

**Suggested Scope for an Environmental and Social Monitoring Report**  
**Alliance for a Green Revolution in Africa (AGRA)**

*The purpose of the monitoring report is to review the project against the Environmental and Social Action Plan (ESAP) in order to 1) assess the status of each item in the ESAP, closing out items that have been addressed 2) identify any new items 3) assign corrective actions or enhancement measures to outstanding and new items with timeframes for completion.*

**A. Executive Summary**

High-level summary of;

- (i) The project
- (ii) Approach to monitoring
- (iii) Key findings in a tabular format under each IFC Performance Standard heading

**B. Introduction**

- (i) Purpose and scope of the monitoring report
- (ii) Reporting period covered by this monitoring report (month/year)
- (iii) Approach to the review, including a list of activities/meetings held
- (iv) Project summary, including
  - o Location
  - o Scale/size/capacity
  - o Specification of project stage (design, construction, operation or closure stage)
  - o Key developments and any major changes in project location and design, if any

**C. Report Findings**

*Under each heading, include a status summary of ESAP items and new findings under each PS. These should then be consolidated into one table for ease of use.*

**i. Performance Standard 1: Assessment and Management of Environmental and Social Risks & Impacts**

Key areas for review:

- Does the project/grantee have all necessary permits/licenses in place?
- Has an environmental and social impact assessment process been carried out for the project? To what extent is it compliant with national and IFC requirements ?
- Has an adequate Environmental and Social Management System (ESMS) been established or proposed for the project?
- Does the project/grantee have an organisational structure to implement the ESMS? Is the organisational structure adequate?
- Does the ESMS have an emergency preparedness and response system? If yes, is it adequate?
- Will procedures are in place to monitor the effectiveness of the management program?
- Does the project/grantee have a Stakeholder Engagement/Communications Plan ? Have all stakeholders been identified?
- What consultations has been carried out to date and with who ? Are meeting records available that include meeting minutes, registers and photos ?
- Has (or will) the project/grantee put in place an adequate external communication and grievance mechanism? How has it been advertised ? Is it accessible to all stakeholder groups ? Is there a means to report a grievance anonymously without retribution ?

## ii. Performance Standard 2: Labor and Working Conditions

Key areas for review:

- Number of staff by gender and category (e.g. outgrowers, contractors, permanent staff, migrant workers etc.).
- Labour/HR policies in place and alignment with national requirements and international laws/conventions.
- Does the project/grantee promote and provide safe and healthy working conditions?
- Are adequate control measures in place to protect workers' health and safety (e.g. do they have the right PPE/equipment to safely do their job? Are there incident records in place? Note the number / type of incidents that have taken place over the last year and lessons learned/how they have been addressed?
- What worker grievance mechanisms are in place? Are they accessible, transparent and free of retribution? Can workers report grievances anonymously?
- Does the Project promote the fair treatment of workers (including gender issues, equal opportunity and non-discrimination) to both migrant and non-migrant workers?
- Are there any proposed retrenchment plans for the project? What does this include?
- What policies/procedures are in place to manage unacceptable forms of labor at the Project/site (i.e. harmful child labor and forced labor, employment of trafficked persons)?
- What policies/procedures are in place regarding management of supply chains (i.e. poor EHSS performance within the project/grantee's supply chain; worker rights violations, child labor, poor health and safety practices etc.)?

## iii. Performance Standard 3: Resource Efficiency and Pollution Prevention

Key areas for review:

- Is the project/grantee in compliance with all domestic environmental laws and regulations?
- Are there adequate measures in place to manage pollution (air and noise)/contamination? What are these? Are they consistent with good international industry practices?
- What measures are in place to manage efficiency of water and energy resources?
- Where are the main sources of water from? Does water usage impact on neighboring water sources or communities? How is this managed?
- How are pesticides / chemicals stored, used and managed to mitigate impacts to health and the environment (e.g. water sources and air quality)? Are they approved by the World Health Organisation (WHO) and national law.
- What is the project/grantee doing to minimise carbon emissions / greenhouse gases (GHG)? are these adequate?
- What measures are in place to manage / dispose of hazardous and non-hazardous waste? Are associated hazards being managed effectively?
- Has the project/grantee prepared an Emergency Response Plan? Is this adequate?

