

The Netherlands Red Cross

Home Repair Project

Sint Maarten

Hurricane Irma Recovery

**Environmental and Social Management Framework**

**(ESMF)**

December 19, 2019

Contents

[1 Introduction 5](#_Toc25754581)

[1.1 Background 5](#_Toc25754582)

[1.2 Contents of the Framework 5](#_Toc25754583)

[2 Project Description 6](#_Toc25754584)

[2.1 Components 6](#_Toc25754585)

[2.2 Cost of the Project and Implementation Schedule 6](#_Toc25754586)

[2.3 Resources and materials 7](#_Toc25754587)

[3 Applicable Government Regulations and World Bank Environmental and Social Standards 7](#_Toc25754588)

[3.1 Regulations and Standards 7](#_Toc25754589)

[3.1.1 Applicable Policies, Legislations and Regulations of Government of Sint Maarten 7](#_Toc25754590)

[3.1.2 Waste Ordinance 1993 7](#_Toc25754591)

[3.1.3 The Labour Legislation 8](#_Toc25754592)

[3.1.4 National HIV and AIDS Workplace Policy 8](#_Toc25754593)

[3.2 Relevant Administrative Framework 8](#_Toc25754594)

[3.2.1 Ministry of VROMI 8](#_Toc25754595)

[3.2.2 Department of Labour 9](#_Toc25754596)

[3.3 World Bank Environmental and Social Standards 9](#_Toc25754597)

[3.3.1 ESS 1: Assessment and Management of Environmental & Social Risks and Impacts 10](#_Toc25754598)

[3.3.2 ESS 2: Labour and Working Conditions 10](#_Toc25754599)

[3.3.3 ESS 3: Resource Efficiency and Pollution Prevention and Management 10](#_Toc25754600)

[3.3.4 ESS 4: Community Health and Safety 10](#_Toc25754601)

[3.3.5 ESS 5: Land Acquisition, Restrictions on Land Use and Involuntary Resettlement 11](#_Toc25754602)

[3.3.6 ESS 6: Biodiversity Conservation and Sustainable Management of Living Natural Resources 11](#_Toc25754603)

[3.3.7 ESS 7: Indigenous Peoples/Sub-Saharan African Historically Underserved Traditional Local Communities 11](#_Toc25754604)

[3.3.8 ESS 8: Cultural Heritage 11](#_Toc25754605)

[3.3.9 ESS 9: Financial Intermediaries 11](#_Toc25754606)

[3.3.10 ESS 10: Stakeholder Engagement and Information Disclosure 11](#_Toc25754607)

[3.4 Actions Taken by NLRC to Comply with ESS’s Requirements of the Project 11](#_Toc25754608)

[4 Baseline Environmental and Social Conditions 15](#_Toc25754609)

[4.1 Physiography 15](#_Toc25754610)

[4.2 Climate 15](#_Toc25754611)

[4.3 Natural Hazards 16](#_Toc25754612)

[4.4 Biological Environment 16](#_Toc25754613)

[4.5 Demography and Socio-economy 16](#_Toc25754614)

[4.6 Environmental and Social setting of homes to be repaired 17](#_Toc25754615)

[5 Potential Risks and Impacts of the Project and their Management 17](#_Toc25754616)

[5.1 Overview of Potential ESHS Risks and Impacts 17](#_Toc25754617)

[5.2 ESHS Risk Mitigation Measures for Minor Repairs 17](#_Toc25754618)

[5.2.1 ESHS Mitigation Monitoring for Minor Works/Minor Repairs 26](#_Toc25754619)

[5.2.2 Environmental Code of Practices for screening each roof to be repaired 26](#_Toc25754620)

[6 Project Institutional Arrangements and Capacity Building 27](#_Toc25754621)

[6.1 Institutional Arrangements for Project Implementation 27](#_Toc25754622)

[6.2 Institutional Arrangements for ESMF Implementation 27](#_Toc25754623)

[6.3 Capacity Building and Training 28](#_Toc25754624)

[7 Stakeholder Engagement and Information Disclosure 28](#_Toc25754625)

[7.1 Stakeholders of the Project 28](#_Toc25754626)

[7.2 Stakeholder Engagement 28](#_Toc25754627)

[7.3 Grievance Redress Mechanism (GRM) 28](#_Toc25754628)

[7.4 Consultation Meetings on the ESMF and Feedback 29](#_Toc25754629)

[7.5 Access to Information 29](#_Toc25754630)

[Annex List 30](#_Toc25754631)

[Annex 1 Organogram 31](#_Toc25754632)

[Annex 2 Example of Grievance Redress Mechanism Log 32](#_Toc25754633)

[Annex 3 Beneficiary Selection Criteria 33](#_Toc25754634)

[Annex 4 Beneficiary Agreement 35](#_Toc25754635)

[Annex 5 Relocation procedure 38](#_Toc25754636)

[Annex 6 Asbestos and Mold Remediation Plan 39](#_Toc25754637)

**List of Tables**

[Table 3.1: World Bank ESS’s Requirements Actions Taken by NLRC 11](#_Toc21021455)

[Table 4.1: Average Monthly Weather Data of Sint Maarten 15](#_Toc21021456)

[Table 6.1: Roles and Responsibilities in Environmental and Social Management of the Project 27](#_Toc21021457)

Abbreviations and Acronyms

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ANG | Netherlands Antillean Guilder |  |  |  |
| BoQ | Bill of Quantity |  |  |  |
| EIA | Environmental Impact Assessment |  |  |  |
| EHSGs | Environmental Health and Safety Guidelines |  |  |  |
| ESF | Environmental and Social Framework |  |  |  |
| ESCP | Environmental and Social Commitment Plan |  |  |  |
| ESHS | Environmental Social Health and Safety |  |  |  |
| ESMF | Environmental and Social Management Framework |  |  |  |
| ESS | Environmental and Social Standard |  |  |  |
| GRM | Grievance Redress Mechanism |  |  |  |
| GoSM | The Government of Sint Maarten |  |  |  |
| HIV/AIDS | Human Immunodeficiency Virus infection / Acquired Immune Deficiency Syndrome |  |  |  |
| LMP | Labour Management Procedures |  |  |  |
| OHS | Occupational Health and Safety |  |  |  |
| NLRC | Netherlands Red Cross |  |  |  |
| SEP | Stakeholder Engagement Plan |  |  |  |
| VROMI | Ministry of Public Housing, Spatial Planning, Environment and Infrastructure |  |  |  |
| WBG | World Bank Group |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

# Introduction

This Environmental and Social Management Framework (ESMF) was drafted to mitigate any risks that may arise from implementation of the Home Repair project, ensuring implementation is in line with the ‘do no harm’ principle. The Home Repair project aims to ensure 200 households affected by hurricane Irma live in safe housing at the end of the project, and households have increased knowledge on hurricane resistant housing.

The project is fully funded by the Sint Maarten Trust Fund which is financed by the Government of the Netherlands and administrated through a tripartite partnership of the Sint Maarten and Netherlands governments and the World Bank.

## Background

The Home Repair project is part of the Netherlands Red Cross (NLRC) recovery programme on Sint Maarten. From a successful fundraising campaign following hurricane Irma in September 2017, NLRC has been active in the relief phase, early recovery phase, and currently engaged in long term recovery activities. This extensive recovery programme already includes a substantial home repair component, where over 1000 households have received assistance. Recognising further needs in this field, NLRC has submitted a proposal to the Steering Committee of the Trust Fund in order to secure additional funding to assist 200 further households with home repair activities, proposing a grant of over EUR3.25mln. These mainly focus on roof repairs. As such, the project proposed to the World Bank (phase 2) is a follow up of an existing project (phase 1) already carried out by NLRC. From internal lessons learned out of phase 1, and in discussions with the World Bank, the approach of phase 2 will be adapted slightly from a more owner driven approach in phase 1, to a more direct assistance approach in phase 2, aiming to ensure quality and speed of recovery. NLRC is currently preparing for start-up activities of phase 2.

NLRC has carried out an environmental and social assessment of the Project in compliance with the World Bank Environmental and Social Framework (ESF) requirements and prepared this Environmental and Social Management Framework (ESMF) in collaboration with the World Bank Group (WBG) Safeguards Specialists. This ESMF presents potential environmental and social impacts and risks of the project, and the measures which will be applied to address these impacts and risks.

## Contents of the Framework

In addition to this Section 1 the ESMF consists of the following Sections:

* **Section 2: Project Description**   
  This Section describes the reconstruction activities carried out by the NLRC and detailed scope of activities to be carried out under the Project.
* **Section 3: Applicable GoSM Regulations and World Bank Environmental and Social Standards**  
  This Section describes the relevant policies of the Government of Sint Maarten (GoSM) and Environmental and Social Standards (ESSs) of the World Bank and how they have been considered while designing the Project and preparing this ESMF.
* **Section 4: Baseline Environmental and Social Conditions**   
  This Section describes the existing environmental and social condition of the project area.
* **Section 5: Environmental and Social Impacts and Risks**   
  This Section describes the environmental setting of the project area and potential environmental and social impacts and risks associated with the project activities. This section also describes proposed detailed management plans to address these impacts and risks and a monitoring plan.
* **Section 6: Project Institutional Arrangements and Capacity Building**   
  This Section describes the Project institutional arrangements for implementation of the ESMF.
* **Section 7: Stakeholder Consultations and Information Disclosure**   
  This Section describes the stakeholder engagement plan and details of consultations carried during the preparation of the Project.

# Project Description

## Components

The project has a number of activities which are elaborated in this section and the annexes. These include:

* Area selection
* Beneficiary identification and selection
* Measurement and distribution of bill of quantities + technical workshops
* Roof repairs by construction crews
* Quality control of repairs

Area selection entails the process of determining which of the areas the project will focus. The project setup requires a community or area-based approach with clear boundaries. The first phase of the project focused on 9 vulnerable communities – the second phase will focus on a maximum of 4 more areas. The selection process for areas has not yet been done but will start after signing of the Grant Agreement.

NLRC will start with a comprehensive mapping exercise, where all houses in selected neighbourhoods with visible hurricane damage are mapped and logged in an NLRC database. This will provide an initial scope for potential beneficiaries. These potential beneficiaries who are identified during the area mapping exercise will be approached by NLRC field teams / community mobilisers to complete a vulnerability assessment. This assessment includes both social, technical and environmental aspects and the result of the survey will determine eligibility of beneficiaries into the Home Repair Project.

Community engagement methods further elaborated in the Stakeholder Engagement Plan (SEP) will be employed for maximum coverage. The active outreach, clear communication channels, and high visibility in the area has proven the most effective means in targeting the most vulnerable during the first phase of the project. This beneficiary criteria is attached in Annex 3.

