# Social and Environmental Screening Template

*The completed template, which constitutes the Social and Environmental Screening Report, must be included as an annex to the Project Document. Please refer to the* [*Social and Environmental Screening Procedure*](http://www.undp.org/content/undp/en/home/librarypage/operations1/undp-social-and-environmental-screening-procedure.html) *and* [*Toolkit*](https://intranet.undp.org/unit/bpps/DI/SES_Toolkit) *for guidance on how to answer the 6 questions.*

**Project Information**

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| ***Project Information***  |  |
| 1. Project Title
 | STAR3 – Sustaining and Advancing Local Governance Reform |
| 1. Project Number
 | 00118883 |
| 1. Location (Global/Region/Country)
 | National based |

**Part A. Integrating Overarching Principles to Strengthen Social and Environmental Sustainability**

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| **QUESTION 1: How Does the Project Integrate the Overarching Principles in order to Strengthen Social and Environmental Sustainability?** |
| ***Briefly describe in the space below how the Project mainstreams the human-rights based approach***  |
| The project relies strongly on the human-rights based approach, particularly on the principles of participation, equality, transparency, and accountability. The project will focus its scope towards reorganization and improvement of public service delivery to provide efficient, effective and accountable services to all citizens including women, disabled, ethnic minorities, elderly and other disadvantaged populations in 61 newly established municipalities. Attention will be devoted to the concerns of vulnerable groups in order to ensure that their voice is heard while shaping and modeling systems of public services or recommending participatory mechanisms. Taking into account that the type of processes determines the final outcome and its sustainability, the project will seek for ways to enlarge the space for inclusive public participation for responsive decision-making processes and their outcomes. In the framework of supporting evidence-based decision-making and inform all project actions, the project envisages to make ample use of data and undertake several assessments to gauge the quality of good governance (see Local Governance mapping below) or assess the level of various services provided. Accordingly, during these assessments and in the gathering of information in the context of service delivery development, the project will seek to involve communities of persons with disabilities, minorities, Roma & Egyptians, rural communities gender equality and other relevant civil society organizations, with the belief the exercise will lead not only to valuable findings but also be able to respond to all citizens’ demands and respect their human rights. Also in terms of accountability, this inclusive approach will look for and lead to recommendations on establishing mechanisms responding to the deprived and vulnerable to fulfil their rights and ways to seek proper redress. This goes along with the project support to strengthen capacities of public and non-public sectors to monitor and evaluate the performance of public institutions, policies and service provision.  |
| ***Briefly describe in the space below how the Project is likely to improve gender equality and women’s empowerment*** |
| In utilizing a gender approach, the project focus will not be on individual women and men and equality of numbers, but on the systems, which determine gender roles/responsibilities, understand and respond to specific gender needs and promote their decision-making potentials. Therefore, promotion of gender equality[[1]](#footnote-1) should concern and engage men as well as women. Gender mainstreaming will be integrated in all STAR3 activities. All project interventions shall take into account national and local gender equality related challenges. The project will follow an approach that facilitates attainment of gender mainstreaming by:* Integration of gender related principles in the goal, outcomes, and outputs.
* Including gender related indicators in the Results Framework
* Ensure at least two women mayors participate on a rotation basis in the Project Steering Committee.
* Ensure the project supported thematic groups include Gender CSOs participation
* Put emphasis on and promote identification of local female experts for inclusion in the proposed local experts’ roster
* Promote access and participation of women and girls to capacity building activities
* Integration in various Terms of Reference and curricula of a gender perspective
* Requesting potential subcontractors to apply gender analysis and gender reporting in their proposals and implementation
* Make use of gender disaggregated data in any exercise involving data, such as the municipal indicators, Local Governance Mapping, service access and usage levels, capacity building activities
* Mainstream gender related issues in the Monitoring and Evaluation plan, by monitoring gender outcomes, and collecting gender disaggregated data.
* Put emphasis in the project communication and visibility strategy on ensuring an adequate outreach to women and girls.
 |
| ***Briefly describe in the space below how the Project mainstreams environmental sustainability*** |
| STAR3 will not be a direct contributor to addressing pure environmental challenges. Almost all project activities are related to soft technical assistance and capacity building. Nevertheless, STAR3 will has the potential to make a positive impact on the environment from various viewpoints.STAR3 activities related to setting public services’ standards and improving the administration of local assets have a direct link to environmental resources through the choices proposed for a wise management of such natural resources and the territory, the compliance with the principles of preserving the environment and promoting a sustainable use of natural resources that benefits the next generations. The proposed STAR3 support to the formulation of the new NCSDLG provides another opportunity to strengthen the environmental perspective into the new Strategy and integrate environmental-related actions to the local government national and local plans. These elements will be further elaborated if the project expands through to Module 3. However, other links and impact are also identified in the immediate STAR2 interventions, especially with regard to the OSSIS expansion. The project objective to extend the OSS system to all administrative units, supports simultaneously an increased access to services and an improved proximity for citizens, but on the same time it represents huge savings in terms of time, travel and transport pollution, while the system itself reduces paper-based transactions.To date, OSSIS usage in the administrative units is still in an infantile stage. The system has recorded only 51 services provided by 16 administrative units so far. However, in terms of savings, taking into consideration the specific distances from municipal centers and the time necessary to travel to central offices and back, these specific 51 services provided by administrative units have saved 810 km of transport (considering also pollution and consumption of ca. 16 liters of fuel) and 26 hours that could have been wasted. In a present hypothetical case, considering the municipality of Kukes with its 14 administrative units which are relatively distant from the center, if only 1 service is provided in each administrative unit instead of being generated by the municipal central office, would save 571 km and 15 hours of driving. The amount of savings, when considering the full picture of OSSIS functionality in all administrative units, is huge. The project will monitor and report on this trend and its magnitude along with the inclusion of environmental performance indicators in the municipal performance system that will be built.  |

