

Modernizing the National Statistical System in Tajikistan Project (P173977)

ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN

PART A: GENERAL PROJECT AND SITE INFORMATION

INSTITUTIONAL & ADMINISTRATIVE DATA			
Country	Tajikistan		
Project title	Modernizing the National Statistical System in Tajikistan		
Scope of site-specific activity	<p>It is an institutional reform project comprising three components: (1) Strengthening the Institutional Capacity of Agency on Statistics (AS) and Improving ICT Infrastructure; (2) Enhancing the system of statistical production, dissemination and data use; and (3) Project Management. Areas of project support will include the operationalization of the Law on Statistics and associated regulatory reforms, the digitalization of administrative data, IT modernization, improved interoperability of government systems and streamlining of business process for greater data utilization, as well as improvements in methodologies and capacities to bring AS services up to international standards.</p> <p>Physical activities under the project include the upgrade and development of information and communication technology (ICT) infrastructure in existing buildings of the AS and its branches in the regional and district centers, as well as its interoperability with that of the related agencies. It will also include financing the improvement and rehabilitation of the physical infrastructure of AS, the repair or purchase of IT, necessary for statistical work in remote and hardly accessible settlements. The location of the statistical archives is vulnerable to climate-related risks such as flooding. The infrastructure upgrade includes installation of servers, networking equipment, cooling systems, fire safety, power supply, etc., the establishment of a data recovery center.</p>		
Implementation arrangements	Implementing entity: Agency on Statistics under the President of Tajikistan (AS) and its PMU	Works supervisor: (tbd)	Works contractor: (tbd)
SITE DESCRIPTION			
Description of physical and natural environment, and	The proposed project scope is countrywide. The country has 4 administrative divisions, which in turn houses 68 districts. Tajikistan		

of the socio-economic context around the site	has mountains covering more than 90% of the country rendering livelihoods and accessibility extremely difficult. Natural hazards such as floods, earthquakes, landslides, mud-flows, avalanches and heavy snowfalls are quite common resulting in significant economic losses and human casualties. Population growth, urbanization, and climate change continue to exacerbate the impact of disasters, which are expected to occur more frequently and intensively and to affect more people in the future.
LEGISLATION	
National & local legislation & permits that apply to project activity	<p>The following Tajik legislation defines a legal framework applicable to project activities:</p> <p><i>Law on Production and Consumption Waste (№ 44, May 2002, updated in 2011)</i> The Law regulates relations arising in the process of waste generation, collection, storage, use, transportation and disposal, as well as state administration, supervision and control in the field of waste management to prevent the waste negative impact on the environment and human health, as well as the waste usage in economic and industrial turnover as an additional source of raw materials.</p> <p><i>Law "On Environmental Protection" (dated July 18, 2017, No. 1449)</i>, defines the legal basis for state policy in the field of environmental protection and is aimed at preventing the negative impact of economic and other activities on the environment. The law defines the process of developing standards in the field of environmental protection, including the maximum permissible concentration (MPC) standards for chemicals; standards for maximum permissible emissions (MPE) and discharges of harmful substances. Modern electronic equipment can contain harmful substances.</p> <p><i>The Procedure for decommissioning fixed assets that are state property, dated April 30, 2012, No. 184.</i> The procedure for writing off fixed assets that are state property (including discarded electrical or electronic devices) establishes a single provision for writing off and deregistering physically worn-out state fixed assets, as well as the further use of their parts.</p> <p><i>GoT Decree about approval of the Procedures for decommissioning the existing fixed assets dated 25.10.2014 under #38.</i> The Agency on Statistics is obliged to follow the above laws and Procedures at decommissioning old equipment.</p> <p><i>Law of RT on Licensing of Specific Kinds of Activities (from 23.07.16, No. 1353)</i>, determines the types of activities subject to licensing in article 17, including:</p> <ul style="list-style-type: none"> - activities for the collection, use, disposal, transportation and disposal

	<p>of hazardous waste; - activities for the procurement, processing and sale of scrap and waste of ferrous and non-ferrous metals. The AS must ensure that obsolete electrical and electronic equipment that cannot be reused is recycled or disposed of by a licensed contractor.</p> <p>Chapter 5 of the <i>Labor Code</i> narrates the roles and responsibilities of employers and employees related to occupational health and labor safety. The law requires employers to be responsible for ensuring safe working conditions and safety of work at every workplace and to take measures to protect workers individually and collectively (including protective clothing and equipment) during civil or installation works.</p> <p><i>Law on Appeals of Physical and Legal Entities of Republic of Tajikistan</i> (from July 23, 2016, № 1339), contains legal provisions on established information channels for citizens to file their complaints, requests and grievances.</p>
PUBLIC CONSULTATION	
When / where the public consultation process will take /took place	ESMP will be disclosed on the website of AS, which will be the implementing entity for this project. Brief information on the planned works and contact information for addressing questions and grievances will be placed at the worksite and in its immediate surroundings.
ATTACHMENTS	
Attachment 1: Proposed training plan Other permits/agreements – as required	

