

SCHEDULE 1 - ENVIRONMENTAL AND SOCIAL ACTION PLAN

No	Action	Environmental Risks, Liability/Benefits	Legislative Requirement / EBRD Performance Requirement (PR) / Good practice	Investment Needs / Resources / Costs	Timetable Action Due Date ¹	Target and Evaluation Criteria for Successful Implementation	Comment
PR 1: Assessment and Management of Environmental and Social Impacts and Issues							
1.1	Prepare and submit Annual Environmental and Social reports (AESRs) on the status of this ESAP implementation and ongoing Environmental Health Safety and Social (EHSS), performance	Monitoring of ESAP implementation and EHSS performance	EBRD Environmental and Social Policy (ESP) and Performance Requirements (PRs)	PIU in cooperation with Consultant for PIU support	Annual reporting in line with EBRD requirements (AESR), first report one year after the Loan Agreement signing, after that every year till the disbursement of the loan	Annual submission of reports (AESR) on progress of ESAP implementation, Stakeholder Engagement Plan (SEP), grievance mechanism and EHSS performance, using the EBRD's standard reporting template (and updating the 'Status' column of the ESAP for each action item.	
1.2	Ensure that an Urban Permit, Construction Permit and Approval for Use Permit is acquired for all buildings included in the Project with exception of the buildings where only small retrofitting energy efficiency measures are introduced and for which the permits are not necessary.	Compliance with federal and cantonal law and good international Works practice	Law of Federation of BiH and Sarajevo Canton in the field of construction and energy efficiency	PIU in cooperation with Consultant for PIU support and Consultant for Detail Energy Audits and Detailed Design, and authorized Ministry	Urban and Construction Permit to be acquired before commencement of Works. Approval for Use Permit acquired after completion of all works on the building.	Acquisition of all required permits for all buildings, where that is necessary by the law.	

¹ Note that the timetable of this Project is subject to change, and the specific dates of these actions may require adjustment upon final agreement of the Project timeframe.

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1.3	Develop and implement an integrated specific Environmental, Health, Safety and Social (EHSS) Management System for the Project, for which the PIU will be responsible. The system will include: <ul style="list-style-type: none"> EHSS Policy; EHSS Objectives, targets Identification of legal and other requirements; Register of environmental aspects and impacts; EHSS Procedures and operational controls to minimise Projects negative impacts on environmental, society and health; Framework safety and work policy which will be the base for Contractors individual plans; Communication and training methods for the Contractors on the obligations to implement the System plans and procedures; Monitoring of environmental and social impact. 	Optimisation of EHSS management through a formalised system. Minimisation of EHS accidents and incidents to ensure a safe working environment. Promote the health of workers and safe use of equipment.	EBRD PR1, PR2, PR3 and PR4 Good international practice	PIU in cooperation with Consultant for PIU support	Upon completion of the detailed designs and prior to Works commencement.	Develop and implement an EHSS management system for the Project. Annual Environmental, Health, Safety and Social (EHSS) Report to the Bank on the implementation status.	
1.4	Within the Project Implementation Unit (PIU), appoint a person responsible for the management of environmental, health, safety, and social issues to ensure adequate management of these aspects during the implementation of the Project.	EBRD requirement. Good international practice.	EBRD PR1 Good international practice.	PIU in cooperation with Consultant for PIU support	Before Works and finalising of designs and during the construction phase.	PIU and Consultant for PIU support organisation chart, prepared and submit to the Bank on review along with tasks description and responsibilities	
1.5	Ensure that the Contractor develops and implements a Construction Environmental,	Improvement in environmental,	EBRD PR1, PR3, PR4, PR5.	PIU in cooperation	Preparation of the ESMP will be done	Development and implementation of the	

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	<p>Health, Safety and Social Management Plan (CESMP) during the construction period. The Environmental and Social Management Plan (ESMP) will be basis for creation of the CESMP, for every building documents. The will be part of the bidding documents. The CESMP must be reviewed by Supervising Engineer before the Works commencement. Supervising Engineer will give report to the PIU.</p> <p>CEMP must include the following:</p> <ul style="list-style-type: none"> ▪ Background E&S documents and legislator; ▪ Organisational overview, as well as clear roles and responsibilities; ▪ Training required for staff; ▪ Measures guided by the Project-specific HR Policy to maximise local employment within the canton, as far as feasible within the implementation of the project. <p>Measures to employ local women should also be provided;</p> <ul style="list-style-type: none"> ▪ Measures for suitable provision of worker welfare (e.g. first aid room, mess room and other amenities). ▪ Measures to reduce emissions, resource efficiency and water use; ▪ A formal system for ensuring the correct permits to work are acquired, including: working at height; working in confined spaces; and working with live electrical 	<p>health and safety performance. Ensuring community health and safety.</p>		<p>with Consultant for Work Supervision</p>	<p>before the procurement process for Work Constructor.</p>	<p>Construction Environmental, Health, Safety and Social Management Plan (CEMP) will be done during the construction phase.</p>	

