Bhutan for Life

Environmental and Social Management Plan for

Biological Corridor 4 (2024)

1. Introduction

(A) Project Background

The Bhutan for Life (BFL) project aims to ensure a robust network of protected areas and biological corridors that secures human well-being, biodiversity conservation and increase climate resilience in Bhutan. The project provides a 14-year financial bridge that allows for immediate improvement in the management of Bhutan's protected areas for climate resilience, and the prompt delivery of mitigation, adaptation and biodiversity gains, while the country gradually ratchets up its own financing resources.

BFL seeks to achieve the following objectives:

- Help Bhutan remain carbon neutral by increasing forest and vegetative cover within the Protected Area System;
- Enhance the socio-economic wellbeing of communities in and in the vicinity of the PAS through climate-informed natural resources management;
- Maintain stable, thriving and diverse populations of key species contributing toward national and global biodiversity goals;
- Strengthen organizational, institutional, and financial capacity for effective management of PAS.

BFL includes five components that reflect these goals, divided into 16 milestones (or outputs) and over 80 detailed activities.

(B) Scope of ESMP

The preparation of this Environmental and Social Management Plan (ESMP) was required in order to manage the environmental and social impacts through and specific mitigation actions required to implement the project in accordance with the requirements of WWF's Social Safeguards Integrated Policies and Procedures (SIPP), the project's Environmental and Social Management Framework (ESMF), and applicable national legislation and regulations.

The ESMP provides an overview of the environmental and social baseline conditions on the routes of the proposed second segment of the project, summarizes the potential impacts associated with the proposed activities and sets out the management measures required to mitigate any potential negative impacts.

This ESMP will be implemented by BFL focal person in each park authority (PA) and biological corridor (BC), and by the contractor to be commissioned by each PA/BC for the project.

(C) Purpose of ESMP

This Site-Specific ESMP is a project-specific source document detailing the environmental and social protection requirements to mitigate and minimize the adverse impacts. The ESMP's primary purpose is to ensure that the environmental requirements and social commitments associated with the project

are carried forward into implementation and operational phases of the project and are effectively managed. The specific objectives of this ESMP are as hereunder:

- Minimizing any adverse environmental, social and health impacts resulting from the project activities;
- Conducting all project activities in accordance with the relevant RGoB Laws and WWF's safeguard operational policies and guidelines;
- Preventing environmental degradation as a result of either individual subprojects or their cumulative effects;
- Enhancing the positive environmental and social outcomes of project activities;
- Ensuring that the proposed mitigation measures are feasible and cost-efficient;
- Providing an Action Plan to ensure that the project impact mitigation measures are properly implemented and monitored;
- Ensuring that all stakeholders are engaged in the project activities' preparation and implementation, and their concerns are fully addressed.

(D) **Applicable law, policies, and regulation**

This ESMP is developed following the guidelines as outlined in the BFL's ESMF.

Applicable RGoB laws and policies include the Constitution of the Kingdom of Bhutan, 2008; legislation on land and moveable property (Land Act of Bhutan 2007; Land Rules, 2007; The Moveable Cultural Property act of Bhutan, 2005); legislation and regulations on forests and protected areas (National Environment Protection Act, 2007; Forest and Nature Conservation Act of Bhutan, 1995; Forest and Nature Conservation Rules and Regulations of Bhutan, 2017; National Forest Policy, 2011); legislation on water and waste prevention (Water Act of Bhutan, 2011; Waste Prevention and Management Act, 2009); legislative requirements on environmental assessment (Environmental Assessment Act, 2000 and Regulations on the Environmental Clearance of Projects, 2001); and other relevant laws (The Local Government Act of Bhutan, 2009; Livestock Act of Bhutan, 2001; The Biodiversity Act of Bhutan, 2003; The Pesticides Act of Bhutan, 2000; The Penal Code of Bhutan, 2004; National Access and Benefit Sharing (ABS) Policy (Draft), 2014).

WWF's safeguards policies that are relevant to this project are as follows: Policy on Environment and Social Risk Management; Policy on Protection of Natural Habitats; Policy on Involuntary Resettlement; Policy on Indigenous Peoples; Standard on Pest Management; Policy on Accountability and Grievance System; Standard on Physical Cultural Resources; as well as general standards on occupational and community health and safety and on energy efficiency.

In general, RGoB's laws, policies, and guidelines are in line with the WWF's environmental and social safeguards requirements. However, there are a few differences between the two systems. Regarding environmental impact, there is no direct contradiction between the RGoB laws and regulations and the WWF SIPP, but the requirements of the latter are more extensive. All the project activities should fully comply both with the RGoB Regulations on the Environmental Clearance of Projects and with the procedures and mitigation measures prescribed in this ESMF. In case the WWF's SIPP requirements are more extensive, strict, or detailed than the RGoB legislation and policies, the former will apply to all project activities

Concerning social impacts, the primary discrepancies between the RGOB and regulation of the WWFs SIPP refer to the status of the non-title holder and informal land use and the commitment to the participatory decision-making process

First, according to the WWF's SIPP, all users of land and natural resources (including people who lack any formal legal ownership title or usage rights) are eligible to some form of assistance or

compensation if the project adversely affects their livelihoods. The RGoB laws only recognize the eligibility of land owners or formal users to receive compensation in such cases. Second, the WWF's SIPP requires extensive community consultations as part of the development of various safeguards documents and during project activities. RGoB legislation does not include similar requirements. For the BFL project, the provisions of the WWF's SIPP shall prevail over the RGoB legislation in all cases of discrepancy

2. Environmental and Socio-Economic Conditions

Biological Corridor 4 (BC 4) covers an area of 594 sq.km and the elevation ranges from 228-4570 masl and it is the largest of the biological corridors in Bhutan. It has 94 species of vascular plants, 25 species of mammals and 150 species of birds.

The management of the BC 4 is managed by Zhemgang Forest Division, and there are four technical sections. Two range offices from Zhemgang Forest Division and one from Bumthang Forest division are implementing conservation works as shown in figure 1.

