**Ministry of Health of the Federal Democratic Republic of Ethiopia**

**Ethiopian Public Health Institute**

****

****

**Terms of Reference for the Consultancy Work on Environmental and Social Audit for Equipping and Furnishing Biosafety Level-2 (BSL-2) Regional Reference and Hospital Based Laboratories found in different parts of the country**

# **Introduction**

# 

The Africa CDC Regional Investment Financing Project (ACDCP) is supported by the World Bank (WB) and will be implemented by Africa CDC, the Governments of Ethiopia (GoE) and Zambia. It aims to support Africa CDC to strengthen continental and regional infectious disease detection and response systems. The project will support vital institutional capacities for measurable functions by the Africa CDC Headquarters in Addis Ababa, the SA-RCC in Lusaka, and the Ethiopian and Zambian health ministries.

The activities supported by ACDCP are organized under five strategic components: (i) governance, advocacy and operational frameworks; (ii) public health assets; (iii) human resource development; (iv) project management support; and (v) a Contingent Emergency Response Component (CERC) for Ethiopia and Zambia. The component of public health assets is aimed at building the national and, regional capacities and systems for the prevention, detection and response to public health threats. In Ethiopia, ACDCP will, among many other capacity building activities, finance the procurement of goods, technical services, and civil works for (a) the design, construction, equipping and furnishing and maintenance of a Biosafety Level 3 (BSL-3) National Reference Laboratory (NRL) complex, (b) establishment of a Proficiency Testing Panel Production Center, Biobank Centre for reference materials, Central Warehouse, (c) construction, equipping and furnishing of 15 Regional Reference Laboratories along Ethiopia’s borders; (d) equipping and furnishing selected Biosafety Level 2 (BSL-2) Regional Reference Laboratories which will include existing and those newly constructed by the Global Fund.

During the project development and endorsement phases, Environmental and Social Management Frame Work (ESMF) was prepared based on the World Bank’s environmental and social safeguard policies. In accordance with these policies and as part of the ESMF and the agreement reached between the WB and the Ministry of Health (MOH), Environmental and Social Audit (ESA) should be undertaken and appropriate repots be produced for selected BSL2 Regional Reference Laboratories and planned to be equipped and/or furnished by the project. In order to meet this requirement and obtain funding approval to go ahead with the proposed equipping and furnishing project/activities, the MOH and the Ethiopian Public Health Institute (EPHI) are planning to carry out an Environmental and Social Audit of 29 BSL 2 Regional Reference and Hospital based laboratories found in different parts of the country, which will have to comply with the environmental procedures of the Ethiopian Environment, Forest and Climate Change Commission (EFCCC) and the WB. .

Therefore, EPHI is seeking to hire a qualified Consultancy Firm to audit the environmental and social impacts related to equipping, furnishing and supplying of laboratory commodities to Regional Reference and hospital based laboratories located in different parts of the country (see table 1).

# **Objective of the Consultancy**

The objective of this consultancy is to conduct an Environmental and Social Audit for 29 BSL2 Regional Reference and Hospital based laboratories found in different parts of the country which will be equipped and/or furnished by the ACDCP. The Environmental and Social Audit is to assess the environmental and social management of the facilities and document their current status as observed and evaluated against requirements stipulated in the WB’s Environmental and Social Standards (ESSs). Focus will be placed on examining whether a system for addressing environmental and social safeguard aspects are existing, functional and adequately resourced and whether implementation of mitigation measures and established mechanisms as contemplated in action plan are in line with the requirements of the ESSs. Based on audit findings, site-specific gap-filling and enhancement measures with action plan and monitoring mechanisms will be recommended for implementation during and beyond the execution of the proposed project activities.

# **Scope of Services**

The execution of the scope of work described hereinafter will provide an Environmental and Social Audit for equipping, furnishing and supplying of laboratory commodities to 29 BSL 2 Regional Reference and hospital based laboratories located in different parts of the country. This scope addresses the World Bank’s Environmental and Social Standards (ESS1)/Guidelines as they will relate to this project. This scope is presented to clearly describe the relationship between the activities and the work products that comprise the ESA reports.

