## 

**Catalysing Environmental Finance for Low-carbon Urban Development**

**in Bosnia and Herzegovina**

GEF Full-size project

## Environmental and Social Management Plan (ESMP)

**June, 2018**

**Sarajevo, B&H**

## [Contents 1](#_Toc517766389)

[Abbreviations and Acronyms 2](#_Toc517766390)

[List of figures 2](#_Toc517766391)

[List of tables 2](#_Toc517766392)

[1. Project scope and coverage, and objectives of the ESMP 3](#_Toc517766393)

[1.1 Project scope and coverage 3](#_Toc517766394)

[1.2 Objectives of the ESMP 5](#_Toc517766395)

[2. Potential social and environmental impacts due to the project activities and the methodology used 7](#_Toc517766396)

[3. Analysis of the legal and institutional framework relevant to the safeguards 11](#_Toc517766397)

[3.1 Gaps in policy framework 12](#_Toc517766398)

[4. Procedures used for screening, assessment and management of environmental and social risks identified 13](#_Toc517766399)

[5. Overview of institutional capacity assessment and building, including the assignment of responsibilities along the project cycle 13](#_Toc517766400)

[6. Stakeholder engagement and disclosure process 14](#_Toc517766401)

[7. UNDP’s grievance redress mechanism to be utilised during the project 16](#_Toc517766402)

[8. Monitoring and Evaluation Arrangements 16](#_Toc517766403)

[9. Budget for ESMP Implementation 17](#_Toc517766404)

## Abbreviations and Acronyms

|  |  |
| --- | --- |
| BiH | Bosnia and Herzegovina |
| EE | Energy Efficiency |
| EF | Environmental Fund |
| EIA | Environmental Impact Assessment |
| EMIS | Energy Management Information System |
| ESCO | Energy Service Company |
| FBiH | Federation of Bosnia and Herzegovina |
| GEF | Global Environment Facility |
| GHG | Greenhouse Gases |
| LCUD | Low-Carbon Urban Development |
| MRV | Measurement, Reporting and Verification |
| PIR | GEF Project Implementation Report |
| RES | Renewable Energy Sources |
| RS | Republika Srpska |
| SEAP | Sustainable Energy Action Plan |
| SES | UNDP Social and Environmental Standards |
| SME | Small and Medium Enterprise |

## List of figures

[Figure 4‑1 Project organisation structure 12](#_Toc517729252)

## List of tables

[Table 2‑1 Potential social and environmental impacts and management measures to mitigate them 7](#_Toc517766409)

[Table 9‑1 Breakdown of costs for ESMP implementation 17](#_Toc517766410)

# Project scope and coverage, and objectives of the ESMP

## Project scope and coverage

The objective of the project is to leverage investment for transformational shift LCUD in BiH thereby promoting safer, cleaner and healthier cities, and reducing GHG emissions.

To this end, the project will facilitate investment in technically and economically feasible low-carbon solutions in key urban sectors, and then promote their wider uptake by municipalities and the private sector via dedicated financial mechanism and funding windows established within the environmental finance frameworks in BiH, as well as by accelerating implementation of a favourable policy and regulatory framework at the entity and national levels. The project will facilitate the transformation of the market for low-carbon urban solutions by creating and expanding opportunities for businesses such as ESCOs and waste management companies to get involved in the provision of low-carbon services and products in cities. The project adopts a three-pronged approach. First, it will support key environmental finance institutions (i.e. environmental funds) to establish innovative financial mechanisms for LCUD (Component 1). Under Component 2 and 3, the project will work at the local level with relevant public authorities to help build their capacities to identify, carry out and monitor low-carbon projects in key urban GHG emitting sectors, public facilities and utilities (Component 2) and waste management and logistics/transport (Component 3). Finally, under Component 4, at the entity/sub-national level the project will work with relevant public authorities to design and adopt policies and regulations to enable the scale-up low-carbon investment. In addition, national awareness raising and an advocacy campaign will be conducted to secure public support and promote behavioral changes towards low-carbon urban living.

