

Environmental and Social Monitoring Report

2 Semi-Annual Report
26 February 2020

VAN: Cyclone Pam Schools Reconstruction Project

Prepared by Project Management Unit of Ministry of Education and Training, Port Vila, Vanuatu
for the Ministry of Finance and Economic Development and Asian Development Bank.

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Semi-annual Environmental Monitoring Report

Reporting period: July to December 2019

Republic of Vanuatu: Cyclone Pam School Reconstruction
(Financed by the Japan Fund for Poverty Reduction and Managed by the Asian Development Bank)

PREPARED BY:

PROJECT MANAGEMENT UNIT of MINISTRY OF EDUCATION AND TRAINING, PORT VILA VANUATU

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Contact Information		Document Information	
Kramer Ausenco (Vanuatu) LTD	Prepare for:	Ministry of Education and Training	
Level 1, Former Bank of Hawaii Building	Project Name:	Cyclone Pam School Reconstruction Project	
Lini Highway, Port Villa, Vanuatu	File Reference:	16116v rep 190701 adb cpsrp saemr-04 final.docx	
Telephone: +678 23457			
Email: Saju.Abraham@kramerausenco.com	Job Reference	16116V	
Email: Jay.Jameson@kramerausenco.com	Date	26 February 2019	

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Revision	Date	Description	Author		Approver	
			First Name Last Name	Position Title	First Name Last Name	Position Title
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Level 1, Former Bank of Hawaii Building, Lini Hwy, Port Villa, Vanuatu

Telephone (+678) 23457

Semi-annual Environmental Monitoring Report

TABLE OF CONTENTS

1	Revision Status.....	2
2	Issue Status	2
3	Copyright	2
1	Part I - Introduction.....	5
1.1	Construction activities and project progress during the previous 6 months	5
1.2	Project organization, environmental management team and changes	7
1.2.1	Project Organisation	7
1.2.2	Project Personnel	9
1.3	Relationships with contractors, owner, lender, etc.....	11
1.3.1	Relationships of the Construction Contractor (CC).....	11
1.3.2	Relationships of the Construction Supervision Consultant (CSC)	11
1.4	Close-out of Vanuatu Safeguard Systems for Pre-construction phase.....	12
2	Part II - Environmental Safeguards Monitoring	13
2.1	Site inspections and audits.....	13
2.2	Innovative practices observed	20
2.2.1	High Labour intensity	20
2.2.2	Drip trays.....	20
2.3	Accidents and Incidents	21
3	Part III – Social Safeguards Monitoring.....	21
4	Part IV – Land.....	21
5	Part V - Environmental Management.....	21
5.1	The environmental management system (EMS), Construction EMP (CEMP), and work plans.....	21
5.2	Environmental Audits – Observations and Non-compliance notices.....	22
5.3	Corrective action plans	22
5.4	Consultation and complaints	23
5.4.1	Consultations with the Community	23
5.4.2	Complaints Kwataparen	27
5.4.3	Complaints Ienaula	29
5.4.4	Complaints Lowiepeng.....	30

5.4.5	Complaints Imaki.....	30
5.4.6	Training: Community education – Build Back Better	31
6	Part IV – Action Plan for the Next Period	32
7	ANNEXES:	33
8	Annex 1: Journey Times on TANNA	33
9	Annex 2: Schematics of School Sites.....	34
10	Annex 3: Safeguards Documentation on Site	37
11	Annex 4: Photographs.....	45
12	Annex 5: Sample checklists	48
13	Annex 6: Spill Kit Training	63
14	Annex 7 – Installed Shutters	64
15	Annex 8: Cultural Differences Workshop (Photos)	66
16	Annex 9: GRM Review & Recording of Events Workshop (Photos).....	69

TABLES

Table 1: Environmental and Social Safeguards Personnel Involved in the Project.....	9
Table 2: Closeout of Safeguards documentation.....	12
Table 3: Safeguards Inspections at Lot1 - Kwataparen (June to December 2019)	14
Table 4: Safeguards Inspections at Lot 2 - Ienaula (June to December 2019).....	14
Table 5: Safeguards Inspections at Lot 3- Lowiepeng (June to December 2019)	18
Table 6: Safeguards Inspections at Lot 4- Imaki June to December 2019)	19
Table 7: Accidents and Incidents on site in the reporting period	21
Table 8: Status of Environmental Documentation	21
Table 9: Kwataparen Community Consultation Meetings.....	23
Table 10: Ienaula & Lowiepeng Community Consultation Meetings	23
Table 11: Imaki Community Consultation Meetings.....	24
Table 12: Programme of Build Back Better workshops	32

FIGURES

Figure 1: Location of the Four School Sites on Tana Island	6
Figure 2: Interaction between stakeholders involved in the project.	8
Figure 3: Flow chart for the Grievance Redress Mechanism.....	25
Figure 4: Construction phase GRM at site level.....	26
Figure 5: Location of project elements and travel times (May 2018)	33
Figure 6: Schematic of existing Kwataparen JSS site	34
Figure 7: Schematic of existing Lowiepeng JSS	35

Figure 8: Schematic of existing Ineaula JSS	35
Figure 9: Schematic of existing Imaki JSS	36
Plate 1: Completed building at Ineaula – fencing, water capture and marked as cyclone safe house	5
Plate 2: “Cyclone Safe house” symbols on completed buildings	6
Plate 3: Members of CSC, CC on site at Imaki (Dec 2019)	12
Plate 4: Ineaula (Lot 2) Salvaged material stacked for reuse by School / local Community	16
Plate 5: Ineaula (Lot 2) segregation of dry goods and fuel (in bunded area)	17
Plate 6: Ineaula (Lot 2) good adoption of PPE by workforce (Hi-vis, boots, gloves and dust masks)	18
Plate 7: Low intensity concrete batching (Lowiepeng – Feb 2019)	20
Plate 8: Use of HD plastic container as a drip trap for a diesel generator (Lowiepeng June 2019)	20
Plate 9: Kwataparan Complaints Log – Sheet 1 of 2	27
Plate 10: Kwataparan Complaints Log – Sheet 2 of 2 – closed out on 4 December 2019 – all work complete	28
Plate 11: Attendance log for cultural differences training at Kwataparen – 15 June 2019	29
Plate 12: Ineaula Complaints log signed off 4 December – all work complete Contractor moved off-site	30
Plate 13: Imaki Complaints log signed off 4 December – all work complete Contractor moved off-site	31
Plate 14: Build Back Better workshop for the community held at Kwataparen on 23/10/2019	31
Plate 15: Community Meeting Minutes Folder	37
Plate 16: Community Meeting Minutes 24 Sept 2019	38
Plate 17: Community Meeting attendance sheet – 17 Sept 2019 Imaki	39
Plate 18: Community Meeting Minutes 17 Sept 2019	40
Plate 19: Community Meeting attendance sheet – 17 Sept 2019	41
Plate 20: Community Meeting Minutes 10 Sept 2019 Imaki	42
Plate 21: Community Meeting Minutes – 17 Aug 2019 Imaki	43
Plate 22: Summary list for Child Safeguarding Code of Conduct - Imaki	44
Plate 23: Ineaula – Site notice board noting GRM status (active)	45
Plate 24: Ineaula – Manned site entrance (for sign-in), HSE requirements and community notice	45
Plate 25: Ineaula - Detail of the Community Notice – with CLO contact numbers (June 2019)	46
Plate 26: Ineaula – Waste drums and spill kit, clearly marked and on hardstanding	46
Plate 27: Ineaula – CS and CC liaising with School Principal Adel Pel (June 2019)	46
Plate 28: Kwataparen – Detail of the Community Notice – with CLO contact numbers (June 2019)	47
Plate 29: Kwataparen – Securely fenced with signage in place (Feb 2019)	47
Plate 30: Spill Kit Training attendance sheet	63

Abbreviations

ADB	Asian Development Bank	The Funding Supervision Agency
CC	Construction Contractor (China Civil Engineering Construction Corporation South Pacific Limited)	The Construction Contractor
CEMP	Construction Environmental Management Plan	CC Generated Document
CLO	Community Liaison Officer	Responsible for facilitating interaction with the local community and also monitoring the environmental performance on site. There is generally a male and female CLO at each site
CSC	Construction Supervision Consultant - Kramer Ausenco (Vanuatu) Ltd.	The Supervision Consultant
DEPC	Department of Environmental Protection and Conservation	
EMP	Environmental Management Plan	Contained in project IEE
EO	Environmental Officer	
ERP	Emergency Response Plan	
GRM	Grievance Redress Mechanism	
HSP	Health and Safety Plan	
IEE	Initial Environmental Evaluation	The Environmental Impact document for the project
IES	International Environmental Specialist	
JFPR	Japan Fund for Poverty Reduction	Funding Source
NES	National Environmental Specialist	
MoET	Ministry of Education and Training	The Implementing Agency
PMU	Policy Management Unit	Implementation Unit of the Implementing Agency
WMP	Waste Management Plan	
END		

1 Part I - Introduction

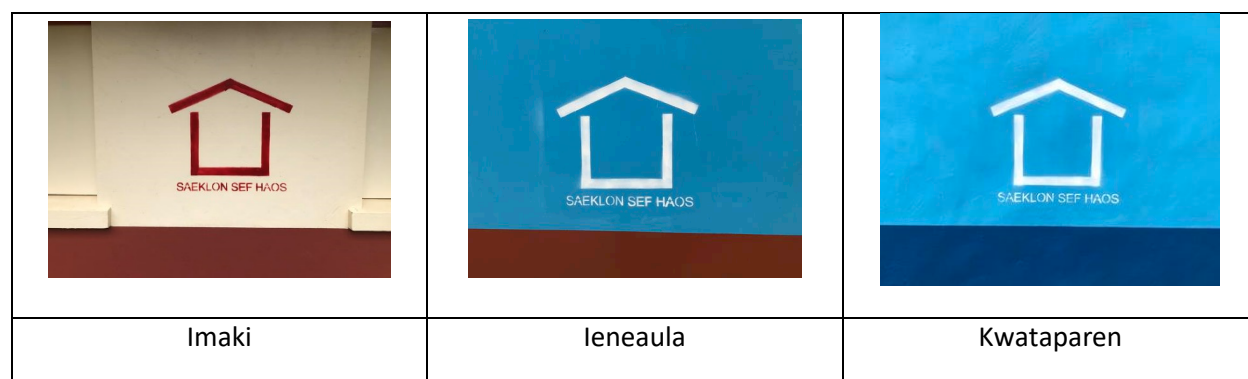
1.1 Construction activities and project progress during the previous 6 months

1. The Construction Contractor (CC) for the works is China Civil Engineering Construction Corporation (CCECC) and the Design Supervision Consultants (DSC) are Kramer Ausenco (Vanuatu) Ltd. In the first reporting period the DSC prepared designs and contract documentation for the works and on the instruction of the Implementing Agency (IA), the Ministry of Education and Training (MoET) invited tenders for the work. Tenders were received and an award made to China Civil Engineering Construction Corporation South Pacific Limited (CCECC). In subsequent reporting periods the CC has carried out construction work under the supervision (including safeguards audit) by the DSC.
2. During the reporting period construction work was complete at the Kwataparen, Ineaula and Lowipeng Junior Secondary Schools (JSS) save for minor remedial work. Work commenced at Imaki JSS in July and was completed by the end of November 2019.



Plate 1: Completed building at Ineaula – fencing, water capture and marked as cyclone safe house

Plate 2: “Cyclone Safe house” symbols on completed buildings



3. The project is being implemented to repair school buildings on the Island of Tanna damaged as a result of the impact of Cyclone Pam¹ in (2015). Four schools² have been selected for repair and upgrading. The upgrading work is designed to provide structures that could withstand future natural disaster and provide safe accommodation for people affected by a future natural disaster. There is also an element of the project to invite Tanna residents to workshops on how building techniques are being incorporated into the works to create robust structures to encourage “technology transfer” of good construction techniques to the local community. The location of the four schools on Tanna Island is indicated in the following figure.



Figure 1: Location of the Four School Sites on Tana Island

Source: Google Earth 2018

¹ Cyclone Pam formed on the 6th March 2015 east of the Solomon Islands intensifying to Category 5 Cyclone status on 12th March 2015. Cyclone Pam passed through Tanna on 13th March 2015.

² The four schools are Kwataparen Junior Secondary School (JSS), Ieneaula JSS, Lowiepeng JSS and Imaki JSS.

1.2 Project organization, environmental management team and changes

1.2.1 Project Organisation

4. **Multilateral Financial Institution:** The work is being carried out with resources from the Japan Fund for Poverty Reduction (JFPR). Japan established the JFPR in May 2000 to provide grants for projects supporting poverty reduction and related social development activities that can add value to projects financed by Asian Development Bank (ADB)³. The ADB manages the JFPR and carries out periodic audit of project performance to confirm compliance with ADB policy.
5. **Government of Vanuatu:** The ADB provide funds to the Government of Vanuatu through the project Executing Agency (EA), the Ministry of Finance & Economic Management. The EA in turn gives the funds to the Implementing Agency (IA) who are the Ministry of Education and Training (MoET) who are responsible for delivering the project. The IA has a dedicated agency, the Policy Implementation Unit (PIU) who address day to day issues on the project.
6. **Supervision and Construction Consultant:** The IA has appointed a Construction Supervision Consultant (CSC) to design, tender and supervise the project construction. The IA has appointed Kramer Ausenco (Vanuatu) Ltd. to undertake these tasks. The CSC has produced preliminary designs, tender documents and invited Construction Contractors (CC) to submit tenders to the IA. The CSC identified a preferred tenderer and the IA has entered into a construction contract with a CC. The CC is China Civil Engineering Construction Corporation South Pacific Limited (CCECC).
7. The Agencies and interactions of stakeholders in the project are indicated in the following figure.

