

DRAFT GUIDANCE NOTE* on SAFEGUARDS IMPLEMENTATION DURING THE COVID-19 PANDEMIC

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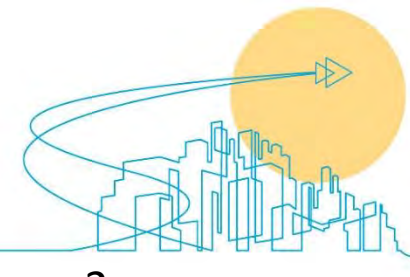
* *undergoing revision*

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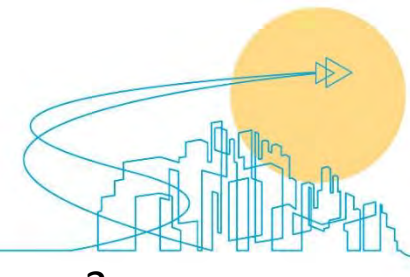
Background and Need for the Guidance Note (GN)

- ADB operations have had to undergo unprecedented and dramatic changes and adjustments because of risks and restrictions related to COVID-19
- Only 10% of staff are working in the ADB Headquarters in Manila. 90% are working from home
- All mission travel of HQ staff have been postponed until further notice
- Most of the 40 RMs are closed and RM staff are working from home
- International travel is highly restricted
- National/local travel is restricted in many DMCs



Key Challenges for Safeguards

- Changes in working modality and travel restrictions have brought significant challenges for ADB project teams, EA/IA, project consultants, and contractors to prepare and implement projects including **safeguards**
- Safeguard areas that have been challenged the most are:
 - 1) Public Consultation and Grievance Redress Mechanism
 - 2) Site visits/review and field data collection
 - 3) Information disclosure



PURPOSE OF GUIDANCE NOTE

Serve as an internal guidance for ADB staff. Covers Environment, IR, IP; Projects under preparation and implementation.

Key purposes of the GN are:

- 1) Take stock of challenges being faced while implementing safeguards during the COVID-19 pandemic
- 2) Clarify options for meeting SPS requirements
- 3) Clarify options for documentation under the modified circumstances
- 4) Encourage innovation and alternate methods for achieving safeguards compliance