**Part B. Identifying and Managing Social and Environmental Risks**

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| **QUESTION 2: What are the Potential Social and Environmental Risks?** *Note: Describe briefly potential social and environmental risks identified in Attachment 1 – Risk Screening Checklist (based on any “Yes” responses). If no risks have been identified in Attachment 1 then note “No Risks Identified” and skip to Question 4 and Select “Low Risk”. Questions 5 and 6 not required for Low Risk Projects.* | **QUESTION 3: What is the level of significance of the potential social and environmental risks?***Note: Respond to Questions 4 and 5 below before proceeding to Question 6* | **QUESTION 6: What social and environmental assessment and management measures have been conducted and/or are required to address potential risks (for Risks with Moderate and High Significance)?** |
| ***Risk Description*** | ***Impact and Probability (1-5)*** | ***Significance******(Low, Moderate, High)*** | ***Comments*** | ***Description of assessment and management measures as reflected in the Project design. If ESIA or SESA is required note that the assessment should consider all potential impacts and risks.*** |
| Risk 1: …. Gender perspectives are not taken into consideration by local stakeholders | I = 4P = 4 | **Low**  | There is still limited awareness on gender mainstreaming and inclusiveness when shaping operations, services and policies. This will continue to result in inefficient, non-inclusive and inadequate solutions | * The project has a strong focus on gender mainstreaming. Interventions will be designed at the outset with a gender perspective.
* Gender markers are developed for each specific activity under project outcomes
* Data collection and analysis will be sex-disaggregated
* Project assessments, findings and recommendations will include the gender perspective and will be developed through paying attention to gather the views of men and women.
 |
| Risk 2 …. | I = P =  |  |  |  |
| Risk 3: …. | I = P =  |  |  |  |
| Risk 4: …. | I = P =  |  |  |  |
| [add additional rows as needed] |  |  |  |  |
|  | **QUESTION 4: What is the overall Project risk categorization?**  |
| **Select one (see** [**SESP**](http://www.undp.org/content/undp/en/home/librarypage/operations1/undp-social-and-environmental-screening-procedure.html) **for guidance)** | **Comments** |
| ***Low Risk*** | **√** |  |
| ***Moderate Risk*** | **☐** |  |
| ***High Risk*** | **☐** |  |
|  | **QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are relevant?** |  |
| Check all that apply | **Comments** |
| ***Principle 1: Human Rights*** | **☐** |  |
| ***Principle 2: Gender Equality and Women’s Empowerment*** | **√** |  |
| ***1. Biodiversity Conservation and Natural Resource Management*** | **☐** |  |
| ***2. Climate Change Mitigation and Adaptation*** | **☐** |  |
| ***3. Community Health, Safety and Working Conditions*** | **☐** |  |
| ***4. Cultural Heritage*** | **☐** |  |
| ***5. Displacement and Resettlement*** | **☐** |  |
| ***6. Indigenous Peoples*** | **☐** |  |
| ***7. Pollution Prevention and Resource Efficiency*** | **☐** |  |

