



Adaptation of agricultural productive systems in Coastal Areas of Northwest Guinea Bissau

ENVIRONMENTAL AND SOCIAL ACTION PLAN

GUINEA-BISSAU

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Acronyms

ADPP	Ajuda de Desenvolvimento de Povo para Povo
AE	Accredited Entity
CC	Climate Change
CCA	Climate Change Adaptation
CCCC	Climate Change Community Centers
CRA	Climate-Resilient Agriculture
GCF	Green Climate Fund
EE	Executing Entity
ESIA	Environmental and Social Impact Assessment
ESAP	Environmental and Social Action Plan
ESP	Environmental and Social Policy
E&S	Environmental and Social
FC	Farmers' Clubs
IBAP	Institute for Biodiversity and Protected Areas
IFC	International Finance Corporation
IGAs	Income Generating Activities
INPA	National Institute for Agricultural Research
IRM	Independent Redress Mechanism
MOA	Ministry of Agriculture
MOE	Ministry of Environment
OSS	Sahara and Sahel Observatory
PMU	Project Management Unit
SAP	Simplified Approval Process
VDC	Village Development Committee

1. Introduction

The proposed project addresses the adaptation needs of vulnerable smallholder farmers and their communities in the regions of Cacheu and Oio in Guinea Bissau, whose resilience and adaptive capacities towards climate-related shocks are limited. The targeted rural communities and their main livelihood activity, agricultural production, will be significantly impacted by the adverse impacts of climate change. Projected decreases in yields, saline water intrusion and rainfall variability are expected to threaten their subsistence.

These vulnerabilities will be addressed by an intervention that is based on improving the resilience of agricultural productive system by strengthening practices and capacities in low-emission climate-resilient agriculture. Technical, planning and monitoring capacities at the institutional level will further contribute to this objective. ADPP, as the lead Executing Entity (EE) will collaborate with the Ministry of Agriculture, the Ministry of the Environment and the Instituto da Biodiversidade e das Áreas Protegidas (IBAP) to execute the project's activities.

A group of experts from the included departments and organizations will implement measures to prevent and manage environmental and social risks.

This annex describes how the project will comply with the GCF Environmental and Social Policy, and includes the following sections:

- ✓ Environmental and Social Risk Screening of the project;
- ✓ E&S Risk Management Plan;
- ✓ Compliance with National Policies and regulations;
- ✓ Summary of the consultative process;
- ✓ Stakeholder engagement plan;
- ✓ Grievance Redress Mechanism;
- ✓ E&S monitoring;

2. Environmental and Social Risk Screening of the project

The OSS Environmental and Social Risk Screening Assessment checklist, developed as a part of the Environmental & Social Policy (ESP) of OSS, is aligned with GCF Guidelines for the Environmental and Social Screening of Activities proposed under the Simplified Approval Process (SAP). As such, the project has been screened using the OSS assessment checklist, confirming the categorization of the project (Category C).

2.1 Environmental and social risk screening

The environmental and social risk screening of the project was guided by OSS's ESP, which ensures that OSS does not support a project that unnecessarily harms the environment, vulnerable communities or women, or contribute to poverty, social inequality or gender discrimination.

In compliance with the OSS's ESP, the project was subject to a review process using the Environmental and Social Risk Assessment Checklist, which determines whether further information on the environmental and social assessment, mitigation, and management of risks is required.

As such, the screening was conducted as presented below, and, in line with the earlier GCF's assessment of SAP-eligibility, no high risks were identified that have the potential to cause environmental or social harm.

OSS Environmental and Social Risk Assessment checklist

Project Description	
Project Name	Adaptation of agricultural productive systems in Coastal Areas of Northwest Guinea Bissau
Location	Cacheu und Oio Regions; Northwest; Guinea Bissau
Sector	Agriculture, Water Management, Soil
Brief Project Description	<p>The project addresses the adaptation needs of vulnerable smallholder farmers and their communities in the regions of Cacheu and Oio in Guinea Bissau, whose resilience and adaptive capacities towards climate-related shocks are limited. The targeted rural communities and their main livelihood activity, agricultural production, will be significantly impacted by the adverse impacts of climate change. Projected decreases in yields, saline water intrusion and rainfall variability are expected to threaten their subsistence.</p> <p>These vulnerabilities will be addressed by an intervention that is based on improving the resilience of agricultural productive system by strengthening practices and capacities in low-emission climate-resilient agriculture. Technical, planning and monitoring capacities at the institutional level will further contribute to this objective. ADPP, as the lead Executing Entity (EE) will collaborate with the Ministry of Agriculture,</p>

	<p>the Ministry of the Environment and the Instituto da Biodiversidade e das Áreas Protegidas (IBAP) to execute the project's activities.</p> <p>A group of experts from the included departments and organizations will implement measures to prevent and manage environmental and social risks.</p>
Checklist Potential Social and Environmental Risks	
Answer	
(Yes/No)	
PS 1: Assessment and management of environmental and social risks and impacts	
Please refer to the sections below	
PS2: Labour and working conditions	
Does the project/programme pose potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during project/programme construction, operation, or decommissioning?	Potentially
The project includes small-scale infrastructure construction (community centres, dykes, mini-dams) in which the community will participate.	
Does the project/programme involve support for employment or livelihoods that may fail to comply with national and international labor standards?	No
Does the project/programme engage security personnel that may pose a potential risk to health and safety of communities and/or individuals (e.g. due to a lack of adequate training or accountability)?	No
PS 3: Resource efficiency and pollution prevention	
Would the project/programme potentially result in the release of pollutants to the environment with the potential for adverse local, regional, and/or transboundary impacts?	No
Would the proposed project/programme potentially result in the generation of waste (both hazardous and non-hazardous)?	No
Will the proposed project/programme potentially involve the manufacture, trade, release, and/or use of hazardous chemicals and/or materials?	No
Does the project/programme propose use of chemicals or materials subject to international bans or phase-outs?	No
Will the proposed project/programme involve the application of pesticides that may have a negative effect on the environment or human health?	Potentially
The project will not promote the application of pesticides. However, it cannot be excluded that participant farmers apply pesticides on their fields within the scope of the project.	
Does the project/programme include activities that require significant consumption of raw materials, energy, and/or water?	No
PS4: Community health, safety and security	
Would elements of project/programme construction, operation, or decommissioning pose potential safety risks to local communities?	No
Would the project/programme pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	Potentially
Due to the isolation and remoteness of the target communities, some fuel will have to be stored locally. All the prevention security measures will be taken to avoid accidents.	
Does the project/programme involve large-scale infrastructure development (e.g. dams, roads, buildings)?	No
Would failure of structural elements of the project/programme pose risks to communities? (e.g. collapse of buildings or infrastructure)	Potentially
Small simple buildings will be constructed as project scope – the Community Climate Centers and the Community Processing centers. All the prevention security measures will be taken to avoid accidents.	
Would the proposed project/programme be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions?	No
Would the project/programme result in potential increased health risks (e.g. from water-borne or other vector-borne diseases or communicable infections such as HIV/AIDS)?	Potentially
Water harvesting and water storage systems may potentially lead to an increase in water- and/or vector-borne diseases. The stored water will be treated and systematically analyzed to avoid contamination.	
PS 5: Land acquisition and involuntary resettlement	

Would the project/programme potentially involve temporary or permanent and full or partial physical displacement?	No
Would the project/programme possibly result in economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
Is there a risk that the project/programme would lead to forced evictions?	No
Would the proposed project/programme possibly affect land tenure arrangements and/or community-based property rights/customary rights to land, territories and/or resources?	No
PS 6: Biodiversity conservation and sustainable management of living natural resources	
Would the project/programme potentially cause adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes	No
Are any project/programme activities proposed within or adjacent to critical habitats and/or environmentally sensitive areas, including legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	Yes
Parts of the target area are surrounding/adjacent to the Cacheu Mangrove National Park. The project will take place in coastal areas covered by mangrove swamps. No activities will take place inside park, nor in the buffer zones.	
Does the project/programme involve changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods?	No
Would project/programme activities pose risks to endangered species?	No
Would the project/programme pose a risk of introducing invasive alien species?	No
Does the project/programme involve harvesting of natural forests, plantation development, or reforestation?	Yes
The project envisages mangrove recovery and plantation of functional trees surrounding the target communities.	
Does the project/programme involve the production and/or harvesting of fish populations or other aquatic species?	No
Does the project/programme involve significant extraction, diversion or containment of surface or ground water? For example, construction of dams, reservoirs, river basin developments, groundwater extraction	No
Does the project/programme involve utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)	No
Would the project/programme generate potential adverse transboundary or global environmental concerns?	No
Would the Project result in secondary or consequential development activities, which could lead to adverse social and environmental effects, or would generate cumulative impacts with other known existing or planned activities in the area?	No
PS 7: Indigenous people	
Are indigenous peoples present in the project/programme area (including project/programme area of influence)?	No
Is it likely that the project/programme or portions of the project/programme will be located on lands and territories claimed by indigenous peoples?	No
Would the proposed project/programme potentially affect the rights, lands and territories of indigenous peoples (regardless of whether Indigenous Peoples possess the legal titles to such areas)?	No
Does the proposed project/programme involve the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
Is there a potential for forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources?	No
Would the project/programme adversely affect the development priorities of indigenous peoples as defined by them?	No
Would the project/programme potentially affect the traditional livelihoods, physical and cultural survival of indigenous peoples?	No
Would the project/programme potentially affect the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices?	No
PS 8: Cultural heritage	
Will the proposed project/programme result in interventions that would potentially adversely impact sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture?	No
Does the project/programme propose utilizing tangible and/or intangible forms of cultural heritage for commercial or other purposes?	No
PS 9: Gender equity and Women's empowerment	

Is there a likelihood that the proposed project/programme would have adverse impacts on gender equality and/or the situation of women and girls?	No
Would the project/programme potentially reproduce discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	Potentially
There is a risk that local cultural traditions inhibit women's access to project activities and participatory design, thereby reproducing existing inequalities. All the measures will be taken to enable women's participation in the project.	
Have women's groups/leaders raised gender equality concerns regarding the project/programme during the stakeholder engagement process and has this been included in the overall project/programme proposal and in the risk assessment?	Yes
During community consultations, women groups were consulted and their concerns were recorded and have informed the design of the project and the Gender Action Plan	
Would the project/programme potentially limit women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services?	No
PS 10: Access and equity and protection of human rights	
Could the project/programme lead to adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
Is there a likelihood that the project/programme would have inequitable or discriminatory adverse impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups?	No
Could the project/programme potentially restrict availability, quality of and access to resources or basic services, in particular to marginalized individuals or groups?	No
Is there a likelihood that the project/programme would exclude any potentially affected stakeholders, in particular marginalized groups, from fully participating in decisions that may affect them?	No
Are there measures or mechanisms in place to respond to local community grievances?	Yes
The Grievance Redress Mechanism is described below	
Is there a risk that duty-bearers do not have the capacity to meet their obligations in the project/programme?	Yes
Capacities are very limited at sub-national level in Guinea-Bissau. There is a risk that the demands of the projects will not be able to be fulfilled in this regard.	
Is there a risk that rights-holders do not have the capacity to claim their rights?	No
Have local communities or individuals, given the opportunity, raised human rights concerns regarding the Project during the stakeholder engagement process?	No
Is there a risk that the Project would exacerbate conflicts among and/or the risk of violence to project-affected communities and individuals?	No

3. Environmental and Social Risk Management Plan

3.1 Management of Identified residual Risks

Due to the micro-scale and the nature of the activities, the risks for the proposed assets and activities are considered “Low”.