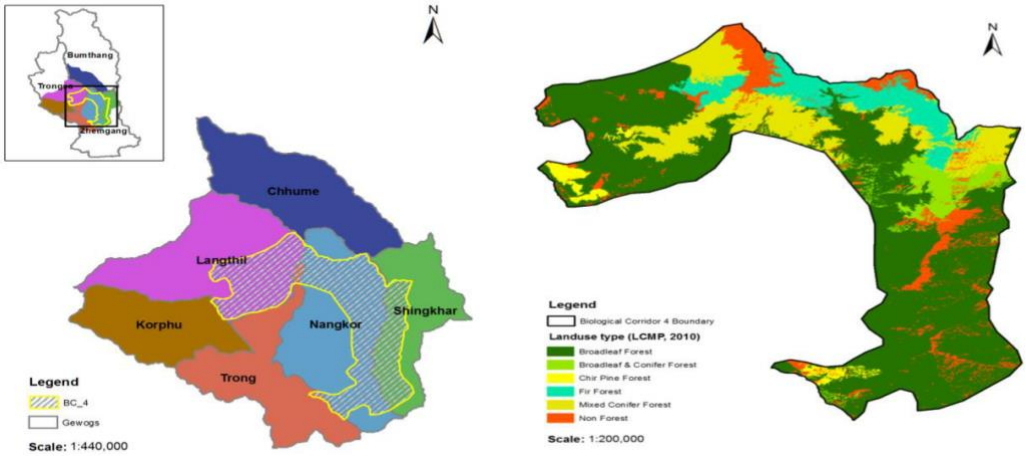

Figure 1. Map showing gewogs and land use under BC4

Mammals recorded from the photographic capture as provided under the Figure 2 are: Tiger, Asiatic golden cat, marbled cat, Sambar deer (female & male), red panda, black bear, long tail shrike, whiskered Yuhina, Long tail minivet, Himalayan monal pheasant and blood pheasant.

Figure 2. Photos of mammals, birds and plants species in BC 4

BC 4 covers four Gewogs as given in Table 1. People in the area are mostly Khengpa. It has 74 households permanently inside the BC4 and 250 households in its buffer area. Socio Economic Survey conducted from the year 2015-2016 reveals that there are two dialect speaking communities living in and around the corridor boundary. It holds a population of 7653. The ratio of men and women is almost equivalent with 3869 men and 3784 women as seen in Figure 3.

Table 1: Four gewogs covered by BC 4

Sl. No.	Geogs inside BC 4	Dzongkhag
1	Langthel	Trongsa
2	Trong	Zhemgang
3	Nangkhor	Zhemgang
4	Shingkhar	Zhemgang

The major source of livelihood for the communities residing inside and along the buffer (5 km outside the boundary) of the corridor is from agriculture and livestock rearing. Livestock rearing is more than a source of income to households as it provides food for nutrition and manure for agriculture. Agricultural farms and meadows form about 10 sq. km of the total area. Occasionally, additional income is also generated from sale of non-wood forest products and daily wage labor.
There are three types of agriculture which can be categorized in the BC region: wetland (chhuzhing), dry land (kamzhing) and Tseri (swidden agriculture). The wetland is the most productive of these and requires a good deal of water. As a result, it is not very widespread and can only be found in those parts that have good irrigation facilities.
Kamzhing or dry land cultivation is the most common as can be seen in the land holding graph under Figure 3. It is practiced by nearly every household in the Chiwog. Tseri cultivation is also commonly seen in patches though the government has discouraged such practices due to the impact of environmental damage.
In addition to such cultivation of grains, all farming households also maintain kitchen gardens, where they grow a variety of vegetables. Although some of the vegetables are sold in the nearby towns of the villages, cultivation of grains is mainly subsistence-oriented, aiming only to meet the needs of the household. Mandarin, banana, guava constitute the most important cash crop in the region but they are mostly grown on a small scale. Cardamom plantation is the common cash crop followed by hazelnut plantation to supplement the income of the farmers.

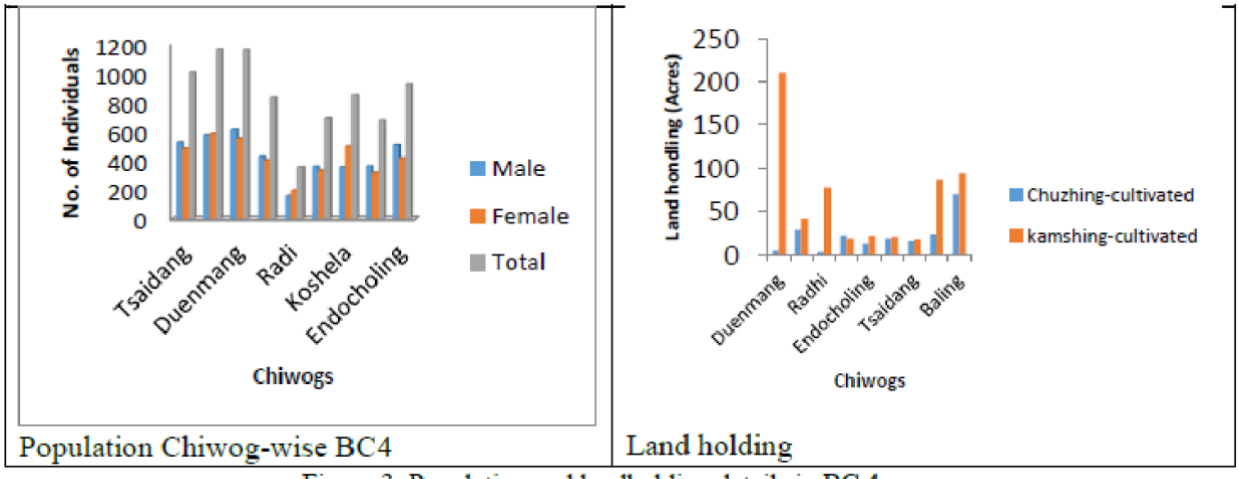

Figure 3: Population and landholding details in BC 4

Planned activities for July 2024 – June 2025

The planned activities that require ESMP are as follows:
Activity 3.1: Enhancement of lowland grassland at Pirchen

- ***Budget:*** *Nu. 150,000.00*
- ***Timeline:*** *January to March, 2025*

Pirchen Grassland is located at an elevation of 590 masl, along Mangdechu river bank. It is located approximately 4 kilometers away from Tingtibi town under Trong gewog, Zhemgang Dzongkhag. It is a flat grassland partially covered by non-palatable herbs and shrubs. The grassland is accessible by approach road constructed by NRDCL for sand collection and disposal. The area falls within the buffer area of Jigme Singye Wangchuck National Park and Biological Corridor 4.

