

Bhutan for Life
Environmental and Social Management Plan for Nature Conservation Division for
January 2024 - June 2025

1. Introduction

1.1 Project Background

The Bhutan for Life (BFL) project aims to ensure a robust network of Protected Areas (PAs) and Biological Corridors (BCs) that secure human well-being, biodiversity conservation and increase climate resilience in Bhutan. The project shall sustain for 14-years, in this duration an immediate improvement to the management of Bhutan's protected areas for climate resilience and biodiversity gains are sought. Meanwhile the country would gradually ratchet up its own financing resources.

BFL seeks to achieve the following objectives:

- Help Bhutan remain carbon neutral by increasing forest and vegetative cover within the Protected Area System;
- Enhance the socio-economic wellbeing of communities in the vicinity of the PAS through climate-informed natural resources management;
- Maintain stable, thriving, and diverse populations of key species contributing toward national and global biodiversity goals; and
- Strengthen organizational, institutional, and financial capacity for effective management of PAS. BFL includes five components that reflect these goals, divided into 16 milestones (or outputs) and over 80 detailed activities.

1.2 Scope of ESMP

The preparation of this Environmental and Social Management Plan (ESMP) was deemed necessary in order to manage the environmental and social impacts. The mitigation actions required to implement the project was in accordance with the requirements of WWF's Social Safeguards Integrated Policies and Procedures (SIPP), the project's Environmental and Social Management Framework (ESMF), and the applicable national legislation and regulations.

The ESMP provides an overview of the environmental and social baseline conditions on the routes of the proposed second segment of the project, summarizes the potential impacts associated with the proposed activities and sets out the management measures required to mitigate any potential negative impacts.

This ESMP will be implemented by BFL focal person in each park authority (PA) and biological corridor (BC), and by the contractor to be commissioned by each PA/BC for the project.

1.3 Purpose of ESMP

This site-specific ESMP is a project-specific source document detailing the environmental and social protection requirements to mitigate and minimize the adverse impacts. The ESMP's primary purpose is to ensure that the environmental requirements and social commitments associated with the project are carried forward into implementation and operational phases of the project and are effectively managed. The specific objectives of this ESMP are as hereunder:

- Minimizing any adverse environmental, social and health impacts resulting from the project activities;

- Conducting all project activities in accordance with the relevant RGoB Laws and WWF's safeguard operational policies and guidelines;
- Preventing environmental degradation as a result of either individual subprojects or their cumulative effects;
- Enhancing the positive environmental and social outcomes of project activities;
- Ensuring that the proposed mitigation measures are feasible and cost-efficient;
- Providing an Action Plan to ensure that the project impact mitigation measures are properly implemented and monitored; and
- Ensuring that all stakeholders are engaged in the project activities' preparation and implementation, and their concerns are fully addressed.

1.4 Applicable law, policies, and regulation

This ESMP is developed in strict adherence and compliance to the guidelines set forth in BFL's ESMF.

Applicable RGoB laws and policies include the Constitution of the Kingdom of Bhutan, 2008; legislation on land and moveable property (Land Act of Bhutan 2007; Land Rules, 2007; The Moveable Cultural Property act of Bhutan, 2005); legislation and regulations on forests and protected areas (National Environment Protection Act, 2007; Forest and Nature Conservation Act of Bhutan, 1995; Forest and Nature Conservation Rules and Regulations of Bhutan, 2017; National Forest Policy, 2011); legislation on water and waste prevention (Water Act of Bhutan, 2011; Waste Prevention and Management Act, 2009); legislative requirements on environmental assessment (Environmental Assessment Act, 2000 and Regulations on the Environmental Clearance of Projects, 2001); and other relevant laws (The Local Government Act of Bhutan, 2009; Livestock Act of Bhutan, 2001; The Biodiversity Act of Bhutan, 2003; The Pesticides Act of Bhutan, 2000; The Penal Code of Bhutan, 2004; National Access and Benefit Sharing (ABS) Policy (Draft), 2014), and Local Government Act of Bhutan, 2009.

WWF's safeguards policies that are relevant to this project are as follows:

- Policy on Environment and Social Risk Management;
- Policy on Protection of Natural Habitats;
- Policy on Involuntary Resettlement; Policy on Indigenous Peoples;
- Standard on Pest Management;
- Policy on Accountability and Grievance System;
- Standard on Physical Cultural Resources;
- General standards on both occupational and community health and safety and energy efficiency.

In general, RGoB's laws, policies, and guidelines are in line with the WWF's environmental and social safeguards requirements. However, there are a few differences between the two systems. Regarding environmental impacts, there are no direct contradictions between the RGoB laws and regulations and the WWF's SIPP, but the requirement of the latter is more extensive. All project activities should fully comply both with the RGoBs Regulations on the Environmental Clearance of Projects, and with the procedures and mitigation measures prescribed in this ESMF. In case the WWF's SIPP requirements turn out to be extensive, strict, or detailed compared to RGoB legislation and policies, the former will apply to all project activities.

Regarding social impacts, the status of non-title holders and informal land use, and the commitment to participatory decision-making processes conclude the primary discrepancies between the RGoB laws and regulations and the WWF's SIPP. First, according to the WWF's SIPP, all users of land and natural resources (including people that lack any formal legal ownership title or usage rights) are eligible to some form of assistance or compensation if the project adversely affects their livelihoods. The RGoB laws only recognize the eligibility of land owners or formal users to receive compensation in such cases. Second, the WWF's SIPP require extensive community consultations during the project in order to develop various safeguards documents. RGoB legislation does not include three requirements reflected in SIPP. For the purpose of the BFL project, the provisions of the WWF's SIPP shall prevail over the RGoB legislation in all cases of discrepancy.