³ <https://www.adb.org/site/funds/funds/japan-fund-for-poverty-reduction>

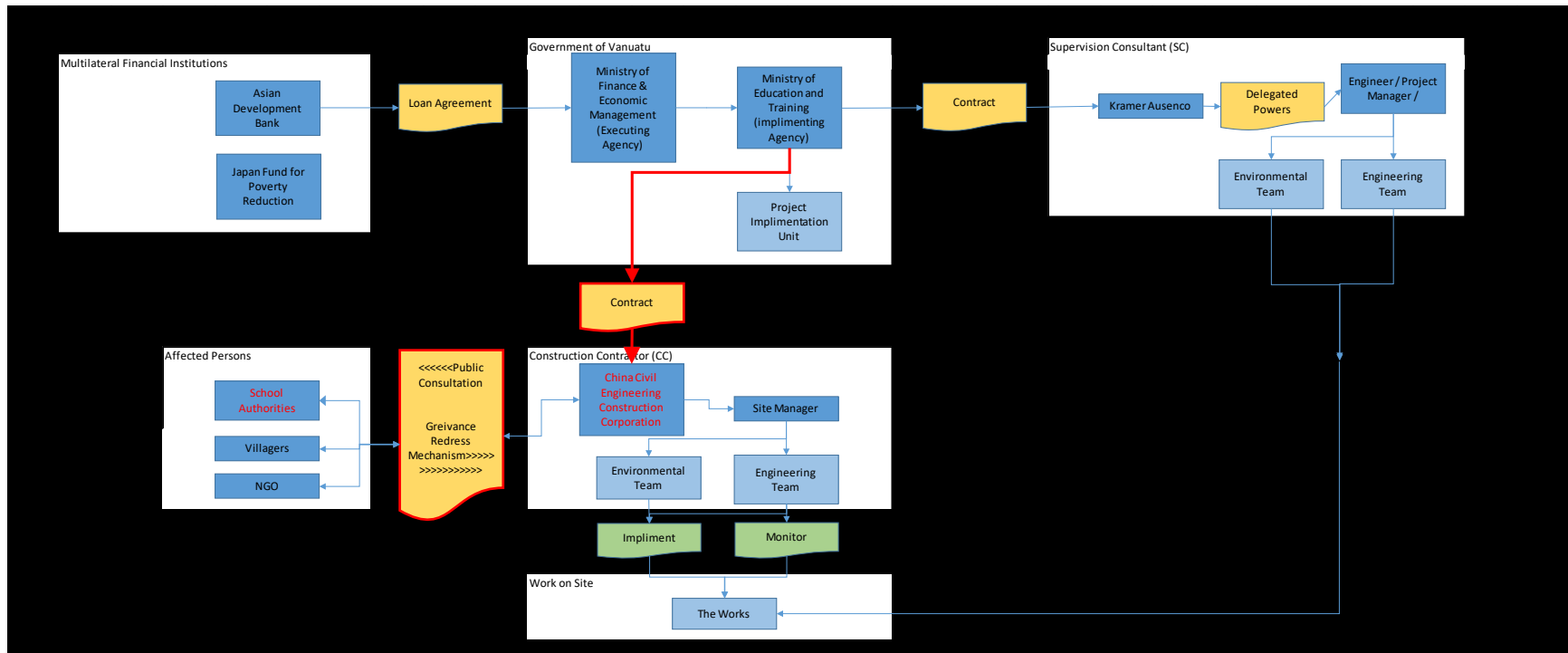


Figure 2: Interaction between stakeholders involved in the project.

1.2.2 Project Personnel

8. The Environmental Management Team at the MoET PIU are Mr Robert David and Mr Tanga Viri.
9. Kramer Ausenco the CSC has engaged Ms. Priscilla Amkori as National Environmental Specialist (NES) and Mr. Andrew Taylor as International Environmental Specialist (IES). Ms Amkori has been active on the project since June 2018 and visits the site on at least one occasion each month to conduct safeguards audit. Daily environmental observations are carried out by Mr Nicholson Garee the Construction Supervisor (CS) who is resident on Tanna. In the reporting period the IES visited Vanuatu from Monday 2nd December to Friday 6th December and was on Tanna for three days in that period visiting the four project sites on Tanna and audited environmental performance against the CEMP.
10. China Civil Engineering and Construction Company (CCECC) the CC has appointed a Health Safety and Environmental Officer Mr Nic de Guzman to conduct the training of site staff (management and labour) and safeguards personel in safeguards issues and conduct periodic audit to monitor performance of the CC on site. Mr de Guzman is assisted on site by male and female Community Liaison Officers (CLO) who are responsible for ensuring the works are carried out in line with the requirements of the environmental legislation of Vanuatu, the Project EIA and its associated EMP and the CC produced CEMP. Generally there are two CLO stationed at each operating site, though due to the close proximity of the Lowiepeng (LOW) and Ineaula (INE) sites there is only one set of CLO here. Due to the absence of work at Kwataparen (KWA) and LOW / INE sites the CLO were stepped down at these sites. The CLO were only active at Imaki (IMA) in the reporting period.
11. Table 1 sets out the roles, responsibilities and names of the safeguard personnel active on the project.

Table 1: Environmental and Social Safeguards Personnel Involved in the Project

Organization	Name	Title	Responsibilities	On project
MoET	Gordon Craig		Responsible ensuring for the delivery of the project in line with Vanuatu and ADB's social and environmental requirements	
	John Gideon			
KA (CSC)	Andrew Taylor	International Environmental Specialist	Reviewing environmental documentation prepared by the CC, training NES and MoET personnel in environmental compliance, carrying out periodic audit and preparing environmental documentation for the project.	(1) 23 May to 1 Jun 2018 (2) 24 to 28 Sept 2018 (3) 4 to 8 February 2019 (4) 10 to 14 June 2019 (5) 1 Dec to 7 Dec 2019

	Priscilla Amkori	National Environmental Specialist	Monthly audits of environmental performance and CEMP compliance on site by the Contractor.	Since project commencement (based in Port Vila, Efate)
	Nicholson Garae	Site Supervision	Day to day observation and recording of environmental performance on site of the Contractor.	Since project commencement (Based on Tanna)
CCEC(CC)	Nic de Guzman	Environmental Manager	Lead safeguards induction and training of CLO, carries out periodic audit, updates CEMP, oversees the community engagement plan	From project commencement (based in Port Vila, Efate)
	Ken Baru	Male CLO KWA	Confirm daily that the works are being carried out within the requirements of legislation of Vanuatu, the IEE and its associated EMP and the CC CEMP. Engage the community in the project.	From 30 Oct 2018 to 2 nd Aug 2019
	Evana Simeon	Female CLO KWA		From 24 May 2019 to 2 nd Aug 2019
	Anne Loughman / Elen Nok	Female CLO KWA		From 30 Oct 2018 to 18 th April 2019
	Esau Iaruel	Male CLO INE / LOW		From 24 Aug to 15 Oct 2018
	William Kota	Male CLO INE / LOW		From 7 Nov 2018 to 30 th Aug 2019
	Phailie Stephens	Female CLO INE / LOW		From 7 th Sept 2018 to 30 th Sept 2019
	Laurent Kuras	Male CLO IMA		From June 2019 to 30 th Nov 2019
	Natalie Wahe	Female CLO IMA		From June 2019 to 30 th Nov 2019
CARE International	Isabelle CHOUTET		Conduct community awareness programmes	
Asian Development Bank	Sharyn Bow	Senior Project Officer (Infrastructure)	Confirming that the works are being implemented in line	

	Jean Williams	Senior Environmental Specialist,	with ADB policy and the specific requirements of the IEE and EMP prepared for the project	
	Mairi MacRae	Gender Specialist		

1.3 Relationships with contractors, owner, lender, etc.

1.3.1 Relationships of the Construction Contractor (CC)

12. **Local Labour:** In the first and second reporting periods, the CC engaged a labour only subcontractor Namas Construction to provide Vanuatu national labour for the project. However this arrangement was terminated and the CC now engages local labour. As well as the additional income to the local community the engagement of local labour provides upskilling opportunities in (i) understanding how buildings can be improved through “building back better” and (ii) the use of better building construction techniques. There were a series of practical “build back better” workshops for the wider community in the reporting period, showing how better building techniques can be incorporated in future structures built in the community. See section 5.4.6 Community education – Build Back Better.
13. **Construction Camp:** The CC camp in Lenekal, provides office facilities, accommodation and canteen facilities for the expatriate staff of the CC. The camp is well maintained and the relationship with the local community is good. There have been no reported complaints or concerns on the operation of the camp.
14. **Local Community:** The CLO of the CC have built good relationships with the school principals, staff and with the local community. At Lowipeng / Ineaula the CC has surrendered rented accommodation used by expatriate staff as work wound down. The CC entered a rental agreement for accommodation in Imaki during the reporting period though this accommodation was surrendered during the reporting period when site work was completed. Local labour is recruited through the community with individuals based at accommodation in their village community.

1.3.2 Relationships of the Construction Supervision Consultant (CSC)

15. The CSC has a Construction Supervisor (CS) based on Tana who inspects the work on a daily basis and maintains contact with the local community. The CS has built up a good working relationship with the CC and the local communities and work is proceeding smoothly.
16. During the project the CSC rented office accommodation in Lenekal, this office was surrendered in the reporting period. The owner used the income to increase the range of commodities available in the shop adjacent to the office and upgraded equipment (chest freezers).



Plate 3: Members of CSC, CC on site at Imaki (Dec 2019)

Note 1) . There is no construction activity on site, no mechanical equipment operating and no children on-site. Work boots worn but hard hats and safety jackets not considered necessary on this occasion.

Note2) The construction are in the centre of the photo is unrelated to the project (house construction)

1.4. Close-out of Vanuatu Safeguard Systems for Pre-construction phase.

17. A summary review of project documentation clearing through the Vanuatu and ADB administrative requirements.

Table 2: Closeout of Safeguards documentation

	Element	Date	Notes
1	Approval of the IEE	Aug 2017	Disclosed on ADB website ^{Note 1}
	Environmental Permit issued by Department of Environmental Protection and Conservation ^{Note 2}	2 Oct 2017	No Environmental Permit required. Follow the ADB approved IEE.
2	Notification of Award (of Contract)	5 June 18	
3	Contract signing	6 July 18	

	Formal Approval Letter from DSC to the CC	4 Oct 2019	Kramer Ausenco Site Instruction -026 dated 4 October 2019 for Revision 6 document
	Practical Completion	30 Nov 2019	All work is formally complete under the contract and a 12 month maintenance period commences

Note 1) <https://www.adb.org/projects/documents/van-49320-001-iee>

Note 2) DEPC ref: ENV304/pre-application

18. The Contract between MoET and the Contractor (CCECC) was signed on 6th July. The CC issued the first version of the CEMP to the CSC on 22 June 2018. There were a number of iterations responding to comments of the CSC and ADB. A fifth version of the document was issued on 25th August 2018 and after minor revision the sixth version of the document was formally approved for use in Site Instruction 026 on 4th October 2018

2 Part II - Environmental Safeguards Monitoring

19. The CC issued the first version of the CEMP to the CSC on 22 June 2018. There were a number of iterations responding to comments of the CSC and ADB. A fifth version of the document was issued on 25th August 2018 and after minor revision the sixth version of the document was formally approved for use in Site Instruction 026 on 4th October 2018.

2.1 Site inspections and audits

20. Kramer Ausenco is using a set of one-page location or activity specific sheets covering (i) each school site; (ii) office procedures (licenses, agreements with landowners, site access, public consultations, GRM; (iii) manufacturing areas including quarry operation and concrete batching; (iv) logistics (transport of plant and materials to site). Kramer Ausenco will assess compliance with the CEMP under three indicator levels (increasing in severity) of compliance, these are: (i) observation; (ii) opportunity for improvement; and (iii) non-compliance.
21. Any environmental incident observed on site is identified on the audit sheet as an “observation”, “opportunity for improvement” or “a non conformity”. The lowest level incident (observation) is verbally communicated to the foreman for immediate action on site and identified for inclusion in the following days “tool box talk”. If it is still occurring at the next audit it is raised to “opportunity for improvement” with a verbal on-site notification supplemented with letter. If still not resolved it is elevated to “Non conformity” status requiring the Contractor to produce a Corrective Action Plan.
22. Formal joint on-site audits are carried out at all operating sites by the KA NES / KA CS on a monthly basis, ad-hoc inspections are carried out by the KA CS as required, at least weekly, on all operating sites. The following tables list the audits carried out in the reporting period.
23. Photographs of environmental safeguards mitigations in place on site are presented in Section 11, Annex 4

Table 3: Safeguards Inspections at Lot1 - Kwataparen (June to December 2019)

Date	Inspection by	Obs	OFI	NC	Observation	Closed out
11/06/19 Carried over)	Andrew Taylor (IES KA)		Kw7✓		A complaint made by two local workers was entered into the Contractor's complaint register and closed out following day. But investigation suggested CLOs had mis recorded and did not understand closeout procedure. CC asked to prepare CAP. The CAP identified two failings: interpersonal / cultural relationships on-site; and recording procedures. CCECC initiated training for the workforce.	Successful cultural integration workshop organized by CC on 18 June 19
08/07/19	Nicholson Garae (CS KA)	-	-	-	Nil	N/a
2/08/19	Nicholson Garae (CS KA)	-	-	-	Nil	N/a
13/08/19	Nicholson Garae (CS KA)	-	-	-	Nil	N/a
25/09/19	Andrew Taylor (IES KA)	-	-	-	No works, just security and 1 labour	N/a
4/12/19	Andrew Taylor (IES KA)	-	-	-	All work complete on site	N/a
End						

Table 4: Safeguards Inspections at Lot 2 - Ienaula (June to December 2019)

Date	Inspection by	Obs	OFI	NC	Observation	Closed out
15/05/19 Carried over	Nicholson Garae (CS KA)	le3✓			Cement slurry incorrectly disposed on site.	not closed out at this inspection.
			le4✓		Expatriate workers smoking on site. Expatriate workers using coarse language to communicate instructions.	Immediate site toolbox talk on smoking. CC initiated workshops for cultural respect.
8/07/19	Nicholson Garae (CS KA)	le1✓			Cement slurry incorrectly disposed on site.	Still not closed out but closed out by 01 Aug inspection

		le2✓			Theft at workers accommodation	Public meeting and formally closed out by 1/08/19 inspection
01/8/19	Nicholson Garae (CS KA)	-	-	-	Nil	Nil
12/08/19	Nicholson Garae (CS KA)	-	-	-	Nil	Nil
25/09/19	Andrew Taylor (IES KA)	-	-	-	No works, just security and 1 labour	N/a
3/12/19	Andrew Taylor (IES KA)	-	-	-	All work complete on site	n/a
End						

24. The students and teachers at the Lowiepeng site have all been transferred to the lenaula site. Site security is generally good and storage areas outside the fenced areas are generally demarcated with tape. The only exception was a laydown area of recyclable roof sheeting outside the site security area awaiting collection by the local community for re-use. On the day of inspection, the roofing sheets were being removed by the community to the place where they were to be used as an additional shelter for students.