**Final Sign Off**

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| ***Signature*** | ***Date*** | ***Description*** |
| QA Assessor | Vladimir Malkaj | UNDP staff member responsible for the Project, typically a UNDP Programme Officer. Final signature confirms they have “checked” to ensure that the SESP is adequately conducted. |
| QA Approver | Nuno Quieros | UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD)**,** Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have “cleared” the SESP prior to submittal to the PAC. |
| PAC Chair | Nuno Quieros | UNDP chair of the PAC. In some cases PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.  |

### SESP Attachment 1. Social and Environmental Risk Screening Checklist

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| **Checklist Potential Social and Environmental Risks** |  |
| **Principles 1: Human Rights** | **Answer (Yes/No)** |
| 1. Could the Project lead to adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups? | No |
| 2. Is there a likelihood that the Project would have inequitable or discriminatory adverse impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups? [[2]](#footnote-2)  | No |
| 3. Could the Project potentially restrict availability, quality of and access to resources or basic services, in particular to marginalized individuals or groups? | No |
| 4. Is there a likelihood that the Project would exclude any potentially affected stakeholders, in particular marginalized groups, from fully participating in decisions that may affect them? | No |
| 5. Is there a risk that duty-bearers do not have the capacity to meet their obligations in the Project? | No |
| 6. Is there a risk that rights-holders do not have the capacity to claim their rights?  | No |
| 7. Have local communities or individuals, given the opportunity, raised human rights concerns regarding the Project during the stakeholder engagement process? | No |
| 8. Is there a risk that the Project would exacerbate conflicts among and/or the risk of violence to project-affected communities and individuals? | No |
| **Principle 2: Gender Equality and Women’s Empowerment** |  |
| 1. Is there a likelihood that the proposed Project would have adverse impacts on gender equality and/or the situation of women and girls?  | No |
| 2. Would the Project potentially reproduce discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits? | No |
| 3. Have women’s groups/leaders raised gender equality concerns regarding the Project during the stakeholder engagement process and has this been included in the overall Project proposal and in the risk assessment? | No |
| 4. Would the Project potentially limit women’s ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? *For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being* | No |
| **Principle 3: Environmental Sustainability:** Screeningquestions regarding environmental risks are encompassed by the specific Standard-related questions below |  |
|  |  |
| **Standard 1: Biodiversity Conservation and Sustainable** [**Natural**](#SustNatResManGlossary) **Resource Management** |  |
| 1.1 Would the Project potentially cause adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services?*For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes* | No |
| 1.2 Are any Project activities proposed within or adjacent to critical habitats and/or environmentally sensitive areas, including legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities? | No |
| 1.3 Does the Project involve changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5) | No |
| 1.4 Would Project activities pose risks to endangered species? | No |
| 1.5 Would the Project pose a risk of introducing invasive alien species?  | No |
| 1.6 Does the Project involve harvesting of natural forests, plantation development, or reforestation? | No |
| 1.7 Does the Project involve the production and/or harvesting of fish populations or other aquatic species? | No |
| 1.8 Does the Project involve significant extraction, diversion or containment of surface or ground water? *For example, construction of dams, reservoirs, river basin developments, groundwater extraction* | No |
| 1.9 Does the Project involve utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)  | No |
| 1.10 Would the Project generate potential adverse transboundary or global environmental concerns? | No |
| 1.11 Would the Project result in secondary or consequential development activities which could lead to adverse social and environmental effects, or would it generate cumulative impacts with other known existing or planned activities in the area? *For example, a new road through forested lands will generate direct environmental and social impacts (e.g. felling of trees, earthworks, potential relocation of inhabitants). The new road may also facilitate encroachment on lands by illegal settlers or generate unplanned commercial development along the route, potentially in sensitive areas. These are indirect, secondary, or induced impacts that need to be considered. Also, if similar developments in the same forested area are planned, then cumulative impacts of multiple activities (even if not part of the same Project) need to be considered.* | No |
| **Standard 2: Climate Change Mitigation and Adaptation** |  |
| 2.1 Will the proposed Project result in significant[[3]](#footnote-3) greenhouse gas emissions or may exacerbate climate change?  | No |
| 2.2 Would the potential outcomes of the Project be sensitive or vulnerable to potential impacts of climate change?  | No  |
| 2.3 Is the proposed Project likely to directly or indirectly increase social and environmental [vulnerability to climate change](#CCVulnerabilityGlossary) now or in the future (also known as maladaptive practices)?*For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population’s vulnerability to climate change, specifically flooding* | No |