***Component 1*** addresses the identified financial barriers by strengthening the EFs’ capacity to finance infrastructural LCUD projects. Building on UNDP’s prior work with EFs, the project will support the design of an innovative financing mechanism that will support a gradual shift from predominantly grant-based financing of LCUD towards an ESCO-based model whereby public subsidies (grants) are used to address specific structural, technical and financial barriers in BiH. In doing so, the project will simultaneously address the following barriers which limit municipalities’ access to finance:

* Limited EFs’ revenues base/sources of capitalization;
* SMEs’ limited borrowing capacity preventing them to offer ESCO services on a larger scale;
* Municipalities high level of indebtedness preventing them accessing commercial financing;
* Technical and structural barriers related to specific LCUD investment, which make them non-bankable from the point of view of commercial banks.

Since the targeted sectors are public facilities and municipalities, the pivotal role in this project is that of the EFs. Under the proposed financial mechanism, the EFs will act as ESCO funds thus compensating both i) for SMEs limited borrowing capacity and ii) for municipal high indebtedness, restricted access to commercial financing and limited resources for projects preparation and implementation.

***Component 2*** addresses the municipalities’ lack of capacity to prepare and implement infrastructural LCUD projects in public buildings and utilities. Building on earlier UNDP-supported efforts to promote Energy Management Information System (EMIS) in public buildings, the project will expand the scale and scope of its application and facilitate implementation of low-carbon measures in public facilities and utilities (e.g. public lighting, water supply and sanitation system – large energy users with high potential for resources saving). EMIS will form a core of the nation-wide MRV system used to monitor energy and water resources, waste generation and associated GHG emissions by the cities. EMIS will also be used to prioritize, benchmark and monitor EFs’ funding (under Component 1). Based on the analysis of EMIS data and detailed energy audits and in line with SEAPs, a package of cost-effective low-carbon measures will be identified, covering a range of resource saving and renewable energy measures and technologies (heating, water, lighting, waste, etc.). GEF resources will cover the cost of such project identification, preparation, and technical oversight, and will also finance the piloting of 4 projects.

***Component 3*** addresses identified shortcomings in municipal capacities for LCUD in the waste management and logistic sector. A functional MRV system and optimal transport collection routes will be introduced for the waste management sector to minimize emissions and improve effectiveness; including the development of an IT-based system for waste data collection and analysis, assessing feasibility of waste collection route optimization, and capacity buildings at the level of municipalities, cantons in FBiH and entities and relevant Ministries for MRV implementation.

***Component 4*** addresses gaps in the enabling environment for LCUD at state and entity levels by promoting the adoption and supporting enforcement of essential policies and regulations, institutional coordination (vertical and horizontal) among relevant public authorities, and providing targeted capacity building and training support to relevant authorities. For example, GEF-supported work on introducing EMIS in public facilities will directly contribute to the strengthening of enforcement capacities of relevant authorities to monitor energy performance in buildings and ensure consistency with established minimum energy performance standards. The project will also support a BiH-wide public relations and advocacy campaign about low-carbon cities.

The project has been designed to address specific barriers to investment in LCUD, as articulated in the theory of change, while reflecting proven international practice and specific circumstances of BiH. The project includes technical assistance focused on removal of barriers to promote long-term and sustainable market transformation for LCUD. The provision of targeted investment support to stimulate private investment in public sector buildings, coupled with systemic barrier removal activities, is considered best practice and a cost-effective means of creating markets: this is an approach widely used in OECD countries, for instance in the European Union, as well as by the Multilateral Development Banks.