However, some residual risks are possible. These residual risks can be minimized following the measures described in the table below.

Summary of risks	Mitigation measures	Risk significance	Responsible party/person	Schedule	Expected results	Cost/Budget
<i>This contains the description of risks and can be derived from the responses to the screening questions in Part B2.</i>	<i>Options to avoid, reduce, mitigate risks and impacts. This may also indicate additional due diligence and specific management plans</i>	<i>This contains a description of the overall level of risk*</i>	<i>Individual person, unit, or entity tasked to carry out the mitigation measures</i>	<i>Timing of implementation of measures including any additional due diligence and management plans</i>	<i>Expected outputs of the measures</i>	<i>Estimated cost of carrying out the measures</i>
Water pumps in wells, boreholes and rainwater retention tanks and more efficient micro-scale irrigation such as mini-dams lead to increased inequality in access to water for improved agriculture and livestock water supply	New water assets will be owned and managed by community- and farmer-based organizations (Farmers' Clubs). These will be established and/or strengthened by the project, with an emphasis on providing equal access. In cooperation with Farmers' Clubs' management committees, it will be promoted that there is no inequality in access	Low	Project Management Unit (PMU) and Field Staff from the EE	At asset design stage, during establishment stage and monitored afterwards	Access to water for agriculture and livestock is more egalitarian	No additional costs – included in project activities' budget (establishment of assets and training of organizations)
Water infrastructure established including water harvesting and storage systems, may potentially lead to increase in vector- and water-borne diseases	Adequate awareness raising and training on vector- and water-borne diseases. Water purification and treatment kits will be distributed and women will be sensitized to enhance water use for domestic and human consumption.	Low	Field Staff from EEs Health Surveillance Assistants resident in the area	At asset design stage, during establishment stage and monitored afterwards	Communities recognize risks of diseases and adequately act upon it	No additional costs – included in project activities' budget (establishment of assets and training of associations)

	Stagnant water will be covered to the extent possible Linkage with the Health Department to provide mosquito nets to target communities					
Water supply infrastructures the project intends to develop such a shallow wells and boreholes which will be newly built or rehabilitated could lead to overexploitation of water resources and thus amplifying the salt water intrusion in the coastal area	The wells, the boreholes and other water points will be exclusively manually drilled, and community will be sensitized to the risks of overexploitation of the water resource. The OGs to be established will ensure the monitoring of the water quality and extraction during construction phase and exploitation.	Low.	PMU, OGs, and Extension Workers	At asset design stage, during establishment stage and monitored afterwards	The use of water resources is optimal for yields and for quality	No additional costs – included in project activities' budget
Demonstration plots and increased farming activities lead to soil and water pollution by chemical fertilizers and pesticides	No encouragement of agrochemicals; encouragement of ecologically sustainable and climate-resilient farming practices, Conservation Agriculture and Agroforestry, organic compost as fertilizer and natural remedies against pests	Low	PMU, Farming instructors and Extension Workers	Included in the design of the project, and to be included in detailed planning of activities	Use of agrochemicals is avoided or reduced to the maximum. Organic compost is created and used. Promote Integrated Pest Management (IPM).	No additional costs – included in project activities' budget
There are potential risks to community health and safety due to the transport, storage, and use	Wherever possible, renewable energy will be used instead of fuel generators. Storage of fuel will be limited to the really necessary. The EE will implement internal policies that ensure the safe storage of fuel. The fuel tanks will be	Low	PMU, Field Staff from EEs	Included in the design of the project, and to be included in detailed planning of activities	Any fuel that is stored is done so safely, according to regulations of the EE.	No additional costs.

and/or disposal of fuel	put in safe and well managed areas far from vulnerable sites such as water bodies, natural ecosystems and sheltered from weather conditions like rain.					
Negative ecological impacts as a result from non-native species in agriculture	If non-native crops were to be introduced, only non-invasive species would be proposed to the communities For the seed bank to be established, the project works with the national authority on Seeds and agro-genetic materials, INPA (National Institute of Agriculture Research).	Low	PMU, INPA, Farming instructors and Extension Workers	Included in the design of the project, and to be included in detailed planning of activities	New crops are non-invasive and do not encroach on natural habitats.	No additional costs – included in project activities' budget – no additional costs
Construction of CC Community Centers and Community Processing Centers could generate some small-scale and localized liquid and solid waste. During works there might be a risk of air pollution due to engines and vehicles transporting materials.	The project generated waste, will be collected according to standard waste disposal methods. The project's activities (associated with the household level and rainwater harvesting) will generate little or no waste in the day-to-day course of their operation. Routine maintenance may generate very small amounts of localized waste (such as when plastic pipes are replaced, for example). In order to avoid the air pollution, during the dry season the pathways will be watered using water boozers near population centers.	Low	PMU, Farming instructors and Extension Workers	Included in the technical documents related to the activity and its related bids	No waste generated and communities sensitized to the waste management	No additional costs – included in project activities' budget – no additional costs
Construction of CC Community Centers and Community Processing Centers could lead to the employment of under-aged children	All job applications should be scrutinized. In no case will under-aged children be employed	Low	PMU Local Committees	During FP development, at asset design stage, and during asset establishment stage	Employment of under-aged children prevented	No additional costs – included in activities' budget

Use and installation of solar powered equipment for the CCCS, water points pumping, drip irrigation systems, processing centers, will require additional efforts to maintain them working correctly	The remote project areas require the installation of solar panels for various uses. In order to avoid any additional labour, costs, or efforts an O&M plan will be developed and implemented by the OGs with the involvement of the end users.	Low	PMU OGs CCCS' Committees Farmers Women Groups	At asset design stage, and during asset establishment and exploitation stage	Functional solar powered systems	No additional costs – included in activities' budget
Employment on construction sites could be biased towards men	Contractor and artisans should be advised to maintain a minimum of 40%/60% female/male ratio, respectively, as specified in the Gender Action Plan	Low	PMU Local Committees	During FP development, at asset design stage, and during asset establishment stage	Gender biasness prevented	No additional costs – included in activities' budget
CC Community Centers and Community Processing Centers structures constructed from burnt bricks could result in negative ecological impacts	All infrastructure to be constructed using concrete or cement blocks. The centres will be of micro-scale, will only consist of 1-storey buildings only Processing and marketing centres for agricultural produce will be mostly for storage purposes and without sources of air emissions/water effluents and mostly generating regular domestic/organic wastes	Low	PMU Local Committees	During FP development, at asset design stage, and during asset establishment stage	Deforestation and land degradation minimized	No additional costs – included in activities' budget
Micro-scale irrigation interventions (such as mini-dams) lead to negative impacts on levels of groundwater and saline water intrusion	Assessments were made by ADPP for the chosen intervention methods and locations Interventions are only implemented where there are no negative impacts, but where dynamics between water resources and agricultural campaigns will guarantee and lead to sustainable production	Low	PMU Executing Partner Local Committees	During FP development, at asset design stage, and during asset establishment stage	Groundwater levels remain unaffected and intrusion of saline water is reduced	No additional costs – included in activities' budget

Development of post-harvest structures leads to tensions or inequalities in communities as a result of the location of the infrastructure	The location of new structures is decided through participatory decision-making at community-, and FC-level, taking into account accessibility for all FC members New infrastructure is owned by committees in the FCs who serve their members FCs are monitored and coached after establishment and throughout the project cycle	Low	PMU	Included in the design of the project, and to be included in detailed planning of activities	Post-harvest structures are managed by FCs and Cooperatives who provide access to all their members	No additional costs – included in activities' budget
Establishment of micro-enterprises and IGAs lead to tensions or inequalities in communities	Emphasis is placed on inclusive processes by project staff to prevent inequalities or discrimination	Low	PMU	Included in the design of the project, and to be included in detailed planning of activities	Support for creation and training of new micro-enterprises and IGAs for women is accessible to all community members and fairly allotted	No additional costs – included in activities' budget
Vulnerable groups or community members are excluded from trainings or capacity building sessions	Contents/Location/Language/Time are adapted to the specific needs of vulnerable groups Emphasis is placed on inclusive processes by project staff, and proactive messaging is generated to prevent inequalities or discrimination	Low	PMU Project Field Staff	Included in the design of the project, and to be included in detailed planning of activities	Vulnerable groups or community members have equal access to training	No additional costs – included in activities' budget
Illiterate population is excluded from receiving and understanding information on climate-resilient agriculture and climate change adaptation and mitigation measures	Key actors (community members and lead farmers) to be encouraged to explain climate information received to all population groups; Functional literacy classes will be organized for community members, especially women and other vulnerable groups.	Low	PMU Project Field Staff	Included in the design of the project, and to be included in detailed planning of activities	Illiterate population groups are able to receive climate information through support from key community	No additional costs – included in activities' budget

					actors as well as project staff	
Negative ecological impacts as a result from non-native species and poor practices in mangrove restoration	The 4 nurseries will be established under supervision of IBAP (Institute of Biodiversity and Protected Areas), which has extensive experience with mangrove restoration, and managing these nurseries, in the target areas and which is the national authority on the subject. This will secure that the best practices are applied and national standards are adhered to. Restoration of mangroves will be done manually, under supervision of IBAP	Low	IBAP Project Field Staff	Included in the design of the project, and to be included in detailed planning of activities	4 nurseries are operational under best management practices as guided by IBAP, and mangroves are being restored manually	No additional costs – included in activities' budget
Vulnerable groups or community members related to gender are excluded from the project activities such as trainings or capacity building sessions or IGAs	Contents/Location/Language/Time are adapted to the specific needs of vulnerable groups A gender officer will be in charge of monitoring and managing the GAP	Low	Gender officer PMU Project Field Staff	Included in all the project guiding, technical, communication documents and to be included in the activities	Gender equity and equality is ensured in the project execution	No additional costs – included in activities' budget
Community members are intimidated and subject to Sexual Exploitation, Sexual Abuse, and Sexual Harassment (SEAH) during project activities execution	A large communication on the SEAH policy and GBV as well as the grievance mechanism will be ensured sine project start. A gender officer will be in charge of monitoring and managing the policy with the local staff who will be sensitized on this issue accordingly. (OSS Policy on the SEAH is the reference)	Low	Gender officer PMU Project Field Staff	Included in all the project guiding, technical, communication documents and to be included in the activities	No cases of Sexual Exploitation, Sexual Abuse, and Sexual Harassment are registered during project execution	No additional costs – included in activities' budget

3.2 Management of participatory decision-making of community projects

As mentioned in the funding proposal and in the risk screening (section 1 of this Annex), some community- and farmer-level activities in the project will be further defined through community-based planning and decision-making once the project implementation has started. These activities will be selected from the menu of 'eligible' activities, listed in section 1.1. of this Annex, that are considered to have low to zero environmental and social risks.