## iv. Performance Standard 4: Community Health, Safety, and Security

Key areas for review:

- What measures are in place to manage impacts to the health, safety and security of the community (e.g. hazard signs, community sensitization meetings, alternative access routes, timings for spraying / pesticide use etc.)? Has the Project taken reasonable measures to avoid/minimize community exposure to hazards associated with Project activities?
- If the project has high risk structural elements in place located close to populated areas, has the Project considered these populated areas in preparing these risk assessment and emergency response plans?
- If project activities involve moving equipment, supplies etc. by public roads, has the Project taken measures to prevent the occurrence of incidents and accidents on public roads?
- If the project will involve the use of and/or delivery of hazardous material or removal of hazardous material which could have an exposure to local communities, how is this being managed?
- Have the potential impacts and risks that might be exacerbated by climate change been identified?
- Is the project near any existing natural hazard such as landslides or flood area, which may be exacerbated as a result of the Project activities or any proposed future activities?
- Will the project/grantee implement measures to avoid or minimize the potential for community exposure of water-borne, water-base, water-related, and vector borne diseases that could result from Project activities?
- If the project/grantee will employ temporary / seasonal workers, have all potential risks and impacts been adequately assessed? (e.g. related to influx of people into the area resulting in the possibility of communicable diseases, etc.)?
- If the consequence of an emergency event extends beyond the Project boundary, has community safety been addressed in the emergency plan?
- Have gender based issues such as harassment, gender based violence etc. been considered in the management plans and in security measures?

**v. Performance Standard 5: Land Acquisition and Involuntary Resettlement**

Key areas for review:

- If the project/grantee has or will acquire land, which will cause physical (eg. loss of homes/shelter) or economic displacement (loss of livelihoods, including land based livelihoods) has a Resettlement / Livelihood Restoration Framework or Resettlement Action / Livelihood Restoration Plan been developed ?
- If the project/grantee has or will acquire land, have feasible alternative designs to avoid or minimize physical and/or economic displacement been considered?
- If the project/grantee has or will acquire land,, has sufficient baseline data been collected and assessed with respect to affected person's current socio-economic characteristics (i.e. through a census or baseline of the affected persons)? Have vulnerable groups been identified and considered in the compensation process ?
- If the project/grantee has or will acquire land, will the project/grantee offer displaced communities and persons adequate compensation, including in-kind compensation such as replacement land, livelihood restoration programs, improved housing etc.?
- Has a market valuation study been carried out ?
- What is the legal / land tenure status of the land in the affected area ?
- How will/ has the land been acquired ?
- Have resettlement / livelihood restoration steering committees been established ? what is the composition of these ?
- Has there been an informed and participatory consultation process with affected communities ?
- Is there a stakeholder engagement plan in place to communicate with affected communities ?
- Is there an adequate grievance mechanism in place that is accessible, transparent and free of retribution ?
- Who is responsible for the land acquisition and resettlement process ? Has a resettlement specialist/third part expert been hired ?
- What measures are in place to monitor and evaluate the implementation of a Resettlement Action Plan or Livelihood Restoration Plan and take corrective action as necessary?
- Will transitional support be provided as necessary to all economically displaced persons? Is the support adequate?

**vi. Performance Standard 6: Biodiversity Conservation and Sustainable Management of Living Natural Resources**

Key areas for review:

- Does the project impact biodiversity/flora/fauna ?
- What measures are in place to offset impacts to biodiversity/flora/fauna?
- Does the project/grantee have a Biodiversity Management Plan in place that considers ecological habitats ? Are impacts being adequately managed?;
- Does the project/grantee implement measures to avoid the potential for accidental or unintended introductions of alien species?
- If the project impacts on priority ecosystems services, are adequate mitigation measures in place?

