

AGENDA
Environmental Management Workshop for USAID Staff:
MEOs, CTOs, SO Teams, PDO, M&E & FFP Officers

USAID Environmental Procedures
& Mainstreaming Environmental Considerations in Development
Programs

Hosted by Regional Center for Southern Africa
Co-sponsored by USAID/RCSA, USAID/REDSO and AFR/SD

Kasane, Botswana May 17th - 20th, 2005

Principal Presenters/Discussion Facilitators /Resource Persons :

- Walter Knausenberger, Sr. Regional Environmental Officer, USAID/REDSO/ESA, Nairobi, Kenya
- Ephantus Wahome, Assistant REA, REDSO, Nairobi, Kenya
- Erika Clesceri, Environmental Protection Specialist, USAID/DCHA/FFP/PTD, Washington, D.C.
- Camilien J.W. Saint-Cyr, Regional Environmental Advisor, USAID/REA, RCSA, Gaborone, Botswana
- Wes Fisher, Principal, Capacity for Impact Assessment and Management, Cadmus Group, Boston, USA

Logistics Support:

- Alison Notley and Florence Chaunga, Conference Coordinators, Chemonics /RAPID, USAID/RCSA
- Dorcus Mookretsi, USAID/RCSA

Be prepared to discuss or share at the course:

- ❖ Questions on existing IEEs, Environmental Review issues (bring them along).
- ❖ Information about future SOs, IRs, and corresponding IEEs, if you would like to raise issues.
- ❖ Information about your host country environmental policy, legislation or requirements .
- ❖ An answer to the following question: What do you think USAID's environmental procedures and policy should look like 10 years from now?

Course Objectives. The objectives of this training are to assist USAID staff to:

1. Better understand and apply USAID Environmental Procedures (22 CFR 216, ADS 204), and documentation and review requirements.
2. Design and implement environmentally-sound activities to improve program and project sustainability
3. Assess reasonably foreseeable environmental impacts and mitigate and monitor to minimize adverse impacts and design errors
4. Review how USAID procedures are to be applied in the context of evolving host country policies and practice in environmental impact assessment (EIA) and environmentally sound design and management
5. Consider answers to the questions: “How can environmentally sound design processes be strengthened within our Missions and the Agency?” and “What are some state-of-the-art approaches to mainstreaming environmental considerations into USAID regional and bilateral programs?”
6. Discuss capacity building needs, options and approaches
7. Review new approaches to knowledge management and their potential application to Agency and Mission responsibilities to promote environmentally sound design

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AGENDA as of 16 May 2005, 2 p.m.

Start	End	Module No. & Facilitator	Session Title	Details/Components
Monday May 16, 2005			Arrival and Registration	
15:00				Optional Game Drive or Boat Excursion
18:30	19:30	-		Registration & Pre-test
19:00				Dinner
20:00	21:00			Facilitators' Meeting – Bateleur I
Tuesday May 17, 2005			Theme: Why Does USAID Have Environmental Procedures and How Do I Respond?	
<i>A.M. Moderator/Facilitator: Wes Fisher</i>			<i>Notetaker/Recorder: Ian Kline</i>	
8:00	8:20		CS MD	<ul style="list-style-type: none"> Welcome by Camilien Jean W. Saint-Cyr, Regional Environmental Advisor, RCSA Dawn Thomas, Acting Mission Director, USAID, Regional Center for Southern Africa (RCSA)
8:20	9:30	1	CS WK WF	Opening, Introductions, Expectations <ul style="list-style-type: none"> Facilitator / Participant Introductions Review Objectives and Agenda Venue/Facilities/Logistics Info – Alison Notley Facilitator & Participant Expectations
9:30	10:30	2	CS WK	Motivation & Rationale for Environmentally Sound Design (ESD) <ul style="list-style-type: none"> Why Assess? Motivation for Environmental Impact Assessment (EIA) and Reg. 216 Principles of Environmentally Sound Design
10:30	10:45			Break
10:30	11:15	3	WF EW	Key Concepts for EIA <ul style="list-style-type: none"> EIA Overview Information Requirements and Tools, Checklists Mitigation and Monitoring
11:15	12:15	4A	WK	Basic USAID Environmental Procedures <ul style="list-style-type: none"> Reg. 216 Environmental Procedures Overview (Chap. 2, EPTM) Introduction to EPTM as environmental documentation support tool
12:15	13:15			Lunch Presentation by Mr. A. Lebonetse, District Wildlife Coordinator, Chobe National Park, <i>The Management Plan for Chobe National Park (Draft 2001)</i> with special reference to the <i>Chobe Riverfront Management Plan</i>
<i>P.M. Moderator/Facilitator: Jody Stallings</i>			<i>Notetaker/Recorder: Ginger Waddell</i>	
13:15	14:15	4B	WF	USAID Procedures (cont'd) Screening/Categorization: Group exercises
14:15	14:30			Break
14:30	15:10	4B	EW	Screening/Categorization: Report out
15:10	17:00	5	WF WK EC	USAID Environmental Documentation Required Environmental Documentation: EPTM Chapter 3 <ul style="list-style-type: none"> Umbrella IEE Procedures Environmental Review Form: Screening and Reporting Title II SYAP/MYAP Guidance Environmental Status Reports (Title II)
19:30	20:30	6	WK WF	Dinner & Discussion <ul style="list-style-type: none"> Assigning Site Visit Teams: Kasane Dumpsite, Sewage Ponds, Chobe Farms and Env. Health Vector Control storage facility
20:30	21:00			Facilitators' Meeting – Bateleur I