Following the assessment, and upon signing an agreement with the beneficiary, NLRC technical staff will draft a bill of quantities, detailing the required types and amounts of construction materials. Beneficiaries will receive a technical workshop on hurricane resistant construction techniques to enhance their knowledge, allowing them to recognise the work being done, and raising awareness on the importance of maintenance. Other awareness messages on hazardous living conditions (mold, vectors) and disaster risk reduction messages will be incorporated in the workshops.

NLRC construction crews will then detail a repair plan and time schedule for repairs and coordinate with designated hardware stores for the delivery of repair materials. NLRC construction crews then will proceed with the actual repairs. Quality monitoring takes place by the site supervisor and construction coordinators on regular basis during the works, as well as at the end of the repairs.

## Cost of the Project and Implementation Schedule

The total budget of the Project is submitted as EUR 3,294,554 with an estimated implementation period of 12 months.

The first two months will consist of project start-up, area and beneficiary selection in the first area. Construction will start in one area as soon as possible after the start-up – further beneficiary selection and construction will take place over eight months. Quality control takes place as soon as the first houses will be repaired. The final two months will be used for finalising project activities. During the first two months (start-up) construction crews will remain under NLRC contract and will repair houses in areas from phase 1, whose materials have already been purchased and delivered. The construction will take place in accordance to the technical, social and environmental safeguards as presented in this document.

The project will start activities in November 2019 and finish end October 2020.

## Resources and materials

All the works are directly implemented by the NLRC. NLRC has established construction crews for the repairs of houses in phase 1 and will continue with this approach in phase 2. A total number of 13 construction crews of varying composition – but on average 4 people – are engaged in repairs.

The crews are trained on construction techniques, occupational health and safety (OHS), and equiped with tools and safety features by NLRC. A comprehensive overview of staff is included in the Labour Management Procedures (LMP) for this project.

The materials needed for repairs will differ from house to house. The tailor made approach of using BoQs specifies in detail the required materials per house. These will be procured from designated hardware store who will have a procurement contract with the NLRC for this project. The hardware stores will deliver the materials on site at the time established in the repair plan as setup by the construction crews.

Waste originating from the repair activities will be managed by NLRC who will engage local waste companies for the proper disposal of waste in accordance with local ordinances (see next chapter).

If asbestos is found in any of the roofs to be repaired, it will be reported to authorities if agreed to by the beneficiary. Presence of asbestos in the roof is reason for exclusion of the project, as there is not sufficient capacity within the NLRC construction crews to safely remove and dispose of asbestos waste. If pests and other vectors are found, their removal will be managed in accordantes with a Pest Management Plan, in consultation with VSA and VROMI.

# Applicable Government Regulations and World Bank Environmental and Social Standards

## Regulations and Standards

### Applicable Policies, Legislations and Regulations of Government of Sint Maarten

Sint Maarten, previously part of the Dutch Antilles, became an independent country within the Kingdom of the Netherlands on October 10, 2010. Sint Maarten has full autonomy for internal affairs including the environmental legislation and the Dutch Government being responsible for defence and foreign affairs.

According to Article 22 of the ‘Constitution of the Country of Sint Maarten,’ it shall be a constant concern of the GoSM to keep the country habitable and to protect and improve the natural environment and the welfare of animals.

Currently, the country has no comprehensive legislation related to environmental protection and no law for carrying out environmental impact assessment (EIA) for any development projects. When the GoSM will establish any relevant legislation or ordinances on environmental protection during the implementation of the project, NLRC commits to, after consultation with World Bank, adhering to these policies. If new legislation leads to additional costs or impediments to carry out the project, renegotiation will start with the World Bank.

The Government has some existing policies and regulations on the management of waste and labour issues. These regulations and their applicability to the Project are discussed in the following sections.

### Waste Ordinance 1993

Sint Maarten Waste Ordinance of February 23, 1993, provides regulations regarding the collection and disposal of residential waste, bulky waste, liquid waste, commercial waste, car wrecks and other categories of waste. The government is responsible for the collection of wastes generated from residential sites and dispose of it in the government operated landfill site on the island.

Collection of the waste generated from commercial activities and its disposal in the government’s landfill site is the responsibility of the owners of the commercial enterprises. Waste generated during the proposed construction activities of the project will also fall under the category of commercial waste. The Ordinance provides the following key actions for management of commercial waste:

1. Those who produce commercial waste must bring it to the government indicated dumpsite on a regular basis and at their own expense;
2. They are authorized to place a third party in charge of this;
3. The Executive Committee of Island Territory can establish regulations regarding the days, times and manner, in which commercial waste can be collected and transported;
4. It is forbidden to throw, put down or leave behind trash or remnants of provisions, paper, cans, bottles or another packaging on or by the road that is open to the public or a place nearby;
5. Violation of one of the prohibitions as determined by this Ordinance and failure to uphold one of the established obligations by this Ordinance is punished by imprisonment for a maximum of two months or a maximum monetary fine of Netherlands Antillean Guilder (ANG) 1,000 (USD 555);
6. If as the violation or the failure to uphold the obligation takes place not a year as passed since an earlier conviction of the guilty party for a similar violation became irrevocable or since the voluntary compliance with a condition as set by the authorized civil servant of the Public Prosecutor on the basis of Article 76 of the Criminal Code of the Netherlands Antilles, the maximum term of imprisonment or monetary fine for sentencing can be doubled.

### The Labour Legislation

The Labour Legislation describe provisions concerning the work-times, periods of rest, overtime, nightshift, standby shift, holidays, prohibition of child labour, the prohibition of night work and dangerous work for youths. A copy of the regulations can be obtained from the GoSM website.[[1]](#footnote-2)

According to this Legislation, children under the age of 15 years are prohibited from working, whether or not in exchange for wages of compensation and youth between 15 and 18 cannot perform dangerous work. The Ministry of Public Health, Social Development & Labour also endorses[[2]](#footnote-3) that Children ages 16 and older are allowed to work, however convention no. 182 prohibits all forms of hazardous work for children. The intention is to ensure that every girl and boy has the opportunity to develop physically and mentally to her or his full potential, prohibiting all work by children that jeopardizes their education and development.

The head or director of an enterprise has an obligation to report occupational injuries to the Department of Labour and the police. The injuries should be reported as soon as possible, but no later than 24 hours. For the reporting of injuries, but also other labour-safety matters, the following should be contacted:

* Department of Labour/Safety Inspection, Kanaalsteeg 1, Philipsburg | Sint Maarten, D.C., Phone: +1-721-5422059/5422079.

The Construction Crews to be procured under the project will be responsible for complying with the Labour Regulations.

### National HIV and AIDS Workplace Policy

The purpose of the National HIV and AIDS Workplace policy is to ensure a uniform and fair approach to the effective prevention of new HIV infections among employees, their families and dependents, and provide social protection within the workplace to employees directly impacted by HIV. The principles of the policy are aligned to the International Labour Organization (ILO) Code of practice on HIV/AIDS and Recommendation No. 200 concerning HIV and AIDS and the World of Work and include the recognition of HIV as a workplace issue, non-discrimination in employment, no screening, no forced disclosure, protection of confidentiality, social dialogue, gender equality, HIV prevention, treatment, care and support measures as critical components for addressing the epidemic in the workplace.

The National HIV and AIDS Workplace Policy is relevant for both NLRC office staff and the construction crews in the field.

## Relevant Administrative Framework

### Ministry of VROMI

The Ministry of Public Housing, Spatial Planning, Environment and Infrastructure (VROMI) is responsible within the GoSM for all affairs related to environmental with an intention to provide good quality of life for the citizens of Sint Maarten. Tasks of VROMI relevant to environmental management are:

* Garbage collection management;
* Sanitary landfill management;
* Maintenance of public areas;
* Districts, roads, beaches, upkeep management;
* Management of public lighting (streets);
* Public parking areas;
* Surface drainage works (trenches);
* Water management (ponds);
* Part of disaster response team for logistical support;
* Management of sewage facilities and network.

The Ministry issues the permits for construction of any new infrastructure and buildings, dredging and excavation activities. However, for the activities under this project, no permits will be required. In 2017, GoSM decided to lift the requirement for permits for home repair in order to facilitate a faster recovery from the devastation of Hurricane Irma.

The ‘Department of Inspection’ in the VROMI is responsible for the inspection and control of activities within the sphere of domain land, building, environment and work safety to safeguard environmentally responsible, structured and safe living and work surroundings for the public.

### Department of Labour

The Department of Labour is charged with the tasks concerning labour. The Department of Labour has the following tasks:

* Formulating policy memorandums and recommendations and making proposals for the development, adjustment, monitoring and implementation of national policy concerning labour and the policy regarding safety and labour inspection;
* Preparing, implementing and monitoring the national legislation concerning labour and monitoring the compliance with this legislation;
* Promoting international, social and labour affairs, such as the relationship with the International Labour Organization.

The Labour Affairs Agency is the executing division of the Department of Labour and they are tasked with monitoring compliance with the labour legislation and settling complaints resulting from the labour relations between employers and employees.

## World Bank Environmental and Social Standards

The World Bank Environmental and Social Framework sets out the World Bank’s commitment to sustainable development, through a Bank Policy and a set of Environmental and Social Standards (ESS's) that are designed to support Grantee’ projects, with the aim of ending extreme poverty and promoting shared prosperity.

The Environmental and Social Standards set out the requirements for the Grantee (in this case, the NLRC) relating to the identification and assessment of environmental and social risks and impacts associated with projects supported by the Bank through Investment Project Financing. The Bank believes that the application of these standards, by focusing on the identification and management of environmental and social risks, will support Grantee in their goal to reduce poverty and increase prosperity in a sustainable manner for the benefit of the environment and their citizens.

The standards will: (a) support Grantee in achieving good international practice relating to environmental and social sustainability; (b) assist Grantee in fulfilling their national and international environmental and social obligations; (c) enhance non-discrimination, transparency, participation, accountability and governance; and (d) enhance the sustainable development outcomes of projects through ongoing stakeholder engagement.

The ten standards which the project will meet through the project life cycle, are described in the following sections and and summarised in in **Table 3.1** below

### ESS 1: Assessment and Management of Environmental & Social Risks and Impacts

ESS 1 sets out the NLRC’s responsibilities for assessing, managing and monitoring environmental and social risks and impacts associated with each stage of the project in order to achieve environmental and social outcomes consistent with the ESS’s.

### ESS 2: Labour and Working Conditions

ESS 2 sets out the NLRC’s responsibilities to promote sound worker-management relationships and enhance the development benefits of a project by treating workers in the project fairly and providing safe and healthy working conditions. The objectives of ESS 2 are:

* To promote safety and health at work;
* To promote the fair treatment, non-discrimination and equal opportunity of project workers;
* To protect project workers, including vulnerable workers such as women, persons with disabilities, children (of working age, in accordance with this ESS) and migrant workers, contracted workers, community workers and primary supply workers, as appropriate;
* To prevent the use of all forms of forced labour and child labour;
* To support the principles of freedom of association and collective bargaining of project workers in a manner consistent with national law;
* To provide project workers with accessible means to raise workplace concerns.