**vii. Performance Standard 7: Indigenous Peoples**

Key areas for review:

- Is the project located in / near indigenous areas / settlements / communities or lands?
- Has the project/grantee identified, through an environmental and social risks and impacts assessment process, all communities of Indigenous Peoples within the Project area of influence who may be affected as well as the nature and degree of the expected direct and indirect economic, social, cultural), and environmental impacts on them?
- What has the project/grantee done to address impacts on IPs?
- Has the project/grantee undertaken a process of Free, Prior and Informed Consent (FPIC)? What measures have been undertaken to consult with IPs? Have meetings been documented (e.g. registers/meeting minutes/photos)
- What measures are in place to minimize, restore, and/or compensate IPs in a culturally adequate manner commensurate with the nature and scale of such impacts and the vulnerability of the IPs?
- Has an Indigenous Peoples Plan (IPP) or a broader community development plan with separate components for Indigenous Peoples been developed?
- Will project/grantee activities require the relocation of indigenous peoples and natural resources subject to Traditional Ownership or Under Customary Use? If yes, has the FPIC of IPs been obtained?
- Will the project have significantly impact on critical cultural heritage that is essential to the identity and/or cultural, ceremonial, or spiritual aspects of IPs lives?
- Do opportunities to benefit IPs from the Project aim to address the goals and preferences of the IPs?
- Has/will the government have a defined role in the management of IP issues in relation to the project? If yes, will the project/grantee collaborate with the responsible government agency?
- Has/will the project/grantee play an active role during planning, implementation, and monitoring of activities to the extent permitted by the agency?

**viii. Performance Standard 8: Cultural Heritage**

- Are there any cultural heritage sites in the project area (e.g. archology, sacred/traditional sites, graves etc.)?
- Has the project/grantee retained competent professionals to assist in the identification and protection of cultural heritage?
- Has a field study been undertaken to identify and map sites? What documentation is available regarding the sites?
- How has the project/grantee addressed impacts to these sites?
- Did the project/grantee consult with host/neighboring communities that use, or have used sites for traditional/cultural purposes?
- Has consultation been undertaken with relevant national or local regulatory agencies that are entrusted with the protection of cultural heritage?
- Does/will the project/grantee's ESMS include a chance finding procedure?
- Does/will the project/grantee allow continued access to cultural sites or provide an alternative access route to affected communities?
- If the project will remove, significantly alter, or damage critical cultural heritage, has the Project used a process of Informed Consultation and Participation (ICP) of the communities ? Has/will the project/grantee retain external experts to assist in the assessment and protection of critical cultural heritage?

## **D. Summary of Findings and Corrective Action Plan**

*This section should include a completed table that includes a summary of the ESAP status and new findings, as well as corrective actions and timeframes for addressing these. An introduction/overview of the table should also be included.*

No	Reference Standard	Action description	Completion Indicator	Timeframe for Completion (based on the original ESAP)	Current Status (date of monitoring audit)	Corrective Actions taken to date	Priority Level for Addressing the Action (High/Medium/Low)	Timeframe for Completion	Resources & Responsibilities
<b>Performance Standard 1: Social and Environmental Assessment and Management Systems</b>									
1.	<i>Insert item (highlight new findings)</i>	<i>Insert a summary description of the action</i>	<i>Insert the indicator used to demonstrate that the action is complete</i>	<i>Insert the timeframe that the action was originally given</i>	<i>Provide a status of the action (e.g. new, not started, in progress, complete) with a description</i>	<i>Insert the actions required to address the issue that have been taken to date and need to be taken</i>	<i>Prioritize the action based on the level of risk to the grantee/AGRA</i>	<i>Include a timeframe for completion based on the priority level</i>	<i>Insert the person (s) responsible</i>
<i>PS 2: Labor and Working Conditions</i>									
2.									
<i>PS 3: Resource Efficiency and Pollution Prevention</i>									
3.									
<i>PS 4: Community Health, Safety, and Security</i>									
4.									

<i>PS 5: Land Acquisition and Involuntary Resettlement</i>									
5.									
<i>PS 6: Biodiversity Conservation and Sustainable Management of Living Natural Resources</i>									
6.									
<i>PS 7: Indigenous Peoples</i>									
7.									
<i>PS 8: Cultural Heritage</i>									
8.									

## **E. Conclusion and Next Steps**

Include detail on next steps and timing/recommendations for the next review