organization of a ward development planning meeting, through which ward development priorities and plans will be developed or validated through participatory processes. They will also provide support to CDD-SC in preparing expressions of interest (EOI) for sub-projects (each ward will submit one EOI in each cycle), as well as a summary of validated ward development priorities. At this stage, CDWs will also identify the existence of women/youth groups in the LLG. The women/youth groups will also be made aware of the grants that can be made available to them and receive assistance from CDWs and TFs in preparing EOIs.
- **Stage 3 Subproject Selection and Proposal Preparation:** the LLG Development Committee, consisting of LLG administration, as well as provincial and District Administration's representatives, will review and screen EOIs using a standard set of criteria. The groups whose EOIs were selected by the LLG committee will prepare a full subproject proposal including technical designs (which for be based mainly off standard

designs). The full sub-project proposal will be reviewed again by LLG administration for final approval.

- **Stage 4 Subproject Implementation and Monitoring:** once the full proposal is approved, the WDCs and women/youth groups will receive the WDG and WAYS grant and the CDD-SC and the women/youth groups will implement their sub-projects.
- **Stage 5 Sub-Project Completion:** upon completion of physical work of a sub-project, PMU, with the support of a PPO, will conduct technical and financial audits. With satisfactory results of these audits and the validation of an Operations and Maintenance (O&M) Plan acceptable to the PMU/PPO, the sub-project will be declared complete.

3 Policy, Legislation and Regulatory Framework

3.1 Papua New Guinea

3.1.1 Institutional Framework

This section presents information on the PNG government agencies and departments that will most likely play a role in implementation of the project, including DPLGA.

3.1.1.1 Department for Provincial and Local Government Affairs

The Department of Provincial and Local Government Affairs is the national government agency mandated to provide the vital link for coordination and partnership between all stakeholders to mobilize and provide the necessary support to strengthen the provincial and Local-level Government their administrations.

3.1.1.2 Provincial Governments

The Organic Law on Provincial Governments and LLGs provides certain powers with respect to local government in accordance with section 187B of the Constitution. The Organic Law defines the system, structure and composition of government, requirements for compliance with the PNG constitution, the roles, responsibilities and administrative functions of elected and appointed officials, law making powers, taxation policies, and monitoring and auditing functions for provincial and local-level governments.

3.1.1.3 Local-Level Governments

There are over 300 LLGs in PNG, made up of over 6,000 wards. Wards participate in LLG planning, which in turn contributes to provincial planning, which contributes to national planning. Each LLG is headed by a directly elected LLG President, along with Councillors and an employed LLG Manager. Most LLGs are currently under-resourced and/or have limited management and administrative capacity.

3.1.1.4 Conservation and Environment Protection Authority

The Conservation and Environment Protection Authority (CEPA) was established in 2014. CEPA takes over from the former Department of Environment and Conservation that was established in 1985, and continues the Department of Environment and Conservation's former mandate by being vested with the powers to protect the environmental values of air, water, soil and biodiversity and the sustainable use of natural resources as mandated by the Fourth Goal of the National Constitution: "*Papua New Guinea's natural resources and environment to be conserved and used for the collective benefit of all and are replenished for the benefit of future generations*".

CEPA is the key agency responsible for assessing, monitoring and mitigating the environmental and social impacts of developments in PNG and will play an oversight role to ensure that DPLGA implement the Project according to the directions set by the government, and the environmental acts and regulations. CEPA regulate the environmental permitting process. Subprojects that require an environment permit are not eligible for funding by the Project, however, CEPA may still be interested in the impacts of the subprojects.

3.1.1.5 Department of Labour and Industrial Relations

The Department of Labour and Industrial Relations (DLIR) is tasked with the responsibility of promoting labour employment opportunities at a national level, to furnish employees with information on their rights through the Office of Labour Administration. It is entrusted with the responsibility of administering labour employment and industrial relations services of the country as outlined in various pieces of legislation and international conventions (e.g.,

International Labour Organisation [ILO]). Through the *Industrial Safety, Health and Welfare Act 1961*, DLIR is also responsible for providing occupational health and safety protection of workers.

DLIR is also responsible for ensuring that employers have no difficulty in recruiting qualified, skilled and experienced non-citizen workers where these skills cannot be found locally. Overall, DLIR has an obligation to ensure that the work permit system looks after the interests of Papua New Guineans.

Office of Workers Compensation

The Office of Workers Compensation (OWC) sits under DLIR has two primary functions/roles:

- Occupational Health and Safety – ensure employers adhere to OHS protection measures for its workers.
- Receive and assess compensation claims.

Public Sector employees automatically qualify for Workers Compensation Cover. The State is a self-insuring entity. It does not purchase Workers Compensation cover from insurance companies. Workers Compensation cover is a statutory requirement under Workers Compensation Act 1978.

Process for making Workers Compensation claims differs for Public Sector employees and Private Sector Employees.

Assessment of claims for public sector employees is made by the OWC, Office of the State Solicitor, and Finance Department. The respective officers from OWC, Office of State Solicitor, and the OWC representative from Finance meet twice a year to make assessment on claims. The representatives from these three agencies constitutes the Workers Compensation Tribunal that makes the determination on whether a claim is genuine and the amount to be paid.

Private Sector Claims Process is through the insurance company Insurance Company and OWC. The payment is made directly by the Insurance Company or Trust Fund to the claimant. OWC role in the process largely involves directing moneys from the from Insurer or Trust Fund to the claimant.

3.1.1.6 National Department of Health

The National Department of Health (NDoH) has responsibility for setting policies, developing standards and guidelines, procuring pharmaceuticals and medical supplies, surveillance, and managing public hospitals and provincial hospitals. Provincial and local governments are responsible for funding and delivery of rural health services and implementing all policies and programs according to the set goal and vision of the national government. Health advisors coordinate the health planning process within the provincial government planning framework.

3.1.1.7 Department of Education

The Department of Education (DoE) is the executive and inspectorial branch of the National Education System and determines national policies and standards; and supports their implementation by the provinces with services such as planning, research, training and staff development.

The DoE is responsible for teacher in-service, inspection and registration; the national curriculum; curriculum materials; and examinations. It is also responsible for national institutions, namely national high schools, special education resource centres, flexible, open and distance education centres and schools in the National Capital District.

Provincial Governments, through the provincial and district administrations and provincial education boards, have the responsibility for establishing, building and maintaining schools.

3.1.1.8 *National Energy Authority*

The National Energy Authority (NEA) was established by the National Energy Authority Act and the Electricity Industry (Amendment) Act enacted in April 2021. The NEA is the economic and technical regulator of the energy industry in PNG and is based on the former Energy Wing of the Department of Petroleum and Energy, and the policy maker and the energy market regulator, including electricity and downstream gas industry, under the energy laws in PNG.

3.1.1.9 *Department of Works and Highways*

The Department of Works and Highways (DoWH) is the national government agency responsible for developing, managing, and maintaining the national road network infrastructure. The DoWH comprises of four divisions: Corporate Service; Network Planning, Design, and Standards; Highways Management; and Field Operations.

3.1.1.10 *Department of Lands and Physical Planning*

The complex task of administering land lies with the Department of Lands and Physical Planning (DLPP). Within DLPP there are eleven divisions that are responsible for various planning and land management issues. Those of greatest relevance to the Project include:

- **Physical Planning Division** - responsible for the spatial expression of the desired form of social and economic development. The purpose of physical planning is to establish and maintain a framework of physical planning nationwide, which aligns the ongoing conversion of land uses and spatial development with long term government objectives for sustainable economic and social development.
- **Customary Land Acquisition Division** – the Division is responsible for administering the process by which the State acquires land from its owners, following one of two possible modes of acquisition provided for under the *Land Act 1996* by which the Minister may acquire land on behalf of the State – Acquisition by Agreement and Compulsory Acquisition. Acquisition by Agreement can apply to Customary Land and Alienated Land for public purposes, reservation, wildlife and conservation, church and non-government organisations activities, economic and resource development, and business and private purposes.
- **Incorporated Land Groups Division** – the Division is under the Customary Land Services within the DLPP. The core function of the Division is to register customary landowning units, giving them legal recognition under the *Land Groups Incorporation Act*, which empowers customary groups for greater participation in the national economy.
- **Land Administration (Alienated Land) Division** – efficient management of the State Land Leases with probity and ensures that State Land is required for approval purposes. It also ensures effective and efficient management of the Division's corporate goals ensure identified and made available to stakeholders through lease arrangements as and when State Land to ensure compliance as required under all land related legislation. The Division also facilitates the process of equitable allocation of land by the Land Board and ensures that State Land is made available when required for approved purposes by controlling squatting and unauthorised settlements. It also administers State Leases and ensures that lease covenants and conditions are observed.
- **Office of Registrar of Titles** – the Office's major function is to administer and provide reliable and accurate land information in PNG. It is also tasked with effectively and efficiently supporting services to provide an orderly process for land transactions. Further, the Office ensures that land rights are guaranteed, and titles registered and issued are indefeasible. The Office of the Registrar of Titles was established under the *Land Registration Act 1981*, (Chapter 191).

- **Office of the Surveyor General** – the Office of the Surveyor General is one of the core divisions of the Department of Lands and Physical Planning that looks after all land survey matters in PNG. The Office of the Surveyor General also oversees the functioning of the Surveyors Board, which deals with the registration of all the surveyors practicing land surveying in PNG and regulates all laws affecting the surveyors and the survey profession.
- **Office of the Valuer General** – The Office forms a division within the Department of Lands and Physical Planning. The functions of the office are defined in part, by the *Valuation Act* (and associated regulations), which establishes the Valuer General as a statutory position, with responsibility for administering Valuer registrations, the Valuer Registration Board, regulations for practice and maintenance of standards of valuing and valuation of properties for local government rating purposes. Overall, the Office of the Valuer General is to provide an effective and impartial valuation service and to conduct quality rating and taxing valuations for the DLPP and specific stakeholders throughout the assessment of current unimproved values and ensure there is consistency and integrity across all valuation in the Declared Valuation Areas.

3.1.1.11 Department of Treasury

The role of the Department of Treasury is to undertake research and provide advice to GoPNG on economic issues; provide advice on financial issues that arise from the National Budget; prepare and monitor the National Budget; and provide policy advice on the finance and resource management of national government departments, provincial and local level government and state-owned enterprises. The Department of Treasury will be active in structuring and sourcing the financing for the Project.

3.1.1.12 Department of National Planning and Monitoring

The Department of National Planning and Monitoring plays a critical role in guiding PNG's development trajectory and ensuring that its economic and social development is sustainable and inclusive. The department is responsible for:

- Developing and coordinating policies, plans, and programs for sustainable economic and social development.
- Coordinating development assistance from international donors, including managing and disbursing aid funds.
- Conducting research and analysis to inform policy and decision-making.
- Monitoring and evaluating development programs and projects to ensure they are meeting their intended goals and objectives.
- Providing technical assistance and capacity building to government agencies and other stakeholders involved in development planning and implementation.
- Ensuring that development efforts are aligned with PNG's long-term development vision and goals, as outlined in the Vision 2050 strategic plan.

3.1.1.13 Public Solicitors Office

The Public Solicitor and his Office were established as a branch of the then Law Department on 14 April 1958. At Independence, on the advice of the Constitutional Planning Committee, the Office of the Public Solicitor was established as an independent constitutional office.

The Public Solicitor and his Office have the mandate to provide legal assistance so that everybody in PNG has access to the Law Court. Presumably, this includes legal assistance and representation with free legal advice sessions and formal representation to landowners across the country.

3.1.2 Legislation and Guidelines

This section provides an overview of relevant legislation and guidelines pertaining to the Project.

3.1.2.1 Sub-national

The 1995 Organic Law empowers each PG and LLG, public authority or agent to carry out specific duties or functions. This includes ensuring the proper use and care of all public properties; accountability in the use of public finances, properties and as public power; recognising human rights as recognised and enforced by PNG law; and striving to achieve the Fourth National Goal (Natural Resources and Environment) of the National Goals and Directive Principles of the Constitution.

Further the 1995 Organic Law directs that the wealth generated by lawful exploitation of any natural resources be equitably distributed by the National Government, the PGs and LLGs for the benefit of resource owners and all levels of governments, and that all levels of government and governmental bodies recognise traditional land rights and other rights and ensure that adequate compensation is made for the loss of such rights.

The *Provincial Governments Administration Act 1997*, *Local-Level Governments Administration Act 1997* and *District Development Authority Act 2014* set out how the 1995 Organic Law is administered with respect to sub-national governments.

3.1.2.2 Environment

The *Environment Act 2000* outlines responsibilities for protection of the environment while allowing development in ways that improve quality of life but also maintain ecological processes on which life depends. According to Section 6 (d) in Part 2 of the Act, an Environmental Impact Assessment study needs to be carried out on activities specified in the second schedule of the Act that are likely to have a significant impact on the environment (i.e., Level 2 and Level 3 activities). The Environment (Prescribed Activities) Regulation 2002 sets out the prescribed activities that require development consent to be obtained from CEPA. Subprojects that are categorised as Level 2 or Level 3 are ineligible for funding and will not be developed under RSDP-2.

3.1.2.1 Climate and disaster resilience

Key legislation and documents relating to climate change management and adaptation, and disaster management include:

- *Climate Change Management Act 2015*
- *Disaster Management Act 1984*
- National Adaptation Plan 2023
- National Disaster Risk Reduction Framework 2017

3.1.2.2 Education

The DoE has published an extensive range of policies, guidelines and manuals. Those most likely to be relevant to the project include:

- National Education Plan 2020-2029
- WaSH In Schools Guideline
- WaSH In Schools Infrastructure Manual
- GESI In Schools Policy Guidelines

These cover requirements for gender equity, social inclusion, water, sanitation and hygiene in schools and may be relevant to the Project if sub-projects relating to modification or construction of school infrastructure are proposed.

3.1.2.3 Health

The NDoH has published guidelines and minimum requirements for health facilities. Those most likely to be relevant to the project include:

- National Guidelines for WaSH in Healthcare Facilities
- Minimum requirements for Community Health Posts, which includes staff housing, waste disposal facilities and access to reliable and sustainable energy and water supplies

These may be relevant to the Project if sub-projects relating to modification or construction of healthcare facilities are proposed.

3.1.2.4 Energy

The regulations regarding energy and electricity generation and supply primarily relate to larger-scale development that are beyond that scale of the sub-projects proposed under Component 1. There are licensing requirements for solar power system installers that may be relevant if sub-projects under Component 1 include solar power system installation.

3.1.2.5 Roads

The regulations regarding standards for roads relate to gazetted roads (Road Design Manual April 2017; and Highway Maintenance Specifications October 2017), which are beyond the scale of the sub-projects proposed under Component 1.

3.1.2.6 Water and sanitation

The Public Health (Drinking Water) Regulation 1984 contains water quality standards for drinking water based on the 1971 World Health Organization International Standards for Drinking Water. This regulation provides the minimum standards for drinking water in PNG that is supplied through a distribution system. Although sub-projects proposed under Component 1 are unlikely to include piped distribution systems, these standards could be used as a guide to inform the suitability of proposed water supplies from a health perspective.

3.1.2.7 Building standards

Building standards in Papua New Guinea are regulated under the Building Regulation 1994 and approvals are administered by the applicable Provincial Building Board. The regulations do not apply to all types of buildings and its applicability will be determined on a case-by-case basis for each sub-project.

3.1.2.8 Health and safety

This *Industrial Safety, Health and Welfare Act 1961* is the main legal framework for occupational health and safety (OHS) and is administered by the Department of Labour and Industrial Relations. As the act was established over 50 years ago, it is no longer in alignment with Good International Industry Practice (GIIP).

3.1.3 Regional and International Agreements

Papua New Guinea is a signatory to various regional and international agreements that may be relevant to the Project, and these are summarized in Table 2.

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Table 2: Potentially relevant regional and international agreements

Agreement	Purpose
Waigani Convention on Hazardous & Radioactive Wastes 1995	Bans the importation of hazardous and radioactive wastes into Forum Island countries and to control the trans-boundary movement and management of hazardous wastes within the South Pacific region.
Basel Convention on the Control of Trans- boundary Movements of Hazardous Wastes and Their Disposal	Reduce the movements of hazardous wastes between nations and specifically prevent transfer of hazardous wastes from developed to less developed countries.
Pacific Regional Solid Waste Management Strategy 2016-2025	PNG was one of several Pacific island countries to adopt the Pacific Regional Solid Waste Management Strategy, initiated by SPREP.
Stockholm Convention for Persistent Organic Pollutants	The Stockholm Convention on Persistent Organic Pollutants is an international environmental treaty, signed in 2001 and effective from May 2004, that aims to eliminate or restrict the production and use of persistent organic pollutants (POPs). This convention entered into force in PNG in May 2004.
United Nations Framework Convention on Climate Change	Its purpose / aim is to set an overall framework for intergovernmental efforts to tackle the challenges posed by climate change. It is administered by the Climate Change Development Authority
Paris Agreement	It deals with GHG emissions mitigation, adaptation and finance, starting in 2020. It is administered by the Climate Change Development Authority
UN Convention on Biological Diversity	Its purpose is to conserve biological diversity through the sustainable use of its components and the fair and equitable sharing of the benefits arising out of utilizing genetic resources.
Ramsar Convention on Wetlands of International Importance	Its purpose is to ensure conservation and sustainable use of wetlands, especially as waterfowl habitat.
International Plant Protection Convention	Its aim is to prevent and control introduction and spread of pests of plants and plant products.
United Nations Declaration on the Rights of Indigenous Peoples	Enshrines the rights that “constitute the minimum standards for the survival, dignity and well-being of the indigenous peoples of the world.” The declaration protects collective rights that may not be addressed in other human rights charters that emphasize individual rights, and it also safeguards the individual rights of Indigenous people.
Convention on the Elimination of All Forms of Discrimination against Women	Its primary purpose is to ensure that women enjoy equal rights and freedoms in all areas of life, eliminating discrimination based on sex. PNG ratified CEDAW in 1995.

3.2 World Bank

3.2.1 Environmental and Social Framework

The World Bank Environmental and Social Framework sets out the ‘World Bank’s commitment to sustainable development, through a Bank Policy and a set of Environmental and Social Standards (ESS) that are designed to support Borrowers’ projects, with the aim of ending extreme poverty and promoting shared prosperity’. The framework was effective on 1 October 2018 and applies to all Investment Project Financing initiated after this date. The framework consists of three parts:

1. A Vision for Sustainable Development - the Bank’s aspirations regarding environmental and social sustainability.
2. The World Bank Environmental and Social Policy for Investment Project Financing - requirements that apply to the Bank.
3. The ESS requirements that apply to the Borrower and projects. The ESS are comprised of ten standards covering various topics:
 - ESS1 Assessment and Management of Environmental and Social Risks and Impacts
 - ESS2 Labor and Working Conditions
 - ESS3 Resource Efficiency and Pollution Prevention and Management

- ESS4 Community Health and Safety
- ESS5 Land Acquisition, Restrictions on Land Use and Involuntary Resettlement
- ESS6 Biodiversity Conservation and Sustainable Management of Living Natural Resources
- ESS7 Indigenous Peoples
- ESS8 Cultural Heritage
- ESS9 Financial Intermediaries
- ESS10 Stakeholder Engagement and Information Disclosure

3.2.2 Environment and Social Risk Classification

As part of the WB's requirements for project financing (as per the Environmental and Social Policy for Investment Project Financing) projects must be assessed and classified according to their level of environment and social risk. The classifications are: High Risk, Substantial Risk, Moderate Risk and Low Risk. This classification considers:

- Type, location, sensitivity, and scale of the project
- The nature and magnitude of the potential environmental and social risks and impacts
- The capacity and commitment of the Borrower to manage the environmental and social risks and impacts.

The risk ratings for RSDP-2 are assessed as moderate for environmental risks and substantial for social risks.

3.2.3 Applicable Environmental and Social Standards

Screening of the ESS that apply to the Project was undertaken by the WB team as part of project planning. The ESSs applicable to the Project are outlined in Table 3.

Table 3: Applicable Environmental and Social Standards

Standard	Topic
ESS1 Assessment and Management of Environmental and Social Risks and Impacts:	This standard sets out the Borrower's responsibilities ² for assessing, managing and monitoring environmental and social risks and impacts associated with each stage of a project supported by the WB through Investment Project Financing, in order to achieve environmental and social outcomes consistent with the ESSs.
ESS2 Labor and Working Conditions:	This standard recognizes the importance of employment creation and income generation in the pursuit of poverty reduction and inclusive economic growth. Borrowers can promote 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.
ESS3 Resource Efficiency and Pollution Prevention and Management:	This standard recognizes that economic activity and urbanization often generate pollution to air, water, and land, and consume finite resources that may threaten people, ecosystem services and the environment at the local, regional, and global levels.
ESS4 Community Health and Safety	This standard recognizes that project activities, equipment, and infrastructure can increase community exposure to risks and impacts.
ESS5 Land Acquisition, Restrictions on Land Use and Involuntary Resettlement	This standard recognizes that project-related land acquisition and restrictions on land use can have adverse impacts on communities and persons. It may cause physical displacement (relocation, loss of residential land or loss of shelter) economic displacement (loss of land, assets or access to assets, leading to loss of income sources or other means of livelihood) or both.

² Although these are the ultimate responsibility of the Borrower, they are typically delegated to the IA (e.g., DPLGA in the case of RSDP-2)

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ESS6 Biodiversity Conservation and Sustainable Management of Living Natural Resources	This standard recognizes that protecting and conserving biodiversity and sustainably managing living natural resources are fundamental to sustainable development. Biodiversity is defined as the variability among living organisms from all sources including, inter alia, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are a part; this includes diversity within species, between species, and of ecosystems.
ESS7 Indigenous Peoples	This standard recognizes that Indigenous Peoples have identities and aspirations that are distinct from mainstream groups in national societies and often are disadvantaged by traditional models of development.
ESS8 Cultural Heritage	ESS8 recognizes that cultural heritage provides continuity in tangible and intangible forms between the past, present, and future. People identify with cultural heritage as a reflection and expression of their constantly evolving values, beliefs, knowledge, and traditions. Cultural heritage is important as a source of valuable scientific and historical information, as an economic and social asset for development, and as an integral part of people's cultural identity and practice.
ESS10 Stakeholder Engagement and Information Disclosure	This standard recognizes the importance of open and transparent engagement between the Borrower (and implementing agency) and project stakeholders as an essential element of good international practice. Effective stakeholder engagement can improve the environmental and social sustainability of projects, enhance project acceptance, and make a significant contribution to successful project design and implementation.

3.2.4 Environmental, Health and Safety Guidelines

The WB Group's Environmental, Health, and Safety (EHS) Guidelines are technical reference documents with general and industry-specific examples of GIIP. They contain the performance levels and measures that are normally acceptable to the WB Group and are generally considered to be achievable in new facilities at reasonable costs by existing technology. The EHS Guidelines are comprised of General Guidelines which are organised by themes (environmental; occupational health and safety; community health and safety; construction and decommissioning) and industry-specific guidelines.

The following EHS guidelines may be relevant to the Project:

- General EHS Guidelines: Environmental (including management air quality, water quality, noise, waste and hazardous materials)
- General EHS Guidelines: Occupational Health and Safety
- General EHS Guidelines: Community Health and Safety
- General EHS Guidelines: Construction and Decommissioning
- EHS Guidelines for Water and Sanitation
- EHS Guidelines for Electric Power Transmission and Distribution.
- EHS Guidelines for Health Care Facilities

3.3 Gap Analysis of Papua New Guinea and World Bank Requirements

PNG's legislative system for environmental and social assessment and permitting (which includes consultation and disclosure) is limited to projects that are classified as Level 2 or 3 activities under the Environment (Prescribed Activities) Regulation 2002. Such projects are not eligible for financing under RSDP-2 and therefore these national requirements do not apply to RSDP-2. Therefore, the Project will implement the WB requirements for environmental and social assessment, consultation, and disclosure. An overview of the national requirements compared to the WB ESF and ESSs is provided in Table 4 for background.

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Table 4: Gap analysis of Papua New Guinea and World Bank Requirements - environmental and social assessment

Assessment Stage	WB ESF and ESSs	National Legislation	Equivalence
Screening	The WB will classify all projects into one of four classifications: high risk, substantial risk, moderate risk or low risk. The screening takes into account relevant issues, such as the type, location, sensitivity, and scale of the project; the nature and magnitude of the potential E&S risks and impacts; and the capacity and commitment of the Borrower to manage the E&S risks and impacts in a manner consistent with the ESSs.	Projects are screened and categorised as Level 1, 2A, 2B and 3 depending on the type and scale of the activity. These categories do not necessarily align with the WB risk categories.	Partially equivalent.
E&S instrument and scope	Depending on the project risks and impact, a range of instruments and procedures required to meet the ESSs' objectives, these include ESIA; ESMF; ESMPs, sectoral & regional ESIA; a hazard or risk assessment; environmental and social audit; cumulative impacts assessment; and social and conflict analysis. The WB provides general guidance for the implementation of each instrument.	Level 2A, Level 2B and Level 3 projects require a Permit Application, which requires an Environmental Management Plan and/or ESIA. The scope the Environmental Management Plan / ESIA is similar to that required by the WB for environmental aspects. The social aspects are less detailed than that required by the WB.	Partially equivalent.
Monitoring	Monitoring is required that includes a monitoring framework that allocates location, frequency, costs and responsibilities,	Monitoring is required but there is no specified framework provided.	Partially equivalent.
Institutional capacity and training	Institutional capacity and training requirements are assessed.	Institutional capacity and training requirements are not assessed.	Not equivalent.
Public consultation, stakeholder engagement, grievance redress mechanism (GRM) and Disclosure	During the environmental and social assessment process, the Borrower consults project-affected groups and local NGOs about the project's environmental aspects and takes their views into account. In line with ESS10, preparation of a Stakeholder Engagement Plan (SEP), information disclosure, and establishment and operations of a GRM are required to ensure adequate consultation and transparency. ESS2 also require the preparation of the labour management procedures (LMP) and an establishment and operation of a GRM for project workers. For meaningful consultations, the Borrower provides relevant project documents promptly before the consultation in a form and language that are understandable and accessible to the group being consulted.	Consultation is only required for Level 2B and Level 3 projects. Disclosure is not required.	Partially equivalent.

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Assessment Stage	WB ESF and ESSs	National Legislation	Equivalence
	<p>Minutes of the public meetings are included in the reports. The WB will disclose documentation relating to the E&S risks and impacts of high risks and substantial risks projects before project appraisal. Once the WB officially receives the report, it will make the EA report in English available to the public through the WB website.</p>		
Supervision	<p>During project implementation, the WB supervises the project's environmental aspects based on the environmental provisions, and the Borrower's reporting arrangement agreed in the loan agreement and described in the other project documentation, to determine whether the Borrower's compliance with the environmental covenant (primarily with ESMP) is satisfactory. If compliance is not satisfactory, the WB will discuss with the Borrower action necessary to comply.</p>	<p>CEPA has the authority to undertake audits. Regular reporting on the implementation of the conditions in the Environment Permit (e.g., for Project classified under PNG legislation as Level 2 or 3) by the proponent to CEPA is required.</p>	<p>Partially equivalent (as PNG requirements only apply to projects with an Environment Permit)</p>

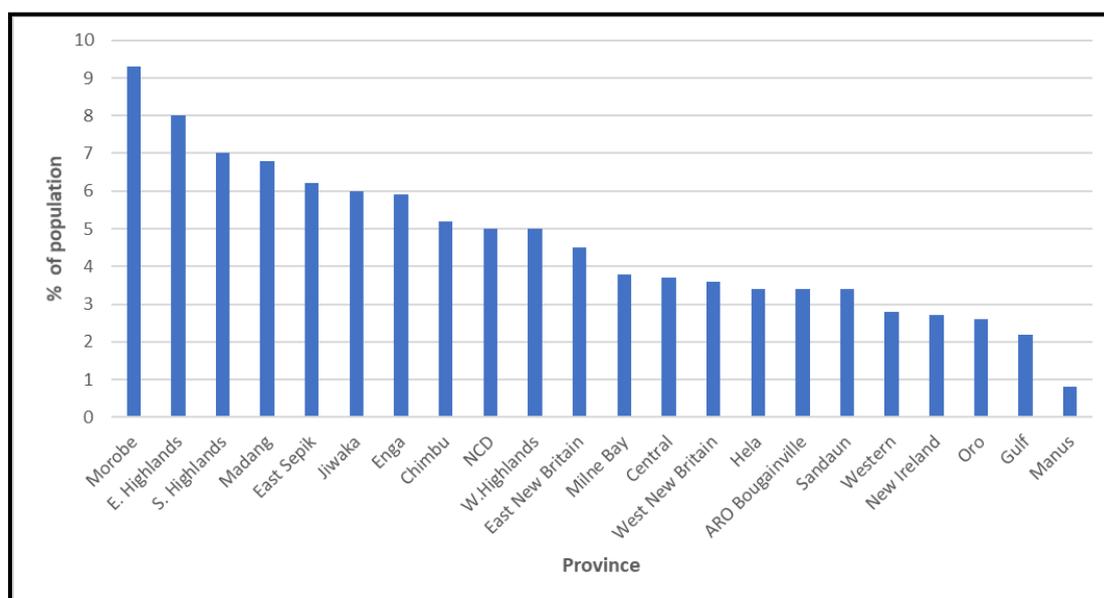
4 Environmental and Social Context

The Project will be implemented in around 12 provinces across the country. The provinces are yet to be selected, however, each of the four regions (Highlands, Southern, Islands and Momase) will be represented. This section therefore provides an overview of the socio-economic and environmental context of PNG in general. When subprojects are confirmed, more detail on the specific socio-economic and environmental context and impacts will be captured in respective instruments prepared.

4.1 Population

The population of PNG was estimated at 11.8 million in 2021, with 42% of the population being under 18, and only 2.7% of the population being over 64³. The population is strongly ruralised, with 85% of people living in rural areas⁴. The population distribution across the 22 province-level divisions: 20 provinces, the Autonomous Region of Bougainville and the National Capital District is shown on Figure 1.

Figure 1: PNG Population Distribution by Province (Source: 2021 Census Data)



4.2 Economy, Income and Employment

The economy of PNG is dominated by two sectors:

- the agricultural, forestry, and fishing sector that engages most of PNG's labour force (the majority informally), and
- the minerals and energy extraction sector that accounts for most export earnings and GDP.

³ National Statistics Office – NSO, <https://www.nso.gov.pg/statistics/population/>, accessed on 21 March 2025.

⁴ Department of Foreign Affairs and Trade (DFAT) 2017. DFAT Country Information Report Papua New Guinea. DFAT, Canberra

An economic update provided by the WB in September 2022 concluded that⁵:

- The economy is back to growth following a sharp contraction in 2020, with a 1% growth rate recorded in 2021.
- Higher commodity prices have contributed to higher inflation.
- The modest headline economic growth in PNG has translated in meagre per capita income growth in the past four decades.
- The considerable natural resources wealth has not been channelled into broad-based and sustained productivity growth.
- PNG's future growth and quality of life hinge on improving human capital, given the growing young population.