The grassland is frequented by ungulates like Sambar, Himalayan Goral, Barking Deer and Serow. It also hosts predator species like Common Leopard, Leopard Cat and Dhole. The grassland was improved and developed in the year 2021-2022 through removal of alien and non-palatable species.

Figure 4: Location overview of Pirchen Grassland

Enhancement of lowland grassland activity will be implemented within 4 hectares of state reserved forest land. The activity includes removal of non-palatable herbs and shrubs, and burning of the same to enhance the quality of grassland. Around 15 to 20 workers from Berti village and Tingtibi will be involved during implementation of the activity. The proposed budget for the activity will be utilized to pay the daily wage to the workers. No accommodation and logistics will be required for the workers as they will return home in the evening and commute from home to workplace. Since the activity is included in the management plan of the BC 4, no clearances are needed for its implementation.

Potential social and environmental impacts of the activity are given below:

1. Occupational health and safety hazards for workers
2. Accidental Forest fire during burning of debris
3. Growth of non-palatable species

Activity 3.2: Construction of Range Office at Shingkhar

- ***Budget:*** *Nu. 5,500,000.00*
- ***Timeline :*** *October 2024 to June 2025*

The project site is located nearby existing Shingkhar geog centre compound, below Shingkhar village. Currently, Shingkhar Geog under Zhemgang Dzongkhag has no office infrastructure for the forestry staff. The forestry staff stationed in the area caters forestry services to 300 households residing within Shingkhar geog. The staff also manages BC 4. The communities in the vicinity of the activity site depend on agriculture and livestock for their livelihood. The site has an elevation of 1257 masl and falls under warm broadleaved forest.

Figure 5: Location overview of Range Office construction site at Shingkhar

The construction of the office building is proposed on a 60 decimal institutional land registered in the name of Divisional Forest Office, Zhemgang. The proposed site is a flat and barren land. 30 to 40 workers will be temporarily employed for the activity. The workers will be provided with proper food and logistics. Some of the workers will be from the same area while the other skilled labors not available in the areas will be hired from different places. Manpower from nearby villages like Shingkhar, Thrisa, and Wamling, willing to work and earn extra income will be temporarily employed for the activity. A laborer's camp will be set up to house the workers. The workers will be provided with proper food and logistics. The workers will have access to proper drinking water, electricity, and medical care. Waste generated from the worker's camp and construction site will be properly regulated.Workers will use the water resources from the construction site. Concrete, sand, stone and timber will be utilized to come up with the structure. The quantity of water required during the implementation of the activity is 5000 to 6000 liters and it will be sourced from a nearby stream. The electrical energy (1000kWh) requirement during the implementation of the activity will be sourced from existing and nearest tapping point in consultation with relevant authority.
It is expected that the particular area where the construction will take place will have change in land use, but no major change in its surrounding. The road, health and educational facility will not be affected due to this construction.

Potential social and environmental impacts of the activity are given below:

1. Generate solid wastes from construction and worker's camp
2. Produce dust during construction.
3. Noise pollution during construction.
4. Occupational health and safety hazards for construction workers.

3. Mitigation Measures for Environmental and Social Impacts

Potential impact	Impact scale	Proposed mitigation measures	Responsible party	Cost
Activity 1: Enhancement of lowland grassland at Pirchen				
Occupational health and safety	Short term Minor	● Comply with the workers' health and safety guidelines ● Provide PPE to the workers ● Ensure that no underage workers, or children are engaged; ● Ensure that workers are employed on the principle of equal opportunity	BFL Focal and Bermoo Botanical Garden	Workers health and safety gears: Nu.10000 /- (embedded in the activity budget)
Accidental Forest fire during burning of debris	Short term Minor	● Monitor the activity closely ● Adopt measures like controlled/ prescribed burning (fire lines, fuel load reduction, backfiring etc.).	BFL Focal and Bermoo Botanical Garden	
Growth of non-palatable species	Short term Minor	● Regular monitoring	BFL Focal and Bermoo Botanical Garden	
Activity 2: Construction of Range Office at Shingkhar				
Generate solid wastes from construction and worker's camp	Short term minor	● Ensure proper management and disposal of wastes at designated sites. ● Install containers/ waste bins at project site ● Regular monitoring of the activity	BFL Focal, RO, Khomshar Range and Contractor	
Noise pollution during construction phase.	Short term minor	● The operations on site shall be restricted to 7am – 7pm. ● Regular monitoring of the activity	BFL Focal, RO, Khomshar Range and Contractor	
Occupational health and safety	Short term minor	● Comply with the workers' health and safety guidelines ● Provide PPE to the workers ● Ensure that no underage workers, or children are engaged; ● Ensure that workers are employed on the principle of equal opportunity	BFL Focal, RO, Khomshar Range and Contractor	To be incorporated in the bidding document

5. ESMP Implementation Arrangements

The implementation of project activities will be carried out by the BFL focal person in BC 4. The focal person will be responsible for compliance with all procedures outlined in this ESMP, as well as compliance with any requirements to obtain clearances, permits, approvals, or consent documents from relevant authorities and stakeholders.

