

LIST OF APPENDIXES

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Local Road, No 2652



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Local Road, No 2931, 3170



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Appendix 2: Level of poverty and vulnerability in the project areas

| No. | Villages | Ethnic Group | No# of HH | Vulnerable | | Poor HH | | Female Headed HH | | Elderly HH | | Disability HH | |
|---|-------------|--------------|--------------|------------|---------------|-----------|--------------|------------------|--------------|------------|--------------|---------------|--------------|
| | | | | Total | % | Total | % | Total | % | Total | % | Total | % |
| Local Road No. 2571, Luangprabang District | | | | | | | | | | | | | |
| 1 | Vangnguen | Hmong | 272 | 16 | 5.88% | 8 | 2.94% | 4 | 1.47% | 4 | 1.47% | 0 | 0.00% |
| | | Khmu | 178 | 6 | 3.37% | 3 | 1.69% | 3 | 1.69% | 0 | 0.00% | 0 | 0.00% |
| 2 | Phikyai | Leu | 85 | 20 | 23.53% | 10 | 11.76% | 6 | 7.06% | 4 | 4.71% | 0 | 0.00% |
| 3 | Densavarng | Khmu | 106 | 26 | 24.53% | 16 | 15.09% | 4 | 3.77% | 0 | 0.00% | 6 | 5.66% |
| 4 | Natarn | Laoloum | 115 | 6 | 5.22% | 3 | 2.61% | 2 | 1.74% | 0 | 0.00% | 1 | 0.87% |
| 5 | Nadonekhoun | Yuan | 16 | 7 | 43.75% | 3 | 18.75% | 2 | 12.50% | 2 | 12.50% | 0 | 0.00% |
| | | Khmu | 25 | 14 | 56.00% | 7 | 28.00% | 4 | 16.00% | 3 | 12.00% | 0 | 0.00% |
| Sub-total | | | 797 | 95 | 11.92% | 50 | 6.27% | 25 | 3.14% | 13 | 1.63% | 7 | 0.88% |
| Local Road No. 2652, Chomphet District | | | | | | | | | | | | | |
| 1 | Xiengman | Laoloum | 339 | 10 | 2.95% | 5 | 1.47% | 1 | 0.29% | 0 | 0.00% | 4 | 1.18% |
| 2 | Nakham | Laoloum | 141 | 17 | 12.06% | 9 | 6.38% | 4 | 2.84% | 3 | 2.13% | 1 | 0.71% |
| | | Khmu | 62 | 2 | 3.23% | 1 | 1.61% | 0 | 0.00% | 0 | 0.00% | 1 | 1.61% |
| 3 | Naxaijalern | Laoloum | 49 | 4 | 8.16% | 2 | 4.08% | 2 | 4.08% | 0 | 0.00% | 0 | 0.00% |
| 4 | Huaytarn | Khmu | 69 | 14 | 20.29% | 7 | 10.14% | 5 | 7.25% | 2 | 2.90% | 0 | 0.00% |
| 5 | Shom | Khmu | 132 | 30 | 22.73% | 15 | 11.36% | 10 | 7.58% | 5 | 3.79% | 0 | 0.00% |
| 6 | Na | Laoloum | 94 | 28 | 29.79% | 14 | 14.89% | 6 | 6.38% | 0 | 0.00% | 8 | 8.51% |
| 7 | Xumaor | Khmu | 59 | 17 | 28.81% | 5 | 8.47% | 3 | 5.08% | 7 | 11.86% | 2 | 3.39% |
| 8 | Huayaorn | Khmu | 128 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% |
| 9 | Buamlow | Laoloum | 116 | 42 | 36.21% | 21 | 18.10% | 14 | 12.07% | 7 | 6.03% | 0 | 0.00% |
| Sub-total | | | 1,189 | 164 | 13.79% | 79 | 6.64% | 45 | 3.78% | 24 | 2.02% | 16 | 1.35% |
| Local Road No. 2931.3190 XiengNgeun District | | | | | | | | | | | | | |
| 1 | Huayyen | Khmu | 126 | 42 | 33.33% | 21 | 16.67% | 9 | 7.14% | 8 | 6.35% | 4 | 3.17% |
| 2 | Suandala | Laoloum | 79 | 4 | 5.06% | 2 | 2.53% | 0 | 0.00% | 0 | 0.00% | 2 | 2.53% |
| 3 | Phonsa-ard | Khmu | 91 | 42 | 46.15% | 21 | 23.08% | 9 | 9.89% | 11 | 12.09% | 1 | 1.10% |