2. Environmental and Socio-Economic Conditions

Geological and topographical conditions

The Nature Conservation Division (NCD), established in 1992, plays a pivotal role in conserving biological diversity and managing protected areas. NCD operates through four key technical sections. Notably, the Integrated Conservation and Development section focuses on providing emergency treatment for rescued wildlife at the Taba-based wildlife clinic. Additionally, the division oversees the enclosure of rescued wild animals within government-registered land. The office also engages in taxidermy work and manages storage for wild flora and fauna confiscated from illegal traders. Furthermore, NCD is entrusted with the management and enhancement of the Royal Takin Preserve.

The Nature Conservation Division operates from its Taba office, situated within the Thimthrom region. Nestled on approximately 60 decimals of government-registered land, the office finds itself amidst a landscape that balances sparsely populated areas with settlements. The NCD office compound is strategically positioned within a gentle slope, its layout thoughtfully excavated from the terrain. Notably, the wildlife rescue enclosure and taxidermy store lie about 150 meters north of the office. Meanwhile, the Royal Takin Preserve, located in Motithang, falls under the purview of the Divisional Forest Office in Thimphu, overseeing its management and operations. However project for uplifting of the Takin Preserve is being managed by the Chief Forestry Officer of Nature conservation Division.

The Environmental and Social Management Plan (ESMP) encompasses various crucial activities. Firstly, it involves renovating the wildlife taxidermy store to mitigate theft risks, bolstering its security and durability, a strategy supported by the procurement and installation of a shipment container for storing seized items. Additionally, efforts will focus on enhancing the bear enclosure to provide a more suitable habitat for the bears, thereby improving wildlife rescue efforts. Furthermore, the plan includes refurbishing the NCD conference hall by replacing its deteriorated floor with tiles. Moreover, the interior of the Royal Taking Preserve interpretation center will be upgraded to meet information center standards, with plans to expand it to enhance visitor appeal. These activities underscore the ESMP's comprehensive approach to environmental and social management within the project's scope.

3. Planned activities for January 2024 - June 2025

Activity 3.1 Remodeling work for securing wildlife taxidermy store

Budget: Nu. 25,46,450.58

Timeline: January - June, 2024

Location: Nature Conservation Division, Wildlife Conservation Arts and Taxidermy Store. Taba.

The existing storage facility of wild animal parts and specimens of the department as a wildlife taxidermy store in NCD; Taba is very old and weak to protect the items from manmade or natural threats of damage and loss.

The storage facility needed urgent revamp as it is being frequently targeted by perpetrators attempting to steal wildlife (animal specimens) from the store, these are vital assets in archives for reference to conservation researchers, sources of specimens and piece for visitor information center and museum. These are also used as training material for wildlife product ID and taxidermy.

DoFPS has an investment in the collection, preparation and storage of those wildlife parts or specimens that are rare or valuable materials for conservation activities. We therefore propose to secure it from repeated attempts by predators or damage due to natural causes. The activity will be outsourced to a local contractor. The activity includes providing stronger doors, replacing ceiling with metals and securing the windows of the existing office. 5-6 local workers will be employed by the contractors for executing the work and they will use the toilet and water facilities available for the office unit.

Potential social and environmental impacts

There will be very minimal social and environmental impact from this activity as the activity is mainly for the enhancement of existing taxidermy store. The minimal impact is easily manageable within the scope of the work.

Following are some possible common environmental and social impacts foreseen during the implementation of the proposed activities:

- Generation of waste materials from removing of existing structures
- Occupational health and safety of workers

Activity 3.2. Remodeling Work for Wildlife Rescue center and maintenance of Nature Conservation Division (NCD) Office floor

Budget: Nu. 2,600,000.00

Timeline: April 2024 - June, 2024

Location: Wildlife Rescue Center, Nature Conservation Division office, Taba, Thimphu

Remodeling work for wildlife rescue center: There are three bears in the wildlife rescue enclosure at rescue center in Nature Conservation Division, Taba and the cages for these bears are not serving to help them keep warm during winter months. So as a part of this activity, the wildlife rescue center, Nature Conservation Division will be enhancing the bear enclosure den, which will help the bears to stay comfortable during the winter months. This activity will be implemented by the office of the Nature Conservation Division. 2-3 workers will be engaged in enhancing the existing bear enclosure den.

Maintenance work at Nature conservation Office: The conference hall and other two office room in Nature Conservation Division is in need of maintenance since the wooden floor is decayed and broken down in few areas. Further the office conference is critical for any meeting or large gathering discussion in NCD and other two office rooms are used by staffs as working space. Therefore, the office initiated the repair of the floor with concrete tiles with funding support from Bhutan for life. Activity for this activity will be contracted to the contractor through tender processes. Approximately 5 to 7 workers are need to complete this activity within the contact period and the materials need for this activity includes cement, tiles, sand and water. Engagement of the workers will be monitored strictly as per the OHS included in the tender document. The workers will

Potential social and environmental impacts

There is no major social or environmental impact from this activity and those possible impacts are manageable within the scope of the work.

Following are some the possible common environmental and social impacts foreseen during the implementation of the proposed activities:

- Generation of construction waste
- Dust generation
- Noise pollution
- Health and safety of workers

Activity 3.3 Procurement and installation of shipment container for storage of seized items

Budget: Nu. 1,000,000.00

Timeline: January 2024 - June, 2024

Location: Nature Conservation Division office, Taba, Thimphu

Storing and taking care of seized items are vulnerable to theft, and in the past several attempts were made to steal the items. Therefore, for proper storage of those items, BFL will support procuring two numbers of shipment containers (40ftX8ftX8.5ft) and installation at the taxidermy store area.

Supplier should procure and transport container to the site at Taba and installation of the container with raised concrete structure will be carried out by 3-5 temporary workers employed by the contractor.

Installation of shipment container involves the installation of supporting pillars and proper anchoring of the container. Therefore, it involves digging of the soil for supporting pillars and workers safety will installing and doing welding works.