## **Consultant Tasks and Responsibilities**

Overall, the Environmental and Social Audit involves a detailed assessment of the existing institutional and managerial, regulatory and policy, environmental, socio-cultural and socio-economic safeguard arrangements and potential implications of the current project during and following its implementation. This must necessarily encompass analysis of and the presentation of findings/recommendations in respect of the subject areas listed in turn hereunder.

The Consultant will have to do the following but not necessarily be limited to these.

The Consultant shall:

* Submit a detailed work-plan including a time schedule, budget, the names, professional status and biographic data of all professional staff to be deployed for this assignment, along with a description of the duties to be performed by each expert.
* Develop a broad audit program that will confirm the Consultant understands of the audit objective, scope, methodology/approach and schedule and prepare an audit checklist. The detailed methodology and audit checklist templates shall be reviewed by the Project Management Team and the World Bank. The audit program shall incorporate field visits to the selected project sites
* Integrate a specialized team of experts required to undertake the Environmental and Social Audit.
* Conduct visits, with the team of experts, to the sites for carrying out site inspection and data collection.
* Conduct using the specialized team of experts, baseline studies, covering all spectrums of analysis relevant to the existing project and operation activities; and the proposed project (for equipping , furnishing and supplying of lab commodities to BSL 2 regional reference and hospital based laboratories in different parts of the country) and operation.
* Conduct Environmental and Social Audit to determine the nature and extent of all environmental and social issues associated with the project and operational activities; and propose environmental and social safeguard measures for each site
* Identify and assess the potential impacts of the proposed project for each site
* Identify and justify appropriate measures and actions to mitigate the areas of concern for each site;
* Prepare environmental and social safeguards action plan for the implementation of proposed measures to mitigate impacts for each site
* Provide recommendations on how to adapt project design (if required) to optimize the exploitation of opportunities, manage risks and operate under the constraints imposed by the natural environment, including climate variability, climate change and the availability or scarcity of natural resources.
* Compile, edit and prepare for final print a Draft Final Environmental and Social Audit Report containing standardized parts of the study report for each site.

## **Performing Environmental and Social Audit**

During performing the audit, the Consultant shall review available related documents, identify stakeholders, including community representatives for due diligence and audits and consult people in the project area and others that may be affected by the project. The Environmental and Social Audit is to be guided by:

* National laws and/or regulations on environmental reviews and impact assessments;
* World Bank Policy (Environmental and Social Framework/ Environmental and Social Standards), on Environmental and Social Assessment and other pertinent Guidelines.

An indicative listing of the activities to be undertaken and issues to be studied and reported on, and recommended approaches to conduct the audit shall include but is not limited to the issues listed hereunder

Table 1: Locations of the BSL 2 Regional Reference and Hospital based laboratories found indifferent parts of Ethiopia and selected for Environmental and Social Audit