| **Standard 3: Community Health, Safety and Working Conditions** |  |
| 3.1 Would elements of Project construction, operation, or decommissioning pose potential safety risks to local communities? | No |
| 3.2 Would the Project pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)? | No |
| 3.3 Does the Project involve large-scale infrastructure development (e.g. dams, roads, buildings)? | No |
| 3.4 Would failure of structural elements of the Project pose risks to communities? (e.g. collapse of buildings or infrastructure) | No |
| 3.5 Would the proposed Project be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions? | No |
| 3.6 Would the Project result in potential increased health risks (e.g. from water-borne or other vector-borne diseases or communicable infections such as HIV/AIDS)? | No |
| 3.7 Does the Project pose potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during Project construction, operation, or decommissioning? | No |
| 3.8 Does the Project involve support for employment or livelihoods that may fail to comply with national and international labor standards (i.e. principles and standards of ILO fundamental conventions)?  | No |
| 3.9 Does the Project engage security personnel that may pose a potential risk to health and safety of communities and/or individuals (e.g. due to a lack of adequate training or accountability)? | No |
| **Standard 4: Cultural Heritage** |  |
| 4.1 Will the proposed Project result in interventions that would potentially adversely impact sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: Projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts) | No |
| 4.2 Does the Project propose utilizing tangible and/or intangible forms of cultural heritage for commercial or other purposes? | No |
| **Standard 5: Displacement and Resettlement** |  |
| 5.1 Would the Project potentially involve temporary or permanent and full or partial physical displacement? | No |
| 5.2 Would the Project possibly result in economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?  | No |
| 5.3 Is there a risk that the Project would lead to forced evictions?[[4]](#footnote-4) | No |
| 5.4 Would the proposed Project possibly affect land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?  | No |
| **Standard 6: Indigenous Peoples** |  |
| 6.1 Are indigenous peoples present in the Project area (including Project area of influence)? | No |
| 6.2 Is it likely that the Project or portions of the Project will be located on lands and territories claimed by indigenous peoples? | No |
| 6.3 Would the proposed Project potentially affect the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the Project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? *If the answer to the screening question 6.3 is “yes” the potential risk impacts are considered potentially severe and/or critical and the Project would be categorized as either Moderate or High Risk.* | No |
| 6.4 Has there been an absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned? | No |
| 6.5 Does the proposed Project involve the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples? | No |
| 6.6 Is there a potential for forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? | No |
| 6.7 Would the Project adversely affect the development priorities of indigenous peoples as defined by them? | No |
| 6.8 Would the Project potentially affect the physical and cultural survival of indigenous peoples? | No |
| 6.9 Would the Project potentially affect the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? | No |
| **Standard 7: Pollution Prevention and Resource Efficiency** |  |
| 7.1 Would the Project potentially result in the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or [transboundary impacts](#TransboundaryImpactsGlossary)?  | No |
| 7.2 Would the proposed Project potentially result in the generation of waste (both hazardous and non-hazardous)? | No |
| 7.3 Will the proposed Project potentially involve the manufacture, trade, release, and/or use of hazardous chemicals and/or materials? Does the Project propose use of chemicals or materials subject to international bans or phase-outs?*For example, DDT, PCBs and other chemicals listed in international conventions such as the Stockholm Conventions on Persistent Organic Pollutants or the Montreal Protocol*  | No |
| 7.4 Will the proposed Project involve the application of pesticides that may have a negative effect on the environment or human health? | No |
| 7.5 Does the Project include activities that require significant consumption of raw materials, energy, and/or water?  | No |

1. Gender equality is understood both quantitively (achieving equal representation) and qualitatively (achieving equal influence on policymaking and outcomes). [↑](#footnote-ref-1)
2. Prohibited grounds of discrimination include race, ethnicity, gender, age, language, disability, sexual orientation, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to “women and men” or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender people and transsexuals. [↑](#footnote-ref-2)
3. In regards to CO2, ‘significant emissions’ corresponds generally to more than 25,000 tons per year (from both direct and indirect sources). [The Guidance Note on Climate Change Mitigation and Adaptation provides additional information on GHG emissions.] [↑](#footnote-ref-3)
4. Forced evictions include acts and/or omissions involving the coerced or involuntary displacement of individuals, groups, or communities from homes and/or lands and common property resources that were occupied or depended upon, thus eliminating the ability of an individual, group, or community to reside or work in a particular dwelling, residence, or location without the provision of, and access to, appropriate forms of legal or other protections. [↑](#footnote-ref-4)