Plate 4: Ienaula (Lot 2) Salvaged material stacked for reuse by School / local Community



Plate 5: Ienuala (Lot 2) segregation of dry goods and fuel (in bundled area)



Plate 6: Ienuala (Lot 2) good adoption of PPE by workforce (Hi-vis, boots, gloves and dust masks)

Table 5: Safeguards Inspections at Lot 3- Lowiepeng (June to December 2019)

Date	Inspection by	Obs	OFI	NC	Action	Closed out
8/07/19	Nicholson Garae (CS KA)	1e1✓			Theft at workers accommodation. Not closed out in complaints log. Though consultation with community on 20 June addressed issue.	Closed out in log at 1/08/19 inspection
1/08/19	Nicholson Garae (CS KA)	-	-	-	Nil	Nil
12/08/19	Nicholson Garae (CS KA)	-	-	-	Nil	Nil

11/09/19	Nicholson Garae (CS KA)	-	-	-	Nil	Nil
25/09/19	Andrew Taylor (IES KA)	-	-	-	No works, just security	n/a
2/12/19	Andrew Taylor (IES KA)	-	-	-	All work complete on site	n/a
End						

25. There are no teaching activities or students based at the Lowipeng site. All teaching and accommodation of pupils has been transferred to the lenaula site. However site security is in place and works areas are adequately fenced / demarcated.

Table 6: Safeguards Inspections at Lot 4- Imaki June to December 2019)

Date	Inspection done by	Obs	OFI	NC	Action	Closed out
10/06/19 Carried Over	Andrew Taylor (IES KA)	Im1✓	-	-	Contractor starting to set up but several items need attention: documentation, CLO not on-site, equipment and material storage	In progress
21/06/19 Carried Over	Nicholson Garae (CS KA)		Im2✓		Controlling documents (Contract Document and Initial Environmental Examination) and licenses to operate sand and coral mining not on site. There is also no site engineer supervisor assigned for the site.	Rectified by inspection on 31/07/19
			Im3✓		No site fences have been erected.	
			Im4✓		No silt control or measures	
31/07/19	Nicholson Garae (CS KA)	Im1✓			Fencing of works area adjacent to girls' dormitory needed.	Rectified by inspection on 13/08/19
		Im2✓			Silty run-off	
13/08/19	Nicholson Garae (CS KA)	Im3✓			Hazardous substances not in bunded area	Rectified by inspection on 24/09/19
		Im4✓			Two more spill kits and drip trays needed	
		Im5✓			No waste oil storage	
			Im1✓		Fight – recorded and actioned but not closed out in log	
24/09/19	Priscila (NES KA) & Andrew Taylor (IES KA)	-	-	-	Nil. Good PPE and fencing of working areas noted	Nil
2/12/19	Andrew Taylor (IES KA)	-	-	-	All work complete on site	n/a
End						

2.2 Innovative practices observed

2.2.1 High Labour intensity

26. The CC has adopted a high labor intensity approach on this project due to the difficulties of moving heavy plant and machinery to the sites. Trench digging for footings and batching concrete are performed by the site labour rather than by mechanical diggers or delivery of concrete in dedicated batch mix trucks. This means that many potential environmental impacts are reduced to acceptable levels due to the low intensity of the works i.e construction noise and dust impacts are dramatically reduced by the lack of powered mechanical equipment. Plate 1 shows the use of diesel generator powered 0.5m³ batching plant rather than 6m³ diesel truck concrete batch mixers.



Plate 7: Low intensity concrete batching (Lowiepeng – Feb 2019)

2.2.2 Drip trays

27. The CC has recycled high density plastic containers as drip trays for diesel powered electricity generators. The arrangement means that there is almost no possibility of a spill when refueling and the unit is self-contained and portable around the site. The drip tray is filled with absorbent material to remove risk of any spill. Plate 2 shows the deployment of a HPPE drip tray on site at Lowiepeng in February 2019. Note the absorbent material in the tray to trap any refueling drips.



Plate 8: Use of HD plastic container as a drip trap for a diesel generator (Lowiepeng June 2019)

2.3 Accidents and Incidents

28. This section records any site accidents or incidents that have occurred in the reporting period. This would include any work related injuries resulting in First Aid being required on or off-site, time off work needed, attendance at a medical facility or a Health and Safety incident requiring registration with the authorities (e.g. incident could be a fall, cuts from PME or materials handling, bone breaks, puncture wounds, etc.) A register is maintained on each site, alongside the complaints (GRM) reporting processes.
29. There were no accidents or incidents in the reporting period.

Table 7: Accidents and Incidents on site in the reporting period

Date	Location	Incident	Close out actions (and date)
No accidents or incidents in the reporting period			Not applicable
END			

3 Part III – Social Safeguards Monitoring

30. Care International, the NGO subcontracted by DSC, with the assistance of the Vanuatu Family Health Association (VFHA) delivered Sexual and Reproductive Health (SRH) trainings during the project but not in the reporting period.
31. The CC has responsibility for the employment of local labour. When questioned on site workers seemed to be happy with the arrangement. The CC rents accommodation for a limited number of expatriate staff at Imaki. Accommodation at Lowiepeng / Ineuala has been handed back to the owner on completion of the lease agreement.
32. There have been instances of friction between local and expatriate staff. On investigation incidents have often been traced to misunderstandings due to different cultural viewpoints. The CC has positively responded to this by organizing a cultural differences workshop (see Annex 9: Cultural Differences Workshop (Photos)).

4 Part IV – Land

33. No issues during the reporting period. By December 2019 all rented accommodation for expatriate workers in Ineuala / Lowiepeng and Imaki had been handed back to the owners.

5 Part V - Environmental Management

5.1 The environmental management system (EMS), Construction EMP (CEMP), and work plans

34. This section reports on the delivery of documents and any amendments to environmental documents during the reporting period. The current status of environmental management plans (CEMP, WMP, Compensation Plan, are set out in the following table.

Table 8: Status of Environmental Documentation

Management Plan	Status
Construction EMP (CEMP)	Approved by KA 4 Oct 2019 - active.
The following plans are identified in the EMP and Contract document:	
1) Spill Management Plan	Chapter 17 of CEMP
2) Sediment Control	Section 8.2.6 of CEMP
3) Waste Management and Minimisation Plan	Chapter 12 of CEMP
4) Site Management and Access	Chapter 9 of CEMP
5) Health & Safety	Section 8.3.1 of CEMP

6) Social Safeguards	Chapters 13 (Community Engagement), Chapter 14 (Gender Based Violence Action Plan), Chapter 15 HIV / AIDS Prevention Plan and Chapter 16 (Labour Influx Management Plan).
7) Chance procedures Plan	Chapter 18 of CEMP
8) Spill Control and Response Plan	Chapter 17 of CEMP

5.2 Environmental Audits – Observations and Non-compliance notices

35. Environmental incidents are recorded during the weekly audits carried out by the CC and summarized in Table 4 to 7 the Safeguards Inspections. The Safeguards Inspections summarize the information collected on the dedicated checklists prepared for the project, samples of the checklist are included in Section 12 Annex5. including the number of notices given out, the issues covered, and the ranking of issues summarizing: i) date of conducting of monitoring/audit, ii) Category (e.g. environmental, social, Safety or other; iii) description of non-compliance, iv) corrective action; v) Non conformity level (Minor, major or n/a); vi) date for rectification; vii) responsible person; and viii) date closed out.
36. In the reporting period there have been 16 monitoring events and 4 final inspections, 4+1 at Kwataparen, 4 = 1 at Ineaula 5 + 1 at Lowiepeng and 3 + 1 at Imaki. There were 8 observations (Obs) and 1 Opportunity for Improvement (OfI).
37. The **eight observations** are for minor issues including: (in1) disposal of cement slurry – resolved through tool box talk and confirmed in subsequent inspections; (in2 and lo1) theft at workers accommodation – incident resolved through public consultation obs related to record not being updated; (im1) fencing of working areas – addressed same day and confirmed in subsequent audit; (im2) silty runoff – addressed same day, discussed in tool box talk and confirmed in subsequent audit; (im3) hazardous substances not in banded are – addressed same day, discussed in tool box talk and confirmed in subsequent audit (start up issue); (im4) spill kits insufficient - – addressed following day by kits brought from CCECC base camp in Lenekal and confirmed in subsequent audit; (im5) waste oil storage not secure - – addressed same day and confirmed in subsequent audit.
38. The **Opportunity for Improvement** related to the Corrective Action Plans CAP requested in the last reporting period relating to record keeping and cultural understanding (altercations between local and expatriate staff) i.e. the CAP was required for a combination of two events (Kw 7) Poor reporting and lack of knowledge of procedures for the Complaints Procedure on Site and “Cultural Awareness” between expatriate and local staff and workers. CCECC organized a cultural differences workshop attended by all workers and management staff - Annex 9: Cultural Differences Workshop (Photos). The OFI was for an incident at Imaki where there was an altercation between a foreman and local laborer. On examination it appeared to be a misunderstanding and miscommunication, the issue was resolved to the satisfaction of both parties within 24 hours.

5.3 Corrective action plans

39. Though Corrective Action Plans (CAP) are normally only required for Non Conformities the CC was asked to prepare a CAP to address an occurrence at the Kwataparen Site. The issues were (i) poor documentation / lack of knowledge of complaints procedure and “cultural awareness”. The event was identified during an audit on 10th June 2019 when a complaints log entry had: used “inflammatory” language; the event has not been advised to the CS KA as required under the contract⁴; and the close-out had not been correctly carried out. The CC was asked to prepare a CAP to address that (i) the Management system was not being correctly followed with the gravity of complaint not understood and dealt with by personnel with insufficient training in GRM procedures; and (ii) the language of recording the complaint was inflammatory and inaccurate. The word “brutal” was used, though the precise nature of the incident was not thoroughly investigated. The CC proposed corrective actions of: (i) a review of the GRM and CEMP to identify a more clearly defined approach to roles and responsibilities; (ii) a new procedure written; and (iii) focused training for the CCECC Community Liaison

⁴ Contract Clause 1.15.8

Officers (CLO) In addition the CC took it on to carry out cultural training for national and expatriate staff to address cultural differences. The CAP document is dated June 2019 and the corrective action workshop was held on 18th June 2019.

5.4 Consultation and complaints

5.4.1 Consultations with the Community

40. There have been no Community Consultation Meetings at Kwataparen as work is effectively complete during the reporting period. The meetings are summarized in the following and meeting notes and attendance sheets are presented in Section13, Annex6.

Table 9: Kwataparen Community Consultation Meetings

Dates	Community	Attendees	Items of Discussion
Nil this reporting period – all work complete			

41. There have been a total of twelve Community Consultation Meetings were rotated between Ineaula / Lowiepeng generally focusing on HIV/AIDS, Stealing from site, keeping away from construction sites and mutual respect. The meetings are summarized in the following table and meeting notes and attendance sheets are presented in Section14, Annex 7.

Table 10: Ineaula & Lowiepeng Community Consultation Meetings

Dates	Community	Attendees	Items of Discussion
20/06/19 carried over	Ineaula/Lowiepeng	25	- Respect - Stealing at the CCECC accommodation to stop
1/07/19	Ipkangien, Lowiepeng	19	- Safety when crossing roads - Respect - Discourage stealing at the site - Community members to keep away from construction sites for safety reasons
4/07/19	Ineaula	6 (Chiefs)	- Respect - Discourage stealing at the site
10/07/19	Inimaha Village, Ineaula	15	- Respect - Discourage stealing at the site - HIV/AIDS - Update on the progress of works
15/07/19	Lowiepeng	11	- Respect - Discourage stealing at the site - Community members to keep away from construction sites for safety reasons
22/07/19	Ineaula School	20	- Respect - Discourage stealing at the site - HIV/AIDS - Students to keep away from construction sites for safety reasons
25/07/19	Ipkangien, Lowiepeng	14	- Safety when crossing roads - Respect - Discourage stealing at the site - HIV/Aids - Update on progress of works
1/08/19	Ineaula	16	- Community members to keep away from construction sites for safety reasons

			<ul style="list-style-type: none"> - Respect - Discourage stealing at the site
7/08/19	Ipkangien, Lowiepeng	18	<ul style="list-style-type: none"> - Community members to keep away from construction sites for safety reasons - Respect
13/08/19	Ienaula	20	<ul style="list-style-type: none"> - Works on site are nearing completion, however community members are still required to keep away from construction sites for safety reasons - Respect - Discourage stealing at the site
20/08/19	Ipkangien, Lowiepeng	13	<ul style="list-style-type: none"> - Respect - Discourage stealing at the site - Community members to keep away from construction sites for safety reasons
22/08/19	Ienaula	17	<ul style="list-style-type: none"> - Respect - Discourage stealing at the site - Community members to keep away from construction sites for safety reasons

42. There were five community meetings at the Imaki site during the reporting period, focusing on Safety – keeping away from the sites, HIV / AIDS, mutual respect and the GRM.

Table 11: Imaki Community Consultation Meetings

Dates	Community	Attendees	Items of Discussion
2/08/19	Yanaoparao, Imaki	14	<ul style="list-style-type: none"> - Respect - Community members to keep away from construction sites for safety reasons
17/08/19	Iakunauis, Imaki	16	<ul style="list-style-type: none"> - Respect - HIV/AIDS - Community members to keep away from construction sites for safety reasons - Safety when crossing roads
10/09/19	Imaki	10	<ul style="list-style-type: none"> - Community members to keep away from construction sites for safety reasons - Safety when crossing roads
17/09/19	Naoparao, Imaki	9	<ul style="list-style-type: none"> - HIV/AIDS - Community members to keep away from construction sites for safety reasons - Safety when crossing roads
24/09/19	Ikuraus, Imaki	10	<ul style="list-style-type: none"> - HIV/AIDS - Community members to keep away from construction sites for safety reasons - Respect - GRM

43. The project Grievance Redress Mechanism was identified in the Contract Documentation and was included in the CEMP. The main objective of a GRM is to deal with problems at a local level (village / school and CC working together) but if it cannot be resolved it is raised at a local level present the mechanism for raising the complaint to higher levels, initially the Ministry but ultimately through the court system. The mechanism is summarized in the following flow chart.