| No. | Villages | Ethnic Group | No# of HH | Vulnerable | | Poor HH | | Female Headed HH | | Elderly HH | | Disability HH | |
|------------------------------|----------|--------------|--------------|---------------|---------------|---------------|---------------|------------------|--------------|---------------|--------------|---------------|--------------|
| | | | | Total | % | Total | % | Total | % | Total | % | Total | % |
| Sub-total | | | 296 | 88 | 29.73% | 44 | 14.86% | 18 | 6.08% | 19 | 6.42% | 7 | 2.36% |
| Grand total | | | 2,282 | 347 | 15.21% | 173 | 7.58% | 88 | 3.86% | 56 | 2.45% | 30 | 1.31% |
| Grand total breakdown | | Khmu | 976 | 42.77% | 118 | 12.09% | 79 | 8.09% | 56 | 5.74% | 30 | 3.07% | |
| | | Laoloum | 933 | 40.89% | 136 | 14.58% | 65 | 6.97% | 37 | 3.97% | 32 | 3.43% | |
| | | Khmong | 272 | 11.92% | 8 | 2.94% | 4 | 1.47% | 4 | 1.47% | 0 | 0.00% | |
| | | Leu | 85 | 3.72% | 10 | 11.76% | 6 | 7.06% | 4 | 4.71% | 0 | 0.00% | |
| | | Yuan | 16 | 0.70% | 8 | 50.00% | 6 | 37.50% | 2 | 12.50% | 0 | 0.00% | |

Sources: Field Survey for Village Socio-Economic Data Collection, 23 May-16 Jun, 2022

Appendix 3 : National Environment Standard

Selected parameters from Decree No. 81/GoL, dated 21 Feb. 2017 on National Environment Standard applicable for the local roads.

Table 1: National Air Quality Standards

| Parameter | Symbol | 1 hour | 8 hours | 24 hours | 1 month | 1 year | Unit |
|--|-----------------|--------|---------|----------|---------|--------|-------------------|
| Carbon Monoxide | CO | 30 | 9 | - | - | - | ppm |
| Nitrogen Dioxide | NO ₂ | 0.11 | - | - | - | 0.02 | ppm |
| Sulphur Dioxide | SO ₂ | 0.13 | - | 0.05 | - | - | ppm |
| Total Suspended Particulate | TSP | - | - | 0.33 | - | 0.10 | mg/m ³ |
| Particulate Matter less than 10 microns | PM-10 | - | - | 0.12 | - | 0.05 | mg/m ³ |
| Particulate Matter less than 2.5 microns | PM-2.5 | - | - | 0.05 | - | 0.015 | mg/m ³ |

Table 2: Air Pollution Emission Control Standards for Vehicle

| Vehicle Type | Parameter | Standard | Instrument | Measurement Method |
|------------------|-----------------|-------------|-----------------------------------|---|
| Diesel vehicle | Black smoke | 50% | Paper filter | Measured when the car is parked and unloaded with maximum speed. |
| | | 45% | Turbidity measurement system | |
| | | 40% | Paper filter | Measured when the car is running on the rotating wheels at 60% of the maximum engine speed, |
| | | 35% | Turbidity measurement system | |
| Gasoline vehicle | Carbon monoxide | 4.5% | Non-Dispersive infrared Detection | Measured when the car is parked and unloaded. |
| | Hydrocarbon | 10000 mg/Km | | |
| Motorbike | Carbon monoxide | 30% | Smoke Meter, | the car is running on |
| | Hydrocarbon | | | |

| Vehicle Type | Parameter | Standard | Instrument | Measurement Method |
|--------------|-------------|----------|---------------------------|--|
| | White smoke | | Full Flow Capacity System | the rotating wheels at 60% of the maximum engine speed |

Table 3: Surface Water Quality Standards

| Parameter | Symbol | Standard value | | | | | Unit | Analysis Method |
|------------------------|--------|----------------|-------|------|------|------------|------------|----------------------|
| | | 1 | 2 | 3 | 4 | 5 | | |
| Color, Order and Taste | None | n | n' | n' | n' | None | No defined | No defined |
| Temperature | t°C | n | n' | n' | n' | No defined | °C | Thermometer |
| Potential of hydrogen | pH | 6-8 | 6-8 | 5-9 | 5-9 | No defined | No defined | Electrometric |
| Dissolved Oxygen | DO | >7.0 | 6.0 | 4.0 | 2.0 | <2.0 | mg/L | Aside Modification |
| Phosphate | PO4 | <0.1 | 0.5 | 1 | 2 | >2 | mg/L | Ascorbic acid |
| Nitrate-Nitrogen | NO3-N | n | 5.0 | 5.0 | 5.0 | No defined | mg/L | Cadmium Reduction |
| Cadmium | Cd | n | 0.003 | 0.03 | 0.03 | No defined | mg/L | AA-Direct Aspiration |

Remark:

- Category 01: water sources is from natural, no production or dilution.
- Category 02: water sources for consumption but need to be disinfected, this water sources aquatic conservation, fishery, water sport and other.
- Category 03: water sources for consumption but need to be disinfected, this water sources agriculture, livestock and other.
- Category 04: water resource for consumption, but need to be disinfected, this water sources for industry, colleting the effluent from urban area or community and other.
- Category 05: water resource for transportation, collecting the effluent from urban area or community and other.
 - n: natural water
 - n': natural water, but the temperature change is not more than $\pm 3^{\circ}\text{C}$.