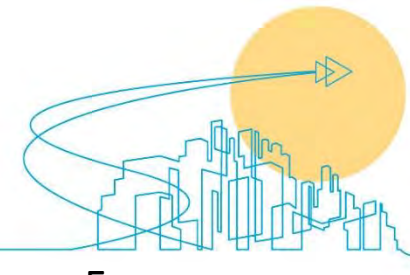


Policy Application

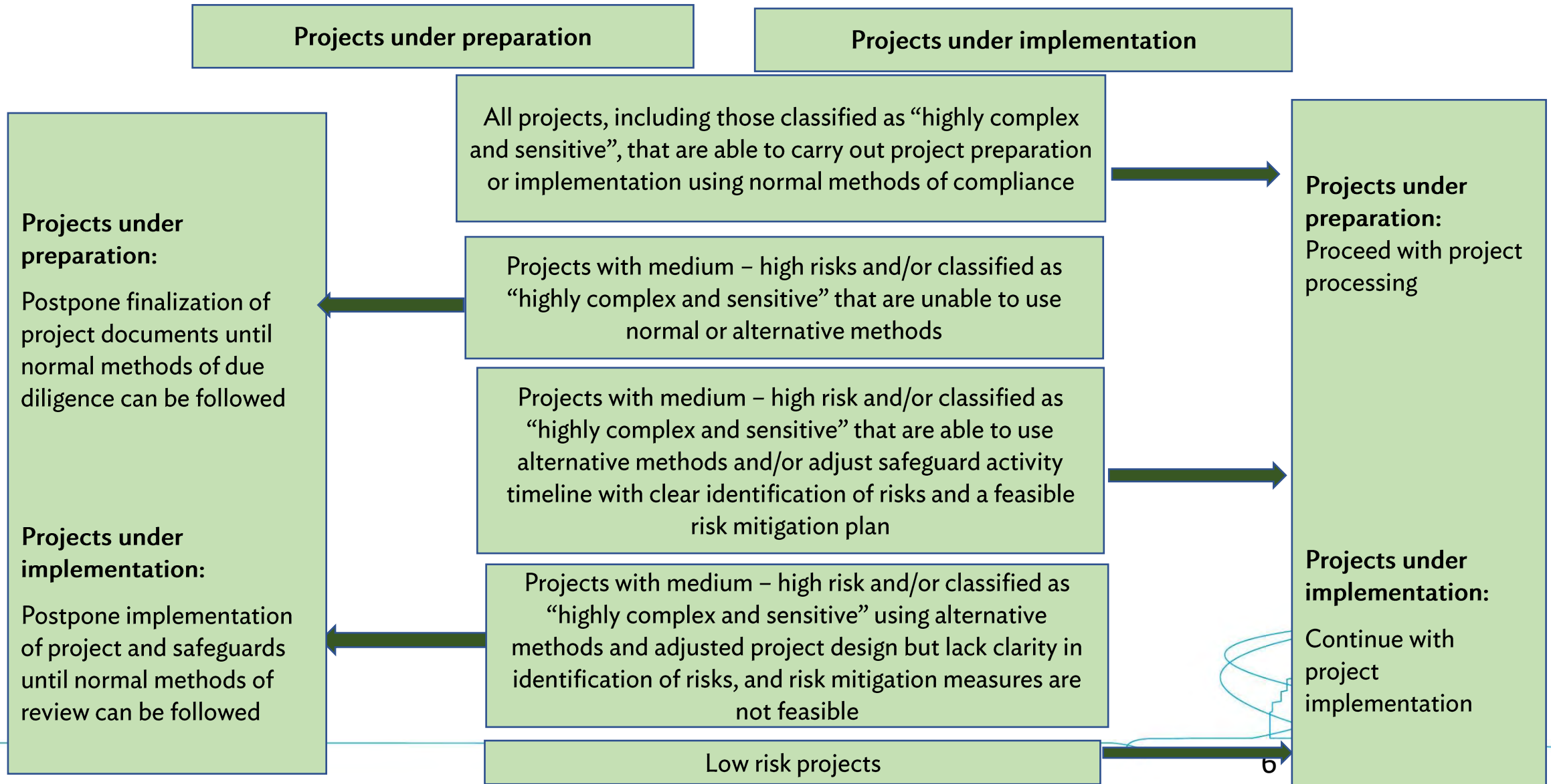
SPS and OM Section F1/OP will be applicable to all ADB-financed and/or ADB-administered projects under preparation or administration despite the COVID-19 situation.

However alternate methods of compliance with the SPS principles, and adjustments in project planning, design and implementation may be made.

All national and local policies and regulations in relation to the three safeguard areas and national/local COVID-19 regulations must be followed.



Risk Based Approach



Risk Criteria

Borrower capacity and Track record

Scale and Sensitivity of Safeguard Impacts

Level and extent of Due Diligence and Surveys possible

Ability to conduct Meaningful consultation

Availability of time and resources

Contextual Risks, Legacy issues

Ability to disclose information

Others

Risk assessment must be comprehensive and clearly documented

Key Challenge Area: Site visits and data collection

Challenges	Recommended alternate approaches (non-exhaustive)
<p>Inability to visit project site by consultants, EA/IA; need for physical distancing; avoid gatherings; frequent sanitizing; other COVID-19 safety protocols</p>	<ul style="list-style-type: none">- Use online information sources, tools- Use of digital platforms, tools or apps to conduct surveys- Conduct teleconference or video conference- Conduct asset inventory and measurements following relevant COVID-19 safety protocols- Maximize inputs of local consultants- Collect site information through photographs, video recording, drones etc. Analyse data later- Engage local organizations, community groups based at the project site- Adjust project preparation and implementation timeline to allow for selected field data collection/verification to be carried out after project approval, before contract award or before construction. Only for low-medium risk projects- In high risk projects project teams need to make judgement whether adequate data can be collected on time. SDSS can be consulted