The proposed approach represents the best strategy to address the identified root causes to scaling-up public and private investment in LCUD because it:

1. Addresses municipalities’ lack of capacities to develop project proposals, and technical and financial capacities to implement them;
2. Increases capacity of SMEs to engage in an ESCO or quasi-ESCO business model by removing the capital investment requirements from their responsibilities;
3. Links the repayment for SMEs’ service and works with project performance thus making SMEs responsible for quality and performance of their solutions and services. Repayments come from the EFs and not from municipalities, thus the perceived risk of non-payment by municipalities is eliminated;
4. Represents a strong departure from predominantly grant-based financing towards predominantly non-grant financing, where grant components are limited to addressing specific barriers to project bankability;
5. Allows EFs as public ESCO funds to act as aggregators and assume responsibilities for financing priority low-carbon investment in the public sector focused on ‘difficult’ cases where market-based criteria would otherwise deem those projects as non-bankable;
6. Provides strong impulse for EE market transformation by relaying on local SMEs as delivery agents, creating employment opportunities across the country.

## Objectives of the ESMP

This project has been identified as “moderate” risk, therefore an ESMP is developed during the project inception period. The objective of the ESMP is to ensure compliance of relevant policies and to direct the Project personnel and stakeholders during the implementation of the project in tackling the social and environmental concerns identified.

Among those, the ESMP aims to manage the environmental and social impacts through appropriate mitigation measures that may arise with the implementation of the project. The ESMP will provide specific guidance to be followed consistent with any existing environmental and social impact studies of working sites (to be identified) but also the policies at the local, national and international level, and the UNDP.

The 'moderate' risk rating is due mainly to potential investments that may require construction works. The preliminary consideration of potential environmental and social risks mainly relate to operation and management of renewable energy systems, although sitting of the works may also involve moderate impacts.

It is expected that the Project will lead to sound positive environmental impacts due to the reduction of GHG emissions. It is also expected that the Project will lead to positive social impacts.

Purpose of the ESMP is to identify potential negative impacts and propose mitigation measures to be applied. These may relate to typical challenges faced by utility-scale and small-scale renewables investments, including health and safety to personnel and local communities and the environment.

# Potential social and environmental impacts due to the project activities and the methodology used

The below table summarizes the key potential social and environmental impacts identified through application of UNDP’s Social and Environmental

Screening Procedure (SESP) as well as the management measures and the institutional arrangement for their implementation.

In addition to this generic ESMP for the entire project, the separate Environmental and Social Management Plans (ESMPs) will be prepared for each specific investment sub-project in the project implementation phase and adjusted to reflect the site-specific environmental conditions, to be included in the bidding and contractual documentation for both construction and supervision of the works.

The ESMP will precisely define the mitigation measures to be implemented for construction works and monitoring measures that UNDP will use to ensure the mitigation measures have been implemented. The project will work with registered and skilled contractors and will supervise the building retrofits closely, in accordance with national regulations and ESMP.

As the project envisages retrofitting of already existing public buildings within their existing footprint, no land acquisition, resettlement, or any other adverse social impacts (such as loss of assets, loss of income due to retrofitting works) are expected. Therefore, EIA procedure is not required for the projects, but it may be necessary to obtain environmental permits on different administrative levels (cantonal and entity in FBiH and municipal and entity in RS), along with other permits, such as urban consent, building permit, water permit, etc.

Table 2‑1 Potential social and environmental impacts and management measures to mitigate them