Table 4: National Drinking Water quality (Groundwater)

| Parameter | Symbol | Standard Value | Unit |
|-----------------------|------------------------------------|----------------|------------|
| Color | No defined | 15 | No defined |
| Turbidity | No defined | 20 | NTU |
| Potential of Hydrogen | pH | 6.5-9.0 | No defined |
| Iron | Fe | 1.0 | mg/L |
| Manganese | Mn | 0.5 | mg/L |
| Sulphate | SO ₄ ²⁻ | 250 | mg/L |
| Chloride | Cl ⁻ | 600 | mg/L |
| Hardness | Non-carbonate as CaCO ₃ | 250 | mg/L |
| Total Suspended Solid | TSS | 1,200 | mg/L |
| Lead | Pb | 0.01 | mg/L |

Table 5: Water Pollution Control Standards from vehicle wash service and gas station

| Parameter | Symbol | Standard value | Unit | Analysis method |
|------------------------|--------|----------------|--------------|---|
| Potential of Hydrogen | pH | 5.5-8.5 | Unidentified | pH meter |
| Chemical Oxygen Demand | COD | <200 | Mg/L | Potassium Dichromate Digestion |
| Total Suspended Solid | TSS | <60 | Mg/L | Glass Fiber Filter Disc |
| Fat, Oil and Grease | FOG | <15 | Mg/L | Extract with solvent after solvent evaporation is weighed to determine the oil and grease content |

Table 6: General Noise Standards

| Area | dB(A): 06.00 –18.00 | dB(A): 18.00 –22.00 | dB(A): 22.00– 06.00 |
|--|------------------------|------------------------|------------------------|
| Hospitals, libraries, kindergarten, schools | 50 | 45 | 40 |
| Residential areas | 55 | 55 | 45 |
| Commercial areas | 70 | 70 | 50 |

Table 7: Vibration Control Standards for Mining Activities and Blasting

| Frequency (Hertz) | Velocity (mm/s) | Displacement (mm) | Analysis method |
|----------------------|--------------------|----------------------|---|
| 1 | 12.7 | 0.75 | If installation of the instrument on earth surface: To use an equipment to stabilize the measurement instrument at the measurement point. |
| 2 | 12.7 | 0.75 | |
| 3 | 12.7 | 0.67 | |
| 4 | 12.7 | 0.51 | If installation of the instrument on the cement concrete surface to place the instrument not to be above 0.5 meters height and ensure stabilization of the instrument during measurement. |
| 5 | 12.7 | 0.40 | |
| 6 | 12.7 | 0.34 | |
| 7 | 12.7 | 0.29 | |
| 8 | 12.7 | 0.25 | |
| 9 | 12.7 | 0.23 | |
| 10 | 12.7 | 0.23 | |
| 11 | 13.8 | 0.20 | |
| 12 | 15.1 | 0.20 | |
| 13 | 16.3 | 0.20 | |
| 14 | 17.6 | 0.20 | |
| 15 | 18.8 | 0.20 | |
| 16 | 20.1 | 0.20 | |
| 17 | 21.4 | 0.20 | |
| 18 | 22.6 | 0.20 | |
| 19 | 23.9 | 0.20 | |

| Frequency (Hertz) | Velocity (mm/s) | Displacement (mm) | Analysis method |
|------------------------------|----------------------------|------------------------------|------------------------|
| 20 | 25.1 | 0.20 | |
| 21 | 26.4 | 0.20 | |
| 22 | 27.6 | 0.20 | |
| 23 | 28.9 | 0.20 | |
| 24 | 30.2 | 0.20 | |
| 25 | 31.4 | 0.20 | |
| 26 | 32.7 | 0.20 | |
| 27 | 33.9 | 0.20 | |
| 28. | 35.2 | 0.20 | |
| 29 | 36.4 | 0.20 | |
| 30 | 37.7 | 0.20 | |
| 31 | 39.0 | 0.20 | |
| 32 | 40.2 | 0.20 | |
| 33 | 41.5 | 0.20 | |
| 34 | 42.7 | 0.20 | |
| 35 | 44.0 | 0.20 | |
| 36 | 45.2 | 0.20 | |
| 37 | 46.5 | 0.20 | |
| 38 | 47.8 | 0.20 | |
| 39 | 49.0 | 0.20 | |
| 40 | 50.8 | 0.20 | |

Appendix 4 – Manager’s Code of Conduct

Instructions:

This Code of Conduct should be included in bidding documents for the civil works contractor(s) and in their contracts once hired. This Code of Conduct should also be included in bidding documents, and the contracts, of consultancy companies such as for DDIS and other project consultants (such as FS/ESIA/TA). This Code of Conduct is to be signed by the main party (head or manager) in the Contractor/DDIS.

Manager’s Code of Conduct:

The contractor/DDIS is committed to ensuring that the project is implemented in such a way which minimizes any negative impacts on the local environment, communities, and its workers. This will be done by respecting the environmental, social, health and safety (ESHS) standards, and ensuring appropriate occupational health and safety (OHS) standards are met. The contractor/DDIS is also committed to creating and maintaining an environment where children under the age of 18 will be protected, and where sexual abuse and sexual harassment have no place. Improper actions towards children, Violence Against Children (VAC), sexual abuse/harassment, and/or acts of Gender Based Violence (GBV) will not be tolerated by any employee, sub-contractors, supplier, associate, or representative of the company.

Staff at all levels have a responsibility to uphold the contractor’s/DDIS’ commitment. Contractors/DDIS need to support and promote the implementation of the Code of Conduct. To that end, staff must adhere to this Code of Conduct and also to sign the Individual Code of Conduct. This commits them to supporting the implementation of the Contractor’s Environmental and Social Management Plan, the OHS Management Plan, and developing systems that facilitate the implementation of the GBV Action Plan.