Key Challenge Area: Public consultation and Grievance Redress

Challenge	Recommended alternate approaches (non-exhaustive)
Face to face consultation is not possible for most projects; meetings in groups or large gatherings is not possible;	<ul style="list-style-type: none">- Stakeholder engagement plan using alternate methods of communication using ICT- Assess community/stakeholder access to ICT resources- Video-conferencing/tele-conferencing- Social media platforms and group chats- Where meetings and small gatherings are allowed follow COVID-19 safety protocols- One on one telephone or video calls to resolve grievances.- Convene face to face meeting only if absolutely necessary

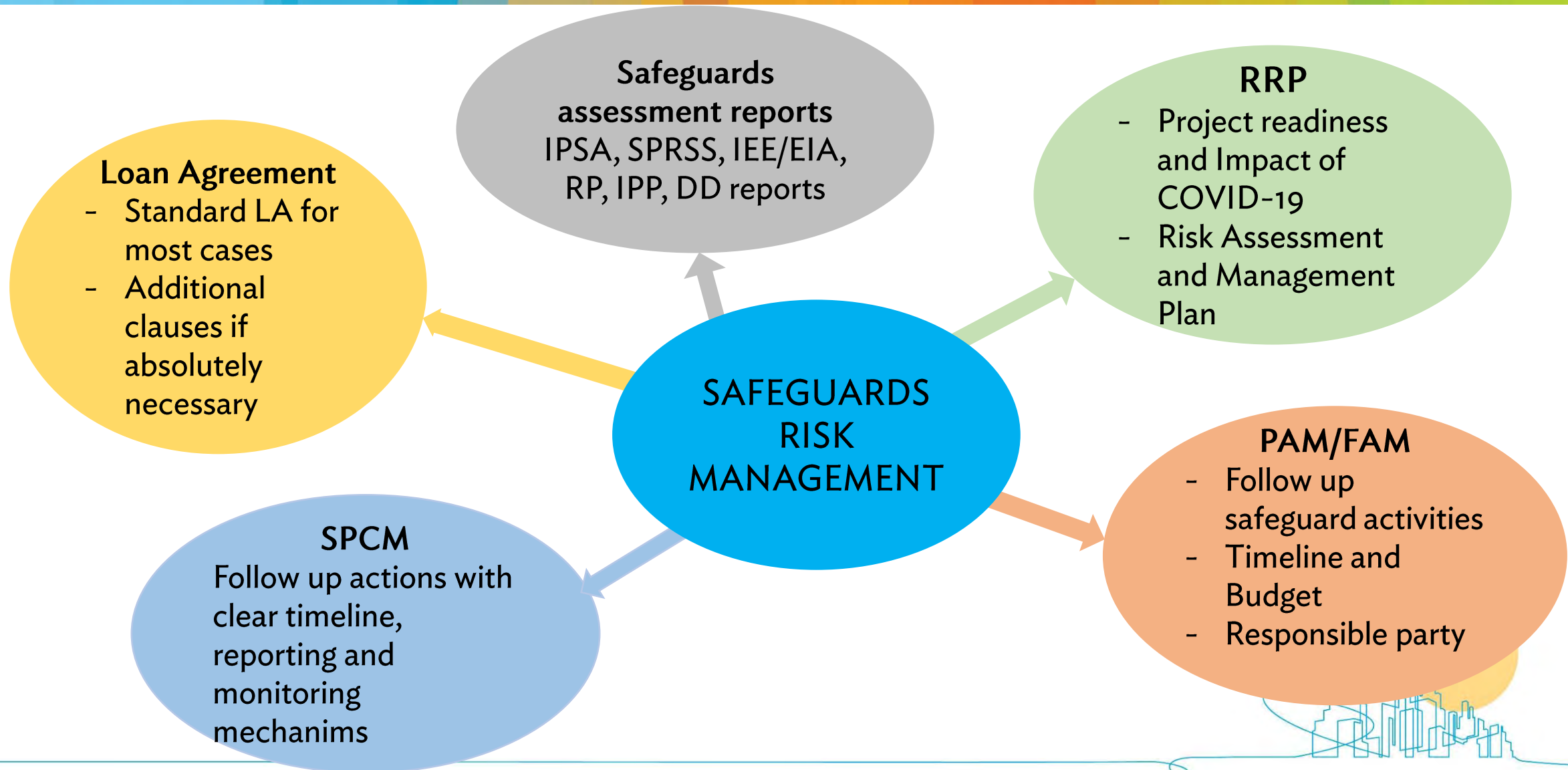
Key Challenge Area: Information Disclosure