PART B: RISK MITIGATION INFORMATION

ENVIRONMENTAL /SOCIAL SCREENING			
	Activity/Issue	Status	Mitigation Actions
Will the site activity include/involve any of the following?	1. Minor renovation / Installation works	[X] Yes [] No	If “Yes”, see Section A below
	2. Electronic waste management	[X] Yes [] No	If “Yes”, see Section B below
	3. Social Risk Management	[X] Yes [] No	If “Yes”, see Section C below

PART C: MITIGATION MEASURES

ACTIVITY	PARAMETER	MITIGATION MEASURES CHECKLIST
A. General Conditions	Notification and Worker Safety	<ul style="list-style-type: none"> (a) Notify local environment inspectorates and communities on the upcoming activities (b) Notify the public on the works through an appropriate notification in the media and/or at publicly accessible sites (including the site of the works) (c) Acquire all legally required permits for installation works (d) Formally agree with the Employer that all work will be carried out in a safe and disciplined manner designed to minimize impacts on neighboring residents and the environment. (e) Ensure that workers' PPE complies with international good practice (as needed hardhats, masks and safety glasses, harnesses and safety boots) (f) Appropriately signpost construction site to inform workers on key rules and regulations (g) Limit installation noise to daytime unless extreme urgency. Notify local communities on the works schedule if it deviates from standard working hours (h) Keep demolition debris in a controlled area
B. Electronic waste	Electronic waste management	<ul style="list-style-type: none"> (a) All staff engaged in e-waste management shall receive appropriate training (b) Perform an audit/ gap analysis of e-waste facilities in Tajikistan against the WB's requirements/GIIP (e.g. EU e-waste standards) and sign contracts on e-waste management prior to sending e-waste to the facility (c) Consider reusing the obsolete equipment and materials where possible (d) The transporter shall ensure that collected e-waste is transported in a way that does not limit the potential for re-use purposes (e) The transporter shall ensure that the transport capacities comply with the road traffic regulation of Tajikistan (f) E-waste shall be handled and stored with due care in order to avoid the release of hazardous substances into the air, water, or soil, as a result of damage and/or leakage (g) Containers, pallets, or packages containing e-waste shall be clearly marked (e.g. "E-WASTE") (h) Not mix e-waste with any other type of waste (i) The storage location shall be adequately secured and protected against unauthorized entry and theft until transported to the registered collection facility (j) Store e-waste on an impervious surface within a structure or a transportation unit such that it is protected from precipitation (k) Maintain adequate storage space and good housekeeping (l) Store e-waste in a way that it is not exposed to direct sunlight and rainfall (m) Recordkeeping. The following shall be recorded (a) the types of e-waste collected from AS offices; and (b) the quantities of incoming and outgoing e-waste. Document evidence of proper management (e.g. recycled, refurbished, discarded, exported). (n) During handling and storage attention shall be given to devices containing lead-acid batteries (o) Take measures to prevent e-waste from entering the landfill