This ESMP should be part of the contract that the BC will sign with the Contractor(s) for implementation of the planned activities in BC 4 from July 2024 – June 2025. The Contractor is obligated to perform all proposed preventive or mitigation environmental and social measures in this plan and to keep the evidence of any documents related to applying these measures (e.g., letter asking the municipality for disposal of inert waste, records on OHS information session performed for all workers before start of activities, all developed EHS plans, etc.). An OHS information session should be organized by the Contractor for all workers prior to starting the project activities and prior to any specific tasks with high health risks.

The BC 4 Supervising Engineer needs to monitor the implementation of proposed measures by the Contractor and Contractor's subcontractors with visual checking, reviewing the records of evidence that the measures have been applied and ask the Contractor to apply the measures as soon as possible. Non-compliances should be recorded and the Report on any non-compliances should be reported to the ESS focal immediately, and the ESS focal will report it to the PCU (M&E Officer). Each non-compliance should be closed with appropriate measure/s and the evidence should be kept.

Disbursement of project funds to the BC will be contingent upon their full compliance with the safeguard's requirements.

6. ESMP Monitoring Arrangements

The CFO and BFL focal person in BC 4 will closely monitor the implementation of all planned activities and the required mitigation measures, and ensure that they fully comply with this ESMP and with the terms and conditions included in the environment clearances issued by RGoB's national authorities.

BC 4 is also fully responsible for the compliance of all external contractors and service providers working in the BC 4 with the safeguards requirements outlined in the ESMP.

The monitoring of activities under this ESMP will be carried out in the following manner:

Sl #	**Activities**	**Monitoring team**	**Timeline**		**Location**	**Means of Verification**
			Start	**Complete**		
1	Enhancement of lowland grassland at Pirchen	Field Focal	Jan 2025	March 2025	Pirchen, Trong Gewog, Zhemgang	Field visits and reports
		ESS focal	Mar 2025	Mar 2025		

		BFLS	July 2025	July 2025		
2	Construction of Range Office at Shingkhar	Field Focal	Jul 2024	Jun 2025	Shingkhar, Zhemgang	Field visits and reports
		ESS focal	June 2025	June 2025		
		BFLS	July 2025	July 2025		

Activity 1: Enhancement of lowland grassland at Pirchen

Monitoring by implementing entities:

- Field visits at least twice - during the intervention and then monthly as part of the "SMART patrolling" activity (please adapt based on field conditions, and also based on the availability of SMART patrolling activities) – Jan 2025 – March 2025.
- Reports by the implementing entities submitted to ESS focal during the intervention and then after the intervention completion - Jan 2025 – March 2025

Monitoring by ESS officer:

- Field visits by ESS focal - at least once during the intervention - March 2025
- Reports by ESS focal to the PCU (M&E officer) - within two weeks after the field visit and for semi-annual reporting – March 2025

Annual Reports by PCU (M&E officer) to Secretariat

- Annual Progress Report – 15th January, 2025
- Annual reports of the Secretariat to WWF US (as part of mid-year and final APR)
- Annual Progress Report –30th January 2025

Activity 1: Construction of Range Office at Shingkhar

Monitoring by implementing entities:

- Field visits at least twice - during the intervention and then monthly as part of the "SMART patrolling" activity (please adapt based on field conditions, and also based on the availability of SMART patrolling activities) – October 2024 – June 2025.
- Reports by the implementing entities submitted to ESS focal during the intervention and then after the intervention completion – October 2024 – June 2025

Monitoring by ESS officer:

- Field visits by ESS focal - at least once during the intervention – oct 2024 to Jan 2025
- Reports by ESS focal to the PCU (M&E officer) - within two weeks after the field visit and for semi-annual reporting – March 2025

Annual Reports by PCU (M&E officer) to Secretariat

- Annual Progress Report – 15th January 2025
- Annual reports of the Secretariat to WWF US (as part of mid-year and final APR)
- Annual Progress Report –30th January 2025

7. Capacity Need and Budget

Activities under this ESMP will be implemented by the BFL focal person, supervising engineer/staff, and a contractor that will employ workers as mentioned in the contract agreement.

- The budget for the activities is as below:

Sl #	Activity	Amount (Nu.)	Budget for ESS mitigation
1	Enhancement of grassland at Pirchen	Nu.150,000.00	Nu.10000 (embedded in the activity cost)
2	Construction of Range Office at Shingkhar	Nu.5,500,000	NA

No separate budget for ESS mitigation measures are required since the cost is embedded in the activity cost.

8. Consultation and Disclosure Mechanisms

This ESMP is prepared by BC 4 implementing entity under the supervision of Chief Forestry Officer of Divisional Forest Office, Zhemgang. The full English version of this ESMP, as well as an executive summary in Bhutanese, shall be disclosed on the website of MoENR, BFL and WWF, Bhutan Program. Hard copies of the ESMP should also be available at the Division Forest Office and at the PCU Office.

There is no community within the periphery of the Pirchen Grassland and consultation with the community is not necessary.
The site identified for office construction neighbors existing government institutional land and infrastructures. Hence, a consultation meeting before the implementation of the activity will be conducted with the Local Government of Shingkhar Gewog and the community residing within the vicinity of the construction site. This shall keep the stakeholders well informed about the activity and guide the activity implementers as well.

9. Stakeholder Engagement Plan

There is no community within the periphery of the Pirchen Grassland and consultation with the community is not necessary. The community within the vicinity of the office construction site at Shingkhar are consulted.

10.Grievance Redressal Mechanism

This ESMP and its mitigation measures are required to be disclosed to communities for 30 days prior to the start of implementation of activities.

In addition, the BFL focal point is responsible for making local communities aware of the grievance mechanisms: the BFL-specific grievance mechanism, WWF's Grievance Mechanism, and the GCF Independent Review Mechanism.

