

ZIC CONTRACTOR ONBOARDING PROGRAM

Following the Environmental Social Impact Assessment (ESIA) of the ZIC Abidjan's project and to mitigate/ reduce the impacts of the construction works, some **recommendations** are made. They are synthetized in these following points and must be **strictly** implemented by any contractor.

General ESG requirements

- a) Contractor commitments to project's ESMP (so reviewed requirement) attached is enough.
- b) All the contractors shall strictly adhere and reinforce the collaboration with the local community.
- c) Contractor should submit to ZIC's ESG site office within 48 hours their own:
 - **Construction's ESMP** (*Environmental & Social Management Plan - see more details in Appendices 1 and 2 below*),
 - The **H&S plan** (*see the minimum requirements in the ZIC's EHS Requirement attached*) to include organogram to indicate position of EHS officer or manager and competences of all team members, List of Equipment to deploy, List of workers.
- d) A priority hiring shall go to the **local community**. **Tangible evidence** of this commitment must be provided (Records etc.).
- e) ZIC ESG manager reviews the Contractors ESMP and HSE management plans submitted and **issue a permit to work**, and **authorization note prior any job starts** on ground (Note Authorization note/permit is to enable contractor to access the Security gate, copy of List of equipment & workers is deposited with security at gate).
- f) Contractors have the responsibility to put in place **decent temporary toilets** for their workers at the site as per ESIA / ESMP recommendation. Mobile toilets with buried plastic tanks or protected dry latrines are recommended.
- g) Contractors have the responsibility to provide **potable water** to the workers and maintain a clean rest area or changing base. If contractor workers are allowed to keep shift camps, reference should be made to IFC checklist.
- h) **Personal Protective Equipment** and all required safety equipment (extinguishers, caution tape, safety signages, etc.) are **compulsory**.
- i) ZIC ESG team should be monitoring the project and **apply financial penalties** for any deviation, or **stop the work** if contractors failed to meet any major safety, environmental or social requirement.

- j) Any chance finding at the site like **human bones**, remnants of settlements, shrines and other artefacts etc must be submitted directly to Projects ESG Manager's attention. Work must stop at the location and the zone barricaded to allow local traditional leaders engage a rites performance and include Cultural state agency and ministry if required.
- k) All types of waste should be managed as per Project waste management procedures & Policies. Sorting of waste must be respected in adequate waste bins, no burning at the site, and never dump the wastes in the local community.
- l) **No contractor** is allowed to perform a **borehole** at the site, unless appropriate request and study carried out with the approval from ZIC ESG team with water abstraction permit from Water agency or ministry.
- m) Refer to the ZIC code of Conduct for Contractors and investors to implement all other policies on Child labor, force labor, minimum wage and working hours rules for the project.
- n) Training for workers - to improve knowledge and to familiarize workers with how to control job hazards and prevent injuries and other incidents at site.
 - Worksite safety orientation including a discussion of the hazards associated with the tasks.
 - Contents of contractor safety manuals.
 - Pre-job briefings and shift meetings.
 - Safety tailgate topics specific to the worksite and job tasks.
 - Trainings required to control a hazard, condition, or behavior.
 - Training of general contractors on the worksite-specific emergency procedures and equipment.
 - Orientations and inductions to equip workers and contractors to cooperate and make fast quality decisions.

Appendix 1: Construction's ESMP

The **contractor(s)** must propose an Environmental and Social Management System (ESMS) that will enable it to implement an Environmental and Social Management Plan (ESMP) and related classified management plans and procedures for the project.

This document named **Construction's ESMP** shall meet IFC standards and that of ZIC's specific procedures described below.

It will be applied for all the main contractor's activities and work areas. And it will be prepared **by the main contractor as soon as its contract is validated and signed** by ZIC.

Appendix 2: Specifics management plans needed in the Construction's ESMP

The **Construction's ESMP** shall include **many ESMP procedures** regarding to each environmental and social receptor/resource that could be impacted.

The following general structure should be applied to each ESMP procedure:

- Scope of procedure: outline the purpose of the procedure.
- Regulation and planification framework: identify all applicable laws and regulation, objectives, performance indicators and related documents that should be considered.
- Procedure details: outlines the mitigation measures proposed by the procedure, with appropriate details enabling to properly ensure its implementation and monitoring.
- Implementation framework: define all responsibilities for its implementation, monitoring and review.