The Project will hire Direct Workers and Contracted Workers as defined in the Labour Management Procedures (LMP):

* NLRC internationally deployed staff are Direct Workers, these workers consist mainly of technical staff with qualifications in engineering or architecture. Staff from the Island are Contracted Workers, seconded to NLRC through a local pay-roll agency. Different systems do apply: A handbook for local staff is in place and is in accordance to Sint Maarten labour laws. The NLRC international deployed staff also work along local labour laws, but have in addition a handbook for delegate deployments which applies to all NLRC staff across the world;
* Workers under the age of 18 will not be permitted in the implementation of the Project;
* Labour Management Procedures have been prepared which states how each category of labour will be treated in the project and describes expectations for employee behaviour

### ESS 3: Resource Efficiency and Pollution Prevention and Management

This ESS sets out the requirements of the Grantee to address resource efficiency and pollution prevention and management throughout the project life cycle consistent with Good International Industry Practice (GIIP). Objectives of ESS 3 are:

* To promote the sustainable use of resources, including energy, water and raw materials;
* To avoid or minimize adverse impacts on human health and the environment by avoiding or minimizing pollution from project activities;
* To avoid or minimize project-related emissions of short and long-lived climate pollutants;
* To avoid or minimize generation of hazardous and non-hazardous waste;
* To minimize and manage the risks and impacts associated with pesticide use.

Relevant to the project is to minimise the required amount of construction materials, making efficient use of project resources and minimising waste. This is achieved through drafting specific BoQs per project.

### ESS 4: Community Health and Safety

ESS 4 addresses the health, safety, and security risks and impacts on project-affected communities and the corresponding responsibility of NLRC to avoid or minimize such risks and impacts, with particular attention to people who, because of their particular circumstances, may be vulnerable. Objectives are:

* To anticipate and avoid adverse impacts on the health and safety of project-affected communities during the project life cycle from both routine and non-routine circumstances;
* To promote quality and safety, and considerations relating to climate change, in the design and construction of infrastructure;
* To avoid or minimize community exposure to project-related traffic and road safety risks, diseases and hazardous materials;
* To have in place effective measures to address emergency events;
* To ensure that the safeguarding of personnel and property is carried out in a manner that avoids or minimizes risks to the project-affected communities.

Relevant health and safety mitigating actions for staff and communities are included in the next chapter. These refer to risks related to the construction work itself, but also to environmental factors and logistics.

Due to the limited scope of the works, relocation may not be necessary for all cases. Any physical temporary displacement will be based on mutual agreement and compensated as described in annex 4. Annex 5 describes the procedures for temporary relocation and the compensation allowance for seeking alternative accommodation. The need to relocate will be based on relevant safety requirements, such as the scope and time of the works and exposure to risks during repairs, such as mold or vectors. These will be determined during the initial technical assessments.

### ESS 5: Land Acquisition, Restrictions on Land Use and Involuntary Resettlement

Not relevant for the Project.

### ESS 6: Biodiversity Conservation and Sustainable Management of Living Natural Resources

Not relevant for the Project.

### ESS 7: Indigenous Peoples/Sub-Saharan African Historically Underserved Traditional Local Communities

Not relevant for the Project.

### ESS 8: Cultural Heritage

Not relevant for the Project.

### ESS 9: Financial Intermediaries

Not relevant for the Project.

### ESS 10: Stakeholder Engagement and Information Disclosure

This ESS recognizes the importance of open and transparent engagement between the NLRC and project stakeholders as an essential element of good international practice. Effective stakeholder engagement can improve the environmental and social sustainability of projects, enhance project acceptance, and make a significant contribution to successful project design and implementation.

The NLRC will engage with stakeholders as an integral part of the project’s environmental and social assessment and project design and implementation.

## Actions Taken by NLRC to Comply with ESS’s Requirements of the Project

**Table 3.1** describes the World Bank ESS’s requirements for the Project and actions taken by NLRC to comply with the ESS requirements.

Table 3.1: World Bank ESS’s Requirements Actions Taken by NLRC

| **ESS** | **Relevance** | **Requirements of ESS** | **Actions taken (or to be taken) by NLRC to comply with ESS requirements** |
| --- | --- | --- | --- |
| **ESS 1**:  Assessment and Management of Environmental and Social Risks and Impacts | Relevant to this Project | Conduct an environmental and social assessment of the proposed project to assess the environmental and social risks and impacts of the project throughout the project life cycle. The assessment will be proportionate to the risks and impacts of the project. | An environmental and social assessment has been carried out and presented in this ESMF, Section 5.  Project risk is considered Moderate. Project activities have minimal adverse environmental and social risks. Proposed construction activities will be located within the homes of beneficiaries and environmental and social risks and impacts from the proposed activities are very localized, temporary in nature, and limited to the construction period and can be readily mitigated by the standard mitigation measures. |
| Undertake stakeholder engagement and disclose appropriate information in accordance with ESS 10. | NLRC regularly engages its stakeholders through various channels throughout the project. The ESMF and the SEP will be disclosed via Facebook for a period of 2 weeks prior to signing the grant agreement. Section 7 describes the stakeholder engagement details. |
| Develop an ESCP, and implement all measures and actions set out in the legal agreement including the ESCP. | NLRC has developed an Environmental and Social Commitment Plan (ESCP) and will implement all actions proposed in the ESCP. |
| Conduct monitoring and reporting on the environmental and social performance of the project against the ESS’s. | NLRC’s Project Manager will be responsible for overall management of social and environmental safeguards, however some practical regular monitoring of actions proposed in the ESMF and ESCP may lie with other members of staff. NLRC will prepare quarterly monitoring reports and to submit it to the World Bank. |
|  |  | The Grantee will undertake a process of meaningful consultation of the project’s risks and impacts in a manner that provides stakeholders with opportunities to express their views on project risks, impacts and mitigation measures. | This ESMF will be disclosed on the Red Cross Sint Maarten Facebook page. Input from any feedback originating in the consultation phase is deliberated in the project team for feasibility of implementing. Any suggestions will be included in the final ESMF and results of suggestions will be fed back to project design and to relevant stakeholders. |
| **ESS 2**:  Labour and Workers Condition | Relevant to this Project | The Grantee will develop and implement Labour Management Procedures applicable to the Project. | NLRC developed Labour Management Procedures (LMP) for the Project. |
| A child under the minimum age will not be employed or engaged in connection with the project. | The Project will not employ any workers under the age of 18. |
| Measures relating to occupational health and safety (OHS) will be applied to the project. The OHS measures will include the requirements of this Section and will take into account the General Environmental Health and Safety Guidelines (EHSGs) and, as appropriate, the industry-specific EHSGs. NLRC has identified a service provider to be contacted in cases of GBV and SEA and will support referrals for GBV and SEA victims. | This ESMF includes measures related to occupational health and safety of the construction workers and the Labour Management Procedures (LMP) includes a grievance mechanism for employees. |
| **ESS 3**:  Resource Efficiency and Pollution Prevention and Management | Relevant to the Project | Resource Efficiency: The Grantee will implement technically and financially feasible measures for improving the efficient consumption of energy, water and raw materials, as well as other resources. | NLRC is implementing efficiency measures related to the efficient use of construction materials, minimising any wastage of materials, additional and unnecessary creation of waste, and unnecessary transportation. This is achieved through the tailor-made approach by listing specific required materials and amounts per household and delivering these at the right timing only when repairs will effectively start – avoiding wastage through potential damages from wear and environmental conditions. |
| The Grantee will minimise the generation of waste including non-hazardous waste and manage the waste that is safe for human health and the environment. If the project involves pest management measures, the Grantee will give preference to integrated pest management practices. | The waste and debris generated from the demolition activities and any mold removal will be collected and disposed of according to local waste management regulations. The proposed reconstruction activities are not expected to generate hazardous waste, presence of asbestos in roofs will be an exclusion criteria.  A vector and mould management plan have been developed in consultation with VROMI and VSA, added to this ESMF as annex 6. |
| **ESS 4**:  Community Health and Safety | Relevant to the Project | Evaluation of the risks and impacts on health and safety of the affected communities during project cycle and mitigation measures | Action to be taken by the NLRC relate to ensuring relevant safety training for staff, safety equipment for construction crews, and constant monitoring of safety guidelines by supervisors. Risks are mainly related to working at elevated level, working with sharp objects and electric tools.  During works, the work site will be cordoned off. Any potential risk of collateral damage to neighbouring properties will be part of the repair plan for each property and neighbours will be consulted and informed and repair activities and timelines.  Temporary and mutually agreed relocation of beneficiaries may be required and will be supported by the project. |
| The Grantee will avoid or minimise the potential for community exposure to water-related and vector-borne diseases and hazardous material. | Should mold removal or vector removal be required in order to provide a safe and healthy working environment for workers and beneficiaries, this will be included in the project.  NLRC construction crews will remove any mold in roof elements, whilst equipped with protective gear (masks and goggles etc). The responsible local entities or organisations for vector control will be called in to ensure a safe working condition. Mold or vectors not constituting safety issues for staff will be addressed through awareness raising to beneficiaries in the technical workshops as well as throughout the project.  The roof repairs works will use humidity and mold resistance materials (woodwork, etc.) to prevent future mold issues. |
| Disaster awareness and preparness | Parallel to the implementation of the Home Repair project, NLRC is implementing a Disaster Risk Reduction project. Disaster awareness and preparedness actions are a key component of this project and these messages – along with steps to create household safety plans – will be included in the technical workshops. |
| **ESS 5**: | Not relevant to the Project |  |  |
| **ESS 6**:  Biodiversity Conservation and Sustainable Management of Living Natural Resources | Not relevant to the Project |  |  |
| **ESS 7**:  Indigenous Peoples/ Sub-Saharan African Historically Underserved Traditional Local Communities | Not relevant to the Project |  |  |
| **ESS 8**:  Cultural Heritage | Not relevant to the Project |  |  |
| **ESS 9**:  Financial Intermediaries | Not relevant to the Project |  |  |
| **ESS 10**:  Stakeholder Engagement and Information Disclosure | Relevant to the Project | The Grantee will identify the different stakeholders of the project, both project-affected parties and other interested parties.  The Grantee has developeda Stakeholder Engagement Plan (SEP) and will seek the views of stakeholders on the SEP  The plan will be disclosed prior to project appraisal and consulted on. | The SEP describes the different stakeholders of the project and how they will be engaged through the project  The SEP will be disclosed on the Facebook page of the Red Cross in Sint Maarten. |
| Prior to project appraisal the Grantee will disclose project information to allow stakeholders to understand the risks and impacts of the project. | This ESMF will be disclosed on the Red Cross Sint Maarten Facebook page and its availability will be communicated through notifications in the Daily Herald. |
| The Borrower will maintain, and disclose as part of the environmental and social assessment, a documented record of stakeholder engagement, including a description of the stakeholders consulted, a summary of the feedback received and a brief explanation of how the feedback was taken into account, or the reasons why it was not. | Stakeholder feedback has been sought and comments received have been included in this ESMF. Additional consultations will be carried once the exact location of the home roofs to be repaired are defined. As such, an updated ESMF will be released during project implementation. |
| The Grantee will propose and implement a grievance mechanism to receive and facilitate the resolution of concerns and grievances from the project related parties related to the environmental and social performance of the project in a timely manner.  Prior to project appraisal the process and means by which grievances can be raised and will be addressed will be shared. | A Grievance Redress Mechanism will be put in place to receive concerns and grievances which arise from the project. A separate mechanism will be in place for employees. These are detailed in the SEP and LMP respectively.  The grievance redress mechanism will be shared online as part of the SEP and consulted on during stakeholder consultations. |

# 

# Baseline Environmental and Social Conditions

## Physiography

Sint Maarten is an island country in the Leeward Islands of the Caribbean. It is a constituent country of the Kingdom of the Netherlands. It encompasses the southern 40% of the Caribbean island of Saint Martin, while the northern 60% of the island constitutes the French overseas territory of Saint Martin.