Potential social and environmental impacts

Following are the possible impacts of this activity, and it is also manageable:

- Minor disturbance to the soil through digging holes for supporting pillar
- Occupational health and safety of workers

Activity 3.4 Expansion and interior development of Gallery for Takin Interpretation Center

Budget: Nu. 7,000,000.00

Timeline: July 2024 - December, 2024

Location: Motithang Takin Preserve, Chang, Thimphu

This gallery will be a value addition to the existing structures at Royal Takin Preserve in Motithang, Thimphu. The Interior of the existing hall will be developed and new structure expansion with the existing structure will be constructed. This can provide better facilities to the visitors and it can enhance the returns from the preserve. The expansion work involves the excavation of the structure's foundation and the construction of the structure. Existing workers who are already working on the upliftment of the Royal Takin Preserve will be engaged for the maintenance work.

Construction waste materials, waste from labour camps and the health and safety of the workers will be given priority to mitigate the impact to the environment and society.

Potential social and environmental impacts

Following are the possible impacts of this activity, and it is also manageable:

- Minor disturbance to the soil through foundation excavation
- Construction material waste
 - Occupational health and safety of workers

4. Mitigation Measures for Environmental and Social Impacts

Potential impacts to the environment and society along with the mitigating measures are listed below in the table:

Potential impact	Impact scale	Proposed mitigation measures	Responsible Party	Costs (million)
Activity 1: Remodeling work for securing wildlife taxidermy store				Nu. 25,46,450.58
1.Generation of waste materials from removing of existing structures	Short term minor	<ul style="list-style-type: none"> ● Dumping of waste on the sides of the road, on private land, or in other non- designated places should be prohibited; ● Collection, transportation and final disposal of all waste to designated waste ● disposal site will be undertaken regularly 	Nature Conservation Division	To be part of the activity cost
2. Health and safety of the workers	Short term minor	<ul style="list-style-type: none"> ● Comply with worker’s health safety guidelines ● Ensure decent work conditions, including an appropriate salary, working hours, accommodation and other essential amenities as per the Operational Health and Safety Guidelines are available for workers. ● Access to health facilities for the workers pre and during construction activities need to be available ● Ensure first aid kit is available at construction site all the time 	Contractor and Nature Conservation Division offices	To be part of the activity cost
Activity 2: Maintenance and Remodeling Work for Wildlife Rescue center and Nature Conservation Office.				Nu. 2,600,000.00
1. Generation of construction waste	Short term minor	<ul style="list-style-type: none"> ● Identification and segregation of the different waste types at the activity site. ● Proper containers/waste bins should be provided at the activity site; ● Dumping of waste on the sides of the road, on private land, or in other non- designated places should be prohibited; ● Collection, transportation and final disposal of all waste to designated waste disposal site will be undertaken regularly 	Contractor and Nature Conservation Division offices	To be included in the bidding document

2. Dust generation	Short term minor	<p>Pre-construction:</p> <ul style="list-style-type: none"> ● requirements to limit emissions should be included in the bidding documents, as a precondition for the contractor's selection <p>During Construction:</p> <ul style="list-style-type: none"> ● Construction materials should be stored in appropriate and covered places to minimize dust; ● Vehicle loads likely to emit dust need to be covered; ● Workers should wear protective masks if dust appears; 	Contractor and Nature Conservation Division offices	-
3. Noise pollution	Short term minor	<p>Pre-construction:</p> <ul style="list-style-type: none"> ● Requirements to limit noise pollution should be included in the bidding documents, as a precondition for the contractor's selection ● Noise screening at construction site as part of bidding document <p>During the construction:</p> <ul style="list-style-type: none"> ● The construction work should not be permitted during the nights, the operations on site shall be restricted to the hours 7am - 7pm ● Vehicles that are excessively noisy shall not be operated until corrective measures have been taken; ● Earplugs and protecting devices shall be provided to workers on site if necessary; and 	Contractor and Nature Conservation Division offices	To be included in the bidding document
4. Worker's health and safety	Short term minor	<ul style="list-style-type: none"> ● Comply with the BFL's occupational health and safety guidelines; ● Ensure that no underage workers, or children are engaged; ● Ensure decent work conditions, including an appropriate salary, working hours, accommodation and food for workers shall be provided to all workers; ● Ensure that workers are employed on the principle of equal opportunity and fair treatment, and there is no discrimination with respect to any aspects of the employment relationship, such as recruitment and hiring and ● Make the workers aware of the Grievance Redressal Mechanism and Implement a grievance redressal mechanism for workers 	Contractor and Nature Conservation Division offices	To be included in the bidding document

Activity 3: Procurement and installation of shipment container for storage of seized items.				Nu. 1,000,000.00
1. Minor disturbance to the soil through digging holes for supporting pillar	Short term minor	<ul style="list-style-type: none"> • Soil excavated while preparing the landscape should be disposed in the designated dumping site if in large quantity. • If the quantity is small the excavated soil should be lay out evenly across the landscape 	Contractor and Nature Conservation Division offices	To be included in the bidding document
2. Worker's health and safety	Short term minor	<ul style="list-style-type: none"> • Comply with worker's health safety guidelines • Ensure decent work conditions, including an appropriate salary, working hours, accommodation and other essential amenities as per the Operational Health and Safety Guidelines are available for workers. • Access to health facilities for the workers pre and during construction activities need to be available. • Ensure first aid kit is available at construction site all the time • Make the workers aware of the Grievance Redressal Mechanism and Implement a grievance redressal mechanism for workers 		To be part of the activity cost
Activity 4: Expansion and interior development of Gallery for Takin Interpretation Center.				Nu. 7,000,000.00
1. Minor disturbance to the soil through foundation excavation	Short term minor	<ul style="list-style-type: none"> • Excavated soil while operating the site and foundation layout should be disposed in the proposing dumping designated site. 	Contractor and Nature Conservation Division offices	
2. Construction material waste	Short term minor	<ul style="list-style-type: none"> • Identification of the different waste types at the project site (soil, asphalt, food, etc.) • Ensure that camps are located away from existing stream, river, or water sources, and that no discharge from camps is made into nearby water bodies. • Proper containers/waste bins should be provided at the project site; • Dumping of waste on the sides of the road, on private land, or in other non- designated places should be prohibited; • Dumping waste shall be prohibited on fragile slopes, forests, religious or other culturally sensitive areas or areas where livelihood is derived; • Collection, transportation and final disposal of all waste should be 		To be incorporated in the budding document