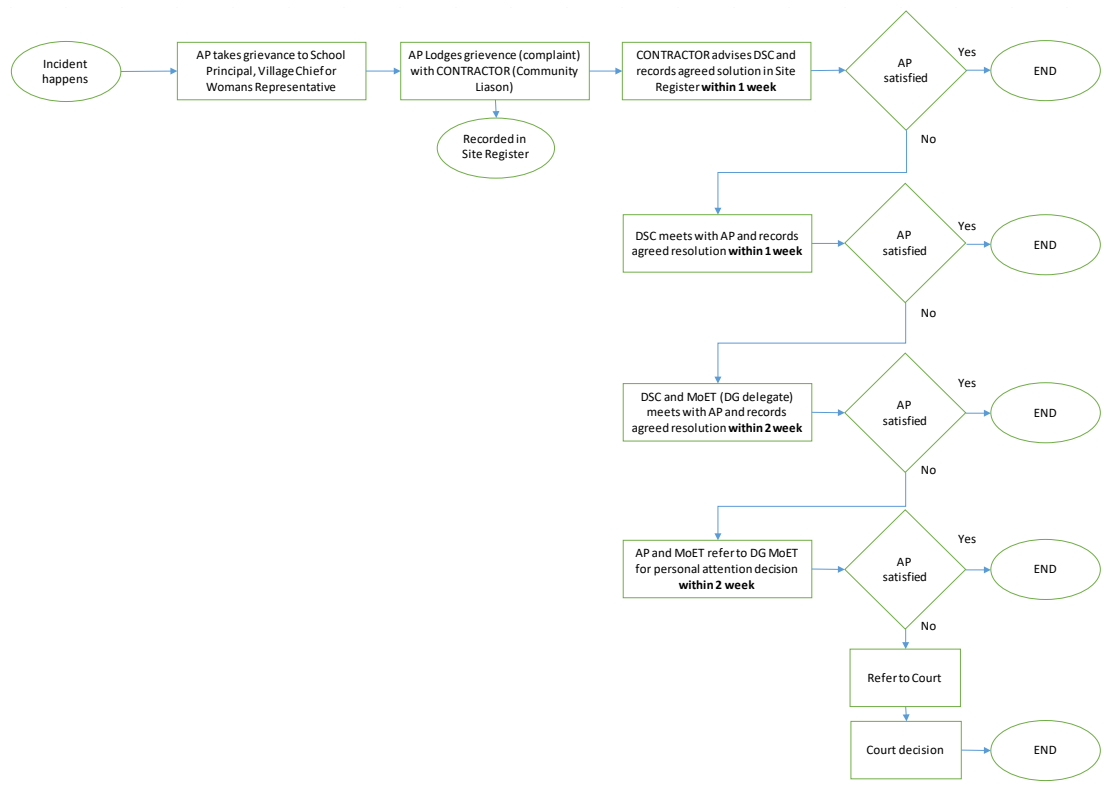


Figure 3: Flow chart for the Grievance Redress Mechanism

44. While the GRM is an excellent mechanism, it was noted in the last reporting period that the CO's were experiencing some difficulty interpreting the GRM at site level, particularly what they were empowered / required to do in the event of a public complaint. The CC took these concerns on board and organized workshops for the COs on the GRM and records reporting (the complaints register). This was explained by the use of a flow chart, presented below.

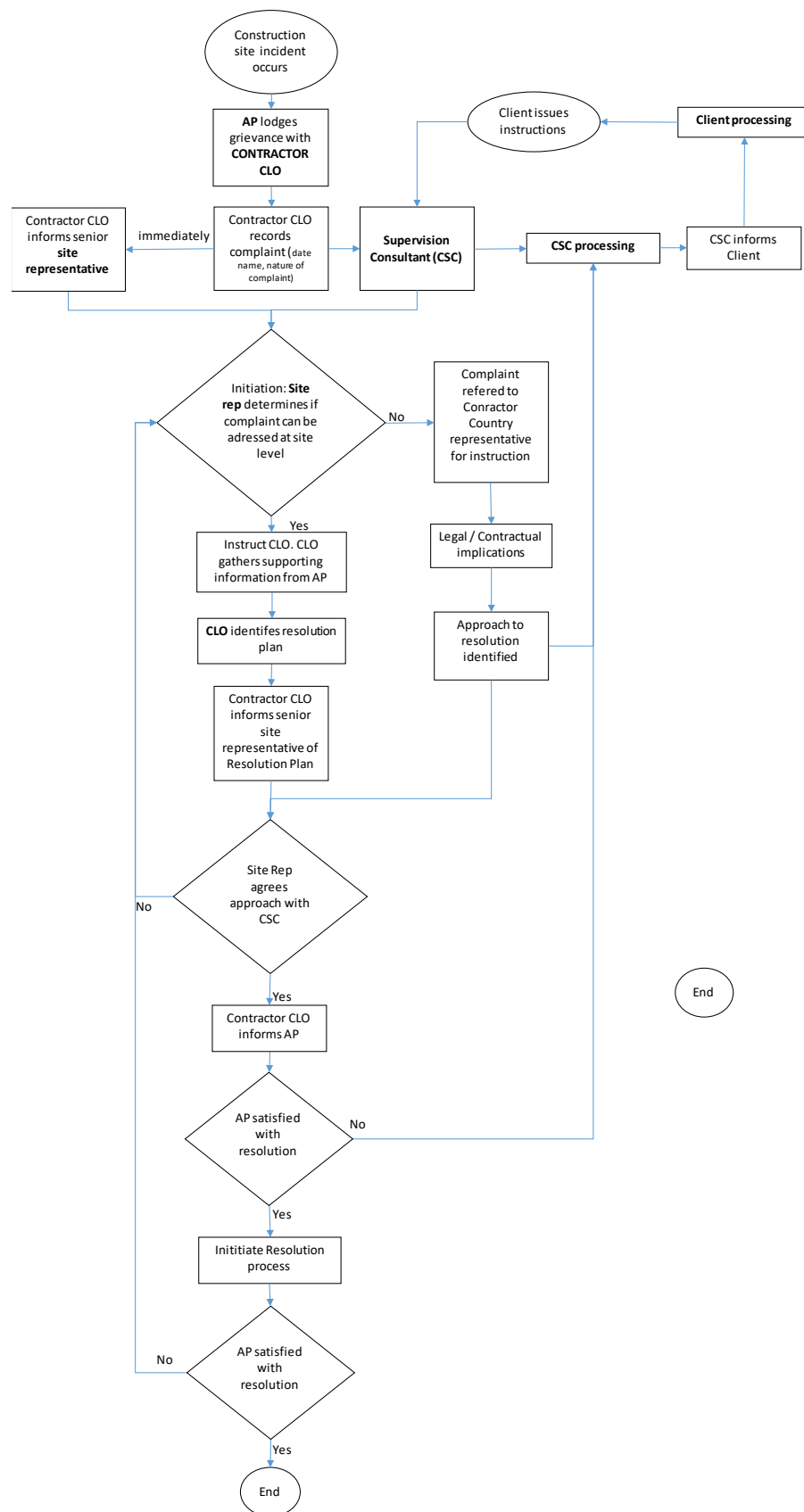



Figure 4: Construction phase GRM at site level

5.4.2 Complaints Kwataparen

45. There were No complaints made in the reporting period but one item from the last reporting period was carried over.
46. A complaint made by two local workers was entered into the Contractor's complaint register and closed out the following day. But investigation during a CS audit on 11 June 2019 suggested CLOs had mis recorded and did not understand the closeout procedure. The incident related to a foreman allegedly striking a worker with a piece of wood but investigation suggested that the forman had only tapped the worker on the leg to gain attention and the action had been misinterpreted. Both parties agreed that this was the case and the incident was closed out. The CS requested that the CC prepare a Corrective Action Plan (CAP) and the CAP concluded that a new procedure needed to be written with focused training was needed for the CLO and a cultural differences workshop for the workforce.
47. CCECC organized a workshop on cultural differences to educate staff on how differences in cultures could mean that instructions may be misinterpreted. The cultural differences workshop was held on 15th June 2019 at Kwataparen and expat and local staff stated that they had found the workshop useful.
48. The CLO training was held on 16th June 2019 and photos of the training are included in Section 16 – Annex 9.
49. The following two plates show the complains log indicating that all complaints have been closed out and that the complaints log has been formally closed as all work has ceased at the site.


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 CHINA CIVIL ENGINEERING CONSTRUCTION CORPORATION LIMITED


Summary of Concerns raised by the Communities.

Location: KWATAPAREN

Item No.	Date Register	Name of Community/ Residence	Concerns/ Request Raised	Action by Contractor	Status		
					Open	Close	Date
1.	13/08/18	School Principal Jeffrey Lava	Broken Water Pipe at Kwataparen	CCECC and the Sub-Contractor	31/08/18 Still open	Closed	17/09/18
2.	13/09/18	School Principal Mr Jeffrey Lava	Use of School property With out Authorisation	CCECC Ratify the Request of the Complaint.	13/09/18 Still open	Closed	14/09/18
3.	16/10/18	School Principal Jeffrey Lava	Finished work Every Friday on 4.00 PM.	CCECC Ratify the Complaint	16/11/18	Closed	16/11/18
4.	29/01/19	Philip Muiwei	Namus Construction Housing Agreement	Namus Manager Ratify the Complaint Request	29/01/19 Still open	Closed CCECC is not Responsible of Namus and Philip Agreement.	30/01/19
5.	21/03/19	Plastering and Coral local Workers.	Rat will be increase to 2500 or 3000.	CCECC will Ratify the Complaint	22/03/19 open	Closed	22/03/19
6.	29/05/19	Dain/ Sam	Brutal treading need to stop.	CCECC will Ratify the Complaint	30/05/19	Closed	31/05/19
				Correct Action Regulation Report has been Submitted on 29/05/2019 to Kwataparen Agency L.T.D. The Complaint was		The Complaint was Considered Closed of non Compliance on the Incident Complaint.	


Coraline Farm School Reconstruction Project

Plate 9: Kwataparan Complaints Log – Sheet 1 of 2


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 CHINA CIVIL ENGINEERING CONSTRUCTION CORPORATION


Summary of Concerns raised by the Communities.

Location: KWATAPARAN

Item No.	Date Register	Name of Community/ Residence	Concerns/ Request Raised	Action by Contractor	Status		
					Open	Closed	Date
6.B	29/05/19	Dain / Sam	LOCAL Hit by Timber	CECC Review the Complaint.	30/05/19	Closed	11/06/19
				G.A. - Is a false statement. The CECC Recording or wrote the statement of complaint for G.A. using the word Biting, etc.		The Complaint was considered closed with no further action and no steps of descending of complaints and using the right words when recording the complaint.	
				Misunderstanding the word Biting, it simply meaning Hit by Timber.			
7.	12/06/19	Principal Mr Jeffery Lova	Working on Saturday need to stop at Kwataparren.	CECC Review the Complaint	18/06/19	Closed.	28/06/19
All work complete on site. All concerns have been closed out. Complaints register closed.  ANDREW TAYLOR INTERNATIONAL MONITORING SPECIALIST (OSC KwaThana) 4 December 2019						The Complaint closed by the School Principal on 28/06/19 when the Principal accept CECC taken of Love and apology on the above Date stated.	

Cyclone Pam School Reconstruction Project

Plate 10: Kwataparren Complaints Log – Sheet 2 of 2 – closed out on 4 December 2019 – all work complete


中国土木工程集团有限公司
 CHINA CIVIL ENGINEERING CONSTRUCTION CORPORATION

CYCLONE PAM SCHOOLS RECONSTRUCTION PROJECT

SUBJECT: CCECC "CULTURAL DIFFERENCES TRAINING ATTENDANCE SHEET"

LOCATION: KWATAPAREN

DATE: 15/06/2019

SN	NAME	POSITION	SIGNATURE
1	HAN FENG QIAN	Foreman	HAN FENG QIAN
2	TACE NAPA	SECURITY	
3	Alex Toompa	labour	
4	Simson Jasi	labour	
5	Daniel Napa	labour	
6	Samuel	labour	
7	Jack Jarama	labour	
8	Tanaka Napa	II	
9	Daniel Napa	II	
10	Ellis Kapa	II	
11	LADIA	II	
12	ABUJA NABINGA	II	
13	CHIEF	labour	
14	Peter Napa	labour	
15	Kapua Johnson	labour	
16	Frado: Hapa	labour	
17	Ivona Kapa	CHD	
18	Phuile Stephen	CHD	
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			

EVALUATED BY: _____
 NAME OF CHIEF: _____
 CHIEF SUPERVISOR OFFICE: _____

Plate 11: Attendance log for cultural differences training at Kwataparen – 15 June 2019

5.4.3 Complaints lenaula

50. There were no public complaints for Lot 2 during the reporting period.
51. The following plate shows the complains log indicating that all complaints have been closed out and that the complaints log has been formally closed as all work has ceased at the site

LOT # 2 IENAUULA

中国土木工程集团有限公司
CHINA CIVIL ENGINEERING CONSTRUCTION CORPORATION

Summary of Concerns raised by the Communities,
Location: IENAUULA

Item No.	Date Register	Name of Community/ Residence	Concerns/ Request Raised	Action by Contractor	Status		
					Open	Close	Date
1.	7/01/18	Nauvai Farangei	Sub-Contractor must stop taking people from different Places to work in Ienauula.	Action by The Sub-Contractor Mr. George Ramei	7/01/18	Closed	8/01/18
2.	7/01/18	William Kotai	Sunday and Saturday are not allowed to work at Ienauula School.	Action by CCECC and Sub-Contractor.	7/01/18	Closed	8/01/18
3.	29/01/19	Andrew Ben	Namas & Commotion Payment.	Action by the Sub-Contractor Mr. George Ramei	29/01/19	Closed	30/01/19
4.	29/01/19	Lea Tamas	Namas & Commotion need to be pay.	Action by the Sub-Contractor	29/01/19	Closed	30/01/19
<p>5. All works complete on site All concerns have been closed out Complaints register closed</p> <p>Andrew Taylor International Monitoring Specialist (CSC Keanu Husea)</p> <p>4 December 2019</p>							

Cyclone Pam School Reconstruction Project

Plate 12: Ienauula Complaints log signed off 4 December – all work complete Contractor moved off-site

5.4.4 Complaints Lowiepeng

52. There were no public complaints for Lot 3 during the reporting period.

5.4.5 Complaints Imaki

53. There was one complaint relating to an altercation between two members of the CCECC workforce. There were no public complaints for Lot 4 during the reporting period. The incident between workers related to breakdown in communication between an expatriate foreman and a local worker. CCECC had been asked to carry out a workshop on cultural differences to educate staff on how differences in cultures could mean that instructions may be misinterpreted. The cultural differences workshop was held on 15th June 2019 and expat and local staff stated that they had found the workshop useful (Photos in Section 16 – Annex 8). The latest incident occurred after the workshop and indicates that reinforcement is needed.
54. The following plate shows the complains log indicating that all complaints have been closed out and that the complaints log has been formally closed as all work has ceased at the site

LOT #11 IMAKI

中国土木工程集团有限公司
CHINA CIVIL ENGINEERING CONSTRUCTION CORPORATION

Summary of Concerns raised by the Communities.