|  |  |  |
| --- | --- | --- |
| Risk Description | Management Measures | Roles and Responsible Entities |
| Risk 1: Climate change, Mitigation and Adaptation   * Potential outcomes of the Project may be sensitive or vulnerable to potential impacts of climate change * Projects may be carried out in the areas and on the buildings already affected by the floods | * The project will work closely with UNDP-SCCF project addressing resilience issues at municipal level to identify most critical risks and potential measures to address them within the scope of proposed project. * In the areas where the public buildings and infrastructure were affected by floods or are at risk the proposed LCUD projects will include flood-resistant building materials to strengthen resilience through improved resistance to floods * Potential biomass fuel switch projects, will contribute to increased reliability and affordability of energy sources. * At the policy level, one of the proposed measures is to support review of land-use planning policies and regulations in BiH jointly with UNDP-SCCF and come up with revisions incorporating various sustainability aspects in urban land-use planning, including low-carbon and climate resilience. * Even though the projects will not require environmental impact assessment, it will be needed to obtain all necessary permits for the projects (urban consent, water permits, environmental permits) on different levels, as necessary * For development of documentation and implementation of activities, use only authorized companies with certificates issued by relevant ministries and institutions | As Implementing Partner, UNDP should:   * Ensure that management response measures are properly adopted and integrated during project implementation * Have the final responsibility for implementing the executing the management response * Ensure that management response measures defined in the ESMP are properly implemented during project implementation * Inform all the stakeholders and right-holders involved in, or potentially impacted, positively or negatively, by the Project, about the UNDP’s corporate Accountability Mechanism with its two key components:  1. a Compliance Review to respond to claims that UNDP is not in compliance with applicable environmental and social policies; and 2. a Stakeholder Response Mechanism (SRM) that ensures individuals, people, and communities affected by projects have access to appropriate grievance resolution procedures for hearing and addressing project-related complaints and disputes.   Project Board should:   * Monitor implementation of management measures and compliance with national and international regulations * Make decisions for the adoption of necessary measures as part of the management response. * Define actions to be taken in case of no compliance. |
| Risk 2: Community, Health and Safety Conditions  Potential that retrofit works and failure of structural elements may:   * Pose safety risks to local communities   (e.g. structural collapse)   * Pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials during construction and operation * Pose risks and vulnerabilities related to occupational health and safety due to physical, chemical, or other hazards during Project construction or operation | * The project will mitigate this risk by working with registered and skilled contractors and supervising the building retrofits closely, in accordance to national regulations and specific provisions for risk mitigation proposed in this ESMP; |
| Risk 3: Pollution Prevention and Resource Efficiency   * Building retrofit works may result in the generation of waste (both hazardous and non-hazardous); * Potential that project activities associated with buidling retrofits may result in discovery of hazardous materials (e.g. asbestous) that may have a negative effect on the environment or human health; | * Contractors performing building retrofits have to prepare Waste Management Plans to explain in details procedures for waste management; * Waste has to be collected separately, as hazardous and non-hazardoous waste; * Waste of unknown content has to be treated as hazardous until proved differently; * Asbestous panels (if any) must be removed and taken to the waste landfill, but before that, it is necessary to spray it with a vinyl-based vinyl polymer based emulsion with 25% water content. After even application of the emulsion over the entire surface (the pump under low pressure or spraying), it is necessary to wait for the material to dry and then remove it. The sheets must be lifted when removing them, and they must not be crunched or broken. Hooks, screws or nails with which the sheets were fixed must be removed so that the plates are not damaged. The removed sheets must not be thrown away from the roof. * The removed sheets are arranged on a wooden pallet, which is then wrapped with polyethylene foil and seal tightly with adhesive tape. Dismantled and ready for transportation waste roof cover should be disposed of in a landfill intended for hazardous waste, all in accordance with health and environmental regulations. * Broken, or small parts have to be packed into big-bag sacks rapped with stretch-foil to prevent emission of asbestos particles. * Protective clothing from workers will be placed in the big-bag sacks and thrown away along with asbestos sheets. * The company authorized for hazardous waste management has to take over the asbestos waste |

# Analysis of the legal and institutional framework relevant to the safeguards

The project will be implemented according to UNDP’s environmental and social policies to ensure minimization of any environmental risks. The project has completed the standard UNDP social and environmental screening procedure.

All four project components covered by this ESMP will comply with UNDP’s Social and Environmental Standards (SES), which came into effect 1 January 2015. These Standards underpin UNDP’s commitment to mainstream social and environmental sustainability in its programs and projects to support sustainable development and are an integral component of UNDP’s quality assurance and risk management approach to programming. Through the SES, UNDP meets the requirements of the GEF’s Environmental and Social Safeguards Policy.