Challenge	Recommended alternate approaches (non-exhaustive)
Unable to disclose project information and safeguards issues through meetings; EA/IA unable to prepare safeguards monitoring reports for disclosure on ADB website	<ul style="list-style-type: none">- Share project information through local media (radio, tv, newspaper, interactive websites etc.)- Distribute soft and/or hard copy of information leaflets on the project- Install signboards with project information near the project site- Increase inputs of national consultants to conduct safeguards review and prepare safeguards monitoring reports- If local travel is not possible engage local consultants, local community groups or local organizations based in the project area to conduct site monitoring and provide inputs to safeguard monitoring reports- For projects with limited or no construction works ongoing a simple and brief safeguards monitoring report maybe prepared by the EA/IA and submitted to ADB

Staff participation in Missions

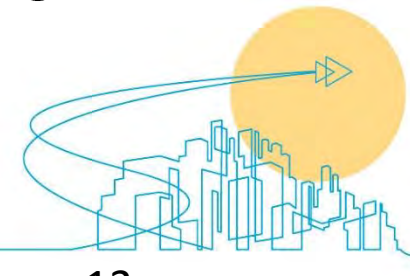
Challenge	Recommended alternate method
<p>All mission travel of HQ staff have been postponed; Most RM staff are unable to conduct site visits</p>	<ul style="list-style-type: none">- Where RM staff can travel, HQ staff may request RM staff to represent them- Where RM staff cannot travel, staff consultants from the project site maybe recruited to represent HQ staff or RM staff. Close guidance must be provided by the respective ADB staff- ADB staff may participate in virtual public consultations/missions.- Virtual review missions. Project teams may send list of information required (including photos/vidoes of project site) from the EA/IA ahead of the mission. Project teams may follow up on specific information required after the mission- Where feasible project teams may recruit staff consultant to conduct review missions on behalf of the ADB project team

Documentation Requirements



COVID-19 Health and Safety for ADB Staff and Consultants

- Two Guidance have been issued; (i) for EA/IA and (ii) Internally jointly issued with PPF to Guide project preparation and implementation.
- Follow International standard COVID-19 Health and Safety Protocols
- Comply with National/local COVID-19 regulations
- Prepare project level COVID-19 Health and Safety Protocols for Staff and Consultants prior to, during and after visiting Project Sites and Convening meetings (Include contact tracing, quarantine, monitoring, documentation etc.)
- Dynamically assess risks of carrying out site visits and meetings. Is it worth the risk?



Resource Implications

Additional financial resources maybe required for: PPE, ICT resources, physical distancing requirements, recruiting local consultants/local organizations/community based organizations

Projects under preparation

- Include additional time and resources in TOR of consultants
- Ensure adequate time and budget has been allocated for Projects using alternate methods and adjusted project design

Projects under implementation

- Issue V.O for existing consultants
- Prepare scope change memo (if necessary)

Discuss with EA/IA and agree on additional resource needs and adjustments in Project timeline



THANK YOU!

QUESTIONS?