Location: Imaki

Item No.	Date Register	Name of Community/ Residence	Concern/ Request Raised	Action by Contractor	Status		
					Open	Close	Date
1	3/08/19	Mr Gu Guizhen (Chinese Farmer)	Imaki local people Fighting, Disrespect	Action by CCEC Project Manager and CCEC Chief	Open 22/08/19	The Complaint is closed on 23/08/19 after the apology of Mr Guizhen after meeting.	23/08/19
2	15/08/19	Imaki Primary School Principal OLIVIER KEIMUA	CCEC TRUCK STOP WORKING WHEN RAINING	CCEC Reply the Complaint or Concern	15/08/19	Closed	20/08/19
3	07/10/19	Chinese Farmer Hung/GUNG	Disrespect Fighting Chinese	CCEC and local workers moved the Chinese Farmer to the Complaint	07/10/19	Closed	21/10/19
5				Every local concerns in Imaki closed. The Reconciliation on Imaki or local towards the two Chinese		The Reconciliation done on Monday 21/10/19 after the respect and safety training by CCEC and local workers. And also local Chinese and CCEC workers respect each other.	The Complaint Closed on 21/10/19 after the Reconciliation by CCEC and local workers.
<p>All work complete on site. All concerns closed out.</p> <p>Complaints register closed</p> <p>THOMAS TAYLOR International Monitoring Specialist (CSC - New Zealand)</p> <p>4 December 2019</p>							

Cyclone Pam School Reconstruction Project

Plate 13: Imaki Complaints log signed off 4 December – all work complete Contractor moved off-site

5.4.6 Training: Community education – Build Back Better



Plate 14: Build Back Better workshop for the community held at Kwataparen on 23/10/2019

55. Build Back Better workshops are designed to introduce better building techniques and health and safety understanding to the community through on-site practical workshops. In addition to these formal workshops the use of local labour for semiskilled and unskilled work means that members of the local community have been exposed to training and practical application of modern building techniques. It has been noted at Imaki that recent construction work (plastering) has been carried out to a higher standard than before project implementation (pers. obs). The following table presents the build back better programme.

56. Additional build back better workshops were held at each of the four sites to allow more women to participate. These workshops were worked around women's responsibilities with tending to the gardens, selling goods at market and attending to the family duties. These workshops were held between the 23rd of October 2019 through to the 25th of October 2019. The previous workshops held in July 2019 were mostly attended by male members of the community.

Table 12: Programme of Build Back Better workshops With Women

#	Community	Date	Information shared	Participants
1	Kwataparen	23/10/2019	<ul style="list-style-type: none"> - Correct way to do timber tie downs - Concrete Mix ratio examples - Quality control checks 	35 total (12 female attendees)
2	Ienaula & Lowiepeng	24/10/2019	<ul style="list-style-type: none"> - Correct way to do timber tie downs - Concrete Mix ratio examples - Quality control checks 	20 total (7 female attendees)
3	Imaki	25/10/2019	<ul style="list-style-type: none"> - Correct way to do timber tie downs - Concrete Mix ratio examples - Quality control checks 	27 total (9 female attendees)

6 Part IV – Action Plan for the Next Period

57. There is no Action Plan for the future as all works are now complete at site. This is formally recognized in the completion certificate issued on 30th November 2019: The CC is contractually required to fix any defects identified in the twelve months following the issue of the completion certificate. These works would normally be confined to minor building activities consistent with small scale building works. There is no further safeguards audit by the DSC planned for the future.

7 ANNEXES:

8 Annex 1: Journey Times on TANNA

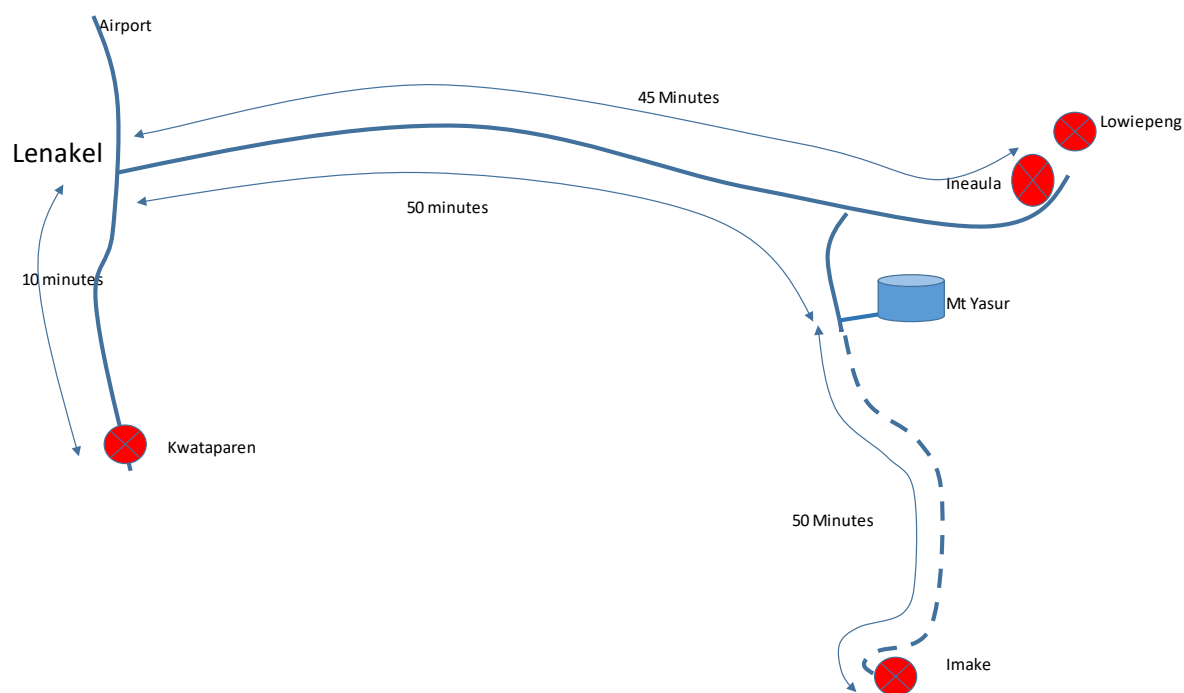


Figure 5: Location of project elements and travel times (May 2018)