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.N** | **Name of the laboratories** | **Town** | **Region** | **Remark** |
| **Global Fund Constructed Regional Reference Laboratories to be equipped & furnished by ACDCP (Existed)** | | | | |
| 1 | Dire Dawa Regional Reference Laboratory | Dire Dawa | Dire Dawa | Phase I |
| 2 | Debre Markos Regional Reference Laboratory | Debre Markos | Amhara | Phase I |
| 3 | Debre Tabor  Regional Reference Laboratory | Debre Tabor | Amhara | Phase I |
| 4 | Bule Hora  Regional Reference Laboratory | Bule Hora | Oromia | Phase I |
| 5 | Woldia Regional Reference Laboratory | Woldia | Amhara | Phase I |
| 6 | Dubti Regional Reference Laboratory | Dupti | Afar | Phase I |
| 7 | Yirgalem Regional Reference Laboratory | Sidama | Sidama | Phase I |
| 8 | Addis Ababa Regional Reference Laboratory | Addis Ababa | Addis Ababa | Phase II |
| **Regional Reference Labs to receive critical equipment or furniture from the ACDCP (Newly planned)** | | | | |
| 1 | Harar Regional Reference Laboratory | Harar | Harari | Phase I |
| 2 | Arbaminch Regional Reference Laboratory | Arbamich | SNNPR | Phase I |
| 3 | Bahir Dar Regional Reference Laboratory | Bahir Dar | Amhara | Phase I |
| 4 | SNNPR Regional Reference Laboratory | Hawassa | Sidama | Phase I |
| 5 | Shashemene Regional Reference Laboratory | Shashemane | Oromia | Phase I |
| 6 | Fiche Regional Reference Laboratory | Fiche | Oromoia | Phase II |
| **AMR Sites to be equipped(as required) and supplied with laboratory reagents by ACDCP** | | | | |
| 1 | Gondar University Referral Hospital | Gondar | Amhara | Phase I |
| 2 | Jimma University Medical Center | Jimma | Oromia | Phase I |
| 3 | Felege Hiwot Comprehensive Specialized  Hospital | Bahir Dar | Amhara | Phase I |
| 4 | Hawassa University Referral Hospital | Hawassa | Sidama | Phase I |
| 5 | Hiwot Fana Hospital | Harar | Harari | Phase I |
| 6 | Dessie Regional Reference Laboratory | Dessie | Amhara | Phase I |
| 7 | Nekemte Regional Reference Laboratory | Nekemte | Oromia | Phase I |
| 8 | Metu Karl Hospital | Metu | Oromia | Phase I |
| 9 | Adama Regional Reference Laboratory | Adama | Oromia | Phase II |
| 10 | Tikur Anbessa Specialized Hospital | AA | AA | Phase II |
| 11 | St. Paul Millennium Medical College, Referral Hospital | A A | AA | Phase II |
| 12 | EPHI (National Reference Lab) | AA | AA | Phase II |
| 13 | Yekatit12 Hospital | AA | AA | Phase II |
| 14 | ALERT Hospital | AA | AA | Phase II |
| 15 | Zewditu Hospital | AA | AA | Phase II |

### **Description of the Proposed Project**

A project description is a detailed description of any proposed infrastructure to be financed under the Project. The project description should provide a brief description of the relevant parts of the project, using maps (at appropriate scale) where necessary, and including the following information: location; general layout; size, capacity, etc.; equipping and furnishing activities; supply of lab commodities, schedule; staffing and support; facilities and services; and operational activities and life span. As part of the proposed project, this description will include, among other relevant aspects:

* Project activities including detailed scheduling and cost;
* Personnel to be hired temporarily and permanently during operation of the Project; and,
* How and if "Sustainable Infrastructure" principles have been included in the Project with focus on: energy efficiency and use of renewable resources, conservation of resources such as water and energy, internal air quality, and community involvement.
* Location:Where appropriate describe and present schematically, the administrative, political and geographical location of all envisaged infrastructural works of the Project, Provide definition and description of the Project area including associated facilities and activities

The project justification should be described based on combined economic, environmental and social assessments.

### **Legal and Institutional Framework**

Analyzes the legal and institutional framework for the existing project or activities, including the issues set out in WB’s ESS1 (Assessment and Management of Environmental and Social Risks and Impacts), any applicable environmental and social requirements of existing financiers.

* Description of legislative and institutional norms, systems and environmental licensing requirements, and other necessary requirements for the implementation of the Project
* Description of any specific and applicable local regulations and requirements relating to the project such as healthcare, water, solid waste, wastewater, air pollution, labor, and health and safety. In addition, the consultant will include a description of the requirements, which are applied for the activities of the Project, of other institutions such as, CDC World Health Organization, and other entities;
* Description of the 10 World Bank Safeguard Operational Policies/ESS identifying which of these should be triggered. The results should be presented in a tabular format, showing each of the ten policies, status of triggering, and rationale for triggering or not.
* Identify international and regional legislation, policies, norms, standards, guidelines, and current practices
* Examine the extent to which implementation of environmental safeguards and controls might be hindered (for example policy overlaps). This will provide an overview of the existing environmental management regimes and the extent to which these are applicable to this proposed undertaking;

### **Description of the Environmental and Social Issues Associated with the Existing Project or Activities**

* The review will consider the key risks and impacts relating to the existing project or activities. This will cover the risks and impacts identified in ESSs1–10, as relevant to the existing project or activities. The audit will also review issues not covered by the ESSs, to the extent that they represent key risks and impacts in the circumstances of the project.
* Environmental characterization of the area of influence where existing project or activities are carried out, describing the environmental conditions, and detailing the characteristics of the areas.

