USAID GLOBAL HEALTH SUPPLY CHAIN – PROCUREMENT AND SUPPLY MANAGEMENT

Enviromental RISK, and Occupational health And Safety COMPLIANCE Plan

**Subtitle**

ENVIROMENTAL RISK, OCCUPATIONAL HEALTH AND SAFETY coMPLIANCE PLAN

**Subtitle**

USAID Contract No. XXXXXXXXXXX, GHSC-XXXXXX Reference Number Task Orders

Authors:

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ACRONYMS

|  |  |
| --- | --- |
|  |  |
| BEO | Bureau Environmental Officer(s) |
| CFR | Code of Federal Regulations |
| COR | Contract Officer Representative |
| EA | Environmental Assessment |
| EMMP | Environmental Mitigation and Monitoring Plan |
| EU | Europe Union |
| GH | Global Health |
| GHSC-PSM | Global Health Supply Chain – Procurement and Supply Management |
| IEE | Initial Environmental Examination |
| IP | Implementing Partner |
| LDC | Local Distribution Center |
| LLINS | Long-lasting Treated Nets |
| MEO | Mission Environmental Officer |
| MSDS | Materials Safety Data Sheet |
| PEPFAR | President’s Emergency Plan for AID’s Relief |
| PMI | Presidential Malaria Initiative |
| PPE | Personal Protective Equipment |
| PQM | Promoting the Quality of Medicines |
| PSM | Procurement and Supply Management |
| QA | Quality Assurance |
| QC | Quality Control |
| RDC | Regional Distribution Center |
| REA | Regional Environmental Advisor |
| SBCC | Social and Behavior Change Communication |
| SCMS | Supply Chain Management System |
| SIAPS | System for Improved Access to Pharmaceuticals |
| SIEE | Supplemental IEE |
| SOP | Standard Operating Procedure |
| SoW | Scope of Work |
| TO | Task Order |
| USAID | United States Agency of International Development |
| USEPA | United State Environmental Protection Agency |
| USG | United States Government |
| WHO | World Health Organization |
| WMP | Waste Management Plan |
| WO | Work Order |

**DEFINITIONS**

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| --- | --- |
| Term | Definition |
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# 1. INTRODUCTION

## 1.1 SCOPE OF WORK

Narrative

## 1.2 ACTIVITY WORK PLAN

### Activity Category 1.

Narrative

### Activity Category 2.

Narrative

### Activity Category 3.

Narrative

### Activity Category 4.

Narrative

### Activity Category 5.

Narrative

### Activity Category 6.

Narrative

# 2. ACTVITY DATA

## 2.1 Project/activity data

|  |  |
| --- | --- |
| Project/ Activity Name: |  |
| Implementation Start/End: |  |
| Contract/Award Number: |  |
| Implementing Partner(s): |  |
| Geographic Location(s): |  |
| GHSC Tracking ID/link of Other, Related Analyses: |  |
| GHSC-PSM EMMP ID code |  |

## 2.2 Organizational/administrative data

|  |  |
| --- | --- |
| Implementing Operating Unit(s): |  |
| Approving Environmental Compliance Specialist: |  |
| Prepared by: |  |
| Date Prepared: |  |
| Submitted by: |  |
| Date Submitted: |  |

# 3. ENVIRONEMNTAL RISK PLAN

Purpose

Environmental Risk Plan (ERPs) are required for USAID-funded projects when the 22CFR216 documentation governing the project (e.g. the Initial Environmental Examination (IEE)) imposes mitigation measures on at least one project or activity. ERPs ensure that the ADS 204.3 requirements for incorporating and monitoring appropriate mitigate measures into project or activity design. Responsibility for developing the ERP lies with GHSC-PSM, but ERPs are approved only (not reviewed) by the Mission (Activity Manager and Mission Environmental Officer. ERPs are typically conducted after a contract has been award to a subcontractor.

An ERP is an action plan that clearly defines:

**1. Mitigation measures.** Actions that reduce or eliminate potential negative environmental impacts resulting directly or indirectly from a particular project or activity, including environmental limiting factors that constrain development.

**2. Monitoring indicators[[1]](#footnote-2).** Criteria that demonstrate whether mitigation measures are suitable and implemented effectively.

**3. Monitoring/reporting frequency.** Timeframes for appropriately monitoring the effectiveness of each specific action.