Activities are micro-scale at farm and community-level, and it can be assumed that the eligible activities list is a solid guideline for not causing any risk. However, when activities are considered, the project will use the same list as above (under point 1.2 in this Annex) to screen for potential environmental and/or social risks. This is in line with the OSS's ESP, GCF Policies and national regulations as defined in the Basic Law of the Environment (No. 1 of 2011). In case considerable doubts arise about the eligibility of a specific activity, it will be considered not appropriate for implementation under the current project.

The Ministry of the Environment, as a key partner and as NDA for Guinea Bissau, will provide further guidance to project decisions when applicable.

3.3 Risk Categorization

Although there are residual risks, the AE considers that these minimal risks can be managed adequately. Activities are small to micro in scale, the eligibility list is in place, and mitigation measures are defined for addressing the potential risks.

The project activities are at the majority of small scale and will be agreed upon in a consultative manner. The intervention sites will not cause any land use conflict but will be established after a informed consultative process with the community members. A special attention will be given to the marginalized and vulnerable groups such as women, elders, disabled, etc.

The prior consent of the community members and landowner will be a key aspects before the establishment of the model plots, the water retention infrastructure, the dikes, the wells, etc. Also the planned constructions will be at a small scale and will not generate any major impact on the environment. The solid and liquid waste that may be produced during the works will be managed according to the standard waste disposal methods. Also as an additional benefit from the project the small small animal breeding waste will be utilized as a biological fertilizer and the waste products from agriculture production will be used for composting.

The project will take into account the communities' activities calendar and seasonality to avoid all potential displacement or harm and to ensure a full commitment and ownership of the beneficiaries.

The project activities will not cause any adverse impacts to habitats and/or ecosystems but will include Mangrove ecosystem rehabilitation and restauration as well as promoting sustainable rice production.

The experience and expertise of the EE and executing partners is considered adequate for implementing the ESAP. Therefore, the project was categorized as having low/minimal risk, categorized as C.

3.4 Unidentified Sub-Projects

3.4.1 Compliance with Green Climate Fund policies

All activities implemented under the USP modality will adhere to the GCF Policies to which the Guinea-Bissau SAP Project is subject to. These policies include: (i) The GCF [Environmental and Social Policy](#) (ESP), which sets out the requirements for AEs to assess and manage environmental and social risks in project implementation. The GCF ESP defines the E&S Principles that GCF projects abide by as well as defining the adoption of measures to avoid, or where avoidance is impossible to minimize or mitigate those risks during implementation. Any USP identified and implemented in the Guinea-Bissau SAP Project will, without exception, comply with the E&S Principles defined in the GCF ESP ; (ii) The [GCF Gender Policy](#) (GCF GP), which defines the objectives and principles that GCF funded projects shall comply with in order to secure the uphold of women's rights as universal human rights, and in order to attain the goal of gender equality and the equal treatment of women and men. Any USP identified and implemented in the Guinea-Bissau SAP Project will, without exception, comply with the Main Principles defined in the GCF GP. In relation to the GCF Indigenous Peoples Policy (IPP), all due diligence as necessary has been carried out to ensure that the Project is at all times in compliance with the applicable requirements under the IPP. Although no formally self-recognized Indigenous Peoples (as per the definitions stated in the IPP) are present within the target areas, the project, being mostly

community-based, will adhere to the core principles of the IPP. This includes, among others, free, prior, and informed consent of participant communities, and recognition and inclusion of traditional/local knowledge and livelihood systems, which has informed some of the major activities of the project (upscaling of (i) traditional mangrove-rice production methods and technologies, including water management on the rice paddies, and (ii) traditional storage methods (“Bembas”) for rice and seeds). In addition, participatory processes guide much of the project, which will further support the inclusion of local and traditional knowledge into activities.

3.4.2 Compliance with OSS Environmental and Social Safeguards

The Environmental and Social Safeguards (ESS) of the Guinea-Bissau SAP Project, and inherently for the USPs, are assured through [OSS policies and procedures](#) which are based on the International Finance Corporation (IFC) Environmental and Social Sustainability Framework. This ensures that potential risks and impacts are iteratively identified, mitigated and monitored throughout the life-cycle of the Project.

The Environment and Social risk management is completed through two main stages: (a) Preliminary Risk Screening with respect to the ten Performance Standards (PS) prescribed in OSS E&S policy that all projects should comply with. This phase is implemented during project preparation and leads to a categorization of the project according to its risk level; (b) On-going Risk Screening of the project interventions during the implementation phase. Activity-wise risk management is governed by OSS’ risk management procedure which is in line with the internationally recognized standards, and more specifically the ISO 31000:2009, Risk management - Principles and guidelines.

Operational procedures will be implemented to ensure a continuous screening of all project activities and interventions for the identification of arising risks and impacts.

3.4.3 Adherence to National Technical standards

Equally, for the compliance with the GCF policies, with OSS ESP, and in line with these, the Guinea-Bissau SAP project is compliant with national laws, and adheres to all National Technical Standards that are applicable to the project. As such, all activities implemented as USPs will comply with these laws and standards.

All national laws and technical standards identified during the development of the FP and are applicable to the Guinea-Bissau SAP project have been listed in this ESAP and will be subject to updating if and when necessary for activities with USPs. Any USP identified and implemented in the Guinea-Bissau SAP project will, without exception, comply with the identified national laws and technical standards of the country. The USPs environmental screening and potential ESIA should be in line with the national laws and regulations as the activities will be executed at national level. If some of the USPs requires detailed assessments or specific ESIA the involvement of national authorities in charge of these aspects will be ensured.

3.4.4 Unidentified Sub-Projects (USPs) in the Guinea-Bissau SAP Project

The USP policy applies to activities that have been identified as USPs, and of which the detailed scale, scope and location, and other technical aspects are not yet fully identified at the time of full proposal development.

For the Guinea-Bissau SAP project, the USP policy will be applied to activities related to the establishment and reinforcement of micro-enterprises and agricultural associations and cooperatives (activities under output 3.2).

As such, the following activities could potentially require the preparations of an ESIA:

- Ac. 3.2.1. Support the establishment and mentoring of 40 micro-enterprises and women-led income generating activities (IGAs) along the value chain(s)
- Ac. 3.2.2. Establish and upgrade commercial associations for agricultural value chain development

Once the necessary clarifications and details related to the implementation of the activities identified as USPs have been provided, the EEs will conduct a specific and detailed environmental, social and gender assessment moving forward. This assessment will be done in accordance with national regulations and standards for conducting an assessment such as an ESIA and under the supervision of OSS to ensure compliance with OSS and GCF safeguards. The costs related to the environmental, social and gender assessment will be charged on the budget line of each activity as stated in the project detailed budget.

Procedures for identification and validation of USPs

Overall, in the ESMP for the Guinea-Bissau SAP project, procedures are defined in case significant risks are identified. As such, when impacts or risks are determined, activity-wide E&S assessment will be conducted which, in turn, will lead to the identification of activity-specific E&S management measures that need to be incorporated into the project execution. Identification, treatment and monitoring of identified risk and mitigation measures will be managed using a Risk Register. The process will be governed by the Risk Management Procedure of the GCF and OSS.

Throughout all the project's phases, OSS will ensure a thorough identification of all the risks related to the USPs according to the GCF and OSS ESPs. The identification and validation process will be launched during the different stages of project implementation. This aspect will be included in the different official project documents such as i) the project implementation manual (a chapter listing the responsibilities of the executing entities for this aspect and guidelines in line with OSS and GCF standards and requirements will be formulated ; ii) the Procurement Plan (PP) and Annual Work Plan and Budget (AWPB) (a budget will be clearly identified for these activities) ; iii) the Terms of Reference for the recruitment of consultants/firms for the elaboration of the different studies and iv) the concept notes of the workshops/trainings and meetings related to activities that includes USPs. Also, during the different supervision and audit missions that OSS will conduct in the project countries, the national and local project teams will be sensitized to this aspect.

During the assessments process to be undertaken in each specific project location for all USP for all ESP principles, a particular attention will be given to the identification of marginalized and vulnerable groups (beyond women and youth), indigenous people, ethnic groups, and socio-professional groups as well as child labor and SLM considerations.

For each Unidentified Sub-Project, an ESIA will be carried out to predict and assess the potential environmental and social impacts and design appropriate mitigation, management and monitoring measures. The process will be in compliance with national standards, GCF and OSS Policies and will include the following steps:

- **Screening**: It is a tool for predicting, understanding and assessing potential sub-project/activity impacts. In other words, it aims to determine if a sub-project/ activity is likely to have significant environmental and social effects. Aligning with the E&S principles of the GCF, the purpose of Screening is to determine whether or not an ESIA is required;
- **Scoping**: If a full ESIA is required, scoping establishes the studies that will be required as part of the ESIA process including the identification of data availability and gaps. It determines the appropriate spatial and temporal scopes for the assessment and suggests suitable survey and research methodologies;
- **Impact Prediction and Evaluation**: This is the main part of the ESIA and involves analyzing the impacts identified in the scoping to determine their nature, temporal and spatial scale, extent and effect. Impact analysis requires input from relevant experts, including agronomists, ecologists, biologists, sociologists and economists. Once the potential impacts are fully understood, it is

necessary to judge the significance of each impact, to determine whether it is acceptable, requires mitigation or is unacceptable. Consultations with local stakeholders is vital at this stage, and particular attention should be given to vulnerable and disadvantaged communities and risks arising from involuntary resettlement. Successfully identifying and addressing significant impacts at this stage can be key to obtaining both a formal and informal license to operate;

- **Mitigation**: aims to eliminate or reduce negative sub-project/activity impacts through suggesting appropriate measures;
- **Environmental and Social Action Plan (ESAP) and its monitoring**: Also called an Environmental Action Plan (EAP), it defines resources, roles and responsibilities required to manage sub-project/activity impacts and implement mitigation measures. The ESAP forms a link between the ESIA and the Social and Environmental Management System/entity. The central elements of a ESAP should include a detailed description of the activities planned to mitigate impacts, a time line and identification of resources to ensure the ESAP can be delivered, and a communication plan that indicates how progress in the implementation of the mitigation measures will be disclosed. The ESAP should also define monitoring requirements or indicators to determine whether mitigation is successful or needs to be improved or changed;
- **Evaluation**: Also called The Environmental Impact Statement (EIS), is the physical report on the ESIA process and findings. The EIS should provide a clear review of potential impacts and how they have been or will be mitigated. The report often forms the basis of public consultation activities and is the document that is presented to regulatory authorities as the basis for decision making.

