

Environmental and Social Action Plan (ESAP)
Sierra Leone : Sierra Tropical Limited
August 01, 2018

Action #	Task Title/Description	Deliverable	Due Date
Performance Standard 1: Assessment and Management of Environmental and Social Risks and Impacts			
1.	Sierra Tropical Limited (STL) to develop and implement a documented Environmental and Social Management System (ESMS) for the agro-processing facility (including the fruit processing plant), in line with Performance Standards (PS) requirements, including (not limited to) the following management plans: <ul style="list-style-type: none"> a. Food safety b. Waste management c. Pesticide and chemical management d. Emergency preparedness and response e. Public consultation and disclosure /stakeholder engagement f. Decommissioning/closure g. Ebola and malaria preparation and response h. Occupational health and safety management, including a health risk assessment of staff working in the fruit processing plant i. Pesticide and chemical management j. Security k. Retrenchment l. Chance find procedure 	A copy of the finalized document describing the E&S Management System for the Project, in line with PS 1, in form and substance satisfactory to MIGA	No later than 120 days after the Contract Effective Date. Thereafter provide audit and certificate renewal dates for management system certifications annually in the Annual Monitoring Report (AMR).
2.	STL to complete an ESIA for the construction and operation of the fruit processing plant in line with the PSs	ESIA Study Report in line with the MIGA PS	February 2019
3.	Provide to MIGA a copy of relevant national environmental permits/approvals prior to the construction phase	Environmental Permits/Clearances/Approvals	Prior to Construction
4.	Provide to MIGA a copy of the gap comparative analysis report , based on the existing ESIA and the MIGA PSs	ESIA Gap Analysis Report	No later than 60 days after the Contract Effective Date
5.	STL to develop and implement the following certifications or their equivalents as required during the operations phase : <ul style="list-style-type: none"> a. ISO 22000: 2005, Food Safety Management Systems Certification b. Global Good Agricultural Practice c. SA 8000 d. Rainforest Alliance certification 	Certification	ISO 22000:2005 by end 2020 to early 2021 Global Good Agricultural Practice by mid-2020 SA 8000 by end 2020 Rainforest Alliance Certification by mid-2020

6.	Appoint an Environmental, Social, Health and Safety (EHS) Officer . STL should provide job descriptions and an organigram to show how E&S responsibilities will be assigned during construction and operations.	Terms of reference and contractual evidence of appointment of the ESHS Officer	No later than 30 days after the Contract Effective Date
7.	Appoint a Community Relations Officer (CRO)/Community Liaison Officer (CLO)	Terms of reference and contractual evidence of appointment of the CRO/CLO	No later than 30 days after the Contract Effective Date
8.	Provide MIGA with quarterly environmental and social monitoring reports of the Project in accordance with the EPA-SL Act (2010)	Quarterly environmental and social monitoring report	No later than 60 days after the end of each quarter
9.	Prepare an Annual Monitoring Report (AMR) to monitor the Project against national requirements, MIGA Performance Standards and Environmental and Social Action Plan.	AMR template as agreed with MIGA	Annually within 60 days of “end of fiscal year of the Project Enterprise” / “anniversary of contract effective date”
Performance Standard 2: Labor and Working Conditions			
10.	Develop and implement an HR Policy with procedures covering all employees, contractors and sub-contractors, in line with PS 2 requirements. The HR manual and procedures to be developed include, amongst others: terms of employment and recruitment, training and development, performance management, promotion, transfer, demotion and separation, remuneration, benefits and other assistance schemes, working hours, leave, disciplinary code, grievance mechanism, employee relations and safe working conditions	HR Policy and relevant procedures	No later than 60 days after the Contract Effective Date
11.	STL should develop and implement a supply chain procedure to ensure no child labor, no forced labor and to manage health and safety aspects of primary supplier operations. This should include: verification/assurance of minimum age of employees; verification that no forced labor will be used; health and safety procedures (including training) to prevent life-threatening situations e.g. during loading and unloading when shipping goods.	Supply Chain Procedure	No later than 90 days after the Contract Effective Date
12.	Develop and implement a mechanism where employee and sub-contractor grievances related to environment, health and safety issues are handled	Grievance mechanism	No later than 60 days after the Contract Effective Date
13.	The Project shall develop a training plan to ensure that training is provided to those working for the Project during operations. STL will ensure that this plan, will include (amongst other key trainings), training on the internal grievance mechanism.	Training Plan	No later than 30 days after the Contract Effective Date
Performance Standard 3: Resource Efficiency and Pollution Prevention			
14.	Develop and implement a Water Management Plan to reduce water consumption in line with PS3 requirements	Water Management Plan	No later than 60 days after the Contract Effective Date
Performance Standard 4: Community Health and Safety			

15.	Develop and implement a Security Plan in line with PS 4 requirements	Security Plan	No later than 60 days after the Contract Effective Date
Performance Standard 5: Land Acquisition and Involuntary Resettlement			
16.	Implement and monitor the livelihood restoration strategies within the Community Development Action Plan (CDAP)	CDAP	Implement all livelihood restoration strategies within 5 years of the Effective Date of Contract of Guarantee Monitor livelihood restoration strategies annually, within the AMR.