Staff, in particular Managers, need to maintain a safe workplace, as well as a GBVfree environment at the workplace and in the local community. Their responsibilities to achieve this include but are not limited to:

Implementation

- a. To ensure maximum effectiveness of the Code of Conduct:
 - i. Prominently displaying the Code of Conduct in clear view at workers’ camps, offices, and in public areas of the workspace. Examples of areas include waiting, rest and lobby areas of sites, canteen areas and health clinics.
 - ii. Ensuring all posted and distributed copies of the Code of Conduct are translated into the appropriate language of use in the work site areas as well as for any international staff in their native language.

- b. Verbally and in writing explain the Code of Conduct to all staff, including in an initial training session. c. Ensure that:
1. All staff sign the 'Individual Code of Conduct', including acknowledgment that they have read and agree with the Code of Conduct Staff lists and signed copies of the Individual Code of Conduct are provided to the OHS Manager and the MPWT/PTI.
 2. Participate in training and ensure that staff also participate as outlined below.
 3. Put in place a mechanism for staff to:
 - report concerns on ESHS or OHS compliance; and,
 - confidentially report SEA/SH incidents through the Grievance Redress Mechanism (GRM)
 4. Staff are encouraged to report suspected or actual ESHS, OHS, SEA/SH. VAC issues, emphasizing the staff's responsibility in compliance with applicable laws and to the best of your abilities, prevent perpetrators of sexual exploitation and abuse from being hired, re-hired or deployed. Use background and criminal reference checks for all employees nor ordinarily resident in the country where the works are taking place.
- d. Ensure that when engaging in partnership, sub-contractor, supplier or similar agreements, these agreements:
- i. Incorporate the ESHS, OHS, SEA/SH, VAC Codes of Conduct as an attachment;
 - ii. Include the appropriate language requiring such contracting entities and individuals, and their employees and volunteers, to comply with the Individual Codes of Conduct;
 - iii. Expressly state that the failure of those entities or individuals, as appropriate, to ensure compliance with the ESHS and OHS standards, take preventive measures against SEA/SH and VAC, to investigate allegations thereof, or to take corrective actions when SEA/SH or VAC has occurred, shall not only constitute grounds for sanctions and penalties in accordance with the Individual Codes of Conduct but also termination of agreements to work on or supply the project.
- e. Provide support and resources to the E&S team to create and disseminate staff training and awareness-raising strategy on SEA/SH, VAC and other issues highlighted in the ESMP.
- f. Ensure that any SEA/SH or VAC complaint warranting Police action is reported to the Police, the client and the World Bank immediately.
- g. Report and act in accordance with the agreed response protocol any suspected or actual acts of SEA/SH or VAC.
- h. Ensure that any major ESHS or OHS incidents are reported to the client and the supervision engineer immediately, non-major issues in accordance with the agreed reporting protocol.

Ensure that children under the age of 18 are not present at the construction site or engaged in any hazardous activities.

Training

- i. The managers are responsible to:
 - (i) Ensure that the OHS Management Plan is implemented, with suitable training required for all staff, including sub-contractors and suppliers; and,
 - (ii) Ensure that staff have a suitable understanding of the ESMP and are trained as appropriate to implement the Contractor's ESMP requirements.
- j. All managers are required to attend an induction manager training course prior to commencing work on site to ensure that they are familiar with their roles and responsibilities in upholding the SEA/SH and VAC elements of these Codes of Conduct. This training will be separate from the induction training course required of all employees and will provide managers with the necessary understanding and technical support needed to begin to develop the GBV Action Plan for addressing GBV issues.
- k. Managers are required to attend and assist with the project facilitated monthly training courses for all employees.
- l. Ensure that time is provided during work hours and that staff prior to commencing work on site attend the mandatory project facilitated induction training on: (i) OHS and ESHS, and, (ii) SEA/SH and VAC.
- m. During civil works, ensure that staff attend ongoing OHS and ESHS training, as well as the monthly mandatory refresher training course required of all employees on SEA/SH.

Response

- n. Managers will be required to take appropriate actions to address any ESHS or OHS incidents.
- o. Regarding SEA/SH:
 - (i) Maintain the confidentiality of all employees who report or (allegedly) perpetrate incidences of SEA/SH (unless a breach of confidentiality is required to protect persons or property from serious harm or where required by law).
 - (ii) If a manager develops concerns or suspicions regarding any form of GBV by one of his/her direct reports, or by an employee working for another contractor on the same work site, s/he is required to report the case using the GRM.
 - (iii) Once a sanction has been determined by the GRM, the relevant manager(s) is/are expected to be personally responsible for ensuring that the measure is effectively enforced, within a maximum timeframe of 14 days from the date on which the decision to sanction was made by the GRM.
 - (iv) If a manager has a conflict of interest due to personal or familial relationships with

the survivor and/or perpetrator, he/she must notify the Company and the GRM. The Company will be required to appoint another manager without a conflict of interest to respond to complaints.