The objectives of the SES are to:

* Strengthen the social and environmental outcomes of Programs and Projects
* Avoid adverse impacts to people and the environment
* Minimize, mitigate, and manage adverse impacts where avoidance is not possible
* Strengthen UNDP and partner capacities for managing social and environmental risks
* Ensure full and effective stakeholder engagement, including through a mechanism to respond to complaints from project-affected people

The screenings conducted during project development indicate that three of the nine social and environmental principles and standards have been triggered across the project components due to mainly ‘moderate’ or ‘low’ risks:

* Standard 2: Climate Change Mitigation and Adaptation – to include site-specific climate risk assessment and ensure key risks are taken into account;
* Standard 3: Community Health, Safety and orking Conditions - potential risk that retrofit works and failure of structural elements form the building retrofits may pose safety risks; and
* Standard 7: Pollution Prevention and Resource Efficiency - generation of waste from building retrofits.

The overall risk category is determined moderate.

Environmental Impact Assessment (EIA) is not required for the envisaged type and scale of EE investments under this project according to relevant provisions of the following laws for FBiH and RS in field of environment protection:

* Law on Environmental Protection of Federation of BiH (Official Gazette of FBiH, no. 33/03; 39/08);
* Law on Environmental Protection of Republika Srpska (Official Gazette of the Republka Srpska, no. 71/12);
* Law on Waste Management of Federation of BiH (Official Gazette of FBiH, no. 33/03; 72/09)
* Law on Waste Management of Republika Srpska (Official Gazette of RS, no. 53/02)
* Regulation on Selective Collection, Packaging and Labeling of Waste (Official Gazette of the FBiH, no. 38/06)
* Rules on Handling of Hazardous Waste that is Not in the Waste Catalogue or Whose Content is Unknown (Official Gazette of the FBiH, no. 09/05)
* Rules on Waste Types and Activities in Waste Management that Require a Permit (Official Gazette of Republika Srpska, no. 39/05, 3/07)
* Rules on Waste Categories, Characteristics which Classify it as Hazardous Waste, Activities of Component Recovery and Waste Disposal (Official Gazette of Republika Srpska, no. 39/05)
* Rules on Waste Catalogue (Official Gazette of Republika Srpska, no. 39/05)
* Regulation on plants and facilities for which environmental impact assessment is obligatory and plants that can be built and put into operation only if possesing environmental permit (Official Gazette of FBiH no. 19/04)
* Regulation on plants and facilities that can be built and put into operation only if possesing environmental permit (Official Gazette of the Republika Srpska" no. 7/06)
* Law on Safety at Work (Official Gazette of the Federation of BiH, no. 22/90)
* Law on Safety at Work (Official Gazette of the Federation of RS, no. 01/08)
* The relevant cantonal regulations.

EE-RES related projects and activities in the building sector are not subject to EIA, and do not fall under obligation of obtaining the environmental permits. Retrofitting of building envelopes and associated works are classified as building ‘maintenance’, which eliminates the need for obtaining any kind of permits. Further more, in case of RES system installation with capacity below 1MW (only for combustion based installations) there is no need to obtain an environmental permit.

Environmental and social grievances will be reported to the GEF in the annual PIR.

## Gaps in policy framework

Gaps identified for all the ENDP standards triggered by the project are the following:

* Enforcement of relevant environmental policies and regulations (e.g. laws and by-laws on energy efficiency, regulation on the technical requirements for thermal protection of buildings and rational use of energy, waste management strategy, GHG Inventory, climate change mitigation and adaptation, climate change reporting, etc.) is patchy due to complex administrative and governance structure, as well as because of the lack of capacities among relevant national/sub-national authorities to effectively oversee and monitor their implementation;
* There is no system in place to systematically collect and analyze information on resources use/GHG emissions in cities, which limits the ability of municipal authorities to identify and pursue the most cost-effective climate change mitigation actions.

# Procedures used for screening, assessment and management of environmental and social risks identified

The SESP/ESMP has been developed as part of UNDP´s due diligence process in the project cycle. In addition, it has been identified that there is a possibility for individual ESMPs to be developed on the sub-project level, to provide time-bound specific recommendations for avoiding adverse impacts, and where avoidance is not possible, for reducing, mitigating, and managing those impacts.