**4. Responsible parties.** Appropriate, knowledgeable positions assigned to each specific action.

Ask the Environmental Compliance Specialist for your project’s IEE and the GHSC-PSM EMMP.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project/Activity/Sub-Activity** | **Identified Environmental Aspects or Impacts** | **Environment and Climate Mitigation Measure(s)** | **Monitoring Indicator(s)** | **Monitoring and Reporting Frequency** | **Responsible Parties** |
| Activity Category 1: | | | | | |
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| Activity Category 2: | | | | | |
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| Activity Category 3: | | | | | |
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| Activity Category 4: | | | | | |
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| Activity Category 5: | | | | | |
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| Activity Category 6: | | | | | |
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| *Add rows as needed* |  |  |  |  |  |

# 4. OCCUPATIONAL HEALTH AND SAFETY PLAN

**Occupational Health and Safety, also commonly referred to as occupational health, or workplace health and safety (WHS), is a multidisciplinary field concerned with the safety, health, and welfare of people at work. These terms of course also refer to the goals of this field, so their use in the sense of this article was originally an abbreviation of occupational safety and health program/department etc.**

**The goals of occupational safety and health programs include to foster a safe and healthy work environment. OSH may also protect co-workers, family members, employers, customers, and many others who might be affected by the workplace environment. In the United States, the term occupational health and safety is referred to as occupational health and occupational and non-occupational safety and includes safety for activities outside of work.**

| **Area health and safety** | **Specific measures** | **Responsibility** | | **Actviity catergory(ies)** |
| --- | --- | --- | --- | --- |
| Project design | * Incorporation of environmental, health and safety measures in project design |  | | Design stage |
| Site organization and cleanliness | * Keep assembly materials in correct place * Maintain cleanliness at the site at all stages of the project cycle |  | | All stages of the project cycle |
| Fire safety | * Fire safety awareness * Keep firefighting facilities at the site * No burning of waste at the site |  | | All stages of the project cycle |
| Accident prevention | * Safe handling of tools and machinery * Sharp objects should not be left lying on the site during installation stage * Use of appropriate personal protection equipment * Engagement of qualified personnel * Controlling visitor entry onto the site |  | | All stage |
| Waste disposal | * Provision of adequate waste disposal facilities at the site * Waste transported to UN recognized waste disposal sites * Separation, reuse and recycling of certain waste materials when possible |  | | All stages of project cycle |
| Tools and machinery safety | * Use of tools and machines for designated job * Regular servicing of machinery * Proper storage and handling of tools | |  | All stage |
| Emergency preparedness | * Training staff in emergency preparedness and response * Keeping a well-equipped first aid station on site | |  | All stages of project cycle | |
| Insurance | * Insuring all workers at the installation site | |  | All stage | |
| Site security | * Manned or structural security in place 24-7 * Control of visitor entry onto the site | |  | stage | |

| **Area health and safety** | **Specific measures** | **Responsibility** | | **Activity catergory(ies)** |
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# 5. IMPLEMENTATION SCHEDULE

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Number | Activity Name | Duration | Start Date | Finish Date | Resource Name(s) | Deliverable(s) | Predecessors |
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# 7. LICENSES AND CERTIFICATIONS

# 8. MONITORING TOOLS

# MONTHLY IMPLEMENTATION MITIGATION AND MONITORING REPORT

## XXXXXXXXXXXXXXXXXXXXX

Activity ID/Tracking Number:

|  |  |  |  |
| --- | --- | --- | --- |
| Activity | Status of Activity | List any outstanding issues relating to required conditions related to potential impacts to the project’s or the environmental or health & safety | Remarks |
| 1.1.1 Activity |  |  |  |
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| 1.1.2 Activity |  |  |  |
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| 1.1.3 Activity |  |  |  |
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| 1.1.4 Activity |  |  |  |
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| 1.1.5 Activity |  |  |  |
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| 1.1.6 Activity |  |  |  |
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Prepared by:

\_\_\_Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_Name and Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*To be completed by and submitted on the **first of every month** to the Environmental Compliance Specialist and Country Support Team

# 9. COMPLIANCE PLAN APPROVAL

GHSC project approved:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GHSC Environmental Compliance Specialist

GHSC project approved by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GHSC Country Director/Country Representative

USAID approved by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mission Environmental Officer

USAID approved by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Note: Monitoring indicators differ from performance indicators, which are the measures that USAID uses to detect progress towards the results included in a Results Framework. [↑](#footnote-ref-2)