19 May update: →

Wednesday May 18, 2005				Theme: Environmental Procedures as Strategic Support	
A.M. Moderator/Facilitator: Cam St-Cyr			Notetaker/Recorder: Nico Tchamu		
Start	End	Module No. & Facilitator		Session Title	Details/Components
8:00	8:30		CS AN	Tech review Logistics	Address questions from Day 1
8:30	9:45	7	WF WK EW	Working Groups: Basic Concepts and Reg. 216	Recap of material so far: <ul style="list-style-type: none"> Brief Walkthrough of 22 CFR 216 EIA Concepts Mitigation and Monitoring
9:45	10:45	8A	WF WIK	Writing the IEE	<ul style="list-style-type: none"> Tools: EPTM Ch. 4, AFR <i>Guidelines</i> for ESD Format and Structure of IEEs, What If I Have to Go Beyond An IEE? (EA/PEA/SEA) Environmental Documentation Samples, IEE Examples (EPTM Annex D)
10:45	11:00			Break	
11:00	12:30	8A	WK WF	Sample Environmental Documentation	<ul style="list-style-type: none"> Style Tips, Recommended Acceptable Language & Formats (RALF) for preparing Requests for Categorical Exclusions and IEEs Tricky cases (participant reaction) Participant experiences and questions
12:30	13:30			Lunch	Presentation by Mowana Hotel General Manager John Gray on cumulative effects of Chobe Riverfront development concerns
P.M. Moderator/Facilitator: Erika Clesceri			Notetaker/Recorder: David Mutazindwa		
13:30	15:00	8C	WF HA	Local Environmental Management example	<ul style="list-style-type: none"> Review of excerpts from Chobe Riverfront Management Plan Transect Walk: Mowana's Environmental Management: Water, Sewage, Solid Waste, Lodge conservation efforts
15:00	16:00		WF	Impacts Review Includes <i>Break</i>	<ul style="list-style-type: none"> Rapid analysis of impacts observed on Mowana Transect Walk Preparation for Case Site visits: team formation, review of documentation
15:30	18:00	10A	WF	Case Site Visits: EIA Team Exercise	<ul style="list-style-type: none"> Case Site Team visits to Kasane Dumpsite, Sewage Ponds, Chobe Farms and Env. Health Vector Control storage facility
19:30		9B	KK MC	Working Dinner – Special Topics(1)	Transboundary Natural Resources Management Issues (Keith Kline and Mike Chase, CI)
21:00	21:30			Facilitators' Mtg.	

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Thursday May 19, 2005				Theme: Challenging ESD Issues and How to Deal with Them as an MEO or SOT Member – Focusing on the <i>Spirit</i> of Reg. 216	
Start	End	Module No. & Facilitator	Session Title	Details/Components	
A.M. Moderator/Facilitator: <i>Jim Walsh</i>				Notetaker/Recorder: <i>Keith Kline</i>	
8:00	8:45		WF WK	Special Topics (2): Env. Management Support	<ul style="list-style-type: none"> Africa Bureau <i>Env. Guidelines for Small-scale Activities in Africa</i> (EGSSAA) [10 min.] ENCAP [10 minutes] Pesticides, PERSUAPs & Integrated Pest Management (WK) [20 min.]
8:45	11:00	11A	Panel	Program/Activity Cycle Integration and Environmental Integration (1)	<ul style="list-style-type: none"> Strategic Planning, Achieving, Learning: <ul style="list-style-type: none"> - ADS 201 Planning & ADS 202 Achieving - ADS 204 Environmental Procedures: BEO, REA, MEO & SOT responsibilities Integrating Environmental Considerations into Mainstream of USAID Programs <i>Regional Environmental Quality Management Support: Training, Capacity Building and Analysis -- Regional Support Services (AFR/SD, RCSA, REDSO, WARP) & Mission Investment</i>
11:00	11:15			Break	
11:15	12:00	9C	EC	Special Topics (3): Environment and Emergencies	<ul style="list-style-type: none"> Rapid Environmental Assessment in Emergencies SPHERE Standards for Humanitarian Assistance HIV/AIDS & Environment
12:00	13:30			Lunch	Selected Mission presentations: information sharing
P.M. Moderator/Facilitator: <i>Ephantus Wahome</i>				Notetaker/Recorder: <i>Josefa Gomes</i>	
13:30	14:45	10B	WF HA	Case Site Team EIA Exercises Includes <i>Break</i>	EIA exercise group work: impact & mitigation categorization
14:45	15:15	10C	WF WK	EIA Team report outs	Plenary: Report Out and Comments
15:30	18:30			Field trips -- Mowana package	Optional Chobe River cruise or game drive, Mowana Safari Lodge
19:00	---			Dinner	Free