		<p>undertaken regularly on a weekly basis;</p> <ul style="list-style-type: none"> • All construction materials should be covered during the transportation to avoid waste dispersion; 		
3. Health and safety of the workers	Short term minor	<ul style="list-style-type: none"> • Comply with the BFL's occupational health and safety guidelines; • Ensure regular health screening for the workers pre and during construction activities. • Ensure that no underage workers, or children are engaged; • Ensure decent work conditions, including an appropriate salary, working hours, accommodation and food for workers shall be provided to all workers; • Ensure that workers are employed on the principle of equal opportunity and fair treatment, and there is no discrimination with respect to any aspects of the employment relationship, such as recruitment and hiring • Make the workers aware of the Grievance Redressal Mechanism and Implement a grievance redressal mechanism for workers 	Contractor and Nature Conservation Division offices	To be embedded in the contract document

5. ESMP Implementation arrangements

Nature Conservation Division will implement these four activities identified and will be responsible for the compliance of all procedures outlined in this ESMP, as well as compliance with any requirements to obtain clearances, permits, approvals, or consent documents from relevant authorities and stakeholders.

This ESMP should be part of the contract that the office of Nature Conservation Division will sign with the Contractor(s) for implementation of the planned activities. The Contractor/Worker is obligated to perform all proposed preventive or mitigation environmental and social measures in this plan and to keep the evidence of any documents related to applying these measures. The Contractor should organize an OHS information session for all workers prior to the start of the project activities and prior any specific tasks with high health risks.

The office of Nature Conservation Division should monitor the implementation of proposed measures by the Contractor and site managers with physical checking, reviewing the records of evidence that the measures have been applied and ask the contractor to apply the measures as soon as possible. Non-compliances should be recorded and the Report on any non-compliances should be reported to the ESS officer immediately, and the ESS officer will report it to the PCU (M&E Officer). Each non-compliance to the guidelines should be resolved with appropriate measures and the evidence should be maintained.

Disbursement of project funds to the Contractors will be contingent upon their full compliance with the safeguard's requirements.

6.ESMP monitoring arrangements

The BFL focal person of NCD will closely monitor the implementation of all planned activity and the required mitigation measures and ensure that they fully comply with this ESMP. The terms and conditions included in the environment clearances issued by RGoB's national authorities wherever and whenever required must be strictly followed. NCD is fully responsible for the compliance of all external contractors and service providers with the safeguard requirements outlined in the OHS annexed.

The monitoring of activities under this ESMP will be carried out in the following manner:

SI #	Activities	Monitoring team	Timeline		Location	Means of Verification
			Start	Complete		
1	Remodeling work for securing wildlife taxidermy store	BFL Focal	February, 2024	March, 2024	Taba	Field visit report
		ESS focal	April 2024			
2	Maintenance and Remodeling Work for Wildlife Rescue center and Nature Conservation Office	BFL Focal	March 2024	March 2024	Taba	Field visit report
		ESS focal	April 2024			

3	Procurement and installation of shipment container for storage of seized items	BFL Focal	August 2024	September 2024	Taba	Field visit report
		ESS focal	November 2024			
4	Expansion and interior development of Gallery for Takin Interpretation Center	BFL Focal	October 2024	November 2024	Motithang	Field visit report
		ESS focal	November 2024			

Monitoring by ESS Focal officer at PCU:

- Monitoring through photographic/video evidence submitted by the IAs during the implementation as per the given dateline in the table above;
- Reports by ESS officer to BFL Fund Secretariat - Semi-annual report submitted to the BFL Fund Secretariat.
- Bi-annual reports of the Secretariat to WWF US (as part of mid-year and final Annual Performance Reports).

6. Capacity Need and Budget

Activities under this ESMP will be implemented by the BFL focal person, supervising extension staff, and/or a contractor that will employ workers as mentioned in the contract agreement. The budget for each of the activities is:

Sl. No.	Activity	Amount (Nu.)	Budget for ESS mitigation
1	Remodeling work for securing wildlife taxidermy store	25,46,450.58	<i>To be included in the activity cost</i>
2	Maintenance and Remodeling Work for Wildlife Rescue center and Nature Conservation Office floor	2,600,000.00	
3	Procurement and installation of shipment container for storage of seized items	1,000,000.00	
4	Expansion and interior development of Gallery for Takin Interpretation Center	7,000,000.00	
Total		13,146,450.58	

7. Consultation and Disclosure Mechanisms

These activities will all happen at the already identified government land belonging to the Department, and all necessary mitigation measures with regard to the projected environmental and social impacts taken into consideration.

The full English version of this ESMP, as well as an executive summary in Bhutanese, shall be disclosed/uploaded on the website of MoENR, BFL and WWF, Bhutan Program. The hard copies of the ESMP would be made available at the Nature Conservation Division, PA Management Office and at the PCU Office.

8. Stakeholder engagement plan

All necessary administrative and technical approvals from the Department of Forests and Park Services, National Environment Commission and clearances from respective agencies will be diligently pursued for all activities undertaken. The Department of Infrastructure and Development, overseen by the Ministry of Infrastructure and Transport, stands as a crucial stakeholder, actively involved in the design, cost estimation, tendering, and monitoring phases of project execution, aligning with tender specifications.

Internal consultations within the staff ensure the appointment of an activity implementation focal person and an appointed activity lead, facilitating smooth execution.

9. Grievance Redressal Mechanisms

This ESMP and its mitigation measures are required to be disclosed to communities for 30 days prior to the start of implementation of activities.

In addition, the BFL focal point is responsible for making local communities aware of the grievance mechanisms: the BFL-specific grievance mechanism, WWF's Grievance Mechanism, and the GCF Independent Review Mechanism.