USPs exclusion criteria:

The approval of Unidentified Sub-Projects will be based on the application of the above-described methodology. This will include the assessment of technical, economic, social, and environmental compliance with GCF and OSS policies. The exclusion criteria will follow the list provided in Section 2.1 of this ESAP.

4. National policies and regulatory requirements applicable to the proposed activities

The project activities are compliant with the following national and local policies, regulations and technical standards:

- [Basic Law of the Environment \(No. 1 of 2011\)](#)
- [Land Law \(No. 5 of 1998\)](#)
- [National Water Code \(No. 5a of 1992\)](#)
- Water Master Scheme (1997)
- Letter of Agrarian Development (1997)
- [Law on Environmental Impact Assessment \(EIA\) \(No. 10 of 2010\)](#)
- [Regulation of Public Participation in Environmental Assessment Process \(No. 5 of 2017\)](#)
- [National Development Plan for Guinea-Bissau \(Terra Ranka 2015-2025\)](#)
- [National Adaptation Programme of Action \(NAPA, 2006\)](#)
- [National Strategy for Poverty Reduction \(DENARP II/PRSP II, 2011\)](#)
- [National Biodiversity Strategy and Action Plan \(2015-2020\)](#)
- National Agriculture Investment Plan (NAIP, 2011, 2017)
- Programme of Action to Fight Drought and Desertification (2006, 2011)
- National Environmental Management Plan (NEMP) (2004)
- Coastal Zone Master Plan (1993)
- Environmental Assessment Act (2008)
- Forestry Master Plan (2010)
- Definition of the Targets for [the Land Degradation](#) Neutrality (NDT) (2018)

5. Summary of Consultations

5.1 List of consultations held during development of the Concept Note and the Funding Proposal

During the design and elaboration of the concept note as well as the funding proposal, consultations took place at national, sub-national and community-level, both directly by ADPP-GB as by external consultants for the pré-feasibility study and Gender assessment.

Stakeholders consulted included representatives from:

- Relevant government agencies at national level (IBAP, Ministry of Environment, Ministry of Agriculture, INPA, National Institute for Meteorology, National Civil Protection Services);
- Regional Authorities and their respective Departments of Agriculture and the Environment in Oio and Cacheu;
- Traditional Authorities (community and religious leaders, councils of elder);
- Practitioners, development partners informally consulted at inception phase (EU Delegation, AFDB representative, FAO representative), and national civil society organizations (NGO Alternag);
- Post-secondary schools in the target areas – EVB TVET School, Bachil Teacher Training School;
- Private sector actors in the agriculture sector;
- Communities and CBOs.

Consultations followed both quantitative and qualitative approaches:

- The qualitative approaches included meetings, workshops, and key informant interview, which collectively informed the project design, development and indicator assignment.
- The quantitative approaches included basic baseline surveys to gather data on socio-economic and livelihood conditions.

Consultations took place as follows:

Project **Concept Note** phase (December 2017 – July 2018):

- For the project origination phase, ADPP-GB had Initial consultations with:
 - NDA Focal Point(s);
 - IBAP;
 - IUCN Guinea-Bissau;
 - Ministry of the Environment
 - Ministry of Agriculture;
 - First contact with known potential direct beneficiaries at community level
- When first concept as well as the decision to apply to a CN call from OSS was decided, the project idea was further shared and discussed with:
 - The Humana People to People Federation and key member NGO's with similar experiences;
 - Ministry of Education;
 - Development partners (EU Delegation, FAO , AFDB country representative)
 - Oio and Cacheu local governments;
 - Existing project units in Oio and Cacheu regions;
 - Further idea discussion with known potential direct beneficiaries at community level, including the ACACB farmer's association.

- Consultations consisted of individual meetings, email exchanges and phone calls with the stakeholders above;
- The project idea was, based on consultations and inputs from the various stakeholders further developed into a Concept Note;

Project Full Proposal stage (October 2020 – February 2021):

The project was presented to and provided inputs to, by the following;

At national level:

Authorities:

- Ministry of the Environment;
- General Directorate of Environment;
- Institute for Biodiversity and Protected Areas – IBAP
- AAAC – Competent Environmental Assessment Authority;
- Ministry of Agriculture;
- General Directorate of Agriculture;
- General Directorate of Engineering and Rural development;
- National Institute of Meteorology;

CSO:

- National NGO Federação Camponesa KAFO
- IUCN – Guinea-Bissau;

Existing projects for coordination:

- Ilanda Guiné Arruz – EU – IMVF/LVIA – Coordination team;
- Ilanda Horticultura – EU – ADPP_GB – Coordination team;
- Project for Protection and Restoration of Mangroves and Productive Landscape to strengthen food security and mitigate climate change – GEF/IUCN – IBAP - Coordination Team;
- Deduram (Sustainable Development of Mangrove Agriculture) – EU/AFDB – KAFO – Coordination Team;

Private sector:

- Gabinete de Estudo de Impacte Ambiental e Social (Eco Progresso SARL)
- Diretor da Cooperativa COAJOC

At sub-national level:

- Regional Agriculture Directorate Oio;
- River Cacheu Mangroves National Park – Director and Assistant Director;
- Section Secretary – Cú Community

At community-level (November-December 2020):

- Régulo - Pelundo.
- Community Chief -Pelundo
- Women's association - Pelundo
- Youth's association - Pelundo
- Community committee - João Landim
- Teacher in João Landim
- Elder from Nhoma
- Youth's association - Nhoma
- Community Committee - Ensalma
- Women's association - Ensalma
- Community Committee - Gã Lomba
- Women's association - Gã Lomba
- Community Chief - K3
- CBO Aprosai K3
- AJOFIAMA association - President
- AJOFIAMA association - project
- Community Committee - Djugudul
- Youth's association - Djugul
- Community Committee - Missira Mansoa
- Women's association - Missira de Mansoa
- Field team, ADPP-GB - Watini
- Community Committee - Watini
- Youth's association - Watini
- Youth's association - Missira Bissorã
- Community Committee - Missira Bissorã
- Community Committee - Cú
- Women's association - Cú

- Women's association - Bulol
- Women's association - Odjamoral
- Women's association - Elia
- Association Amizade
- Women's association - Djobel
- Women's association - Mira Muni

Table: Overview of community members consulted in December 2020 and January 2021, individually or in Focus Group Discussions.

Region	Community	Participants			Purpose
		F	M	Total	
Cacheu	Co	+/- 19	+/- 10	+/- 29	<ul style="list-style-type: none"> ○ Present the project idea for inputs, recommendations; ○ Interview CBO members and farmers to assess needs; ○ Assess perceptions and understanding of climate change ○ Understand local climate change impacts; ○ Assess state of natural resources and constraints; ○ Assess willingness to participate in project activities; ○ Understand priorities and preferences from the communities; ○ Data collection on key household characteristics and behaviour; ○ Initial endorsement of the project; ○ Identifying local challenges and opportunities;
	João Landim	+/- 10	+/-9	+/- 19	
	Pelundo	+/- 15	+/- 10	+/- 25	
	S. Domingos	+/-7	+/- 12	+/- 19	
Oio	Ensalma	+/- 20	+/- 15	+/- 35	
	Nhoma	+/-7	+/- 11	+/- 18	
	Djugudul	+/- 10	+/- 15	+/- 25	
	K3	+/-6	+/- 14	+/- 20	
	Missira-Mansoa	+/- 20	+/- 10	+/- 30	
	Missira-Bissora	+/- 15	+/- 15	+/- 30	
	Watini	+/- 20	+/- 25	+/- 45	
	Gã Lomba	+/- 20	+/- 15	+/- 35	
Total		169	161	330*	/

* The number are estimated since the consultations to the community were mainly with groups, committees and CBOs.

National-level consultation workshop

On December 15th, 2020

Key participants

- NGO – ODZH - Wetland Development Organization;
- IBAP;
- NGO – Palmeirinha;
- NGO - ADPP-GB;
- INM – National Institute for Meteorology;
- NGO – WECAM;
- ANP – Assembleia Nacional Popular;
- NGO – Tiniguena;

- MADR – Ministry of Agriculture;
- AAAC – Competent Environmental Assessment Authority;
- Agro Sombra paz;
- ANAG/Oio;
- AJAD – Association;
- ACACB – Association;
- DRA – Regional Agriculture Directorate – Oio;
- NGO KAFO – Via zoom and email;
- HPP – Humana People to People via zoom and email;

Key comments and recommendations

1. Amadu Tidjane Sal - (ONG-Tiniguena)
 - Include in the report the National Institute of Meteorology, in the chapter of partner institutions in the implementation of the project;
 - Regarding the funds, proposes that they be allocated to ADPP-GB every six months instead of quarterly as proposed by the consultant in the report.
2. Bacar Sila Dafe - (National Association of Guinea-Bissau Farmers. ANAG-Oio)
 - Attention should be paid to the operation of agricultural services in the region. Strengthen their capacities;
 - Create an agricultural credit bank at the level of the peasants;
 - Instead of thinking about creating new infrastructures, it would be better to recover those that exist in the regions, however many of these infrastructures are in an advanced state of degradation;
 - The policies, programs and projects that are developed must have a minimum duration of 5 years for sustainability reasons;
 - One of the main problems in the development of agriculture in Guinea-Bissau is the commercialization of agricultural products, he thinks that the project should pay attention to this aspect;
 - Technical follow-up of activities is extremely important. Thanks the consultant for talking about this in the report;
 - Creation of an agricultural information service;
 - Project completion policy.
3. Augusto Pansau Pachó - Wetland Development Organization (ODZH)
 - Environmental impact studies do not take waste management (garbage) into account.
4. Avito Sanches Vaz - Ministry of Agriculture and Rural Development (MADR)
 - Add the word “quantity” to the water quality monitoring system. Proposes that it be called in the report “Water Quality and Quantity Monitoring System (SMQQA).
5. Manecas A. da Silva - ONG-WECAM
 - Restoring and restocking the mangrove to allow the defence of the coasts is one of the activities mentioned in the report. Suggests that the project create synergies with the rice and mangrove project implemented by IBAP with the support of IUCN.
6. Sauda Nacolte - DRA-Oio (Regional Director for Agriculture Oio)
 - Carry out sensitization activities in order to avoid cutting trees at the head of the bolanhas which leads to the sedimentation of rivers;
 - Involve the DRA in the follow-up of actions in the beneficiary communities.
7. Jorge Euclides Gonçalves - Competent Environmental Assessment Authority (AAAC)
 - Questioned whether before the project starts to be implemented, an environmental and social impact study should be carried out.
8. Malam Bida - (Commercial Farmers Club Association of Bassorã (ACACB)
 - It is in line with all the capacity building actions foreseen by the project. However, he thinks that this aspect goes beyond the project, should be seen by the Government as a continuous action;
 - It is in accordance with the number of perimeters proposed by the consultant in the report (175), but one should not forget the horticultural perimeters for women;
 - Regarding credit for producers, he thinks that this aspect should be well studied to avoid past mistakes. This goes beyond the scope of this project.
9. Feliciano Mendonça – National Institute of Meteorology (INM)
 - Include in the chapter of institutions the National Meteorological Institute and the National Civil Protection Service in the report;
 - Meteorological information is extremely important for the implementation of projects of this type;

Questioned whether the project reports should be semi-annual or annual.