BFL-specific Grievance Mechanism

A grievance redressal mechanism (GRM) is in place to address any grievances arising from the implementation of BFL activities, on resources, non-performances of project obligation including safeguards, violation of law and/or corruption, project governance and implementation, fair access and benefit sharing, stakeholder engagement, labor-related issues and incidents, gender related issues and others.
If the stakeholders have any grievances related to the BLF project they can report their grievances via letter, phone call or verbally to nearby gewog or forest offices. The report can also be sent to the BFL PCU office or WWF office. The specific brochure for the GRM is attached in the annexure for any grievance related to implementation of the project activities.

WWF Grievance Mechanism

A grievance can be filed with the Project Complaints Officer (PCO), a WWF staff member fully independent from the Project Team, who is responsible for the WWF Grievance Mechanism and who can be reached at:

Email: SafeguardsComplaint@wwfus.org
Mailing address:
Project Complaints Officer
Safeguards Complaints,
World Wildlife Fund
1250 24th Street NW
Washington, DC 20037

Stakeholders may also submit a complaint online through an independent third-party platform at https://secure.ethicspoint.com/domain/media/en/gui/59041/index.html.

GCF Independent Review Mechanism

The Independent Review Mechanism (IRM) provides recourse to those affected or who may be affected by GCF projects. Complainants can find information on filing a complaint and proceed to file a complaint on the GCF IRM website: https://irm.greenclimate.fund/case-register/file-complaint.

Annexure 1: Administrative Approval accorded by Shingkhar Geog Administration.

Annexure II

BFL: OCCUPATIONAL HEALTH AND SAFETY STANDARDS

Employers and supervisors are obliged to implement all reasonable precautions to protect the health and safety of workers. Implementing entities should hire contractors that have the technical capability to manage the occupational health and safety issues of their workers, extending the application of the hazard management activities through formal procurement agreements.

This section provides guidance and examples of reasonable precautions to implement in managing principal risks to occupational health and safety. It is based on the IFC's Environmental, Health, and Safety Guidelines (April 30, 2007)[1] and the Occupational Health and Safety Guidelines of Bhutan's Construction Development Corporation Ltd., which relies on the national Regulation on Occupational Health, Safety and Welfare 2012, Regulation on Working Conditions 2012 and Labour Act 2007, and in compliance to Sl. No. 21 of Regulation on Occupational Health, Safety and Welfare 2012.

1. General Facility Design and Operation

Integrity of Workplace Structures

Permanent and recurrent places of work should be designed and equipped to protect occupational health and safety:

• Surfaces, structures and installations should be easy to clean and maintain, and not allow for accumulation of hazardous compounds.

• Buildings should be structurally safe, provide appropriate protection against the climatic conditions, and have acceptable light and noise conditions.

• Fire resistant, noise-absorbing materials should, to the extent feasible, be used for cladding on ceilings and walls.

• Floors should be level, even, and non-skid.

• Heavy oscillating, rotating or alternating equipment should be located in dedicated buildings or structurally isolated sections.

Severe Weather and Facility Shutdown

• Workplace structures should be designed and constructed to withstand the expected elements for the region and have an area designated for safe refuge (e.g., in case of earthquake).

Workspace and Exit

• The space provided for each worker, and in total, should be adequate for safe execution of all activities, including transport and interim storage of materials and products.

Fire Precautions

The workplace should be designed to prevent the start of fires. Other essential measures include:

• The workplace shall be provided with adequate means of protection and escape in case of fire.

• The workplace shall be provided with adequate number of relevant fire extinguishers.

• Workers shall wear shoes without iron or steel nails or any other exposed ferrous materials which is likely to cause sparks by friction.

• Smoking, lightening, or carrying of matches, lighters or smoking materials shall be prohibited within and around the construction sites.

All other precautions, as are reasonably practicable, shall be taken to prevent initiation of ignition from all other possible sources such as open flames, frictional sparks, overheated surfaces of machinery or plant, chemical or physical, chemical reaction and radiant heat.

• At every workplace adequate provision of water supply for firefighting shall be provided and maintained.

• Facilities shall be equipped with firefighting equipment (e.g., fire extinguishing bottle). The equipment should be maintained in good working order and be readily accessible. It should be adequate for the dimensions and use of the premises, equipment installed, physical and chemical properties of substances present, and the maximum number of people present.

• Manual firefighting equipment shall be easily accessible and simple to use.

• Fire extinguishers and emergency alarm systems that are both audible and visible should be in place.

• Fire exits should be identified and marked in Dzongkha and English- all workers should be made aware of the fire exits.

Lavatories and Showers

• Adequate lavatory facilities (toilets and washing areas) should be provided for the number of people expected to work in the facility (one for at least one for every 20 workers). Toilet facilities should also be provided with adequate supplies of water and soap and also be connected to sewerage system.

Potable Water Supply

• Adequate supplies of clean drinking water should be provided to workers at the work site.

Clean Eating Area

• Where there is potential for exposure to substances poisonous by ingestion, suitable arrangements are to be made for provision of clean eating areas where workers are not exposed to the hazardous or noxious substances.

Lighting

• Workplace should receive adequate natural light and if required supplemented with artificial illumination to promote worker's safety and enable safe equipment operation.

• Emergency lighting of adequate intensity should be provided in case of failure of the powerline.

Safe Access

• Passageways for pedestrians and vehicles within and outside buildings should be segregated and provide for easy, safe, and appropriate access.

• Equipment and installations requiring servicing, inspection, and/or cleaning should have unobstructed, unrestricted, and ready access.

• Covers need to be provided where ever necessary, if there is risk of falling of overhead object.

• Measures to prevent unauthorized access to dangerous areas should be in place.

First Aid

• The employer should ensure that qualified first-aid can be provided at all times. A sufficient number of first aid boxes or cupboards shall be provided and maintained so as to be readily available during all working hours, provided that the distance of the nearest first aid box or a cupboard stall be not more than 200m from any working place.

• First aid kits include all equipment outlined in Annex 1 to these Guidelines.

