

Agenda & Table of Contents

Life-of-Project Environmental Compliance and Environmentally Sound Design & Management

An Africa Regional Training Workshop for USAID Staff

version: 2 January 2011

Session type: P=presentation. E=exercise/discussion; F= field visit; B=Break

Type	Lngh	Start	Finish	#	Session Name	Objectives/content summary
Day 1/Monday						
	0:15	8:15	8:30		Arrival/Registration	
	0:15	8:30	8:45		Official Opening	
E	0:40	8:45	9:25	1	Participant & Facilitator Introductions, Objectives	a. Facilitation Team Introductions, Roles and Responsibilities; b. Participant Introductions c. Overview of Agenda: Tools and Techniques d. Administrivia: Room and Board e. Setting Expectations f. Establishing a Learning Agreement g. Creating a Parking Lot
P	1:05	9:25	10:30	2	What is Environment? Why Environmentally Sound Design and Management?	Achieve a common understanding of "environment"; motivate ESDM as a necessary and explicit objective for effective development; establish the basic principles for achieving ESDM.
B	0:15	10:30	10:45		Tea Break	
P	0:30	10:30	11:00	3	EIA and ESDM	Achieve a common, basic understanding of the EIA process and key EIA concepts; Motivate the EIA process by establishing that EIA is the internationally accepted standard framework for achieving ESDM in project-based development
P	0:40	11:00	11:40	4	Overview of Life-of-Project Environmental Compliance for USAID Staff	Achieve a common understanding of the key LOP environmental compliance requirements created by these procedures. Specifically establish (1) that the primary environmental compliance responsibility of IPs is implementation of environmental conditions resulting from the pre-implementation environmental review process, and (2) that providing participants with the tools, skills and knowledge to do so is the primary purpose of the workshop.
P	0:50	11:40	12:30	5	Core EIA Skills Parts 1 (Baseline Characterization/Identifying Issues of Concern + Principles of Mitigation.)	Build familiarity with the principles and processes that constitute these core EIA skills. Establish that because effective mitigation design must be highly responsive to site conditions, effective mitigation design requires baseline characterization and issues identification skills.
B	1:00	12:30	13:30		LUNCH	
P	0:30	13:30	14:00			(Field visit briefing)
F	3:00	14:00	17:00	6a	Field Visit: Practicing Core EIA Skills	Build and apply the core EIA skills briefed in Session 5 via a field visit & follow-up group work to (1) synthesize field observations, and (2) with reference to the Small-Scale Guidelines, identify possible mitigation measures to respond to issues of concern. (This exercise is generic and conducted without reference to the specific requirements of Reg. 216.)
Day 2/Tuesday						
	0:15	8:30	8:45		Review of Day 1, Orientation to Day 2	a. Day One Review/What have we learned? b. Review of Expectations c. Day Two at a Glance
E	1:30	8:45	10:15	6b	Field Visit--Follow-up Group Work	see 6a, above
B	0:15	10:15	10:30		Tea Break	
P	0:45	10:30	11:15	7	Core EIA skills Part 2: Env Monitoring	Establish the objective of environmental monitoring (determining clearly and cost-effectively if mitigation is sufficient and effective); brief the two types of monitoring indicators & achieve a common understanding of the principles of monitoring design.
E	1:15	11:15	12:30	8	Indicators exercise (break-out groups)	Build and apply indicator selection skills (a key constituent skill for EMMP development) in a scenario-based small group exercise centered on the ENCAP Visual Field Guides.
B	1:00	12:30	13:30		Lunch	