10. Isnaba P. Merba - NGO Palmeirinha

- The mangrove's reforestation strategy must be carried out in synergy with the Rice and mangrove project implemented by IBAP;
- This project must establish synergies with other interventions in the area;
- The training aspect in the manufacture of improved stoves is very important, because its diffusion and use avoid large consumption of coal, mainly from the cutting of mangroves;
- Betting on the dissemination of documentary about good practices, especially using the cinemas debate with the communities;
- Investing in environmental education programs in schools, such as children and teachers.

11. Mário Dias Sami - Advisor to the President of the National Popular Assembly (ANP) for Agriculture, Fisheries, Natural Resources, Environment and Transport (A.P.R.N.A.T)

- This workshop is of great importance because not all organizations organize consultations with partners for project design;
- It is a very important project for communities given the situation of degradation in coastal areas with negative aspects for the environment;
- Create a communication platform between MADR ministries; MAB; IBAP and other partners in the area;
- Conduct an environmental impact study before the project starts;
- Government engagement on all MADR and MAB must be clear and encouraging;
- You can count on my support and that of the ANP with regard to advice and influence with other deputies.

The participant list, detailed minutes and ppt presentation of the workshop are included in the Annexes to this document.

5.2 Information disclosed during consultations

- Objectives of the project;
- Project target areas;
- Organization of the project (Components);
- Institutional and Implementation arrangements:
 - Government entities involved in the project;
 - Entities involved in executing the project;
 - Stakeholders involved in the project;
- Linkages with previous and ongoing projects;
- Expected level of funding of the project;
- Expected timeline of the project and project development process;
- Disclosure of eligible activities;

5.3 Summary of key issues and concerns raised during the consultations

The consultation process served to inform the design and development of the project, with the following being the most significant conclusions and outcomes, and how they will be addressed:

Target group	Recommendation/ concerns/needs	Project Response
Farmers	Support for materials and equipment to improve the drainage system; construction of water retention basins and seeds that are more adapted to the climate changes; technical assistance for capacity building with regard to water management in rice perimeters and seed production	The project will provide participatory diagnosis; organise and promote rehabilitation of bolanha and seed multipliers and guardians; promote and improve bolanha's rice production; make the farmer the leading actor in the mangrove restoration and rehabilitation of bolanha agreement and in forest restocking
Women	Promotion of alternative income activities and financing of economic initiatives through the provision of materials to help develop initiatives associated with exploitation and enhancement of natural resources (horticulture, oyster farming, and saliculture); improvement of domestic energy efficiency through the use of alternative and/or renewable energy; capacity building and technical assistance for the sustainable	The project will promote women's active participation in participatory diagnosis; boosting of the local economy with a gender sensitive planning; promote gender balanced access to TVET trainings; involvement of women in protection of mangrove resources; producers of mangrove nurseries; support in mangrove replanting; promotion of traditional forest uses for consumption and income generating activities; awareness raising in CC impacts in agriculture, health, nutrition etc; multifunctional community managers of platforms powered by solar energy; promotion of the development of alternative income-generating activities (horticulture, trade in local products such as oysters and salt) and "green businesses for woman, including start-up follow-up and

	exploitation of resources; promotion of literacy	financing; promote functional CC Literacy and documentation for women; Promote women's leadership and active voice in the village and project committees and initiatives;
Youth	Lack of job opportunities in their tabancas and lack of access to vocational, technical and professional training, low schooling	The project provides gender balanced opportunities for technical/vocational education; training and work in original communities; provision of services/job creation and start-up follow-up and inception financing; promotion of improved stoves and construction of solar dryers; environmental awareness and education; rehabilitation actions for waist dykes and water management in production perimeters; multiplication of local rice seeds; preservation of traditional knowledge of rice cultivation in this ecosystem; promotion of traditional forest uses for consumption and income generating activities; communication and awareness actions; environmental education; capitalization and dissemination of the lessons learned to defend the conservation of these ecosystems; mangrove restoration process in areas destined by the community for natural regeneration and/or replanting through replanting initiatives; economic valorisation of rice through the creation of opportunities to provide services with the addition of value to the sector as managers and operators of multifunctional platforms
Community Based Organizations, Associations and Cooperatives	Poor organizational and management ability at institutional level; informality; ability to manage rice field to increase productivity; low capacity to contain rising sea levels and coastal erosion; reduction of labour force due to rural exodus; failure to respect basic texts (statutes and internal regulations), which generate noticeable inadequacies in the operation and management of POs; internal democracy is not exercised within a good number of POs and the members of the governing bodies are automatically appointed and renewed without a mandate limit; overlapping of responsibilities generating intergroup conflicts, linked to the malfunctioning of the organs; low flow of information; low participation in decision-making at the PO level; inability to mobilize resources and to choose and develop profitable activities; low level of education of PO members; low PO negotiation capacity; failure to master cultivation techniques; lack of adequate consultation structure; low level of inter-cooperation between POs	The project provides institutional/organizational and management capacity building for the CBOs; Participatory approach, which requires a permanent and interactive dialogue; formation and stimulation of the group; resilience building for a relatively easier access to land, credit, equipment; prioritizing community participation in planning, implementing and evaluating activities, including risk analyses and vulnerability assessments
Local, regional and central authorities	Weak institutional capacity to define priorities, to coordinate and to follow public investment programs and insufficient qualified human resources; lack of rigor in administrative management: deficiency in the administration of public goods; weak control, monitoring and evaluation mechanisms; lack of a human resources policy (insufficient specialized staff); lack of financial incentives and working conditions; imbalance in the organization of the sector and weak capacity for intervention	The project provides the opportunity to build solid bridges between the authorities and the remote target communities; provides the authorities with methodologies, tools and resilient systems for CC data collection and processing; provides dialog platforms to connect CSO and Authorities; capacity building trainings for authority workers; sensitization of local communities about risks, impacts and appropriate responses; mobilizing domestic and community resources and strengthening domestic and community capacities to prepare for an effective response in order to mitigate the impact of climate change; integration of traditional norms and values to document management of

	<p>in the rural environment, essentially linked to consultation at the central level of trained or experienced staff; lack of capacity for coordination and harmonization of interventions; lack of resources for all orders and working methods</p>	<p>livelihoods and natural resources in implementation; promote knowledge, wisdom and traditional and local practices to improve and enrich the planning, implementation and assessment of the effects of climate change; actively involve CSOs, as well as local scientific, vocational, technical and higher education institutions in collaborative education and disaster risk research, as well as in capacity building, especially in communities at risk; strengthen partnerships between actors of the research system and agricultural councils, essentially linked to aspects of training and demonstration by peasants (school camps), relaunching training of professionalization in agriculture; support for the development of the seed sub-sector</p>
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6. Stakeholder Engagement Plan

6.1 Key stakeholders per component

Component	Key stakeholders
Component 1: Develop technical and institutional capacity of government and civil society to address increasing climatic risk in climate change adaptation planning	Communities, Grupos de Observação (GO), Organizações de Produtores/Farmers' Clubs, National/Central Authorities, Ministry of Environment, Ministry of Agriculture, Institute for Biodiversity and Protected Areas (IBAP), National Agricultural Research Institute (INPA), Executing Entity (ADPP), Sahara and Sahel Observatory (OSS)
Component 2: Enhance the resilience of existing agricultural productive systems and contribute to the diversification of production and income, including via implementation of climate- resilient water control and management actions to minimize risks from intense droughts and floods	Communities, Grupos de Observação (GO), Organizações de Produtores/Farmers' Clubs, Association/Cooperative, including ACACB, Vocational School Bissorã, Gabinete de Empreendedorismo da EVB, Direcções Regionais, Ministry of Environment, Ministry of Agriculture, Ministry of Natural Resources, Ministry of Education, Institute for Biodiversity and Protected Areas (IBAP), National Agricultural Research Institute (INPA), Executing Entity (ADPP), Sahara and Sahel Observatory (OSS)
Component 3: Promote knowledge dissemination of lessons learned on climate-resilient agriculture and adaptation planning to other coastal regions of the country, other countries in West Africa and to international climate change negotiations and fora, including the UNFCCC process	Communities, Deputados dos Grupos de Observação (GO), National/Central/Local Authorities, Private Sector Actors, Traditional Authorities, Teacher Training College in Cacheu, CSOs, CBOs, Governors, Ministry of Environment, Ministry of Agriculture, Institute for Biodiversity and Protected Areas (IBAP), Executing Entity (ADPP), Sahara and Sahel Observatory (OSS)

6.2 Engagement Plan

Stakeholder engagement will be a continuous process throughout the project cycle. ADPP-GB, as the EE, and with permanent presence in the target areas as well as at national level in Guinea-Bissau, will directly engage with local, sub-national and national authorities, as part of the project and on a continuous basis. The PMU, which will have its main office in the capital Bissau (1-2 hour drive from the target areas), will meet on a regular basis with the relevant national authorities, including the NDA.

Key stakeholders, as identified above, will be invited to and informed about the main project events, such as the launch, steering committee meetings, and other official events. Equally, they will receive copies of PSC meeting minutes, annual progress reports and evaluations.

The majority of the project is built on participatory processes, from smallholders being involved in the planning and execution within the Farmers' Clubs and Associations, youth and women engaged in the development of micro-enterprises and IGAs, local authorities participating in the planning of CCCs and OGs, and national-level stakeholders in the design of appropriate knowledge management strategies such as the development of the e-platform.

The project will work on a daily basis with the direct beneficiaries and project staff will be living within the target communities for direct access to farmers, families and communities and continuous support. As such, they will be consulting the beneficiaries on a daily basis. These field staff will report on a regular basis to their area leaders, who in turn report to the PMU.

The table below depicts in more detail the type of activities, the responsible parties and more details on the methods of engagements. The stakeholder management plan will be reviewed on an annual basis, and a plan for the following year will be developed, based on the table below.