- (v) Ensure that any SEA/SH issue warranting Police action is reported to the Police, the client and the World Bank immediately.
- p. Managers failing address ESHS or OHS incidents or failing to report or comply with the SEA/SH provisions may be subject to disciplinary measures, to be determined and enacted by the Company. Those measures may include:
 - (i) Informal warning;
 - (ii) Formal warning;
 - (iii) Additional Training;
 - (iv) Loss of up to one week's salary;
 - (v) Suspension of employment (without payment of salary), for a minimum period of 1 month up to a maximum of 6 months;
 - (vi) Termination of employment.
 - (vii) Ultimately, failure to effectively respond to ESHS, OHS, VAC and SEA/SH cases on the work site by the company's managers may provide grounds for legal actions by authorities.

I do hereby acknowledge that I have read the Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities to prevent and respond to ESHS, OHS, VAC and SEA/SH requirements. I understand that any action inconsistent with this Code of Conduct or failure to act mandated by this Code of Conduct may result in disciplinary action.

Signature: _____

Printed Name: _____

Position: _____

Date: _____

Appendix 5 – Individual Code of Conduct

Instructions:

This Code of Conduct should be included in bidding documents for the civil works contractor(s) and in their contracts once hired. This Code of Conduct should also be included in bidding documents, and the contracts, of individual DDIS/other consultants.

I, _____, acknowledge that adhering to environmental, social,

health and safety (ESHS) standards, following the project’s occupational health and safety (OHS) requirements, and preventing Violence Against Children (VAC); and Sexual Exploitation and Abuse and Sexual Harassment (SEA/SH) are important.

The Contractor/DDIS considers that failure to follow ESHS and OHS standards, or to partake in activities constituting VAC or SEA/SH—be it on the work site, the work site surroundings, at workers’ camps, or the surrounding communities—constitute acts of gross misconduct and are therefore grounds for sanctions, penalties or potential termination of employment. Prosecution by the Police of those who commit SEA/SH or VAC may be pursued if appropriate.

I agree that while working on the project I will:

- s. Consent to a background check in any place I have worked for more than six months.
- t. Attend and actively partake in training courses related to ESHS, OHS, VAC; SEA/SH as requested by my employer.
- u. Will wear my personal protective equipment (PPE) at all times when at the work site or engaged in project related activities.
- v. Take all practical steps to implement the contractor’s environmental and social management plan (C-ESMP).
- w. Implement the OHS Management Plan.
- x. Adhere to a zero-alcohol policy during work activities, and refrain from the use of narcotics or other substances which can impair faculties at all times.
- y. Treat women, children (persons under the age of 18), and men with respect regardless of race, color, language, religion, political or other opinion, national, ethnic or social origin, property, disability, birth or other status.
- z. Not use language or behavior towards women, children or men that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
- aa. Not sexually exploit or abuse project beneficiaries and members of the surrounding communities.
- bb. Not engage in sexual harassment of work personnel and staff—for instance,

making unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature is prohibited: i.e. looking somebody up and down; kissing, howling or smacking sounds; hanging around somebody; whistling and catcalls; in some instances, giving personal gifts.

- cc. Not engage in sexual favors—for instance, making promises of favorable treatment (i.e. promotion), threats of unfavorable treatment (i.e. loss of job) or payments in kind or in cash, dependent on sexual acts—or other forms of humiliating, degrading or exploitative behavior.
- dd. Not use prostitution in any form at any time.
- ee. Not participate in sexual contact or activity with children under the age of 18—including grooming or contact through digital media. Mistaken belief regarding the age of a child is not a defense. Consent from the child is also not a defense or excuse.
- ff. ff. Unless there is the full consent by all parties involved, I will not have sexual interactions with members of the surrounding communities. This includes relationships involving the withholding or promise of actual provision of benefit (monetary or non- monetary) to community members in exchange for sex (including prostitution). Such sexual activity is considered “non-consensual” within the scope of this Code.
- gg. Consider reporting through the GRM or to my manager any suspected or actual SEA/SH by a fellow worker, whether employed by my company or not, or any breaches of this Code of Conduct. With respect to children under the age of 18:
- hh. Bring to the attention of my manager the presence of any children on the construction site or engaged in hazardous activities.
- ii. Wherever possible, ensure that another adult is present when working in the proximity of children.
- jj. Not invite unaccompanied children unrelated to my family into my home, unless they are at immediate risk of injury or in physical danger.
- kk. Not use any computers, mobile phones, video and digital cameras or any other medium to exploit or harass children or to access child pornography (see also “Use of children's images for work related purposes” below)
- ll. Refrain from physical punishment or discipline of children.
- mm. No hiring of children for any SEARECC project activity (no persons under the age of 18).
- nn. nn. Comply with all relevant local legislation, including labour laws in relation to child labour and World Bank’s standards on child labour and minimum age.
- oo. oo. Take appropriate caution when photographing or filming children (see x-bb below). Photos or films of children should generally not be taken in the SEARECC project, except in instances showing the benefits or impacts of road works, such

as impacts to schools or school safety trainings.

Use of children's images for work related purposes.

When photographing or filming a child for work related purposes, I must:

Before photographing or filming a child, assess and endeavor to comply with local traditions or restrictions for reproducing personal images.