BFL-specific Grievance Mechanism

A grievance redressal mechanism (GRM) is in place to address any grievances arising from the implementation of BFL activities, on resources, non-performances of project obligation including safeguards, violation of law and/or corruption, project governance and implementation, fair access and benefit sharing, stakeholder engagement, labor-related issues and incidents, gender related issues and others.

If the stakeholders have any grievances related to the BLF project they can report their grievances via letter, phone call or verbally to nearby gewog or forest offices. The report can also be sent to the BFL PCU office or WWF office. The specific brochure for the GRM is attached in the annexure for any grievance related to implementation of the project activities.

WWF Grievance Mechanism

A grievance can be filed with the Project Complaints Officer (PCO), a WWF staff member fully independent from the Project Team, who is responsible for the WWF Grievance Mechanism and who can be reached at:

Email: SafeguardsComplaint@wwfus.org

Mailing address:

Project Complaints Officer
Safeguards Complaints,
World Wildlife Fund
1250 24th Street NW
Washington, DC 20037

Stakeholders may also submit a complaint online through an independent third-party platform at <https://secure.ethicspoint.com/domain/media/en/gui/59041/index.html>

GCF Independent Review Mechanism

The Independent Review Mechanism (IRM) provides recourse to those affected or who may be affected by GCF projects. Complainants can find information on filing a complaint and proceed to file a complaint on the GCF IRM website: <https://irm.greenclimate.fund/case-register/file-complaint>.

Annexure 1

BFL: Suggested Occupational Health and Safety Standards

Employers and supervisors are obliged to implement all reasonable precautions to protect the health and safety of workers. Implementing entities should hire contractors that have the technical capability to manage the occupational health and safety issues of their workers, extending the application of the hazard management activities through formal procurement agreements.

This section provides guidance and examples of reasonable precautions to implement in managing principal risks to occupational health and safety. It is based on the IFC's Environmental, Health, and Safety Guidelines (April 30, 2007) and the Occupational Health and Safety Guidelines of Bhutan's Construction Development Corporation Ltd., which relies on the national Regulation on Occupational Health, Safety and Welfare 2012, Regulation on Working Conditions 2012 and Labour Act 2007, and in compliance to Sl. No. 21 of Regulation on Occupational Health, Safety and Welfare 2012.

1. General Facility Design and Operation

Integrity of Workplace Structures.

Permanent and recurrent places of work should be designed and equipped to protect occupational health and safety:

- Surfaces, structures and installations should be easy to clean and maintain, and not allow for accumulation of hazardous compounds.
- Buildings should be structurally safe, provide appropriate protection against the climate, and have acceptable light and noise conditions.
- Fire resistant, noise-absorbing materials should, to the extent feasible, be used for cladding on ceilings and walls.
- Floors should be level, even, and non-skid.
- Heavy oscillating, rotating or alternating equipment should be located in dedicated buildings or structurally isolated sections.

Severe Weather and Facility Shutdown

- Workplace structures should be designed and constructed to withstand the expected elements for the region and have an area designated for safe refuge (e.g., in case of earthquake).

Workspace and Exit

- The space provided for each worker, and in total, should be adequate for safe execution of all activities, including transport and interim storage of materials and products.

Fire Precautions

The workplace should be designed to prevent the start of fires through the implementation of fire codes applicable to industrial settings. Other essential measures include:

- The workplace shall be provided with adequate means of protection and escape in case of fire.
- The workplace shall be provided with adequate number of relevant fire extinguishers.
- Workers shall wear shoes without iron or steel nails or any other exposed ferrous materials which is likely to cause sparks by friction.
- Smoking, lightening, or carrying of matches, lighters or smoking materials shall be prohibited.
- All other precautions, as are reasonably practicable, shall be taken to prevent initiation of ignition from all other possible sources such as open flames, frictional sparks, overheated surfaces of machinery or plant, chemical or physical, chemical reaction and radiant heat.
- At every workplace adequate provision of water supply for firefighting shall be provided and maintained.
- Equipping facilities with firefighting equipment (e.g., fire extinguishing bottle). The equipment should be maintained in good working order and be readily accessible. It should be adequate for the dimensions and use of the premises, equipment installed, physical and chemical properties of substances present, and the maximum number of people present.
- Manual firefighting equipment shall be easily accessible and simple to use.
- Fire extinguishers and emergency alarm systems that are both audible and visible should be in place.

Lavatories and Showers

- Adequate lavatory facilities (toilets and washing areas) should be provided for the number of people expected to work in the facility (at least one for every 20 workers). Toilet facilities should also be provided with adequate supplies of hot and cold running water and soap.

Potable Water Supply

- Adequate supplies of potable drinking water should be provided to workers at the work site.

Clean Eating Area

- Where there is potential for exposure to substances poisonous by ingestion, suitable arrangements are to be made for provision of clean eating areas where workers are not exposed to the hazardous or noxious substances.

Lighting

- Workplaces should, to the degree feasible, receive natural light and be supplemented with sufficient artificial illumination to promote workers' safety and health, and enable safe equipment operation. Supplemental 'task lighting' may be required where specific visual acuity requirements should be met.
- Emergency lighting of adequate intensity should be installed upon failure of the principal artificial light source to ensure safe shut-down, evacuation, etc.

Safe Access

- Passageways for pedestrians and vehicles within and outside buildings should be segregated and provide for easy, safe, and appropriate access.
- Equipment and installations requiring servicing, inspection, and/or cleaning should have unobstructed, unrestricted, and ready access.
- Covers should, if feasible, be installed to protect against falling items.
- Measures to prevent unauthorized access to dangerous areas should be in place.

First Aid

- The employer should ensure that qualified first-aid can be provided at all times. A sufficient number of first aid boxes or cupboards shall be provided and maintained so as to be readily available during all working hours, provided that the distance of the nearest first aid box or a cupboard stall be not more than 200m from any working place.
- First aid kits include all equipment outlined in Annex 1 to these Guidelines.
- Remote sites should have written emergency procedures in place for dealing with cases of trauma or serious illness up to the point at which patient care can be transferred to an appropriate medical facility.