### **Environmental and Social Analysis**

The Environmental and Social Audit should assess the potential impacts of the proposed project (taking into account the findings of the audit with regard to the existing project or activities) and the ability of the proposed project to meet the requirements of the ESSs. It will identify impacts that are unavoidable or irreversible. Wherever possible, it will describe impacts quantitatively. Cumulative effects shall also be addressed taking into account other projects or actions planned in the study area.

Identification and assessment of environmental and social impacts of the project, including those impacts related to occupational safety and health and consideration should be given to all potential direct and indirect negative impacts. The audit should:

* Identify, describe and assess all potential environmental and social, direct and indirect, short and long-term, temporary and permanent impacts.
* Assess the potential impacts of the proposed project taking into account the findings of the audit with regard to the existing project or activities
* Address any national regulatory issues related to the environmental and social assessment of the project with regard to the existing project or activities
* Assess risks related to labor influx, covering Occupational, Health and Safety (OHS) and community, health and safety.
* Highlight all impacts including irreversible or unavoidable impacts. Cumulative and scale effects shall also be addressed taking into account planned activities or actions in the project area with regard to the existing project or activities
* Identify and evaluate the socio-environmental impacts based on the characterization of the area of influence with regard to the existing project or activities
* Assess the environmental and social impacts by identifying and describing particular and overall impacts by the proposed project on the environment with regard to the existing project or activities
* Recommend methodologies for the assessment of the risks and impacts and the significance criteria and definition.

### **Proposed Environmental and Social Measures**

* Present audit findings and recommend gap-filling and enhancement measures for the overall environmental and social management, with action plans agreed. Audit results shall be analyzed to identify key issues and gaps to be addressed in the continued implementation of the E&S risk mitigation measures, and recommendations shall propose clear actions needed to address technical and capacity building gaps.
* Based on the findings of the audit, these measures will be included in the Environmental and Social Commitment Plan (ESCP) for the proposed project or activities.
* Measures typically covered under this section include specific actions required to meet the requirements of the ESSs, corrective measures and actions to mitigate potentially significant environmental and/or social risks and impacts associated with the existing project or activities, measures to avoid or mitigate any potential adverse environmental and social and risks or impacts associated with the proposed project or activities.

**3.2.6. Environmental and Social Audit Protocol**

The Audit should assess the potential impacts of the proposed project to meet the requirements of the environmental and social audit protocol that has been annexed to the ESMF. The protocol will serve as a management tool for the client for measuring and improving environmental performance by correcting deficiencies uncovered by the audit. This audit protocol will be also used as a planning tool to assist the consultants in understanding the requirements for conducting a comprehensive audit. Checklist (Audit Checklist for BSL 2 laboratories to be financedby Africa CDC Program in EthiopiaInstruction) will be used as a guiding tool to collect relevant data during environmental and social auditing. The checklist delineates what would be evaluated during an audit (See Annex 2).

The audit should include:

* An executive summary (the key findings, the remaining unknowns, and a statement summarizing the consultant’s main conclusions relating to environmental and occupational health and safety practices at the BSL 2 regional reference and hospital based laboratories
* Review of relevant environmental and occupational health and safety legislations
* Environmental and occupational health and safety concerns associated with the BSL 2  
  regional reference and hospital based laboratories
* Review relevant existing environmental legislation, standards, and permits.
* Evaluate knowledge and awareness of, and responsibility for, applicable legislation in BSL 2 laboratories which will be financed by Africa CDC.
* Examine compliance record with the BSL 2 regional and hospital based laboratories’ management
* Examine monitoring programs, procedures and controls in place in BSL 2 regional and hospital based laboratories’ which will be financed by Africa CDC.
* Examine procedures for corrective action if monitoring parameters are out of control  
  limits.
* Examine if such incidents are reported, investigated, and followed up. Check if  
  monitoring data are used for reporting to management or government agencies.
* Verify monitoring results or compliance by taking and analyzing representative samples
* Examine areas for storage of dangerous substances, fuels, and gases. Check warning  
  systems, fire- fighting equipment, labeling of containers, spill protection, and compatibility of materials stored together.
* Assess procedures and controls in areas where dangerous processes occur.
* Check safety data sheets for spills and leakages, which would be available centrally and at all points of use.
* Evaluate adequacy of emergency procedures and contingency plans.
* Perform a tour of areas where practices of waste management, storage and the use of  
  dangerous substances may have caused contamination.
* Examine procedures and rules for employee protection and assess the level of  
  compliance with company policies in the areas of noise, personal protective gear, hot work and other potentially harmful activities.
* Evaluate accident/incident reporting, analysis, and follow-up.
* Check if medical examinations for employees working in areas where they may be  
  exposed to dangerous substances are available. Check if particular symptoms or  
  diseases are monitored.
* Examine the existence of asbestos in buildings and equipment and procedures for  
  dealing with asbestos.
* Evaluate the adequacy of training and emergency drills for employees.
* Examine record of complaints from the local community and systems to follow these up.
* Assess hazards or risks for the local community and the adequacy of procedures for  
  warning and emergency responses.
* Prioritization of all past and ongoing concerns (i.e. high, medium, and low);
* Integrate a specialized team of experts required to undertake the Environmental and Social Audit.
* Conduct visits, observation, close meeting with the team of experts
* Recommendations (recommend what further action is required along with a cost  
  estimate for such actions for both past and ongoing activities. Recommendations and  
  cost estimates would be presented separately for past and ongoing activities, and in relation to both Ethiopian and the World Bank standards)

# **Methodology and Approach**

In performing the Environmental and Social Audit, the consultant team shall review available documentation (e.g., ESMF, technical reports, environmental and social management plans, etc.) and identify stakeholders, including community representatives for due diligence and audits. Field visits to sites, stakeholder engagement and other related activities will be conducted accordingly. The consultant shall be responsible to develop required assessment tools and identify relevant stakeholders as part of the audit program. These tools and stakeholder engagement plan for audit purposes shall be reviewed and approved by MOH/EPHI and the World Bank.

# **Deliverables and Report Requirements**

An Environmental and Social Audit for equipping, furnishing and supplying of lab commodities to BSL 2 regional reference and hospital based laboratories in different parts of the country. Project will be developed in a manner complying with the requirements of the World Bank, and the Ethiopian Environmental Regulation. Typical contents for the Environmental and Social Audit Report are presented in Annex 1. The Environmental and Social Audit Report shall describe the scientific approach adopted to carry out the studies and a draft report will be issued for review and comment by EPHI/MOH and the World Bank after which a final report will be issued as per the schedule (see table 2).

## **Report Requirements**

The consultant shall prepare a report with site-specific findings including recommendations and finalize activities for Phase I Sites within 12 weeks and Phase II Sites within 22 weeks after signing of agreement. The consultant team is expected to fulfill the following reports:

* An inception report which includes a work plan with timelines for completing the assignment
* A Draft Environmental and Social Audit Report
* A final Environmental and Social Audit Report incorporating suggestions and feedback from the project team during the review of the draft, and a draft copy of the final report must be prepared by the consultant and submitted to the World Bank for approval and agreement prior to finalization.

## **Deliverables**

* The consultant shall deliver a separate Environmental and Social Audit Report which is approved or cleared by the World Bank for each project site as per Annex 1 template.

**Table 2:** The expected outputs from the consultant including timeframe

|  |  |
| --- | --- |
| **Output** | **Timeframe (weeks from contract start date)** |
| Inception report/audit plan for all sites | Two weeks |
| Draft report of audit as per the agreed template for Phase I Sites | Eight weeks |
| Final audit report for Phase I Sites | Two weeks following approval of the first draft |
| Draft report of audit as per the agreed template for Phase II Sites | 20 weeks |
| Final audit report for Phase II Sites | Two weeks following approval of the first draft |

.

# **Desired Competency of the Consultancy Firm and Experts**

## **. Consultancy Firm**

The consultancy firm should have the expertise and practical experience in Environmental and Social Audit with appropriate and sufficient capabilities, resources, and experience to execute the full extent of the scope of services to a very high quality. Preference will be given to a consultancy firm that has practical experience in undertaking environmental and social audit of laboratory facility or health facility in relation with equipping and furnishing. Preference will also be given to consultancy firm that has at least 5 years of work experience and that may have previous experience with the World Bank financed projects. Proven track record of supporting, advising and collaborating with government institutions /project offices are added values and desirable.