- pp. Before photographing or filming a child, obtain informed consent from the child and a parent or guardian of the child. As part of this I must explain how the photograph or film will be used.
- qq. Ensure photographs, films, videos and DVDs present children in a dignified and respectful manner and not in a vulnerable or submissive manner. Children should be adequately clothed and not in poses that could be seen as sexually suggestive.
- rr. Ensure images are honest representations of the context and the facts.
- ss. Ensure file labels do not reveal identifying information about a child when sending images electronically.

Sanctions

I understand that if I breach this Individual Code of Conduct, my employer will take disciplinary action which could include:

- tt. Informal warning;
- uu. Formal warning;
- vv. Additional Training;
- ww. Loss of up to one week's salary;
- xx. Suspension of employment (without payment of salary), for a minimum period of 1 month up to a maximum of 6 months;
- yy. Termination of employment; aaa. Report to the Police if warranted.

I understand that it is my responsibility to ensure that the environmental, social, health and safety standards are met. That I will adhere to the occupational health and safety management plan. That I will avoid actions or behaviors that could be construed as VAC or GBV. Any such actions will be a breach this Individual Code of Conduct.

I do hereby acknowledge that I have read the foregoing Individual Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities to prevent and respond to ESHS, OHS, VAC, GBV and SEA/SH issues. I understand that any action inconsistent with this Individual Code of Conduct or failure to act mandated by this

Individual Code of Conduct may result in disciplinary action and may affect my ongoing employment.

Signature: _____

Printed Name: _____

Position: _____

Date: _____

Appendix 6 – Sample Monitoring Checklist

| | | | |
|---------------------------|--|--------------------------------|--|
| PROJECT COMPONENT: | | LOCATION: | |
| DATE: | | CONTRACTOR: | |
| PREPARED BY: | | SUPERVISION CONSULTANT: | |

Inspection Participants: (insert names and positions)

| ESMP Items | Applies | | Compliance | | | Issues | Status (R)/(O) | Action Required /Taken | Target/ Actual Date |
|---|---------|----|------------|--|--|--------|-------------------|------------------------------|------------------------|
| | Yes | No | | | | | | | |
| Mitigation & Management Measures: Construction Phase | | | | | | | | | |
| Mitigation measure from ESMP | | | | | | | | | |
| Mitigation & Management Measures: Operation and Maintenance Phase | | | | | | | | | |
| | | | | | | | | | |

Compliant, Minor Non-Compliance, Significant Non-Compliance Status: (R) Resolved Issues, (O) Ongoing Issues.

Appendix 7: Indicative ToR for C-ESMP

The following document provides a generic outline of a Terms of Reference (ToR) for the Contractor Environmental and Social Plan (C-ESMP) implementation. The Contractor should hire as a specific consultant to ensure the implementation of the C-ESMP. This ToR can be tailored to respond to the specific requirements of the project.

1. Project Description and Components

This section provides a summary of project objectives, features, location and status, including an up-to-date description and delineation of the proposed project and its key components and provides information on its geographical, environmental and socio-economic and temporal context. It should include information on whether and how the project is part of a wider Project. Based on the approved ESMP, provide information on potentially significant social and environmental issues, risks and impacts that may have been identified.

2. Objectives of the Consultancy

The general objective of the consultancy is to ensure compliance with national environmental legislation, as well as with the WB's Social and Environmental Standards (SES) in the context of the Project.

The specific objective is to prepare the Contractor Environmental and Social Management Plan (C-ESMP) for the Contractor to ensure the socio-environmental sustainability of the Project. The C-ESMP must be developed in line with the approved ESMP.

Detailed tasks:

- Preparation of the C-ESMP as well as checklist for monitoring the implementation of the C-ESMP.
- Preparation of Occupational Health and Safety Plan.
- Preparation of Contractor Code of Conduct.
- Preparation of Contractor Gender Base Violence/SEA/SD prevention policy.
- Organize awareness raising meetings at the village level on the C-ESMP, code of conducts and safeguards documents on community health.
- Coordinate and liaise with Environment Specialist and Resident Engineer of DDIS Consultant, PTI, DPWT/ESMWG and village authorities on issues related to the environmental and social impacts of the civil works.
- Ensure the implementation of all safeguards plans and policies.
- Report to the DDIS Consultant on progress in the implementation of the C-ESMP on a monthly, quarterly, and annual basis.

Qualifications Note:

The qualifications stated hereinafter reflect the requirements for an individual consultant.

- Degree/Academic Level & Years of Professional Experience: Professional with a master's degree in social and/or environmental sciences with at least 3 years' experience in socio- environmental impact management/social environmental impact assessment.
- Languages: Lao and English competencies
- Areas of Expertise: Socio-environmental management, evaluation of socio-environmental impact in the infrastructure sector, knowledge of the Social and Environmental Standards (SES) and Principles of WB, experience in working with international organizations in the sector.
- Skills: ability to work with little supervision and in the remote area.

Duration of Service

The duration of services is expected to be 24-person months.

Appendix 8– Guidelines for Worker’s Camps

If relevant, these guidelines will help the contractor when setting up worker’s camps.

GENERAL

The Workers Camp Management Plan will be compliant with the specific prescriptions of the ESMP.