Sint Maarten is centred on 18° 01’N Latitude and 63° 05’ W Longitude. The island hinges between the Lesser and the Greater Antilles and lies between the Atlantic Ocean and the Caribbean Sea. Other neighbouring island territories include Anguilla, St. Kitts and Nevis and St. Barthélemy. The total land area of the entire island is 90 km2 (15km long and 13 km wide at its widest point). The island features a series of jagged ranges of hills from north to south terminating at Pic Paradis, 424 m the highest point, on the French side of the island. The coastline is a series of beaches, coastal lagoons, rocky areas and mangroves, and the interior is characterized by many valleys, most of which are rather flat.

## Climate

The climate of Sint Maarten is tropical with hot and sunny weather all year around. Daily average temperature ranges from 25 degrees Celsius (°C) in the period from January to March, to 28 °C between June and October. The night temperature rarely drops below 20 °C, while sometimes it can reach 35 to 37 °C during the day from June to November. Average monthly weather data of Sint Maarten is given in **Table 4.1**.

Average annual rainfall is 1045 mm. In the period from June to November (but mostly from August to October), Sint Maarten can be hit by tropical depressions and hurricanes, as happens in general in the Caribbean.

Table 4.1: Average Monthly Weather Data of Sint Maarten

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Month** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** |
| Temperature, Min (°C) | 22 | 22 | 23 | 23 | 24 | 25 | 25 | 25 | 26 | 25 | 24 | 23 |
| Temperature, Max (°C) | 28 | 27 | 28 | 28 | 29 | 30 | 30 | 31 | 31 | 30 | 29 | 28 |
| Rainfall, (mm) | 75 | 50 | 45 | 80 | 100 | 70 | 85 | 115 | 120 | 100 | 115 | 90 |

## Natural Hazards

Sint Maarten is highly vulnerable to natural disasters and adverse climatic events due to its location within the Atlantic hurricane zone. For the past decades, the country has been exposed to high winds, intense storms and numerous hurricanes: Donna in 1960 (Category 3), Luis in 1995 (Category 4), Lenny (1999) and Irma 2017 (Category 5 on Saffir-Simpson scale). Due to the size of the country, a single storm has the potential to impact the entire population directly.

High winds, rainfall and flooding are the principal risk factors while the country is also vulnerable to earthquakes. Coastal areas are exposed to flood risk from storm surge and tsunamis. Increased urbanization along with climate change and limited country capacity to build with resilience adds to its vulnerability to natural hazards.

## Biological Environment

The major part of Saint Maarten is covered with secondary vegetation derived from either seasonal formations or dry evergreen formations[[3]](#footnote-4). Only on the top of the hills, some more or less original semi-evergreen seasonal forest is found. This type of forest has regionally become extremely rare too. Because of its small area, this forest formation is very vulnerable. On the higher hills of the two ridges in the middle part of the island, and the hills of the eastern ridge, dense secondary woodland vegetation is growing, preventing erosion and with a high scenic value. Along the coast and inland waterways remains of mangrove forests and other types of coastal vegetation survive, which are of high ecological value, and also have scenic value.

The fauna of St. Maarten is poor in species, not only because of St. Maarten’s small size, but also because of habitat destruction, hunting, imported predators and hurricanes. One bird species, the Red-tailed Hawk (*Buteo jamaicensis*) and two kinds of reptiles, the Antillean Iguana and the Iguana Delicatissima.

Among the vertebrates, birds form the largest group with a total of 39 resident and nesting birds and 68 species of migrating birds and visitors. These include 19 seabirds, of which 10 species breed in or in the vicinity of the island. Sint Maarten is classified as an important breeding area for seabirds. Several small rocky islands just offshore accommodate breeding colonies of seabirds.

## Demography and Socio-economy

Sint Maarten is a high-income constituent country of the Kingdom of the Netherlands in the Caribbean. It is the most densely populated country in the Caribbean with a population of roughly 38,000 in an area of 34 square km and a per capita Gross Domestic Product (GDP) of U$25,381.

English is the widely spoken language though Dutch is the official language of the country. In addition to the 38,000 registered inhabitants, there is a significant group of unregistered migrants, estimated to be between 10,000 and 15,000 people.

Tourism and tourism-related industry is the major source employment in the country. Only about 10 % of the land is suitable for domestic agricultural production, and over 90% of food products are imported. Nearly 30% of the male working population (45% for female workers) earn less than ANG 2,000 (USD 1,115) per month. Literacy rate in people over the age of 14 is 95.8%.

Hurricane Irma has severely damaged the economy of the country. Sint Maarten’s unemployment rate (6.2 percent) and youth unemployment rate (23.8 percent) in 2017 have significantly risen following the hurricane due to the shutting down of tourism businesses. The tourism sector suffered from significant damages to the airport, accommodations and tour operator equipment, dramatically reducing the number of tourist arrivals. Micro, small and medium-sized enterprises have experienced a significant loss of capital due to the impacts of the hurricane.

## Environmental and Social setting of homes to be repaired

The identification of specific sites where the project will be implemented has not yet been finalised. However, based on the mission of the Red Cross of assisting the most vulnerable, and from our experience of the first phase of the project, the environmental and social settings are known. In the areas most at need most households live either in some degree of poverty, with lack of means to repair their homes as a result.

This could stem from lack of work, or access to work (both physically due to absence of personal transport systems, or lack of a decent road system in the back of some neighbourhoods), or from individual personal circumstances, such as elderly citizens, single female-headed households with young children, disabilities or illnesses preventing people from working. Certain areas are also characterised by fragmented communities due to different migrant flows, cultural and linguistic backgrounds. Some migrant communities have an undocumented status on the island, leading to restricted access to government services. Most poorer areas are also characterised by the remaining presence of debris caused by damages as a result of hurricane Irma in 2017.

# Potential Risks and Impacts of the Project and their Management

## Overview of Potential ESHS Risks and Impacts

NLRC carried out an environmental and social risk screening for the construction of minor works to be carried out under the different project components and the potential environmental and social negative impacts. For details please refer to Table 5.1. Summary of Screening of Potential Environmental, Social, Health and Safety Risks from Construction Works (Small Works and Minor Repairs).

Project activities have minimal adverse environmental risks. Since the activities to be carried out are limited to the repairs of roofs of individual homes, the environmental risks from the proposed activities are very localized, temporary in nature, limited to the construction period, and mostly related to occupational health and safety of the workers and the home occupiers, which can be readily mitigated. Given the nature of the roofs to be repaired, should roofs to be demolished present signs of mold, in order to minimize potential risks on workers and beneficiaries, Construction Crews will follow mold safe removal management procedures, previously agreed with VROMI and VSA, and as described in the annexes of this ESMF. As such, given the potential presence of asbestos and mold, the environmental and social risk of the project is considered Moderate.

## ESHS Risk Mitigation Measures for Minor Repairs

For minor repairs, the NLRC staff will adjust when necessary and incorporate the standard mitigation measures indicated in Table 5.2 and ensure provisions are included in the activities for the construction of works in each home. The standard mitigation measures are based on the relevant policies of GoSM, the World Bank Safeguards Policies and World Bank Group Environmental, Health, and Safety Guidelines, and how they have been considered while designing the Project and preparing this ESMF.

**Table 5.1. Summary of Screening of Potential Environmental, Social, Health and Safety Risks from Construction Works (Small Works and Minor Repairs)**

| **Component/Activities with Potential Environmental and Social Impacts** | **Scope of works** | **Potential Environmental and Social Impacts and Risks** |
| --- | --- | --- |
|  | **Removal of Damaged Parts of the home.** Damaged parts of the home such as interior ceilings, walls, doors and windows will be removed or demolished and transported to the Government-designated Hurricane Irma debris disposal site.  **Minor Mold Remediation.** Small scale mold remediation works may be needed through cleaning of affected material or removal of the affected material.  **Repair of Damaged Parts of the Roof.** The damaged parts of the roofs will be reconstructed with wood, zinc shields, and doors and windows will be replaced. | **Debris and Waste Generation**. Debris and other waste material will be generated from the demolition and cleanup activities.  **Occupational Health and Safety (OHS) Risks.** OHS risks are associated with debris collection and removal activities such as lifting, separating, sweeping and hauling; and other risks generally associated with the roof construction works including work at heights.  **Community Health and Safety Risks**. Staff working on these roofs are exposed to risks associated with construction activities. Small scale mold remediation works may have an impact on infants and people with respiratory diseases.  Community also needs to be protected from any potential GBV/SEA that may arise out of the roof repair work.  **Nuisance from the Construction Activities**. Noise and vibration (limited due to no use of heavy equipment), dust and vehicular movement from the construction activities (limited due to minimal transportation required) may cause a nuisance to the nearby communities and construction workers. |
|  | **Temporary Relocation of Household Members.** Families living in the houses may need to be temporarily relocated, for about ten days, before starting of the construction activities.  **Demolition of Damaged Roofs and Structures.** Damaged parts of buildings such as roofs, walls, doors and windows will be demolished and transported to the Government-designated Hurricane Irma debris disposal site.  **Roof Inspection and Repair.** Roofs will be inspected, and damaged roofs will be replaced with the appropriate roofing material at the required resilience standards.  **Concrete and Steel Work.** Structural elements of the buildings will be inspected, and the necessary concrete works will be carried out to strengthen the ring beam.  **Mobilization of Materials, Workers, and Equipment**. Stack yards, site offices and labor sheds will need to be built. The land and premises required will be rented. No land acquisition will be required. | **Relocation of Affected Households**. Temporary Relocation of people is one of the major issues brought forth after the passing of hurricane Irma and Maria. Relocation affect the livelihood of people, rendering them homeless.  Relocations can be traumatic and depressive causing emotional and mental distress to some of the families, especially considering that they have been living in these homes for a long time  **Occupational Health and Safety (OHS) Risk.** OHS risks are associated with building demolition works and debris collection and removal activities, and other risks generally associated with the building construction works including work at heights.  **Community Health and Safety Risks**. Communities living around the construction sites are exposed to risks associated with construction activities. Mold remediation works may pose health risks to the infants and persons recovering from surgery, immune suppressed people, or people with chronic inflammatory lung diseases (e.g., asthma, hypersensitivity pneumonitis, and severe allergies).  **Traffic and Road Safety**. Construction related to vehicular movement and temporary storage of construction materials on the streets may affect the local traffic. |