- Each first aid box or a cupboard shall be distinctly marked "FIRST AID"

Air Supply

• Workplace should have adequate ventilation for fresh air

2.Information Provision on Occupational Health and Safety (OHS)

2. The Contractor is responsible to hold an information session to familiarize all workers with the OHS procedures specified in these guidelines, in order to ensure they are apprised of the basic site rules of work at / on the site and of personal protection and preventing injury to fellow workers.

3. The information session should consist of basic hazard awareness, site-specific hazards, safe work practices, and emergency procedures for fire, evacuation, and natural disaster, as appropriate. Any site-specific hazard or color coding in use should be thoroughly reviewed as part of orientation training.

3. Physical Hazards

Physical hazards represent potential for accident or injury or illness due to repetitive exposure to mechanical action or work activity.

Rotating and Moving Equipment

Injury or death can occur from being trapped, entangled, or struck by machinery parts due to unexpected starting of equipment or unobvious movement during operations. Recommended protective measures include:

• Designing machines to eliminate trap hazards and ensuring that extremities are kept out of harm's way under normal operating conditions. Examples of proper design considerations include two-hand operated machines to prevent amputations or the availability of emergency stops dedicated to the machine and placed in strategic locations.

• Where a machine or equipment has an exposed moving part or exposed pinch point that may endanger the safety of any worker, the machine or equipment should be equipped with, and protected by, a guard or other device that prevents access to the moving part or pinch point. Guards should be designed and installed in conformance with appropriate machine safety standards.

Noise

• No worker should be exposed to a noise level greater than 90 dB(A) for a duration of more than 8 hours per day without wearing ear plugs/ear muffs.
• Exposures to impulsive or impact noise shall not exceed 140dB(A).
• For every 3 dB(A) increase in sound levels from the permissible limit of noise, the 'allowed' exposure period or duration should be reduced by 50 percent.
• Where it is not practicable to reduce the noise, the employer must limit the duration of time persons employed or working in the workplace are exposed to the noise so that such persons are not exposed to excessive noise.
• Prior to the issuance of hearing protective devices as the final control mechanism, use of acoustic insulating materials, isolation of the noise source, and other engineering controls should be investigated and implemented, where feasible.
• Periodic medical hearing checks should be performed on workers exposed to high noise levels.

Vibration
In any workplace where persons are at work in any process or operation which involves exposure to vibration which may constitute a risk to their health, it shall be the duty of the employer to provide, so far as is reasonably practicable, effective means to reduce the vibration.

Electrical
Exposed or faulty electrical devices, such as circuit breakers, panels, cables, cords and hand tools, can pose a serious risk to workers. Overhead wires can be struck by metal devices, such as poles or ladders, and by vehicles with metal booms. Vehicles or grounded metal objects brought into close proximity with overhead wires can result in arcing between the wires and the object, without actual contact. Recommended actions include:
• Marking all energized electrical devices and lines with warning signs
• Locking out (de-charging and leaving open with a controlled locking device) and tagging-out (warning sign placed on the lock) devices during service or maintenance
• Checking all electrical cords, cables, and hand power tools for frayed or exposed cords and following manufacturer recommendations for maximum permitted operating voltage of the portable hand tools
• Double insulating / grounding all electrical equipment used in environments that are, or may become, wet; using equipment with ground fault interrupter (GFI) protected circuits
• Protecting power cords and extension cords against damage from traffic by shielding or suspending above traffic areas
• Appropriate labeling of service rooms housing high voltage equipment ('electrical hazard') and where entry is controlled or prohibited
• Establishing "No Approach" zones around or under high voltage power lines
• Conducting detailed identification and marking of all buried electrical wiring prior to any excavation work
• Every person who is working on an electric supply line or apparatus or both shall be provided with tools and devices such as gloves, rubber shoes, and safety belts, ladders, earthing devices, helmets, line testers, hand lines whichever is relevant for protecting him/her from mechanical and electrical injury.

Eye Hazards
Solid particles from a wide variety of industrial operations, and/or a liquid chemical spray may strike a worker in the eye causing an eye injury or permanent blindness. Recommended measures include:
• Use of machine guards or splash shields and/or face and eye protection devices, such as safety glasses with side shields, goggles, and/or a full-face shield. Frequent checks of these types of equipment prior to use to ensure mechanical integrity is also good practice.
• Where machine or work fragments could present a hazard to transient workers or passers-by, extra area guarding or proximity restricting systems should be implemented, or PPE required for transients and visitors.

Welding / Hot Work
Welding creates an extremely bright and intense light that may seriously injure a worker's eyesight. In extreme cases, blindness may result. Additionally, welding may produce noxious

fumes to which prolonged exposure can cause serious chronic diseases. Recommended measures include:
• Provision of proper eye protection such as welder goggles and/or a full-face eye shield for all personnel involved in, or assisting, welding operations. Additional methods may include the use of welding barrier screens around the specific work station.

Working Environment Temperature
Exposure to hot or cold working conditions in indoor or outdoor environments can result temperature stress-related injury or death. Use of personal protective equipment (PPE) to protect against other occupational hazards can accentuate and aggravate heat-related illnesses. Extreme temperatures in permanent work environments should be avoided through implementation of engineering controls and ventilation. Where this is not possible, such as during short-term outdoor work, temperature-related stress management procedures should be implemented which include:
• Monitoring weather forecasts for outdoor work to provide advance warning of extreme weather and scheduling work accordingly
• Providing temporary shelters to protect against the elements during working activities or for use as rest areas
• Use of protective clothing
• Providing easy access to adequate hydration such as drinking water or electrolyte drinks.