WORKER RECRUITMENT

There are only about 57 km distance in combination of 3 local roads as local road no. 2571 is about 16 km, 2652 is about 22 km and the road local no.2931-3170 is about 19 km. The Contractor shall set worker requirement plan as follow:

- To employ not over 35 skilled workers for civil works contracts for the road constructions. The Contractor will be required to consider mainly Lao national, the oversea skill workers should not over 5% of total number of skilled workers.
- To employ not over 50 unskilled workers to serve general works and manual works at the project site. The unskilled labours shall consider people in local community as first priority along the project of each local road.

WORKERS CAMP FACILITIES

All facilities in the Workers Camp must be complaint with the stipulations of the ESMP. The camp shall be provided with the following minimum facilities:

- Eating space and dormitories as required shall be constructed of suitable materials to provide a safe healthy environment for the workforce and which facilitate regular cleaning and the provision of ventilation and illumination;
- At least one water closet toilet, one urinal and one shower per 10 personnel engaged either permanently or temporarily on the project. Separate toilet and wash facilities shall be provided for male and female employees, including ensuring that toilets are available close to working sites/road sections where women are working;
- A sick bay and first aid station;
- Sewage collection facilities to allow for the treatment of black and grey wastewater discharge from toilets, washrooms, showers, kitchens, laundry and the like. The management of all camp wastewater water shall be as prescribed in the ESMP;
- All camp facilities shall be maintained in a safe clean and or appropriate condition throughout the construction period.
- Throughout the period of the contract the employer, the engineer, or their representatives shall have uninterrupted access to and from the camp for the purpose of carrying out routine inspections of all buildings, facilities or installations of whatever

nature to ensure compliance with this specification.

- Appropriate measures to be taken in line with GoL Covid-19 prevention and/or management guidelines.

WORKERS CAMP OPERATIONS

- The Contractor will be required to provide adequate provisions for the workers for the duration of the project so as not to be a burden on the food or water security of the surrounding communities. The Contractor will strive to hire local labour to provide cleaning and food services.
- All wastewater, solid waste, freshwater usage, noise levels, handling and storage of hazardous materials shall be as prescribed in the ESMP.

MANAGEMENT OF OFF DUTY WORKERS

- The Contractor will prepare ensure all staff sign and adhere to the Individual Code of Conduct to describe the expected behaviours of their project worker in relation to the local communities and their social sensitivities.
- The Contractor is to ensure that all overseas project staff, not already living in Lao PDR, undergo a cultural familiarization session as part of their induction training. The purpose of this induction will be to introduce the project staff to the cultural sensitivities of the local communities and the expected behaviours of the staff in their interactions with these communities. This may also be necessary for Lao staff from other provinces working with ethnic minorities;
- The Contractor is to stipulate the conditions under which visitors may attend the workers camp. Strict visiting hours should be enforced, and all visitors will be required to sign in and out of the worker camp. No overnight visitors will be allowed;
- The Contractor shall ensure that basic social/collective rest spaces are provided equipped with seating within the Workers Camp to help minimize the impact that the workers would have on the leisure and recreational facilities of the nearby communities. Provisions should also be made to provide the workers with an active recreation space within the camp.

WORKERS CAMP MANAGEMENT PLAN

If applicable, a Workers Camp Management Plan shall be submitted by the Contractor to MPWT. The Workers Camp Management Plan shall describe how this document and the ESMP shall be implemented in the following:

- Recruitment strategy;
- Accommodation;
- Canteen and dining areas;

- Ablutions;
- Water supply;
- Wastewater management system;
- Proposed power supply;
- Code of Conduct for Workers;
- Recreational/leisure facilities for workers;
- Visitors to the Workers Camp;
- Interactions with the local communities.

Appendix 9– SEA/SH Action Plan

Manifestations of SEA/SH/GBV include, but not limited to:

- Physical violence (such as slapping, kicking, hitting, or the use of weapons);
- Emotional abuse (such as systematic humiliation, controlling behavior, degrading treatment, insults, and
- Threats;
- Sexual violence which includes any form of non-consensual sexual contact, including rape;
- Early/forced marriage, which is the marriage of an individual against her or his will often occurring before the age of 18, also referred to as child marriage;
- Economic abuse and the denial of resources, services, and opportunities (such as restricting access to financial, health, educational, or other resources with the purpose of controlling or subjugating a person);
- Trafficking and abduction for exploitation; and,
- Intimate Partner Violence (IPV) perpetrated by a former or current partner, includes a range of acts of violence.

Challenges in addressing SEA/SH can be summarized as follows:

- a. High prevalence of gender-based violence against women, especially domestic and sexual violence and rape;
- b. Low rate of reporting among women who are victims of domestic violence;
- c. Limited training provided for law enforcement, public health officials and members of Village Mediation Committees on identifying all forms of gender-based violence against women and addressing individual cases in a gender sensitive manner;
- d. Limited number of shelters for women and girl victims of gender-based violence, particularly domestic violence;
- e. There is a lack of effective coordination on SEA/SH at national and local levels;
- f. Accessibility and the quality of the services provided at the LWU and SEA/SH center is low;
- g. The police and judicial systems are unresponsive to survivors' needs;
- h. The informal mediation system (VMU) is not survivor-centric and prioritizes family and community harmony over victim's rights, based on customary law, and do not involve the police. Prevention of child marriage and trafficking is low, and there is a growing concern over the impact of foreign construction labour on sexual abuse and exploitation, and trafficking of girls to neighboring countries as brides.
- i. Sexual harassment as a concept is not widely understood and thus difficult to address.
- j. Lack of data on cases of gender-based violence against women that were

investigated and lead to prosecution and on the sanctions imposed on perpetrators, disaggregated by age and relationship between victim and perpetrator.