Table 5.2 Standard ESHS Mitigation Measures for Minor Works/Minor Repairs

| **ESHS Risks/Impact/ Activity** | **Description of the Risk/Impact** | **Mitigation Measures** | **Responsibility** | |
| --- | --- | --- | --- | --- |
| **Implementation** | **Supervision** |
| Community health and safety | Community exposure to construction risks | The Construction Crews shall:   * Establish a perimeter of the site to secure from unauthorized access during construction based on the work requirements. * Sign the International Federation of Red Cross and Red Crescent Societies’ ‘Code of Conduct’ with all its staff before mobilizing them into the construction. * Discuss a repair plan with type and length of works with beneficiaries * Share relevant grievance mechanisms with beneficiaries   The Field Assessment team:  Will conduct a beneficiary assessment using the beneficiary selection criteria (Annex 3) during this process it will be determined if residents’ safety might be at risk during repair, if so the project will cover accommodation and other expenses during the renovation. | Construction Crew | NLRC |
| Hazards at Work Site | Occupational health safety risks associated with the proposed construction works may result from the exposure to potential hazards encountered in the workplace or while working | The Construction Crew shall:   * Screen roof to be repaired for asbestos, mold, or vector control needs and if found, report to the NLRC Program Manager for applicable mitigation measures (see next activity) * Identify the potential hazards at worksites associated with the construction activity * Implement necessary control measures to mitigate the risks associated with the potential hazards. | Construction Crew | NLRC |
| Occupational risks at work sites | Lack of awareness among workers on the ESHS risks and requirements of the Project | The NLRC construction coordinators shall provide ESHS awareness session to Construction Crews, as part of their regular training, before they start working on site, on primary ESHS risks associated with the proposed construction works; and the workers’ responsibility. | NLRC construction coordinator | NLRC project manager |
| Personal Protective Equipment (PPEs) and First Aid Kits | Lack of relevant PPEs will increase the risk of worker’s exposure to construction hazards  Lack of First Aid Kits and knowledge of first aid may aggravate possible minor wounds | Construction Crew shall provide personal protection equipment (PPE) for workers, such as safety boots, helmets, masks, gloves, protective clothing, goggles, body harness, and ear protection based on the work requirements, as well as First Aid Kits to address immediate/minor healing needs. | Construction Crew | NLRC |
| Building demolition works | Hazards from falling debris and objects | * Remove or secure objects (glass, structural members) that may fall while workers work under them | Construction Crew | NLRC |
| Working at heights | Risk of fall from improper ladder | * Inspect ladders for cracked, broken, or defective parts before use * Do not exceed the load rating of ladders -remember that load ratings include people, tools, and equipment * Set up ladders on stable surfaces * Use non-conductive ladders (e.g., fiberglass) and exercise extreme caution when working near power lines * Secure ladders that can be displaced by work activities; consider barricades at the base to keep traffic away | Construction Crew | NLRC |
| Working with the electrical lines and live electrical equipment | Risk of electrical shocks while working with the electrical lines, transformers and other electrical equipment | * Assume that electrical lines are energized until proven otherwise; lines may become energized because of back feed from portable generator use, circuit ties/switch point, lightning, or other downstream events; ensure that grounding procedures are accomplished and that all sources of electricity are isolated * Inspect the work area for downed conductors and do not go near, drive over, or otherwise come in contact with them * Downed electrical conductors can energize other objects, including fences, water pipes, bushes, trees, and telephone/ fiber optic cables * Ensure that all workers assessing and repairing electrical installations are experienced * Use electrical-specific PPE (gloves, face shields) needed based on the type and approximate voltage of service * Unless deenergized and visibly grounded, maintain proper distance from overhead electrical power lines (at least 3 m) and/or provide insulating barriers | Construction Crew | NLRC |
| Workers facilities at the works/construction sites | Lack of safe drinking water and sanitation facilities create unhygienic conditions at worksites | The Construction Crew shall:   * Arrange safe drinking water to workers (NLRC responsibility) * Provide adequate sanitation facilities agreed with the Construction Coordinator * Clean all worksites daily * Ensure workers do not eat, drink or smoke in the work areas affected by mold | Construction Crew | NLRC |
| Child and youth labor | Children under the age of 15 years are prohibited from working. Youth workers of age 15 to 18 have some work restrictions. Children under the age of 16 should undergo compulsory education | NLRC shall not hire any labor less than 18 years of age for the construction crews. | NLRC | NLRC |
| Grievance Redress Mechanism | Workers shall have access to GRM to raise workplace concerns. | If Construction Crew does not address concerns, workers will be directed to the NLRC’s grievance mechanism. The project manager in NLRC will track the resolution of complaints and present them in a quarterly report.  There is a specific GBV/SEA referral mechanism (added in the SEP and LMP) that will be shared with community and monitored by the project manager.  NLRC has identified a service provider. If any serious cases of GBV are reported the NLRC the will refer to a service provider (already identified), this is in addition to remote support options outlined in the LMP. | NLRC | NLRC |
| Workplace injuries and accidents and other incidents | If incidents are not investigated and root causes are not identified, there is a risk that they may repeat | * The NLRC project manager or designated staff shall investigate all incidents related to workplace injuries and accidents; and, on the environment (e.g. oil spills, pollution events), and social incidents (e.g. gender-based violence, the non-function of GRM, etc.). * The Construction Crew shall implement the recommendations of the Construction Coordinator to avoid recurrence of these incidents. | NLRC | NLRC |
| Waste from works/ construction sites | Pollution from the improper management of solid wastes and excess materials from the construction sites. | * The Construction Crew shall properly collect all waste from the worksites and transport these wastes to government approved disposal sites. * When discarding the damaged material affected by the mold, the Construction Crew or designated waste management company shall wrap and seal them in the plastic bags following procedures in accordance with government guidelines. | Construction Crew | NLRC |
| Mold remediation in small isolated areas | Mold remediation may pose health risks to the infants and persons recovering from surgery, immune suppressed people, or people with chronic inflammatory lung diseases (e.g., asthma, hypersensitivity pneumonitis, and severe allergies) | * The NLRC and the Construction Crew shall ensure the work area should be unoccupied, and the nearby areas are free of infants and people with respiratory problems. * The Construction Crew shall cover surfaces in the work area that could become contaminated with secured plastic sheets to contain dust and debris and prevent further contamination; and use approved biocides and detergents for the cleaning of mold. * After the mold cleaning, the area shall be clean, dry, and free of visible debris. | Construction Crew | NLRC |
| Drainage and Wastewater from the construction sites | Drainage from the construction sites and material storage sites (sand and aggregates) may contain sediment load | The Construction Crew shall   * Cover all stockpiles containing loose materials such as sand and aggregates with the plastic covers to protect them from rain * Not allow ponding of water near the construction sites. * Direct all wastewater from the construction activities to suitable sewerage collection and disposal system. | Construction Crew | NLRC |
| Noise pollution | Noise and vibrations from the construction activities and equipment may cause a nuisance to the nearby communities. | The Construction Crew shall:   * Avoid undertaking the noisiest activities, where possible, when working at night near the residential areas. * Maintain all equipment and vehicles to keep them in good working order. | Construction Crew | NLRC |
| Air pollution | Dust from construction activities and emissions from construction equipment and vehicles may cause air pollution | The Construction Crew shall:   * Use water spray or mist to suppress dust generation, especially during operations that may create a lot of dust, such as cutting or sawing silica-containing materials, jack hammering, impact drilling, using heavy equipment, and demolishing structures * Maintain all machinery and vehicles in acceptable working conditions. | Construction Crew | NLRC |
| Traffic and road safety | The temporary storage of materials on the streets and parking of equipment and vehicles, and excavations along the roads may block the local streets | The Construction Crew shall:   * Not block the local streets/roads for the traffic * Where relevant, place traffic signs at required places to control the traffic as directed by the NLRC * Discuss measures with supply delivery or waste pick-up companies on basic security measures for drivers whilst loading and unloading * Inform relevant neighbours on delivery or pick-up dates, in case narrow roads will need to be kept clear * Provide support when drivers need to navigate through narrow streets | Construction Crew | NLRC |
| Community complaints | Negative impact on the local community | If complaints are made directly: Construction Crew shall acknowledge, record the complaint and act on it and report the complaint to the NLRC office. Complaints can also be directed to NLRC through the grievance mechanisms. Follow up of complaints is described in the relevant annexes. | NLRC | NLRC |
| Damage to private or public property | Negative impact on community and stakeholders | The Construction Crew shall record, report the incident to the supervisor and NLRC construction coordinator who will work together to resolve the incident. | Construction Crew | NLRC |
| Site stabilization and erosion control | Risks of soil erosion | Construction Crew shall implement measures at the site of operations to manage soil erosion through minimization of excavated area, preservation of existing ground cover to the extent possible, provision of approved ground cover.  Where excavations are made, Construction Crew shall implement appropriate stabilizing techniques to prevent cave-in or landslide. Erosion control measures shall be approved by the contracting officer. |  |  |

## 5.3 ESHS Mitigation Monitoring for Minor Works/Minor Repairs

NLRC will monitor the implementation of the standard ESHS Mitigation Measures applicable to minor works . Table 5.3 indicates the monitoring parameters that the NLRC project manager will apply. Certain tasks may be delegated by the project manager to other NLRC staff, e.g. construction coordinators.