		<p>(p) Ensure that e-waste is recycled or disposed of by licensed contractors</p> <p>(q) Sign a contract with the licensed contractor for the disposal of e-waste.</p>
C. Social Risks Management	Public relationship management	<p>(a) Assign local focal person who is in charge of communication with and receiving requests/complaints from local population;</p> <p>(b) Implement public outreach and communication activities in accordance with the Stakeholder Engagement Plan developed for the project;</p> <p>(c) Consult local communities to identify and proactively manage potential conflicts between AS administrators and local data providers and users;</p> <p>(d) Raise local community awareness about COVID-19 prevention measures and enforce PPEs and antiseptic disinfectants application and social distancing during visits to the AS offices during the pandemic situation;</p> <p>(e) Limit installation works on rush hours. When necessary, carefully schedule rush hour work and inform visitors through advance notices;</p> <p>(f) No temporary storage of waste materials occurs within cultivated land plots or any type of private property;</p> <p>(g) Allocate areas for temporary storage of ICT equipment and materials that free movement of traffic and pedestrians is not hindered.</p>
	Labor issues management	<p>In accordance with the Labor Code, internal HR procedures of the AS and the Labor Management Procedures prepared and disclosed, the following measures are in place:</p> <p>(a) Recruitment procedures will be transparent, publicly available and non-discriminatory;</p> <p>(b) Job applications will only be considered if they are submitted under a formal procedure established by contractors;</p> <p>(c) Clear job descriptions of skills required for each post will be provided before recruitment;</p> <p>(d) Contracts will be signed with all employees, including a description of the working conditions (with the terms and conditions further explained to the employees);</p> <p>(e) In the recruitment of unskilled labor, preference will be given to the inhabitants of the surrounding areas (at least 50 %);</p> <p>(f) Staff members will be informed in advance of anticipated termination of the employment contract at least two months before termination;</p> <p>(g) Contract workers will not be required to pay any recruitment fees. If there is any payment related to employment, it will be paid by the Employer;</p> <p>(h) Depending on the origin of the employer and the employee, the terms of employment will be prepared in two languages: The State language and the language understood by both parties;</p> <p>(i) For employees who may find it difficult to understand the written documentation, the terms and conditions of employment contained therein will be explained orally;</p> <p>(j) It should be noted that no language-related issues are expected within the project. However, if necessary, employees will be provided with interpretation;</p> <p>(k) Foreign workers require a work permit allowing them to work in Tajikistan;</p> <p>(l) Workers involved in construction work must be at least 18 years old. This requirement will be included in contracts between PMU and construction contractors;</p> <p>(m) Normal working hours shall not exceed 40 hours per week. Taking into account the five-day working week, the daily working hours will be</p>

		<p>determined by internal regulations approved by the employer in agreement with the employees' representatives (based on the approved working week).</p> <p>ICT Contractors will need to:</p> <ul style="list-style-type: none">- Comply with national legislation and the labor management procedures prepared under the Project;- Keep records of hiring and subsequent work of contract workers;- Explain the duties and conditions of employment to contract employees in an accessible manner;- Implement a system to ensure regular monitoring and reporting on labor relations and occupational safety and health.
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The estimated cost for implementing these measures (~\$50,000) are covered in the project budget.

PART D: MONITORING PLAN

Activity	What (Is the parameter to be monitored?)	Where (Is the parameter to be monitored?)	How (Is the parameter to be monitored?)	When (Define the frequency / or continuous?)	Why (Is the parameter being monitored?)	Who (Is responsible for monitoring?)
INSTALLATION/RENOVATION PHASE						
Provision of equipment and materials	Purchase of equipment and materials from the licensed provider	In the provider's office or warehouse	Verification of documents	During the conclusion of supply contracts	Ensure the reliability of equipment and materials and their safety for human health	AS PMU
Workers' health and safety	<ul style="list-style-type: none"> - Provision of workers with working clothes and PPE; - Strict compliance with the rules of hand tool operation and usage of PPE; - Strict compliance with the national regulations for installation /renovation works; - Presence of basic fire extinguishing means. 	Works site	Inspection of activities	Total period of works	Reduce the probability of traumas and accidents to workers	Administration of AS AS PMU
Generation of packaging waste/ renovation waste	<ul style="list-style-type: none"> - Temporary storage of packaging materials/ renovation waste in especially allocated waste containers - Timely disposal of packaging waste/ renovation waste from worksite through a municipal system of 	Works site; Waste disposal site	Inspection of activities	Periodically during equipment installation and upon its completion	<ul style="list-style-type: none"> - Prevent environmental pollution; - Avoid accidents at the worksite due to scattered fragments of renovation waste; - Retain esthetic appearance of 	Administration of AS, AS PMU

	waste management				the worksite and its surroundings	
E-waste minimization	<ul style="list-style-type: none"> - Purchase products with recyclable components; - Purchase products with longer warranty period; - Select easily upgradeable equipment. 	<ul style="list-style-type: none"> -In the provider's office or warehouse -AS offices 	<ul style="list-style-type: none"> -Verification of documents -Inspection of the equipment 	During the conclusion of supply contracts	Limit impacts of e-waste on the environment	Administration of AS, AS PMU
Onsite collection of e-waste for reuse and recycling	<ul style="list-style-type: none"> - Provision of e-waste handling training to workers before the start of work; - Proper handling of e-waste that does not limit the potential for re-use purposes; - Proper collection of e-waste separated from other waste; - Collection of e-waste in especially allocated areas in the premises of AS (impervious surface, no direct sunlight and rainfall); - Preparation of e-waste for temporary on-site storage through proper packaging and full labeling (details of composition and handling information). 	AS offices	Inspection of activities	During the dismantling of obsolete equipment	<ul style="list-style-type: none"> - Ensure reusing the dismantled equipment where possible; - Avoid the release of hazardous substances into the air, water, or soil, as a result of damage and/or leakage; - Ensure good housekeeping 	Administration AS AS PMU
E-waste storage	<ul style="list-style-type: none"> - Preparation of premises for on-site temporary storage of e-waste (provision of non-permeable flooring, protection from 	AS storage location for e-waste	The site inspection	Periodically during storage of e-waste	<ul style="list-style-type: none"> - Prevent whole or components of e-waste containing hazardous substances from 	Administration of AS