Stakeholder Engagement Plan for GCF Activities										
Activity	Responsible	Year 1				Year 2-5				Comments and clarifications
		Q1	Q2	Q3	Q4	Y2	Y3	Y4	Y5	
Inception Workshops National, Regional and Local levels	ADPP PMU	x								Workshops at national level and in both targeted regions Establishment of shared understanding of project concept, objectives, roles and responsibilities, technical aspects and their functionalities, guidelines for project implementation and roadmap for implementation
Planning at the level of Grupos de Observação (GO) and Observadores Comunitários (OC)	ADPP, Local Authorities: Local Departments of Agriculture, Environment and Meteorology		x	x	x	x	x	x	x	Participatory planning among the community structures, establishing of shared understanding of the objectives and coordination of the project activities. Regular planning meetings for coordination, management and implementation of activities.
Planning at the level of the Farmers' Clubs (FC), Centros Comunitários Climáticos (CCC) and Centros Comunitários de Processamento e Comercialização (CCP)	ADPP Field staff, Local Authorities, Extension Workers, Traditional Authorities, CBOs			x	x	x	x	x	x	Participatory design and development of Farmers' Clubs, Centros Comunitários Climáticos (CCC) and Centros Comunitários de Processamento e Comercialização (CCP), as well as establishment of objectives, ways of working and coordination, management and implementation of activities Continuous coaching and joint planning between FCs, Centers and Project Staff after establishment and throughout the project cycle.

Receiving feedback from participants	ADPP Field staff, District Authorities, Extension Workers, reporting to PMU	x	x	x	x	x	x	x	x	A Grievance Mechanism is established (see below), and participants will be able to raise concerns and file complaints throughout the project cycle. Alongside day-to-day contact with project staff, participants will be able to file anonymous complaints, providing for all participants, regardless of gender age, or other differentiators, to be able to raise their voices.
Project monitoring (feedback from participants)	ADPP Field staff, reporting to PMU	x	x	x	x	x	x	x	x	ADPP and Executing partners will conduct monthly monitoring of Outputs using standard procedures and questionnaires established by the M&E team. This will include regular surveys with project participants, providing facilitating participants to give feedback on the project.
Meetings with Region/Sector Councils, Village Committees	PMU	x	x	x	x	x	x	x	x	Throughout the project cycle, the PMU will hold regular meetings with the local administration bodies for joint monitoring and evaluation of the activities. Members of the Councils, VDCs, as well as traditional authorities and Village Headmen will be included in discussions about implementation of activities, and will have continuous possibility to raise concerns and provide advice and guidance to the project.
Project Steering Committee (PSC) Meetings	PSC members	x				x	x	x	x	Meet on an annual basis to review yearly progress, provide technical oversight to the PMU, review annual workplans and budgets.
Project Steering Committee (PSC) Visits to the project sites	PSC members				x	x	x	x	x	Regular visits for all the members of the steering committee or groups of members will be organized by the PMU, to inform and discuss issues on site and with the community representatives.
Project Management Unit (PMU) Meetings	PMU	x	x	x	x	x	x	x	x	Meet on a continuous basis throughout the project cycle to coordinate implementation of the project, based on annual and quarterly plans, and revise plans where needed.

7. Grievance Redress Mechanism

Consultations and studies were carried out during preparation of the project to take into account the needs of local populations and to prevent environmental and social risks linked to the implementation of the planned activities. The project will establish a grievance mechanism in order to prevent and manage potential grievances that may arise during and after its implementation. This mechanism will provide an access point for individuals, communities and other relevant stakeholders to submit complaints. It will also record and process all complaints relating to the project's activities, results or impacts.

The proposed mechanism is intended to be rapid, effective, participatory and accessible to all stakeholders. It should prevent or resolve conflicts through negotiation, dialogue, joint investigation, etc. It will handle complaints related to the compliance of the project activities and impacts with environmental and social safeguards as well as fiduciary and legal aspects (grant agreements, contracts, etc.).

Key principles of the Grievance Mechanism:

Principle	Implementing Measure
Security and confidentiality	<ul style="list-style-type: none"> Protect the anonymity of complainants if required; Ensure confidentiality in the event of sensitive complaints; Limit the number of people with access to sensitive information;
Accessibility and context	<ul style="list-style-type: none"> Widely disseminate the mechanism to target groups (taking into account restrictions, such as language, geography, gender etc.); Clearly explain procedures; Diversify possibilities for filing complaints; Assist people with special access challenges;
Predictability	<ul style="list-style-type: none"> Respond promptly to all complainants; Present a clear process, with deadlines for each step;
Impartiality	<ul style="list-style-type: none"> Ensure impartiality of those involved in investigations; Ensure no person with a direct interest in the outcome of the investigations is involved in the handling of the complaints concerned;
Transparency	<ul style="list-style-type: none"> Inform the parties concerned about the progress and the results of a complaint in process;

7.1 Organization and Functioning of the Complaint Mechanism

The mechanism is being extended to all stakeholders. The system will be closely linked to the OSS grievance mechanism, especially for the handling of major sensitive complaints. If necessary, complainants may also refer the matter to the Green Climate Fund Independent Redress Mechanism (IRM).

The complaint form by OSS and the IRM of GCF will be made publicly accessible, electronically and in written forms. (Attached below).

The grievance redress mechanism (GRM) will be communicated to the stakeholders, including the target communities, throughout the project. At national and regional level, the GRM will be communicated at the project launch, and during steering committee meetings. At community-level, the GRM will be communicated and explained during startup meeting with the village development committees and farmers clubs. Regular reminders will be made during public events, and information on the GRM will be published at the offices of regional directorates. Extensionists conducting the work on the ground with communities will be trained to have solid understanding of the complaint mechanism, and instructed to sensitize communities accordingly.

Organizational framework

Complaint management will be integrated into the project activities. The tasks and responsibility of the project team are well defined. The management of the mechanism will be supported by OSS environmental and social committee, national experts from the concerned countries and from committed civil society/local communities' representatives, who will be available and trained to implement the mechanism.

Actors	Number/Composition	Role
Complaint Management Committee (CMC)	<ul style="list-style-type: none"> OSS Environmental and Social Committee (ESC) (4 members) Project Coordinator M&E Officer of the project 	<ul style="list-style-type: none"> Complaint handling Proposal of responses and complaint resolution measures Follow-up and supervision of the complaints
PMU	<ul style="list-style-type: none"> National Coordinator M&E Officer Representative from DAPP National HQ Other National Stakeholders as required 	<ul style="list-style-type: none"> Receipt and registration of complaints Transmission of complaints to CMC Convening the CMC, including provision of logistics Facilitation of contacts with local leaders

Local complaint management units (LCMU)	<ul style="list-style-type: none"> Local technical services ADPP Field Staff Local authorities (VDCs, Regional/Sectoral Council) Traditional Authorities 	<ul style="list-style-type: none"> Transmission of complaints to the PMU Receipt of complaints responses Handling of complaints at first instance
Commission of inquiry	<ul style="list-style-type: none"> As required, not to exceed 5 people; 1 member of OSS ESC, 1 Member of the EE, 1 local service agent relevant to the complaint 	<ul style="list-style-type: none"> Consideration of sensitive issues or issues requiring specific expertise
Project Field Staff	<ul style="list-style-type: none"> Depending on the case and the scope 	<ul style="list-style-type: none"> Called upon to clarify and manage non-sensitive complaints through dialogue and negotiation while informing the PMU
Project participants	<ul style="list-style-type: none"> Two representatives of the site concerned 	<ul style="list-style-type: none"> Participation in necessary investigations and examinations Clarification for a better understanding of the facts Testimonials

7.2 Functioning:

At AE-level, project grievance mechanism will be coordinated by the OSS ESC. As an AE, OSS will use its grievance mechanism to manage complaints that arises during the preparation, execution and after the project completion. Affected communities or other stakeholders who will be affected by the project may file complaints directly to the OSS or through the PMU. Grievances may also be sent to the GCF IRM.

At National level, the PMU is the focal point for all project-related complaints. If the complaint is minor or not related to the project, it will be dealt with at the local or national level by the relevant competent services concerned, as stated in the table above.

At the local level, complaints can be addressed in different ways to local authorities or traditional authorities. They will be received in different forms appropriate to the complainant's local context: local radio, telephone, word of mouth, exchanges at markets, or messages to PMU or other field staff during awareness workshops or supervision missions.

The PMU and Project Field Staff are committed to respond quickly and appropriately to the complaint. When the complaint cannot be handled at the local level, the PMU will support the complainants to fill in a complaint form to be submitted to the OSS Environmental & Social Committee. The PMU should advise complainants to provide comprehensive information to facilitate the assessment and handling of the complaint. A report is made and sent to the CMC, who registers the complaints and starts its processing.

7.3 Complaint Handling Process

➤ **Filing a complaint:** Anyone or communities affected by project activities can fill in their complaint or claim in several forms and in several ways. In accordance with the principle of accessibility and depending on the context, the method of filing complaints will be diversified.

i) *At the national or regional level*, complaints will be addressed directly to the OSS or to the GCF via the contacts presented above and via social networks.

ii) *At the local level*, complaints can be addressed to local authorities or traditional authorities, which will refer them to local technical services or local complaint management units. Complainants can also fill in their complaint directly with local complaint management units or PMUs. Contacts of local complaint management units and NMUs will be made public at the beginning of the project execution. The mechanism will use all possible means and channels (traditional and modern) to receive complaints or claims (anonymous or not). These will include, among others:

- Telephone call, the phone is widely spread in the target area
- Word of mouth, crier, and exchanges in local markets
- Broadcasting through local and community radio stations
- Self-referral to the CMC during supervision missions
- Facts noted during meetings or a field visit
- Social networks (WhatsApp, etc.), web page of the project, the OSS website
- Mail via complaint boxes in the localities concerned by the project

Considering the high levels of illiteracy in the project sites, the grievance mechanism will be communicated orally during any start-up meeting in the communities, and will be explained in detail to community leaders and traditional authorities. The illiterate will be able to voice complaints to those, and to the project's field staff, who will document the complaints, submit accordingly, and follow up on behalf of the complainant(s).

As regards to the Prevention and Protection from Sexual Exploitation, Sexual Abuse, and Sexual Harassment (SEAH), a new policy to monitor, manage and mitigate all the related risks is available and will be used as the main reference document by the executing entity and all the partners involved in the activities execution.

➤ **Receipt and registration of complaints:** this is ensured by the PMU, which is responsible for receiving all complaints related to the project activities and impacts. Complaints received will be recorded upon receipt and the traceability procedure will be established. They are generally classified into 2 groups:

- Non-sensitive complaints related to the implementation process, including choices, methods, results achieved, etc.;
- Sensitive complaints generally concern personal misconduct such as corruption, sexual abuse, discrimination, etc.;

The PMU will send an acknowledgment letter within a maximum of one week. In this letter, the recipient will be informed of the next steps and if necessary, he/she will be asked to provide clarifications or additional information for a better understanding of the problem.