Work Uniform

- The contractor shall provide a working uniform to each worker.
- All workers shall be required to attend the duty in proper uniform unless otherwise instructed by the Contractor.

Air Supply

- Sufficient fresh air should be supplied for indoor and confined workspaces. Factors to be considered in ventilation design include physical activity, substances in use, and process related emissions. Air distribution systems should be designed so as not to expose workers to draughts.
- Re-circulation of contaminated air is not acceptable. Heating, ventilation and air conditioning (HVAC) systems should be equipped, maintained and operated so as to prevent growth and spreading of disease agents (e.g. Legionella pneumophila) or breeding of vectors (e.g. mosquitoes and flies) of public health concern.

2. Information Provision on Occupational Health and Safety (OHS)

- The Contractor is responsible to hold an information session to familiarize all workers with the OHS procedures specified in these guidelines, in order to ensure they are apprised of the basic site rules of work at / on the site and of personal protection and preventing injury to fellow workers.
- The information session should consist of basic hazard awareness, site-specific hazards, safe work practices, and emergency procedures for fire, evacuation, and natural disaster, as appropriate. Any site-specific hazard or color coding in use should be thoroughly reviewed as part of orientation training.

3. Physical Hazards

- Physical hazards represent potential for accident or injury or illness due to repetitive exposure to mechanical action or work activity.

Rotating and Moving Equipment

Injury or death can occur from being trapped, entangled, or struck by machinery parts due

to unexpected starting of equipment or unobvious movement during operations.

Recommended protective measures include:

- Designing machines to eliminate trap hazards and ensuring that extremities are kept out of harm's way under normal operating conditions. Examples of proper design considerations include two-hand operated machines to prevent amputations or the availability of emergency stops dedicated to the machine and placed in strategic locations.
- Where a machine or equipment has an exposed moving part or exposed pinch point that may endanger the safety of any worker, the machine or equipment should be equipped with, and protected by, a guard or other device that prevents access to the moving part or pinch point. Guards should be designed and installed in conformance with appropriate machine safety standards.

Noise

- No worker should be exposed to a noise level greater than 85 dB(A) for a duration of more than 8 hours per day without hearing protection. In addition, no unprotected ear should be exposed to a peak sound pressure level (instantaneous) of more than 140 dB(C).
- The use of hearing protection should be enforced actively when the equivalent sound level over 8 hours reaches 85 dB(A), the peak sound levels reach 140 dB(C), or the average maximum sound level reaches 110dB(A). Hearing protective devices provided should be capable of reducing sound levels at the ear to at least 85 dB(A).
- Although hearing protection is preferred for any period of noise exposure in excess of 85 dB(A), an equivalent level of protection can be obtained, but less easily managed, by limiting the duration of noise exposure. For every 3 dB(A) increase in sound levels, the 'allowed' exposure period or duration should be reduced by 50 percent.
- Prior to the issuance of hearing protective devices as the final control mechanism, use of acoustic insulating materials, isolation of the noise source, and other engineering controls should be investigated and implemented, where feasible.
- Periodic medical hearing checks should be performed on workers exposed to high noise levels.

Vibration

Exposure to hand-arm vibration from equipment such as hand and power tools, or whole-body vibrations from surfaces on which the worker stands or sits, should be controlled through choice of equipment, installation of vibration dampening pads or devices, and limiting the duration of exposure.

Electrical

Exposed or faulty electrical devices, such as circuit breakers, panels, cables, cords and hand tools, can pose a serious risk to workers. Overhead wires can be struck by metal devices, such as poles or ladders, and by vehicles with metal booms. Vehicles or grounded metal objects brought into close proximity with overhead wires can result in arcing between the wires and the object, without actual contact. Recommended actions include:

- Marking all energized electrical devices and lines with warning signs
- Locking out (de-charging and leaving open with a controlled locking device) and tagging-out (warning sign placed on the lock) devices during service or maintenance
- Checking all electrical cords, cables, and hand power tools for frayed or exposed

cords and following manufacturer recommendations for maximum permitted operating voltage of the portable hand tools

- Double insulating / grounding all electrical equipment used in environments that are, or may become, wet; using equipment with ground fault interrupter (GFI) protected circuits
- Protecting power cords and extension cords against damage from traffic by shielding or suspending above traffic areas
- Appropriate labeling of service rooms housing high voltage equipment ('electrical hazard') and where entry is controlled or prohibited
- Establishing "No Approach" zones around or under high voltage power lines
- Rubber tired construction or other vehicles that come into direct contact with, or arcing between, high voltage wires may need to be taken out of service for periods of 48 hours and have the tires replaced to prevent catastrophic tire and wheel assembly failure, potentially causing serious injury or death
- Conducting detailed identification and marking of all buried electrical wiring prior to any excavation work

Eye Hazards

Solid particles from a wide variety of industrial operations, and/or a liquid chemical spray may strike a worker in the eye causing an eye injury or permanent blindness. Recommended measures include:

- Use of machine guards or splash shields and/or face and eye protection devices, such as safety glasses with side shields, goggles, and/or a full-face shield. Frequent checks of these types of equipment prior to use to ensure mechanical integrity is also good practice.
- Where machine or work fragments could present a hazard to transient workers or passers-by, extra area guarding or proximity restricting systems should be implemented, or PPE required for transients and visitors.
- Provisions should be made for persons who have to wear prescription glasses either through the use overglasses or prescription hardened glasses.

Welding / Hot Work

Welding creates an extremely bright and intense light that may seriously injure a worker's eyesight. In extreme cases, blindness may result. Additionally, welding may produce noxious fumes to which prolonged exposure can cause serious chronic diseases. Recommended measures include:

- Provision of proper eye protection such as welder goggles and/or a full-face eye shield for all personnel involved in, or assisting, welding operations. Additional methods may include the use of welding barrier screens around the specific work station (a solid piece of light metal, canvas, or plywood designed to block welding light from others). Devices to extract and remove noxious fumes at the source may also be required.