From the mid-2000s, Papua New Guinea (PNG) experienced strong economic growth, with real GDP per capita increasing by 3% per annum. Economic growth peaked in 2014 with the commencement of exports from ExxonMobil's PNG LNG Project. The extractive industries have been the primary driver of economic growth, accounting for an increasing share of exports and output. In 2015, natural resources were estimated to constitute 47 percent of GDP, while mining and petroleum represented 24 percent of GDP—almost equal to all other primary sectors combined. However, the mining and petroleum sector only accounts for seven percent of total employment. The 'informal economy' is likely supporting more than 80% of the population. Given the high rural population, the agricultural, forestry, and fishing sector engages most of the labour force, with subsistence livelihoods accounting for at least 75% of the population. Women are, on average, half as likely as men to hold a job in the formal sector and earn less than half of the pay reported by men.⁶

The poverty rate stands at approximately 40 percent for rural populations and 27 percent for urban populations⁷, though strong subsistence food production mitigates the impact of poverty in rural areas. Despite this, high levels of malnutrition and stunting are prevalent in rural PNG.⁸ There is often a general assumption that access to land equates to the availability of subsistence food crops and the ability to generate a cash income.⁹ However, the vulnerability of PNG's households becomes apparent during disaster events that lead to food shortages and starvation. Additionally, the lack of roads in many areas prevents people from selling their surplus food crops to generate a cash income. Remoteness and road inaccessibility are primary determinants of village income levels and poverty. Communities over an hour's travel time to the nearest roads are found to have double the poverty rate compared to those immediately adjacent to roads, after adjusting for other income determinants.¹⁰

4.3 Access to Electricity

Access to on-grid electricity in Papua New Guinea remains below 15 percent, making it one of the lowest rates globally. Electricity access is primarily concentrated in the main urban centres of

⁵<https://documents.worldbank.org/en/publication/documents-reports/documentdetail/099020009142275189/p1793220e4e59d0e08ebb05316324bc183>

⁶ Pryke, J and Barker, P (2017). A bumpy road: societal trends in Papua New Guinea - PNG Country Assessment. Lowy Institute for International Policy, Sydney

⁷ World Bank 2021. World Bank Open Data. World Bank Group.

⁸ Pryke, J and Barker, P (2017). A bumpy road: societal trends in Papua New Guinea - PNG Country Assessment. Lowy Institute for International Policy, Sydney

⁹ Government of Papua New Guinea (GoPNG) (2015) Draft National Food Security Policy (NFSP) 2016-2025, Department of Agriculture and Livestock.

¹⁰ ADB (2016). Poverty Analysis Summary. Country Partnership Strategy: Papua New Guinea 2016-2020.

PNG, while rural areas continue to experience limited access, especially to grid-electricity. Approximately 55 percent of households have access to some form of off-grid electricity, predominantly solar lanterns. Households led by women are twice as likely to lack access to electricity compared to those headed by men.¹¹

4.4 Health

Life expectancy in Papua New Guinea has been increasing, but at 67 years (64.8 for males and 69.3 for females), is still the lowest in the region¹² and simple-to-manage conditions such as tuberculosis, pneumonia, and diarrhoea dominate morbidity¹³

Poor water supply and sanitation and hygiene practices contribute to the prevalence of communicable diseases such as diarrhoea and cholera which are major causes of illness and death, especially in young children. Malnutrition is a problem with around 28% of children underweight and 5-15% are wasted (have low weight-for-height). Maternal mortality is also very high.

Papua New Guinea has the highest HIV positive rate, and among the highest rates of sexually transmitted infections in the Pacific.¹⁴ The rate of tuberculosis is also the highest in the Pacific and multi-drug-resistant tuberculosis is also prevalent. tuberculosis is a leading cause of death in PNG. The use of tobacco and alcohol are also problems.¹⁵

Access to health services is low with the health sector facing several major challenges. These include a critical shortage of medical staff, frequent shortages of essential medicines and supplies, and leadership and management capacity limitations at all levels of the health system¹⁶. The health delivery system is decentralised, with health services fragmented between national and provincial authorities - bottlenecks persist.

Papua New Guinea has less than 400 doctors in total and only 51 doctors work outside Port Moresby.¹⁷ Health facilities are scarcer and access to healthcare is much worse in rural areas than urban areas. UNDP reports that 40% of health/sub-health centres and rural health posts have no electricity or essential medical equipment. Transportation to medical facilities in remote areas is a major challenge.

4.5 Education

The estimated literacy rate in Papua New Guinea is 62.9 percent for adults over 15 (2014 data). Men (68.9%) had a markedly higher rate than women (57.3%) – this gender disparity also applies to children. Girls have lower participation in education than boys, particularly at higher levels of

¹¹ Koo and Rahman (2021). Multi-Tier Framework Survey Results. Presentation prepared for the World Bank Group.

¹² Pryke, J and Barker, P (2017). A bumpy road: societal trends in Papua New Guinea - PNG Country Assessment. Lowy Institute for International Policy, Sydney.

¹³ Department of Foreign Affairs and Trade (DFAT) 2017. DFAT Country Information Report Papua New Guinea. DFAT, Canberra.

¹⁴ Department of Foreign Affairs and Trade (DFAT) 2017. DFAT Country Information Report Papua New Guinea. DFAT, Canberra.

¹⁵ World Vision 2013. Papua New Guinea Health and Human Wellbeing. World Vision Australia.

¹⁶ Department of Foreign Affairs and Trade (DFAT) 2017. DFAT Country Information Report Papua New Guinea. DFAT, Canberra.

¹⁷ Anker Research Network 2020. Anker Living Income Reference Value for Rural Papua New Guinea. <https://globallivingwage.org/wp-content/uploads/2021/01/Rural-PNG-LI-Reference-Value-1.pdf>.

education and the drop-out rates are higher. Because girls and young women are less likely to complete basic or secondary schooling, they are less likely to qualify and be selected for post-school training. There is also a huge disparity in literacy rates between urban (86%) and rural (52%) areas and in school enrolment.¹⁸

Only half of the current adults have had a basic school education - the average number of years of schooling achieved by adults is 4.7.¹⁹ Free tuition was introduced for primary school students in 2012, which boosted the enrolment rate. However, education is not compulsory and about half of all primary school-aged children are still out of school, with fewer girls going to school than boys.

Several factors influence the retention rates of school students. Household and community-related factors include limited parental support, insufficient community involvement in children's education, security concerns, and tribal conflicts. In-school factors include expenses, inadequate educational materials and infrastructure, teacher attitude and attendance issues, school remoteness, and pupil behaviour. When children live far from schools, their options are to walk long distances, stay with relatives, or not attend school.

4.6 Gender Issues

Gender inequality is a major issue in PNG as indicated by the country's ranking of 169 out of 170 counties on the UNDP's Gender Inequality Index.²⁰ This index measures gender inequalities in three key areas of human development - reproductive health (e.g., maternal mortality ratio), empowerment (e.g., secondary education levels); and economic status (e.g., labour market participation rate).

Women throughout the country have a high risk of community discrimination due to long-standing traditional values and gender roles that limit their ability to fully participate in a wide range of activities. Areas of gender inequality include:

- Education participation and attainment
- Employment participation, wage levels, and financial literacy (e.g., bank account ownership)
- Political participation
- Health outcomes
- Travel, security, and likelihood to experience violence.

While the constitution provides for gender equity and equality customary law, recognised by the constitution, discriminates against women in relation to rights and property. Most elected officials in PNG are male and only nine women have ever been elected to the PNG parliament.²¹ There were no women in the National Parliament from 2017 to 2022. There are currently two women in parliament.

This situation is characteristic of most tribes being patrilineal and of the culture in PNG. Barriers to boosting female participation in politics include a predominant 'big man' culture; widespread

¹⁸ Department of Foreign Affairs and Trade (DFAT) 2017. DFAT Country Information Report Papua New Guinea. DFAT, Canberra.

¹⁹ UNDP 2020. Human Development Report 2020 The Next Frontier: Human Development and the Anthropocene. Briefing note for countries on the 2020 Human Development Report. <http://hdr.undp.org/sites/default/files/hdr2020.pdf>.

²⁰ UN Data. Gender Inequality Index. <http://data.un.org/DocumentData.aspx?q=Gender+inequality+index&id=471>

²¹ Pryke, J and Barker, P (2017). A bumpy road: societal trends in Papua New Guinea - PNG Country Assessment. Lowy Institute for International Policy, Sydney

family and sexual violence; the absence of a unified, national women's movement; and a lack of campaign finance, mentoring, internships, and media experience.²²

Women and girls are more vulnerable to HIV infection and other sexually transmitted infections. Women's lack of power and rights in sexual relations and the high risk of gender-based violence increases the likelihood of HIV transmission.²³

There is a social stigma against lesbian, gay, bisexual, trans- or intersex (LGBTI) people in PNG.

Rates of men's violence against women and children are high in PNG. In the most recent Demographic Health Survey (DHS), 56 percent of women aged 15-49 reported experiencing physical violence since aged 15, and 28 percent reported sexual violence.²⁴ 62.9 percent of women report experiencing physical, sexual or emotional intimate-partner violence. Social norms that accept and excuse men's violence against women and children remain strong, reinforced by attitudes that excuse, accept and perpetuate GBV and impunity toward most cases of GBV. 70 percent of women and 72 of men agreed that wife beating is justified under specific circumstances.²⁵ Most survivors of GBV have limited, or no, access to support services and justice. 39.7 percent of women who reported experiencing violence did not seek help and where women sought help, only 16.4 percent went to a formal service (police, health, social, justice).²⁶ Availability of specialist services for victims of GBV varies across the country. For most women in PNG, Village Courts are the most accessible service.

Despite their vital contribution to the household, women generally have restricted control over household decisions. Women take an increased responsibility of earning money, but men often make the decisions about spending family income. Men also typically make decisions about the use of household assets and land resources.

Further information about gender-related issues is provided in Annex 6.

4.7 Indigenous People, Culture and Land

Papua New Guinea has a rich cultural diversity, with one of the most heterogenous indigenous populations in the world with at least 850 languages and hundreds of cultural and language groups. PNG has four regions: Highlands (40% of the population), Islands (15%), Momase (25%), and Southern (20%). Regions are often seen as secondary administrative divisions to the province-level divisions – although each is diverse. Ethnic geographical identities in PNG include:

- Highlanders (Highlands region)
- Coastal or Papuans (Southern Region)
- Tolais (Islands Region)
- Bukas (Island Region)
- Niugini Islanders (Islands Region)
- Sepiks (Momase Region)
- Madangs (Momase Region)
- Morobeans (Momase Region)

²² Department of Foreign Affairs and Trade (DFAT) 2017. DFAT Country Information Report Papua New Guinea. DFAT, Canberra

²³ World Vision 2013. Papua New Guinea Health and Human Wellbeing. World Vision Australia.

²⁴ National Statistical Office (NSO) [PNG] and ICF (2019). Papua New Guinea Demographic and Health Survey 2016-18. Port Moresby, PNG, and Rockville, Maryland, USA: NSO and ICF.

²⁵ NSO [PNG] and ICF (2019).

²⁶ NSO [PNG] and ICF (2019).

Tok Pisin and Hiri Motu have developed as common languages along with English. Tok Pisin is mostly used as a business language in the Highlands, Momase, and Islands regions while Hiri Motu is more common in some areas of in the Southern region.

Both patrilineal and matrilineal societies exist whereby land (the most important asset) is passed down through the male line and female line respectively. In matrilineal societies, mainly in the Islands region and Milne Bay Province, land is transferred through female lineage and women have responsibilities for land decisions in their clans. This transfer of land through female lineage can increase women's status.²⁷

In patrilineal societies, which make up about three-quarters of PNG, land is transferred through male lineage and men make decisions about land. In matrilineal societies, land is only transferred through a woman if there are no male children. In this situation, she will be the custodian of the land while there are no male family members alive.²⁸

Customary land makes up 97 percent of all land in PNG. It is not possible to buy customary land and the process for use of customary land by non-landowners is complicated. Land ownership is understood to be one of the greatest barriers to large-scale infrastructure development across all sectors in PNG²⁹.

4.8 Biophysical Environment

PNG comprises of the eastern half of the island of New Guinea, as well as numerous smaller islands, mainly to the north-east of New Guinea. The country is characterized by rugged terrain, with steep mountains, dense forests, and fast-flowing rivers.

A series of high mountain ranges run along the centre of PNG, including the Owen Stanley Range and the Bismarck Range. The highest peak in Papua New Guinea, Mount Wilhelm, is located in the Bismarck Range and stands at 4,509 meters tall³⁰. In addition to mountains, PNG has a varied landscape that includes low-lying coastal plains, coral reefs, and volcanic islands.

There are numerous rivers in PNG, many of which are fast-flowing and turbulent due to the rugged terrain and high rainfall. The major rivers in PNG include Sepik River, Fly River, Ramu River and Purari River. The upper reaches of the Sepik and Fly rivers traverse into Indonesia, and, as such, they are considered international waterways.

The dense tropical forest that covers much of the country is home to a diverse range of flora and fauna, including over 200 species of mammals, more than 700 species of birds, and countless species of insects and other invertebrates. PNG also has extensive coral reefs, which support a vast array of marine life.

A summary of the protected areas in PNG is provided in Table 5 and includes 55 designated and 2 proposed protected areas. These areas are also shown on Figure 2.

²⁷ Koian 2020. Women in patrilineal and matrilineal societies in Melanesia.

<http://milda.aidwatch.org.au/sites/default/files/Rosa%20Koian.%20Women%20in%20patrilineal%20and%20matrilineal%20societies%20in%20Melanesia.pdf>.

²⁸ Koian 2020. Women in patrilineal and matrilineal societies in Melanesia.

<http://milda.aidwatch.org.au/sites/default/files/Rosa%20Koian.%20Women%20in%20patrilineal%20and%20matrilineal%20societies%20in%20Melanesia.pdf>.

²⁹ USAID (2022). PNG Electrification Project. Off-grid market assessment.

³⁰ <https://www.pngtrekkingadventures.com/mount-wilhelm-climb>

Table 5: Summary of the protected areas in Papua New Guinea³¹

Type of protected area	Designated areas	Proposed protected areas
Conservation Area	2	-
Locally Managed Marine Area	6	-
Marine Managed Area	1	-
National Park	4	-
Natural Reserve	1	-
Natural Reserve - National Park	1	-
Protected Area	2	-
Provincial Park	1	-
Ramsar Site, Wetland of International Importance	2	-
Reserve	1	-
Wildlife Management Area	31	2
Wildlife Sanctuary	3	-

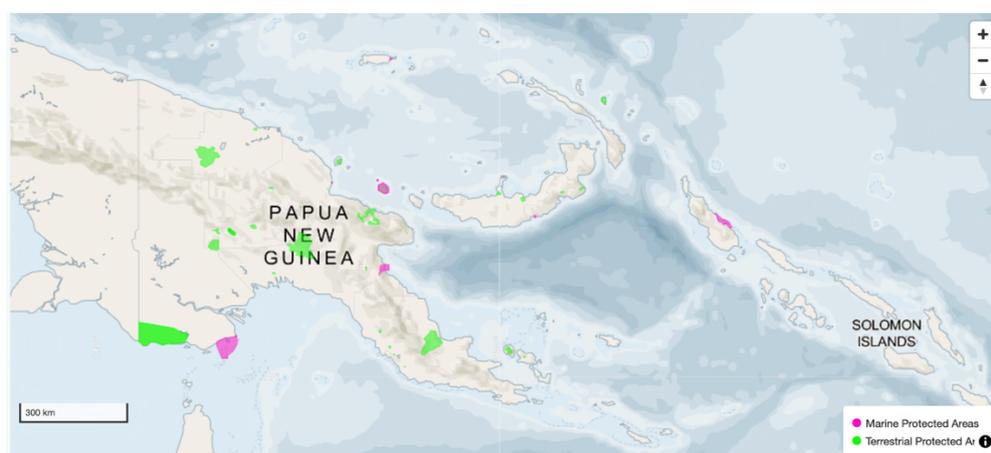


Figure 2: Protected areas in Papua New Guinea

4.9 Natural Hazards and Climate Change

Papua New Guinea is one of the most at-risk countries to natural disasters and climate change. It is vulnerable to several hazards, including floods, droughts, earthquakes, landslides, and volcanic activity. Some of these are expected to increase in frequency, magnitude, and intensity due to climate change. Most areas of PNG experience flooding during the monsoon season. The highlands in particular have a long history of severe floods. In the coastal plains, floods cause erosion and heavy sedimentation that impact agricultural productivity and downstream settlements. In the lowlands, coastal ecosystems such as mangroves, estuaries, and coral reefs endure damage due to heavy silt loads and debris brought in by flood events. About 18 percent of total landmass is permanently inundated or regularly flooded.

Landslides are a common occurrence in the high mountainous regions of PNG (due to steep mountain ranges, high seismicity, and high annual rainfall) and frequently damage vital infrastructure (which is a cost burden for the country to repair), upland forests, and the homes and gardens of thousands of residents.

As PNG is located in the 'Ring of Fire', earthquakes are also a high-risk hazard and Disaster Risk Index 2017 is seven (the highest is ten), indicating that PNG is highly exposed to earthquakes, while both tropical cyclone and drought are 2.5, indicating that PNG is less vulnerable to those natural hazards compared with other countries in the Pacific region.

³¹ <https://pipap.sprep.org/country/pg>

5 Potential Environmental and Social Issues and Management

This section identifies potential E&S risks and impacts associated with the Project; outlines the E&S risk management tools that have been or will be developed for the Project; and describes how these tools (along with other mitigations) will be used to manage the E&S risks and impacts and enhance the Project benefits.

5.1 Potential Environmental and Social Risks and Impacts

This Project involves significant social risks due to the challenges posed by implementation across a large geographic area, the remoteness of many participating wards, and existing social conflict, tension, and violence in some subproject locations. The social risks are exacerbated due to limited government authorizing policy and legal mandate for timely and effective oversight. The community subprojects (such as water, sanitation, household and community electrification, renovation or repair of education or health structures, etc.) and potentially larger inter-ward investments (e.g., access infrastructure, larger social service structures, disaster risk management or climate-related investments) typically pose environmental risks that are temporary, predictable, and readily managed through project design and standard mitigation measures.

The key potential environmental and social impacts/risks include:

- **generation of construction waste** such as leftover wood treatment chemicals and plastic packaging
- **sourcing of natural resources** (e.g., aggregate, timber, etc) for construction and ongoing use (e.g., water for water supply subprojects)
- **water quality degradation** from small quantities of sediment, chemical, and/or waste discharging into watercourses. This may include, depending on the sub-project location, watercourses/catchments that span international boundaries, such as the upper catchments of the Fly and Sepik river.
- **alteration of water flow** from activities such as rehabilitation of existing water schemes that could inadvertently alter flow regimes, especially if intake or discharge points located in small watercourses are modified.
- **cumulative impacts on the shared waterways** from multiple sub-projects in the same creek or tributary collectively impacting water quality or flow, even when the impacts of individual sub-projects are minor.
- **labour and working condition risks** for a large and diverse project workforce including community workers, safety risks of working in remote areas, and limited supervision
- **potential downstream** (i.e., future) environmental and/or social risks and impacts associated with technical assistance activities.
- **land access** for community and inter-ward infrastructure-misunderstanding and/or misinformation on land access and use rights for investments benefiting broader community than individual landowners
- **engaging and ensuring equitable project benefits** for diverse indigenous peoples' groups and vulnerable social groups (women, poor, disabled, elderly, isolated groups); cultural norms and practices that can present barriers to inclusivity; and chieftaincy systems influence choices and location of investments and can contribute to real or perceived inequities

- **community health and safety risks** associated with small-scale infrastructure and the presence of outside workforce in communities - including SEA/SH risks; and GBV risks associated with promoting gender equity

5.2 Environmental and Social Risk Management Tools

The following tools have been prepared during Project planning to manage the E&S risks associated with the Project. Additional and site-specific instruments will be prepared during Project implementation. The E&S risk management tools are:

- **Project Operations Manual (POM):** the POM details institutional, financial management, disbursement, procurement, environmental and social arrangements, and procedures for day-to-day execution of the Project. Key E&S management processes from the ESMF and other E&S instruments will be incorporated into the POM.
- **CERC Operations Manual and Emergency Action Plan (EAP):** the CERC Operations Manual details the E&S management processes associated with implementation of the CERC. In the event of an emergency requiring CERC activation, the PMU (or PPO) will prepare an Emergency Action Plan (EAP) (following the process in the CERC Operations Manual), which will include the emergency activities to be financed from the CERC, E&S implications of the works and any specific E&S instruments to be prepared and/or implemented to manage the E&S risks/impacts.
- **Field Manual:** a manual for the CDWs and TFs to use on a day-to-day basis that explains their roles and elaborates on the processes described in the POM (as they relate to the CDWs and TFs role), including E&S risk management.
- **Environmental and Social Management Framework (ESMF):** the ESMF (i.e., this document) is the Project's umbrella environmental and social management framework that sets out the strategy for screening the sub-projects to ensure that project-related environmental and social issues are captured. The key aspects for day-to-day management of E&S risks and impacts will be extracted from the ESMF and incorporated into the POM. Annexes to the ESMF include:
 - **Exclusion List (Annex 1):** list of the activity types that are not eligible for funding by the Project.
 - **E&S Screening Form (Annex 2):** this tool is a template for screening E&S risks and site selection considerations for community and interward sub-projects.
 - **E&S Rapid Assessment (Annex 3):** this tool is a template for determining the need for sub-project specific mitigations for community sub-projects.
 - **Environmental and Social Codes of Practice (ESCoP) (Annex 4):** the ESCoPs describe the types of measures to be taken to prevent or minimise environmental or social harm. The ESCoPs will apply to community sub-projects.
 - **Environmental and Social Management Plan (ESMP) Template (Annex 5):** for interward subprojects, an ESMP will need to be prepared, and a template has been provided to guide its preparation. The ESMPs will be prepared by the E&S Officers, supported by the PMU E&S Specialists or external consultants. They will require clearance by the WB before the grant funds can be dispersed.
 - **GBV Prevention and Response Action Plan (Annex 6):** this plan outlines the strategies that Project will adopt to mitigate and respond to risks of GBV and SEA/SH related to the Project.
 - **Labour Management Procedure (LMP) (Annex 7):** procedure that identifies categories of workers that will be employed during the Project and provides guidelines on how these workers will be managed. The LMP includes a Code of Conduct that sets out the obligations to address potential issues that may be caused by workers

conduct, such as OHS, discrimination, cultural respect, SEA/SH, conflict of interest, etc.

- **Land Access Procedure (LAP) (Annex 8):** procedure that establishes the principles and procedures to manage land access. It includes processes for voluntary land donation and provision of government land for community use through a memorandum of understanding.
- **Social and Conflict Analysis (Annex 9):** tool to identify existing social tensions, conflict and civil unrest in the participating provinces and LLGs and develop mitigations to avoid the project exacerbating such issues
- **Job Hazard Analysis Template (Annex 10):** simple procedure to identify occupational health and safety (OHS) risks associated with a task and measures to reduce the risk.
- **Remote and Isolated Worker Procedure (Annex 11):** procedure to manage the risk of working in remote locations.
- **Incident Reporting Procedure (Annex 12):** procedure for the PMU to follow to report and investigate incidents.
- **Chance Find Procedures (Annex 13):** a procedure to follow in the event a site of cultural value or UXO is found during construction works.
- **Abestos Management Guide (Annex 14):** a guide for the management of contractors to be engaged to remove and dispose of asbestos at existing sites that require demolition or renovation as part of a sub-project.
- **Stakeholder Engagement Plan (SEP):** this document identifies and analyses key project stakeholders; describes the process and modalities for sharing information on the project activities and seeking and incorporating stakeholder feedback into project design and during implementation; outlines specific strategies for consultation and information dissemination; and outlines approaches for reporting and disclosure of project documents. The SEP includes the Project GRM, which sets out the process for stakeholders to raise Project-related concerns and grievances.
- **Communications Plan:** this plan will detail the communications and advocacy strategy for engagement with all stakeholders (with a focus on community engagement) will be developed early in Project implementation.
- **Operations and Maintenance Plan (O&M Plan):** O&M plans will be prepared for each community and interward subproject and details the community-based O&M committee, O&M fund (methods of fund raising to support costs of repairs and maintenance) and a schedule of maintenance repairs / activities. For sub-projects with operational E&S risks (such as management of waste at health care facilities), details of who this will be managed will be included in the O&M Plan.

5.3 Summary of Potential Risks and Mitigations

A summary of the potential social and environmental risks and impacts that may result from proposed Project activities, key mitigations, and E&S risk management tools that have been or will be developed is provided in Table 6.

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Table 6: Summary of potential environmental and social risks/impacts and risk management tools

Component / Subcomponent	Risk/Impact	Management Methods	Key Management Tools
Community sub-projects, including top-up grants (Subcomponents 1.1 a; 1.1 b; 1.3 d) Inter-ward sub-projects (Subcomponent 1.3 b)	<u>Exacerbation of existing social tensions, conflict and civil unrest</u> The Project may not understand the existing social tensions, conflict and civil unrest in the ward, and therefore not consider these issues as part of the consultation and sub-project planning process.	The PMU E&S Specialist and PPO E&S Officers to undertake a Rapid Social and Conflict Analysis through engagement with the PPOs, LLG administrators. Action plan (with mitigations) to be developed and implemented through the sub-project cycle. Risk of social tensions, conflict and civil unrest to be considered during sub-project planning and selection.	Social and Conflict Analysis and successive action plan E&S Screening Tool
	<u>Engaging and ensuring equitable project benefits</u> There is a risk that sub-projects are not based on community needs and/or some stakeholders are not represented in consultation activities.	The participatory planning process (as described in the POM) to be followed to identify community needs and prioritize sub-projects.	POM SEP Communications Plan
	<u>Land and livelihood impacts</u> Sub-project will require land and natural resources (e.g., timber) donated by the community (or government in some instances). This could lead to issues if the landowner/s do not fully understand the implications of donating their land or resources or feel pressured by their community to donate.	The LAP describes the process for consultation and consent for land donation, including the situations where land donation is and is not appropriate. Land and livelihood impact to be assessed as part of the sub-project screening process. Involuntary land acquisition and resettlement will be screened out.	LAP SEP Communications Plan
	<u>Impacts on environment and other resource users</u> Sub-projects may impact surrounding communities. For instance, the extraction of water could affect the usability of the water source downstream.	Consider the potential wider geographical impacts of the proposed infrastructure, for example, impact of water collection on downstream users. Implement mitigations (e.g., sedimentation and erosion control) as described in the ESCoP and E&S Rapid Assessment or ESMP. Exclusion of new waterway-related subprojects upstream of the Indonesian border and in the main channels of international waterways.	E&S Rapid Assessment ESCoP E&S Rapid Assessment ESMP Exclusion List E&S Screening Tool
	<u>Funding of Ineligible Activities</u> The sub-projects are small-scale and are not expected to have significant environmental or social impacts. However, each sub-project requires confirmation of this.	A list of sub-project types that will not be funded by the Project (based on their potential for environmental or social impact) are to be provided to the community to avoid such projects being proposed. Sub-projects will be screened as part of EOI preparation to confirm they are not an excluded activity, and this will be re-confirmed/verified as part of the EOI selection.	Exclusion List POM E&S Screening Tool EOI

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Component / Subcomponent	Risk/Impact	Management Methods	Key Management Tools
	<p><u>Generation of waste</u> Construction of the sub-projects will generate waste. While most of this waste can be reused by the community, there are limited options for disposal of hazardous waste. Some sub-projects may generate hazardous waste as part of their operation, for example, health care facilities.</p>	<p>Selection of building materials/methods to avoid generation of hazardous waste, where practicable (for example, use hardwoods or traditional methods for wood treatment to avoid need for chemicals, where practicable). Identification of potential for generation of asbestos waste (e.g. through renovation or demolition of existing buildings) to be undertaken as part of the screening process and budget for a qualified contractor to undertake the removal/disposal (following provided procedure) to be included in the sub-project budget. Where required, include waste disposal infrastructure in sub-project design and include procedure in O&M Plan.</p>	<p>E&S Rapid Assessment ESCoP or ESMP Asbestos Management Procedure Sub-project proposal O&M Plan</p>
	<p><u>Labour-related risks to community and contracted workers</u> Labour-related risks include unclear conditions of employment or volunteering, as well as volunteers expecting payment. (Refer to LMP for further detail)</p>	<p>Employment/Volunteer T&Cs to be provided to workers. No workers (volunteers or contractors) under 18 years old to be engaged.</p>	<p>LMP Employment/Volunteer T&Cs (annex to LMP)</p>
	<p><u>Occupational Health and Safety (OHS) risks</u> The construction of the sub-projects presents OHS risks, as they will largely involve volunteers who may lack experience.</p>	<p>Construction workers to be provided with Personal Protective Equipment appropriate to the risks associated with the workers' role and the budget for this included in the sub-project proposal. Construction workers to complete Job Hazard Analysis (JHA) prior to commencing construction activities and follow any OHS measures described in the ESCoP or ESMP. CDD-SC to oversee implementation of ESCoP/ESMP and JHA.</p>	<p>Sub-project proposal JHA ESCoP or ESMP</p>
	<p><u>Gender-based Violence (GBV)</u> The rate of gender-based violence in PNG is high. Project risks include sexual exploitation, abuse, or harassment involving Project Workers during activities towards other Project Workers or members of the community. Sub-project design may overlook ways to reduce GBV risk for users. (Refer to GBV Prevention and Response Action Plan for further detail)</p>	<p>A comprehensive GBV Prevention and Response Action Plan has been developed for the Project. This plan encompasses mitigation measures related to training, a minimum quota of women in specific roles, inclusive consultation, sub-project selection, etc. Mitigations that connect to the E&S instruments are as follows:</p> <ul style="list-style-type: none"> • all Workers to sign a Code of Conduct that specifically prohibits SEA / SH • personnel safety considered in the design and siting of the sub-projects 	<p>GBV Prevention and Response Action Plan Code of Conduct (annex to LMP) E&S Screening Form</p>

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Component / Subcomponent	Risk/Impact	Management Methods	Key Management Tools
	<p><u>Sub-project not fit-for-purpose</u> Siting and/or design of sub-project is not fit-for-purpose and/or does not consider natural hazards, impacting the viability and sustainability of the sub-project.</p>	<p>The siting of the infrastructure to consider natural hazards (including climate change risks), such as floods, landslides, earthquakes, storm surge, sea level rise. Design to meet relevant building code, where relevant. Standard government designs pre-approved by relevant agencies, to be used, where relevant (e.g., for education or healthcare facilities). The CDWs, TF and PMU engineering advisor to provide support with design (as per the process described in the POM).</p>	<p>E&S Screening Form & Sub-project Proposal</p>
	<p><u>Sub-projects not sustainable due to lack of funds for operations and maintenance (O&M)</u> The sub-grants only cover construction costs, not operations and maintenance. Without secured funds for O&M, the assets may become unsustainable.</p>	<p>Community consultation to set clear expectations that the community and/or government (for government assets) are responsible for O&M of the sub-projects. An overview of how funding will be sourced is to be included in the sub-project proposal. O&M Plans to be prepared as part of project completion process.</p>	<p>SEP Communications Plan Sub-project Proposal O&M Plan</p>
LLG Start-up Grant (Subcomponent 1.2 a)	<p><u>General construction risks</u> Works associated with the electrification of administrative buildings poses OHS risks. Various wastes may be generated as part of the electrification of administrative buildings and office fit out. Hazardous waste is not expected to be generated.</p>	<p>The relevant ESCOP is to be implemented for the works. Above requirements to be specified in the LLG Partnership Agreements.</p>	<p>LLG Partnership Agreements ESCOP</p>
Facilitation Grant (Subcomponent 1.2 b)	<p><u>OHS risks</u> This subcomponent will finance the CDWs, TFs and FFs to travel to remote areas, (i.e., participating wards) to perform their duties. This presents several risks, including those related to travel, limited access to medical facilities, and restricted communication.</p>	<p>A Remote and Isolated Work Procedure has been developed to manage the risk of working in remote locations. It includes a checklist of items the workers should carry with them and requirements for use of vehicles and boats.</p>	<p>Remote and Isolated Work Procedure</p>
Benefit Sharing Pilot (Subcomponent 1.3 a)	<p><u>Various environmental and social risks</u> The social and environmental risks will depend on the scope and scale of the activities that maybe be carried out under the benefits sharing pilot design.</p>	<p>The Terms of Reference (ToR) for the technical assistance for benefit sharing pilot design include E&S screening, assessment and management process.</p>	<p>ToR</p>
FVC Modifications (Subcomponent 1.3 c)	<p><u>Various environmental and social risks</u> The social and environmental risks will depend on the scope and scale of the activities, which is yet to be defined.</p>	<p>The POM will be updated during project implementation and include an E&S screening, assessment and management process for this activity.</p>	<p>POM</p>

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Component / Subcomponent	Risk/Impact	Management Methods	Key Management Tools
Livelihood Enhancement Supports (Subcomponent 1.3 e)	<u>Various environmental and social risks</u> The social and environmental risks will depend on the scope and scale of the activities, which is yet to be defined.	The POM will be updated during project implementation and include an E&S screening, assessment and management process for this activity.	POM
Training and capacity building (Subcomponent 2a)	<u>Labour management risks</u> The risks during training and capacity development activities are limited to labour-related issues such as OHS, SEA/SH, etc.	All Workers to sign a Code of Conduct that specifically prohibits SEA / SH. Travel to remote areas to be managed using the Remote and Isolated Work Procedure.	Code of Conduct (annex to LMP) Remote and Isolated Work Procedure
Support for the National Prevention Strategy (Subcomponent 2b)	<u>Various environmental and social risks</u> Technical assistance and support for developing policy, strategy and regulatory instruments may have potential downstream E&S risks.	ToRs for technical assistance need to be reviewed to ensure its compliance with ESSs and the final documents prepared will be reviewed by DPLGA and the WB to ensure it is consistent with the ToR.	ToR
Project Management, Monitoring and Learning (Subcomponent 3)	<u>Various environmental and social risks</u> Technical assistance and support for developing policy, strategy and regulatory instruments may have potential downstream E&S risks.	ToRs for technical assistance need to be reviewed to ensure its compliance with ESSs and the final documents prepared will be reviewed by DPLGA and the WB to ensure it is consistent with the ToR.	ToR
Contingency Emergency Response (Component 4)	<u>Various environmental and social risks</u> The social and environmental risks will depend on the scope and scale of the response.	A CERC Operations Manual will be developed during project implementation and include an E&S screening, assessment and management process. For each emergency, an EAP will be prepared that will include the E&S implications of the works and any specific E&S instruments to be prepared and/or implemented to manage the E&S risks/impacts	CERC Operations Manual EAP

6 Processes to Manage Environmental and Social Issues

6.1 Community Subprojects

A focus of the overall RSDP-2 is the continuation of providing grants to wards and SIGs for developing small-scale community sub-projects. The process to manage E&S issues throughout the sub-project cycle is well-defined as it is a modified/refined version of the process used during RSDP. This process is described in Table 7, and each sub-project cycle is anticipated to take around 18 months to complete. The E&S risk management processes will be integrated into the detailed description of RSDP-2 subproject cycle in the POM and the Field Manual.