9 Annex 2: Schematics of School Sites

Kwatapaen JSS

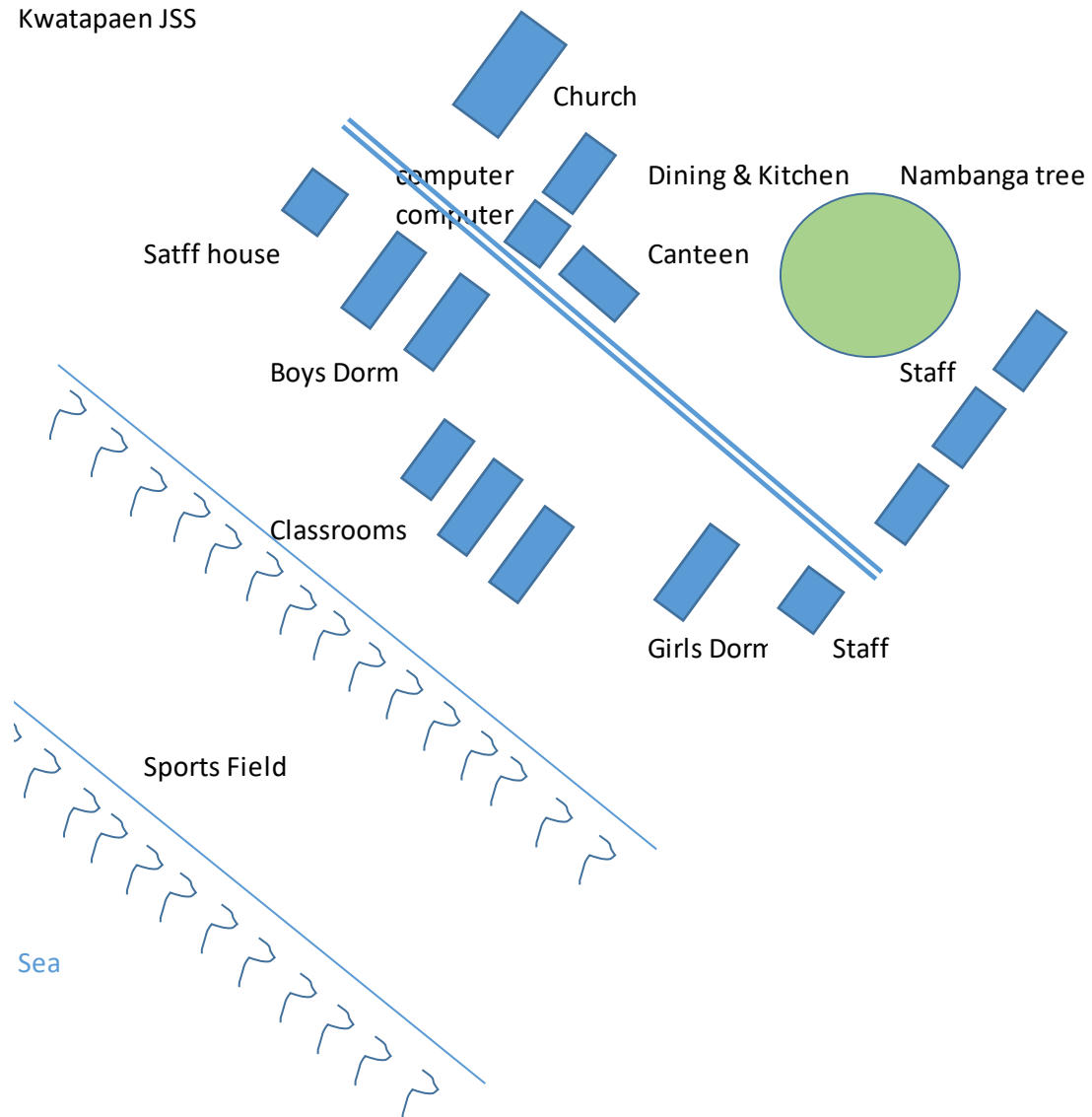


Figure 6: Schematic of existing Kwatapaen JSS site

Lowipeng JSS

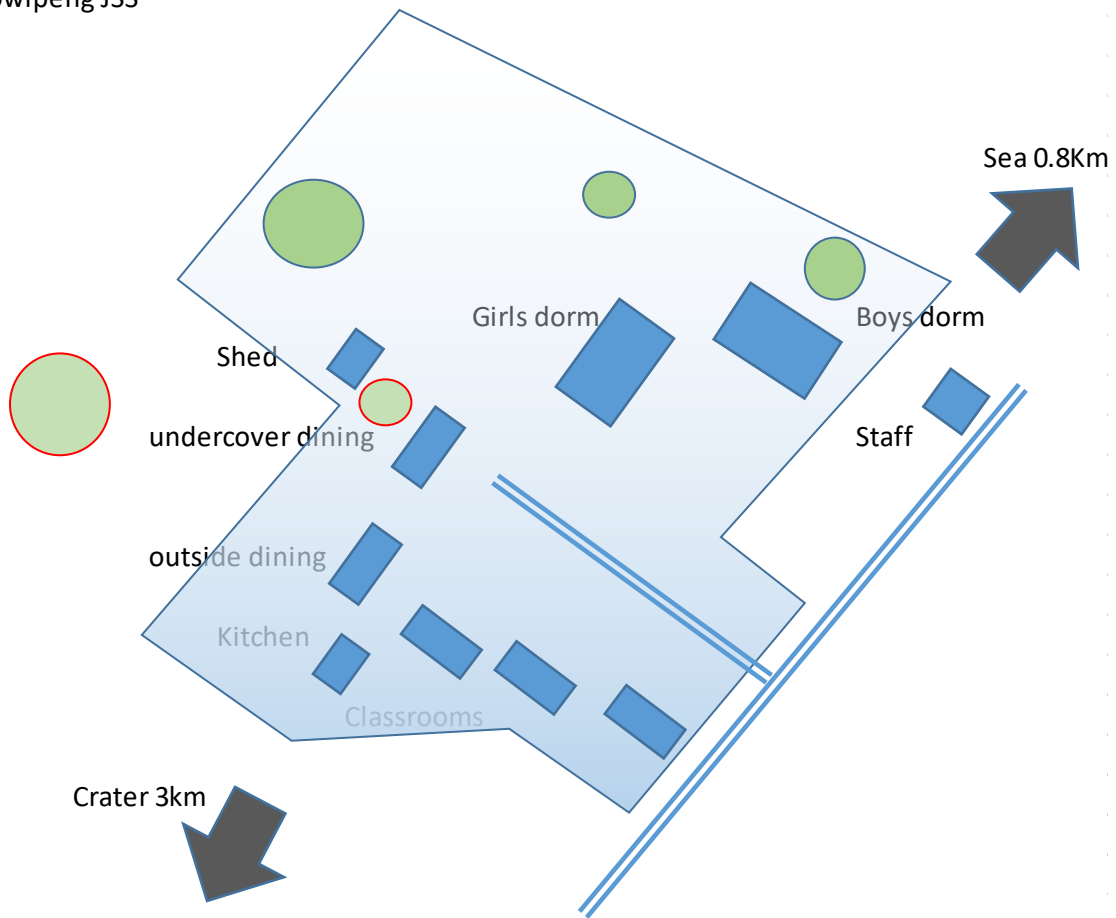


Figure 7: Schematic of existing Lowipeng JSS

Ineaula JSS

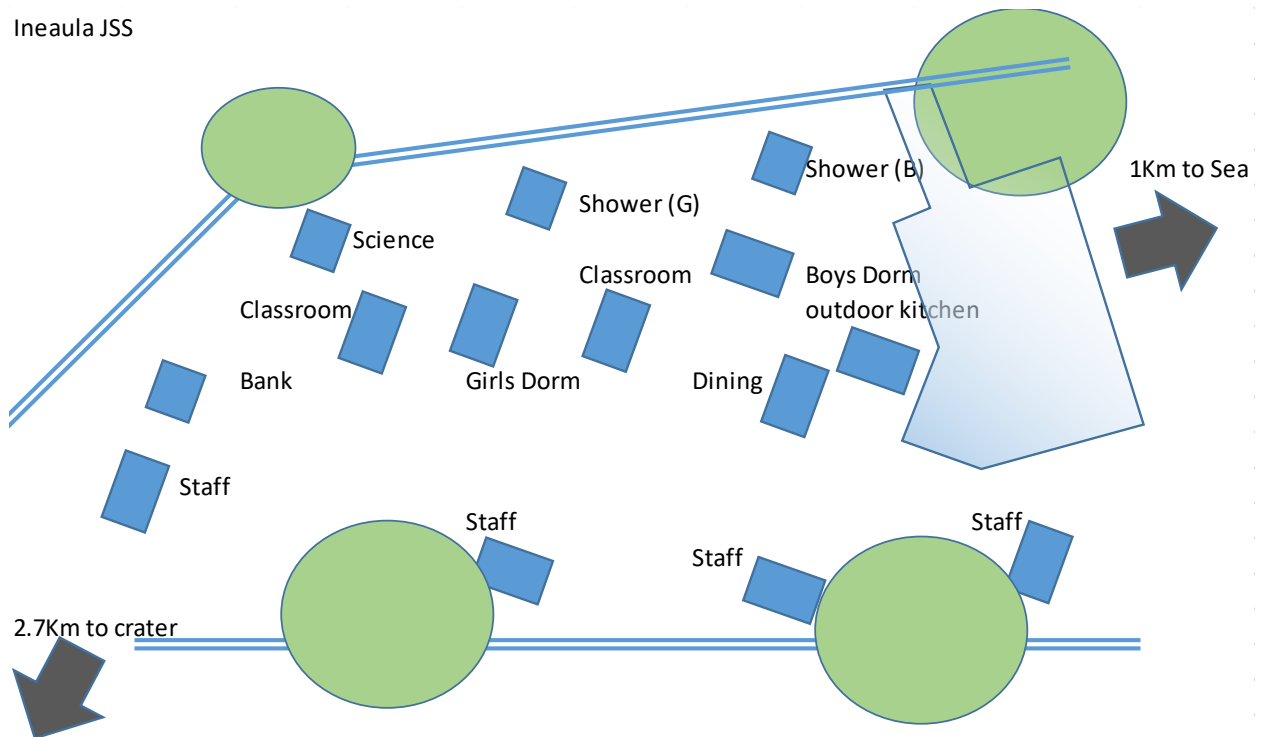


Figure 8: Schematic of existing Ineaula JSS

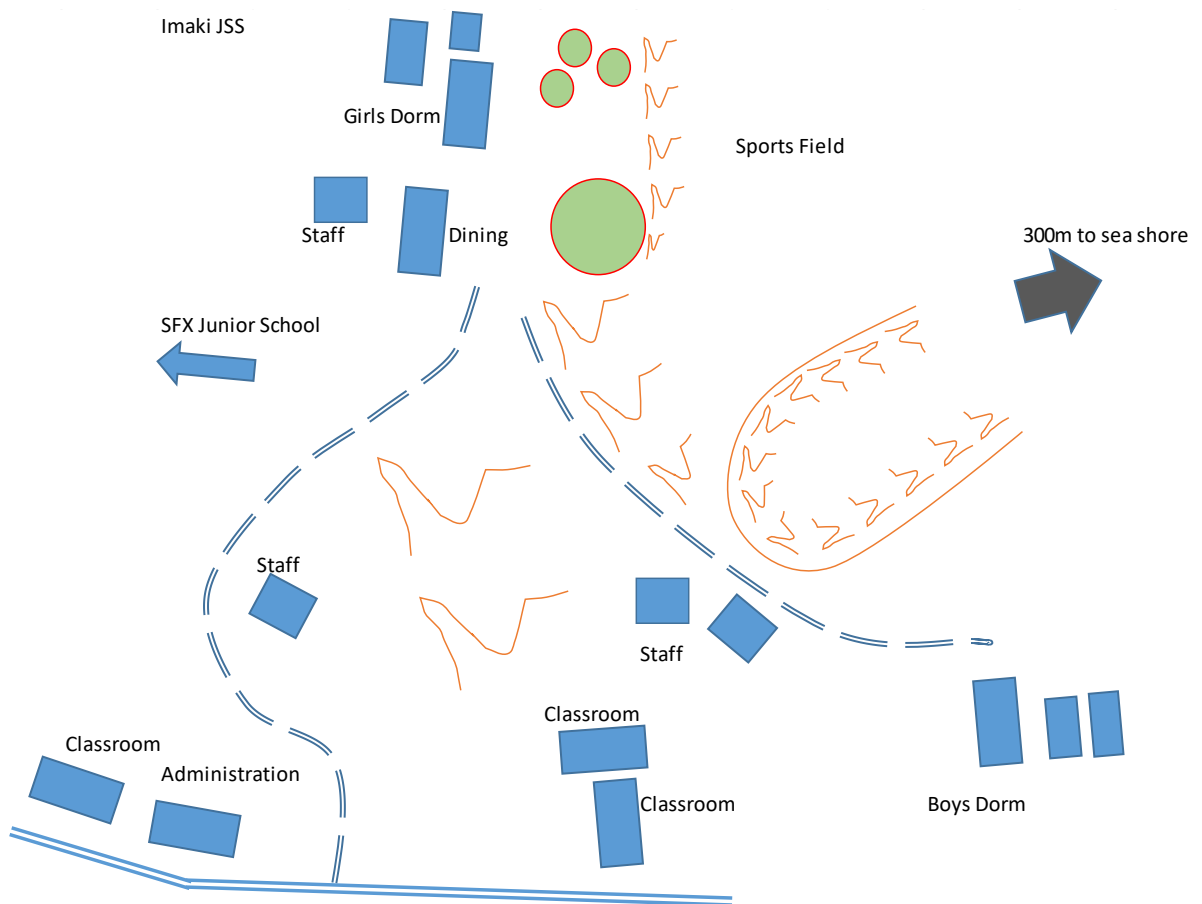


Figure 9: Schematic of existing Imaki JSS

10 Annex 3: Safeguards Documentation on Site

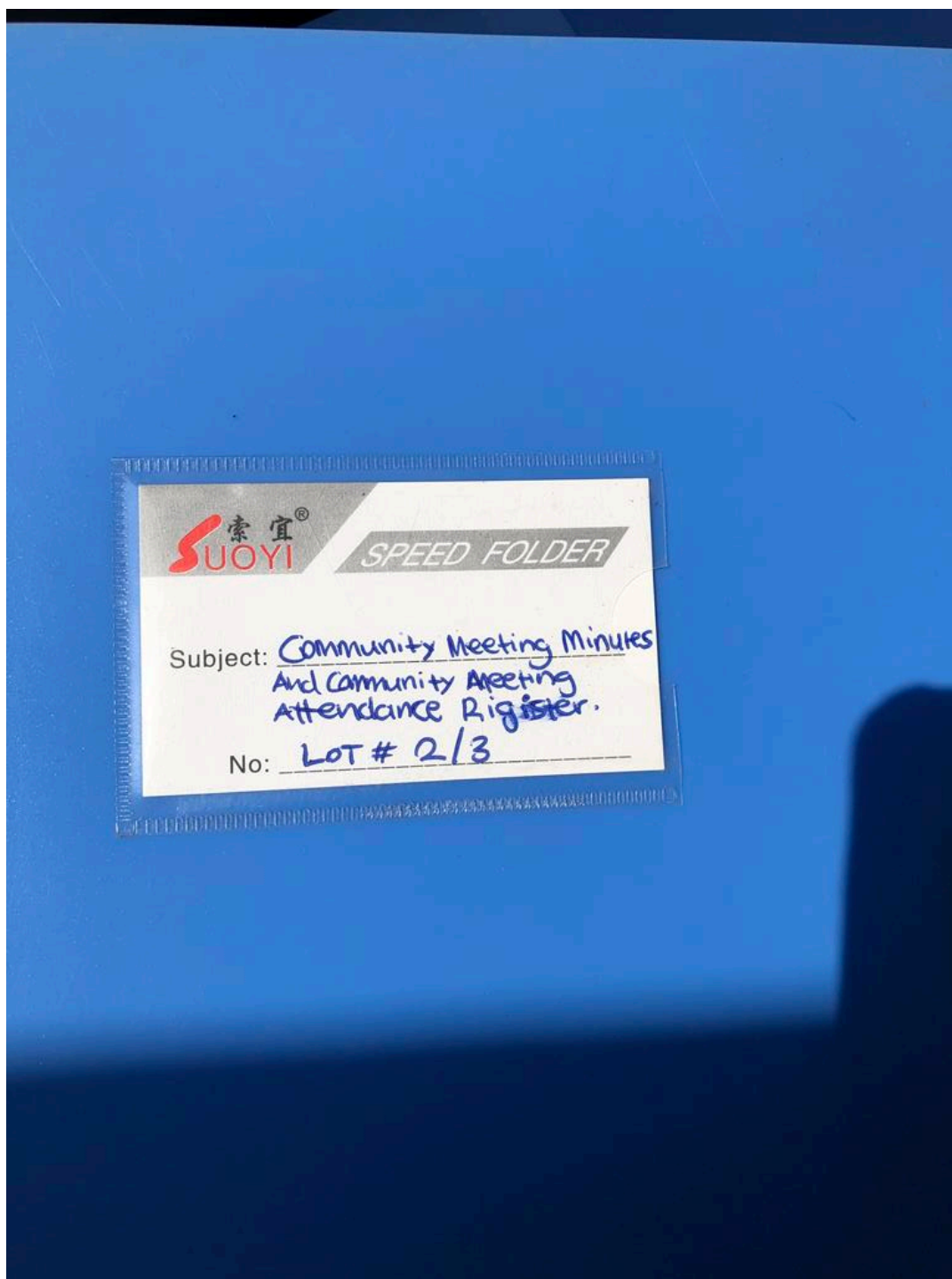


Plate 15: Community Meeting Minutes Folder

① 中国土木工程集团有限公司

COMMUNITY MEETING MINUTES

DATE: 24th Sept 2019
TIME: 2 PM
LOCATION: IKURUUS

Project	Cyclone Ben School Reconstruction
Area	Imaka Lot 4
Attendees	10

Agenda/Meeting Minutes

The 24th Sept. 2019, community meeting was held at IKURUUS community, the agendas discussed during the meeting

- Safety to the community
- HIV & Aids
- GEM
- Respect CEEC employee (Foreign/Local)

The outcome of the meeting was noted by the community leaders.

Record Completed by:	Natasha Wulu
Signature	<i>[Signature]</i>

Noted by CEEC Project Manager with CEEC 22/08/19
Noted by CEEC Project Manager with CEEC 22/08/19
Noted by CEEC Project Manager with CEEC 22/08/19

Plate 16: Community Meeting Minutes 24 Sept 2019

[illegible]

Plate 17:Community Meeting attendance sheet – 17 Sept 2019 Imaki

Inaki-

① 中国土木工程集团有限公司

COMMUNITY MEETING MINUTES

DATE: 17/09/19
TIME: 10:30 AM
LOCATION: Naoparao Nakamori.

Project	Cyclone Pam School Reconstruction Site.
Area	Inaki:
Attendees	9

Agenda/Meeting Minutes

on 17/09/19 we held the meeting at Naoparao Nakamori inaki at the above time started.

The meeting was all about the Safety, Road crossing, HW/ADS, Construction Site.

Community people Safety is very important, before they do something or walked across the site they should know and think about their Safety.

Record Completed by:	Nathalie White
Signature	<i>Nathalie White</i>

Plate 18: Community Meeting Minutes 17 Sept 2019

[illegible]

Plate 19: Community Meeting attendance sheet – 17 Sept 2019

Imaki:


① 中国土木工程集团有限公司

COMMUNITY MEETING MINUTES

DATE: 10/09/19
TIME: 8:00 pm
LOCATION: Imaki:

Project	Cyclone Am school Reconstruction project
Area	Imaki Village
Attendees	10
Agenda/Meeting Minutes	
<p>Talking with parents on the Date Started about Conserving about -Road Crossing -Safety -entering Construction site.</p> <p>Parents have to control their Children while crossing the Road because it might disturb the Construction work if accident happen.</p>	
Record Completed by:	Nathalie Wethe
Signature	<i>Nathalie Wethe</i>

Plate 20: Community Meeting Minutes 10 Sept 2019 Imaki

 中国路桥建设有限责任公司
 COMMUNITY MEETING MINUTES
 DATE: 17/08/19
 TIME: 7:00am
 LOCATION: Imaki

Project	Cyrene Farm School Reconstruction Project
Area	Takumunis
Attendees	16

Agenda/Meeting Minutes

On the 17/08/19 we held the Community Meeting on the above time Started at Imakunis Village.

The meeting was about

1. Road Crossing
2. Construction site.
3. Safety/HIV/AIDS
4. Respect

The main important thing is the children safety. parents must control their children while crossing the Road.



Record Completed by:	KINGS LAURENT
Signature	

Plate 21 Community Meeting Minutes – 17 Aug 2019 Imaki


中国土木工程集团有限公司
 CHINA CIVIL ENGINEERING CONSTRUCTION CORPORATION

Summary Lists for Child Safeguarding Code of Conduct
 Site Location: IMAKI Lot # 4.

No.	Name	Date of Signing	Status		Remarks
			Active	Non-Active	
1	Francis Rapnap	17/06/19	189	Yes	
2	Raymond Kapana	7/06/19	179	Yes	
3	Feimanga Rocks	17/06/19	187	Yes	
4	Namini Poida Naka	17/06/19	188	NO	
5	Sailas Nukun	6/06/19	181		
6	Jean Rene Keimua	17/06/19	168		
7	Morten Matak	17/06/19	186		
8	Camille Massi	17/06/19	185		
9	Raymond Karere	7/06/19	178		
10	Augustin Noar	7/06/19	180		
11	Tom Jules Kana	19/7/06/19	190		
12	Erasio Kisser	6/06/19	183		
13	Etiene Kisser	7/06/19	195		
14	Jean Claude Noar	7/06/19	184		
15	Amos Koukave	6/06/19	182		
16	Pita Ruatu	20/06/19	170		
17	Elia Yawika	20/06/19	169		
18	Jean-Luc Bob		194		
19	Nathalie Wane	6/06/19	166		
20	Laurent Kuras	6/06/19	167		
21	Philbert Naurao	2/08/19	193		
22	Abraham Mutesi	2/08/19	192		
23	Jimmy Kura	1/08/19	191		
24	Oliver Thang	1/06/19	174		
25	David Napae	15/08/19	206		
26	Alex Tafan	24/08/19	205		
27	Trevor Lui	15/08/19	198	NO	
28	Theo Barry	15/08/19	200		
29	Noel Kisser	15/08/19	197		
30	Armand Wavao	15/08/19	199		
31	John Tanake	5/08/19	196		
32	John Kura	5/08/19	194		
33	Herve Sero	5/08/19	195		

Plate 22: Summary list for Child Safeguarding Code of Conduct - Imaki

11 Annex 4: Photographs



Plate 23: Ienaula – Site notice board noting GRM status (active)



Plate 24: Ienaula – Manned site entrance (for sign-in), HSE requirements and community notice

Four red metal drums are lined up on a concrete pad. From left to right: the first drum has a label with a recycling symbol and the text 'Waste Material'; the second drum has a wooden board on its lid and a label that reads 'SPILL KIT'; the third drum has a label with a recycling symbol, the text 'RECYCLABLE MATERIAL ONLY', and a small 'EHS&E' logo; the fourth drum has a label that reads 'DANGER HAZARDOUS WASTE'. The drums are situated outdoors on a concrete surface with grass and trees in the background.