## **. Required Qualifications and Experience of Experts**

The consultancy firm should have a multi-disciplinary team of experts (environmental specialists, social specialists & public health experts/Occupational, Health and Safety) to capably undertake a comprehensive ESA so as to produce a conclusive and quality report. The team will mainly comprise relevant experts in environmental management, social risk management, and other experts in specific topics such as OHS and community, health and safety. The team must have adequate experience in undertaking environmental and social assessments and development of risk management instruments/tools for major infrastructure projects.

It is highly recommended that all team members have the following demonstrated skills and experience:

* Strong and demonstrated interpersonal skills, and experience communicating with communities and large groups of people, ability to organize and conduct technical workshops related to audit findings;
* Excellent working knowledge of Ethiopian legislation and regulations related to environmental and social risk management;
* Field experience and good knowledge of the implementation of World Bank’s safeguards policies (or that of other international financial institutions), including the Environmental and Social Framework (ESF) is desirable;
* Proven writing and analytical skills, ability to initiate innovative approaches;
* Ability to work independently and as part of a team; organize and prioritize work to meet deadlines
* Strong interpersonal skills and ability to work effectively with internal/external partners in a multicultural environment.
* Fluency in English and Amharic.

**Environmental Specialist**

* At least a Master’s degree in Environmental Science, Environmental Engineering, Civil Engineering , or related fields
* Preferably a minimum of 10 years relevant professional experience particularly in the environmental management of infrastructure projects,
* Demonstrated experience in environmental impact assessments and development of risk management instruments, especially addressing impacts of civil works projects; and
* Experience in conducting similar audits and /or relevant environmental management systems.

**Social Specialist**

* At least a Master’s degree in social sciences, sociology, anthropology, or community development or in closely related fields
* Preferably a minimum of 8 years relevant professional experience particularly in social risk management in infrastructure projects, post-disaster reconstruction and rehabilitation undertakings;
* Demonstrated experience in social impact assessments and development of risk management instruments, especially addressing impacts on vulnerable or diverse groups
* Experience in conducting similar audits, especially in the areas of social risk management.

**Public Health Specialist/Occupational, Health and Safety (OHS) Specialist**

* At least a Master’s degree in Occupational Health and Safety (OHS), Public Health, Laboratory Science or other relevant disciplines;
* Preferably a minimum of 8 years relevant professional experience particularly in OHS management of infrastructure or civil works projects, Laboratory safety;
* Demonstrated experience in OHS assessments and supervision and development of OHS management instruments for major infrastructure projects; and Laboratory safety;
* Experience in conducting similar audits

# **Annex**

## **Annex 1: Indicative Outline of Environmental and Social Audit**

The aim of the audit is to identify significant environmental and social issues in the existing project or activities, and assess their current status, specifically in terms of meeting the requirements of the ESSs.

* + 1. **Executive summary**
* Environmental and social audit is intended to assess environmental and social information  
  about the BSL 2 region reference and hospital based laboratories which will be financed by Africa CDC, to verify whether, or to what extent, the laboratories conform to specified environmental and social audit criteria stipulated in the ES audit protocol which is based on local, national or international environmental standards, national laws and regulations and guidelines of the World Bank. The report concisely discusses significant findings and sets out recommended measures and actions and time frames.
  + 1. **Scope of the Work**

The consultant would perform the following major tasks to fulfil the objectives of the consultancy  
service:

* A review of relevant environmental and occupational health and safety legislations in the Federal Democratic Republic of Ethiopia and the World Bank. Verify compliance with Ethiopian laws and regulations, World Bank guidelines or accepted international standards for all important environmental and social impacts
* All the 29 BSL 2 region reference and hospital based laboratories buildings and properties in which significant laboratory, or chemical storage/ disposal operations are conducted are to be included in the audit. it includes:
* Assessment of significant risks including chemical use, waste management, risk of soil and ground water contamination, and fire and explosion risks
* Assessment of health and safety issues for both employees and the local  
  community
* Assess adequacy of internal controls, management procedures and practices for  
  dealing with the environmental, safety and health issues at hand.
  + 1. **Legal and institutional framework**
* Analyzes the legal and institutional framework for the existing project or activities, including the issues set out in ESS1 (Assessment and Management of Environmental and Social Risks and Impacts), paragraph 26, and (where relevant) any applicable environmental and social requirements of existing financiers.
  + 1. **Project description**
* Concisely describes the existing project or activities, and the geographic, environmental, social, and temporal context and any Associated Facilities.
* Identifies the existence of any plans already developed to address specific environmental and social risks and impacts (e.g., land acquisition or resettlement plan, cultural heritage plan, biodiversity plan)
* Includes a map of sufficient detail, showing the site of the existing project or activities and the proposed site for the proposed project.
  + 1. **Environmental and social Issues associated with the existing project or activities**
* The review will consider the key risks and impacts relating to the existing project or activities.
* This will cover the risks and impacts identified in ESSs1–10, as relevant to the existing project or activities. The audit will also review issues not covered by the ESSs, to the extent that they represent key risks and impacts in the circumstances of the project.
  + 1. **Environmental and social analysis**

The audit will also assess

* The potential impacts of the proposed project (taking into account the findings of the audit with regard to the existing project or activities); and
* The ability of the proposed project to meet the requirements of the ESSs.
  + 1. **Proposed environmental and social measures**
* Based on the findings of the audit, this section will set out the suggested measures to address such findings. These measures will be included in the Environmental and Social Commitment Plan (ESCP) for the proposed Project. Measures typically covered under this section include the following:
  + Specific actions required to meet the requirements of the ESSs;
  + Corrective measures and actions to mitigate potentially significant environmental and/or social risks and impacts associated with the existing project or activities; and
  + Measures to avoid or mitigate any potential adverse environmental and social risks or impacts associated with the proposed project.

## **Annex 2: Environmental and Social Audit Protocol: Audit Checklist for BSL 2 laboratories to be financed by Africa CDC Program in Ethiopia**

**Table: Checklist of relevant audit activities for BSL 2 laboratories to be financed by  
Africa CDC Program in Ethiopia**