Table 7: Processes to manage environmental and social issues throughout the subproject cycle

Sub-project Process	Description	E&S Management Process
Stage 1: Start up and Project Entry	<p>Target LLGs will sign partnership agreements with DPLGA.</p> <p>PMU will contract and assign two CDWs a TF and FF to each targeted LLG.</p>	<p>E&S requirements to be outlined in Partnership Agreements.</p> <p>Meetings with LLG staff to ensure they understand E&S and participation requirements, including selection criteria and activities not funded (Annex 1).</p> <p>Training for PPO and LLG staff (including CDWs and TFs) on E&S requirements.</p> <p>PMU E&S Specialist and PPO E&S Officer undertake a Social and Conflict Analysis (Annex 9) and prepare mitigation plan.</p>
Stage 2: Community Mobilization and Planning	<p>CDWs and TFs will engage wards and women/youth groups and help mobilize or reactivate ward development committees (WDCs) and CDD-SC. They will facilitate planning meetings to develop or validate ward priorities through participatory processes.</p> <p>Additionally, CDWs will support CDD-SC in preparing expressions of interest (EOI) for sub-projects and summarizing validated ward development priorities.</p>	<p>LLGs, with the assistance of CDWs and TFs, will record all consultation activities.</p> <p>The ward planning process will include representation from a broad range of community members, and attendance will be documented.</p> <p>CDWs will support CDD-SC in preparing expressions of interest (EOI) for sub-projects and summarizing validated ward development priorities.</p> <p>EOIs will include:</p> <ul style="list-style-type: none"> • Completed E&S Screening Form (Annex 2), which includes cross-checking against the Exclusion List (Annex 1). • In-principal agreement for land access from land owner.
Stage 3: Sub-project Selection and Preparation	<p>The LLG Development Committee will assess EOIs using standard criteria. Wards with a selected EOI will then prepare detailed sub-project proposals, including technical designs, for final approval.</p>	<p>LLG Development Committee will be training in E&S requirements and how these should be considered in the screening process.</p> <p>LLG Development Committee screens out non-eligible EOIs by checking against Annex 1 and reviewing the Completed E&S Screening Form.</p>

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		<p>CDW, TFs, and PMU's Engineering Advisor provide technical support, using standard government designs (when applicable), and taking into consideration user-safety and risk of natural hazards. Relevant agencies may review final designs for large or modified projects to fit the sub-grant budget.</p> <p>Proposals include:</p> <ul style="list-style-type: none"> • Completed E&S Rapid Assessment (Annex 3) and appropriate ESCoP (Annex 4). • Consultation minutes and Clan Land Use Agreement (CLUA) as confirmation that non-disputed customary land is available for the subproject OR a signed MOU and land due diligence confirming government/freehold land is available for the sub-project (refer to LAP for details). <p>CDW conducts due diligence on the CLUA/MOU and E&S Rapid Assessment.</p>
Stage 4: Sub-project Implementation and Monitoring	Once the full proposal is approved, the Ward Development Grants will be dispersed and the CDD-SCs start implementing their sub-projects. Construction may commence.	<p>CDD-SC will be trained in E&S management.</p> <p>Volunteers and individual contractors will be recruited by CDD-SC to construct sub-projects using process described in the LMP.</p> <p>CDD-SC, supported by CDWs and TFs, will oversee construction and implementation of the ESCoP (or ESMP) and JHAs. PPO E&S Officers will provide additional E&S oversight. The PMU E&S team will also provide technical support.</p>
Stage 5: Sub-Project Completion	After construction is completed, the PMU and/or PPO will perform technical and financial audits. If the audits return satisfactory results and the operations and maintenance (O&M) plan is validated by the PMU/PPO, the sub-project will be considered complete.	Technical certification by suitably qualified engineer at completion.

6.2 Interward Subprojects

The process for identification of interward subprojects has yet to be defined, however, the process for managing E&S risks associated with interward subprojects will be similar to that of the community subprojects. Once the interward subproject process is confirmed, it will be integrated into the POM and the Field Manual, including processes to manage E&S risks.

Interward sub-projects will require:

1. **Completion of the E&S Screening From (Annex 2).** This will be completed by the CDWs, TFs and PPO E&S Officers, with input from the community members within the wards. Completion of the E&S Screening From includes cross-checking against the Exclusion List (Annex 1).
2. **Securing land access.** This will be undertaken according to the processes described in the LAP (Annex 8) and managed by the PPO E&S Officers with support from the CDWs, TFs.

3. **Preparation of an ESMP** (Annex 5). This will be prepared by the PPO E&S Officer, with support from the PMU E&S Team. In some instances, external consultants may be engaged to prepare the ESMPs. The ESMPs will need to be reviewed/cleared by the World Bank and disclosed before the grant can be dispersed.
4. **Engaging construction companies.** EHS provisions will be incorporated into bidding documents, in accordance with the WB Procurement Framework. This will include the subproject ESMP. The contractor will need to prepare a C-ESMP or ESCOP for their scope of work, depending on the scale and risks associated with the works. This will be confirmed through the ESMP process.
5. **Construction oversight.** The PPO E&S Officer will oversee implementation of the ESMP and C-ESMP/ESCOP, with the PMU E&S team providing additional technical support where required.
6. **O&M Plan.** An O&M Plan is required to outline how the subproject will be financially sustainable and manage any significant E&S risks associated with operation of the subproject (which will be identified through the ESMP).

6.3 Contingency Emergency Response

The process to manage E&S risks associated with emergency response will be incorporated into the CERC Operations Manual that will be developed during project implementation. The CERC Operations Manual will:

- group CERC activities into:
 - activities which can proceed as soon as the CERC is activated and with no additional environmental and social assessment
 - activities which require an environmental and social assessment, stakeholder consultation, and disclosure of the relevant management plans (e.g. ESMP), prior to CERC activities commencing.
- describe potential emergencies and the types of activities likely to be financed and an evaluation of the potential risks and mitigation measures associated with those activities
- identify likely vulnerable groups and/or locations and include, where needed, a social assessment to guide emergency responses, such as potential of exacerbating existing social conflicts.
- include a screening process for the potential CERC activities
- describe the institutional arrangements for implementing E&S requirements
- any needed capacity building measures
- generic guidance on emergency small scale civil works
- description / template for additional E&S instruments which may be required.

An Emergency Action Plan (EAP) will be prepared for each emergency where the CERC is activated. The EAP, to the extent possible, will focus on activities that can be readily implemented on the ground, and which will not result in additional environmental and social risks. The EAP will include a summary of the E&S implications of the proposed activities, and, if needed, list any new E&S instruments to be prepared, including timeline for this.

6.4 Local-level Government Start-up Grant and Facilitation Grant

There will be E&S requirements specified in the agreements with the LLGs, including (but not limited to) requirement for implementation of:

- Relevant measures in the LMP (including those related to OHS and SEA/SH prevention)
- ESCOP for construction/renovation works
- Remote and Isolated Work Procedure.

6.5 Benefit Sharing Pilot

The Terms of Reference (ToR) for the technical assistance for benefit sharing pilot design will include E&S screening, assessment and management process. The ToR and final output from the scope of work will be reviewed by the PMU E&S Specialist to ensure appropriate E&S risk management is captured.

6.6 Livelihood Activities and Fragile, Conflict-Affected and Vulnerable Modifications

The process to manage E&S risks associated with livelihood activities and FVC modifications will be incorporated into the POM during project implementation when these activities are more defined. The POM will include an E&S screening, assessment and management process. The updated POM will be reviewed/cleared by the WB.

6.7 Training and Capacity Building

Details of the training and capacity building activities will be captured in the POM. In terms of E&S risk management, the LMP will be implemented to manage labour-related risks and OHS risks associated with travel to remote areas will be managed through implementation of the Remote and Isolated Work Procedure.

6.8 Project Management, Monitoring and Learning; and support for the National Prevention Strategy

The ToRs for any technical assistance will be reviewed to ensure its compliance with ESSs and the final documents prepared will be reviewed by the PMU E&S Specialist and the WB to ensure it is consistent with the ToR.

7 Stakeholder Engagement Overview

A stand-alone SEP has been developed to describe the Project's program for stakeholder engagement, public information disclosure and consultation. The SEP outlines the ways in which the project team will communicate with stakeholders and provides a mechanism through which people can raise concerns, provide feedback, or make complaints about the project or any activities related to the project. The SEP includes:

- Stakeholder Identification and Analysis
- Stakeholder Engagement Principles
- Summary of Stakeholder Engagement during Project Preparation
- Proposed Stakeholder Engagement during Project Implementation
- Stakeholder Engagement Methods and Tools
- Project Grievance Redress Mechanism

The stakeholder consultation was undertaken during Project preparation to assist in the design for RSDP-2 design and E&S instrument preparation. This included:

- September 2024 and April 2025: consultation with the RSDP PMU, CDWs and RISS Officers representing the participating provinces was to understand the challenges and successes of RSDP and suggestions for improvement to support RSDP-2.
- March, April and May 2025: consultation with key government agencies, development partners, private sector and civil society organisations at national and subnational levels.

Details of the lesson learned are included in the SEP.

The E&S instruments will be disclosed on the DPGLA and WB websites.

8 Implementation Arrangements

8.1 Key Organisations

8.1.1 Department of Provincial and Local Government Affairs

DPLGA has overall responsibility for project implementation including: i) managing the Project and reporting on its progress; ii) staffing and overseeing the work program of the PMU; iii) financing the ward grants and ensuring that the grants are implemented in accordance with approved procedures; iv) monitoring and evaluating the performance of the grants and the Project in general; v) mobilizing relevant sections within DPLGA, including Local Government Services, Capacity Building Division, Performance Monitoring Division and the External Relations Division, to provide support to Project implementation; vi) coordinating RSDP-2 policy concerns with the World Bank and other development partners.

DPLGA is responsible for managing E&S risks as per the Project's Environmental and Social Commitment Plan.

8.1.1 Project Management Unit

A Project Management Unit (PMU) in DPLGA will manage the day-to-day project operations with the support of a Provincial Project Office in each of the target provinces. This includes ensuring the day-to-day implementation of the project's E&S measures.

The Deputy Secretary – Performance Monitoring and Implementation, will act as the RSDP Project Director, through the Director of the LLG Services Division, providing technical oversight.

The PMU will consist of a Project Manager, Deputy Project Manager and various technical specialist. Key E&S roles will include an E&S Specialist; Gender and GBV Specialist; and Communication Specialist. Two DPLGA officers will also be assigned for each LLG to work closely with the PMU and PPO staff to support and monitor subproject implementation.

8.1.2 Project Steering Committee

A multi-agency Project Steering Committee (PSC) will coordinate, oversee and guide project implementation. The PSC will be chaired by the Secretary of DPLGA and include representatives from relevant government departments.

8.1.3 Provincial Project Office

Implementation of RSDP will be closely coordinated with the concerned provincial and district government offices.

The PPO will work in close cooperation with provincial, district, and LLG administrations. Each PPO will comprise: a Provincial Coordinator; Finance Officer; Procurement Officer; E&S Officer; and Administrative Assistant.

8.1.4 Local-level Government Administrations

Participating LLGs in the target provinces will organize and lead an LLG Development Committee (LLG-DC) which will be the focal point for determining the sub-projects within the LLG as well as for supporting wards with the preparation and implementation of sub-projects. Two Community CDWs, a TF and a FF will be contracted for each LLG, who will be funded by the Project but work as part of LLG administration with the LLG Manager, Project Officer, and Financial Officer to facilitate and monitor the preparation and implementation of subprojects.

8.1.5 Ward Arrangements

The WDC is an existing committee consisting of the Ward Councillor (Chair) and WDC members. oversee the implementation of the CDD process within the Ward and will recruit members to fill positions within the CDD-SC and oversee their effective implementation of the sub-projects, including implementation of the E&S requirements, which will be the responsibility of a dedicated person within the CDD-SC.

The CDD-SC, organized as part of the WDC, will comprise of a WDC member as Chairperson and members of the community benefitting from the proposed sub-project or special interest groups within the ward. The role of CDD-SC is to: i) prepare EOIs, E&S Screening, E&S Rapid Assessment and subproject proposals; ii) implement sub-projects in accordance with the approved E&S instruments, work and financial plan; iii) execute Project funds in accordance with RSDP-2 policies and the approved work and financial plan (i.e. manage Ward Development transactions); and iv) monitor implementation and submitting reports on the project as per the guidance and templates provided in the POM.

An Operation and Maintenance Committee will also be established, tasked with organizing and managing the operation and maintenance of the sub-project through the implementation of the O&M Plan for the sub-project.

An overview of the management arrangements is provided in Figure 3.

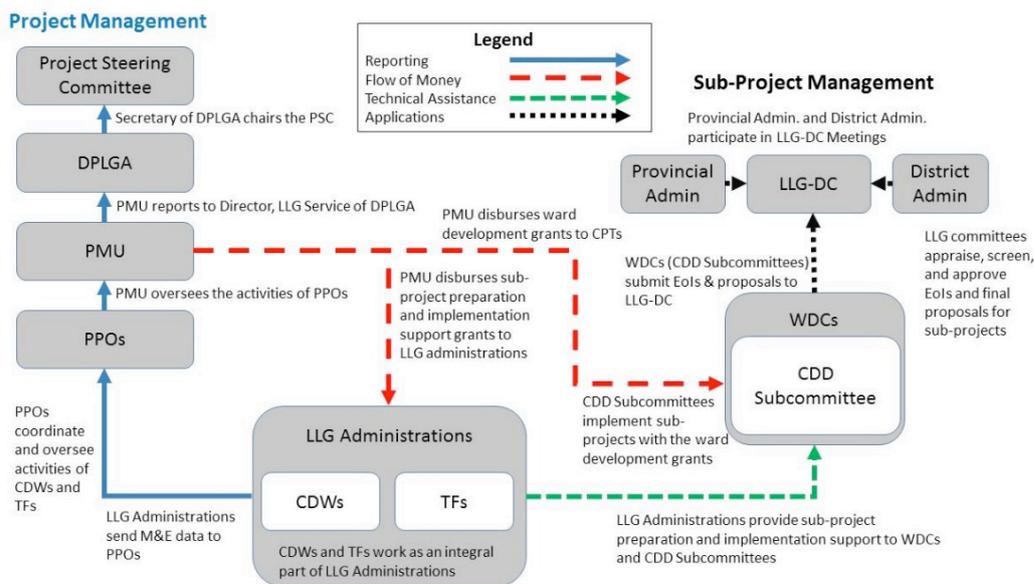


Figure 3: Overview of Project management arrangements

8.1.6 World Bank

The WB will finance RSDP-2 through a financing agreement and other financing instruments entered into between the WB and the Government of PNG. The financing agreement also commits the World Bank to provide support to the Government in the implementation of the Project and specifically undertake together with Government at least semi-annual missions to review the implementation progress under the project and to provide advice on ways to enhance implementation performance.

8.1.7 Key Environmental and Social Roles

Key roles within the Project responsible for implementation of the E&S instruments are:

National-level

- PMU E&S Specialist, responsible for:
 - Leading implementation of the ESCP, ESMF, LAP, LMP and SEP and ensuring these requirements are integrated into the POM, Field Manual and other relevant project implementation documents.
 - Coordinating the PPO E&S Officers' activities
 - Providing technical oversight of the E&S aspects of the CDD subproject process, including review of proposals and E&S instruments and monitoring E&S implementation.
 - Coordinating the management of project grievances
 - Coordinating E&S monitoring and reporting including E&S inputs for Quarterly Progress Reports and incident notification and reporting as required.
 - Leading development and implementation of the Project's E&S capacity building plan – including preparing/delivering E&S related aspect of the training modules
 - Providing E&S-related technical assistance to the Project Team
- PMU Communications Specialist, responsible for:
 - Supporting engagement with national-level stakeholders and potential project partners
 - Supporting the implementation of the effective implementation of the project's SEP including public consultations and information dissemination activities.
 - Leading project communication activities including preparing and distribute project-wide communication materials; and reviewing province/LLG/ward-level communication materials to ensure consistency of messaging
- PMU Gender and GBV Specialist, responsible for:
 - Leading implementation of the GBV Prevention and Response Action Plan
 - Supporting the Project's Procurement Officer to ensure CoC are included in contracts and staff are inducted and provided regular refresher training.
 - Coordinating and facilitating GBV-related training
 - Managing GBV-related grievances
 - Providing GBV-related technical assistance to the Project Team at national, provincial and LLG levels.
 - Engaging with stakeholders (e.g., NGOs) on GBV-related support partnership opportunities

Provincial-level

- PPO E&S Officer (one in each participating province), responsible for:
 - Leading implementation of project E&S management measures in accordance with the ESMF, POM and Field Manual.
 - Ensuring the effective implementation of the project's stakeholder engagement activities in accordance with the SEP.
 - Leading the implementation of the conflict and social analysis at provincial and district levels
 - Coordinating and Supporting CDWs and TFs in undertaking the E&S aspects of their roles, including implementing E&S aspects within the CDD sub-project cycle
 - Supporting the CDW and TF with the implementation of the project's Land Access Procedure
 - Supporting the CDW and TF with oversight on ESCoP implementation during sub-project construction.
 - Coordinating the management of project grievances and/or incidents
 - Providing E&S-related technical assistance to the PPO and LLG administration.

LLG-level

- Although not specifically E&S staff, the CDWs (two in each LLG) and TFs (one in each LLG), will be ‘face’ of the project within the participating wards and the connection between the communities and the Project, and responsible for:
 - Supporting the WDC and CDD-SCs in preparing EOIs and proposals (including the E&S Screening and land access process)
 - Supporting community engagements and recording minutes
 - Implementation of conflict management measures at Ward level
 - Supporting the CDD-SCs during construction of their sub-projects and implementation of E&S instruments (i.e. ESCoP)
 - Overseeing the implementation of the GRM at the ward level
 - Supporting and recording Ward level E&S reporting.

8.2 Capacity Building

Training and capacity-building activities will include awareness and training on the following E&S-related topics:

- Community participation process and social inclusion
- Voluntary land donation
- GBV and SEA/SH risks, mitigation and response and importance of women and youth involvement in the Project, and the contents of the Code of Conduct
- Committee governance
- Grievance management
- Environmental and social risks and mitigations, including key aspects of the ESMF and implementation of the Field Manual
- Implementation of the ESCoP and/or ESMP, including OHS and labour management
- Implementation of sub-project specific Operations and Maintenance (O&M) Plan

This will be undertaken over the four capacity building modules that are planned for each sub-project cycle. A summary of the E&S-related training topics to be included in each of the capacity building modules is provided as Table 8. In addition to the capacity building modules, the CDW and TFs will provide awareness and training on E&S related topics to the WDC and CDD-SCs as part of the outreach activities in Stage 2 of Component 1.

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Table 8: Environmental and social-related training

E&S Topics	Capacity building modules			
	Provincial orientation	Intensive training	Sub-project appraisal	Sub-project implementation
Module				
Target participants	provincial, district, and LLG partners	CDW and TF	LLG and district administration	WDC, CDD-SC and contractors (where relevant)
Community participation process and social inclusion	X	X		
Voluntary land donation		X	X	
GBV and SEA/SH	X	X	X	X
Committee governance	X	X		
Grievance management	X	X		
Environmental and social risks and mitigations	X	X	X	
Implementation of the Environmental Code of Practice and/or ESMP		X		X
Implementation of sub-project specific Operations and Maintenance (O&M) Plan				X

8.3 Environmental and Social Risk Management Budget

An indicative budget for implementing the ESMF and other E&S risk management tools is provided in Table 9. The E&S risk management costs associated with construction of the sub-projects will vary depending on the scale and risks specific to the sub-project. A rough guide of items that need to be costed for is provided in Table 10 and a proper cost estimate will be included in the sub-project budget. The costs associated with delivering the capacity building and training are captured in the overall Project budget for Component 2.

Table 9: Indicative implementation costs (USD)

Description	Quantity	Unit cost*	Annual cost
<i>E&S Staff Salary</i>			
PMU E&S Specialist	1	35,000	35,000
PMU Communications Specialist	1	35,000	35,000
PMU Gender and GBV Specialist	1	35,000	35,000
PPO E&S Officer	11	25,000	27,5000
<i>Communications & GRM</i>			
Toll-free number	1	25,000	25,000
Website			
Advertising			
Venue hire & catering			
Printing			
<i>Travel for E&S Staff (per province)</i>			
Flights	11	25,000	275,000
Accommodation & meals			
Hire car/boat			
First aid & other field equipment			
<i>Equipment for E&S Staff</i>			
Computer & software	18	2,000	36,000
PPE			
Phone			
Total (per year)			716,000

*Indicative average cost each year considering inflation (e.g., cost will be lower at the start of the project and higher during the final year)

Table 10: Indicative environmental and social risk management costs for sub-projects (USD)

Description	Quantity	Unit cost	Total cost
PPE	25	100	2,500
First aid kit	1	100	100
Spill prevention (e.g., drip trays)	5	20	100
Asbestos management (applicable to some sub-projects only)	1	5,000	5,000
Total (per sub-project)			7,700

8.4 Environmental and Social Monitoring and Reporting

8.4.1 Monitoring and Evaluation

A monitoring and evaluation system will be established that will build on the Management Information System (MIS) developed during RSDP. Existing tablet-based data collection tools will be retained and enhanced, with upgrades focusing on improved data storage, automated validation, querying, visualization, and reporting functionalities. The MIS will adopt a modular design, allowing new features to be added over time, including specialized modules for real-time reporting on indicators and implementation progress across project phases. The system will also pilot the use of artificial intelligence tools to enhance reporting quality. Field staff will be equipped with tablets for continuous field-level reporting.

8.4.2 Project Management Unit Progress Reports

The PMU will prepare and submit monitoring reports to the WB every 6 months. The reports will include information on the environmental, social, health and safety (ESHS) performance of the Project, including items such as:

- Status of preparation and implementation of E&S documents required under the ESCP, including ESMPs if required for interward sub-projects.
- Status of establishment of the PMU, PPOs and hiring of E&S staff.
- Summary of stakeholder engagement activities carried out as per the Stakeholder Engagement Plan.
- Complaints submitted to the grievance mechanism(s), the grievance log, and progress made in resolving them.
- E&S performance of each sub-project as reported through the CDD-SC reports or contractor reports (if construction contractor firms are engaged to construct sub-projects).
- Number and status of resolution of incidents and accidents.

The report will be prepared based on the CDD-SC progress reports and site visits undertaken by the PPO and PMU.

8.4.3 Sub-project Progress Reports

The CDD-SC will prepare quarterly progress reports on their sub-projects (which will be verified by the CDWs, TFs). The content of the reports will vary depending on the stage of the sub-project, however, will generally include information on:

- summary of engagements undertaken
- status of determining ward development priorities

- status of EOIs and proposals
- any E&S-related issues (including functioning of the E&S management processes and tools) and how they are being addressed
- implementation of the ESCoPs (and ESMPs) during sub-project construction.

The PPOs will consolidate sub-project reports at the provincial level and provide these to the PMU and DPLGA through the engaged DPLGA officers.

8.4.4 Incident Reporting

The PMU will notify the WB of any incident or accident relating to the project which has, or is likely to have, a significant adverse effect on the environment, the affected communities, the public or workers. Details of the reporting process are included as Annex 12.

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ANNEX 1 EXCLUSION LIST

The following types of subprojects are ineligible for funding and will not be supported by RSDP-2.

<ul style="list-style-type: none"> • Any activity classed by Conservation and Environmental Protection Agency (CEPA) as Level 2 or 3 under the Environmental Regulations 2002 (see supporting list). 			
<ul style="list-style-type: none"> • Located in an area subject to natural hazards and other potential climate change events (below sea level, subject to frequent flooding or storm surge, sea level rise, earthquakes, steep slopes, etc)¹ 			
<ul style="list-style-type: none"> • Located in disputed territories. 			
<ul style="list-style-type: none"> • New surface water-related subprojects in the upper reaches of the Fly River and Sepik River catchments (upstream of the Indonesian border) or along the main channel of the Fly River or along the main channel of the Sepik River. Activities in these specific areas are limited to rehabilitation, upgrading and modernization of existing, small-scale surface water-related subprojects which will not adversely change the quantity and quality of water flows. 			
<ul style="list-style-type: none"> • Located in sensitive environments (close to waterways, old growth forests, high biodiversity areas etc) 			
<ul style="list-style-type: none"> • Involve significant conversion, clearance or degradation of critical natural habitats, forests, environmentally sensitive areas, significant biodiversity and/or protected conservation zones (as defined by World Bank and CEPA) 			
<ul style="list-style-type: none"> • May interfere with cultural heritage, sacred sites, graves or archaeological sites 			
<ul style="list-style-type: none"> • Could result in irreversible damage to rare or endangered species and/or non-replicable cultural property, irreplaceable cultural relics, historical buildings and/or archaeological sites 			
<ul style="list-style-type: none"> • Construction of large-scale infrastructure beyond the budget or technical abilities of staff and communities such as large buildings, dams, large seawalls, large-scale irrigation channels, gazetted roads and traffic bridges 			
<ul style="list-style-type: none"> • Activities that involve the following: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> - Involuntary land acquisition of customary land. - Land that has disputed ownership or absentee landowners. - Donation of landholdings or productive land that would reduce the landowner/donors livelihood below current levels (nominally no more than 10% of landholdings / productive land). - Physical or economic displacement², and restriction of access to traditional lands or resources. - Customary landowners/donors that do not directly and significantly benefit from the project. - Extensive³ land or forest clearing or tree felling. - Purchase of chainsaws, mobile sawmills, logging equipment for commercial logging operations / Production or trade in wood or other forestry products from unmanaged forests. - Land reclamation / Sourcing materials (sand, gravel) from unregistered quarries. - Extensive use of pesticides, fertilizers or hazardous chemicals / Use or storage of hazardous materials or toxic chemicals / Production or trade in pesticides/herbicides subject to international phase outs or bans. - Will negatively affect long-term sustainability of water sources or natural resources or up/down-stream users / Construction or repair of a dam that is higher than five meters. - Activities that involve significant conversion or degradation of critical natural habitats (e.g., protected areas), or environmental gains do not outweigh potential losses. - Activities that will cause, or have the potential to result in, permanent and/or significant damage to nonreplicable cultural property, irreplaceable cultural relics, historical buildings and/or archaeological sites. - Production or trade in any product or activity deemed illegal under host country laws or regulations or international conventions and agreements / Manufacture or use of environmentally hazardous materials and goods. - Purchase of guns; large amount of pesticides, insecticides, herbicides and other dangerous chemicals; asbestos⁴, and other investments detrimental to the environment. </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> - Production or trade in or movement or use of unbounded asbestos fibers. - Support to commercial-scale marine or coastal fishing, such as pelagic drift net fishing, that would be harmful to vulnerable and protected species in large numbers and damaging to marine biodiversity and habitats / Fishing using electric shocks and explosive materials (note: support for small-scale and subsistence fisheries are not excluded). - Luxury consumption or the use and/or financial gain of single individuals or private companies / Directly support or promote a political party or candidate. - Payment of compensation for settling inter-familial or tribal matters - Payment for salaries of public servants or individuals who are recruited to work for profit-making purposes in an operational capacity. - Payment for scholarships / financing or supplementing a loan with private individuals or financing institutions. - Exacerbates the marginalization of certain religious, social or ethnic groups / Activities that benefit or favour one group in the community more than others, or private interests. - Concerns religious infrastructures and services (note: support for community services provided by religious groups is not excluded). - Harmful or exploitative forms of forced labour / harmful child labour or those that exploit or discriminate against women, children, the elderly and disabled, and other vulnerable persons. - Production or processing and use of alcoholic beverages, tobacco, or narcotics (including betel nut). - Directly or indirectly support the extraction, processing or sale of pearls, precious stones and other mineral resources. - Use of weapons or those that promote a military or paramilitary purpose. - Trade in wildlife or wildlife products regulated under the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES). - Allow transport of coal, peat or other fossil fuels as part of overall service, conventional heavy bunker fossil fuel vessels. - Distribution of household solar kits. </td> </tr> </table> 		<ul style="list-style-type: none"> - Involuntary land acquisition of customary land. - Land that has disputed ownership or absentee landowners. - Donation of landholdings or productive land that would reduce the landowner/donors livelihood below current levels (nominally no more than 10% of landholdings / productive land). - Physical or economic displacement², and restriction of access to traditional lands or resources. - Customary landowners/donors that do not directly and significantly benefit from the project. - Extensive³ land or forest clearing or tree felling. - Purchase of chainsaws, mobile sawmills, logging equipment for commercial logging operations / Production or trade in wood or other forestry products from unmanaged forests. - Land reclamation / Sourcing materials (sand, gravel) from unregistered quarries. - Extensive use of pesticides, fertilizers or hazardous chemicals / Use or storage of hazardous materials or toxic chemicals / Production or trade in pesticides/herbicides subject to international phase outs or bans. - Will negatively affect long-term sustainability of water sources or natural resources or up/down-stream users / Construction or repair of a dam that is higher than five meters. - Activities that involve significant conversion or degradation of critical natural habitats (e.g., protected areas), or environmental gains do not outweigh potential losses. - Activities that will cause, or have the potential to result in, permanent and/or significant damage to nonreplicable cultural property, irreplaceable cultural relics, historical buildings and/or archaeological sites. - Production or trade in any product or activity deemed illegal under host country laws or regulations or international conventions and agreements / Manufacture or use of environmentally hazardous materials and goods. - Purchase of guns; 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¹ In cases where the LLG is in a low-lying area subject to inundation, the TF and PPO E&S Officers will use their best judgment on site selection and suitability. PNG experiences frequent earthquakes, the intention is to avoid areas that would be at greater risk in the event of an earthquakes (e.g., susceptible to landslides).