A photograph of a small, single-story building with a corrugated metal roof and light-colored walls. Three people are standing outside: a woman in a purple dress, a man in a yellow safety vest, and another man in a green safety vest. The building has a sign on the wall and a small tree in front.

Plate 27: Ineaula – CS and CC liaising with School Principal Adel Pel (June 2019)



Plate 28: Kwataparen – Detail of the Community Notice – with CLO contact numbers (June 2019)

Note: Inspection team signing into the site at the gatehouse. Those without appropriate PPE were not allowed access.



Plate 29: Kwataparen – Securely fenced with signage in place (Feb 2019)

12 Annex 5: Sample checklists

Checklist 1 – Management (Setup)

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (1) Management (Set up - licenses and documentation)

DD/MM/YY	26/04/19	Time	15:30	Inspection by	MoET /
Visited:	Construction <input type="checkbox"/>	Learning <input checked="" type="checkbox"/>	Results	<input type="checkbox"/>	Small <input type="checkbox"/>
Weather:	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	Nil	<input checked="" type="radio"/>	<input checked="" type="radio"/> <input checked="" type="radio"/> <input checked="" type="radio"/>	Temp: _____

FH work complete. fencing removed most works (hand tools only)

Rating needed indicate level of potential impact:		Score - No action needed	Not on site - Action Needed	Observation - rectify in one week	CR1 - Rectify in 24 hrs	Non Conformity - Immediate	Notes
1	Observation - A minor incident where no environmental damage has occurred						
2	Opportunity for improvement - No incident has occurred but there is high potential for a damaging incident to occur						
3	Non-conformity - A serious environmental incident has occurred						
1	Controlling Documentation on each site						
1a	List of documents identifying revision status	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			If missing CCDC must state when documents will be on site. Row field @ CCDC for action. Labeled
1b	Copy of contract document	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			
1c	Copy of Initial Environmental Examination	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
1d	Copy of CCDC CEMP	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			
2	Licenses to operate site obtained						
2a	Quarry	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2b	Waste disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2c	Water abstraction	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2d	Vehicles (12.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2e	Agreements for worker accommodation	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			
2f	Agreement for use of village land for storage	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			
2g	Other	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2h	Other	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
3	Social Safeguards						
3a	Management team (Site engineer supervisor and HSE named and contact No. available)	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			On site bank extension
3b	All workers on site identified and recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxxxxxxxxxx	<input type="checkbox"/>			
3c	All attended site orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			
3d	All attended HSE / Aids awareness briefing	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
3e	All have signed Child Safety Code of Conduct	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			MUST BE SIGNED
4	Planning						
4a	Work planned to avoid typhoon season	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
4b	Consultation to avoid noisy work at exam time	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
4c							
5	Security of the site						
5a	Work areas are fenced adequately	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			Security fence removed. No proper notice.
5b	Warning notice at site Entrance	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			
5c	20kph speed observed by drivers in school site	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxxxxxxxxxxx	<input type="checkbox"/>			
6	Security off-site						
6a	Workers attend community awareness training	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
6b	Any complaints on worker conduct by school	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			No complaint. Not recorded.
6c	Any complaints on worker conduct by village	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
7	Other Training						
7b	Use of Spill Kits	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
7c	Waste Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
	End						

Prepared by TAILOR (KALIS)

SITE INSPECTION CHECKLIST (1) Management (Set up - licenses and documentation)

If action needed indicate level of potential impact		Seen - No action needed	Not on site - Action Needed	Observation - rectify in one week	CII - Rectify in 24 hrs	Non Conformity - Immediate	Notes
1) Observation - A minor incident where no environmental damage has occurred	2) Opportunity for improvement - No incident has occurred but there is high potential for a damaging incident to occur						
1	Controlling Documentation on each site						
1a	List of documents identifying revision status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			if missing CCECC must state when documents will be on site <i>TH on site</i>
1b	Copy of contract document	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
1c	Copy of Initial Environmental Examination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
1d	Copy of CCECC OI/MIP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2	License to operate site obtained						
2a	Quarry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Small beach collection</i>
2b	Waste disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2c	Water abstraction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2d	Vehicles (11.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2e	Agreements for worker accommodation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<i>Have 11.4 site water rights for 11.4 site</i>
2f	Agreement for use of village land for storage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2g	Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2h	Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Social Safeguards						
3a	Management team (Site engineer supervisor and IRL named and contact No. available)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<i>On board at entrance</i>
3b	All workers on site identified and recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Records seen Records seen MUST BE SIGNED</i>
3c	All attended site orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3d	All attended HIV / Aids awareness briefing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3e	All have signed Child Safety Code of Conduct	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Planning						
4a	Work planned to avoid typhoon season	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Good intention to finish</i>
4b	Consultation to avoid busy work at exam time	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4c							
5	Security of the site						
5a	Work areas are fenced adequately	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Good intention to finish</i>
5b	Warning notice at site Entrance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5c	20kph speed observed by drivers in school site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Security off-site						
6a	Workers attend community awareness training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Works / former situation noted + resolved</i>
6b	Any complaints on worker conduct by school	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6c	Any complaints on worker conduct by village	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Other Training						
7b	Use of Spill Kits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7c	Waste Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
End							

Prepared by:

Prepared by: ~~HA~~ ANDREW TAYLOR (KA 165)

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (1) Management (Set up - licenses and documentation)

DD/MM/YY	26/03/19	Time	08:45	Inspection by:	ES/ MoET /
Visited:	Residence <input checked="" type="checkbox"/>	Learning <input type="checkbox"/>	Waste <input type="checkbox"/>	Water <input type="checkbox"/>	Other <input type="checkbox"/>
Weather:	<input type="radio"/> ☀ <input checked="" type="radio"/> ☁ <input type="radio"/> ☔	Wet <input type="radio"/> ☔ <input checked="" type="radio"/> ☁	☔ ☔ ☔	☔ ☔ ☔	Temp: _____

All works on site complete. 1 security + 1 labour on site. English remain.

Rating needed indicates level of potential impact:		Score - No action needed	Score - Action needed	Observation - verify in next week	CRIT - Rectify in 24 hrs	Non Conformity - Immediate	Notes
1	2	3	4	5	6	7	
1 Controlling Documentation on each site							
1a	List of documents identifying revision status	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If missing CCLCC documents must state when documents will be CCLCC on site
1b	Copy of contract document	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1c	Copy of Initial Environmental Examination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1d	Copy of CCLCC CAMP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2 Licenses to operate site obtained							
2a	Quarry	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2b	Waste disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2c	Water abstraction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2d	Vehicles (22.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2e	Agreements for worker accommodation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2f	Agreement for use of village land for storage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2g	Other:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2h	Other:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 Social Safeguards							
3a	Management team (Site engineer supervisor and HSE named and contact no. available)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site notice board still includes contact no.
3b	All workers on site identified and recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3c	All attended site orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3d	All attended HSE / Aids awareness briefing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3e	All have signed Child Safety Code of Conduct	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	MUST BE SIGNED
4 Planning							
4a	Work planned to avoid typhoon season	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4b	Consultation to avoid noisy work at exam time	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4c		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5 Security of the site							
5a	Work areas are fenced adequately	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Consider how around warning signs still in place
5b	Warning notice at site Entrance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5c	20kph speed observed by drivers in school site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6 Security off-site							
6a	Workers attend community awareness training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6b	Any complaints on worker conduct by school	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6c	Any complaints on worker conduct by village	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7 Other Training							
7b	Use of Spill Kits	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7c	Waste Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
End							

Prepared by

Andrew Taylor ANDREW TAYLOR (IES KA)

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (1) Management (Set up - licenses and documentation)

DOY/MM/YY	25/05/19	Time	15:10	Inspection by	CDY MoET /
Visited:	Asessment <input type="checkbox"/>	Investigating <input type="checkbox"/>	Issue <input checked="" type="checkbox"/>	Issue	<input type="checkbox"/>
Weather:	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	Nil	<input checked="" type="radio"/>	<input type="radio"/> <input type="radio"/> <input type="radio"/>	Temp: _____

Full work complete save for minor finishing. Security fence removed but 'no trespass' signs in place and material pile topped off

Action needed indicate level of potential impact:		Seen - No action needed	Not on site - Action Needed	Observation - rectify in one week	CR1 - Rectify in 28 hrs	Non Conformity - Immediate	Notes
1	Controlling Documentation on each site						
1a	List of documents identifying revision status	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			If missing CCECC must state when documents will be on site
1b	Copy of contract document	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
1c	Copy of Initial Environmental Examination	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
1d	Copy of CCECC EEMP	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			new at CCECC 24/9/19
2	Licenses to operate site obtained						
2a	Quarry	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2b	Waste disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2c	Water abstraction	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2d	Vehicles (21.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2e	Agreements for worker accommodation	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			Denote by instead
2f	Agreement for use of village land for storage	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2g	Other:	<input type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
2h	Other	<input type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
3	Social Safeguards						
3a	Management team (Site engineer supervisor and HSE named and contact No. available)	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			Info sent on 24/9/19
3b	All workers on site identified and recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
3c	All attended site orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
3d	All attended HSE / Aids awareness/briefing	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
3e	All have signed Child Safety Code of Conduct	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			MUST BE SIGNED
4	Planning						
4a	Work planned to avoid typhoon season	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
4b	Consultation to avoid noisy work at exam time	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
4c							
5	Security of the site						
5a	Work areas are fenced adequately	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			Security fence removed 24/9/19
5b	Warning notice at site Entrance	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			Signage still in place
5c	20kph speed observed by drivers in school site	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
6	Security off-site						
6a	Workers attend community awareness training	<input type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
6b	Any complaints on worker conduct by school	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			Info sent at the end
6c	Any complaints on worker conduct by village	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
7	Other Training						
7b	Use of Spill Kits	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
7c	Waste Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/> xxx	<input type="checkbox"/>			
	End						

Prepared by

TAYLOR (KALIES)

Checklist 2(A) Environmental

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (2a) Environmental -

DATE/TIME	05 / 02 / 17	Time	10:15	Inspector by	KA	MOET	
Visited:	Inspection <input type="checkbox"/>	Interview <input checked="" type="checkbox"/>	Monitor <input type="checkbox"/>	Meet <input type="checkbox"/>			
Weather	<input type="checkbox"/>	 <input checked="" type="checkbox"/>	 <input type="checkbox"/>	NT	 <input checked="" type="checkbox"/>	 <input type="checkbox"/>	Temp: _____

only minor works (hand tools)

1. Action being taken to avoid potential impact: 1) Intermittent - A minor incident where an environmental damage has occurred 2) Occasionally the impact level - The incident has occurred but there is high potential for a damaging incident to occur 3) Non-compliance - A more environmental incident has occurred		Is action identified	Action completed	Observation	Opportunity for improvement	Any Good practice	Notes
1 General							
1a	Excessive noise generation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
1b	Excessive dust generation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
1c	Silt runoff observed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
1d	Appropriate PPE being worn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
1e	Damage to ecological resource (trees / vegetation)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
2 Hazardous Substance Use, Storage/Disposal (9.1.3)							
2a	Hazardous substances within bonded area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
2b	200 fuel drums in bonded area (100% of target)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
2c	Spill kit close to fuel storage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
2d	Drop trays being used for refuelling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	not shown
2e	Waste oil storage (marked, inside but: spill kit)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
3 Safety and Traffic Management Plan (9.1.4)							
3a	No casual public site access (CEMP 11.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	Sign in place
3b	10km speed limit observed on site (CEMP 11.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
3c	Traffic Warden at site entrance (CEMP 11.4.3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
4 Construction laydown area (9.1.4)							
4a	Topsoil stored for site restoration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	spread
4b	Issue - Special requirements for transport defined	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
4c	Trucks overloaded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
5 Workers Camp (9.1.5)							
5a	Accommodation overcrowded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	accommodation not overcrowded by wife
5b	Accommodation not overcrowded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
5c	Accommodation sanitary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
5d	Food and water adequate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
6 Erosion and sediment Control (9.1.6)							
6a	Clear water diversion bunds in place	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
6b	Water precautions on steep slopes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
7 Waste Water Management (9.1.7)							
7a	Worker toilets (clean, no odour / overflow)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
8 Solid Waste Management (9.1.8 and Section 12)							
8a	Clearly marked disposal form on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
8b	Waste disposed to approved pit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
8c	Organic waste held in dedicated area on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
8d	Hazardous securely stored - offsite disposal (Biofill)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
END							

Prepared by TANON (KA 165)

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (2a) Environmental -

DD/MM/YY	12/03/19	Time	11:47	Inspection by:	MAET
Visual	Background <input type="checkbox"/>	Lowlying <input type="checkbox"/>	House <input type="checkbox"/>	Tree <input checked="" type="checkbox"/>	
Weather	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Temp: _____

Factor needed indicate level of potential impact:											
1) Minor impact - A minor incident where no environmental damage has occurred											
2) Opportunity for improvement - An incident has occurred but there is high potential for a damaging incident to occur											
3) Non-compliance - A serious environmental incident has occurred											
		No action needed	Action needed	Observation	Opportunity for improvement	Minor Compliance					Notes
1	General										
1a	Excessive noise generation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	don't believe you'll get
1b	Excessive dust generation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1c	Silt runoff observed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1d	Appropriate PPE being worn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good PPE use <input checked="" type="checkbox"/>
1e	Damage to ecological resources (trees / vegetation)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	None observed
2	Hazardous Substance Use, Storage/Disposal (9.1.2)										
2a	Hazardous substances within bounded area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2b	200 Fuel drums in bounded area (10% of target)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2c	Spill kit close to fuel storage	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2d	Drain trays being used for refueling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	not observed, as traps visible
2e	Waste oil storage (marked, inside building)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Safety and Traffic Management Plan (9.1.3)										
3a	No casual public site access (CEMP 11.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good with clear boundaries
3b	10km speed limit observed on site (CEMP 11.4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3c	Traffic Warden at site entrance (CEMP 11.4.1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Construction laydown area (9.1.4)										
4a	Topsoil stored for site restoration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4b	IMAI - Special requirements for transport defined	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good signage by CCEC on school grounds
4c	Trucks overloaded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	not observed
5	Workers Camp (9.1.5)										
5a	Accommodation weatherproof	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5b	Accommodation not overcrowded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5c	Accommodation sanitary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CCEC provided shelter for workers
5d	Food and water adequate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Erosion and sediment Control (9.1.6)										
6a	Clean water diversion bunds in place	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Good signage
6b	IMAI - precautions on steeper slopes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Waste Water Management (9.1.7)										
7a	Worker toilets (clean, no odour / overflow)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Solid Waste Management (9.1.8 and Section 12)										
8a	Clearly marked disposal bins on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8b	Inert waste disposed in approved pit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8c	Organic waste held in dedicated area on site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8d	Hazardous securely stored - offsite disposal (Bachy)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
END											