| **S.N** | **Specific Criteria** | **Compliance/Conformity** | | |
| --- | --- | --- | --- | --- |
| **Yes** | **No** | **Remark** |
| **1** | **The laboratory’s compliance with management of risks associated with chemical use and storage, medical /infectious waste management, and fire and explosion risks** |  |  |  |
| 1.1 | Does the laboratory have a system to receive infectious materials in a safe condition? |  |  |  |
| 1.2 | Are the laboratory workers trained on safe handling of infectious substances according to Ethiopian and/or international regulations? |  |  |  |
| 1.3 | Are infectious materials placed in biological safety cabinets with care and attention to the likely breakage and leakage? |  |  |  |
| 1.4 | Are discarded infectious materials disposed of safely? |  |  |  |
| 1.5 | Are the laboratory workers aware of procedures for dealing with spillage of infectious materials? |  |  |  |
| 1.6 | Do the laboratory workers check the performance of sterilizers using chemical, physical and biological indicators? |  |  |  |
| 1.7 | Have there been an appropriate use of disinfectants in the lab? Are the disinfectants in use suitable? |  |  |  |
| 1.8 | Have the laboratory workers been provided with glove and other protective clothing? |  |  |  |
| 1.9 | Have there been an appropriate laboratory chemical labelling and warning practice? |  |  |  |
| 1.20 | Are flammable chemicals safely stored in approved cabinets? |  |  |  |
| 1.21 | Are the laboratory workers trained on how to deal with spills; how to safely work with radioactive materials and provided with spill skits? |  |  |  |
| 1.21 | Are there warning systems, firefighting equipment, labeling of containers, spill protection, and care in compatibility of materials stored together? |  |  |  |
| 1.22 | Have there been practices to store flammable laboratory chemical in proper ventilated containers that are non-combustible? |  |  |  |
| 1.23 | Does the laboratory have appropriate fire extinguishers and/or fire blankets? |  |  |  |
| 1.24 | Does the laboratory have a practice to store flammable substances in appropriately constructed flammable storage cabinets? |  |  |  |
| 1.25 | Is there a procedure to identify the potential for and respond to accidents and emergencies? |  |  |  |
| 1.26 | Is there a procedure to mitigate impacts of accidents and emergencies? |  |  |  |
| 1.27 | Is the emergency procedure, if any, tested? |  |  |  |
| 1.28 | Are laboratory rooms equipped with fire extinguishers and/or fire blankets for emergency use, where appropriate? |  |  |  |
| **2** | **The laboratory’s compliance with pertinent Ethiopian laws and regulations, World Bank safeguards policies and WBG EHS guidelines or accepted international standards for all important environmental impacts** | | | |
| 2.1 | Have laboratory safety manual/regulation been prepared based on the ESMF /ESIA and pertinent laws and guidelines? |  |  |  |
| 2.2 | 1. Does the laboratory regulation/safety manual include commitments to prevention of pollution and comply with environmental requirements? |  |  |  |
| 2.3 | 2. Has the laboratory safety manual/regulation been, implemented, maintained and communicated to all laboratory workers? |  |  |  |
| 2.4 | Is the laboratory’s safety manual/ regulation, if any, appropriate to its activities and potential environmental impacts? |  |  |  |
| 2.5 | Do the laboratory workers and management have knowledge and awareness of, and responsibility for, applicable environment, health and safety legislations? |  |  |  |
| 2.6 | Does the laboratory have appropriate compliance record and documentation (to be checked with management and with relevant government authorities) |  |  |  |
| 2.7 | 1. Does the laboratory have appropriate monitoring system, procedures and controls in place? |  |  |  |
| 2.8 | Is the monitoring data reliable (by evaluating monitoring design, sampling strategy, and control procedures)? |  |  |  |
| **3** | The laboratory’s compliance with health and safety issues for both employees and the localcommunity | | | |
| 3.1 | Is there a procedure and rule for laboratory workers protection from work related hazards**?** |  |  |  |
| 3.2 | Has the laboratory been complying with the rule indicated in 3.1, if any? |  |  |  |
| 3.3 | Does the laboratory have an accident/incident reporting, analysis, and follow-up system? |  |  |  |
| 3.4 | Is there a practice of medical examinations for laboratory workers who may be exposed to dangerous substances? |  |  |  |
| 3.5 | Has the laboratory placed an adequate procedure to avoid hazards or risks for the local community? Is there adequate procedure for warning and emergency responses? |  |  |  |
| 3.6 | Is there a procedure to record of complaints from the local community and systems to address and follow these up? |  |  |  |
| 3.7 | Have laboratory workers been provided appropriate protective clothing such as gowns, gloves? |  |  |  |
| 3.8 | Is there emergency shower facility? |  |  |  |
| 3.9 | Does the laboratory have radiation protection in accordance with national and international standards? |  |  |  |
| 3.10 | Have training been provided to the laboratory staff so that they could follow appropriate biosafety practices? |  |  |  |
| 3.11 | Are there first-aid boxes at appropriate locations in the laboratory? |  |  |  |
| 3.12 | Have there been an immunization practice pertinent to the work of the laboratory? |  |  |  |
| 3.13 | Does the lab encourage workers to report potential exposures to hazards? |  |  |  |
| **4** | Adequacy of the Laboratory’s internal controls, management procedures and practices fordealing with the environmental, safety and health issues at hand | | | |
| 4.1 | Do the laboratory staff and management have awareness and commitment to environmental issues? |  |  |  |
| 4.2 | Is there an appropriate procedure in the lab to communicate and implement environmental goals? |  |  |  |
| 4.3 | Has the laboratory clearly defined roles & responsibilities for environmental management? |  |  |  |
| 4.4 | Is there an appropriate documentation /records in the lab records to track performance and compliance with environmental management regulations and instruments? |  |  |  |
| 4.5 | Does the lab have internal environmental audit procedure? |  |  |  |
| 4.6 | Does lab management conduct periodic environmental performance reviews and take corrective measures as appropriate? |  |  |  |
| 4.7 | Is there a feedback mechanism in the form of corrective action systems? |  |  |  |
| 4.8 | Does the lab have established a procedure for handling, investigating and controlling, and mitigating non-compliance? |  |  |  |