² Other than minor impacts on economic assets

³ Greater than 420m²

⁴ Asbestos removal is permitted, although this much be carried out by a competent contractor

Environmental (Prescribed Activities) Regulation 2002

Level 2 Activities:

- Drilling of oil and gas wells.
- Any drilling programme at a defined prospect where the aggregate depth of all holes drilled is greater than 2,500 metres.
- Mechanised mining on a Mining Lease issued under the Mining Act 1992 involving non – chemical processing of no greater than 50,000 tonnes per annum.
- Gravel extraction operating continuously for more than 6 months and involving the extraction of no greater than 10,000 tonnes per annum.
- Quarrying involving the extraction of no greater than 100,000 tonnes per annum.
- Activities carried out under a Timber Authority issued under the Forest Act.
- Cement clinker manufacturing and grinding.
- Manufacturing of products by any chemical process in works designed to produce more than 100 tonnes per year of chemical products.
- Manufacture of fibre –reinforced plastic (FRP) in works with a capacity of more than 50 tonnes per year.
- Manufacture of acrylic compounds, fertilizers, herbicides, insecticides or pesticides by any chemical process.
- Manufacturing operations involving the use of toluene di –isocyanate, methylene di – isocyanate, chlorofluorocarbons and halons.
- Manufacturing of organic chemicals requiring a Petroleum Processing Facility Licence issued under the Oil and Gas Act 1998.
- Pipeline transport and storage and using facilities with a holding capacity of more than 0.5 million litres.
- Activities associated with a logging operation which are or should be undertaken under a timber permit or a licence, unless such licence holder is a subcontractor of a timber permit, (including sewage disposal, camp construction including power & water reticulation, operation of machinery workshops and construction of road and other infrastructure works including wharf and ship loading and unloading facilities).
- Operation of stationary sawmills and treatment facilities with a production capacity of greater than 30,000 m³ per year of sawn timber.
- Chemical treatment of timber using copper –chrome –arsenate solutions with a capacity of greater than 100 tonnes of treated wood product per year.
- Processing of wood to form veneer, plywood, particleboard or fibre board.
- Processing of wood, wood products, waste paper or other cellulose materials to form pulp, paper or cardboard.
- Mechanised mining on a Mining Lease under the Mining Act 1992 involving chemical processing of no greater than 50,000 tonnes per annum.
- Mechanised mining on a Mining Lease issued under the Mining Act 1992 involving non – chemical processing of more than 50,000 tonnes per annum.
- Mineral beneficiation or processing other than alluvial mining in accordance with an Alluvial Mining Lease issued under the Mining Act 1992.

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- Quarrying involving the extraction of more than 100,000 tonnes per year.
- Gravel extraction operating continuously for more than 6 months and involving the extraction of more than 10,000 tonnes per year.
- Commercial salt harvesting.
- Intensive animal industries including the raising of cattle, sheep, pigs, poultry and crocodiles with an annual production capacity of more than 200 animal units.
- Operation of livestock holding pens with a capacity of more than 2,000 animal units per year.
- Operation of aquaculture facilities with a design discharge flow rate greater than 1 per day or 100 tonnes of wet product per year.
- Aquaculture carried out in “open sea” (cage) operations.
- Agricultural cultivation of an area greater than 1,000 hectares.
- Processing of alcoholic and non-alcoholic beverages in a plant with a design production of more than 5,000 litres per day.
- Operation of abattoirs and poultry processing facilities processing more than 200 animal units per year.
- Processing coconut oil in plants producing more than 10,000 tonnes per year.
- Processing of coffee or cocoa in plants producing more than 5,000 tonnes per year
- Palm oil extraction and processing in plants producing more than 5,000 tonnes per year.
- Seafood processing operations which involve the production of more than 500 tonnes per year.
- Production of stock feed in mills producing more than 5000 tonnes per day.
- Processing of latex and rubber in operations producing more than 500 tonnes per year.
- Sugar refining operations with a production capacity of more than 5,000 tonnes per year.
- Operation of hydroelectric plants with a capacity of more than 2 Megawatts (MW).
- Operation of fuel burning power stations with a capacity of more than 5MW, but not including emergency generations.
- Operation of fuel burning appliances including furnaces and boilers with a rated thermal output of 20MW.
- Sewage treatment in plants serving more than an equivalent population of 5,000 people.
- Septic tank sludge disposal systems intended to serve an equivalent population of greater than 500 people.
- Operation of public and private landfills for the disposal of municipal waste, serving a population of more than 10,000 people.
- Incineration, reprocessing, treatment or disposal of industrial or biomedical waste of a capacity greater than 10 tonnes per year.
- Operation of rendering works with a capacity of greater than 500 tonnes per year.
- Recycling waste material including but not limited to glass, oil, metal, paper and putrescible materials with a capacity greater than 100 tonnes per year.
- Commercial drum reconditioning.
- Operation of maritime construction, deballast and repair facilities designed to handle vessels of a mass of greater than 50 tonnes.

- Construction of marinas and boating facilities designed or used to provide moorings for more than 50 powered vessels at any one time.
- Operation of potable water treatment plants with a design capacity of greater than 1 million litres per day.
- Construction of aerodromes or airfields except unpaved airstrips more than 10 km from an urban area.
- Construction of new national roads.
- Construction of electricity transmission lines or pipelines greater than 10 km in length.
- Construction of housing estates with an area of more than 5 hectare.
- Damming or diversion of rivers or streams.
- Discharge of waste into water or onto land in such a way that it results in the waste entering water, except where such discharge is ancillary or incidental to, or associated with, any other activity in this Regulation in which case that category of activity will apply to the discharge of waste.
- Abstraction or use of water for commercial purposes, except where such abstraction or use is ancillary or incidental to, or associated with, any other activity in this Regulation in which case that category of activity will apply to the abstraction or use of water.
- Import or export of ozone depleting substances or pesticides.

Level 3 Activities

- Activities involving investment of a capital cost of more than K50 million, except where such investment is made in pursuing an activity otherwise dealt with in this Regulation in which case that category of activity will apply to the investment.
- Activities involving the generation of a volume of liquid waste of more than 7,000,000 m³ per year (approximately 20 million litres per day).
- Activities that will involve the discharge, emission or deposit of hazardous contaminants, except where such discharge, emission or deposit is ancillary or incidental to, or associated with, any other activity in this Regulation in which case that category of activity will apply to the discharge, emission or deposit.
- Activities that may result in a significant risk of serious or material environmental harm within Wildlife Management Areas, Conservation Areas, National Parks and Protected Areas or any area declared to be protected under the provisions of an International Treaty to which Papua New Guinea is a party and which has been ratified by the Parliament of the Independent State of Papua New Guinea.
- Activities involving investment of a capital cost of more than K20 million and which involve manufacturing or chemical processes not previously used in Papua New Guinea.
- Manufacture of hazardous contaminants, except where such manufacture is ancillary or incidental to, or associated with, any other activity in this Regulation in which case that category of activity will apply to the manufacture.
- Logging operations where the minimum annual allowable cut is greater than 70,000 m³ per annum.
- Any large scale clearing carried out under section 90(a), (b), (c) or (d) of the Forest Act.
- Mining activities which require the issue of a Special Mining Lease under the Mining Act 1992.

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- Mechanised mining on a Mining Lease involving chemical processing, except where the activity falls within the ambit of a Category B, Level 2 activity.
- Extraction of off shore coral deposits for roading, commercial lime making or similar use.
- Submarine tailings disposal.
- Recovery, processing, storage or transportation of petroleum products requiring the issue of a Petroleum Development Licence or a Pipeline Licence under the Oil and Gas Act 1998.
- Refining of petroleum or manufacture and processing of petrochemicals or liquefaction of natural gas requiring a Petroleum Processing Facility Licence issued under the Oil and Gas Act 1998 except where the activity falls within the ambit of a Category B, Level 2 activity.
- Construction of major hydropower schemes or water supply reservoirs inundating an area greater than 5 km².
- Construction of sea ports and ship repair facilities serving ships of an individual tonnage of more than 500 tonnes.
- Infrastructure construction that requires the reclamation of more than 5 hectares of land below the high-water mark.
- Construction of sewage treatment plants designed to serve an equivalent population of greater than 50,000.
- Aquaculture operations designed to discharge a volume of waste greater than 10 million litres per day.
- Construction and operation of municipal landfills serving populations of more than 20,000 people.
- Construction of commercial sites for the storage, treatment, reprocessing, incineration or disposal of hazardous contaminants.

ANNEX 2 ENVIRONMENTAL AND SOCIAL SCREENING FORM

This form is to be used by the CDD Subcommittee, TFs, and CDWs to screen potential environmental and social issues in sub-projects, supported by the PPO E&S Officer where required. It should be completed as part of the sub-project EOI stage and submitted with the EOI.

The items related to site selection should ideally be considered at the EOI stage as this is when the land access process needs to be followed.

The purpose of screening is to (i) check that the subproject is eligible for funding, (ii) consider risks that would make the sub-projects unviable, and (iii) consider risks that are mitigated through site selection (as this is when the land access needs to be secured).

Name and role of person/s completing assessment:

Sub-project name / code:

Location: Village, Ward, LLG and Province

Brief description of subproject:

No.	Subject	Screening question	Y, N, n/a	Note/Comment <i>(column to be completed with additional information – use separate sheet if more space is required)</i>
1	Ineligibility for financing	Is the subproject listed in the exclusion list?		<i>if yes, subproject is not eligible funding.</i>
2a	Impacts to international waterways from surface water-related subprojects (e.g., surface water-fed water supply systems, improvements to drainage, riverbank stabilization, and irrigation canals for agriculture activities, etc.)	Is the subproject related to surface water use or alteration?		<i>If no, continue to Question 3.</i>
2b	Note: surface water-related subprojects do not include water supply subprojects that utilise groundwater (e.g., bores, wells, etc).	Is the surface water-related subproject located in the: <ul style="list-style-type: none"> • Fly River catchment area upstream of the Indonesian border or • Sepik River catchment area upstream of the Indonesian border or • main Fly River channel downstream of the Indonesian border or • main Sepik River channel downstream of the Indonesian border 		<i>If yes, surface water-related subprojects are limited to upgrading of existing subprojects that are not expected to cause any appreciable harm to Indonesia’s water use.. No new surface water-related subprojects can be funded.</i>
2c		Is the proposed surface water-related subproject utilise a tributary of the Fly River or Sepik River downstream of the Indonesian border?		<i>If yes, new surface water-related subprojects are permitted if the sub-project is not expected to cause any appreciable harm to Indonesia’s water use.</i>

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3	What major hazards apply to the selected site and could affect the sub-project? (Circle or highlight those that apply)	Sea level rise Earthquake Cyclone Storm Surge Flooding Drought Landslide Wildfire Tsunami Industrial hazards Volcanic eruption Other (write):		<i>Is the proposed site appropriate? Can risks associated with the hazards be reduced by different siting or location? Are measures possible around the subproject site to reduce hazard risk, to approve the location? Provide comments/conditions:</i>
4a	Land ownership	Has the proposed site been identified as customary, freehold or government land?		
4b	<i>See section Land Access Procedure for details on requirements</i>	Does disagreement about the ownership of the land selected exist?		
		For Government and Freehold land:		
4c		Is the existing leaseholder willing to provide the land for the project?		
4d		Are there any others informally occupying or using the land?		
		a. Using land for residential purposes?		
		b. Using land for economic/livelihood activities?		
		For Customary Land:		
4e		Does anyone have any gardens, crops or fixed assets on the nominated land? Will their livelihood be negatively affected?		
4f		Is the land more than 10% of the donor's landholdings?		
5a	Conflict and personal safety	Will the location of the proposed sub-project location likely to cause conflict or community tensions?		<i>If yes, need to understand how this could be mitigated, or if another site could be used</i>
5b		Is the location of the proposed sub-project safely accessible for women and children?		<i>If no, need to understand how this could be mitigated, or if another site could be used</i>
6a	For water supply projects	<u>Surface water extraction:</u> Is the proposed source located downstream of potential contamination sources?		<i>If yes, consider using a different source</i>
6b		<u>Ground water extraction:</u> Is the proposed well/bore located within 20m of septic system?		<i>If yes, consider using a different location</i>
7a	Hazardous materials	Will the sub-project involve the demolition or renovation of building containing asbestos?		<i>If yes, this does not preclude the sub-project for funding, however, the cost for the asbestos to be professionally removed will need to be considered in the budget.</i>
7b		Will the sub-project produce hazardous waste as part of operations (e.g., a healthcare facility)?		<i>If yes, this does not preclude the sub-project for funding, however, the cost for waste disposal equipment will need to be considered in the budget.</i>
8	Other notable issues			<i>Describe</i>

ANNEX 3 RAPID ENVIRONMENTAL AND SOCIAL ASSESSMENT

This form is to be used by the CDD Subcommittee, TFs, PPO E&S Officers and CDWs to identify potential environmental and social issues in sub-projects. It should be completed as part of the sub-project proposal stage once the EOI is selected.

The purpose of Rapid E&S Assessment is to (i) identify potential negative environmental and social risks and impacts; and (ii) identify appropriate specific mitigation measures for activities with adverse risks or impacts. Detailed mitigations for general E&S issues are found in the E&S tools and do not require repeating in this form. Additional mitigations identified as part of this Rapid E&S Assessment will be implemented with the ESCoP.

Name and role of person/s completing assessment:

Sub-project name / code:

Location: Village, Ward, LLG and Province

Brief description of subproject: Include resources/materials (e.g., labour [skilled, unskilled], construction materials, machinery, water, etc) required for construction and operation

Target beneficiaries of the subproject: e.g., community/ individual groups/ age groups

Describe how the subproject design considers the needs of woman and people with disabilities (if relevant):

- **Attach map of site showing nearby watercourses, sensitive ecosystems, garden, roads, houses, etc.** (Note: this information may be able to be sourced from the Basic Ward Profile data)
- **Attach photos of site and surrounding environment.**

Assessment:

No.	Subject	Question	Response
Design and Construction			
1a	Natural resource use	Will cutting of timber for bush materials be required? If so, how much timber will be used?	<i>Limit per project is around 420 m2 of land clearance. Where select trees will be harvested for timber over a larger area (which is preferred), the number of tress that can be felled is around 300.</i>
1b		Will the project involve use or extraction of gravel, sand or rock/pebble from coastal areas and/or the local area? Where will	

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		these be sourced? If so, has permission been given by relevant persons and an agreement signed?	
2a	Dust and smoke	Will the subproject construction cause increased dust level at the site, or generate smoke?	<i>Identify the sources, e.g. barren soil, disturbed ground, solid waste dumped at the sites, sand, gravel loaded at the site etc.</i> <i>Describe the distance from the nearest house</i>
3a	Noise and vibration	Will the subproject construction generate high noise and vibration	<i>Identify the sources, e.g. drilling, pile driving, steel/timber cutting and the time that noise/vibration lasts.</i> <i>Describe the distance from the nearest house to noise sources</i>
4a	Waste	What types of waste will be produced during construction and how will they be disposed of?	<i>List</i>
4b		Does the sub-project have potential to affect gardens with spoil or wastewater?	<i>If so, describe how this can be avoided.</i>
4c		Does a waste disposal area exist in or near to the project site (and away from waterways)?	
4d		What are the current methods of waste disposal in the community?	
5a	Water quantity / quality	Will the subproject withdraw large volume of groundwater in a coastal area (which may lead to the risk of salinity intrusion)?	<i>If so, can the bores be spaced out, and/or another source of water used?</i>
5b		Will the subproject extract or use a large amount of water in local river/streams may cause shortage to water supply to other users in the locality?	<i>If so, can several water sources be used to reduce demand on a single source?</i>
5c		For water supply projects that use surface water, have you sent a sample of the water for testing? If so, what are the results? Is the water safe for drinking?	<i>Refer to Schedule 2 of the Public Health (Drinking Water) Regulation 1984</i>
6a	Other notable issues	Any other environmental or social issues associated with design or construction of the sub-project?	<i>Describe</i>
Considerations for Operations			
6a	Worker's health & safety	Will the subproject require training and health and safety management for workers to allow for safe operation?	<i>If yes, this needs to be included in the Operations & Maintenance Plan</i>
7a	Other notable issues	Any other environmental or social issues associated with operation of the sub-project?	<i>Describe</i>

Summary of potential E&S issues and management measures (to be filled in to capture the mitigations identified in the table above, if any)

Topic	Potential issues	Management measures

The following tools will be used to manage E&S risks of the sub-project:

- This Rapid E&S Assessment
- ESCOP for General Construction Activities
- ESCOP for _____ (insert specific ESCOP that aligns with the type of sub-project)
- Job Hazard Analysis
- Individual Contract Worker Employment Template
- Community Worker Employment Template
- Worker Code of Conduct
- Chance Finds Procedure
- Asbestos Management Guide (*if applicable*)

ANNEX 4 ENVIRONMENTAL AND SOCIAL CODES OF PRACTICE

These codes of practice cover general E&S issues associated with:

- General construction activities
- Buildings (classrooms, community halls, aid posts)
- Small roads and access tracks
- Rural water supply
- Solar power
- Small-scale irrigation
- Sanitation facilities
- Seawalls
- Agricultural production
- Smallstock production

Specific issues and mitigations identified as part of the E&S screening process should be added to the ESCoP used by Ward Development Committee, CDD-SC and/or Women’s/Youth groups managing the sub-project. The ESCoP should also be socialized with the communities during Ward Development Meeting 2 to community members to raise awareness.

Environmental Codes of Practice – General Construction Activities	
Issue	Environmental Prevention/Mitigation Measures
1. Noise during construction	a) Plan activities in consultation with communities so that noisiest activities are undertaken during periods that will result in least disturbance (school hours, church services, etc).
2. Soil Erosion	a) Do not clear vegetation near watercourses, leave a minimum 20 m buffer of vegetation b) Minimize steepness of slopes (use terraces if needed) c) Use mulch (cut vegetation) to temporarily stabilize cleared areas d) Use stones to slow run-off and reduce erosion e) Cover with topsoil and re-vegetate (plant grass, fast-growing plants/bushes/trees) construction areas immediately after work is completed f) Design channels and ditches for post-construction flows and line steep channels/slopes (e.g., with palm fronds.)
3. Air quality	a) Do not burn debris (trees, undergrowth) or construction waste materials near residential areas b) Keep stockpile of aggregate materials covered to avoid suspension or dispersal of fine soil particles during windy days or disturbance from animals
4. Water quality and availability	a) Activities should not affect the availability of water for drinking and hygienic purposes b) No soiled materials, solid wastes, toxic or hazardous materials should be poured or thrown into water bodies for dilution or disposal c) The flow of natural waters should not be obstructed or diverted to another direction, which may lead to drying up of riverbeds or flooding of settlements
5. Solid and hazardous waste	a) Collect and transport non-hazardous waste to designated dump sites b) Maintain waste (including earth dug for foundations) away from rivers, streams, lakes and wetlands c) Use secured area for refuelling and transfer of hazardous materials (e.g., diesel, paints, wood treatment chemicals, etc) away from settlement area and water courses and ideally on a hard/non-porous surface (drip trays etc) d) Train workers on correct transfer and handling of fuels and other substances and require the use of gloves, boots, eyewear and other protective equipment in handling hazardous materials

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	<ul style="list-style-type: none"> e) Collect and properly dispose of the small amounts of hazardous waste such as oily rags, oil filters, used oil, etc. by storing them in sealed containers and returning to supplier. f) Store hazardous materials in secure area (away from children) when not in use g) If asbestos is required to be disturbed as part of the work, engage a competent contractor to remove and dispose of the asbestos in line with Good International Industry Practice.
6. Health and safety	<ul style="list-style-type: none"> a) Undertake Job Hazard Analysis to identify and mitigate risks to workers, and explain this to the works each day b) Provide personal protective gear for workers as necessary (gloves, dust masks, hard hats, boots, goggles) c) Keep worksite clean and free of debris on daily basis d) Keep corrosive fluids and other toxic materials in properly sealed containers for collection and disposal in properly secured areas e) Ensure adequate toilet facilities for workers from outside of the community f) Rope off construction area and secure materials stockpiles/ storage areas from the Public and display warning signs. Do not allow children to play in construction areas g) Fill in all earth borrow-pits once construction is completed to avoid standing water, water-borne diseases and possible drowning
7. Injury management	<ul style="list-style-type: none"> a) Each construction sub-project to have a basic first-aid kit with bandages, antibiotic cream, etc b) Provide first aid to injured workers, for more severe injuries, take worker to nearest medical facility c) Report all incidents to project field staff (CDW, TF, FF)
8. Cultural heritage and UXOs	<ul style="list-style-type: none"> a) If a UXO or artefact is found, follow the steps in the Chance Finds Procedure.
9. Labour management	<ul style="list-style-type: none"> b) Community workers to be provided with clear information about payment terms (if their role is to be paid) c) Community workers to have the code of conduct explained to them d) No child or forced labour to be used e) Fill in the Community Worker Employment Register (see Annex 1 of the Labour Management Procedure) each day
10. Sourcing of raw materials	<ul style="list-style-type: none"> f) Ensure an agreement is in place with the landowner (as per the Land Access Procedure) before obtaining any raw materials. g) For locally sourced timber, do not clear large areas. Instead remove selected trees from across a wider area, if practicable. h) For locally sourced rock, etc., ensure any area that is excavated or where rock is sourced, is left in a stable condition to limit public safety risks. i) If aggregate is sourced from a quarry, check that the quarry has an Environment Permit, and only use supplier if required permit is in place.
11. Grievance management	<ul style="list-style-type: none"> j) Manage grievances in accordance with project grievance mechanism

Environmental Codes of Practice – Buildings (classrooms, community halls, aid posts)	
Issue	Environmental Prevention/Mitigation Measures
1. Water and Sanitation	<ul style="list-style-type: none"> a) Provide adequate drainage in the building's immediate surroundings to avoid standing water, insect related diseases (malaria, etc.) and unsanitary conditions b) Include sanitary facilities such as toilets and basins for hand-washing
2. Amenity	<ul style="list-style-type: none"> a) Maximise natural light and ventilation systems to minimise artificial light needs. b) COMMUNITY HEALTH POSTS: Include facilities for proper disposal of health and biological wastes (syringes, blood, etc.) and provide easy access to building for disabled persons (ramps not stairway) if suitable c) MARKET: Provide garbage/waste disposal that can be emptied regularly, roofs, no areas for standing water
3. Operational safety and universal access	<ul style="list-style-type: none"> d) Design considers safety of end-users and needs of people with disabilities.

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4. Asbestos removal	e) Engage professional to undertake asbestos removal and disposal following Asbestos Management Procedure.
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Environmental Codes of Practice – Rural roads and access tracks	
Issue	Environmental Prevention/Mitigation Measures
1. Access tracks	<p>Protect from erosion and landslides:</p> <ol style="list-style-type: none"> a) Alignment should consider geography and environmental features to avoid unstable soils, steep slopes and waterways. Additional measures need to be applied should there be no alternatives for road alignments (see below) b) Avoid road construction through primary forests as it gives access to illegal logging c) Sediment control structures should be applied where needed to slow or redirect runoff and trap sediment until vegetation is established d) Spray water on dirt roads, cuts, fill materials and stockpiled soil to reduce wind-induced erosion, as needed e) Plant locally available, fast-growing grass on slopes prone to erosion f) Provide interceptor ditch, particularly effective in the areas of high intensity rainfall and where slopes are exposed. This type of ditch intercepts and carries surface run-off away from erodible areas and slopes before reaching the steeper slopes, thus reducing the potential surface erosion g) For steep slopes, a stepped embankment (terracing) is needed for greater stability h) Rocks (riprap) can be used in addition to protect the slope i) Place a retaining wall at the lower part of the unstable slope. The wall needs to have weeping holes for drainage of the road sub-base, thus reducing pressure on the wall j) Prevent uncontrolled water discharge from the road surface by sufficiently large drainage ditches and to drain water away from the down slope
2. Small footbridges	<p><u>Erosion protection.</u> The main method of slope and erosion protection is through the use of gabions (gravity walls that support embankments or slopes) and ordinary stone pitching.</p> <ol style="list-style-type: none"> a) Gabions (rocks in bracing wire): <ul style="list-style-type: none"> o The filling of the gabions should be from strong and competent rock which is laid very closely packed to maximise the weight. o Bracing wire should be used to prevent the gabion bulging out. The bracing wire should be placed at each third of the gabion height. o The gabions should be firmly anchored into the ground by founding the gabions below the expected scour depth level. o In cases where stone pitching is not provided, the top layer should be covered by soil to encourage the growth of grass and the stabilisation of the slopes. b) Stone pitching may be provided as an adequate erosion protection measure in those cases where the erosion potential is deemed minimal. Stone pitching is not very resistant to strong water current and is mainly used as the top finish on gabion walls and may not be appropriate in areas of high rainfall or flows. <p><u>Water Quality and Fauna:</u></p> <ol style="list-style-type: none"> a) Restrict duration and timing of in-stream activities to lower flow periods (dry season) and avoid periods critical to biological cycles of valued flora and fauna (e.g., spawning) b) Use techniques to divert water flow or isolate work area to reduce flow of sediments in moving water
3. Culverts	<ol style="list-style-type: none"> a) Remove all formwork from inside the culvert (after concrete has reached full strength). Formwork that is not removed will rot eventually, drop down and obstruct the free flow of water b) Place large stones at the outlet of the culvert to prevent erosion c) Keep the culvert inlets free from sand and gravel – the water must flow through the culvert d) Ensure that the water of the adjacent road sections can flow freely into the roadside ditch

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Environmental Codes of Practice – Rural water supply	
Issue	Environmental Prevention/Mitigation Measures
1. Wells (deep/shallow)	<ul style="list-style-type: none"> a) Include slab around the well for easier drainage, a crossbeam and a pulley to support the use of only one rope and bucket for collecting water. One rope and bucket is more hygienic for the well and water. b) Steel rungs (placed inside wall of a deep well) are essential for maintenance of a well or in case of an emergency. c) A groundwater well usually has a wide open water area. It is necessary to provide a cover/roof/wire mesh on top to protect this area from falling leaves or debris.
2. Rainwater Harvesting	<ul style="list-style-type: none"> a) Rainwater storage reservoir should be intact, connected to roof gutter system, with all faucets and piping intact. b) If distribution pipes are attached into the storage reservoir, install the distribution pipes 10cm above the storage/tank bottom for better use of the storage capacity c) Cover must be fitted tightly onto the top of the storage reservoir to avoid overheating and growth of algae (from direct sunlight), and to prevent insects, solid debris and leaves from entering the tank d) A ventilation pipe with fly screen should be placed in the cover to help aerate the tank/reservoir e) Roof gutters need to be cleared regularly, as bird and animal waste and leaf litter on roofs or guttering can pose a health risk if washed into the reservoir tank f) Reservoir tanks need overflow so that heavy rain, the excess water can drain away. The overflow should be designed to prevent backflow and stop vermin/rodents/insects entering the system. A good design will allow the main storage tank to overflow at least twice a year to remove build-up of floating sediment on the top of the stored water and maintain good water quality.
3. Pipelines from natural springs or surface water sources	<p><u>Water quality and preventing contamination at water sources:</u></p> <ul style="list-style-type: none"> a) Build a structure with roof over the water source to prevent leaves or other debris from entering into the basin b) Use fence to protect water source (springs particularly) from public access and risk of contamination c) Include filter and sand trap, which needs to be regularly cleaned <p><u>Pipe Laying:</u></p> <ul style="list-style-type: none"> a) PVC water transmission and distribution piping need to be buried underground (coverage 50cm minimum) to prevent pipe against external damage (e.g. passing vehicles, solar UV radiation, etc). Exposing PVC pipe to UV radiation causes the plasticiser in the PVC pipe to evaporate resulting in loss of integrity and becoming brittle. b) Pipe shall be laid in a straight line, over a constantly falling slope. c) When conditions do not allow piping to be buried (i.e. pipe is used above ground), then metal pipe must be used, and supported/braced as excessive movement may lead to leaks and breaks.

Environmental Codes of Practice – Solar Power	
Issue	Environmental Prevention/Mitigation Measures
Solar panel and charge station	<ul style="list-style-type: none"> a) Licenced electrician to do the install b) Tidy wiring for easy maintenance and reduces the risk of accidents c) Electrical cabling connections for street lighting need to be protected against rain to prevent short circuits and batteries stored and recycled appropriately d) A solid steel pole with concrete foundation essential for safe lighting and power distribution

Environmental Codes of Practice – Small-scale irrigation	
Issue	Environmental Prevention/Mitigation Measures
Small-scale irrigation	<ul style="list-style-type: none"> a) Masonry walls (along the road) or stone riprap should be built to prevent erosion on a sloped bank.

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	b) A bar screen is essential in front of any inlet structure (upstream) to prevent large objects and debris blocking the irrigation canal. The angle between the bottom of the canal and the screen shall be between 45 to 80 degrees.
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Environmental Codes of Practice – Sanitation facilities	
1. Public latrines/toilets	<p><u>Toilets:</u></p> <ul style="list-style-type: none"> a) All toilets must have a septic tank to provide primary treatment of waste. b) PVC pipe used to connect pour-flush toilet to a septic tank must be buried underground or covered over (with cement) for protection and to prevent exposure to sunlight. c) Metal pipe is a preferred choice to be used as the gas vent pipe on septic tanks. Never use PVC pipe as it is unable to withstand long-term exposure to sunlight. d) Septic tanks must have a vent pipe to prevent the build-up of gas inside the chamber and shall have a ‘manhole’ that provides access inside the tank if needed. e) A toilet should be at least 20 metres from water sources f) Septic tanks must be inspected periodically and accumulated sludge emptied every few years to continue functioning properly g) Do not discharge septic tank effluent to an open drain or other surface water. The effluents need to be treated before final disposal. This may be achieved through: (i) an underground leachfield, (ii) a vegetated leachfield, or (iii) a pit for soaking away
2. Solid waste/garbage disposal	<p><u>Solid Waste Disposal</u></p> <ul style="list-style-type: none"> a) Solid waste depots/disposal need to be located on hard-standing areas that prevent waste entering surface or groundwater b) Waste depots/storage/disposal should be contained, sealed and/or roofed/covered to prevent stormwater contamination. Wastes need to be emptied regularly.

Environmental Codes of Practice – Sea walls	
Issue	Environmental Prevention/Mitigation Measures
Direct removal or sedimentation of sensitive marine habitat	<ul style="list-style-type: none"> a) Avoid direct removal of sensitive habitat (e.g., coral, seagrass). b) Use coarse fill material if fill material is required. c) Use geotextile or similar to minimise mobilisation of loose material. d) Consider current velocity (including tidal movements) and location of sensitive habitat when choosing construction windows.

Environmental Codes of Practice – Agricultural production	
Issue	Environmental Prevention/Mitigation Measures
1. Invasive species	<ul style="list-style-type: none"> a) Do not farm invasive species (unless they are already in the area). b) Wash down farm equipment before bringing to site to prevent spread of weeds, pests and disease.
2. Soil management	<ul style="list-style-type: none"> a) Reduce top-soil losses from erosion through cover crops, mulches, etc. b) Limit reduction in soil fertility (e.g., through crop rotation, establishing a leguminous ground cover).
2. Chemical usage	<ul style="list-style-type: none"> a) Minimise the usage of chemical (e.g., pesticides) through promoting integrated pest management (e.g., encouraging predators of pests to manage pests). b) Have a dedicated chemicals storage area and no do store incompatible chemicals together. c) Have MSDS onsite. d) Use appropriate PPE and handling technicians when using chemicals. e) Prevent chemicals for entering watercourses and drainage lines.
3. Water usage	<ul style="list-style-type: none"> a) Use water conservatively. b) Do not extract water in quantities that result in impacts to downstream users. c) Refer to ESCOP for Small-scale irrigation, if applicable.