Complimenting what has already been identified in this ESMP, specific plans will further identify project activities that cannot take place until certain standards, requirements and mitigation measures are in place and carried out. Those recommendations will be adopted and integrated into the project activities, monitoring and reporting framework and budget.

# Overview of institutional capacity assessment and building, including the assignment of responsibilities along the project cycle

The Project organisation structure is the following, presented in the Figure 4‑1 below.



Figure 4‑1 Project organisation structure

The Project Board is responsible for making by consensus, management decisions when guidance is required by the Project Manager, including recommendation for UNDP/Implementing Partner approval of project plans and revisions.

The Project Board is comprised of the following institutions: Ministry of Foreign Trade and Economic Relations of BiH; Ministry of Spatial Planning, Construction, and Ecology of Republika Srpska; Ministry of Environment and Tourism of Federation of BiH; Fund for environmental protection of FBiH; The Environmental Protection and Energy Efficiency Fund of RS.

The ESMP will be used for the project by these institutions and UNDP and further enhanced as required for specific sub-components at specific locations.

ESMP will be implemented by the institutions from the Project Board from all administratove levels, in accordance with relevance and jurisdiction.

# Stakeholder engagement and disclosure process

Having in mind the importance of responsible ministries (Ministry of Spatial Planning, Construction, and Ecology of Republika Srpska; Ministry of Environment and Tourism of Federation of BiH and Ministry of Foreign Trade and Economic Relations of B&) and EFs in LCUD, these target groups will have a direct role in governing and project management through their involvement in the Project Board.

Municipal authorities are important stakeholders in the process of leveraging investments for LCUD, thus making them an important target group of the Project. Therefore, authorities of selected municipalities will be involved in project governance as they have valuable local knowledge and experience related to the prescribed procedures for implementing EE measures and waste management in BiH thus increasing effective and efficient implementation of planned project activities.

SMEs, as delivery agents in the EE market, will contribute to the project’s success through their technical knowledge and specific local experience.

All target groups will have a valuable role in supporting the BiH-wide advocacy campaign on low-carbon cities, through their capacity to endorse and disseminate information.

As it may be concluded from the above elaboration, the implementation of the LCUD concept in BiH requires involvement of authorities from all levels of government. However, as the implementation of the LCUD concept requires the adoption and implementation of certain economic instruments, the concept must be based on creation of adequate business models. Such business models need to be founded within appropriate public-private partnership arrangements. These arrangements ensure the involvement of responsible public authorities from all governmental levels as well as the private sector (through energy efficiency related SMEs). These actors serve as delivery agents for the promotion of the LCUD concept in BiH.

As part of the stakeholder engagement process, UNDP’s SES require that project stakeholders have access to relevant information. Specifically, the SES (SES, Policy Delivery Process, para. 21) stipulates that, among other disclosures specified by UNDP’s policies and procedures, UNDP will ensure that the following information be made available:

* Stakeholder engagement plans and summary reports of stakeholder consultations
* Social and environmental screening reports with project documentation
* Any required social and environmental monitoring reports.

As outlined in the SES and UNDP’s Social and Environmental Screening Procedure (SESP), the type and timing of management plans vary depending of the level of social and environmental risk associated with a project as well as timing of the social and environmental assessment.

This ESMP will be translated and disclosed via the UNDP Bosnia and Herzegovina website in accordance with UNDP SES policy.

These requirements for stakeholder engagement and disclosure will be adhered to during the implementation of this ESMP.

# UNDP’s grievance redress mechanism to be utilised during the project

UNDP’s SES recognize that even with strong planning and stakeholder engagement, unanticipated issues can still arise. Therefore, the SES are underpinned by an Accountability Mechanism with two key components:

* A Social and Environmental Compliance Review Unit (SECU) to respond to claims that UNDP is not in compliance with applicable environmental and social policies; and
* A Stakeholder Response Mechanism (SRM) that ensures individuals, peoples, and communities affected by projects have access to appropriate grievance resolution procedures for hearing and addressing project-related complaints and disputes.