Prepared by: ANDREW TAYLOR (KA IES)

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (2a) (Environmental -)

Date/Time/In	25/07/18	Type	DB 31	Inspection by	CA	Moist /	
Worked	✓	✓	✓	✓	✓	✓	✓
Weather	☉	☁	☂	☃	☄	★	☆

Do work at site near single worker during 'sawyer' + site nearby

Particulars indicate level of potential impact	No action needed	Action needed	Observation	Opportunity for improvement	Non-Conformity	Notes
1. General						
1a Excessive noise generation	✓	✓	✓	✓	✓	
1b Excessive dust generation	✓	✓	✓	✓	✓	
1c Silty runoff observed	✓	✓	✓	✓	✓	
1d Appropriate PPE being worn	✓	✓	✓	✓	✓	
1e Damage to ecological resource (trees / vegetation)	✓	✓	✓	✓	✓	
2. Hazardous Substance Use, Storage Disposal (9.1.2)						
2a Hazardous substances within bounded area	✓	✓	✓	✓	✓	
2b 200L fuel drums in bounded area (500% of largest)	✓	✓	✓	✓	✓	
2c Spill kit close to fuel storage	✓	✓	✓	✓	✓	
2d Oil spill being used for refuelling	✓	✓	✓	✓	✓	
2e Waste oil storage (marked, inside box, sprayed)	✓	✓	✓	✓	✓	
3. Safety and Traffic Management Plan (9.1.3)						
3a No casual public site access (CEMP 11.4)	✓	✓	✓	✓	✓	
3b 100m crowd limit observed on site (CEMP 11.4)	✓	✓	✓	✓	✓	
3c Traffic warden at site entrance (CEMP 11.4.2)	✓	✓	✓	✓	✓	
4. Construction laydown area (9.1.4)						
4a Topsoil stored for site restoration	✓	✓	✓	✓	✓	
4b Trucks - Special Requirements for Transport defined	✓	✓	✓	✓	✓	
4c Trucks overloaded	✓	✓	✓	✓	✓	
5. Workers Camp (9.1.5)						
5a Accommodation weatherproof	✓	✓	✓	✓	✓	
5b Accommodation not overcrowded	✓	✓	✓	✓	✓	
5c Accommodation sanitary	✓	✓	✓	✓	✓	
5d Food and water adequate	✓	✓	✓	✓	✓	
6. Erosion and Sediment Control (9.1.6)						
6a Clean water diversion bunds in place	✓	✓	✓	✓	✓	
6b Mats - precautions on steeper slopes	✓	✓	✓	✓	✓	
7. Waste Water Management (9.1.7)						
7a Worker toilets (clean, no odour / overflow)	✓	✓	✓	✓	✓	
8. Solid Waste Management (9.1.8 and Section 12)						
8a Clearly marked disposal site on site	✓	✓	✓	✓	✓	
8b Inert waste disposed to approved pit	✓	✓	✓	✓	✓	
8c Organic waste held in dedicated area on site	✓	✓	✓	✓	✓	
8d Hazardous securely stored - off-site disposal (if/when)	✓	✓	✓	✓	✓	
END						

Prepared by

















Andrew Taylor (RA EGS) *[Signature]*

Cyclone Park School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

BITE INSPECTION CHECKLIST (2a) Environmental -

DD/MM/YY	13/03/15	Date	13-Jul	Inspection by: EA / MoET /	
Visited	Yachapen <input checked="" type="checkbox"/>   	Unvisited	<input type="checkbox"/>	Result	met <input checked="" type="checkbox"/> met <input type="checkbox"/>
Weather	<input checked="" type="checkbox"/>   	W		W	Temp _____

248 works complete. Only minor grading work

If either needed indicate level of potential impact		Observed	Action identified	Observed	Opportunity to	Prevent	Non-Conformity	Notes
1	2	3	4	5	6	7	8	9
1	General							
1a	Excessive noise generation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1b	Excessive dust generation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1c	Silt runoff observed		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1d	Appropriate PPE being worn		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1e	Damage to ecological resource (trees / vegetation)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Hazardous Substance Use, Storage Disposal (9.1.2)							
2a	Hazardous substances without bunded area		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2b	200L fuel drums in bunded area (100% of target)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2c	Spill kit close to fuel storage		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2d	Oil spill being used for refueling		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>not observed</i>
2e	Waste oil storage (marked, inside fuel spill kit)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Safety and Traffic Management Plan (9.1.3)							
3a	No casual public use across (CCMP 11.6)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Some casual but large signage in place</i>
3b	Uphigh speed limit observed on site (CCMP 11.4)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3c	Traffic accident at site entrance (CCMP 11.6.1)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Construction laydown area (9.1.4)							
4a	Topsoil covered for site restoration		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>do upgrade</i>
4b	Waste - Special requirements for transport defined		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4c	Trucks overloaded		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Workers Camp (9.1.5)							
5a	Accommodation weather tight		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Many not by use</i>
5b	Accommodation not overcrowded		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5c	Accommodation sanitary		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5d	Food and water adequate		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Erosion and sediment Control (9.1.6)							
6a	Clear water diversion bund in place		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6b	Inside procedures on design sheet		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Waste Water Management (9.1.7)							
7a	Worker toilets (clean, no odour / overflow)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Solid Waste Management (9.1.8 and Section 12)							
8a	Clearly marked disposal site on site		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8b	Wet waste shipment to approved site		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8c	Organic waste held in dedicated area on site		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8d	Hazardous securely stored - offsite disposal (Route)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
END								

Prepared by:

TA&CA (K&H)

Checklist 3a - Social

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (3a) Social –

DD/MM/YY	13/05/19		Time	12:45	Inspection by: KA / MoET /			
Visited:	Parapara	<input type="checkbox"/>	Isoropang	<input checked="" type="checkbox"/>	Isorob	<input type="checkbox"/>	Isorob	<input type="checkbox"/>
Weather:				Nil				Temp: _____

If action needed indicate level of potential impact: 1) Observation – A minor incident where no environmental damage has occurred 2) Opportunity for improvement – No incident has occurred but there is high potential for a damaging incident to occur 3) Non-compliance – A severe environmental incident has occurred		No action Needed	Action Needed	Observation	Opportunity for Improvement	Non-Compliance	Notes
1	Community Engagement Plan (CEMP Ch 13)						
1a	Male Community CUD appointed and on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
1b	Female Community CUD appointed and on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			Philae
1c	Initial Community Engagement Meeting held	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
1d	Monthly Community Engagement Meeting held	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
1e	Community notice displayed (CEMP 13.2.3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			At site entrance
2	Grievance Redress Mechanism (CEMP 13.2.4)						
2a	Community Complaints Register in each office	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			At CCCCC handed
2b	All complaints (if any) closed out	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
3	Management Plans – in place and on site						
	Traffic Management Plan in place (CEMP s13)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			n/a work completed
	Solid Waste Management Plan (CEMP s12)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
	Community Engagement Plan (CEMP s13)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
	Gender based Violence Action Plan (CEMP s14)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
	HIV / AIDS Prevention Plan (CEMP s15)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
	Labour Influx Plan (CEMP s16)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
	Spill Control and Response Plan (CEMP s17)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			
	Emergency Contingency Plan (CEMP s18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	>>Immediate action<<			

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (2a) Social -

DD/MM/YY	25/09/19	Time	08:55	Inspection by	KA MaET /
Visited:	Responsible <input checked="" type="checkbox"/>	Liaison <input type="checkbox"/>	Results	<input type="checkbox"/>	Info <input type="checkbox"/>
Weather:	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	NO	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Temp: _____

Failure level indicate level of potential impact: 1) Observation - A minor incident where an environmental damage has occurred 2) Opportunity for improvement - No incident has occurred but there is high potential for a damaging incident to occur 3) Non-conformity - A serious environmental incident has occurred		No action needed	Action Needed	Observation	Opportunity for Improvement	Non Conformity	Notes
1	Community Engagement Plan (CEMP Ch 13)						
1a	Male Community CLO appointed and on site	<input type="checkbox"/>	<input type="checkbox"/>	immediate action is		<input type="checkbox"/>	No site activity
1b	Female Community CLO appointed and on site	<input type="checkbox"/>	<input type="checkbox"/>	immediate action is		<input type="checkbox"/>	
1c	Initial Community Engagement Meeting held	<input type="checkbox"/>	<input type="checkbox"/>	immediate action is		<input type="checkbox"/>	
1d	Monthly Community Engagement Meeting held	<input type="checkbox"/>	<input type="checkbox"/>	xxxxxxxxxxxx	<input type="checkbox"/>		
1e	Community notice displayed (CEMP 13.2.3)	<input type="checkbox"/>	<input type="checkbox"/>	xxxxxxxxxxxx	<input type="checkbox"/>		
2	Grievance Redress Mechanism (CEMP 13.3.4)						
2a	Community Complaints Register in each office	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	Not at CCCC
2b	All complaints (if any) closed out	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	office as no work exist
3	Management Plans - in place and on site						
	Traffic Management Plan in place (CEMP s11)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	
	Solid Waste Management Plan (CEMP s12)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	
	Community Engagement Plan (CEMP s13)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	
	Gender based Violence Action Plan (CEMP s14)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	
	HIV / AIDS Prevention Plan (CEMP s15)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	
	Labour Influx Plan (CEMP s16)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	
	Spill Control and Response Plan (CEMP s17)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	
	Emergency Contingency Plan (CEMP s18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	xxx	<input type="checkbox"/>	<input type="checkbox"/>	


At
25/09/19

Cyclone Pam School Reconstruction Project on Tanna, Vanuatu: Environmental and Social Safeguards

SITE INSPECTION CHECKLIST (3a) Social -									
DD/MM/YY		G / O / S		Time	15:20	Inspection by: XA / MoET /			
Visited:	Photograph	<input type="checkbox"/>	Lookings	<input type="checkbox"/>	Insights	<input checked="" type="checkbox"/>	Insult	<input type="checkbox"/>	
Weather:	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Nil	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Temp: _____

If action needed indicate level of potential impact:		No action Required	Action Needed	Observation	Opportunity for Improvement	Non Conformity	Notes
1	2						
1	Observation - A minor incident where no environmental damage has occurred						
2	Opportunity for improvement - No incident has occurred but there is high potential for a damaging incident to occur						
3	Non-conformity - A serious environmental incident has occurred						
1	Community Engagement Plan (CEMP Ch 13)						
1a	Male Community CIO appointed and on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no-immediate action	<input type="checkbox"/>	<input type="checkbox"/>	Phulan
1b	Female Community CIO appointed and on site	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no-immediate action	<input type="checkbox"/>	<input type="checkbox"/>	
1c	Initial Community Engagement Meeting held	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no-immediate action	<input type="checkbox"/>	<input type="checkbox"/>	
1d	Monthly Community Engagement Meeting held	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no-immediate action	<input type="checkbox"/>	<input type="checkbox"/>	
1e	Community notice displayed (CEMP 13.2.3)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no-immediate action	<input type="checkbox"/>	<input type="checkbox"/>	
2	Grievance Redress Mechanism (CEMP 13.2.4)						
2a	Community Complaints Register in each office	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	Violation @ CCEC office
2b	All complaints (if any) closed out	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
3	Management Plans - in place and on site						
	Traffic Management Plan in place (CEMP s11)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
	Solid Waste Management Plan (CEMP s12)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
	Community Engagement Plan (CEMP s13)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
	Gender based Violence Action Plan (CEMP s14)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
	HIV / AIDS Prevention Plan (CEMP s15)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
	Labour Influx Plan (CEMP s16)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
	Spill Control and Response Plan (CEMP s17)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	
	Emergency Contingency Plan (CEMP s18)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	no	<input type="checkbox"/>	<input type="checkbox"/>	

13 Annex 6: Spill Kit Training


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CYCLONE PAM SCHOOLS RECONSTRUCTION PROJECT
SUBJECT: CCECC'S SPILL KITS TRAINING ATTENDANCE SHEET
 DATE: 9/27/17

SN	NAME	POSITION	SIGNATURE
1	Frederick - H	Supervisor	[Signature]
2	Alex - TAEF	Supervisor	[Signature]
3	Kawakawa	Worker	[Signature]
4	Nathanias	Worker	[Signature]
5	Ben	Worker	[Signature]
6	Ther	Worker	[Signature]
7	Sales	Worker	[Signature]
8	Patry	Worker	[Signature]
9	Nathan	Worker	[Signature]
10	Anna	Worker	[Signature]
11	Henne	Worker	[Signature]
12	Marsen	Worker	[Signature]
13	Daniel	Worker	[Signature]
14	Tavin	Worker	[Signature]
15	Turkey	Worker	[Signature]
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CONDUCTED BY: [Signature]
 Phyllis Stephens
 CCECC CLO

Plate 30: Spill Kit Training attendance sheet

14 Annex 7 – Installed Shutters



15 Annex 8: Cultural Differences Workshop (Photos)



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3 Appendices

3.1 Appendix 3- Initial dialogue meeting relating to Cultural Differences

Photos:



3.3 Appendix 3- Worker's training workshop relating to cultural differences

Photos:

16 Annex 9: GRM Review & Recording of Events Workshop (Photos)



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3.5 Appendix 5 - Grievance Redress Mechanism Site Level Action (Test Scenario)

Photos:



1- Receiving a Complaint with CLOs



2- CLO records the complaint (after gathering all details of the complaint)



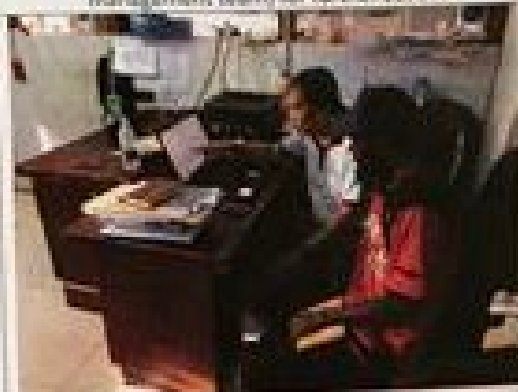
3- CLO enter the complaint into the register log



4- Immediately on the same, CLO referred the complaint to the site engineer (site management team) for further action



5- The complaint informed to DSC representative by Site Engineer



6- CCECC HSE Officer gave a training to CLO after it was found out that the complaint was recorded incorrectly.



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3.2 Appendix 2- CLOs training workshop relating to GRM review and accurate recording of complaints

Photos:



Page 8 | 11



1.4 Appendix 4 - Grievance Redress Mechanism Site Level Action

GRIEVANCE REDRESS MECHANISM (GRM) SITE LEVEL ACTION