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Environmental Codes of Practice – Smallstock production	
Issue	Environmental Prevention/Mitigation Measures
1. Efficiency and hygiene	<ul style="list-style-type: none"> a) Promote efficient storage, handling and use of feed by maintaining records of feed purchases and livestock feed use b) Use covered or protected feeders to prevent feed from exposure to rain and wind. c) Where feasible, use waste feed as fertilizer. d) Regularly clean all areas of the site to prevent disease.
2. Water	<ul style="list-style-type: none"> a) Fence off water bodies from grazing animals to prevent contamination. b) Ensure production and manure storage facilities are located and constructed to prevent urine and manure contamination of surface water and groundwater (e.g. use concrete floors, collect liquid effluent from pens, and use roof gutters on buildings to collect and divert clean stormwater). c) Use water conservatively. d) Do not extract water in quantities that result in impacts to downstream users.
2. Waste management	<ul style="list-style-type: none"> a) Regularly collect and store manure for composting and later application to fields to reduce noxious odour and to limit the spread of pathogens. b) Conduct manure spread in a manner that considers potential risks to health and the environment due to the presence of chemical and biological agents and nutrient balance. Ensure that manure is applied to agricultural land only during periods that are appropriate for its use as plant nutrient (generally just before the start of the growing season). c) Consider covering manure piles with geotextiles (which allow water to enter the pile and maintain composting activity) to reduce fly populations
3. Animal health	<ul style="list-style-type: none"> a) Reduce mortalities through proper animal care and disease prevention. b) Any sick or injured animals should be treated or cared for to alleviate pain and distress as soon as practically possible, including being isolated or humanely destroyed if necessary. c) Animals should be confirmed dead before disposal, and any still alive should be euthanized immediately. d) Dead animals should be removed promptly and disposed of appropriately.

ANNEX 5 ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN TEMPLATE

This ESMP template is for large interward sub-projects. It will be completed by the PPO E&S Officer or an external consultant. The field teams should provide support in gathering site data and some site data may have been collected through the Basic Ward Profiling.

1. Executive Summary

2. Introduction

Include objectives of the ESMP.

3. Project Description

- Project location, including maps, photos and drawings.
- Detailed description of the project design and any standards or guidelines that it meets.
- Overview of the activities that will occur during project planning and design, construction and operations
- Details of material and labour requirements for project construction, including proposed sources of aggregate (if required).
- Details of waste types likely to be generated and how they will be managed.

4. Environmental and Social Setting

Description of the biophysical and social environment of the proposed project, including:

- Social setting: Descriptions of the villages and other communities in the vicinity of the project, including customary landowners/culture, vulnerable groups; community/public infrastructure and services (i.e. roads, schools, health facilities); culturally important sites in the vicinity of the project.
- Biophysical setting: Description of landscape, watercourses, natural habitat, and key flora and fauna in the area, including any protected species and protected areas (e.g., wildlife management areas).

5. Legal and Other Requirements

Overview of WB requirements and PNG regulations that apply to the subproject.

6. Stakeholder consultation

Details of the stakeholder consultation undertaken during project planning (when it was undertaken, who was consulted with, how were they consulted, and what feedback was received), and the proposed future stakeholder consultation.

7. Potential Impacts and Mitigation Measures

Analysis of the potential environment and social impacts of the project during construction and operation and how they are proposed to be mitigated. Some generic mitigations from the ESCOPs may be relevant.

8. Monitoring and Reporting

Identifies monitoring objectives and specifies the type of monitoring, with linkages to the identified impacts. Outlines the reporting requirements.

9. *Grievance Redress Mechanism*

Details of the Worker Grievance Redress Mechanism (GRM) (that aligns with the requirements in the Labour Management Procedure) and any points of contact within the contractor's organization that will tie into the overall Project GRM. This will also include processes for managing grievances related to GBV/SEA/SH.

10. *Capacity Development and Training*

Provides recommendations on the establishment or expansion of the parties responsible, the training of staff and any additional measures that may be necessary to support implementation of mitigation measures and any other recommendations of the environmental and social assessment.

11. *Implementation Responsibilities, Schedule and Cost Estimates*

Details of responsibilities for implementing the ESMP.

Provides an implementation schedule for measures that must be carried out as part of the project, showing phasing and coordination with overall project implementation plans; and the capital and recurrent cost estimates and sources of funds for implementing the ESMP.

ANNEX 6 GENDER-BASED VIOLENCE PREVENTION AND RESPONSE ACTION PLAN

Rural Services Delivery Project (II)

(RSDP II)

Gender-Based Violence (GBV) Prevention and Response Action Plan

1. Purpose

To articulate:

- Risks of sexual exploitation and abuse / sexual harassment (SEA/SH) related to planned Project activities.
- Strategies to mitigate and respond to risks of Project-Related SEA/SH.
- Risks of GBV likely to impact beneficiaries.
- Strategies to strengthen support to beneficiaries impacted by GBV.

2. Project

2.1. Proposed Development Objective

Increase access to basic resilient infrastructure and services in targeted communities by strengthening local-level capacities for participatory development.

2.2. Components

1. Community infrastructure, services and livelihoods grants.
2. Strengthening community and local government capacity.
3. Project management, monitoring and learning.

3. SEA/SH Risk Assessment

The Project has been assessed as substantial risk of the SEA/SH using the World Bank risk assessment tool. This risk rating relates to:

- Context of GBV in Papua New Guinea (PNG): high rates of GBV; limited enforcement of legal frameworks for GBV; limited access to specialist support and justice services for survivors of GBV; social norms that accept and excuse men's use of violence against women; and low levels of reporting of GBV by survivors.
- Project-Specific Risks of GBV: Project activities challenge unequal gender norms; Project activities change power structures in the community; limited supervision of Project Workers; and the use of Community Workers where accountability measures are decreased.

4. Risks of GBV

The risks of GBV in the Project relate to planned Project activities as well as risks of GBV likely to impact beneficiaries and their full participation and benefit from the Project.

Table 1 provides a summary of risks of GBV within the Project.

4.1. Project-Related SEA/SH

GBV risks specific to planned Project activities focus on the Project Workers, and specifically where the Project activities provide increased opportunities for Project Workers to use:

- Sexual abuse: actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.¹
- Sexual exploitation: any actual or attempted abuse of a position of vulnerability, differential power or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another.²
- Sexual harassment: any form of unwanted verbal, non-verbal, or physical conduct of a sexual nature.³

4.2. GBV

GBV is an umbrella term for any harmful act that is perpetrated against a person's will and that is based on social ascribed (i.e., gender) differences between males and females.⁴ It includes acts that inflict physical, sexual or mental harm or suffering, threats of such acts, coercion, and other deprivations of liberty. In PNG, men's violence against women and children, and domestic violence and sexual violence specifically are the most common forms of GBV.

Domestic Violence is violence perpetrated by a family member(s) toward another family member(s). Intimate-partner violence, violence by a partner toward another, usually a man toward a woman, is the most common form of domestic violence in PNG.

Sexual Violence is any sexual act, or attempted sexual act, without consent. Most sexual violence is perpetrated against women by a man known to them (intimate-partner, family member, community member, work colleague etc.). Sexual violence occurs in public and private spaces.

Sorcery-Accusation Related Violence is violence directed at someone accused of practicing sorcery. The practice of SARV varies by location in Papua New Guinea but generally women are more likely to be accused of practicing sorcery and the violence targeted toward women accused of practicing sorcery, compared to men accused of practicing sorcery, is more commonly severe, and sexualized with victims more likely to sustain life threatening or fatal injuries. Most accusations of practicing sorcery are made by men, and most violence against those accused of practicing sorcery is perpetrated by men. SARV is more frequent in specific Provinces, such as the Highlands region and the Autonomous Region of Bougainville (ARoB).

¹ World Bank (2022). *Good Practice Note: Addressing Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH) in Human Development Operations*.

² Ibid.

³ Ibid.

⁴ Ibid.

Table 1 Risks of GBV

Component	Project-Related SEA / SH	Other Forms of GBV
<p>Component 1: Community infrastructure, services and livelihoods grants.</p>	<p>Sexual exploitation, abuse or harassment by Project Workers during Project activities of other Project Workers or members of the community.</p> <p>Project Workers experience sexual abuse or harassment during Project activities by members of the community.</p>	<p>Women in decision-making roles for the grants experience GBV, including backlash.</p> <p>Women beneficiaries experience GBV, during Project activities or outside the Project.</p> <p>SARV within the community where Project is being implemented.</p> <p>SARV directed toward women beneficiaries.</p> <p>Project Workers experience physical violence during Project activities by other Project Workers or members of the community.</p>
<p>Component 2: Strengthening community and local government capacity.</p>	<p>Sexual exploitation, abuse or harassment by Project Workers of training providers or other participants.</p> <p>Sexual exploitation, abuse or harassment by training providers of training participants.</p> <p>Sexual exploitation, abuse or harassment by training participants during Project training of other training participants or training providers.</p>	
<p>Component 3: Project management, monitoring and learning.</p>	<p>Workplace sexual harassment within Project Management Unit or Provincial Project Offices.</p> <p>Sexual exploitation, abuse or harassment by of Project Management Unit, or Provincial Project Offices toward Project Workers, training providers, training participants or project beneficiaries.</p>	

5. Prevention of GBV

Project activities under Component 1 provide opportunities to contribute to the prevention of GBV. *Table 2* outlines these strategic opportunities.

Table 2 Opportunities to Prevent GBV

Component	Opportunities to Prevent GBV
<p>Component 1: Community infrastructure, services and livelihoods grants.</p>	<p>Increase support of male family and community members to women’s participation in and influence over decisions to reduce backlash in the form of GBV.</p> <p>Increase support of male family and community members to women’s Projects to reduce backlash in the form of GBV.</p>

6. Risk Mitigation (Prevention)

6.1. Component 1: Community Infrastructure, Services and Livelihoods Grants

When women actively participate in and have influence over decisions for Community-Driven Development (CCD) it is more likely to increase women's safety elements in Projects. While there are commonalities around factors that increase women's safety in public places when accessing infrastructure and services, the specific actions are generally specific to a particular location making specific experience and expertise of women from the community critical to ensuring women's safety is considered in Project design, implementation and use.

The Project Cycle will incorporate interventions to:

- Mitigate and respond to risks of Project-Related SEA/SH.
- Increase women's safety through Subprojects.

Project Cycle Stage 1: Start-Up and Project Entry

Project briefings with the provincial, district, and LLG administration will include: (i) risks of GBV; (ii) expectations to mitigate and respond to risks of GBV; and (iii) the importance of women's influence of Subproject decision making for women's safety.

Project Cycle Stage 2: Community Mobilization and Planning,

Ward Development Meeting 1, Community Project Orientation, will include sensitization with male community members to increase their awareness of gender inequality and why the Project is targeting women, and women leaders to prevent backlash toward women in decision-making or leadership roles in the Subproject.

The selection of Community Volunteers will seek to comprise at least 50% women.

The Project will promote the active participation and influence of women in Subproject decision-making through soft quotas of at least 40% of the Community Driven Development Sub-Grant Committees (CDD-SC) members to be women. In addition, CDD-SC will be encourage that either the Chairperson or Budget Officer position will be held by a woman.

When identifying the existence of women's groups, the Community Development Worker will document any previous work of the women's groups related to GBV.

During the Participatory Situation Analysis, the Community Development Worker will identify where women are most likely to seek assistance when experiencing violence.

During Ward Development Meeting 2, Subproject Prioritization and Community Planning, the Community Development Worker will actively facilitate women's participation in and influence on decision-making, including ensuring men do not dominate.

Project Cycle Stage 3: Subproject Selection and Proposal Preparation

Project selection will:

- Allow for Subprojects for services or infrastructure which increase women's space or services in the community. For example, women's resource centers, health posts, WaSH facilities.
- Incentivize inter-ward investments, which could include Subprojects that increase the safety of women and girls when accessing services. For example, school dormitories.

Training for the LLG Development Committee (LGG DC) will include: (i) risks of GBV; (ii) expectations to mitigate and respond to risks of GBV; and (iii) the importance of women's influence of Subproject decision making for women's safety.

The Environmental and Social Safeguards Screening, facilitated by the Technical Facilitator, will include a simple safety audit to increase accessibility and safety for women and girls to infrastructure and services. Any requirements related to women's safety, based on the Environmental and Social Safeguards Screening, will be

highlighted during Ward Development Meeting 3, Community Validation of Subproject Proposal.

Project Cycle Stage 4: Subproject Implementation and Monitoring

All CDD-SC members will be required to sign a Code of Conduct that specifically prohibits SEA / SH.

Inductions will be conducted with CDD-SC on the risks of GBV in the sub-project, their responsibilities to manage the risk and their responsibilities under the Code of Conduct.

The Ward Development Grant Agreement will include responsibilities to mitigate and respond to risks of SEA/SH.

All Community Workers, and Project Workers conducting works for the Subproject will be required to:

- Sign a Code of Conduct that specifically prohibits SEA / SH.
- Complete an induction session on the SEA / SH.

Community awareness will be conducted in all target communities, with separate sessions for women, to increase community:

- Understanding of:
 - The Code of Conduct, and expectations related to SEA/SH of those working on the Subproject.
 - How to make a report related to SEA/SH by someone working on the Subproject.
 - GBV.
 - Laws related to GBV in PNG.
 - Impacts of GBV.
- Accountability for perpetrators of GBV and support to victims of GBV through increased referral of GBV cases of support and justice services.

In locations where SARV is more common, such as the Highlands and ARoB, community awareness will include laws related to SARV.

Stage 5: Subproject Completion

The Safeguards Audit will ensure actions related to women's safety are completed.

During the Community Development Meeting 4, Participatory Subproject Evaluation, the Community Development Worker will hold a session with women to seek their feedback on the Subproject including on women's engagement and any safety concerns.

6.2. Component 2: Strengthening Community and Local Government Capacity

Awareness will be conducted with DPLGA on the risks related to GBV in the Project, and World Bank requirements and interventions to reduce and respond to these risks.

All personnel of training providers for capacity building at Provincial, District, LLG and Ward levels will be required to:

- Sign a Code of Conduct that specifically prohibits SEA / SH.
- Complete an induction session on the SEA / SH.

Awareness on women's rights and laws relating to GBV in PNG will be conducted during:

- Provincial Orientation.
- LLG Orientation.
- CDD Subcommittee training.

Training for PPO Environment and Social Officer will include developing their:

- Awareness of: (i) risks of GBV; (ii) expectations to mitigate and respond to risks of GBV; and (iii) the importance of women's influence of Subproject decision making for women's safety.

Training for CDWs will include developing their skills to:

- Conduct awareness on: (i) risks of GBV; (ii) expectations to mitigate and respond to risks of GBV; and (iii) the importance of women's influence of Subproject decision making for women's safety.
- Sensitize male community members and leaders on gender inequality and women's empowerment.
- Document any work of the women's groups related to GBV.
- Facilitate discussions with women to map pathways for assistance when experiencing violence.
- Facilitate women's participation in and influence on decision-making.
- Conduct inductions on the Code of Conduct.
- Conduct community awareness on Code of Conduct, GRM pathway for GBV, GBV, GBV laws (including SARV) and impacts of GBV.
- Conduct community awareness to strengthen accountability for perpetrators of GBV and support to victims of GBV.
- Seek women's feedback on the Subproject including on women's engagement and any safety concerns

Intensive training for TFs will include developing their:

- Awareness of: (i) risks of GBV; (ii) expectations to mitigate and respond to risks of GBV; and (iii) the importance of women's influence of Subproject decision making for women's safety.
- Skills to complete the safety audit as part of the Environmental and Social Safeguards Screening.

6.3. Component 3: Project Management, Monitoring and Learning

All Project personal in the Project Management Unit (PMU) and Provincial Project Offices (PPO) and Community Development Workers, Technical Facilitators and Finance Facilitator will be required to:

- Sign a Code of Conduct that specifically prohibits SEA / SH.
- Complete an induction session on the SEA / SH.

7. Risk Response

7.1. Component 1: Community Infrastructure, Services and Livelihoods Grants

Project selection will incentivize inter-ward investments for shared services which could include increasing formal services for women and girls experiencing GBV.

7.2. Component 2: Strengthening Community and Local Government Capacity

Training of Community Development Workers will include basic training to receive complaints of GBV and provide referral information and support to victims, to support the effective functioning of the Project Grievance Redress Mechanism as well as to provide basic support to women beneficiaries experiencing violence.

The Project has been assessed as substantial risk of the SEA/SH which requires a Grievance Redress Mechanism (GRM) that can respond to any SEA/SH used by Project Workers during activities and refer survivors to specialist GBV services. The Project also aims to provide basic support to women beneficiaries experiencing violence. In Papua New Guinea, the majority of specialist GBV services are town or urban based and inaccessible to women at community level. The Village Court is the most accessible formal services for most women in rural communities. However, most Village Courts have not been sensitized and trained on their specific roles when cases of GBV are reported, leading to bias (reflected in the community attitudes generally) that blame women for violence and lack accountability for perpetrators. The Project will provide training to Village Courts (magistrates, clerks and peace officers) in the Family Protection Act which empowers Village Courts to grant protection orders in cases of family violence. The Village Courts will also be trained on referral of victims to District Courts, where a case is outside their jurisdiction (such as sexual offenses). Training will be provided by the Department of Justice and Attorney General who have an existing curriculum and skilled trainers to deliver training on the Family Protection Act to Village Courts. Training will be delivered

in DJAG’s priority provinces where a Memorandum of Understanding is in place in line with the *Crime Prevention through Revitalized Village Courts System Strategy 2020 – 2030*.⁵This activity also aligns to the World Bank Country Partnership Framework strategies to maintain eligibility for the Prevention and Resilience Allocation (PRA), which includes support for institutions whose improved capacity and enhanced accountability would help address grievances, and Priority Area Two of the Gender Action Plan for PNG (2024-2031) to strengthen systems for addressing GBV.

7.3. Component 3: Project Management, Monitoring and Learning

The Project will establish a pathway in the GRM to receive and respond to cases of GBV, both Project-Related and reports that are made to the Project that are not Project-Related.

The Project GRM will ensure the survivor’s safety, rights, needs, and wishes will be prioritized. This means:

Safety	Nothing will happen that puts the survivor at further risk of harassment, violence or retaliation by the alleged perpetrator or anyone else.
Choice	The survivor will choose what happens and be involved in decision-making including what action(s) are taken and what information about the incident is shared.
Consent	The survivor will provide consent at each stage of the complaint handling process.
Confidentiality	The survivor’s privacy and confidentiality will be protected including that all information that is captured about the incident will be kept confidential.
Informed	The survivor will be provided comprehensive information so that they know what is happening and what will happen at each stage of the process.
Supported	The survivor will be referred to and supported to access specialist services to assist in their recovery including accessing police, court, health, and social services.
Respect	The survivor will be always treated with dignity and respect.
Non-discrimination	The process will not discriminate based on sex, age, race/ethnicity, ability, sexual orientation or gender identity, or other characteristics.

In addition to applying a survivor-centered approach, to uphold the rights of the survivor and alleged perpetrator, the resolution of reports of incidents GBV, including SEA / SH, will be:

- Easy to access.
- Flexible to the specific needs of the survivor.
- Transparent with possible outcomes clearly explained and those involved will be kept informed of the progress of the report and the reasons for any decisions.
- Timely with an investigation into an incident commencing within 48 hours of the report and be resolved within 2 weeks, unless there are exceptional circumstances.
- Fair with decision-makers who do not have perceived or actual bias toward those involved in the report, particularly toward the alleged perpetrator or the victim / survivor.

⁵ Village Courts and Land Mediation Secretariat, Department of Justice and Attorney General (2020). *Crime Prevention through Revitalized Village Courts System Strategy 2020 – 2030*.

The Project GRM will follow this process:

<p>Receive complaints of GBV, including SEA / SH</p>	<p>Complaints of SEA / SH can be reported:</p> <ul style="list-style-type: none"> - Through the existing channels of the GRM. - To the PPO Environment and Social Officer or PMU Gender and GBV Specialist. - Community Development Workers (one female and one male). - Technical Facilitators. - Finance Facilitators <p>The person who receives the complaint will:</p> <ul style="list-style-type: none"> - Tell the survivor about the closest GBV service providers including justice, health, safe accommodation and / or counselling. - Document and register the complaint. - Explain the GRM complaints and reporting process to the survivor. <p>If the survivor chooses to make a formal complaint to the Project, the person who received the complaint will communicate the allegation to the PPO Environment and Social Officer or PMU Gender and GBV Specialist within 24 hours of receiving the complaint.</p>
<p>Assess if the allegation is likely linked to the Project</p>	<p>The PPO Environment and Social Officer or PMU Gender and GBV Specialist, with the support of the Community Development Workers, if necessary, will determine the likelihood of the allegation being linked to the Project.</p> <p>If the allegation is determined to be likely linked to the Project, the PPO Environment and Social Officer will inform the PMU Gender and GBV Specialist who will inform the Project Manager who is responsible for reporting to the World Bank within 48 hours of the determination with only the following data to be shared:</p> <ul style="list-style-type: none"> - The nature of the allegation. - If the alleged perpetrator is, to the survivor’s best knowledge, associated with the Project (yes/no). - The survivor’s age and/or sex (if available). - If the survivor was referred to services.
<p>Verify if the incident likely occurred</p>	<p>If an allegation is determined to be likely to be linked to the Project, PPO Environment and Social Officer, with the support of the PMU Gender and GBV Specialist, will determine the likelihood that the incident occurred by interviewing all the people involved.</p> <p>If it is determined that it was likely that the incident to occurred, disciplinary measures, that is proportional to the nature and severity of the incident, toward the alleged perpetrator should then be agreed and communicated to the individual’s employer.</p>
<p>Act by taking disciplinary action</p>	<p>The employer of the perpetrator will implement the recommended disciplinary action in accordance with local legislation, the employment contract and the Code of Conduct.</p> <p>Once it is confirmed that disciplinary action has been taken by the employer of the perpetrator the case is resolved.</p>
<p>Document the complaint and outcome</p>	<p>Each individual complaint of SEA / SH or child abuse will be documented and registered.</p> <p>The PMU Gender and GBV Specialist will compile numerical quarterly reports with no identifying information.</p> <p>All complaint records will be stored in a confidential and secure location.</p>

<p>Communicate with the survivor</p>	<p>The survivor will be provided ongoing feedback on the development and outcome of their case but especially when:</p> <ul style="list-style-type: none"> - The complaint is received. - The case is escalated. - The verification process commences or when a determination is made that there is an insufficient basis to proceed. - The outcome of the verification process and any disciplinary action. - When disciplinary action has been.
<p>Training for those receiving and resolving complaints</p>	<p>Anyone receiving or handling complaints of GBV will receive training so that they do not revictimize and retraumatize survivors or unintentionally cause them harm.</p> <p>Those who have been identified to receive complaints of GBV will complete training to:</p> <p>Understand the gendered nature of SEA / SH, child abuse, the GBV requirements in the Code of Conduct and the GBV pathway in the GM.</p> <p>Have the skills to receive complaints of GBV.</p> <p>Those tasked with resolving incidents of SEA / SH and child abuse will also complete training to develop their skills to receive, resolve and record complaints of GBV.</p>

8. Implementation

The Project will recruit a Gender and GBV Specialist in the PMU to lead the implementation of this Action Plan and who will work closely with the PMU Environmental and Social (E&S) Specialist and E&S Officers.

At Provincial level, the PMU Gender and GBV Specialist will work with the PPO Environment and Social Officer, Community Development Workers and Technical Facilitators to implement activities. PMU Gender and GBV Specialist will provide training to PPO Environment and Social Officer, Community Development Workers and Technical Facilitators in technical areas required.

9. Actions

Component		Activity	Responsibility	Oversight
Component 1: Community infrastructure, services and livelihoods grants.	Project Cycle Stage 1: Start-Up and Project Entry	1.1. Project briefings with the provincial administration.	PMU Gender and GBV Specialist with PPO Environment and Social Officer.	
		1.2. Project briefings with the district administration.	PMU Gender and GBV Specialist with PPO Environment and Social Officer.	
		1.3. Project briefings with the LLG administration.	PMU Gender and GBV Specialist with PPO Environment and Social Officer.	
	<u>Project Cycle Stage 2: Community Mobilization and Planning,</u>	1.4. Sensitization with male community members.	CDW.	PMU Gender and GBV Specialist.
		1.5. Community Volunteers will comprise at least 50% women.	CDW.	PMU Gender and GBV Specialist.
		1.6. At least 40% of CDD-SC members to be women.	CDW.	PMU Gender and GBV Specialist.
		1.7. Chairperson or Budget Officer of CDD-SC held by a woman.	CDW.	PMU Gender and GBV Specialist.
		1.8. Document any previous work of the women's groups related to GBV.	CDW.	PMU Gender and GBV Specialist.
		1.9. Identify where women are most likely to seek assistance when experiencing violence.	CDW.	PMU Gender and GBV Specialist.
		1.10. Facilitate women's participation in and influence on decision-making.	CDW.	PMU Gender and GBV Specialist.
	<u>Project Cycle Stage 3: Subproject Selection and Proposal Preparation</u>	1.11. Training for the LLG Development Committee.	PPO Environment and Social Officer.	PMU Gender and GBV Specialist.
		1.12. Project selection includes women's space or services in the community.	LGG DC.	PMU Gender and GBV Specialist.

		1.13.	Project selection incentivize projects with inter-ward investments that increase women and girls' safety when accessing services.	LGG DC.	PMU Gender and GBV Specialist.
		1.14.	Project selection incentivize projects with inter-ward investments that increase formal services for women and girls experiencing GBV.	LGG DC.	PMU Gender and GBV Specialist.
		1.15.	Safety audit incorporated into Environmental and Social Safeguards Screening.	PMU Gender and GBV Specialist with PMU Environmental and Social (E&S) Specialist and E&S Officers.	
		1.16.	Safety audit conducted of infrastructure and services sub-grants.	Technical Facilitator	PPO Environment and Social Officer with PMU Gender and GBV Specialist.
	<u>Project Cycle Stage 4: Subproject Implementation and Monitoring</u>	1.17.	Community Driven Development Sub-Grant Committee members sign a Code of Conduct that specifically prohibits SEA / SH.	CDW.	PPO Environment and Social Officer.
		1.18.	Induction with Community Driven Development Sub-Grant Committee.	CDW.	PPO Environment and Social Officer.
		1.19.	Ward Development Grant Agreement include SEA/SH requirements.	Project Manager with PMU Gender and GBV Specialist.	
		1.20.	Community Workers sign a Code of Conduct that specifically prohibits SEA / SH.	Community Driven Development Sub-Grant Committee.	PPO Environment and Social Officer and PMU Gender and GBV Specialist.
		1.21.	Community Workers complete an induction session on the SEA / SH.	CDW.	PPO Environment and Social Officer.
		1.22.	Project Workers sign a Code of Conduct that specifically prohibits SEA / SH.	Contractor.	PPO Environment and Social Officer and PMU Gender and GBV Specialist.
1.23.		Project Workers complete an induction session on the SEA / SH.	CDW.	PPO Environment and Social Officer.	

		1.24.	Community awareness conducted in all target communities.	CDW.	PPO Environment and Social Officer.
		1.25.	Community awareness on the laws related to SARV.	CDW.	PPO Environment and Social Officer.
	<u>Stage 5: Subproject Completion</u>	1.26.	The Safeguards Audit completed.	PPO Environment and Social Officer.	PMU Gender and GBV Specialist.
		1.27.	Seek women’s feedback on the Subproject.	CDW.	PMU Gender and GBV Specialist.
Component 2: Strengthening community and local government capacity.		2.1.	Awareness with the Implementing Agency.	PMU Gender and GBV Specialist.	
		2.2.	Personnel of training providers sign a Code of Conduct that specifically prohibits SEA / SH.	PMU Program Manager.	
		2.3.	Personnel of training providers complete an induction session on the SEA / SH.	PMU Gender and GBV Specialist.	
		2.4.	Awareness on women’s rights and laws relating to GBV during Provincial Orientation.	PPO Environment and Social Officer.	PMU Gender and GBV Specialist.
		2.5.	Awareness on women’s rights and laws relating to GBV during LLG Orientation.	CDW.	PPO Environment and Social Officer.
		2.6.	Awareness on women’s rights and laws relating to GBV during CDD-SC training.	CDW.	PPO Environment and Social Officer.
		2.7.	Training of PPO Environment and Social Officer.	PMU Gender and GBV Specialist.	
		2.8.	Training of Community Development Workers.	PMU Gender and GBV Specialist.	
		2.9.	Training of Technical Facilitators.	PMU Gender and GBV Specialist.	
		2.10.	MoU signed between the DPLGA and the Department of Justice and Attorney General.	Project Manager with PMU Gender and GBV Specialist.	
		2.11.	Training of Village Courts in FPA.	DJAG with PPO Environment and Social Officer logistical support.	PMU Gender and GBV Specialist.

Component 3: Project management, monitoring and learning.	3.1.	Project personal sign a Code of Conduct that specifically prohibits SEA / SH and child abuse and exploitation.	Project Manager.	
	3.2.	Project personal complete an induction session on the SEA / SH.	PMU Gender and GBV Specialist.	
	3.3.	Establish a pathway in the GRM to receive and respond to cases of GBV.	PMU Gender and GBV Specialist.	
	3.4.	Training of CDW, PPO Environment and Social Officer and other key personnel responsible for SEA / SH complaints.	PMU Gender and GBV Specialist.	

10. Resourcing

	Cost	Unit (USD)
Personal		
PMU Gender and GBV Specialist.	Personnel costs.	
PPO Environment and Social Officer.	No additional resourcing.	
Community Development Workers.	No additional resourcing.	
Technical Facilitators.	No additional resourcing.	
Component 1: Community infrastructure, services and livelihoods grants		
Project Cycle Stage 1: Start-Up and Project Entry		
1.1. Project briefings with the provincial administration.	PMU Gender and GBV Specialist.	
1.2. Project briefings with the district administration.	PMU Gender and GBV Specialist.	
1.3. Project briefings with the LLG administration.	PMU Gender and GBV Specialist.	
Project Cycle Stage 2: Community Mobilization and Planning		
1.4. Sensitization with male community members.	PMU Gender and GBV Specialist.	
1.5. Community Volunteers will comprise at least 50% women.	PMU Gender and GBV Specialist.	
1.6. At least 40% of CDD-SC members to be women.	PMU Gender and GBV Specialist.	
1.7. Chairperson or Budget Officer of CDD-SC held by a woman.	PMU Gender and GBV Specialist.	
1.8. Document any previous work of the women's groups related to GBV.	PMU Gender and GBV Specialist.	
1.9. Identify where women are most likely to seek assistance when experiencing violence.	PMU Gender and GBV Specialist.	
1.10. Facilitate women's participation in and influence on decision-making.	PMU Gender and GBV Specialist.	
Project Cycle Stage 3: Subproject Selection and Proposal Preparation		
1.11. Training for the LLG Development Committee.	PMU Gender and GBV Specialist.	
1.12. Project selection includes women's space or services in the community.	PMU Gender and GBV Specialist.	
1.13. Project selection incentivize projects with inter-ward investments that increase women and girls' safety when accessing services	PMU Gender and GBV Specialist.	