➤ **Complaint handling:** involves verifying the eligibility of the complaint to the mechanism and ensuring that the complaint is related to the project's activities or commitments. The aim will be to establish the link between the facts denounced and the project's activities and impacts. The eligibility assessment will also determine whether the case should be dealt with under the Project specific grievance mechanism or referred to other mechanisms (whistleblowing, etc.).

In the case of unfounded complaints, due to a lack of necessary information or the result of rumors or malicious persons, which may harm the proper conduct of the project, it is essential to conduct the necessary investigations to preserve the project reputation. This task is the responsibility of the national and the regional management units.

In the case of well-founded complaints, two kind of responses can be applied:

- i. Direct response and action by the CMC to resolve the complaint.
- ii. Broad and thorough audit is required, and joint investigations, dialogues, and negotiations could be conducted to reach a substantial resolution. This may involve extending the team to national and local services, as well as additional time. For sensitive cases, the CMC may use an investigation to reach an appropriate resolution based on expert advice.

Following the audit and investigations, a contextually appropriate explanatory letter is sent to the complainant. It should include the procedures to be followed by the PMU to manage the complaint or propose the appropriate bodies to be contacted for cases that do not fall into the Project management unit's responsibilities.

If agreed with the complainant, the proposed responses are implemented by the Complaints Management Committee, the latter will monitor the whole process of the complaint treatments in all cases.

- Implementation of measures: if the CMC and the complainant agree to implement the proposed response, a plan will be developed involving all stakeholders. The CMC should document all discussions and choices available.
- Closing the grievance: The procedure will be closed if the mediation is satisfactory to the parties and leads to an agreement. It is necessary to track the number of complaints by the identity of the complainants, background, period, theme and final outcome. The satisfactory resolution and lessons learned should be documented.

8. Publication of complaint result: all well-founded complaints will be made publicly available by different communication means. The publication will include the type of complaint, its origin and impact, the treatment procedure and its results, including the complainant level of satisfaction. Environmental Monitoring

Monitoring and Evaluation (M&E) of the Project will be mainstreamed with emphasis towards environmental and social monitoring.

Environmental monitoring of activities will be undertaken at different levels. Trained individuals at lower local government levels and communities will, depending on the scale or scope of the project activities, undertake the monitoring exercises in sequences and frequencies stipulated in the Project Implementation Schedule including where appropriate a Maintenance Schedule. The regulatory Agencies in Guinea-Bissau will mainly carry out "spot checks" to ensure that implementation of mitigation measures is done satisfactorily.

The ESAP supervisory arrangements shall summarize key areas on which focus of critical risks to implementation, how these risks will be monitored during implementation and agreements reached with the key stakeholders including contractors.

Supervision of the ESAP, along with other aspects of the project, covers monitoring, evaluative review and reporting and is designed to:

- Activity 1: to ensure the application of mitigation and maximization measures in this ESAP;
- Activity 2: to carry out regular inspections on the work site and report any non-conformities;
- Activity 3: identify, in collaboration with the project coordinator, the alternative measures to be put in place in order to solve any unforeseen problems that may arise during the works; and
- Activity 4: to ensure that the works are carried out in accordance with the environmental requirements of Guinea-Bissau and the GCF.

It is vital that an appropriate environmental supervision plan is developed with clear objectives to ensure the successful implementation of this ESAP.

8.1 Roles and Responsibilities

Accredited Entity

The E&S committee of the OSS, the AE, will be responsible for ensuring the implementation of the ESAP and the application of the methodology described here above. Besides, for undefined activities, this committee will be in charge of deciding whether Environmental

and Social Impact Assessment (ESIA) studies are necessary or not when risks happen and this according to its Environmental and Social principles as well as those of the GCF.

Additionally, the National Environmental Authority may be involved to deliver conformity certificates (if applicable) and/or just for seeking opinion and comments. Finally, OSS will ensure the effective implementation of the mitigation measures identified in the ESAP during its supervision missions. Nevertheless, it could organize specific assignments to assess the complaints submitted by local communities.

Executing Entity (ADPP Guinea-Bissau)

The EE will be responsible for coordinating and monitoring environmental and social indicators. The EE will be also in charge of analysing data, managing local information systems and supervising the baseline establishment at project starting phase. As regards to the unidentified activities the EE will be responsible for conducting the ESIA according to the GCF and OSS policies and will then work closely with local authorities to develop the relevant ESAP for each intervention sites that also complied with the national standards and laws.

On an annual basis, the PMU will gather the reports from project units in Oio and Cacheu, who will rely on a bottom-up feedback system based also on community inputs. In order to ensure a relevant monitoring regular field visits to inspect and verify on the one hand the efficiency of the mitigation measures and on the other hand to check the extent of the foreseen impacts.

Local Communities

The ESIA monitoring will also include a community-based component. In fact, the project plans to carry out training and capacity building sessions for the benefit of local agents and communities, in data collection and monitoring. During all the consultative workshops and meetings related to activities execution, capacity building and training the representatives of ethnic groups and indigenous people will be involved in an active way. They will be informed about the activity risks and will be involved in the implementation and monitoring of mitigation measures.

Roles and Responsibilities of EM Program

Actor Involved	Responsibility/Role
Implementing Entity (OSS)	OSS will be committed to adherence to AF standards and ESP principles and will implement mitigation measures as part of the ESAP.
EE (ADPP Guinea-Bissau)	The EE will ensure the day-to-day implementation of the project and ensure regular monitoring, identifying any new potential risks for society and / or the environment during the project implementation, so that measures of support and appropriate attenuation can be implemented to be adopted on time.
Local Communities/ CBOs / Project Partners	Provide information on potential new social / environmental risks that may arise during the implementation of the project. Assist in the implementation and monitoring of mitigation measures based on their expertise.

8.2 Implementation

As part of the monitoring of the implementation of the ESAP, it is important to carry out an annual monitoring and evaluation mission of the application of the environmental measures foreseen in the ESAP in order to detect any unforeseen impacts. The reports produced by the national technical structures should be transmitted to the structures involved in the implementation of the ESAP as well as to the GCF.

The costing of the measures took into account the most important elements of the environmental management plan. The gender and gender issues will be respected in carrying out the different project activities in accordance with the E&S policy of GCF and OSS. Moreover, in the case of a problem related to Environmental and Social Management, the population has at its disposal a grievance mechanism relating to the project through which it can express its claims. Given this, the total cost of implementing the Environmental and Social Action Plan for interventions in the framework of the implementation of the project activities is incorporated in the investment cost of the project.

Annex I – Complaint Form

OSS – Grievance Mechanism

Complaint form

This complaint form can be filled out by typing to enter the requested information. When completed, you may print and sign, or you may upload a photo of your signature (instructions provided below) and e-mail the completed form to doleances@oss.org.tn

Complainant information	
Name	
On behalf of	
Phone	
E-mail address	
Do you request that identity be kept confidential? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Complaint	
Subject	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Project name</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Project location (Country, Village, etc.)</p> <p>.....</p> <p>.....</p> <p>.....</p>
Details of the complaint (include nature of the infringement)	
Supporting documents (if any)	

Which results you wish to be achieved (optional)	
<i>Reserved for Social and Environmental Committee</i>	
Registration number	
Received by	Date
Nature of the complaint	
Conditions of admissibility	Admissible <input type="checkbox"/> Non-admissible <input type="checkbox"/>
<i>Reserved for the specialized commission</i>	
Reasoned opinion	
NOTES	
<ol style="list-style-type: none"> 1. This form is to ensure that the complaint is received, key information is provided and action is initiated for investigation. 2. The "Complainant" may not be a person, the request can be initiated by a letter sent to a newspaper, an article or the Internet. 3. Complaints may be submitted by mail, fax, e-mail, or hand delivery to the OSS. 4. The "Details" must include a brief description and may refer to a letter or any other detailing document. Complaint may include any other information that s/he consider relevant 5. If the supporting documents are provided, it is important that they are registered to be examined during the investigation and to avoid any subsequent complaint alleging a concealment of pieces, even if it is not intentional 6. Under the "expected result", the complainant must specify the expected outcome after filing complaints such as: disciplinary action, cancellation decision etc. 7. It is accepted that the ON maintains a register of all complaints received indicating the results of the survey in the "registration number". 8. The person receiving the complaint must sign and date the form. 9. When an investigation request is made, the person's name assigned to the investigation and the date on which he/she receives the complaint are recorded 	

Signature:

Date:



OBSERVATOIRE DU SAHARA ET DU SAHEL
SAHARA AND SAHEL OBSERVATORY

Boulevard du Leader Yasser Arafat BP 31 1080

Tunis, Tunisia

Tel.: (216) 71 206 633

Fax: (216) 71 206 636

Email: doleances@oss.org.tn

Mecanismo de Reclamações do OSS

Formulário de apresentação de queixa

Esta reclamação pode ser feita digitando para inserir as informações solicitadas. Quando concluído, você pode enviar uma foto de sua assinatura (instruções fornecidas abaixo) e enviar por e-mail o formulário preenchido para doleances@oss.org.tn

Informação do reclamante	
Nome	
Por conta de	
Telefone	
E-mail	
Você quer que a sua identidade seja mantida confidencial? <input type="checkbox"/> Sim <input type="checkbox"/> Não	
Queixa	
Assunto	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Nome do Projeto</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Localização do projeto (país, vila, etc.)</p> <p>.....</p> <p>.....</p> <p>.....</p>
Detalhes da queixa (incluir natureza da infração)	
Documentos de suporte (caso existam)	

Quais resultados você deseja alcançar (opcional)	
<i>Reservado para o Comitê Socioambiental</i>	
Número de registro	
Recebido por	Data
Natureza da denúncia	
Condições de admissibilidade	Admissível <input type="checkbox"/> Não admissível <input type="checkbox"/>
<i>Reservado para a comissão especializada</i>	
Parecer fundamentado	
NOTAS	
<p>10. Este formulário destina-se a garantir que a queixa é recebida, as principais informações são fornecidas e a ação é iniciada para investigação.</p> <p>11. O "Reclamante" não pode ser uma pessoa, o pedido pode ser iniciado por uma carta enviada a um jornal, um artigo ou a Internet.</p> <p>12. As reclamações podem ser enviadas por correio, fax, e-mail ou entrega em mãos ao OSS.</p> <p>13. Os "Detalhes" devem incluir uma breve descrição e podem referir-se a uma carta ou qualquer outro documento de detalhamento. A reclamação pode incluir qualquer outra informação que considere relevante</p> <p>14. Se os documentos comprovativos forem fornecidos, é importante que estejam registados para serem examinados durante o inquérito e para evitar qualquer queixa subsequente que alegue uma ocultação de peças, mesmo que não seja intencional.</p> <p>15. Sob o "resultado esperado", o reclamante deve especificar o resultado esperado após a apresentação de reclamações, tais como: ação disciplinar, decisão de cancelamento, etc.</p> <p>16. Aceita-se que a ON mantenha um registro de todas as reclamações recebidas indicando os resultados da pesquisa no "número de registro".</p> <p>17. A pessoa que recebe a reclamação deve assinar e datar o formulário.</p> <p>18. Quando uma solicitação de investigação é feita, o nome da pessoa atribuído à investigação e a data em que ele recebe a reclamação são registrados.</p>	

Assinatura:

Data:



OBSERVATOIRE DU SAHARA ET DU SAHEL
SAHARA AND SAHEL OBSERVATORY

Boulevard du Leader Yasser Arafat BP 31 1080

Tunis, Tunisia

Tel.: (216) 71 206 633

Fax: (216) 71 206 636

Email: doleances@oss.org.tn

GCF Independent Redress Mechanism: <https://gcf.i-sight.com/external/case/new/group=Complaint>

File a complaint

Any person or a group of persons, or a community that has been or may be affected negatively by a GCF project or programme (including those being actively considered for funding by the GCF) may file a complaint. The affected person(s) can authorise their government or representative to file and pursue the complaint on their behalf.