UNDP’s Accountability Mechanism is available to all of UNDP’s project stakeholders.

The Social and Environmental Compliance Unit (SECU) investigates concerns about non-compliance with UNDP’s Social and Environmental Standards and Screening Procedure raised by project-affected stakeholders and recommends measures to address findings of non-compliance.

The Stakeholder Response Mechanism helps project-affected stakeholders, UNDP’s partners (governments, NGOs, businesses) and others jointly address grievances or disputes related to the social and/or environmental impacts of UNDP-supported projects.

Further information, including how to submit a request to SECU or SRM, is found on the UNDP website at: <http://www.undp.org/content/undp/en/home/operations/accountability/secu-srm/>.

Environmental and social grievances will be reported to the GEF in the annual PIR.

# Monitoring and Evaluation Arrangements

***The Project Manager*** is responsible for day-to-day project management and regular monitoring of project results and risks, including social and environmental risks. The Project Manager will ensure that all project staff maintain a high level of transparency, responsibility and accountability in M&E and reporting of project results. The Project Manager will inform the Project Board, the UNDP Country Office and the UNDP-GEF RTA of any delays or difficulties as they arise during implementation so that appropriate support and corrective measures can be adopted.

The Project Manager will develop annual work plans based on the multi-year work plan including annual output targets to support the efficient implementation of the project. The Project Manager will ensure that the standard UNDP and GEF M&E requirements are fulfilled to the highest quality. This includes, but is not limited to, ensuring the results framework indicators are monitored annually in time for evidence-based reporting in the GEF PIR, and that the monitoring of risks and the various plans/strategies developed to support project implementation (e.g. gender strategy, KM strategy etc..) occur on a regular basis.

***The Project Board*** will take corrective action as needed to ensure the project achieves the desired results. The Project Board will hold project reviews to assess the performance of the project and appraise the Annual Work Plan for the following year. In the project’s final year, the Project Board will hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and to highlight project results and lessons learned with relevant audiences. This final review meeting will also discuss the findings outlined in the project terminal evaluation report and the management response.

***The Implementing Partner*** is responsible for providing any and all required information and data necessary for timely, comprehensive and evidence-based project reporting, including results and financial data, as necessary and appropriate. The Implementing Partner will strive to ensure project-level M&E is undertaken by national institutes, and is aligned with national systems so that the data used by and generated by the project supports national systems.

***The UNDP Country Office*** will support the Project Manager as needed, including through annual supervision missions. The annual supervision missions will take place according to the schedule outlined in the annual work plan. Supervision mission reports will be circulated to the project team and Project Board within one month of the mission. The UNDP Country Office will initiate and organize key GEF M&E activities including the annual GEF PIR, the independent mid-term review and the independent terminal evaluation. The UNDP Country Office will also ensure that the standard UNDP and GEF M&E requirements are fulfilled to the highest quality.

The UNDP Country Office will retain all M&E records for this project for up to seven years after project financial closure in order to support ex-post evaluations undertaken by the UNDP Independent Evaluation Office (IEO) and/or the GEF Independent Evaluation Office (IEO).

ESMP implementation will be monitored through the project implementation progress, and regular reporting.

# Budget for ESMP Implementation

Funding for implementation of the ESMP has to be included in the individual budgets of the retrofitting projects. The estimated costs are indicated in Table 9‑1 below. Costs associated with the time of Project Management Unit Staff coordinating the implementation of this ESMP are not shown.

Table 9‑1 Breakdown of costs for ESMP implementation

|  |  |
| --- | --- |
| Item | Budget Cost (USD) |
| National consultant, safeguards specialist | $12,250 |
| Travel expenses for consultations, site visits | $3,550 |
| Report development | $1,000 |
| Total | **$16,800** |