1.14. Project selection incentivize projects with inter-ward investments that increase formal services for women and girls experiencing GBV.	PMU Gender and GBV Specialist.	
1.15. Safety audit incorporated into Environmental and Social Safeguards Screening.	PMU Gender and GBV Specialist.	
1.16. Safety audit conducted of infrastructure and services sub-grants.	PMU Gender and GBV Specialist.	
Project Cycle Stage 4: Subproject Implementation and Monitoring		
1.17. Community Driven Development Sub-Grant Committee members sign a Code of Conduct that specifically prohibits SEA / SH.	PMU Gender and GBV Specialist.	
1.18. Induction with Community Driven Development Sub-Grant Committee	PMU Gender and GBV Specialist.	
1.19. Ward Development Grant Agreement include SEA/SH requirements.	PMU Gender and GBV Specialist.	
1.20. Community Workers sign a Code of Conduct that specifically prohibits SEA / SH.	PMU Gender and GBV Specialist.	
1.21. Community Workers complete an induction session on the SEA / SH.	PMU Gender and GBV Specialist.	
1.22. Project Workers sign a Code of Conduct that specifically prohibits SEA / SH.	PMU Gender and GBV Specialist.	
1.23. Project Workers complete an induction session on the SEA / SH.	PMU Gender and GBV Specialist.	
1.24. Community awareness conducted in all target communities.	PMU Gender and GBV Specialist.	
1.25. Community awareness on the laws related to SARV.	PMU Gender and GBV Specialist.	
Stage 5: Subproject Completion		
1.26. The Safeguards Audit completed.	PMU Gender and GBV Specialist.	
1.27. Seek women's feedback on the Subproject.	PMU Gender and GBV Specialist.	
Component 2: Strengthening community and local government capacity		
2.1. Awareness with the Implementing Agency.	PMU Gender and GBV Specialist.	
2.2. Personnel of training providers sign a Code of Conduct that specifically prohibits SEA / SH.	PMU Gender and GBV Specialist.	
2.3. Personnel of training providers complete an induction session on the SEA / SH.	PMU Gender and GBV Specialist.	
2.4. Awareness on women's rights and laws relating to GBV during Provincial Orientation.	PMU Gender and GBV Specialist.	
2.5. Awareness on women's rights and laws relating to GBV during LLG Orientation.	PMU Gender and GBV Specialist.	

2.6.Awareness on women's rights and laws relating to GBV during CDD-SC training.	PMU Gender and GBV Specialist.	
2.7. Training of PPO Environment and Social Officer.	PMU Gender and GBV Specialist.	
2.8. Training of Community Development Workers.	PMU Gender and GBV Specialist.	
2.9.Training of Technical Facilitators.	PMU Gender and GBV Specialist.	
2.10. MoU signed between the DPLGA and the Department of Justice and Attorney General.	PMU Gender and GBV Specialist.	
2.11. Training of Village Courts in FPA.	PPO Environment and Social Officer. Training costs.	500,000 USD
<u>Component 3:</u>		
3.1. Project personal sign a Code of Conduct that specifically prohibits SEA / SH and child abuse and exploitation.	PMU Gender and GBV Specialist.	
3.2. Project personal complete an induction session on the SEA / SH	PMU Gender and GBV Specialist.	
3.3. Establish a pathway in the GRM to receive and respond to cases of GBV.	PMU Gender and GBV Specialist.	
3.4. Training of CDW, PPO Environment and Social Officer and other key personnel responsible for SEA / SH complaints.	PMU Gender and GBV Specialist.	

Assumes:

12 Provinces (Current RSDP locations: Central, East New Britain, Western, West Sepik, Simbu and New: Enga, Gulf, Autonomous Region of Bougainville, Eastern Highlands, Morobe, East New Britain, East Sepik); Project period of 6 years.

PMU operational budget to support operational costs of PMU Gender and GBV Specialist.

PPO operational budget to support operational costs of PPO Environment and Social Officer.

11. Annex

11.1. Context – GBV Assessment

Rates of men’s violence against women and children are high in Papua New Guinea (PNG). In the most recent Demographic Health Survey, 56 percent of women aged 15-49 reported experiencing physical violence since aged 15, and 28 percent reported sexual violence.⁶ 62.9 percent of women report experiencing physical, sexual or emotional intimate-partner violence. The high rates of domestic violence in PNG mean that many women in the target communities will be experiencing domestic violence or have experienced domestic or sexual violence.

Women’s experience of gender-based violence limits their ability to participate in and benefit from community driven development. Domestic violence is a barrier for women to participate in community driven development. Controlling partners may actively stop the participation of women in community activities and women experiencing domestic violence are more likely to be isolated and less likely to join community activities. Domestic violence can also limit women’s participation. Controlling partners may discourage the participation of women, and women experiencing domestic violence may not attend due to violence and injuries resulting in inconsistent participation of women experiencing violence. Domestic violence also limits women’s full benefit from the Project. While women may experience increased empowerment through the Project, men’s violence against women limits their full participation in decision-making related to leadership and resources. For greatest effectiveness, women’s empowerment efforts should also aim to reduce men’s use of violence, and support women experiencing violence to access support and justice. Similar to domestic violence, women who have experienced domestic or sexual violence may be less likely to participate in community Project or may have inconsistent participation and limit women’s full benefit from the Project.

Social norms that accept and excuse men’s violence against women and children remain strong, reinforced by attitudes that excuse, accept and perpetuate GBV and impunity toward most cases of GBV. 70 percent of women and 72 of men agreed that wife beating is justified under specific circumstances in the Demographic Health Survey.⁷ Gender inequality provides a context that enables men’s men’s violence against women and girls (VAWG) and within this context, individual men make choices to use VAWG, often with impunity in countries with high prevalence of men’s VAWG, such as PNG. Preventing, men’s VAWG means transforming gender inequality. In PNG, interventions to prevent men’s VAWG are largely focused on awareness raising, which contributes to social norms change, but awareness alone had not been shown to be effective to prevent men’s VAWG.⁸ Community driven development can contribute to the prevention of men’s VAWG through increasing women’s voice and autonomy, and economic empowerment but dedicated resourcing is needed to transform the social norms that enable men’s VAWG. Given this, if resources are limited, at a minimum, community driven development should seek to increase awareness about women’s rights, laws that protect women from violence and services available to women experiencing violence while also proactively seeking opportunities to engage men in the community and male leaders to increase their support for gender equality, and rejection of men’s VAWG.

Most survivors of GBV have limited, or no, access to support services and justice. During the Demographic Health Survey, 39.7 percent of women who reported experiencing violence did not seek help and where women sought help, only 16.4 percent went to a formal service (police, health, social, justice).⁹ Availability of specialist services for victims of GBV varies across the country. While there are specialist Family and Sexual

⁶ National Statistical Office (NSO) [PNG] and ICF (2019). Papua New Guinea Demographic and Health Survey 2016-18. Port Moresby, PNG, and Rockville, Maryland, USA: NSO and ICF.

⁷ NSO [PNG] and ICF (2019).

⁸ Kerr-Wilson, Gibbs, McAslan Fraser, Ramsoomar, Parke, Khuwaja, and Jewkes (2020). *A Rigorous Global Evidence Review of Interventions to Prevent Violence Against Women and Girls*. Pretoria, South Africa: What Works to Prevent Violence Among Women and Girls Global Programme.

⁹ NSO [PNG] and ICF (2019).

Violence Units within the police, Family Support Centers within hospitals, and numerous civil society and faith-based services providing social services (counseling, safe houses and case management) most of these services are in Provincial capitals, and quality of services vary by location. For most women in PNG, Village Courts are the most accessible service.

The Government of PNG (GoPNG) has strengthened legislative frameworks addressing GBV. This includes passing the Family Protection Act in 2013 which includes an of domestic violence and made protection orders more accessible for domestic violence.¹⁰ In 2022, amendments to the Family Protection Act increased the penalty for the of domestic violence and the of breach of Family Protection Order, introduced an of aggravated domestic violence and expanded access to Protection Orders.¹¹ While the GoPNG continues to face significant challenges implementing the laws related to GBV, investments in strengthening the Village Court, and police response to victims has seen some improvements in first line response to victims accessing the law and justice sector.

Village Courts are a critical service for women experiencing violence in rural and remote communities. Village Courts can issue Interim Protection Orders under the Family Protection Act. Currently, the quality of the response and services providing by Village Courts varies. As Village Courts are made up of members of the community, they often hold attitudes toward men’s violence against women, common in the community, that excuse and accept men’s use of violence against women. Strengthening the capacity of Village Courts to perform their role, under the Family Protection Act, to refer cases outside their jurisdiction to the District Court and to challenge harmful attitudes about men’s violence against women to improve the response Village Courts, is critical for women in rural and remote communities. The Department of Justice and Attorney General has identified the need to invest in strengthening the capacity of Village Courts and developed a specific training curriculum on the Family Protection Act for Village Courts but largely relies on donor funding to implement the curriculum.

¹⁰ *Family Protection Act 2013* (Independent State of Papua New Guinea).

¹¹ *Family Protection (Amendment) Bill 2022* (Independent State of Papua New Guinea).

11.2. Terms of Reference

PNG Rural Services Delivery Project (II)

(PNG RSDP II)

Gender and GBV Specialist

Port Moresby, Papua New Guinea

Terms of Reference

BACKGROUND

The Government of Papua New Guinea (PNG) has requested support from the World Bank (WB) for the Rural Service Delivery Project 2 (RSDP-2) ('the Project') following successful implementation of the WB-funded Rural Service Delivery Project (RSDP). The objective of RSDP-2 is to improve access to resilient basic infrastructure and services and strengthen participatory local governance in targeted communities including those affected by violence.

The Project will be implemented by the Department of Provincial & Local Government Affairs (DPLGA) with significant input from other levels of government.

The Project comprises the following three components:

- **Component 1: Community infrastructure, services and livelihoods grants** will finance the sub-grants for communities and special interest groups (women, youth) that would target investments for basic services or infrastructure, inter-ward investments for larger shared services and special interest group grants for women or youth groups/associations.
- **Component 2: Strengthening community and local government capacity** will provide capacity building and facilitation support to communities in the process of planning and managing sub-grant resources under Component 1 and help to improve the systems and capacities of local authorities in delivering public investment programs in accordance with the 1995 Organic Law.
- **Component 3: Project Management, Monitoring and Learning** will support a Project Management Unit (PMU) in Port Moresby, Provincial Project Offices (PPOs) and LLG teams all participating provinces.

ASSIGNMENT OBJECTIVES

DPLGA requires a **Gender and GBV Specialist** to provide specialist support to ensure the effective design and implementation of gender and GBV strategies supported by the project.

The **Gender and GBV Specialist** will work closely with the Environmental and Social (E&S) Specialist and E&S Officers within the PMU, the Social and Stakeholder Engagement Officer within the PPOs, and the Community Development Workers and Technical Facilitators with LLGs.

The **Gender and GBV Specialist** will also work collaboratively with the Department of Justice and Attorney General (DJAG) to implement key activities.

SCOPE OF SERVICES

The main activities are to lead the update and implementation of the Project's Gender-Based Violence (GBV) Prevention and Response Action Plan which outlines strategies to mitigate and respond to risks of Project-Related GBV and School-Related GBV in the Project.

A. The Gender and GBV Specialist will lead the implementation of the following activities:

Component 1: Community infrastructure, services and livelihoods grants

- Project briefings with the provincial administration, district administration and LLG administration.
- Ensure the safety audit is incorporated into Environmental and Social Safeguards Screening.
- Ensure Ward Development Grant Agreement include SEA/SH requirements.
- Monitoring that LLG Development Committee project selection:

- Includes women's space or services in the community.
- Incentivize projects with inter-ward investments that increase women and girls' safety when accessing services and formal services for women and girls experiencing GBV.

Component 2: Strengthening community and local government capacity

- Conduct awareness with the Implementing Agency on actions within the GBV Prevention and Response Action Plan.
- Conduct an induction session on the SEA / SH with personnel of training providers.
- Train PPO Environment and Social Officer, CDW, and Technical Facilitators responsible for GBV activities.

Component 3: Project Management, Monitoring and Learning

- Conduct induction sessions on the SEA / SH with project personal.
- Establish a pathway in the GRM to receive and respond to cases of GBV.
- Train PPO Environment and Social Officer, CDW, Technical Facilitators and other key personnel responsible for SEA / SH complaints.

B. The Gender and GBV Specialist will work with the Project Manager to:

Component 2: Strengthening community and local government capacity

- Ensure personnel of training providers sign a Code of Conduct that specifically prohibits SEA / SH.
- Facilitate MoU between the DPLGA and the Department of Justice and Attorney General.

Component 3: Project Management, Monitoring and Learning

- Ensure Project personal sign a Code of Conduct that specifically prohibits SEA / SH and child abuse and exploitation.

C. The Gender and GBV Specialist will support the PPO Environment and Social Officer to implement the following activities:

Component 1: Community infrastructure, services and livelihoods grants

- Train LLG Development Committee.
- Ensure Community Workers sign a Code of Conduct that specifically prohibits SEA / SH.
- Ensure Safeguards Audit completed.

Component 2: Strengthening community and local government capacity

- Conduct awareness on women's rights and laws relating to GBV during Provincial Orientation.
- Coordinate with DJAG on training of Village Courts the Family Protection Act.

D. The Gender and GBV Specialist will support the Community Development Workers to implement the following activities:

Component 1: Community infrastructure, services and livelihoods grants

- Sensitization with male community members.
- Quotas for women for community Volunteers and CDD-SC.
- Chairperson or Budget Officer of CDD-SC held by a woman.
- Document any previous work of the women's groups related to GBV.
- Identify where women are most likely to seek assistance when experiencing violence.
- Facilitate women's participation in and influence on decision-making.
- Ensure CDD-SC members sign a Code of Conduct that specifically prohibits SEA / SH.
- Induction with CDD-SC.
- Ensure Community Workers complete an induction session on the SEA / SH.
- Ensure Project Workers sign a Code of Conduct that specifically prohibits SEA / SH.

- Ensure Project Workers complete an induction session on the SEA / SH.
- Ensure Community awareness conducted in all target communities.
- Ensure Community awareness on the laws related to SARV.
- Seek women's feedback on the Subproject.

Component 2: Strengthening community and local government capacity

- Conduct awareness on women's rights and laws relating to GBV during LLG Orientation.
- Conduct awareness on women's rights and laws relating to GBV during CDD-SC training.

E. The Gender and GBV Specialist will support the Technical Facilitators to implement the following activities:

Component 1: Community infrastructure, services and livelihoods grants

- Conduct safety audit of infrastructure and services sub-grants.

KEY DELIVERABLES

- Project briefings on GBV Prevention and Response Action Plan.
- Safety audit tool.
- Project Worker induction session on the SEA / SH.
- Establish a pathway in the GRM to receive and respond to cases of GBV.
- Train PPO Environment and Social Officer, CDW, Technical Facilitators and other key personnel responsible for SEA / SH complaints.

Other outputs as needed / assigned.

TIMING AND INPUT

The Gender and GBV Specialist will be recruited full-time for period of 6 years with extensive travel to Project sites.

QUALIFICATIONS AND EXPERIENCE

Required

- Degree in social science or related discipline.
- 10 years' experience in gender-based violence programming
- 5 years' experience delivering training and awareness on GBV and gender.
- 5 years' project management experience.
- Highly developed people management skills.
- Strong communication skills.

Preferred

- 3 years of experience in gender-based violence programming in rural communities or a transferable sector.

11.3. Roles and Responsibilities of Key Project Personnel

Project Manager

Component 2: Strengthening community and local government capacity

- Ensure personnel of training providers sign a Code of Conduct that specifically prohibits SEA / SH.
- Sign MoU between the DPLGA and the Department of Justice and Attorney General.

Component 3: Project Management, Monitoring and Learning

- Ensure Project personal sign a Code of Conduct that specifically prohibits SEA / SH and child abuse and exploitation.
- Ensure personnel of training providers sign a Code of Conduct that specifically prohibits SEA / SH.
- Facilitate MoU between the DPLGA and the Department of Justice and Attorney General.
- Ensure Project personal sign a Code of Conduct that specifically prohibits SEA / SH and child abuse and exploitation.

Social and Stakeholder Engagement Officer, Provincial Project Office

Component 1: Community infrastructure, services and livelihoods grants

- Train LLG Development Committee.
- Ensure Community Workers sign a Code of Conduct that specifically prohibits SEA / SH.
- Ensure Safeguards Audit completed.

Component 2: Strengthening community and local government capacity

- Conduct awareness on women's rights and laws relating to GBV during Provincial Orientation.
- Coordinate with DJAG on training of Village Courts the Family Protection Act.

Community Development Worker

Component 1: Community infrastructure, services and livelihoods grants

- Sensitization with male community members.
- Quotas for women for community Volunteers and CDD-SC.
- Chairperson or Budget Officer of CDD-SC held by a woman.
- Document any previous work of the women's groups related to GBV.
- Identify where women are most likely to seek assistance when experiencing violence.
- Facilitate women's participation in and influence on decision-making.
- Ensure CDD-SC members sign a Code of Conduct that specifically prohibits SEA / SH.
- Induction with CDD-SC.
- Ensure Community Workers complete an induction session on the SEA / SH.
- Ensure Project Workers sign a Code of Conduct that specifically prohibits SEA / SH.
- Ensure Project Workers complete an induction session on the SEA / SH.
- Ensure Community awareness conducted in all target communities.
- Ensure Community awareness on the laws related to SARV.
- Seek women's feedback on the Subproject.

Component 2: Strengthening community and local government capacity

- Conduct awareness on women's rights and laws relating to GBV during LLG Orientation.
- Conduct awareness on women's rights and laws relating to GBV during CDD-SC training.

Technical Facilitator

Component 1: Community infrastructure, services and livelihoods grants

- Conduct safety audit of infrastructure and services sub-grants.

ANNEX 7 LABOUR MANAGEMENT PROCEDURE

1. Introduction

This Labour Management Procedure (LMP) has been prepared to provide direction to the Rural Service Delivery Project 2 (RSDP-2) ('the Project') on ensuring that measures are in place to manage risks associated with employment under the Project, including measures to support appropriate working conditions and relationships, occupational health and safety practices, and prevention strategies for sexual exploitation and abuse and sexual harassment.

The LMP has been prepared in accordance with:

- PNG legislation including the *Employment Act 1978*.
- World Bank's Environmental and Social Standard (ESS) 2 (Labour and Working Conditions)

Other relevant documents that have been prepared include:

- Environmental and Social Management Framework (ESMF)
- Land Access and Resettlement Framework (LARF)
- Stakeholder Engagement Plan (SEP)
- Environmental and Social Commitment Plan (ESCP).

All E&S instruments have been or will be disclosed on the websites of the WB and DPLGA.

2. Overview of labour use on the project

The scope of application of this LMP depends on the type of employment relationship between the Borrower and the project worker. The term 'project worker' (as defined in ESS2) refers to direct workers, contracted workers, primary supply workers and community workers.

A summary of the Project labour requirements, including estimated number of workers and duration, is provided in Table 1.

Table 1: Summary of labour requirements

Type of project workers	Applicability of LMP	Characteristics of project workers	Timing of labour requirements	Indicative number of workers
Direct workers - government	OHS issues, and child and forced labour only	Existing workers employed by DPLGA, the PGs and LLGs that are working in connection with the project	Duration of project	150
Direct workers - other	Full scope of LMP applies	Staff hired using Project funding (e.g., PMU team, CDWs, TFs, FFs) Individual specialists directly contracted to the PMU	Duration of project	350
Contracted workers	Full scope of LMP applies	Workers hired by construction contractors that are engaged by grant beneficiaries such as LLG Administrations (e.g., for renovation works) and Ward Development	Duration of project	Less than 10 per sub-project

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		Committees (e.g., for specialist works not able to be done by community workers).		
Primary supply workers	OHS issues, and child and forced labour only	Not anticipated		
Community workers	OHS issues, terms of engagement and child and forced labour only	Community members who implement aspects of the project including CDD-SC members and workers who support the construction of sub-projects. Community workers who support the construction of sub-projects will be hired and managed by the CDD-SC or women's/youth groups. This may be paid or unpaid, or non-monetary compensation may be provided. This will be decided by documented consultations with the community.	During planning and construction of sub-projects	Around 20 per sub-project

3. Key project labour risks and mitigation overview

The key labour-related risks associated with the project are:

- **Terms of employment not consistent with national law.** This risk mainly applies to contractors who will employ project workers as they are likely unfamiliar with the labour and working condition requirements and there is a risk that such requirements will not be met.
- **Workers suffer discrimination and lack of equal opportunity in employment.** Vulnerable and disadvantaged people (e.g., women and persons with disabilities) may be subject to increased risk of exclusion from employment opportunities under the Project. Lack of equal pay for equal work for men and women is also a risk.
- **Use of child or forced labour.** Contractors may use children for economic or cultural reasons and and/or not verify the ages of potential workers. There is also a risk of child or forced labour being engaged as community workers.
- **Risks of workplace accidents, or emergencies.** The understanding and management of OHS risks at worksites in PNG is generally poor and this exacerbates the risks of accidents. Direct workers (e.g., CDWs, FFs and TFs) will travel between project sites (and in some cases to remote areas) and there is need to ensure that vehicles used are equipped with appropriate safety equipment and adequate supplies are taken. Although the sub-projects are small-scale, they are predominately being constructed by community labour who will have limited experience with OHS management.
- **Sexual Exploitation and Abuse (SEA) / Sexual Harassment towards workers or the community from Project workforce.** This has been identified as a risk for PNG projects generally.

The key labour risks and mitigation for addressing these risks are summarized in **Table 2**. Details of the policies and procedures (i.e., mitigations) to address these are provided in Section 5.

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Table 2: Key labour risks and mitigation summary

Type of project workers	Terms of employment not secured by contractual agreements	Workers suffer discrimination and lack of equal opportunity in employment	Use of child labour contravenes national legislation and international conventions ratified by PNG	Risks of workplace accidents, or emergencies	Sexual Exploitation, Abuse / Sexual Harassment (SEA/SH) toward workers and community
Direct workers - government	All government workers fall under their respective internal human resources protocols which cover: - Employment period, remuneration, tax and insurance payments. - Transparent procurement processes - Equal opportunity employment.		DPLGA, PGs and LLGs will not engage any workers younger than 18 years of age on the Project.	OHS measures to be implemented as described in the ESMF. This includes the implementation of existing procedures (where relevant) and the development and implementation of activity specific OHS procedures where required. Government Workers are covered by the government worker 's compensation insurance.	All public servant workers bound by Public Service, Code of Business Ethics & Conduct and General Order, which include behaviour expectations that broadly include related to SEA/SH.
Direct workers - other	The terms and conditions for workers will be prepared and include details on pay and working conditions in line with PNG law and ESS2 requirements.	Recruitment procedures will be documented and filed in accordance with the requirements of this LMP.			Codes of Conduct (CoC), including SEA/SH are signed by workers (see Attachment 2 of this LMP) and all workers receive induction on these clauses of the CoC prior to undertaking project activities. Project Grievance Redress Mechanism (GRM) include a pathway to receive and respond to complaints of SEA/SH. Workers have access to contractor GRM for any workplace, contractual or pay and working condition concerns.

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Contracted workers	Contracts for contracted workers are to include details on pay and working conditions in line with PNG law and ESS2 requirements.	Procurement processes to be transparent and reflect equal opportunity employment.	Condition of contract/agreement for third parties will include ban on engaging any workers younger than 18 years of age	OHS measures to be implemented as described in the ESMF. This includes the development and implementation of activity-specific Job Hazard Analysis (JHAs) for each activity. Construction companies will have workers compensation insurance for their workers.	Codes of Conduct (CoC), including SEA/SH are signed by contract workers (see Attachment 2 of this LMP) and all workers receive induction on these clauses of the CoC prior to undertaking project activities.
Community workers	Community workers will be explained the terms of engagement, which includes age requirements, CoC, safety, GRM, remuneration (if applicable), etc (see Attachment 1).	Selection of community workers to be undertaken on a transparent basis by the CDD-SC or women's/youth group. No worker is to be forced to work for the Project.	All community workers will be aged 18 years or older	OHS measures to be implemented as described in the ESMF. This includes the development and implementation of activity-specific Job Hazard Analysis (JHAs) for each activity and provision of appropriate PPE. Grant recipients will be responsible for workers' compensation insurance and/or remedies for adverse impacts in line with customary practice and PNG Law through the Project.	A summary of the CoC will be communicated verbally with a visual aid (i.e., 5-6 points and visual summary of the key points) during daily worker registration. The CoC summary will also be displayed on the community notice board.

4. Overview of Labor and Occupational Health and Safety Legislation

Key PNG labour and OHS legislation

The Constitution of the Independent State of Papua New Guinea, adopted in 1975, includes several pertinent articles. These guarantee the equality of citizens, freedom of assembly and association, and protection from inhuman treatment and forced labour. The Employment Act of 1978 serves as Papua New Guinea's primary labour legislation, governing terms and conditions of employment. The Employment Regulation of 1980, amended in 2006, implements the provisions of the Employment Act. The employment of non-citizens is regulated by both the Employment Act and the Employment of Non-citizens Act 2007. The Industrial Relations Act 1962 addresses freedom of association, collective bargaining, and industrial relations. Furthermore, the Industrial Safety, Health, and Welfare Act 1961, amended in 2016, provides basic occupational health and safety requirements. Numerous other Acts address additional employment issues. The labour legislation of Papua New Guinea represents an outdated framework and lacks alignment with many International Labour Organization Conventions ratified by the country.

Gap analysis against ESS2

The Employment Act aligns with ESS 2 in some aspects but is outdated. Unlike national legislation, ESS 2 mandates a written LMP for each project to address how it applies to various worker categories. ESS 2 also surpasses the Employment Act with provisions on equal opportunity and fair treatment, asserting that discrimination must not occur based on "*personal characteristics unrelated to inherent job requirements*". It explicitly addresses migrant worker discrimination, unlike national laws. While ESS 2 prohibits employment of children under 14, national legislation permits work from age 11 under certain conditions. The Employment Act offers limited measures for grievance mechanisms in labour disputes and does not cover grievance mechanisms in workplaces. Furthermore, labour laws do not apply to the informal sector, which would exclude community workers.

5. Project-related Labour Policies and Procedures

Employment principles

The employment of Project workers will be based on the principles of non-discrimination and equal opportunity. There will be no discrimination with respect to any aspects of the employment relationship, including recruitment, compensation, working conditions and terms of employment, access to training, promotion or termination of employment. The following measures will be monitored by the Implementing Agencies to ensure fair treatment of all employees:

- Recruitment procedures will be transparent, public and non-discriminatory, and open with respect to ethnicity, religion, sexuality, disability or gender.
- Clear job descriptions will be provided in advance of recruitment and will explain the skills required for each post.
- All workers will have written contracts describing terms and conditions of work and will have the contents explained to them. Workers will sign the employment contract.
- Employees will be informed at least two months before their expected release date of the coming termination.

- Depending on the origin of the employer and employee, employment terms and conditions will be communicated in a language that is understandable to both parties.
- In addition to written documentation, an oral explanation of conditions and terms of employment will be provided to workers who may have difficulty understanding the documentation.

Terms and conditions of employment

Terms and conditions of direct workers are determined by their individual contracts. Permanent Project staff will have individual agreements (labour contract or service contract) with fixed monthly wage rates. All the recruiting procedures should be documented and filed in the folders in accordance with the requirements of PNG's labour legislation and the ESS2. Forty hour per week employment should be practiced. Requirements and conditions of overtime and leave entitlements are agreed as part of individual contracts.

The PMU will ensure that contractors/ third parties are aware of and comply with the labour management and OHS policies and procedures outlined in this LMP.

At the beginning of employment or, in the case of existing workers, prior to commencing work related to the Project, workers will be provided with information on the following as appropriate:

- The name and legal domicile of the employer.
- The worker's name.
- The worker's job title.
- The date employment began.
- Where the employment is not permanent, the anticipated duration of the contract.
- The place of work, or where the work is mobile, the main location.
- Housing and accommodation provisions and payment required, if any.
- Provisions regarding food and payment required, if any.
- Hours of work, rest breaks, leave entitlements, and other related matters.
- Rules relating to overtime and overtime compensation.
- The levels and rules relating to the calculation of salary, wages, and other benefits, including any rules related to timing of payment and deductions.
- The pension and other welfare arrangements if any applicable to the worker.
- The length of notice that the worker can expect to give and receive on termination of employment.
- The disciplinary procedures that are applicable to the worker, including details of representation available to the worker and any appeals mechanism.
- Details of grievance procedures, including the person to whom grievances should be addressed.
- Any collective bargaining arrangements if any that apply to the worker.

Templates for engaging community workers (to be used by the CDD-SCs and Women/Youth Groups) are provided as Attachment 1.

Age of employment

Given the nature of the Project and required workforce, all direct, contracted and community workers that work on the Project will be over 18. To ensure compliance, all direct and contracted will be required to produce a birth certificate or national identification card as proof of their identity and age. In the case of individual contract and community workers, it is understood that not all community residents may have documentation proving of their age. The village leaders will need to verify the ages of community workers in such instances.

If a child under the minimum age is discovered working on the Project, measures will be taken to immediately terminate the employment or engagement of the child in a responsible manner, taking into account the best interest of the child.

Sexual Exploitation and Abuse, and Sexual Harassment

The Project has been assessed as substantial risk of the SEA/SH using the World Bank risk assessment tool. This risk rating relates to opportunities of Project Workers to use SEA/SH towards other Project Workers or members of the community during Project activities.

Provisions on sexual exploitation and abuse and sexual harassment will be included in the Code of Conduct to set clear expectations of all Project Workers while conducting project activities.

Direct workers – Government are bound by the by Public Service, Code of Business Ethics & Conduct and General Orders which include behaviour expectations that broadly include related to SEA/SH. Direct workers – Government will complete an awareness session on their responsibilities under the Public Service, Code of Business Ethics & Conduct and General Order.

All direct workers (other) and contracted workers will be required to sign a Code of Conduct (CoC) (Attachment 2 of this LMP), which explicitly prohibits SEA/SH during project activities, and complete an induction on these clauses prior to undertaking project activities. Community workers will be provided with a culturally appropriate summary of the CoC.

The Project GRM (which is included in the SEP) includes procedures to receive and respond to complaints related to SEA/SH as well as any complaints of GBV whether project-related or not.

Occupational health and safety

The PMU will ensure effective methods are put in place for responding to identified hazards and risks, establishing priorities for taking action and evaluating outcomes.

All parties who employ or engage Project workers will actively collaborate and consult with Project workers in promoting understanding of, and methods for, implementation of occupational health and safety (OHS) requirements, as well as in providing information to Project workers, training on occupational safety and health, and provision of personal protective equipment without expense to the Project workers.

Project workers will receive training during induction, thereafter on a regular basis and when changes are made in the workplace, with records of the training kept on file. Training will cover relevant aspects of OHS associated with daily work, including the ability to stop work without retaliation in situations of imminent danger.

Project workers will be provided with appropriate personal protective equipment (PPE) suitable for the risks they will encounter, including safety boots, helmets, gloves, protective clothing, goggles, and ear protection at no cost to the workers.

OHS management for contractors and community workers involved in sub-project construction is detailed in the Environmental and Social Management Plan (ESMP). Hazards and risks will be identified through a Job Hazard Analysis (JHA) for each task, completed by the designated role with the workers.

The management of OHS risks associated with travel to remote areas, such as CDWs, TFs and FF traveling to remote wards, is also covered in the ESMF, with a specific procedure developed for remote and isolated work.

Workers' rights to refuse unsafe work environments

Workplace processes will be put in place by the PMU for Project workers to report work situations that they believe are not safe or healthy. Project workers can remove themselves from a work situation which they have reasonable justification to believe presents an imminent and serious

danger to their life or health. Project workers who remove themselves from such situations will not be required to return to work until necessary remedial action to correct the situation has been taken. Project workers will not be retaliated against or otherwise subject to reprisal or negative action for such reporting or removal.

6. Worker Grievance Mechanism

The Government of PNG, through the PNG Public Service Commission, has established a complaints process for aggrieved Officers engaged by the public service to lodge grievances relating to the discipline, selection or terms and conditions of employment connected to the National Public Service of Papua New Guinea. All public servants engaged within the scope of the project will be referred to the commission to lodge their grievances through this process.

Direct workers that are not government workers can file work-related grievances through the Project GRM, and this should be done through the toll-free number or relevant project GRM modules in the MIS as this will be received directly by the PMU.

Contracted and community workers can file work-related grievances through the Project GRM.

The GBV Prevention and Response Action Plan (included as an annex to the ESMF) contains details on how complaints related to SEA/SH will be received and resolved.