Table 5.3. ESHS Monitoring Plan

| **#** | **Monitoring Parameter/ Activity** | **Means of Monitoring** | **Compliance Indicator/Threshold Limits** | **Frequency** | **Responsible Agency** |
| --- | --- | --- | --- | --- | --- |
|
| 1 | Controls for workplace hazards | Visual inspection to ensure controls for workplace hazards are in place | Implementation of Control Measures specified in the Inspection report | Quarterly as specific annex to regular reporting to WBG | NLRC |
| 2 | Workers attend the ESHS Risks and Code of Conduct | Inspection of training records and interviews with the workers | 100 percent of Construction Crews have attended ESHS and CoC sessions | Quarterly | NLRC |
| 3 | Use of PPE by staff | Visual inspection on use of relevant PPEs | 100 percent use of PPE | Quarterly | NLRC |
| 4 | Water and sanitation facilities at worksites | Visual inspection and interviews | Availability of safe drinking water and sanitation facilities | Quarterly | NLRC |
| 5 | Cleanliness at worksites | Visual inspection | Worksites shall be clean without rubbish | Quarterly | NLRC |
| 6 | First Aid Kits at worksites | Visual inspection and interviews | All worksites shall have adequate first aid kits | Quarterly | NLRC |
| 7 | Grievances from staff or beneficiaries | Records of grievances registered and resolved. | All grievances shall be addressed with 14 days of the complaint (acknowledgement of receipt within 2 days). | Quarterly | NLRC |
| 8 | Noise and vibration | Visual inspection of noise control measures | Controls measures shall be in place for high noise generating equipment | Quarterly | NLRC |
| 9 | Waste Management | Visual inspection of sites | Facilities are clean, and waste collection and disposal facilities are in place | Quarterly | NLRC |
| 10 | Traffic Safety | Visual inspection for traffic management | The smooth flowing of traffic; and placement of traffic signs if required | Quarterly | NLRC |

## 5.4 Environmental Code of Practices for screening each roof to be repaired

NLRC Construction Crew Coordinator will use the following template to screen each roof to be repaired. This screening checklist is part of the initial beneficiary selection process, and will be carried out during the social and technical assessment.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Image result for netherlands red cross logo   |  | | --- | | **The Netherlands Red Cross** | |  |  |  |
|  | **Environmental Screening Checklist** | |  |  |
|  |  |  |  |  |
|  | **Mould/ asbestos** | **Yes/ No (Brief description if yes)** | **If yes, proposed approach?** |  |
|  | 1. Does the house have visible signs of mould on the inside (walls, bathroom, kitchen, bedroom)? |  |  |  |
|  | 2. Are there visible signs of mould on the outside of the house? |  |  |  |
|  | 3. Have any signs of possible presence of asbestos been observed? |  |  |  |
|  | 4. Are there any other visible signs in and around the house that are of concern? |  |  |  |
|  | **Vector control** |  |  |  |
|  | 5. Are there water drainage facilities around the house (gutters, sewage, water collection tanks)? |  |  |  |
|  | 6. Are there places with standing water around the house where mosquitos can breed? |  |  |  |
|  | 7. Are there signs of bee hives/ wasp nests around the house? |  |  |  |
|  | 8. Are there signs of rodents and/ or mammals (such as mice, rats, bats) in or around the house? |  |  |  |
|  | 9. Is there regular household waste collection in the area? |  |  |  |
|  | **Other observations** |  |  |  |
|  | 10. | | |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  | **Relocation advisory** |  |  |  |
|  | 11. Based on this environmental screening, beneficiary should **relocate** during repairs | |  |  |
|  | 12. Based on the presence of asbestos, this house does **not qualify** for the Project | |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Technical assessor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  |  |
|  |  |  |  |  |
|  | Date technical assessment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  |  |
|  |  |  |  |  |

# Project Institutional Arrangements and Capacity Building

## Institutional Arrangements for Project Implementation

NLRC will be responsible for the overall management, supervision and execution of the Project.

Work of construction crews is monitored regularly by site supervisors – aim is to have four site supervisors for 13 crews, so that each site supervisors monitors three or four crews. There will also be two construction coordinators overseeing the whole repairs, adding another layer of quality control and safeguard controls. An NLRC project manager is responsible for the implementation of the full project. An Organogram of the project staffing is attached as Annex 1, and details on the staff code of conduct and worker rights are in the project’s Labour Management Procedures.

Multiple levels of institutional checks are standard to NLRC work, such as segregation of duties between implementing staff, managing staff, finance staff and logistics staff.

## Institutional Arrangements for ESMF Implementation

The project manager is overall responsible for the project, and therefore also for the implementation of the ESMF. Certain aspects, however, may be delegated to NLRC staff who more frequently travel to the worksites for more regular managing and monitoring. For example, construction coordinators, technical staff, and site supervisors may be delegated a role – the project manager is responsible for delegating tasks, but also for following up and ensuring tasks (such as monitoring) are adequately executed.

Roles and responsibilities of relevant Project staff in environmental and social management of the Project are given in **Table 6.1**.

Table 6.1: Roles and Responsibilities in Environmental and Social Management of the Project

| **Staff** | **Responsibilities** |
| --- | --- |
| Project Manager | * Assist the NLRC in drafting the Environmental, Social, Health and Safety requirements in accordance with the ESMF and integrating the ESMF into the contract documents. * Supervise NLRC construction coordinators. * (together with Head of Mission) Investigate and report all incidents related to environmental, social and health aspects. Carry out root cause analysis for all major incidents, and recommended actions to be taken to rectify the failure that led to these incidents. * Assist the NLRC in implementing its Environmental Social Commitment Plan. * Prepare and submit to the Bank quarterly monitoring reports on the environmental, social, health and safety (ESHS) performance of the Project, including, the implementation of the ESCP and the ESMF, stakeholder engagement activities, status of complaints received by the grievance mechanism(s), and other aspects of monitoring ESHS as detailed in the ESMF. * Promptly notify the Bank of any incident or accident related to the Project which has, or is likely to have, a significant adverse effect on the environment, the affected communities, the public or workers, such as possible impact of natural hazards during Project implementation or any violations of the Code of Conduct. * Provide sufficient detail regarding the incident or accident, indicating immediate measures taken or that are planned to be taken to address it, whilst taking into account relevant data protection and privacy laws. Subsequently, as per the Bank’s request, prepare a report on the incident or accident and propose any measures to prevent its recurrence. * Screen and thereafter supervise any roof repair works in accordance with the Environmental and Social Management Framework (ESMF) prepared for the Project, in a manner acceptable to the Bank., including early screening of asbestos presence as underlined in the ESMF * Follow procedures established in the Mold and Vector Management Plan; * Implement the Labor Management Procedures (LMP) that have been developed for the Project. * Implement community disaster awareness and preparedness messages as underlined in the ESMF. * Implement (gender-based violence) GBV and sexual exploitation and abuse (SEA) prevention measures underlined in the ESMF, including a Code of Conduct and informing Project affected communities about GBV and SEA risks. * Establish, maintain and operate a grievance mechanism for the Project, as described in the SEP. |
| Construction coordinators | * Supervise the Construction Crew’s work to ensure compliance with the environmental, social, health and safety requirements of the bidding documents and ESMF. Provide recommendations for implementation of corrective actions for any non-compliances and suggest improvements for Construction Crew’s performance. * Provide regular training programs to the Construction Crew’s labour on environmental, social, health and safety aspects associated with the construction activities. * Carry out regular consultations with the stakeholders following Stakeholder Engagement Plan. |

## Capacity Building and Training

The existing construction crews have received standard OHS safety trainings during their initial trainings under phase 1 of the project. Regular refresher trainings or awareness messages during worksite visits will be delivered by construction coordinators to ensure safe working in accordance to the ESMF. In the case new construction staff will be hired to supplement the existing crews, their training will also include anything encompassed by the ESMF.

# Stakeholder Engagement and Information Disclosure

## Stakeholders of the Project

The NLRC has a broad range of stakeholders, who directly or indirectly depend on the NLRC and are being affected by the reconstruction activities. These stakeholders are broadly categorised in to the following two categories in accordance with ESS 10:

* **Project-Affected Parties**: direct beneficiaries and suppliers
* **Other Interested Parties**: wider community and general public, community-based organisations and local NGOs, community councils, government agencies including NRPB, WBG.

## Stakeholder Engagement

A Stakeholder Engagement Plan (SEP) has been prepared and publicly disclosed. The Community Mobilisers and Communications Officer, as well as the project manager of the NLRC are responsible for regularly communicating with the stakeholders through the following mechanisms:

* **Press releases** **through printed media**
* **Radio stations**
* **Sint Maarten Red Cross Facebook**.
* **Printed and distributed: posters, brochures and flyers**
* **Direct meetings and door-to-door surveys**
* **Workshops**

During the preparation of this project drafts of the safeguard documents were publicly disclosed online and consultations with some stakeholders were held. Details and issues discussed are summarized in the table below:

**Stakeholder Consultation Process**

|  |  |  |
| --- | --- | --- |
| **Type of consultation held** | **Description, location, and Date** | **Feedback received, responses given, changes made.** |
| Introduction meeting with the new Project Manager of NRPB  Introduction meeting with the focal point of VSA  Information exchange NRPB/ NLRC | Date: **17/11/2019**  Location: Philipsburg, SXM  Discussed type of repairs, type of houses, beneficiary target groups and area selection.    Date **19/11/2019**  Location: Philipsburg, SXM  Discussed approach VSA to selection criteria of beneficiaries and stakeholders to contact for waste management and vector control.    Date: **02/12/2019**  Location: Philipsburg, SXM  Discussed exchange of information, frequency and whom from NRPB and NLRC should be involved in future meetings and (email) communication. | Clarity on the approaches of NPRB on discussed subjects and agreement made on regular exchange of updates, information and moments of contact.          Learned about the approach of VSA of their beneficiary selection process and eligibility criteria. Agreed on moments of contact. Also received contact details of stakeholders that could be consulted on vector control and waste removal.  NRPB requested for monthly feedback on the number of houses NLRC has repaired. It was also agreed to exchange information on the 1st Home Repair project, though without specifications on personal details of beneficiaries whom received assistance from NLRC.  Agreement was made to conduct meetings every other month, to update one another on progress, challenges and other relevant information. No specific feedback on the approach in Home Repair 2. |

## Grievance Redress Mechanism (GRM)

The NLRC has existing grievance redress mechanisms (GRM's) in place to receive concerns and grievances from stakeholders, additionally this project will establish a project level GRM which meets the requirement of the World Bank. Complaints will be logged by the NLRC, example of a grievance log is attached as Annex 2, and the Head of Mission will be responsible for ensuring complaints are responded to and followed up on by the most appropriate party. The GRM is described in more detail in the Stakeholder Engagement Plan. The contact details for filing complaints will be posted on each construction site, and are:

Email: [Stmaartenredcross@gmail.com](mailto:Stmaartenredcross@gmail.com)

Facebook: [www.facebook.com/RedCrossSXM/](http://www.facebook.com/RedCrossSXM/)

Telephone: 545 2333

Address: Airport Road 34, Simpson Bay, Sint Maarten

Secondly there is a GRM specifically for labour related complaints. Details of the GRM's for Red Cross staff and contractors are included in the Labour Management Procedures (LMP). These GRMs will receive and respond to complaints prior to and during the project implementation.