	<p>precipitation, security systems, eAS.);</p> <ul style="list-style-type: none"> - Adequately secured storage location, protected against unauthorized entry and theft; - Clearly marked containers, pallets, or packages containing e-waste; - Safe placement of e-waste for temporary storage. 				<p>dispersal to the environment;</p> <ul style="list-style-type: none"> - Prevent e-waste from entering the landfill; - Prevent e-waste from illegal recycling. 	
Transportation and disposal at offsite e-waste management facility	<ul style="list-style-type: none"> - Technical condition of vehicles; - Confinement and protection of truckloads with lining; - Respect of the established hours and routes of transportation; - Written agreement on the recycling/disposal of e-waste by licensed contractors; - Timely disposal of e-waste to the formally designated locations. 	<ul style="list-style-type: none"> - Routes of transportation of e-waste - E-waste recycling/disposal site 	<ul style="list-style-type: none"> - Inspection of roads adjacent to the storage locations of AS - Review of agreements on the recycling/disposal of e-waste 	Selective inspections during transportation and disposal of e-waste	<ul style="list-style-type: none"> - Prevent releases of e-waste to the environment; - Ensure that e-waste is recycled or disposed of by licensed contractors; - Minimize traffic disruption; - Limit nuisance to local communities from noise and vibration. 	Administration of AS
E-waste recordkeeping	<ul style="list-style-type: none"> - Recorded types of e-waste collected from AS offices and quantities of incoming and outgoing e-waste; - Documented evidence of proper e-waste management (e.g. recycled, refurbished, 	Premises of AS	Inspection of records and documents	Total period of works	Ensure proper management of e-waste	Administration of AS

	discarded, exported).					
Working conditions, labor rights, occupational health and safety, worker GRM	Compliance with labor management procedures Effectiveness of workers' GRM	AS local offices, contractor offices	Review of signed labor contracts and code of conducts, observation of working conditions of contractors	Random checks of grievance registries, every quarter or half-year Regular reporting	- Verify availability of written contracts and employment terms, working conditions and GRM performance	AS PMU
Grievance redress mechanism (GRM)	Effectiveness of GRM	AS offices at central, regional and local levels	Data compilation from diverse GRM focal points	Quarterly reporting	- To comply with ESS10 on Stakeholder Engagement and Information Disclosure	AS PMU Social Specialist
Stakeholder engagement	Compliance with ESMP and Stakeholder Engagement Plan (SEP)	Meetings in office, local communities	Observations, site visits, interviews with key informants on: -Engagement and Disclosure activities during project implementation -Records of stakeholder engagement activities, including records of engagement with vulnerable persons/groups - Public education campaign on the AS amendments and new requirements - Engagement in accordance with	Regularly per the timeframe stated in the SEP	- Monitor feedback from consultation events - The local community should be informed of project activities, potential impacts. - To comply with ESS10 on Stakeholder Engagement and Information Disclosure	PMU Social Specialist

			SEP & ESMP requirements			
OPERATION PHASE						
Emergency preparedness	Presence of fire alarm and fire localization system, and emergency back-up systems for power and water supply	Premises of AS	Periodic check-ups	Total period of operation of the office	<ul style="list-style-type: none"> - Reduce risks for the staff and visitors; - Avoid disruption in the provision of utility services to the AS office 	Administration of the AS
E-waste minimization, reuse, and recycling	<ul style="list-style-type: none"> - Correct use and maintenance of equipment; - Purchase products with recyclable components; - Purchase products with a longer warranty period; - Select easily upgradeable equipment. 	<ul style="list-style-type: none"> -In the provider's office or warehouse -AS offices 	<ul style="list-style-type: none"> -Verification of documents -Inspection of the equipment 	During the conclusion of supply contracts	<ul style="list-style-type: none"> - Limit impacts of e-waste on the environment 	Administration of AS
Working conditions, labor rights, occupational health and safety	Compliance with labor management procedures	AS local offices	Review of signed labor contracts and code of conducts, observation of working conditions	Random checks, every quarter or semiannual	To comply with ESS2 on Labor and Working Conditions	HR/PMU/Trade Union
Grievance redress mechanism	Effectiveness of GRM	AS offices at central, regional, and local levels	Data compilation from diverse GRM focal points	Quarterly reporting	To comply with ESS10 on Stakeholder Engagement and Information Disclosure	AS/ PMU Social Specialist