7. Roles and Responsibilities

The PMU (and respective PPOs) will be responsible for ensuring that project workers engaged to deliver activities are managed in accordance with this LMP, including:

- Implementing this LMP
- Ensuring that workplace grievance procedures are operational and that workers are informed of its purpose and how to use it
- Preparing and submitting regular progress reports on the implementation of the LMP to the WB.

Grant recipients will be responsible for:

- Hiring and overseeing construction companies for larger scopes of work (if required, e.g., for interward projects or LLG office renovations) and/or scope of work that cannot be done by community workers (e.g., electrical work, asbestos removal) and ensuring relevant labour-related conditions are included in their contract.
- Hiring and overseeing community workers for small scopes of work, which will involve:
 - Clearly communicating job descriptions and employment conditions (including payment or non-cash compensation, if provided)
 - Providing workers with evidence of payments made and maintain records (if applicable)
 - Ensuring no child or forced labour is involved in the scopes of work they are managing
 - Preparing and implementing a simple JHA for construction tasks, and explaining this to worker each day
 - Providing a summary of the CoC to workers each day
 - Providing PPE to workers (free of charge) as relevant to the risks/tasks.

Attachment 1 Community Worker Employment Register

This is for use by the WDC or CDD-SCs and Women/Youth Groups engaging Community Workers to document the workers engaged each day.

Name of WDC, CDD-SC or Women's/Youth Group:

Date:

Worker name	Age	CoC explained	JHA explained	Payment (if applicable)	Worker signature

Attachment 2 Worker Code of Conduct

This Code of Conduct is part of the Project's measures to manage environmental and social risks related to the Works. It applies to all Project Workers.

Our workplace is an environment where unsafe, offensive, abusive or violent behaviour will not be tolerated and where all persons should feel comfortable raising issues or concerns without fear of retaliation.

REQUIRED CONDUCT

Project Workers shall:

1. carry out his/her duties described in the contract competently and diligently in the timeframe agreed;
2. comply with this Code of Conduct and all applicable laws, regulations and other requirements, including requirements to protect the health, safety and well-being of other Project Workers and any other person;
3. maintain a safe working environment including by:
 - a. ensuring that workplaces, machinery, equipment and processes under each person's control are safe and without risk to health;
 - b. wearing required personal protective equipment;
 - c. using appropriate measures relating to chemical, physical and biological substances and agents; and
 - d. following applicable emergency operating procedures.
4. report work situations that he/she believes are not safe or healthy and remove himself/herself from a work situation which he/she reasonably believes presents an imminent and serious danger to his/her life or health;
5. treat other people with respect, and not discriminate against specific groups such as women, people with disabilities, migrant workers or children;
6. not engage in any form of sexual harassment including unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature with other Project Workers or a member of the surrounding community;
7. not engage in Sexual Exploitation, which means any actual or attempted abuse of position of vulnerability, differential power or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another;
8. not engage in Sexual Abuse, which means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions;
9. not engage in any form of sexual activity with individuals under the age of 18, except in case of pre-existing marriage;
10. complete relevant training courses that will be provided, including relating to Sexual Exploitation and Abuse (SEA), and Sexual Harassment (SH).
11. report violations of this Code of Conduct and unsafe work practices; and

12. not retaliate against any person who reports violations of this Code of Conduct, whether to us or the Employer, or who makes use of the grievance mechanism for Contractor's Personnel or the project's Grievance Redress Mechanism.

RAISING CONCERNS

If any person observes behaviour that he/she believes may represent a violation of this Code of Conduct, or that otherwise concerns him/her, he/she should raise the issue promptly. This can be done in either of the following ways:

1. Contact *[enter name of the Social Expert with relevant experience in handling sexual exploitation, sexual abuse and sexual harassment cases, or if such person is not required under the Contract, another individual designated by the Contractor to handle these matters]* in writing at this address [] or by telephone at [] or in person at [];
2. Call [] to reach the GRM hotline and leave a message;
3. Register the grievance in the GRM module of the project Management Information System (MIS); or
4. Report to field staff (CDWs/TFs) (for contracted workers and community workers)

The person's identity will be kept confidential if preferred, unless reporting of allegations is mandated by the country law. Anonymous complaints or allegations may also be submitted and will be given all due and appropriate consideration. We take seriously all reports of possible misconduct and will investigate and take appropriate action. We will provide warm referrals to service providers that may help support the person who experienced the alleged incident, as appropriate.

There will be no retaliation against any person who raises a concern in good faith about any behaviour prohibited by this Code of Conduct. Such retaliation would be a violation of this Code of Conduct.

CONSEQUENCES OF VIOLATING THE CODE OF CONDUCT

Any violation of this Code of Conduct by the Project Workers may result in serious consequences, up to and including termination and possible referral to legal authorities.

FOR PROJECT WORKERS:

I have received a copy of this Code of Conduct written in a language that I comprehend. I understand that if I have any questions about this Code of Conduct, I can contact *[enter name of contact person(s) with relevant experience]* requesting an explanation.

Name of Project Worker:

Signature: _____

Date: (day month year): _____

Countersignature of witness:

Signature: _____

Date: (day month year): _____

Attachments:

1. Behaviours constituting SEA and behaviours constituting SH

ATTACHMENT 1 TO THE CODE OF CONDUCT FORM

**BEHAVIORS CONSTITUTING SEXUAL EXPLOITATION AND ABUSE (SEA) AND BEHAVIORS
CONSTITUTING SEXUAL HARASSMENT (SH)**

The following non-exhaustive list is intended to illustrate types of prohibited behaviours.

(1) **Examples of sexual exploitation and abuse** include, but are not limited to:

- A Project Workers tells a member of the community that he/she can get them jobs related to the work site (e.g., cooking and cleaning) in exchange for sex.
- A Project Workers rapes, or otherwise sexually assaults a member of the community.
- A Project Workers denies a person access to the Site unless he/she performs a sexual favour.
- A Project Workers tells a person applying for employment under the Contract that he/she will only hire him/her if he/she has sex with him/her.

(2) **Examples of sexual harassment in a work context**

- A Project Worker comment on the appearance of another Project Workers (either positive or negative) and sexual desirability.
- When a Project Worker complains about comments made by another Project Worker on his/her appearance, the other Project Worker comment that he/she is “asking for it” because of how he/she dresses.
- Unwelcome touching of a Project Worker by another Project Workers.
- A Project Worker tells another Project Worker that he/she will get him/her a salary raise, or promotion if he/she sends him/her naked photographs of himself/herself.

ANNEX 8 LAND ACCESS PROCEDURE

1 Introduction

This Land Access Procedure (LAP) has been prepared to establish the principles, objectives, procedures and considerations to be used to manage land access and associated resettlement impacts with the Rural Service Delivery Project 2 (RSDP-2) ('the Project'). It guides the process where landowners wish to provide access, change of land use, or donate land for subproject purposes that are of direct benefit to them and their community. It also outlines the procedures for other scenarios involving government land or assets.

This LAP follows the guidance in the WB's Environmental and Social Standard (ESS) 5 (Land Acquisition, Restrictions on Land Use and Involuntary Resettlement), ESS 7 (Indigenous Peoples/Sub-Saharan African Historically Underserved Traditional Local Communities) and PNG Government requirements including applicable PNG laws and regulations.

This LAP is supported by the following project documents:

- Environmental and Social Management Framework (ESMF)
- Labour Management Procedure (LMP)
- Stakeholder Engagement Plan (SEP).

All E&S instruments have been or will be disclosed on the websites of the WB and DPLGA.

2 Papua New Guinea Legal Framework

2.1 Papua New Guinea Land Tenure Types

Land laws in PNG are largely based on customary land title. Customary land covers most of the usable land in the country (some 97% of the total land area). The remaining land is alienated land, comprising both State and Freehold land with freehold land making up only a small proportion of alienated land in PNG.

<p>Customary Land</p>	<p>Ownership of customary land is determined by oral history, genealogy, and kinship and descent ties which define membership to some corporate group such as a clan or tribe. Groups such as clans usually have a notional title over land. However, the effective landholding units – who own and/or operate the land whose ownership cannot be further divided – are individual heads of extended families and their descendants. Their rights to continue to use land are frequently dependent on their history of contribution and assistance to the corporate unit which owns the land.</p> <p>Determination of landowners is a prerequisite to discussing and securing key agreements for project development. Recognition of legitimate landowners, and protection of their rights, is vital in this process.</p> <p>Customary land is either unregistered (the large majority) or has been registered by ILGs through the Voluntary Customary Land Registration System which was introduced in 2009. ILG's involve a large number of groups or clans that have come together to register their members and respective customary land under one group. An ILG can then lease this land to businesses (most commonly mining companies) who operate on their land, in return paying royalties to the members of the ILG.</p>
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Freehold Land	<p>Freehold land is alienated land. Customary landowners have been able to convert their customary land to private freehold since the introduction of the Land (Tenure Conversion) Act 1963 by applying to the Land Titles Commission. Only customary land can be converted to freehold - State Land cannot be converted to freehold. In 1987 the Act was amended so that ILGs and other customary groups could apply for registration of their land.</p> <p>Freehold titles indicate that the name of the person or business group on the Certificate of Title (COT) owns both the property and the land upon which it stands. Freehold land registration is not as commonly advocated for as the Incorporated Land Groups (ILG's).</p>
State Land	<p>State land is alienated land. State land may be leased for a period not exceeding 99 years and at its expiration the State is allowed, but not obliged to, renew the lease. Applications for State Leases are made to the Land Board which considers them and based on their merit, submits to the Minister for their decision. The Minister has the final say in granting or rejecting an application for a State Lease. In an instance where a lease is granted, the application will be published in the National Gazette.</p>

2.2 Key Papua New Guinea laws, regulation and policy

A summary description of current PNG legislation is outlined below. Table 3 indicates the key PNG legislation that will govern the land access on the Project. This includes regarding land acquisition (change of ownership) which is not expected to be required for the Project.

Table 3: Key relevant PNG legislation

Topic	Relevant Legislation
Land Ownership and Dispute Resolution	<i>Land Titles Commission Act 1962</i> <i>Land Disputes Settlement Act 1975</i>
Land Access and Acquisition	<i>Land (Ownership of Freeholds) Act 1976</i> <i>Land Act 1996</i> <i>Land Groups Incorporation (Amendment) Act 2009</i> <i>Land Registration (Customary Land) (Amendment) Act 2009</i>
Compensation and Benefits	<i>National Constitution of PNG 1975</i> <i>Land Act 1996</i> <i>Valuation Act 1967</i>
Local and Provincial Government	<i>Organic Law on Provincial Governments and Local-level Governments (1998)</i>
General	<i>PNG Constitution (1975)</i>

3 Project Land Requirements

The community subprojects will be for the direct benefit of the community and can be community assets (e.g., markets, resource centre, water supply system) or government asset (e.g., aid post, school classroom). Some subprojects may benefit and be developed by multiple communities (interward subprojects).

The scenarios where land will be required for the Project are:

- Community asset on customary land
- Government asset on customary land
- Community or Government asset on alienated land (government or freehold)

The area of land required for most community subproject is likely to be quite small (less than 5,000 m²), although interward sub-projects may require substantially more land.

4 Key Principles

The WB's ESS5 and ESS7 outlines the following objectives which have been adopted in the preparation of this document and will govern project implementation.

- Avoid or minimize involuntary resettlement where feasible.
- Assist affected persons in improving their former living standards, earning capacity and production levels or at least restoring them.
- Improve living conditions of poor or vulnerable persons who are physically displaced, through provision of access to services and facilities, and security of tenure.
- To ensure that resettlement activities are planned and implemented with appropriate disclosure of information, meaningful consultation, and the informed participation of those affected.
- To obtain the Free, Prior, and Informed Consent (FPIC) of affected Indigenous Peoples, where there are adverse impacts on land and natural resources subject to customary use, ownership or occupation.
- Ensure that the resettlement design and implementation process is undertaken with respect for the human rights, dignity, aspirations, identity, culture, and natural resource-based livelihoods of Indigenous Peoples.

Activities that require physical displacement (relocation or removal of houses, businesses or permanent structures) or economic displacement (loss of livelihood; restriction of access to traditional lands or resources); use of land under dispute; involuntary land acquisition; or leasing of customary land where suitable government land is available are not eligible for funding under the Project. This means that any land required for subprojects will largely be based on the goodwill of government or freehold leaseholders or landholders from the beneficiary community.

The key specific principles of land donation for the Project are:

- The use of available government and freehold land will be prioritised
- Decisions on land and donations will be made with the informed consent, free of coercion and will not unduly affect the donor
- Full consultation with landowners and any claimants and other land users will occur well in advance and be fully documented.
- Living standards and livelihoods of landholders or land users (including informal) shall not be adversely affected (i.e. no individual should lose more than 10% of their productive assets or productive landholdings)
- Any agreement will be confirmed through written record and verified by an independent third party
- Landholders and land users should be made aware of how to access the grievance redress mechanism.

5 Procedures for Securing Land for Subprojects

The procedures for securing land for the subprojects are summarised in Table 2. This process needs to be completed as part of Stage 3 of the Sub-project cycle, and the completed documents submitted with the sub-project proposal.

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Table 4: Procedures for securing land for the subprojects

Scenario	Requirement
Community asset on customary land	<p>Land due diligence on land to confirm land status and this ownership is not under dispute. This will be undertaken through completion of a Land investigation Report (customary land) conducted by the Provincial Lands Officer to identify legitimate landowners.</p> <p>Clan Land Use Agreement (CLUA) is completed following the voluntary land donation protocol.</p>
Government asset on customary land	<p>Land due diligence undertaken on land to confirm land status and this ownership is not under dispute. This will be undertaken through completion of a Land investigation Report (customary land) conducted by the Provincial Lands Officer to identify legitimate landowners.</p> <p>Government requests use of customary land for direct community benefit.</p> <p>Clan Land Use Agreement (CLUA) is completed following the voluntary land donation protocol.</p>
Community or Government asset on alienated land (government land or freehold)	<p>Land due diligence undertaken on land to confirm land status and this ownership is not under dispute. This will be undertaken through completion of a Land investigation Report (state/freehold land) conducted by the Provincial Lands Officer to identify legitimate landowners.</p> <p>State leaseholder / Freeholder title owner verifies in writing it's acceptable and endorsement for the asset to be erected on land.</p> <p>Memorandum of Understanding (MoU) between community or government asset owner and relevant State leaseholder / Freeholder title owner is negotiated and signed, witnessed by Provincial Lands Officer.</p>

5.1 Voluntary Land Donation Protocol for Customary Land

For cases where communities and/or individual landholders have offered to donate their land for the project because it is of benefit to the broader community, the World Bank's Voluntary Land Donation Protocol should be followed. The project team is to exercise their best judgment where voluntary land is offered and conduct due diligence to avoid adverse impacts and reputational risks. Donations are based on the premise that the project benefit will offset or outweigh the loss of the land donated.

Voluntary land donation (VLD) is only suitable for community driven projects where the landowner and/or community wish to 'gift' land parcels or small areas for small-scale community infrastructure that will be of direct benefit the donor's community.

5.1.1 Voluntary Land Donation Applicability

VLD is applicable when:

- It has been verified the donation did not result from any form of coercion or manipulation and is offered in good faith
- There are alternatives for placing the infrastructure on other community land, and therefore the affected persons have the option to refuse without compromising the sub-project from proceeding

- The amount of land being donated is minor and will not reduce the donor's remaining land area below that required to maintain the donor's livelihood at current levels (e.g., donated land is less than 10% of productive landholdings).
- Alternatives and the viability of other locations or sites have been considered
- The donation does not result in the displacement of households or cause loss of income or livelihood
- The landholder/s making the donation will directly benefit from the project
- Consultation has been conducted in an open and transparent manner and to a degree that the landholder/s can make an informed choice
- The land is free from disputes regarding ownership or tenure
- Land transactions are supported through the transfer of titles
- Full and proper documentation of all consultations, meetings, grievances and actions taken to address grievances has been reviewed and made available

VLD is NOT applicable:

- For medium/large-scale infrastructure particularly in cases where a government agency or entity that has a statutory obligation to provide the infrastructure and/or services for which the land is required
- Where inadequate consultation with donors of customary land results in lack of understanding about the terms and conditions of the donation
- In lieu of formal procedures for land acquisition where these do not exist
- Where donor property owners, landowners or customary rights holders do not support, or will not directly benefit from the Project
- Where conflicts over land exist, including customary collective ownership
- Where conflicting land titling that makes it difficult to establish with certainty who has a right to own, donate and use a specific parcel of land
- Where donors did not provide their informed consent and were subject to political or social pressure and coerced into making the donation.

5.1.2 Process for Voluntary Donation

This section provides guidance on the process for VLD, namely on how to:

- Verify and document the requirements of the donation and the formalization of the donation
- Carry out due diligence on the owners and users of land donated
- Ensure appropriate consultation and disclosure
- Establish informed consent of the person donating the land
- Sign written agreement
- Establish grievance redress mechanism.

The project team will undertake the following steps:

1. Determine VLD is appropriate in the circumstances of the project

The team should assess that:

- land is being put forward voluntarily by rightful customary landowners
- the land is suitable for the proposed subproject (alternatives have been considered)
- the subproject has a direct benefit to the donor and their community
- the donor and their livelihood will not be adversely affected by the donation
- size of the area required
- donor's understanding of the terms and conditions of the donation is documented.

2. Conduct due diligence on who owns and uses the land

Given the specific issues surrounding land ownership and user rights, it is important that the careful due diligence is undertaken to understand the type of land rights that exist and to identify any particular issues relating to land ownership and use. Thereafter, specific due diligence must be conducted on each parcel of land proposed for donation. This process will be undertaken by a Provincial Lands Officer and will identify:

- The rightful customary owner(s) of the land
- Those with customary rights to use the land or its natural resources; or any parties that occupy the land (either physically or through ownership of an asset or conduct of livelihood or business activities on the land)
- Any competing claims of ownership or use
- Structures and assets on the land
- Any encumbrances on the land.

It is important to: (a) identify the right that is being transferred (an ownership right, a use right, a right of way, etc.); and (b) check whether the donor actually has the right s/he claims to have. In many circumstances where careful due diligence has not been carried out, significant conflict has arisen at a later stage when another party claims that they have the same or a competing right. In some circumstances – but not all – the donor will have documentary evidence of such right. Where conflict or potential conflict over the ownership of the land or its boundaries, alternative sites will be required.

Note: In some instances, land may be occupied by church groups but not officially registered as freehold land. In those cases, the CLUA process applies, and customary landowners and church users will document their agreement in consultation minutes and sign the CLUA.

3. Disclosure and Consultation

The decision to donate must be taken on the basis of a full understanding of the project and the consequences of agreeing to donate the land. Accordingly, the donor(s) and users of the land must fully comprehend what the land will be used for, for how long, and the impact the donation will have on them and their families.

The long-term and inter-generational impacts of the donation need to be fully considered by the clan and/or families donating the land.

4. Establishing Informed Consent

It is crucial that the project team is confident that the decision to donate customary land was taken in circumstances of informed consent or power of choice and offered on the goodwill of the donor/customary landowner(s). The owner(s) or user(s) of the land understand:

- What the land is going to be used for, by whom and for how long
- That the ownership or right to use the land will change, and what this really means
- Possible alternatives to using this land
- What they will need to do to donate the land (e.g., documentation, get spousal consent)
- The exact demarcation of land boundary
- Potential intergenerational impact of the donation on their family, what they can do if they (or their family or heirs) want the land back.

5. Documentation

The terms and conditions of the land donation must be mutually agreed upon and detailed in a written agreement.

Meeting minutes with landowner(s) and parties with an interest in the land must be recorded and documented prior to the donation of land for subproject purposes. All parties must be consulted widely to ensure clear understanding of the intent, voluntary nature and conditions of the donation.

Legal transfer is not required since: (a) customary land in Papua New Guinea cannot be bought or sold, and (b) it is for the subproject purpose and cannot be transferred to an entity as such. However, legal transfer would be required for government land, if applicable.

Representatives of the landowners (family or clan) will sign a Clan Land Use Agreement (CLUA) (Attachment 1). This certifies that the land is voluntarily donated for the purposes of the subproject and for the benefit of the community. The signature of the Letter is witnessed (as attested by their signature) by a suitable project representative.

The project team will:

- Identify additional appropriate documentation that may be required
- Ensure that the CLUA:
 - Refers to the consultation that has taken place (date, attendees, topics)
 - Confirms the landowner(s) understand the provisions of the CLUA, and that the donation was voluntarily made and not subject to coercion, manipulation, or any form of pressure
 - Includes accurate map of the land being donated (boundaries, coordinates)
- Ensure that all necessary parties sign the documents, including obtaining informed consent from spouses and children over a certain age
- Ensure local witness(es) or third-party verification to CLUA.

The Project implementing agency should maintain a record with documentation for each parcel of land donated. Such documentation must be available for World Bank review, and for review in relation to any grievances that may arise.

6. Grievance Arrangements

Grievances may be referred to customary conflict mediation arrangements where they are not directly affiliated with traditional leaders who are a party to the donation process. Land that comes under ownership disputes during subproject preparation will result in the subproject being terminated.

5.2 State or Freehold land

There may be some potential for community subproject assets to be located on state or freehold land. In such situations, a MoU with relevant government agencies and community representatives will be required.

The Memorandum of Understanding (MoU) applies when (a) government land is required for a community asset as no suitable alternative sites exists, (b) where the ward is situated in the District and/or LLG headquarters, (c) where the ward is situated in the 99 year agricultural lease land area; and (v) the relevant government agency has agreed for the land to be used for a specific purpose, over a specific timeframe, for the benefit of the whole community. Ownership of the land parcel will be confirmed with relevant Department of Lands and Physical Planning and due diligence will be undertaken (and documented) to confirm ownership is not under dispute. The MOU will need to be witnessed by the Provincial Lands Officer (or District-level equivalent). Attachment 2 contains the MoU template for state land and Attachment 3 contains the MoU template for freehold land.

The steps in the process are:

1. Conduct due diligence on who owns and uses the land
2. Consultation
3. Address impacts on informal land users (use of land that would require physical relocation or economic resettlement would is to be screened out)
4. Document agreement

5.3 Damage to Assets

The in-kind restoration of assets that are damaged or need to be removed/moved to make way for a sub-project is supported by the Project, if required. This could be, for example, the relocation and restoration of animal pens, gardens, trees, etc.

Attachment 1: Clan Land Use Agreement

The Clan Land Use Agreement (CLUA) applies when (i) customary land is required for the subproject; (ii) no suitable alternative sites exists, and (iii) customary landowners have agreed for the land to be used for a specific purpose, over a specific timeframe, for the benefit of the whole community. The CLUA does not apply when state- or privately-owned land will be utilized or needs to be acquired. The agreement will be in relation to small-scale assets that are of direct community benefit that are either government-owned or community-owned. It is important that absentee landowners are engaged, and that a suitable witness (non-clan member) signs this agreement. Due diligence on correct customary landowners must be conducted and documented prior to the signing of this agreement.

The process that would be enter into the CLUA is as follows:

- If land is required for the identified community subproject, then the clan leaders of the community, along with other community leaders as appropriate (chief, religious leaders, etc.), would organize a meeting with the representatives of the specific clan who have customary ownership of the proposed land
- Any persons with fixed physical assets on the land/proposed site, but not considered a landowner, is involved in meetings and their rights are taken into consideration
- The meeting would discuss the proposed subproject with the land-owning clan to reach an understanding that the subproject is for the benefit of the whole community and change of land use (either permanent or temporarily) is required
- Share the rationale for the sub-project and its proposed siting, and seek the donation of the necessary land by the owning clan
- The landowners would also be notified clearly that their agreement to donating their land should be completely voluntary and will not involve compensation, now or into the future
- If agreement to proceed is reached, then a CLUA will be entered into between the clan, the other clans and the leader of the community
- The CLUA should be endorsed by the Ward Councillor and Land Mediator (Peace Mediator; Village Court Magistrate)
- The signed CLUA will be submitted as part of the sub-project proposal
- The CLUA is submitted to the local magistrate or equivalent for certification.

Should natural resources be gifted by community members from an area different to the project site, it is recommended that a similar agreement ('Resource Use Agreement'), be made and an alternative to the CLUA, but one that specifies which natural resources can be utilized as part of the community contribution.

Exit Strategy and Grievances

If landowner parties are in disagreement about the land or conditions of CLUA, or if landowners are excluded from initial discussions, then the subproject will not proceed, and the grievance process must be followed.



**GOVERNMENT OF PNG
CLAN USE AGREEMENT FORM**

Date: _____

1. We, the undersigned being the representatives of _____ hereby acknowledge that _____ have the right under the native law and custom to lease the land known as _____ for the purpose of _____. We certify that all members of the clan agree to the truth of this certificate and that we are the persons authorized by the clan to sign it.

2. We, the undersigned being the representatives of _____ clan of _____ Village, _____ LLG, _____ District hereby declare that:

- (1) We have the right under customary law to gift the _____ land for the purpose of _____
- (2) That we transfer rights to use and access the said land to benefit our entire community;
- (3) That we undertake not to interfere in any manner on any activities or developments undertaken
- (4) That we agree to allow the use of natural resources located on the said land (edible or non-edible plants/shrubs, sand, gravel, rocks, timber, water sources, bush materials and other organic matters) for the purpose of the community project;
- (5) We commit ourselves in upholding the contents and the spirit of this agreement for so long as it remains in force and understand compensation payments will not be made for this is a gift to benefit our community;
- (6) We understand that dishonouring this agreement could result in project termination and we will undertake efforts to convey the contents of this agreement to members of the _____ clan and to ensure that they so honour it.

3. INVENTORY OF NATURAL RESOURCES

Resource / bush materials	Quantity	Donated by

4. CUSTOMARY LANDOWNERS and COMMUNITY LEADER

Village	First Name, Last Name	Signature and Date	Contact Details

5. GOVERNMENT REPRESENTATIVES and WITNESS [note: one MUST be Land Mediator (Peace Mediator; Village Court Magistrate)]

First Name, Last Name	Position	Signature and Date	Contact Details

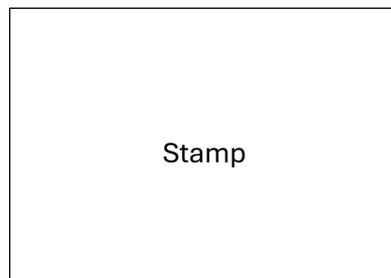
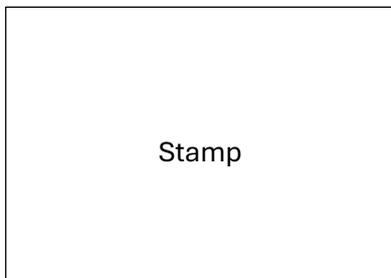
Made under our hands these agreements:

This _____ day of _____ 201_ at _____
village _____ LLG _____ in Papua New Guinea

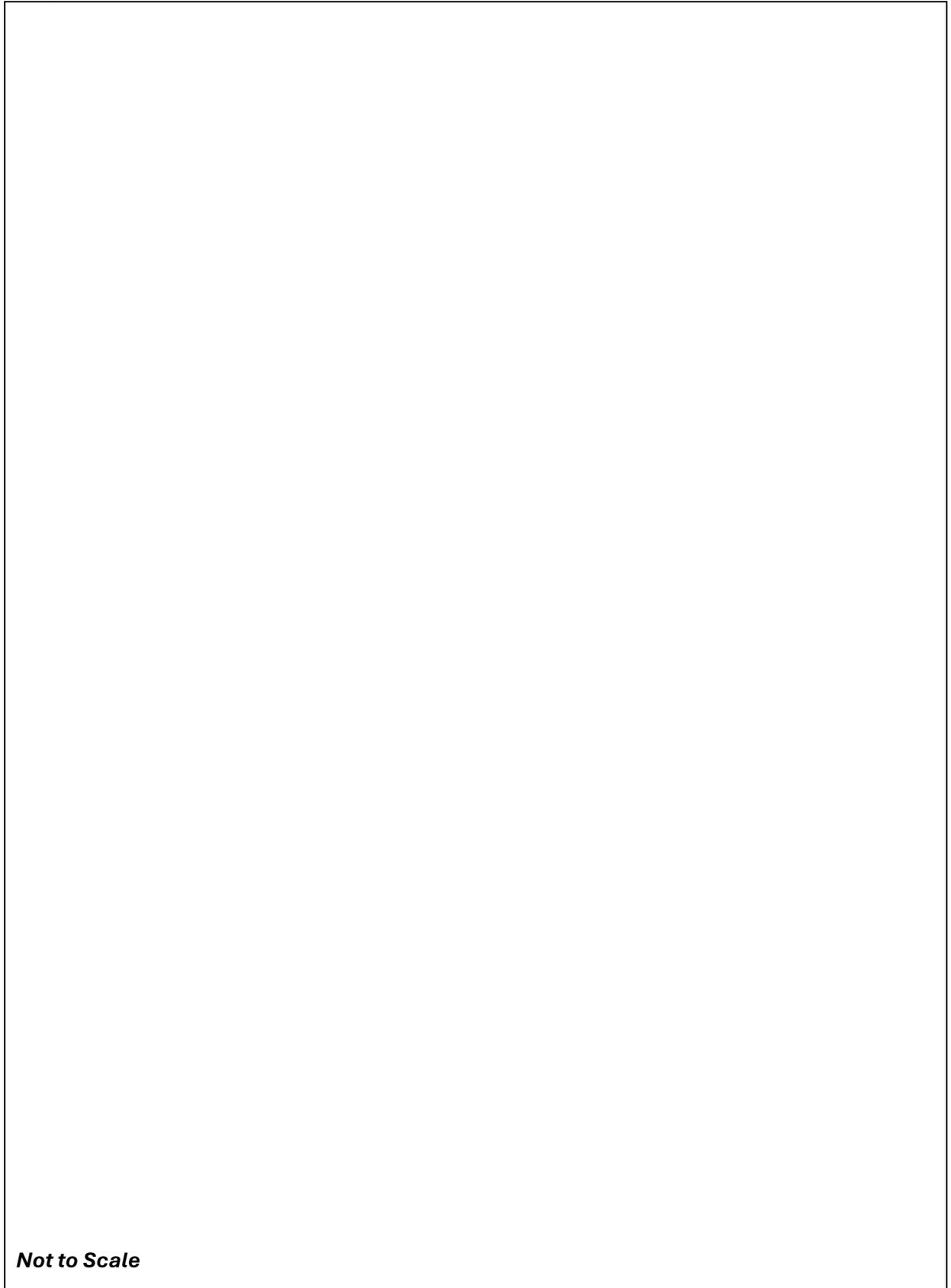
Submitted to:

Local Authority at this location _____

On this _____ day of _____ at _____



Mapping Relation to Location and Land Boundaries



Not to Scale

Attachment 2: Memorandum of Understanding (state land)

Template:

This Memorandum of Understanding entered into by and between;

The Independent State of Papua New Guinea (PNG) as represented by the _____ (lead agency);

---AND---

The community of _____ (Name of Ward), _____, Province of _____ represented by its ward's leaders, district leaders, leaders of clans and sub-clans, the names of which are enumerated at the end of this document;

Whereas, the State through the _____ (Implementing Agency) is administering and implementing the Rural Service Delivery Project Phase 2 (the Project herein), for small-scale rural subprojects throughout PNG;

We, the Independent State of Papua New Guinea (State), as represented by _____, agree to permit to use of government land to members and representatives of the _____ clans and communities for the RSDP-2 subproject described above exclusively under the Project and guarantee the unimpeded use of the road by the public;

The _____ (Lands Agency) has confirmed the land parcel is confirmed to be government land by _____ and has a total area of _____ square meters / _____ hectares in _____ (Town/Village) _____ (Ward), _____ (District) in Province.

No amendment or additional terms and conditions to this MoU shall be deemed binding between the parties unless mutually agreed upon by them in writing.

IN WITNESS WHEREOF, we have hereunto affixed our signatures this ___ day of _____ 20__.