A complaint with the IRM can be filed by:

- Sending it by mail or [email](#);
- Sending a voice or video recording;
- Filling out the online [complaints form](#).

A complaint can be filed in English, or in the local language of the complainant. Where possible, a translation should be provided in English. Otherwise, the IRM will attempt to have the complaint translated and respond in the language of the complainant.

The IRM will provide confidentiality upon receiving a complaint if requested to do so by the complainant. This includes the names and identities of complainants and any designated representatives. Where disclosure may be required to address the complaint, the IRM will consult with the complainant prior to disclosing any confidential information.

There are no formal requirements for filing a complaint. A complaint should generally include:

- The complainant's name, address and contact information;
- If the complaint is being filed by a representative of the complainant, the name and contact information of the representative, as well as evidence that the representative is authorised to act on the behalf of the complainant;
- A description of the project or programme that has caused or may cause adverse impacts to the complainant;
- A description of how the complainants have been or may be adversely impacted by the project or programme;
- Whether confidentiality is being requested and the reasons for it.

Where possible it is also helpful to include:

- Details of GCF's policies and procedures and/or environmental and social safeguards that were violated;
- Other efforts made by the complainant to bring the issues to the attention of other grievance/redress mechanisms and whether any relief, redress or other help was received;
- Other information the complainant feels is important or useful, including documents, media reports, photographs, videos and recordings, which might assist us to address your complaint or grievance;

The costs of facilitating problem solving and/or conducting compliance review are covered by IRM.

Eligibility of complaints

The complaint can raise issues related to any of GCF's policies and procedures, including those relating to social and environmental issues, indigenous peoples, gender, information disclosure, among others. However, the IRM cannot accept a complaint if it is:

- About a project or programme where the GCF is not directly and/or indirectly involved;
- About GCF's non-operational housekeeping, such as human resources and finance;
- About allegations of corruption or procurement issues (these complaints are handled by the Independent Integrity Unit (IIU) and other Units at the GCF);
- Only about whether the GCF's policies and procedures are adequate;
- About a matter already dealt with by the IRM, unless there is new relevant information that was not available before; or
- Malicious, frivolous and/or fraudulent or filed to gain a competitive advantage.

The complaint process

- [Eligibility](#)
- [Initial steps](#)
- [Problem solving](#)
- [Appraisal](#)
- [Investigation](#)
- [Report](#)
- [Board decision](#)
- [Monitoring](#)

Once a complaint is filed, the IRM will determine if it is eligible, and may request further information from the complainant to make this determination. Eligibility determinations are procedural in nature, and do not imply a decision or judgement by the IRM on the issues in the complaint or their merit.

PERGUNTAS FREQUENTES

1. Por que utilizar o Mecanismo Independente de Reparação (IRM)?

O IRM ajuda as pessoas ou as comunidades afetadas por um projeto do GCF a solucionar problemas por meio de diálogos ou investigações conduzidas de maneira oportuna, justa e independente.

2. A apresentação de uma reclamação interrompe um projeto?

Não. As decisões para interromper um projeto cabem ao Secretariado ou ao Conselho Diretor do GCF, levando em consideração os resultados de um processo realizado pelo IRM.

3. Existe um prazo para fazer uma reclamação?

Sim. Uma reclamação deve ser enviada dentro de 2 anos a partir da data em que o reclamante tomou conhecimento dos impactos negativos do projeto financiado pelo GCF ou dentro de 2 anos após o encerramento do mesmo.

4. Que resultados posso esperar ao apresentar uma reclamação ao IRM?

Pode-se esperar: uma resposta oportuna e independente à reclamação; um processo justo para abordar questões diretamente com o projeto em questão; ou uma investigação independente que possa recomendar uma reparação. Os resultados específicos dependerão da natureza dos problemas relacionados à reclamação.

5. Como o IRM difere do mecanismo de queixa a nível do projeto?

O IRM é outra via pela qual pessoas afetadas pelo projeto podem buscar reparação, especialmente no que se refere ao não cumprimento das políticas ou procedimentos estabelecidos pelo GCF. O IRM incentiva o uso de mecanismos de queixas locais, quando apropriado.

ENTRE EM CONTATO CONOSCO

MECANISMO INDEPENDENTE DE REPARAÇÃO

Green Climate Fund

Songdo Business District

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🏠 <https://irm.greenclimate.fund/>

🐦 @GCF_IRM

SOBRE O IRM

O Mecanismo Independente de Reparação (Independent Redress Mechanism - IRM) é o mecanismo de prestação de contas e reparação do Fundo Verde para o Clima (Green Climate Fund- GCF), um fundo global criado para ajudar os países em desenvolvimento a responder às mudanças climáticas, reduzindo suas emissões de gases de efeito estufa e adaptando-se aos impactos das mudanças climáticas. O IRM é independente do Secretariado do GCF e está subordinado diretamente ao Conselho Diretor do GCF.

NOSSO PAPEL

A principal missão do IRM é atender às reclamações de pessoas que se consideram prejudicadas por projetos financiados pelo GCF e ajudar o GCF a ser fiel e responsável perante suas políticas e procedimentos.

COMO FAZER UMA RECLAMAÇÃO

Que tipo de reclamações são analisadas pelo IRM?

Qualquer pessoa, grupo ou comunidade que acredite ter sido ou possa vir a ser prejudicada por um projeto do GCF, incluindo projetos ainda sob consideração, pode submeter uma reclamação.

Que informação é necessária para apresentar uma reclamação?

Não existe uma formato específico para apresentar uma reclamação. No entanto, as reclamações devem incluir as seguintes informações:

- Nome e dados para contato da(s) pessoa(s) ou comunidade que apresentou a reclamação
- Uma breve descrição do projeto ou programa financiado pelo GCF
- Uma descrição do dano ou impacto
- Se enviada por um representante, uma carta da(s) pessoa(s) ou da comunidade afetada(s), autorizando o representante a registrar a reclamação no IRM

ANNEX : Eligible and ineligible activities

A list of eligible and ineligible activities was developed and is presented below. The project is almost in its entirety community-based, and concrete on-the-ground (micro-scale) activities will be designed and decided with communities and farmers in a participatory manner. The list below will guide and safeguard these decisions.

The ineligible activities list is not exhaustive but applies to the activities as described in the CN, (i) as endorsed by the Climate Investment Committee, and (ii) as confirmed SAP eligible by the GCF Secretariat.

The list is complementary to (a) the IFC's Exclusion List, (b) activities that would change the categorization of the project, and (c) in alignment with national and local laws and regulations that apply (see point 3. *National policies and regulatory requirements applicable to the proposed activities*).

Activity category	Description
Eligible activities	
Project Organization	Establishment/training of Water and Soil quality monitoring stations
Project Organization	Establishment/training of Farmers' Clubs
Project Organization	Establishment/training of Community Climate Change Centers
Project Organization	Establishment/training of Climate-Resiliency Observatories
Project Organization	Establishment/training of Community Processing and Marketing Centers/Cooperatives
Project Organization	Development/distribution of Operating and Maintenance Manuals
Project Organization	Establishment of CRA demonstration plots smaller than 1ha
Water Management	Establishment of micro-scale irrigation systems for droughts and salinized groundwater
Water Management	Establishment of rainwater retention systems
Water Management	Establishment of systems of water access for communities
Water Management	Construction of mini-dams
Water Management	Training in water management for water retention and saline water intrusion
Water Management	Provision of equipment and tools for water management interventions
Agriculture	Training in adaptation and climate-resilient agriculture practices
Agriculture	Training in agri-environment
Agriculture	Training in O&M
Agriculture	Training in technology and monitoring of water and soil quality
Agriculture	Technical and professional training for youth in climate-resilient agriculture
Agriculture	Training for youth in post-harvest activities and agricultural value chain
Agriculture	Training in functional literacy in the field of climate change and mitigation
Agriculture	Training in business management for graduates of vocational schools
Agriculture	Training of decision-makers at national, regional and local levels in water and soil monitoring systems
Agriculture	Promotion of crop diversification
Agriculture	Promotion of alternative livelihood options through post-harvest activities
Agriculture	Establishment/monitoring of micro-enterprises
Agriculture	Sensitization campaigns at community level
Agriculture	Development of knowledge management and dissemination strategy
Agriculture	Dissemination of knowledge and information
Agriculture	Development of collaborative online platform for climate-resilient and adaptation practices
Agriculture / Equipment	Provision of tools and equipment for small-scale climate-resilient agriculture

Agriculture / Equipment	Provision of tools and equipment for water management
Agriculture / Equipment	Provision of tools and equipment for soil management
Agriculture / Equipment	Provision of tools and equipment for post-harvest processing activities at cooperative level
Agriculture / Equipment	Provision of tools and equipment for micro-enterprises
Agriculture / Equipment	Initial investment for micro-enterprise
Ineligible activities	
Infrastructure	Rehabilitation or construction of roads
Infrastructure	Construction of infrastructure with surface >50m ²
Water management	Any infrastructure with water storage capacity of over 100,000 liters
Water management	River or flood plain barriers or dams with height >3m
Water management	Boreholes or wells deeper than 30m
Livestock	Promotion of cattle production
Agriculture	Use of inputs that aren't endorsed by the government
Agriculture	Use of GMOs
Agriculture	Activities that lead to increased use of agro-chemicals
Any	Activities that involve resettlements
Any	Any activity that takes place on Indigenous Peoples territories
Any	Any activity that takes place in Protected Areas
Any	Any other activity that would lead to medium or high environmental risks per OSS E&S Policy