Attachment 1. Proposed Training Plan

The table below provides the basic training for E&S risk management during project implementation. The AS with the support of the Consultant will provide the training to contractors, AS staff, and other groups. The estimated cost for implementing the Training Plan (~\$15,000) are covered under Component 3 of the project.

Training course	Implementation of E&S mitigation measures
Participants	Key managerial staff and E&S staff of construction contractor/technical supervisor
Training frequency	After selection of contractor and supervisor and prior to start of civil works; update based on requirements
Time	One-day training; on an annual basis depending on needs
Content	<ul style="list-style-type: none"> - Requirements of E&S monitoring; - Grievance mechanisms and protocols, designation of focal points (including SEA/SH provisions); - Code of Conduct; - Roles and responsibilities of contractors; - Content and methods of E&S monitoring; - Response and risk control; - Monitoring forms and guide how to fill in the forms; - Preparation and submission of report.
Responsibilities	AS
Training course	Health and safety at work in the COVID-19 pandemic
Participants	Key managerial staff and E&S staff of contractors
Training frequency	As appropriate
Time	One-day presentation, to be repeated on a per needs basis
Content	<ul style="list-style-type: none"> - Covid-19 safety measures; - Entry/exit to the worksite and checks on commencement of work; - Contingency planning for an outbreak; - Communication and awareness raising; - Monitoring and Reporting.
Responsibilities	AS
Training course	Electronic Waste Management
Participants	AS staff engaged in e-waste management, e-waste disposal contractors.
Training frequency	Before the start of operation
Time	One-day training; content will be reassessed during implementation depending on needs
Content	<ul style="list-style-type: none"> - Procedures for dismantling, storage, handling, and final disposal of e-waste in accordance with internationally recognized practices; - Monitoring of the types/quantities of waste electrical and electronic equipment disposed of; - Recordkeeping. How to document evidence of proper management (e.g. recycle, refurbish, discarded, exported).
Responsibilities	AS
Training course	Stakeholder Engagement and Grievance Redress Mechanism (GRM)

Participants	AS staff engaged in public outreach, citizen engagement, Call Center, ASpayer service department and AS service centers
Training frequency	On-going
Time	Cycle of half-day training workshops;
Content	<p>Stakeholder Engagement</p> <ul style="list-style-type: none"> - Requirements of the WB Environmental and Social Standard 10 on Stakeholder Engagement and Information Disclosure - Stakeholder Engagement Plan: <ul style="list-style-type: none"> o Roles and responsibilities on SEP implementation and monitoring; o Strategy for public consultations and information disclosure; o ASpayer Outreach and Education Campaign; o Tips on effective methods for stakeholder engagement at the national, regional and local levels. <p>Grievance Redress Mechanism</p> <ul style="list-style-type: none"> o GRM Structure; o Roles and responsibilities of GRM focal points at different levels; o GRM procedures (filing, investigation, resolution, informing the status of the complaint, anonymous grievances); o Monitoring and reporting on the status of GRM; o WB's Grievance Redress Service.
Responsibilities	AS/PMU
Training course	Labor Management Procedures (LMP), Occupational Health and Safety (OHS) and Workers' Grievance Redress Mechanism
Participants	AS staff engaged in project implementation
Training frequency	Before the start of operation
Time	Half-day training workshop;
Content	<ul style="list-style-type: none"> - Requirements of the WB Environmental and Social Standard 2 on Labor and Working Conditions; - Labor Management Procedures under the Project: <ul style="list-style-type: none"> o Employment conditions; o Occupational health and safety; o Potential labor risks and their avoidance; o Sexual abuse and harassment/Gender-based violence (GBV); o Worker GRM (focal point contacts, responsibilities, filing procedures, grievance log, reporting on the status); o Contractor Management; o Roles and responsibilities on LMP/OHS implementation and monitoring.
Responsibilities	AS/PMU