P	0:40	13:30 – 14:10	9	Intro to EMMPs	a. Brief the EMMP concept. b. Establish that EMMPs are critical to effective and systematic implementation of IEE/EA conditions. c. Explain the mechanisms by which USAID Missions can require IPs to develop and implement EMMPs.
B	0:05	14:10 – 14:15		Short break to change over to parallel sessions	
parallel session bloc: upstream compliance					
P	0:45	14:15 – 15:00	10a	Intro to Reg. 216 & Screening Activities Under Reg. 216	Reg 216 sets out USAID's mandatory pre-obligation EIA process. Environmental mitigation and monitoring conditions established by this process become required elements of activity design and implementation. This session briefs the entire process and then examines in detail the first step in this process: screening.
B	0:15	15:00 – 15:15		Tea Break	
E	1:00	15:15 – 16:15	10b	Exercise: Screening Activities Under Reg. 216	Screening activities for a proposed project using Reg. 216 criteria. (Working groups). The project will be related to the Day 3 field visit.
P	0:30	16:15 – 16:45	11a	Effective IEEs: Well-Considered & Well-Written	The IEE is USAID's "Preliminary Assessment" and the most common type of env. review documentation required by Reg. 216. Overview of the IEE (Structure, purpose, nature of "determinations") + characteristics of well-written, well-considered IEEs. (These characteristics also apply to subproject environmental review reports.)
E	0:15	16:45 – 17:00	11b	IEE Review exercise: Briefing & field visit preview	For the project screened above, we will review and critique a draft IEE. (provided in 2-page bullet format) . We undertake a field visit to the project site to better evaluate the IEE.
parallel session bloc: downstream compliance					
P	0:30	14:15 – 14:45	10	Translating General IEE Conditions into Specific Implementation: Key Principles	Addresses a key challenge facing many partners in developing EMMPs: IEE conditions are extremely general, and require IPs to translate them into specific mitigation actions.
E	0:30	14:45 – 15:15	11a	EMMP Development Exercise: Project Scenario & Briefing	Integrate, build and apply all EMMP skills in an EMMP development exercise using a field visit informed by a field visit
B	0:15	15:15 – 15:30		Tea Break	
E	1:30	15:30 – 17:00	11b	EMMP Development: Group Work	see 11a; (note--participants work on their laptops to fill in a provided EMMP template.)
Day 3/Wednesday					
	0:10	8:30 – 8:40		Review of Day 2, Orientation to Day 3	a. Day Two Review/What have we learned? b. Review of Expectations c. Day Three at a Glance
F	3:15	8:45 – 12:00	11c	Field Visits for EMMP Development exercise (upstream compliance) / IEE Review (downstream compliance)	
B	1:00	12:00 – 13:00		Lunch	
parallel session bloc: upstream compliance					
E	1:15	13:00 – 14:15	11d	Classroom Follow-up for IEE Review Field Visit (small group work)	see 11b above
P	0:45	14:15 – 15:00	ST	IEE Determinations & Conditions for "Tricky Activities"	e.g., Policy development; Trade; SME Support; Private Sector Credit Support including DCA.
parallel session bloc: downstream compliance					
E	2:00	13:00 – 15:00	11d	Field visit follow-up: EMMP Development small group work	Continue EMMP development exercise. Finalize presentation.
B	0:15	15:00 – 15:15		Tea Break	
E	1:15	15:15 – 16:30	11e	EMMP Group Presentations	Teams will present their EMMPs in plenary, participants in the "upstream compliance" bloc will attend these presentations, practicing their USAID staff role as receivers and reviewers of EMMPs
P	0:30	16:30 – 17:00	12	IP Reporting on Environmental Compliance	Achieve a common understanding of the two basic elements of IP environmental compliance reporting: (1) providing USAID with an auditable record of IP environmental compliance; and (2) "mainstreaming" critical elements of environmental soundness/compliance into one or more core program performance indicators.
Day 4/Thursday					
	0:10	8:30 – 8:40		Review of Day 3, Orientation to Day 4	a. Day Two Review/What have we learned? b. Review of Expectations c. Day Three at a Glance
P	1:00	8:40 – 9:40	ST	Subproject Review	Understand the subproject review process, its appropriate use, and the responsibilities its places on IPs and COTRs. Introduce the Environmental Review Form and Environmental Review Reports.

P	0:50	9:40 – 10:30	ST	Environmental Assessments and Programmatic Environmental Assessments.	Understand the requirements that Reg. 216 establishes for EAs and PEAs and the circumstances that indicate development of a PEA.
B	0:15	10:30 – 10:45		Tea Break	
E	1:45	10:45 – 12:30	ST	Incorporating GCC Adaptation and Mitigation in Project Design	Briefing on mitigation & adaptation concepts, followed by small group exercise identifying adaptation and mitigation measures that could be integrated into hypothetical projects; report-out.
B	1:00	12:30 – 13:30		Lunch	
P	0:45	13:30 – 14:15	ST	Sectoral Best Practices I & II	In each of these sessions, 2 small seminar groups discussing sectoral best practices and implementation challenges. Sectors: (1) Water; (2) Pesticides, Safer Use & PERSUAPs; (3) Health Care Waste. Will be informed by previous exploration of best practice in the field visits & associated exercises.
P	0:45	14:15 – 15:00	ST	Sectoral Best Practices III & IV	
B	0:15	15:00 – 15:15		Tea Break	
E	1:15	15:15 – 16:30	13	ESDM/Env Compliance Knowledge Game	review and synthesize workshop content via a small-teams competition
E	0:30	16:30 – 17:00	14	Final technical Q&A	address questions raised by the knowledge game and any technical questions remaining in the "parking lot"
		17:15 –		Lake Naivasha--sunset cruise--optional	

Day 5/Friday

	0:10	8:30 – 8:40		Review of Day 4, Orientation to Day 5	a. Day 4 Review/What have we learned? b. Review of Expectations c. Day 5 at a Glance
P	0:10	8:40 – 8:50	15	Resources for ESDM and Compliance	Become familiar with the key resources available on the ENCAP website to support the EMMP exercise, and environmental compliance and ESDM more generally; introduce the offline version of the ENCAP website.
P	0:40	8:50 – 9:30	16	State of Environmental Compliance in AFR Missions: Results of BPRs to date	Presents synthesis of BPR results to date; identifies good mission practices and common deficits
E	1:00	9:30 – 10:30	17a	Separate focus sessions: (1) MEOs + (2) A/COTRs & other functions	Informed by the preceding session,
B	0:15	10:30 – 10:45		Tea Break	
E	1:00	10:45 – 11:45	17b	Way Forward discussion	Includes brief report-outs from the 2 focus sessions;
	0:15	11:45 – 12:00	18	Evaluations	Fill in individual evaluation forms
	0:30	12:00 – 12:30		Closing & Certificates.	
B		12:30 –		LUNCH & DEPARTURE	

Workshop time allocation summary

("downstream compliance" stream)

Total Exercise/Disc time 14:10

Total Field Time 6:15

Total Presentation time 10:10

Total Break time 5:50