By and on behalf of the Independent State of Papua New Guinea:

_____ (Name and Signature)

_____ (Designation)

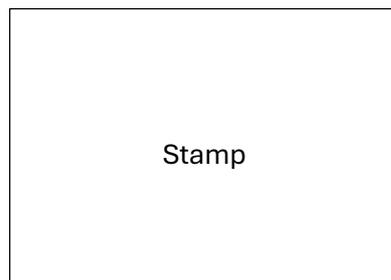
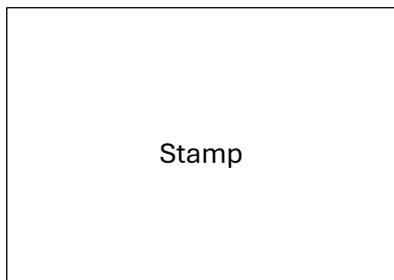
Witness:

I, _____, a Provincial Lands Officer of _____ Province, a public servant of Papua New Guinea, do hereby certify that the contents of this Agreement were read over by _____ in the _____ language that is understood by the signatories to this Agreement and I further certify that to the best of my knowledge and belief the contents of this Agreement are understood by the signatories hereto.

Dated at _____ this _____ day of _____

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Signature: _____ Designation: _____



Community Representatives

Name	Signature	Ward/Village	Clan-Sub-clan	Date

Attachment 3: Memorandum of Understanding (freehold land)

Template:

This Memorandum of Understanding entered into by and between;

_____ (landowner);

---AND---

The community of _____ (Name of Ward), _____, Province of _____ represented by its ward's leaders, district leaders, leaders of clans and sub-clans, the names of which are enumerated at the end of this document;

Whereas, the State through the DPLGA is administering and implementing the Rural Service Delivery Project Phase 2 (the Project herein) for small-scale rural subprojects throughout PNG;

_____ (landowner), agree to permit to use of my land to members and representatives of the _____ clans and communities for the RSDP-2 subproject described above exclusively under the Project and guarantee the unimpeded use of the road by the public;

The _____ (Lands Agency) has confirmed the land parcel is confirmed to owned by _____ and has a total area of _____ square meters / _____ hectares in _____ (Town/Village) _____ (Ward), _____ (District) in Province.

No amendment or additional terms and conditions to this MoU shall be deemed binding between the parties unless mutually agreed upon by them in writing.

IN WITNESS WHEREOF, we have hereunto affixed our signatures this ___ day of _____ 20__.

By and on behalf of the _____ (owner of the land):

_____ (Name and Signature)

_____ (Designation)

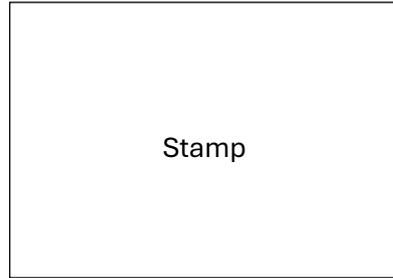
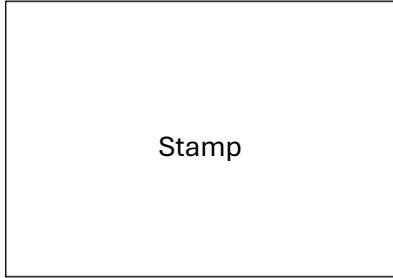
Witness:

I, _____, a Provincial Lands Officer of _____ Province, a public servant of Papua New Guinea, do hereby certify that the contents of this Agreement were read over by _____ in the _____ language that is understood by the signatories to this Agreement and I further certify that to the best of my knowledge and belief the contents of this Agreement are understood by the signatories hereto.

Dated at _____ this _____ day of _____

Signature: _____ Designation: _____

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Community Representatives

Name	Signature	Ward/Village	Clan-Sub-clan	Date

ANNEX 9 SOCIAL AND CONFLICT ANALYSIS

1. Risk of Conflict and Project Challenges

1.1 Social Conflict Analysis

The Government of Papua New Guinea and the World Bank have identified the need for a social and conflict analysis tool to be developed to support the implementation of the Rural Service Delivery Project 2 (RSDP-2, the 'Project') – building on measures implemented during RSDP. The tool will be applied to each project target area to better understand existing social conflict within and between communities and the degree to which the project may:

- exacerbate existing tensions and inequality within society (both within the communities affected by the project and between these communities and others)
- have a negative effect on stability and human security
- be negatively affected by existing tensions, conflict and instability, particularly in circumstances of war, insurrection and civil unrest.

Many tribal conflicts in Papua New Guinea have persisted for decades and it is not scope of the Project to resolve such conflicts. The objective of this tool is to inform measures to prevent Project activities from exacerbating community tensions and to protect project staff and assets.

1.2 Sources of Conflict

Local inter-tribal and political conflicts (including related to elections), and general crime-related violence are a risk for Project implementation. During the RSDP, notable conflict-related issues included:

- sub-projects not proceeding in some wards because of ongoing local conflicts
- threats were made to Project staff
- Project staff were assaulted (which appeared to be related to community disagreements and misunderstandings about why some areas benefit but not others)

Potential sources of conflict associated with RSDP-2 include:

- decisions around employment and procurement whereby unsuccessful applicants may become aggrieved
- expectations of communities who participated in the previous project (but did not receive funding) expecting to have their sub-project funded
- perceived inequity by communities who do not receive grant funding
- community tensions relating to donation of land and natural resources for the project
- prolonged disagreements between WDCs / CDDSCs and CDWs/ TFs
- non-Project-related unrest (inter-tribal, political and general crime) preventing engagement activities, causing construction delays and/or resulting in theft and/or vandalism of assets funded by the Project.

1.3 Implications for the Project

The sources of conflict and associated risks may have the following implications for the Project:

- safety risks to Project staff and participating communities from aggrieved parties
- engagement activities hindered, preventing some stakeholders from contributing to sub-project selection

- sub-projects are delayed due to issues with land and resource donations and/or inter-tribal conflict
- sub-projects are vandalised and/or assets stolen.

The Project also presents opportunities for reconciliation if sub-projects (especially inter-wards sub-projects) can bring communities together, as they will need to work together to successfully implement the sub-projects.

2. Measures to Address Conflict Risks

2.1 Current Measures in Place to Address Conflict

The following measures were in place during RSDP and are proposed for RSDP-2:

- **Notification.** The LLG Development Committee and Assembly responsible for formally announcing the results of the EOI selection process (Ward Members present). LLG Managers role is to explain the reasons why EOIs were not successful. Ward Members role is then to inform communities supported by CDWs and TFs. For high-risk areas, the LLG Advisor at the Provincial Level notifies the community.
- **Appeals and grievances.** The Project documentation states that any appeals and grievances on EOI selection will be settled within the systems & procedures of the LLG Assembly for solving appeals and grievances.
- **Land Access Procedure.** This procedure steps out the requirements for land and resource donation, requiring the donating landowners to understand and consent to the donation.
- **Remote and Isolated Worker Procedure.** This procedure includes a checklist of items for the project staff going to the wards to have in place, including to prevent and respond to incidents. It includes confirming community support for the visit, carrying forms of communication, checking for current tribal/political violence in the area, etc.

2.2 Proposed Additional Measures to Address Conflict

The following additional measures are proposed for RSDP-2:

- **Project branding and messaging.** It was understood through consultations with the RSDP PMU during the preparation stage of RSDP-2 that some communities and individuals had elevated expectations for compensation, payments for community labour, etc., partially due to the project being funded by the World Bank. It was a recommendation that engagements highlight that it is a government (i.e., DPLGA) project and for consultation materials to be branded as such and clearly outline the requirements and principles of community driven development. This has been included in the Project Stakeholder Engagement Plan.
- **Sub-project planning.** The E&S Screening form has been updated to include questions about:
 - potential for conflict associated with the siting and selection/design of subjects
 - potential for theft and/or vandalism of sub-projects and assets
 - mitigations to manage these risks.
- **Engagement with the PPOs and LLG Administrations.** This is part of Stage 1 (Start up and Project Entry) to gather information on conflict and community tensions in the project

areas and develop a targeted mitigation strategy⁵. The process is described in the following section.

- **Specific project actions in high-risk areas.** To minimize conflict risks, in provinces with greater conflict vulnerability, as identified in the National Prevention Strategy, RSDP-2 will deploy an entitlement grant allocation modality, whereby all wards will be eligible to receive Ward Development grant financing and only receive one grant cycle after initial social capital strengthening activities. In all remaining target Provinces, a competitive grant allocation mechanism will be retained covering approximately 50% of targeted wards per cycle. Other measures may include conflict sensitivity training, integration of conflict risk assessments in RSDP-2 monitoring systems, greater engagement with youth in local decision making (including youth led sub-projects) and possible pilot testing of a benefits sharing mechanism in the context of resource extraction, which is another area of frequent conflict in PNG.

3. Information Gathering and Mitigation Planning

Information gathering on conflict and community tensions specific to project-target areas will be undertaken by the PMU and PPOs through consultation with the Provincial, District and LLG Administrations. This will be done at a provincial level, with focus on the LLGs that are included in the Project.

Objective: To better understand the risks of conflict, opportunities for conflict resolution through inter-ward sub-projects, and to inform the development/enhancement and implementation of mitigations.

Approach: PMU E&S Specialist and PPO E&S Officer to collect basic socio-economic information from the province/LLGs (desktop+informant); conduct consultations (individual and workshop) with Provincial and District Authorities and LLG administrations and prepare report with recommendation and mitigations. The PMU may also engage a conflict risk specialist to assist with this.

Timing/location: During the planning and early implementation stages of the project in target provinces/districts - as part of stage 1: Project Start-up and Project Entry.

Output: Summary Report with records of consultations, recommendations and next steps for Project improvement/strengthening and risk management, with specific actions for high-risk areas. Report template to be developed.

INDICATIVE QUESTIONS TO USE DURING CONSULTATIONS

For all Provinces and LLGs

1. What clans exist in the target LLGs [List/get information]?
2. What are the key existing sources of conflict in your Province/LLG?
3. What areas / communities have recently been involved in conflict?
4. Who are the key stakeholders in the target LLGs / Wards and how can they best be engaged?

⁵ Note: if the Project engage security personnel to safeguard project workers, sites, assets and activities, the risks of engaging security personnel need to be assessed, and mitigations developed if required.

5. What issues have conflicts caused recently?
6. Are there any ongoing Provincial/LLG activities to address these sources of conflict?
7. Are there any specific individuals or agencies involved in conflict resolution? If so, can their details be provided?
8. What are the existing mechanisms used by community members and individuals to manage sources of social conflict?
9. For Provinces/LLGs involved in RSDP, have these risk/conflicts had implications for implementation of RSDP?
10. Do risk/conflicts have potential to create issues for implementation of RSDP-2?
11. How can sources of social conflict which may arise during project implementation best be managed?

For all Provinces and LLGs previously involved in RSDP

1. **Notification & engagement conducted:** What engagement and notification has there been with unsuccessful applicants? Has an explanation been provided to each applicant as to why their application was unsuccessful? Who has done this? Has this been in person or in writing? (This may be a question just for LLGs/Districts)
2. **Feedback received:** What feedback has been received to date through this process on contacting unsuccessful applicants? Has there been specific feedback that indicates potential for conflict?
3. **Grievances:** Has the grievance redress mechanism been widely communicated? What grievances have been received to date?
4. **Exclusion:** Are there any wards or groups within wards that may have experienced difficulties in properly participating in the program? What have been the barriers to community participation in each ward?
5. **Successful wards and surrounding communities:** Are there any potential issues concerning successful wards and surrounding communities (i.e. access to the successful ward is through an unsuccessful community; the successful sub-project relies on natural resources like water which flows through an upstream community)
6. **Conflict likelihood:** Based on responses to the above are there specific wards or women's groups where some conflict is more likely? Group them into low, medium and high risk. (LLGs and districts to group wards, PPO to also group districts and LLGs and wards where possible)
7. **Existing mitigations:** What work has been undertaken to date to address potential conflict?
8. **Project lessons learned:** based on this feedback and assessment how would RSDP-2 be conducted differently?
9. **Risks during implementation:** What are the expected responses of unsuccessful wards and groups when project implementation of successful projects occurs? Are additional staffing and security requirements for implementation based on this? Could the implementation of individual projects trigger local conflicts – what type of conflicts could they trigger?

OUTPUTS

A report on sources of existing and potential social conflict for each province (with a focus on the LLGs included in the Project) will be prepared from the Social and Conflict Analysis. A draft table of contents is provided below:

1. Introduction and objective

2. Study method
3. Socioeconomic and cultural analysis of the target provinces
4. Key findings
 - Analysis of stakeholders and individuals consulted
 - Preliminary assessment of vulnerable groups in the target provinces/LLGs
 - Potential and existing sources of social conflict in each province/LLG.
 - Existing and proposed measures to mitigate and manage potential sources of social conflict in target province/LLGs
 - Gaps and limitations to the workshop findings.
5. Proposed Provincial Action Plan
 - To include a suite of RSDP-2 conflict management measures.

ANNEX 10 JOB HAZARD ANALYSIS TEMPLATE

JHA should be completed by the safety representative (e.g., from the construction contractor or within the CDD-SC) in conjunction with the person supervising the task.

Description of task:		Date:
Prepared by:	Task supervisor:	
Training required:		
Equipment required:		
PPE required:		

Step	Task	Hazard	Mitigation
1	List the tasks required to perform the job in the sequence they are carried out	For each task, list the potential hazards that could cause injury or environmental harm when the task is performed	List the mitigation required to eliminate or minimise the risk of injury or environmental harm considering the hierarchy of control
2			
3			
4			
5			
6			

Hierarchy of Control

1. Eliminate the hazard.
2. Provide an alternative that can perform the same task and is safer to use.
3. Provide a physical barrier or guard.
4. Develop procedures and/or provide training for the task.

Personal equipment designed to protect the individual from the hazard.

ANNEX 11 REMOTE AND ISOLATED WORKER PROCEDURE



DEPARTMENT OF PROVINCIAL AND LOCAL-LEVEL GOVERNMENT AFFAIRS

RURAL SERVICE DELIVERY PROJECT 2

Level 4, Right Wing, Kitpeng Building – Waigani Drive, Post Office Box 1287, BOROKO, NCD. Papua New Guinea Tel:
(675) 3011054/3235141

RURAL SERVICE DELIVERY PROJECT 2 REMOTE AND ISOLATED WORK PROCEDURE

Purpose

The Remote and Isolated Worker Procedure establishes systems and processes that identify, assess and control practical and perceived risks associated with remote, isolated and solitary work under the RSDP-2 project activities. The guide also identifies the roles and responsibilities of RSDP-2 officials and stakeholders. It incorporates both existing and recommended health and safety practices that provides RSDP-2 workers with a standard approach to working in the project provinces, districts, LLGs and wards.

Scope

This procedure applies to all World Bank-financed Rural Service Delivery Project 2 activities in PNG implemented by the Department of Provincial and Local Government Affairs (DPLGA).

RSDP-2 Remote or Isolated Work

RSDP-2's Remote or isolated work is divided into 4 geographical categories:

- Provincial Centres
- District
- LLG
- Ward

Although, remote and isolated work can be defined differently, RSDP-2's consideration of the two situations fall under the same definition on the basis that remote and isolated associated risks, assessment and controls of such risks are the same.

Implementation of RSDP-2's Remote and Isolated Worker Procedure

Stages

There are two stages to the implementation of the RSDP-2's Remote/Isolated Worker Procedure. Each of these stages has several steps which are articulated in separate documents namely, 'Remote and Isolated Work Pre-mission Checklist' and 'Incident Reporting'.

- The RSDP-2 Remote and Isolated Work Pre-mission Checklist is an operational document that must be completed by trip team leaders and checked by the PPO E&S officers as part of the trip briefing and travel documentation before any trip takes place. This completed form/checklist will be attached to PPOs' quarterly reports to PMU or is sent to PMU from the PPOs when requested
- The RSDP-2 Incident Reporting Document is adapted from World Bank's Safeguards Incident Reporting Toolkit (SIRT), 2017. It is a tailored guide that PMU follows in the event that an incident occurs in the course of undertaking a project activity. It contains the process and the framework in responding to project-related incidents. Please refer to details of the Incident Reporting process given elsewhere in this POM.

Other Procedures

Travels Not Permitted

- Travelling Officer(s) not allowed to travel on unregistered motor vehicles.
- Travelling Officer(s) not allowed to travel on unregistered dinghies, dinghies that do not carry life jackets and do not carry reserve fuel.
- Travelling Officer(s) not allowed to travel by a single motor engine by sea.
- Travelling Officer(s) not allowed to travel on motorized dinghy with crew under influence of liquor.
- Travelling Officer(s) can travel by single motor engine on river or on lake but must use life jackets.

Emergency Procedure

- In the event of an accident, travelling officer(s) should immediately contact and report the accident to PPC and PPO E&S Officer who will alert the Provincial Disaster Centre if search and rescue assistance is needed.
- If the above option fail, contact PMU E&S Specialist or Deputy Project Manager and inform them of the accident.

Evacuation Procedure

- In the event of travelling officer(s) stuck in area of unrest (e.g., inter-tribal fighting, political violence), immediately contact and report to LLG Advisor/ Deputy/ Provincial Administrator for local police intervention and support, where required.

Incident Reporting

- Officers are to submit written report on the incident/accident within 3 days thereafter the incident/accident.
- Compile report in accordance to WB reporting template.
- Report to be dispatch to PMU and PPO for appropriate attention.

Environmental and Social Management Framework Annexes
Papua New Guinea Rural Service Delivery Project Phase 2 (P508616)

Roles and Responsibilities

Implementation Level	Person/Officer	Responsibilities
World Bank E&S Consultants	WB E&S Consultants	Provide technical support
DPLGA - PMU	Deputy Project Manager	Reviews the procedure Overseas the Remote and Isolated Work Procedure Secure funding for procurement of safety equipment's Supports PMU reporting on Remote and Isolated Work Procedure under the E&S report section
	E&S Specialist	Focal point at PMU Liaise with E&S Officer at PPO to ensure every field work is checked using the Checklist Prepares related data for PMU Reporting Coordinate first aid training for RSDP workers
	CBO	Provides training on the procedure
	M&E Officer	Ensures project-level E&S data relating to remote and isolated work is extracted and organized
PPO	Provincial Project Coordinator	Oversees the implementation of the procedure Submits PPO report with attached Remote and Isolated Work Checklist Oversees the procurement of travel kits for field staff
	PPO E&S Officer	Completes the Checklist together with trip team leaders before every trip and compiles them for report attachments Ensures all fieldtrip equipment, supplies and protocols are organized Maintain contact with travelling officers from point of departure to point of arrival Organize First Aid training for RSDP-2 workers with Provincial Health Authority Supports PPC to report on the procedure under all trips Compiles and updates contact details for emergency response
National/Province/Local	Team Leaders	Completes the checklist together with E&S Officers at PPOs Supports E&S Officer at PPO to ensure all fieldwork equipment, supplies and protocols are organized

Environmental and Social Management Framework Annexes
Papua New Guinea Rural Service Delivery Project Phase 2 (P508616)

Remote and Isolated Work Pre-mission Checklist

No.	Pre-Mission Checklist and Risk Assessment	Remote Work Context						Comments (if any)
		When at District or LLG or Ward or village		When travelling				
		Yes	No	By Vehicle/Road		By Dinghy/Canoe		
Yes	No			Yes	No			
SAFETY								
1	Do you and your team have touches and Batteries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Do you and your team have walking boots or shoes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Do you and your team have umbrellas or Raincoats?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Is vehicle registered with third party insurance cover?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Is vehicle in good running condition (brakes, clutch, lights, tyres & engine)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Is driver/boat captain a sober minded person (No consumption of alcohol)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Is road condition in good form for travel (dry & traversable) or in regular use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Is there a canvass to cover cargo in the vehicle dinghy/canoe?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Is the vehicle fuel tank full/refilled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Are there any hand tools in the vehicle (spade, rope, bush knife& axe)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Is there a tool box (with basic mechanical tools) in the vehicle?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	Are there spare tyres in the vehicle?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	Have you check out weather report (before travelling by sea)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	Is the dinghy registered with Provincial Small Craft Registration Authority?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Does the dinghy/canoe have Life Jackets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16	Is dinghy engine in good Running engine (double engine for sea travel would be preferable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17	Is fuel sufficient to reach your destination (Check quantity of fuel)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18	Are there empty containers in the dinghy/canoe (for floating if capsized)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19	Do they have extra spark plugs and pulley rope?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20	Does dinghy have essential mechanical tools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21	Do they have canvas to cover cargo in the dinghy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22	Is the dinghy overloaded?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23	Do you have sufficient drinking water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24	Have you got cap and sunglasses/sunscreen to wear (protection against sun burnt)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25	Is there fighting in the area (tribal, political unrest), and if so, are additional safety measures required? (For areas of ongoing conflict obtain security clearance from local police and/or PNG DF personnels operating on the ground.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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26	If the trip requires community escort, is community escort ready to go with the team?	<input type="checkbox"/>						
27	If the trip requires local authorities support, have you sought that support?	<input type="checkbox"/>						
HEALTH								
28	Do you and your team have medicine (Panadol, Amoxicillin, malaria tablets, dressing for sores or cuts)?	<input type="checkbox"/>						
29	Do you and your team have mosquito nets?	<input type="checkbox"/>						
30	Do you and your team have insect repellents?	<input type="checkbox"/>						
31	If you are you on medication, do you have sufficient supply?	<input type="checkbox"/>						
32	Do you have masks?	<input type="checkbox"/>						
WELL-BEING								
33	Do you and your team have towel, bed sheets, blanket available?	<input type="checkbox"/>						
34	Do you have enough clothes for duration of visit?	<input type="checkbox"/>						
35	Do you and your team have toiletries (tooth brush & paste, shaving machine, soap)?	<input type="checkbox"/>						
36	Do you and your team have enough food for the trip?	<input type="checkbox"/>						
37	Do you and your team have a small knife and a bush knife	<input type="checkbox"/>						
38	Do you and your team have field allowances/personal cash Money (to buy food etc.)?	<input type="checkbox"/>						
COMMUNICATION								
39	Do you and your team have mobile phone with fully charge & spare battery (may be small solar panel)?	<input type="checkbox"/>						
40	Do you and your team have tablets to collect and upload RSDP-2 data?	<input type="checkbox"/>						
41	Do you and your team have necessary forms /documents for your work?	<input type="checkbox"/>						
42	Do you and your team have enough Data/Credits in your mobile?	<input type="checkbox"/>						
43	Have communities and their leaders been informed well in time for local knowledge, on purpose, and travel date/ time?	<input type="checkbox"/>						
44	Do you have relevant emergency contact information saved on your mobile device?	<input type="checkbox"/>						

I....., the trip team leader, have checked all the above and certify that my team has all the necessary equipment, supplies and protocols for this fieldtrip.

Name of Team Leader:

Signature:..... Date:

RSDP-2 Office Use

Name of PPO E&S Officer:

Signature: Date:

ANNEX 12 INCIDENT REPORTING PROCEDURE

Background

Papua New Guinea's unpredictable socio-cultural, political, natural, and policy environment can make RSDP project delivery hazardous, causing accidents/incidents that delay activities and outcomes. Immediate Incident Reporting will enable evidence-based decisions and actions. This process is time-sensitive and requires strategic investigation, context-dependent data collection, triangulation, and stakeholder involvement at defined levels during the investigation, reporting, and implementation of recommendations.

Incident Management Steps

Information about an incident may come by word of mouth, as a phone call or email or social media contact from a community member, PPO, or a contractor. The incident may also be highlighted in an Aide Memoire following an Implementation Support Mission, or through PMU's Grievance Redress Mechanism (GRM). While incident information sources may vary, what matters most is that PMU learns the facts surrounding circumstances as early as possible and shares the matter internally so that an assessment of the seriousness of the event can be made quickly.

PMU will follow a 6-steps process in its Incident Reporting and will use World Bank's Environment and Social Safeguards Incidents Response Toolkit (ESIRT)⁶ with technical assistance provided by the Bank's E&S team. Below diagrams show the Incident management steps, details in each of the steps and framework outlining these steps, officers responsible and timeframe for each activity. For details in each of the steps, Bank's Environment and Social Safeguards Incidents Response Toolkit (ESIRT) will be used.



Details of Incident Management Process

- As soon as PMU has information about an alleged or actual incident, the PM prepares an email to the Bank's E&S specialists and TTL to alert them stating the following:

1. Communication	<ul style="list-style-type: none"> • What was the incident or condition? • Where and when did the event or condition occur? • What is the information source? • Are the basic facts of the event clear and uncontested, or are there conflicting versions? • What were the conditions or circumstances under which the incident or condition occurred (if known at this stage)? • Is the event still ongoing or is it contained? • Is loss of life or severe harm involved? • What measures have been or are being implemented?
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⁶ The Bank's ESIRT is a separate document developed as a guide to help World Bank project teams to respond to negative events or accidents during the implementation of Bank-funded projects

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2. Upon receipt of PM’s email, the E&S team (PMU and WB) led by PMU, will move to classify seriousness of the incident as Indicative, Serious or Severe using sets of criteria as follows (selecting the highest applicable to the incident):

2. Classification	Indicative (Blue)	<ul style="list-style-type: none"> • Relatively minor/small-scale, negatively impacts small area or number of people • No serious or irreparable harm • Failure to implement agreed E&S measures with limited immediate impact
	Serious (Yellow)	<ul style="list-style-type: none"> • Significant harm to environment, workers, communities or natural/cultural resources • Complex or costly to reverse • May result in lasting injury or damage • Requires urgent response • Could pose reputational risk to Gov’t or Bank • Failure to implement E&S measures with serious impacts or repeated non-compliance
	Severe (Red)	<ul style="list-style-type: none"> • Result in Fatality • Great harm to environment, workers, communities or natural/cultural resources • High levels of lasting damage or injury • Requires immediate response • Significant reputational risk to Gov’t or Bank • Failure to remedy serious non-compliance with E&S measures

3. After categorization, the E&S team will notify relevant parties of the incident according to it’s category in order to get timely decision making and resource mobilization

3. Notification	Indicative	Serious	Severe
	<ul style="list-style-type: none"> • Incident remains with E&S team/task team (PMU and WB E&S specialists) • Task team makes decision on methodology/process of resolving the incident • PMU takes lead in resolving the incident, supported by WB 	<ul style="list-style-type: none"> • TTL informs Country Director, GP Practice Manger, Social and Environmental Practice Managers, DPLGA, PMU, Regional E&S Advisor • A decision on next steps is reached and communicated to the task team • An RCA is commissioned • PMU implements RCA 	<ul style="list-style-type: none"> • Severe cases will be dealt with at corporate level • Country Manager/Director informs GP Director/Sr Director/DPLGA • GP Director/Sr Director will inform SD Vice President • A decision is reached and communicated to DPLGA/PMU

4. Task team led by PMU and supported by WB E&S specialists investigate the incident by:

4. Investigation	<ul style="list-style-type: none"> • Establishing investigation team • Undertake a Root Cause Analysis (RCA) by devising and implementing workplan and Investigation methodology • Producing report on results and recommendations
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5. After a Root Cause Analysis (RCA) is completed, the following will be undertaken:

5. Response	<ul style="list-style-type: none"> • PMU lead person, with task team support leads design of workplan for implementation of recommendation • Implementation of recommendations
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6. Monitoring process of agreed actions

6. Follow-up	<ul style="list-style-type: none"> • PMU lead person and M&E officer with support of WB E&S specialists implement an M&E of implementation of recommended actions
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Environmental and Social Management Framework Annexes
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Incident Management Framework

Process	Actions	Responsibility	Timeframe
Initial communication	<ul style="list-style-type: none"> Inform appropriate authorities in compliance with local regulations Secure the safety of workers, public Provide immediate care and document the incident site. 	PPO/PC	Within 24 hours
	<ul style="list-style-type: none"> Inform WB 	PMU/PM	Within 24 hours
Classification	<ul style="list-style-type: none"> Promptly provide additional information requested by the Bank 	PMU/PM	Within 24 hours
	<ul style="list-style-type: none"> Classify the event as (a) Indicative, or (b) Serious or (c) Severe using the Banks ESIRT classifications 	Task team (WB and PMU E&S team) led by PMU	Within 24 hours
Notification	<ul style="list-style-type: none"> Promptly provide information requested by the Bank and facilitate incident site visits. 	PMU/E&S lead person and PM	Within 24 hours
Investigation	<ul style="list-style-type: none"> Undertake or cause the Contractor to undertake a Root Cause Analysis (RCA) to understand and document the root cause(s) of the incident 	Task team (WB and PMU E&S team) led by PMU or Contractor	Within 10 days
Response	<ul style="list-style-type: none"> Design the Safeguards Correction Action Plan (SCAP) and discuss with the Bank, including actions, responsibilities and timelines for implementation, and a Borrower monitoring program 	PMU/E&S lead person	Within 15 days
Follow up	<ul style="list-style-type: none"> Implement SCAP Monitor progress Report on implementation to the Bank. 	PMU/M&E officer and E&S lead person	Within 20 days

ANNEX 13 CHANCE FIND PROCEDURES

The objective of this chance find procedure is to provide site personnel with the process to follow in the event of a chance find of an artefact, human remains or unexploded ordnance (UXO). UXOs are common in some areas of Papua New Guinea that experienced fighting during World War II.

If artefacts, human remains or UXOs are found during earthworks the following procedures will be followed:

1. Stop the earthworks, construction or land clearing activities in the area of the chance find.
2. Delineate the discovered site or area (e.g., using temporary fencing or flagging tape). In the case of UXOs, a large area should be delineated around the find, warning signs erected and any nearby businesses, residences, etc., should be notified of the danger.
3. Prohibit disturbance of the site or collection of items by any person and secure the site to prevent any damage or loss of removable objects. In cases of human remains, arrange for a guard to watch the site until the police, local government and / or PNG National Museum and Art Gallery representative or person with delegated authority take over.
4. Notify project representative (e.g., CDW) (as soon as practicable and within 24 hours) who in turn will notify the Local Authorities and:
 - PNG National Museum in the case of artefacts and human remains (that are not obviously recent).
 - Local police in the case of all human remains.
 - PNG Defence Force in the case of UXOs.
5. Construction work can resume only after permission is given by the PMU.

Chance finds will be reported verbally to the PMU project representative as soon as practicable and within 24 hours.

The process for managing chance finds will be explained to workers through toolbox talks, etc., and all supervisory staff will have a copy of this procedure.

ANNEX 14 ASBESTOS MANAGEMENT GUIDE

Objective: This guide has been prepared to provide direction to parties hiring contractors to remove and dispose of asbestos waste.

Requirements: A licenced/qualified contractor is to be engaged to undertake the asbestos removal and disposal.

The contractor shall prepare specific procedure for the handling, treatment and disposal of asbestos wastes in line with GIIP and PNG requirements. Procedure to be reviewed and approved by the PMU and the WB prior to commencement of works.

Procedure requirements:

The Contractor procedure shall include:

- Licencing and experience
- How the asbestos will be removed
- How the asbestos will be packaged / stored and transported
- How and where the asbestos will be disposed of in line with PNG requirements (due to the remoteness of most sub-projects, local disposal options such as containment and onsite burial, are preferred)
- How the contractors will manage OHS risks (e.g., through PPE, wash down, etc)
- How the contractor will clean the site for handover
- How the contractor will restrict access to the site to prevent risk to the community
- Any other relevant information

References for GIIP:

World Bank Good Practice Note: Asbestos: Occupational and Community Health issues.

<http://www.mtpinnacle.com/pdfs/AsbestosGuidanceNoteFinal.pdf>

ADB. Good Practice Guidance for the Management and Control of Asbestos

<https://www.adb.org/sites/default/files/publication/783636/good-practice-management-control-asbestos.pdf>

DFAT. Guideline To Managing Asbestos Risk

<https://www.dfat.gov.au/sites/default/files/environmental-and-social-safeguard-asbestos-guideline.pdf>