Working Environment Temperature

Exposure to hot or cold working conditions in indoor or outdoor environments can result temperature stress-related injury or death. Use of personal protective equipment (PPE) to protect against other occupational hazards can accentuate and aggravate heat-related illnesses. Extreme temperatures in permanent work environments should be avoided through implementation of engineering controls and ventilation. Where this is not possible, such as

during short-term outdoor work, temperature-related stress management procedures should be implemented which include:

- Monitoring weather forecasts for outdoor work to provide advance warning of extreme weather and scheduling work accordingly
- Providing temporary shelters to protect against the elements during working activities or for use as rest areas
- Use of protective clothing
- Providing easy access to adequate hydration such as drinking water or electrolyte drinks, and avoiding consumption of alcoholic beverages

Ergonomics, Repetitive Motion, Manual Handling

Injuries due to ergonomic factors, such as repetitive motion, overexertion, and manual handling, take prolonged and repeated exposures to develop, and typically require periods of weeks to months for recovery. These OHS problems should be minimized or eliminated to maintain a productive workplace. Controls may include:

- Facility and workstation design with 5th to 95th percentile operational and maintenance workers in mind
- Use of mechanical assists to eliminate or reduce exertions required to lift materials, hold tools and work objects, and requiring multi-person lifts if weights exceed thresholds
- Selecting and designing tools that reduce force requirements and holding times, and improve postures
- Incorporating rest and stretch breaks into work processes, and conducting job rotation
- Implementing quality control and maintenance programs that reduce unnecessary forces and exertions

Working at Heights

Fall prevention and protection measures should be implemented whenever a worker is exposed to the hazard of falling more than two meters; into operating machinery; into water or other liquid; into hazardous substances; or through an opening in a work surface. Fall prevention / protection measures may also be warranted on a case-specific basis when there are risks of falling from lesser heights. Fall prevention may include:

- Installation of guardrails with mid-rails and toe boards at the edge of any fall hazard area
- Proper use of ladders and scaffolds by trained workers
- Use of fall prevention devices, including safety belt and lanyard travel limiting devices to prevent access to fall hazard area, or fall protection devices such as full body harnesses used in conjunction with shock absorbing lanyards or self-retracting inertial fall arrest devices attached to fixed anchor point or horizontal life-lines
- Appropriate training in use, serviceability, and integrity of the necessary PPE
- Inclusion of rescue and/or recovery plans, and equipment to respond to workers after an arrested fall

Illumination

Work area light intensity should be adequate for the general purpose of the location and type of activity, and should be supplemented with dedicated work station illumination, as needed. Controls should include:

- Use of energy efficient light sources with minimum heat emission

- Undertaking measures to eliminate glare / reflections and flickering of lights
- Taking precautions to minimize and control optical radiation including direct sunlight.
- Exposure to high intensity UV and IR radiation and high intensity visible light should also be controlled
- Controlling laser hazards in accordance with equipment specifications, certifications, and recognized safety standards. The lowest feasible class Laser should be applied to minimize risks.

4. Personal safety equipment for workers

All workers are equipped with the following personal safety equipment: helmet, gloves, ordinary boots and reflective vest.

Workers that are exposed to dust should also be provided with eye protection glasses and face mask. Workers that are exposed to noise should be provided with ear plugs. Workers that need to work in the dark should be provided with hand and cap lamps. Workers are instructed regarding safety equipment as follows:

- Always wear complete set of protective wear.
- Do not wear loose clothing, such as overhang shirt, jackets, mufflers etc.
- Tuck shirt and jacket well.
- Secure helmet with belt under the chin.
- Tuck the bottom sleeves of trouser inside safety boot.
- Dress with reflector

5. Standards for workers' accommodation

1. General living facilities

- The location of the facilities is designed to avoid flooding or other natural hazards
- The living facilities are located within a reasonable distance from the worksite.
- Transport is provided to worksite safe and free.
- The living facilities are built using adequate materials, kept in good repair and kept clean and free from rubbish and other refuse.

2. Drainage

- The site is adequately drained.

3. Heating, air conditioning, ventilation and light

- Living facilities are provided with adequate heating, ventilation, and light systems including emergency lighting.

4. Water

- Workers have easy access to a supply of clean/ potable water in adequate quantities.
- The quality of the water complies with national/local requirements or WHO standards.
- Tanks used for the storage of drinking water are constructed and covered to prevent water stored therein from becoming polluted or contaminated.
- The quality of the drinking water is regularly monitored.

5. Wastewater and solid waste

- Wastewater, sewage, food and any other waste materials are adequately discharged

in compliance with national and/or international standards and without causing any significant impacts on camp residents, the environment or surrounding communities.

- Specific containers for rubbish collection are provided and emptied on a regular basis.
- Pest extermination, vector control and disinfection are undertaken throughout the living facilities at least once.

6. Rooms/dormitories facilities

- Rooms/dormitories are kept in good condition.
- Rooms/dormitories are aired and cleaned at regular intervals.
- Rooms/dormitories are built with easily cleanable flooring material.
- Rooms/dormitories and sanitary facilities are located in the same buildings.
- Residents are provided with enough space.
- The number of workers sharing the same room/dormitory is minimized.
- Doors and windows are lockable and provided with mosquito screens when necessary.
- Mobile partitions or curtains are provided.
- Adequate number of furniture such as table, chair, mirror, and lamps are provided for all workers.
- Separate sleeping areas are provided for men and women.

7. Bed arrangements and storage facilities

- A separate bed is provided for every worker.
- The practice of “hot-bedding” is prohibited.
- There is a minimum space of 1 meter between beds.
- The use of double deck bunks is minimized.
- If double deck bunks are in use, there is enough clear space between the lower and upper bunk of the bed.
- Workers are provided with comfortable mattresses. Workers may be expected to use their own pillows and bed linens.
- Workers wash bed linen frequently and applied with adequate repellents and disinfectants (where conditions warrant).
- Adequate facilities for the storage of personal belongings are provided.
- Separate storages for work clothes and PPE and depending on condition, drying/airing areas are provided.