The **minimum ESMP procedures** (and our *specific requirements* about) that should be included in the finalized **Construction's ESMP** are:

Table 1: Summary of the minimum ESMP procedures required in the Construction's ESMP

Management Plan	Specifics requirements
Provision for location of the main contractor base camp	<p><u>Soil</u></p> <ul style="list-style-type: none"> -Preferentially locate work areas and base camp on flat areas to reduce topographical alterations -Locate work areas and base camp as close as possible to the ZIC Abidjan areas in view to reduce the sector affected by an access road - Ensure rehabilitation of all affected area at the end of the works <p><u>Water</u></p> <p>Preferentially locate engine washing areas, hazardous products storage area and waste storage area away from local boreholes and wells in order to limit the risk of accidental contamination</p> <p><u>Vegetation</u></p> <ul style="list-style-type: none"> -Minimize bush clearing areas by maximizing usage of existing cleared areas - Draw up a procedure for bush clearing with preferred brush cutting method (manual brush cutting)
Biodiversity management plan	<p>A procedure should consider:</p> <ul style="list-style-type: none"> -Clean the engine to ensure the absence of invasive plants -Cover the temporary storage of excavated soil with a waterproof geotextile to limit the development of invasive species
Air emission and noise management plan	<p>Contractor developpes an air emissions and noise management plan that comply with local regulations including</p> <ul style="list-style-type: none"> -The use of good quality equipment and vehicles / regular inspection and maintenance, -the humidification of roads / soil stored when necessary, -the covering of trucks transporting pulverulent materials, -Dust monitoring, -Limit construction works to daytime hours where reasonable and feasible -Using equipment that has been well maintained -Construct physical noise barriers around main the main source of noise -Transportation vehicles should maintain appropriate travelling speeds -Noise monitoring on a quarterly basis -Avoid noisy work during off-duty hours, -Use good quality vehicles with engines in good condition -Work with equipment that meets the required standards in terms of noise emissions

Erosion and soil quality management plan	<p>The main contractor will have to develop an erosion and soil management plan that will include at a minimum the following measures and propose additional measures if deemed necessary:</p> <ul style="list-style-type: none"> -Stripped soil management, -Optimization of cut and fill,
Waste management plan	<p>Contractor must develop a plan that comply with local regulations and including the followings:</p> <ul style="list-style-type: none"> -Implementation of collection, monitoring and waste treatment plan -Waste reuse, composting and recycling. -Forbid the burning of waste
Hazardous product and spills management plan	<p>The contractor will develop a Hazardous products and spills management plan that comply the Environmental, Health and Safety (EHS) Guidelines, IFC, 2007 and will include at a minimum the following:</p> <ul style="list-style-type: none"> -Identify appropriate place for engine refueling, maintenance and washing -Develop an emergency plan in case of accidental spillage
Water resource and discharges management plan	<p>Contractor will develop a plan including</p> <ul style="list-style-type: none"> -Implementation of wastewater treatment systems, -Water quality monitoring program from worksite areas, -Use rainwater for works needed water,
Cultuage heritage management plan	<ul style="list-style-type: none"> - Setting a chance-find procedure for archaeological findings
Occupational Hygiene, Health and Safety Plan	<p>-Manage the workforce and ensure working conditions in accordance with Cote d'Ivoire's national regulations (Labour Code) , the ILO conventions ratified by Cote d'Ivoire, the IFC Performance Standards (PS 2) and the General Environmental, Health and Safety Guidelines from IFC.</p> <p>The plan will include:</p> <ul style="list-style-type: none"> -Make personal protective equipment (PPE) available to workers and ensure that they are worn -Set up and implement a Waste Management Plan and a Hazardous Products Management Plan -Set up and implement a Traffic and Road Safety Plan -Set up and implement an Occupational Hygiene, Health and Safety Plan -Recruit one or several HSE coordinator in charge of monitoring the proper application of the plans
Traffic and road safety management plan	<p>The contractor will develop a traffic and road safety management plan including</p> <ul style="list-style-type: none"> -Traffic plan on construction site -Traffic plan outside construction site -Control of drivers 'capacities and vehicle suitability -Set up and implement a Security personnel management plan

Human resources management	<p>Contractor will develop a plan including</p> <ul style="list-style-type: none"> -Set up a recruitment program for local labor as a matter of priority, particularly those affected by the project (PAPs) with equal skills, -Whenever possible (locally available and financially competitive) give priority to hiring local subcontractors coming from subprefectures of Anyama and Songon <p>-Prohibit recruitment at the gate(s) of the construction site and set up one or several decentralized recruitment offices</p> <ul style="list-style-type: none"> -Respect Ivorian national regulations and international standards (ILO conventions) concerning PWDs and the prohibition of child labor -Establish positive discriminatory measures that will encourage the recruitment of PWDs for jobs that are suited to their abilities -Facilitate PWDs integration on the construction site by setting up infrastructures dedicated to them -Conduct regular controls to ensure no children under 18 are employed on the construction site -Raise awareness among workers on the rights of vulnerable persons in the Code of Conduct -Condemn any form of discrimination against vulnerable persons by site workers in the Code of Conduct and plan disciplinary measures for offenders
Code of conduct for workers	<ul style="list-style-type: none"> -Formally prohibit hunting for all employees -Formally prohibit the consumption of bushmeat

Note: The **construction's ESMP** shall be written following the model of the ESMP done for the ESIA (*in copy of this document*).