The ESIA will need to consider this context when carrying out a more detailed assessment of service providers and GBV/SEA/SH risks as a result of the project, in particular so that it can provide realistic and effective mitigation measures for these issues. This may include more support and capacity building for the LWU, stakeholder engagement, strong codes of conduct for project workers (already including in the LMP part of this ESMF), and other avenues if needed.

In bidding documents and contracts, the Contractor will be required to implement the Labour Management Procedure The Contractor must arrange for trainings on SEA/SH and VAC/IEC campaign to be provided by a recognized agency or NGO. Likewise, the PMU shall raise awareness and reduce such risks within its organization as well. The cost of the campaign shall be funded by the Contractor from the provisional sum provided in the bill-of-quantity. The contractor shall ensure that at least one refresher and training for workers will be conducted each month to review materials provided.

Action to address SEA/SH and VAC Risks

| Actions | Timing Responsibility Risk Management | Responsibility Risk Management | Risk Management |
|--|---|--|------------------------|
| Pre-Construction Stage | | | |
| Clearly define the SEA/SH and VAC requirements and expectations in the bid documents. | Procurement. | MPWT and Procurement team and Consultants. | Review by PMU and PTI. |
| Based on the project’s needs, the Bank’s Standard Procurement Documents (SPDs), and the IA’s policies and goals, define the requirements to be included in the bidding documents for a CoC which addresses SEA/SH and VAC (See Appendix 2 & 3) | Procurement. | MPWT and Procurement team and Consultants. | Review by PMU and PTI. |
| Clearly explain and define the requirements of the Codes of Conduct to bidders before | Procurement. | MPWT and Procurement team and Consultants. | Review by PMU and PTI. |

| Actions | Timing Responsibility Risk Management | Responsibility Risk Management | Risk Management |
|--|---|--|---|
| submission of the bids. | | | |
| Evaluate the contractor's SEA/SH and VAC response proposal in the CESMP and confirm prior to finalizing the contract the contractor's ability to meet the project's GBV requirements | Procurement. | MPWT and Procurement team and Consultants. | Review by PMU and PTI. |
| Review CESMP to verify that appropriate mitigation actions are included. | Implementation. | MPWT and EDPD/PTI. | Review by MPWT. Review by WB Task Team. |
| Construction Stage | | | |
| Review that the GRM receives and processes complaints to ensure that the protocols are being followed in a timely manner, referring complaints to an established mechanism to review and address SEA/SH and VAC complaints. | Implementation. | WB Task Team. MPWT. | Ongoing reporting. Monitoring of complaints and their resolution. |
| Codes of Conduct signed and understood (ANNEX 10: Individual Code of Conduct and ANNEX 9: Manager's Code of Conduct.) Ensure requirements in CoCs are clearly understood by those signing. Have CoCs signed by all those with a physical presence at the | Initiated prior to contractor mobilization and continued during implementation. | Contractor, Consultant, MPWT. | Review of SEA/SH risks during project supervision (e.g., Midterm Review) to assess any changes in risk. Supervision consultant reporting that CoCs are signed and that workers have been trained and understand their obligations. ⁵³ Monitoring of GRM for SEA/SH complaints. |

| Actions | Timing Responsibility Risk Management | Responsibility Risk Management | Risk Management |
|---|---|---|--|
| <p>project site. Train project-related staff on the behavior obligations under the CoCs. Disseminate CoCs (including visual illustrations) and discuss with employees and surrounding communities. Reporting on the actions taken as part of regular progress report.</p> | | | <p>Discussion at public consultations.</p> |
| <p>Have project workers, PMU and CMU staff and local community undergo training on SEA/SH.</p> | <p>Implementation.</p> | <p>Contractor, Consultant, MPWT, DPWTs.</p> | <p>Ongoing reporting.</p> |
| <p>Undertake regular M&E of progress on SEA/SH activities, including reassessment of risks as appropriate.</p> | | <p>MPWT, Contractors, Consultants.</p> | <p>Monitoring of GRM. Ongoing reporting.</p> |
| <p>Implement appropriate project-level activities to reduce SEA/SH risks prior to civil works commencing such as: Have separate, safe and easily accessible facilities for women and men working on the site. Locker rooms and/or latrines should be located in separate areas, well-lit and include the ability to be locked from the inside. Visibly display signs around the project site (if applicable) that</p> | <p>Prior to works commencing.</p> | <p>Contractor/ Supervision Consultant WB Task Team.</p> | <p>Ongoing reporting. Reviews during implementation support mission.</p> |

| Actions | Timing Responsibility Risk Management | Responsibility Risk Management | Risk Management |
|---|--|---|------------------------|
| <p>signal to workers and the community that the project site is an area where GBV is prohibited. As appropriate, public spaces around the project grounds should be well-lit.</p> | | | |