## Consultation Meetings on the ESMF and Feedback

Before the grant agreement, consultations will be held on the ESMF with NRPB, and other interested departments from GoSM. In addition, the Red Cross will use it’s volunteers for a focus group session regarding the setup of the project. Inputs received will be recorded, proposed scope of work, risks and mitigation measures will be adjusted if necessary, and a revised ESMF will be publicly disclosed via Facebook. The updated version will be shared with the World Bank for approval prior to public disclosure by both the Bank and the NLRC. The ESMF will be a living document and may be updated as conditions or the project change. So far, from the consultations held, there has not been any specific feedback on the chosen approach or any specific recommendations or questions. NLRC will arrange consultation rounds with volunteers and a few community groups as well.

Consultation meetings with CBO’s will also be carried out before starting with the beneficiary selection in a community, the details of these broader consultations and engagement with direct beneficiaries are included in the Stakeholder Engagement Plan.

## Access to Information

NLRC is committed to providing information to direct stakeholders, government agencies, beneficiaries as well as the wider general public on Sint Maarten of ongoing activities. This will take place through regular updates via various media channels as listed in the SEP, through a variety of beneficiary feedback mechanisms. Finally anyone can request specific feedback or post specific questions through a variety of (social) media and direct communication channels as listed in the feedback mechanism in the SEP. In principle, all information in the NLRC is open to the public, with the exception of personal identifiable data, or information that can be traced back to individuals (both of the public, and of internal staff).

Annex List

Annex 1: Organogram Home Repair Project

Annex 2 Grievance Redress Mechanism Log (example)

Annex 3: Beneficiary selection criteria

Annex 4: Beneficiary agreement format

Annex 5: Relocation procedure

Annex 6: Vector and mold management plan

## Annex 1 Organogram



## Annex 2 Example of Grievance Redress Mechanism Log

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Date complaint received and by whom.** | **Stakeholder type** | **Grievance Owner name if provided** | **Grievance Description** | **Outcome** | **Please indicate if outcome**  **'accepted' or**  **'not accepted' by complainant.** | **Actions/ Notes** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

## Annex 3 Beneficiary Selection Criteria

This process describes the selection criteria used in order to determine eligibility of beneficiaries. The steps described below will take place after the final area selection has taken place.

NLRC will start with a comprehensive mapping exercise, where all houses in selected neighbourhoods with visible hurricane damage are mapped and logged in an NLRC database. This will provide an initial scope for potential beneficiaries. These potential beneficiaries who are identified during the area mapping exercise will be approached by NLRC field teams / community mobilisers to complete a vulnerability assessment. This assessment includes both social and technical aspects and the result of the survey will determine eligibility of beneficiaries into the Home Repair Project.

The NLRC field teams will use mobile data collection survey software ‘KOBO’ – ensuring data will be uploaded in the NLRC beneficiary database maintained by the NLRC Information Manager on Sint Maarten.

**Social survey:**

The survey will focus mainly on the personal and financial situation of potential beneficiaries, looking at the household as a whole – taking into account the following aspects:

* Personal / Household composition: identifying vulnerable groups such as elderly, female-headed single parent households, households with pregnant or lactating women, families with young children households with disabled inhabitants or those suffering from long-term illnesses (preventing work). In some cases, people may still be providing shelter to people who have lost their houses as a result of the hurricane. This may also be taken into account.
* Financial: access to financial means through steady income, daily work income, benefits/pension, remittances or savings.

**Technical survey:**

The technical and environmental aspect of the assessment includes a visual assessment of damage, ensuring that the required works are within the scope of the project – i.e. only repairs on roofs, windows and doors will qualify. The technical assessment will also group the houses into one of four categories. These categories are listed in the beneficiary agreement (Annex Beneficiary Agreement). Finally, measurements are taken in order to develop BoQs should beneficiaries be eligible.

Part of the technical survey will also be the assessment to determine if relocation is relevant. Elements that will be taken into consideration will be (non-exhaustive list):

* Repair of partial or full roof/Repair of partial or whole house (i.e. is there a minimum of one safe liveable room in the house where occupants can safely stay overnight);
* Scope of the works: Risk of repair affecting the whole structure (stability);
* Presence of asbestos, mould or other vectors through the environmental screening checklist;
* Mobility of occupants (i.e. will it be feasible for people to move in and out on a daily basis, even if the house itself is structurally safe to stay overnight).

If the assessment shows the need for relocation during repairs, this will be discussed with beneficiaries and included as an eligibility criterion – relocation and agreed fee are also part of the beneficiary agreement.

**Construction Survey**

After beneficiary is selected, one of the construction coordinators and/or supervisor will conduct a house visit to determine the final approach for home repair including timeline. During this visit, the checklist for relocation will be revisited and arrangements will be made.

**Other key criteria**

Legal status on the island is not a requirement for eligibility and identified households are not asked to disclose this information during the survey.

In order to ensure approval of the works by the homeowner, approval from landlords is required for beneficiaries who are not full owners. The potential beneficiary is asked to contact landlord to get permission for repair. In special circumstances (for example accessibility or legal issues), Red Cross will support this process. This information is collected in the survey and agreement is included in the beneficiary agreement to be signed before the start of any repairs. In other words: landlord approval is an eligibility criterion for repairs.

NLRC will pilot a trial where landlords will be consulted if they are willing to sign an agreement as well stipulating tenure security aspects – however if most are unwilling to sign, this will not be pursued and is therefore not included as an eligibility criterion. Whilst NLRC prefers to include these aspects in the agreement, inclusion of most vulnerable households will be prioritised.

A scoring system based on points assigned to the vulnerability criteria listed above will determine the overall eligibility of beneficiaries to the project. This scoring framework was also used during the 1st phase of the project and at the beginning of phase 1 discussed with different stakeholders. By using this system of database and automatic scoring based on pre-identified criteria, no single person determines eligibility of individual cases. Beneficiaries can appeal against any decisions in the process using the grievance mechanisms.

## Annex 4 Beneficiary Agreement

**AGREEMENT FOR HOUSING REPAIR RELATED TO HURRICANE IRMA**

*Between*

**nETHERLANDS RED CROSS ,** Airport Road 34, Simpson Bay, represented by Fanny de Swarte, hereinafter referred to as ***NLRC***

*And*

The receiver of the repair, hereinafter referred to as **Beneficiary.**

|  |  |  |  |
| --- | --- | --- | --- |
| Area |  | Street & number |  |
| First name |  | Last name |  |
| RC code |  | Telephone number |  |

In case the beneficiary is a renter, this agreement needs to be co-signed by the landlord, owner of the building or land:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Area |  | | Street & number |  |
| First name |  | | Last name |  |
| Telephone number | |  | | |

**Statement:**

NLRC will undertake the below described house repair free of charge. There will be no additional costs for the beneficiary regarding the repair. The repair shall be executed following the ruling building guidelines of Sint Maarten. As NLRC is providing roof repairs without working on the pre-existing structures (of which the stability is unknown), NLRC considers it outside its scope when structural failures occur as a result of the repair. NLRC cannot make guarantees regarding the level of disaster resistance of any repair. The NLRC construction teams will repair part of the house, but it will not be 100% hurricane proof.

**The sub-structure of the house to which this agreement applies falls under:**

Category A: Sub – structure is constructed following the Building code, ring beam minimum 8 x 10 inches.

Category B: Sub – structure is not constructed following the Building code, but ring beam is suitable.

Category C: Sub – structure is not constructed following the Building code and there is no ring beam present.

Category D: Sub – structure is constructed of wood.

**IT WAS AGREED THE FOLLOWING:**

1. **General conditions**
   1. House was damaged because of hurricane Irma.
   2. The house is in a safe area (not in a high-risk or disaster prone area).
   3. Damaged or destroyed house or apartment is the beneficiaries’ only and primary residence.
   4. Beneficiary who is renting the structure shall provide NLRC with a written agreement from the landlord for the execution of the repairs by NLRC.
   5. Beneficiary who is owners of the structure shall provide NLRC with a legal ownership title.
   6. This agreement shall only be signed after point 1.4 **or** 1.5 (as mentioned above) are fulfilled.
   7. The conditions of this agreement will be explained to the beneficiary, and the beneficiary agrees with all conditions before the contract will be signed.
   8. At any point during the project, feedback and grievances from the Beneficiary can be registered either in person to NLRC staff, via email ([Stmaartenredcross@gmail.com](mailto:Stmaartenredcross@gmail.com)), Facebook ([www.facebook.com/RedCrossSXM/](http://www.facebook.com/RedCrossSXM/)) or phone (545 2333). NLRC will give individual information on complaints within 2 weeks, and information on general feedback within 4 weeks only when requested.

Select if applicable:

* 1. The result of the technical assessment (carried out during the beneficiary selection) recommends that the home is not be occupied in the evening or overnight during the period of the works and as such the NLRC will organise a compensation package for the number of days until the home repair is estimated to be completed, as per article 2.8.

1. **Responsibilities of NLRC**
   1. NLRC has carried out a social-vulnerability assessment and the beneficiary falls within the pre-set vulnerability criteria.
   2. NLRC has carried out a technical assessment and has drawn up a Bill of Quantity which will define the materials that will be used from the NLRC selected supplier.
   3. The scope of work, as per the Bill of Quantity, has been explained to the beneficiary.
   4. NLRC will provide a builders team to execute the agreed works. This team is trained by NLRC and under contract via Global Resourcing by NLRC. No fees need to be paid by the beneficiary to the builders team.
   5. During the working hours, the beneficiary and other household members should not be in the house or on dangerous spots around the house. Construction work can be dangerous and NLRC aims to avoid injuries. A security perimeter will be defined around the house during and after working hours.
   6. A technical and vulnerability assessment of the house and resident by the assessment team will determine if the beneficiary and other household members are ableto stay overnight in the house (see article 1.9). If it is not safe or for some other reason preferable that people do not stay in their house, compensation as described below is available to cover accommodation, travel, and storage, as required.
   7. For households composed of one or two household members, Beneficiary will receive $100,00 in compensation for each working day that they are unable or choose not to stay in the house during repairs. For each additional household member, the beneficiary will receive an additional amount of $25,00 for each working day. The estimated number of workings days for the repairs will be ……….. days. The exact number of days will be determined with confirmation of the work plan, at least 8 days prior to the start of the work. The number of estimated days needed for the repair may change as a result of this work plan.
   8. This compensation will be paid through (select one option)

* Bank transfer (account details: …………………………………………………………………………………….)
* Check payment (details:………………………………………………………………….……………………………)
* Other (please specify: ………………………………………………………………………………………………….)
  1. If beneficiaries or household members stay overnight against the advice of NLRC, NLRC cannot be held liable nor will the compensation be paid.
  2. This builders team is supervised by a NLRC construction coordinator, who will inform the beneficiary regarding the timeframe of the works and any related activities such as waste removal at least 8 days before the start of the works.
  3. The NLRC construction coordinator and site supervisor will undertake the site supervision during the implementation of the works. Requests for technical clarifications can be directed to them.
  4. NLRC technical staff will undertake a final site visit and satisfaction survey approximately 2 weeks after completion of the works.
  5. NLRC’s liability during all works will be limited to the coverage by the liability insurance and the Construction All Risk (CAR) insurance with Massy United Insurance.
  6. NLRC ensures a safe working space for its builder teams; in case any animal pests are encountered prior to or during construction works, NLRC will contact a relevant pest control authority.