Ergonomics, Repetitive Motion, Manual Handling
Injuries due to ergonomic factors, such as repetitive motion, overexertion, and manual handling, take prolonged and repeated exposures to develop, and typically require periods of weeks to months for recovery. These OHS problems should be minimized or eliminated to maintain a productive workplace. Controls may include:
• Use of mechanical assists to eliminate or reduce exertions required to lift materials, hold tools and work objects, and requiring multi-person lifts if weights exceed thresholds (adult man-50kg, adult female-25kg)
• Selecting and designing tools that reduce force requirements and holding times, and improve postures
• Incorporating rest and stretch breaks into work processes, and conducting job rotation
• Implementing quality control and maintenance programs that reduce unnecessary forces and exertions

Working at Heights
Fall prevention and protection measures should be implemented whenever a worker is exposed to the hazard of falling more than two meters; into operating machinery; into water or other liquid; into hazardous substances; or through an opening in a work surface. Fall prevention / protection measures may also be warranted on a case-specific basis when there are risks of falling from lesser heights. Fall prevention may include:
• Installation of guardrails with mid-rails and toe boards at the edge of any fall hazard area
• Proper use of ladders and scaffolds by trained workers
• Use of fall prevention devices, including safety belt and lanyard travel limiting devices to prevent access to fall hazard area, or fall protection devices such as full body harnesses used in conjunction with shock absorbing lanyards or self-retracting inertial fall arrest devices attached to fixed anchor point or horizontal life-lines

Appropriate training in use, serviceability, and integrity of the necessary PPE
• Inclusion of rescue and/or recovery plans, and equipment to respond to workers after an arrested fall

Illumination
Work area light intensity should be adequate for the general purpose of the location and type of activity, and should be supplemented with dedicated work station illumination, as needed. Controls should include:
• Use of energy efficient light sources with minimum heat emission
• Undertaking measures to eliminate glare / reflections and flickering of lights
• Taking precautions to minimize and control optical radiation including direct sunlight.

• Exposure to high intensity UV and IR radiation and high intensity visible light should also be controlled
• Controlling laser hazards in accordance with equipment specifications, certifications, and recognized safety standards. The lowest feasible class Laser should be applied to minimize risks.

4. Personal safety equipment for workers

All workers are equipped with the following personal safety equipment: helmet, gloves, ordinary boots and reflective vest.
Workers that are exposed to dust should also be provided with eye protection glasses and face mask. Workers that are exposed to noise should be provided with ear plugs. Workers that need to work in the dark should be provided with hand and cap lamps.
Workers are instructed regarding safety equipment as follows:
• Always wear complete set of protective wear.
• Do not wear loose clothing, such as overhang shirt, jackets, mufflers etc.
• Tuck shirt and jacket well.
• Secure helmet with belt under the chin.
• Tuck the bottom sleeves of trouser inside safety boot.
• Dress with reflector

5. Standards for workers' accommodation[2]

1. General living facilities

• The location of the facilities is designed to avoid flooding or other natural hazards
• The living facilities are located within a reasonable distance from the worksite.
• Transport is provided to worksite safe and free if the accommodation is reasonably far from the worksite.
• The living facilities are built using adequate materials, kept in good repair and kept clean and free from waste and refuse.

2. Drainage

• The site is adequately drained.

Heating, air conditioning, ventilation and light

• Living facilities are provided with adequate heating, ventilation, and light systems including emergency lighting.

4. Water

• Workers have easy access to a supply of clean/ potable water in adequate quantities.
• The quality of the water complies with national/local requirements and is regularly monitored.
• Tanks used for the storage of drinking water are constructed and covered to prevent water stored therein from becoming polluted or contaminated.
• The quality of the drinking water

5. Wastewater and solid waste

• Wastewater, sewage, food and any other waste materials are adequately discharged in compliance with national and/or international standards and without causing any significant impacts on camp residents, the environment or surrounding communities.
• Specific containers for waste collection are provided and emptied on a regular basis.

6. Rooms/dormitories facilities

• Rooms/dormitories are kept in good condition. They are aired and cleaned at regular intervals.
• Rooms/dormitories are built with easily cleanable flooring material.
• Rooms/dormitories and sanitary facilities are located in the same buildings.
• Residents are provided with enough space.
• The number of workers sharing the same room/dormitory is minimized.
• Doors and windows are lockable and provided with mosquito screens when necessary.
• Separate sleeping areas are provided for men and women.
• A separate bed is provided for every worker and use of double deck bunks is minimized.
• Workers are provided with comfortable mattresses. Workers may be expected to use their own pillows and bed linens.

• Adequate facilities for the storage of personal belongings are provided.
• Separate storages for work clothes and PPE and depending on condition, drying/airing areas are provided.

8. Sanitary and toilet facilities

• Sanitary and toilet facilities are constructed from materials that are easily cleanable.
• Sanitary and toilet facilities are cleaned frequently and kept in working condition.
• Toilets, showers/bathrooms and other sanitary facilities are designed to provide workers with adequate privacy including ceiling to floor partitions and lockable doors.
• Separate sanitary and toilet facilities are provided for men and women.
• Toilet and shower facilities are conveniently located and easily accessible.
• Toilet facilities are environmentally friendly (e.g., pit toilet) and sewage is not disposed into the worksite.
• Open defecation in the vicinity of project sites should be prohibited.

- An adequate number of hand wash basins and showers/bathrooms facilities are provided.

9. Cooking and laundry facilities

Cooking and laundry facilities should available for workers at the worksite or in close vicinity to it. These facilities should be kept in clean and sanitary conditions.