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Friday May 20		Theme: Addressing Challenging ESD Issues as an MEO or SOT Member: Focusing on the <i>Spirit</i> of Reg. 216 (Continued)			
Start	End	Module No. & Facilitator	Session Title	Details/Components	
A.M. Moderator/Facilitator: <i>Bob Buzzard</i>				Notetaker/Recorder: <i>Sheila Roquette</i>	
8:00	8:15		CS DM	Tech review Logistics	<ul style="list-style-type: none"> Review issues from Days 2-3 Announcements, logistics
8:15	9:30	11B	WK KR WF	Program/Activity Cycle Integration and Mainstreaming (2)	<ul style="list-style-type: none"> FAA 117, 118, and 119: Tropical Forestry and Biodiversity & Environmental Threats and Opportunities (ETOA) MEO terms of reference Value of Mission Orders MEO, CTO roles and responsibilities Legal & Policy Considerations for Environmental Review: GC, RLA roles (KR) RCO roles: Acquisition & Assistance MEO/SOT & environmental considerations

9:30	10:15	12A		Strengthening Environmentally-sound Design	<ul style="list-style-type: none"> Using Regulation 216 Strategically Is Reg 216 Ripe for Revision? Mission capacity in ESD and management for sustainability – Survey questionnaire / self-assessment
10:15	10:30			Break	
10:30	12:00	12B		Special Topics Break-out groups	<ul style="list-style-type: none"> Quality Environmental Management Support concept paper review & feedback Approaches to Program Officers' awareness raising Opportunities to advance environmental compliance and integrate "environmental consciousness" into USAID operations
12:00	13:00			Lunch & Discussion	Community of Practice, Environmental Officers' Knowledge Exchange Site (EOKX)
<i>P.M. Moderator/Facilitator: Keith Kline Notetaker/Recorder: Candace Buzzard</i>					
13:00	13:30	9D	WK JS	Special Topics (4) "Market-led environmental performance"	<ul style="list-style-type: none"> Corporate environmental and social responsibility as a competitiveness strategy Trade & Environment, WTO Public/private alliances: GDA, DCA, SME, etc.: due diligence and compliance challenges Private Environmental and Social Management Standards, ISO 14001, EUREPGAP, ISEAL, etc. MSME, IFI & Environment
13:30	15:45	12B	WK WF EC	Key Problems and Proposed Solutions in Reg. 216 Application and "Beyond Compliance"	<ul style="list-style-type: none"> Analyze how to work together in region Future capacity building needs Develop regional action plan and recommendations on how to better mainstream environmental considerations in development programs
15:45	16:00			Break	
16:00	17:00	13	CS WK WF	Wrap up	<ul style="list-style-type: none"> Complete, submit evaluation form, Mission self-assessments Certificates of Completion Closing remarks by Mission Director
19:30	20:00			Dinner	
20:00	21:00				DVD film offerings: <ul style="list-style-type: none"> Madagascar Environment Environmental Analysis: A Decision-making Process
21:00	22:00			Facilitators' Debriefing	

KEY :

AN : Alison Notley
 CS : Camilien St.-Cyr
 DM : Dorcus Mookestsi
 KK: Keith Kline
 EC: Erika Clesceri
 EW: Ephantus Wahome

GW: Ginger Waddell
 HA: Hayley Adamski, AWF
 IK: Ian Kline, Vice President,
 Cadmus Group
 KK: Keith Kline

KR: Kim Robinson, RLA,
 USAID/RCSA
 MD: Mission Director (Acting,
 Dawn Thomas)
 WF: Weston A. Fisher
 WK: Walter Knausenberger