1. **Responsibilities of the Beneficiary**
   1. The beneficiary shall comply with the general conditions as stated under point 1.
   2. The beneficiary shall provide unlimited access to his/her premises during working hours for the period of the construction. Access needs to be provided to the builders team who will be implementing the works and to NLRC staff for site supervision. Access also includes the making available the use of electricity needed by construction crews during the repairs.
   3. During the working hours, the beneficiary and other household members should not be in the house or on dangerous spots around the house. If relevant under article 1.9, beneficiaries and other household members may also not be in the house outside working hours. Construction work can be dangerous and NLRC aims to avoid injuries. A security perimeter will be defined around the house during and after working hours.
   4. Beneficiaries ensure that dogs owned by them will be either on another location or kept out of the way so none of the construction workers can get hurt.

The scope of work, as per the Bill of Quantity, has been explained to the beneficiary, and, if applicable, to the landlord/owner. The beneficiary has by signing this agreement understood and agreed with the scope of work.

This agreement has been read through and explained to the beneficiary. Understanding the contents hereof the Parties sign and enter into agreement on

*(Date)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *(Place)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.*

For Beneficiary, For NLRC,

*(Name and signature)* Fanny De Swarte

## Annex 5 Relocation Procedure

**Introduction**

During the home repair, relocation may be mutually agreed between NLRC and the potential beneficiary as part of the beneficiary selection and beneficiary agreement process. This document provides the outline regarding relocation.

**Information and communication**

Potential beneficiaries will be provided with information about relocation from the start of the selection process. One of the additional aims of the social assessment during beneficiary selection, will be to provide the potential beneficiary with information about the project (verbally and written). Potential beneficiaries will be informed that relocation might be a requirement to be eligible for the project if this is advised by the NLRC based on the assessment process.

**Agreed relocation**

Based on the experiences of home repair 1, the concern was raised that not all households would be willing to relocate for various reasons. Relocation will be optional for homes that are safe or can be made safe at the end of the workday. For houses which are deemed unsafe to stay in during repairs (as assessed during the technical assessment), relocation details will be included of the beneficiary agreement and shared with the potential beneficiary. If potential beneficiaries choose not to sign the beneficiary agreement, they are not eligible for the project.

Relocation advice will be determined on the following:

|  |  |  |
| --- | --- | --- |
| Relocation advised by NLRC | Relocation optional | Grey area (case to case assessment) |
| * House has no safe room(s) during repair * There are concerns on structural integrity of the house without a proper roof structure in place * Presence of mold or vectors present health risks during repairs * All inhabitants have mobility issues preventing them from moving in and out on a daily basis during repairs | * House has one or more safe rooms during repair (i.e. structurally safe and with a watertight roof/tarp). Number of safe rooms depending on number of inhabitants * There are no significant health risks to beneficiaries | * Mobility of one or more (but not all) of the members of the household. In this case, relocation fee will be offered, but for people without mobility issues it depends on other criteria whether or not it is safe to stay |

**Reconfirming relocation assessment**

With the financial reimbursement, the beneficiary is primary responsible for relocation. In some individual cases (elderly, disability, no social network), Red Cross may assist upon request. The stipulation of relocation is included in the beneficiary agreement, as well as an estimated number of days needed for repairs. The reimbursement amount depends on the exact number of days needed for repairs – the assessed number of days will be reconfirmed at least eight (8) days prior to the start of the works when the construction coordinator and/or site supervisor will finalise the individual work plan. Payment of the reimbursement will then take place in accordance to the method agreed in the beneficiary agreement and after 5 working days after finalization of the work plan. Project staff will inform the beneficiary when and how payment has been made/can be collected.

## Annex 6 Vector and Mold Management Plan

**Standard Operating Procedure**

**Asbestos, Vectors & Mould**

Introduction

The plan of action for environmental threats in the field will have two phases that will be determined by two different stages of the program: 1) the beneficiary selection and 2) prior to the arrival of the RC construction teams to the beneficiary houses.

The first phase, or Phase One, is during the beneficiary selection, where a Technical Officer will first supervise the aspiring beneficiary house, determining then if there is any Asbestos, Mould or Vector concern that should be addressed.

The second phase, or Phase Two, will take place once the beneficiary selection has been completed and prior to the RC construction teams arriving to perform the home repairs.

This second phase works as a control mechanism in case errors have occurred during the analysis in Phase One.

Also, since time will pass between phases, Phase Two can be used to observe the evolution and/or changes of mild and other Vectors during that time-span.

1. **Asbestos**

Asbestos is not dangerous for human health when it is still in good condition, but when it starts to break down and the fibres are released in the air, it becomes toxic.

However, based on the first Home Repair project and the experience of the RC teams workers involved in the repairs, it has become clear that presence of Asbestos on Sint Maarten is very limited.

Phase One:

Before Phase one starts, the Technical Officers will be educated on how to recognize asbestos and in which places this is most likely to be found. Places that may contain asbestos are usually walls, flooring, pipes and roofing sheets constructed between 1920 and 1989.

If there is any minimum suspicion or sign of asbestos, the house will not be included in the Home Repair project, as Asbestos testing and removal is an extremely difficult and dangerous activity that NLRC won’t be able to perform within the timeframe and with the budget of the project. In this scenario, there will not be a Phase Two.

* Should it however, be suspected that there may be materials present in the house that contains asbestos, the beneficiaries will be informed about the risks of asbestos, what should be done to protect themselves, and explain to the beneficiary why the RC teams can’t assist.

1. **Vector control**

Vectors include, but are not limited to, mammals, birds, insects or other arthropods which can transmit disease pathogens (viruses, bacteria, fungi, protozoa, and worms).

Members of households will be asked during the technical beneficiary selection to provide information regarding observed vectors in or around the house.

Phase One:

Technical Officers conducting the beneficiary selection will check, using the environmental screening checklist, for the presence of elements such as:

* Standing water (can increase the presence and breeding of mosquitoes which can cause dengue and zika).
* Bee hives and wasp nest (may cause an allergic reaction in some people)
* Rodents and other mammals
* Cockroaches and other insects

Phase Two:

Cross check before starting the works on a selected beneficiary house if the house is free of any vector that may be a risk for households and RC construction teams. If a minor exposure to a vector, that does not affect the health of the RC construction teams and/or members of the household was identified in Phase One, the evolution of the vector will be checked to determine if any changes have occurred.

Action:

The status described by the technical officer in the initial assessment (phase 1), the risk is assessed by the site supervisor in combination with the construction coordinator. In case Vectors are found in a level that can be dangerous for the members of the households and/or the RC construction workers, at both Phase one and Phase two, a Specialist Pest Control will be hired to eliminate the problem. Quotations will be requested from a number of service providers (see below) to get an idea of costs, but cases of mould will be treated on a case by case basis. A preferred suppliers list will be compiled based on the quotations rather than securing one overall service agreement with one supplier, in order to ensure availability and the quickest possible response to fit in with the repair timeline and avoid delays.

**Atlantic Pest Control:** more than 14 years of experience in pest control and eradication in St. Martin and offers a prompt professional service.

**Harrigan Exterminating NV:** eradication of all on board bugs including cockroaches, flies, ants, termites, bed bugs and rats for over 40 years in St. Maarten.

**Others:** CPR extermination services, HL pest control services or Terminix.

1. **Mould**

It is important to determine if the mould present in the house is the *Stachybotrys*,or **black mould**, which is the most toxic type of mould. It is easy to recognize, as it has a musty, earthy smell, like dirt and rotting leaves; black mould smells especially strong. If this type of mould is located, members of the household should be informed about the dangers of this type of mould, especially the danger for infants.

Physical symptoms related to exposure to mould or ‘sick building syndrome’ include eye, nose and throat irritation, respiratory complaints, skin irritation, nausea, dizziness and fatigue. People with mould allergies may have more severe reactions.

Phase One:

During the beneficiary selection a check on the presence of mould, and the extent of the damage on the surfaces in all rooms, will be executed. With this, the extent of the mould will be determined as well as the feasibility to either clean the mould or to replace the affected areas.

Phase Two:

Prior to the arrival of the RC construction teams it has to be cross checked that the mould analysis was done properly, that the treatment plan remains the same as in Phase One and/ or if the area of the mould has grown larger.

Action:

* The analysis of the presence of mould performed in Phase One results in two possible lines of work:

1. Cleaning the surfaces using safety gear such as gloves, masks, and goggles before handling areas affected by mould and clean them with Borax, Vinegar or Ammonia.

A fungicide product can ensure all the mould spores are removed and that there is no opportunity for a recurrent infestation.

1. In case this is not feasible due to the extent of the damage, the elements affected should be removed and replaced, using safety gear such as gloves, masks, and goggles. If the expenses of the replacement of materials outside the roof repair itself lead to costs above the maximum projected budget for each house to be repaired, the house will be marked as rejected. This cost estimation will be judged by the site supervisor together with the construction coordinator, and final sign off by the project manager.

* Members of the households should be informed on how to avoid further mould infections:
* Identify potential problem areas in the house and correct them.
* Dry wet areas, such as bathroom and kitchen, immediately after use.
* Prevent moist with proper ventilation.
* Equip the house with mould-resistant products
* Direct water away from the house

1. Website on Labour Regulations of GoSM: <http://www.sintmaartengov.org/government/VSA/labour/Pages/Labour-Legislation.aspx> [↑](#footnote-ref-2)
2. <http://www.sintmaartengov.org/government/VSA/labour/Documents/Fundamental%20Rights%20of%20the%20Worker%20poster.pdf> [↑](#footnote-ref-3)
3. Source: Biological Inventory of St. Maarten (http://www.dcbd.nl/sites/www.dcbd.nl/files/documents/RojerKNAP96-33BioInv-StMaarten%5Beng%5D.pdf) [↑](#footnote-ref-4)