Annex 1. Contents of first aid box or cup-boards

The first aid boxes or cup-boards shall be distinctively marked with white cross on a green background and shall contain the following equipment:

1. Small sterilized dressings (12)
2. Medium size sterilized dressings (6)
3. Large size sterilized dressings (6)
4. Large size sterilized burn dressings (6)
5. (1/2 oz.) Sterilized cotton wool (6 packets)
6. (2oz.) Bottle containing a two per cent alcoholic solution of iodine (1)
7. (2oz.) Bottle containing Betadine (antiseptic solution) having the dose and mode of administration indicated on the label (1)
8. Roll of adhesive plaster (1)
9. A snake bite lancet (1)
10. Torch light (1)
11. Pair of scissors (1)
12. Tablets Aspirin (5gms) 2 dozen
13. Burn Ointment (2 tubes)
14. Dettol (2 phial, about 2 ozs)
15. Bandages 4 inches wide
16. Bandages 2 inches wide
17. Triangular bandages (2)
18. Packets of safety pins (1)
19. A supply of suitable splint

Annexure - BFL specific GRM Brochure

LOGICAL STEPS FOR GRIEVANCE RESOLUTION PROCESS

- GRIEVANCE/COMPLAINT
- RECEIVE AND REGISTER GRIEVANCE — *2 working days*
- ACKNOWLEDGE, ASSESS AND ASSIGN — *10 working days*
- PROPOSED RESPONSE — *4 working days*
- DRAWING AGREEMENT ON RESPONSE — *4 working days*
- IMPLEMENT AGREED RESPONSE — *10 working days*
- RESOLVED → MONITOR
- UNRESOLVED → APPEAL, REVIEW → FORMAL SYSTEM

Each grievance will be registered with the following information:

- Name of the complainant
- Date of the grievance
- Nature of the grievance and location
- Number of persons involved
- Tracking no.
- Potential solutions

Modes of communication:

WHAT HAPPENS TO YOUR COMPLAINT?

The complaint will be investigated by responsible authorities following the logical steps for grievance resolution process within 12 working days. If further investigation is required, the complainant will be informed accordingly and a final response will be provided after an additional period of 8 working days.

If you did not prefer to remain anonymous, you will be notified regarding the complaint resolution once the investigation is completed.

VISIT US:

Bhutan For Life, Project Coordination Unit, Department of Forests and Park Services, Ministry of Energy and Natural Resources, Royal Government of Bhutan

GREEN CLIMATE FUND · WWF · Bhutan Trust Fund for Environmental Conservation

THE GRIEVANCE REDRESSAL MECHANISM FOR BHUTAN FOR LIFE

BC4
DIVISIONAL FOREST OFFICE, ZHEMGANG

The goal of the BFL GRM is to channel grievances into an acceptable, institutionalized mechanism for timely resolving conflict that may arise from implementation of BFL project activities.

The GRM seeks to address any grievances related to the implementation of BFL activities such as:

- Loss of community resources
- Non-performance of project obligations including safeguards
- Violations of law and/or corruption
- Project governance and implementation
- Fair access and benefit sharing
- Stakeholder engagement
- Budget allocation
- Labour related issues and incidents
- Gender related issues

HOW TO FILE YOUR COMPLAINT

To file your complaint, please contact any of the designated individuals provided below. You may maintain anonymity if you prefer.

HEAD OFFICE

Tashi Wangchuk
17113920
twangchuk73@gmail.com
Zhemgang Forest Division, Zhemgang

ZHEMGANG RANGE OFFICE

Tandel Zangpo
17559998
tandyl.zangpo@gmail.com
Zhemgang Range Office, Zhemgang

KHOMSHAR RANGE OFFICE

Sherab Jamtsho
17559931
sherabjamtsho85@gmail.com
Khomshar Range Office, Khomshar, Zhemgang

SHINGKHAR BEAT OFFICE

Nima Dorji
17975457
nimadorji624@gmail.com
Shingkhar Beat Office, Shingkhar, Zhemgang

BULI BEAT OFFICE

Kinley Dorji
17628465
kinleyd855@gmail.com
Buli Beat Office, Buli, Zhemgang

YOU MAY ALSO CONTACT THE BFL PROJECT COORDINATION UNIT (PCU) OR FUND SECRETARIAT (FS) AT:

BFL FUND SECRETARIAT (FS)

Kuenzang Tobgay
17750414
kuenzangtobgay@bfl.org.bt
Bhutan For Life Fund Secretariat, Royal Textile Academy, Thimphu

BFL PROJECT COORDINATION UNIT (PCU)

Norbu Yangdon
17987200
norbuyangdon@moenr.gov.bt
BFL Project Coordination Unit, Department of Forests and Park Services, Ministry of Energy and Natural Resources, Taba, Thimphu

IF YOU ARE NOT COMFORTABLE FILING YOUR COMPLAINTS AT PROTECTED AREA OFFICES, YOU MAY ALSO FILE YOUR COMPLAINTS AT THE NEAREST FOLLOWING GEWOG OFFICES:

1. Nangkor Gewog – 17838823
2. Shingkhar Gewog – 17874525

IF THE NATIONAL PROCESS OF GRM IS UNABLE TO RESOLVE THE GRIEVANCE, COMPLAINTS MAY ALSO BE FILED WITH WORLD WILDLIFE FUND (WWF).

Write to the WWF GCF Accredited entitity at:
SafeguardsComplaint@wwfus.org
Project Complaints Officer, Safeguards Complaints, World Wildlife Fund 1250 24th Street NW Washington, DC 20037

COMPLAINTS MAY ALSO BE FILED WITH GCF INDEPENDENT REDRESS MECHANISM (IRM) OPTION. COMPLAINT CAN BE FILED BY:

- Sending it by mail or email at irm@gcfund.org
- Sending a voice or video recording
- Filling out the online complaints form available at:

https://gcf.integrity.com/external/case/new/group=Complaint

A complaint for IRM should generally include:

- Name, address and contact information
- A description of the programme (caused adverse impacts to the complainant)
- A description of how the complainants have been/maybe adversely impacted by the project/programme
- Whether confidentiality is being requested and the reasons for it.

COMPLAINTS MAY ALSO BE FILED WITH THE WWF THIRD PARTY GRIEVANCE REPORTING MECHANISM BY USING ETHICS POINT WEBSITE AT:

https://secure.ethicspoint.com/domain/media/en/gui/59041/index.html

This mechanism can receive reports online or by phone in multiple languages.

IF YOU ARE UNSATISFIED WITH THE COMPLAINT RESOLUTION PROCESS, YOU CAN APPEAL TO:

GRM Appeal Committee, Bhutan For Life Project, DoFPS, Thimphu, Bhutan.