8. Sanitary and toilet facilities

- Sanitary and toilet facilities are constructed from materials that are easily cleanable.
- Sanitary and toilet facilities are cleaned frequently and kept in working condition.
- Toilets, showers/bathrooms and other sanitary facilities are designed to provide workers with adequate privacy including ceiling to floor partitions and lockable doors.
- Separate sanitary and toilet facilities are provided for men and women.
- Toilet facilities are conveniently located and easily accessible.
- Toilet facilities are environmentally friendly (e.g., pit toilet) and sewage is not disposed into the worksite.
- Open defecation in the vicinity of project sites should be prohibited.
- An adequate number of hand wash basins and showers/bathrooms facilities are

provided.

- Shower facilities are provided with water heating facilities.

9. Cooking and laundry facilities

Cooking and laundry facilities should be available for workers at the worksite or in close vicinity to it. These facilities should be kept in clean and sanitary conditions.

10. Leisure, social and telecommunications facilities

- Basic social collective spaces should be available to workers.
- Workers are provided with dedicated places for religious observance, as appropriate.
- The employer provides workers with local sim cards that can be used for communication on their personal cell phones.

Contents of first aid box or cup-boards

The first aid boxes or cup-boards shall be distinctively marked with white cross on a green background and shall contain the following equipment:

1. Small sterilized dressings (12)
2. Medium size sterilized dressings (6)
3. Large size sterilized dressings (6)
4. Large size sterilized burn dressings (6)
5. (1/2 oz.) Sterilized cotton wool (6 packets)
6. (2oz.) Bottle containing a two per cent alcoholic solution of iodine (1)
7. (2oz.) Bottle containing Betadine (antiseptic solution) having the dose and mode of administration indicated on the label (1)
8. Roll of adhesive plaster (1)
9. A snake bite lancet (1)
10. Torch light (1)
11. Pair of scissors (1)
12. Tablets Aspirin (5gms) 2 dozen
13. Burn Ointment (2 tubes)
14. Dettol (2 phial, about 2 ozs)
15. Bandages 4 inches wide
16. Bandages 2 inches wide
17. Triangular bandages (2)
18. Packets of safety pins (1)
19. Supply of suitable spline

Annexure II - BFL Specific GRM Brochure



THE GRIEVANCE REDRESSAL MECHANISM FOR BHUTAN FOR LIFE (PCU)



The GRM for Bhutan for Life seeks to address any grievances arising from the implementation of BFL activities, on grievances related to loss of community resources, non-performance of project obligations including safeguards, violations of law and/or corruption, project governance and implementation, fair access and benefit sharing, stakeholder engagement, labor-related issues and incidents, gender related issues and others.

Bhutan For Life, Project Coordination Unit,
Department of Forests and Park Services,
Ministry of Energy and Natural Resources,
Royal Government of Bhutan

Bhutan For Life



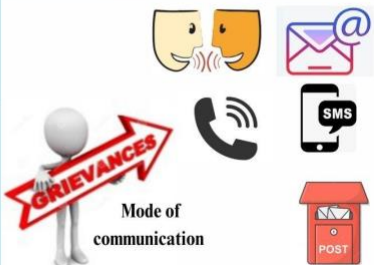
VISIT US



Protecting, saving & monitoring wildlife and habitat.



Logical steps for Grievance resolution process



YOU CAN FILE YOUR COMPLAINTS THROUGH THE BFL PROJECT COORDINATION UNIT IN THIMPHU:

Name: Norbu Yangdon
Phone: 17987200
Email address: norbuyangdon@moaf.gov.bt
Mailing (postal) address: Nature Conservation Division, Department of Forests and Park Services, Ministry of Energy and Natural Resources, Thimphu

COMPLAINTS MAY ALSO BE FILED WITH BHUTAN FOR LIFE FUND SECRETARIAT:

Name: Kuenzang Tobgay
Phone: 17750414
Email address: kuenzangtobgay@bfl.org.bt
Mailing (postal) address: Bhutan For Life Fund Secretariat, Royal Textile Academy, Thimphu.

Each grievance will be registered with the following information:

- Name of the complainant,
- Date of the grievance,
- Nature of the grievance and location,
- Number of persons involved,
- Tracking no. and
- Potential solutions.

IF THE NATIONAL PROCESS OF GRM IS UNABLE TO RESOLVE THE GRIEVANCE, COMPLAINTS MAY ALSO BE FILED WITH WORLD WILDLIFE FUND (WWF):

Email: SafeguardsComplaint@wwfus.org.
Mailing address: Project Complaints Officer Safeguards Complaints, World Wildlife Fund, 1250 24th Street NW, Washington, DC 20037



COMPLAINTS MAY ALSO BE FILED WITH GCF INDEPENDENT REDRESS MECHANISM (IRM) OPTION. COMPLAINT CAN BE FILED BY:

- Sending it by mail or email at irm@gcfund.org
- Sending a voice or video recording;
- Filling out the online complaints form available at <https://gcf.i-sight.com/external/case/new/group=Complaint>

A complaint for IRM should generally include:

- Name, address and contact information.
- A description of the programme (caused adverse impacts to the complainant)
- A description of how the complainants have been/maybe adversely impacted by the project/programme;
- Whether confidentiality is being requested and the reasons for it.



WHAT HAPPENS TO YOUR COMPLAINT?

The complaint will be investigated by responsible authorities following the logical steps for grievance resolution process within 12 working days. If further investigation is required, the complainant will be informed accordingly and a final response will be provided after an additional period of 8 working days. If you did not prefer to remain anonymous, you will be notified regarding the complaint resolution once the investigation is completed.

IF YOU ARE UNSATISFIED WITH THE COMPLAINT RESOLUTION PROCESS, YOU CAN APPEAL TO:

GRM Appeal Committee, Bhutan For Life Project, DoFPS, Thimphu, Bhutan.