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	<p>equipment. These permits should include the provision of ladder systems, scaffolding and man safe systems for working at height in line with good international practice;</p> <ul style="list-style-type: none"> ▪ H&S measures to be followed on construction sites and the training to be carried out by staff, following the H&S Plan developed by the PIU Support Consultant (including those related to bats, if require.); ▪ Building-specific plans to ensure that all entrances/exits to buildings are not blocked by scaffolding, fire exits remain open (or temporary routes defined), business entrances remain open and accessible, and disability access is not impaired. Also provide measures to suitably inform the community of temporary access changes; ▪ Measures for minimising waste and correct disposal of generated waste; ▪ Preventive measures / approach if asbestos is identified during any of the works, according to the Asbestos Management Plan; ▪ Measures to ensure that protected buildings and trees are not damaged; ▪ Monitoring methods of plans implementation; ▪ Non compliance and corrective action 						

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	<p>procedures; and</p> <ul style="list-style-type: none"> Records and schedule of the Environmental Protection Reports. 						
1.6	<p>Ensure, through the Bidding document requirements, that the Supervising Engineer possesses a dedicated EHS specialist who will monitor the implementation of the ESMP and CESMP.</p> <p>Consultant for PIU Support and the PIU Unit should ensure adequate implementation of the Contractor's plans through regular meetings with the Supervising Engineer and by monitoring of the Supervising Engineer's report on the implementation of environmental, social and safety measures, and inform the Bank through AESR.</p>	<p>Regular monitoring and implementation of the ESMP and CESMP to ensure compliance with construction and environmental legislation and the Bank's Requirements.</p>	<p>EBRD PR1, PR 2, PR3, PR4, PR5, PR10</p>	<p>PIU during the procurement of the Consultant for PIU support and Work supervision. During the execution of works PIU in cooperation with the Consultant for PIU support and Work supervision.</p>	<p>Regularly during the reconstruction phase through reports and meetings.</p>		<p>Supervising Engineer should focus monitoring on the key aspects of the CESMP, such as that the scaffolding will always allow for one entrance/exit of the building to be accessible, with wheelchair ramps always being available.</p>
PR 2: Labour and Working Conditions							
2.1	<p>Develop a Project-specific HR Policy compliant with national labour legislation and ILO requirements. The HR Policy must include statements on non-discrimination, workers organisations, workers' rights and non-employee workers, that will be applied on</p>	<p>Ensure workers' rights.</p>	<p>EBRD PR2, ILO, Labour Law of Federation BiH</p>	<p>PIU in cooperation with Consultant for PIU support</p>	<p>Prior to Works and hiring of contractors</p>	<p>A HR policy that is aligned to Bosnian legislation and EBRD PR2, which covers direct employees and sub-contractors, and maximises the use of local labour.</p>	

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	the Project. Canton will ensure, through the PIU Unit and the PIU Support Consultant engagement, that the Contractors implement the HR Project Policy by the requirements in the Tender Documentation. Canton will also review the supplier tender and contract documentation to ensure that the material and equipment purchased for the Project did not involve child labour and forced labour.					Proof that the Contractor is complying with the requirements of this policy.	
2.2	Canton shall ensure, through the requirements of the Tender Documentation, that Contractors do not employ workers who have been prosecuted for endangering the safety of minors or other vulnerable categories. The PIU unit in cooperation with the PIU Support Consultant is obliged to check whether the Contractors meet the stated requirement during the procurement / selection of the Contractor.	Ensure the safety of users of public buildings (especially children, students and those in need of medical care) during works.	EBRD PR2 and PR4	PIU in cooperation with Consultant for PIU support	During contractor tendering procedure and before Work Contract award.	No labourers with criminal history linked to schools, hospitals or vulnerable persons shall not be engaged.	

PR 3: Resource Efficiency and Pollution Prevention and Control

3.1	Ensure that Contractors monitor the emission of dust, noise, wastewater, etc., during the works and ensure that resources (eg materials, electricity) are used efficiently. Ensure that Contractors implement measures to reduce emissions into the environment and monitor the impact on the environment, society, workers safety and local communities during	Minimise the risk of environmental pollution.	EBRD PR3	PIU in cooperation with Consultant for Work Supervision and in cooperation with the Contractors	During construction / installation phase	Dust emission and wastewater control measures included in CESMP, as well as resource efficiency measures. Supervising engineer in charge of monitoring the works.	
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	the execution of works on reconstruction / rehabilitation of facilities in accordance with the CESMP, approved by the Supervising Engineer.						
3.2	Continue implementation of the Canton's existing Waste Management Plan and relevant national and local regulations in the field of waste management. CESMP for this project should use this Plan as guidance, including measures for the handling of hazardous waste. Ensure that Contractors have Construction Waste Management Plans that will contain adequate measures for the treatment of asbestos waste in accordance with the Ordinance on Waste Management.	Minimise the risk of waste pollution.	EBRD PR3 Local legislation (national, entity, cantonal)	PIU in cooperation with Consultant for Work Supervision	Preparation and approval of Construction Waste Management Plan before the start of works, implementation of Construction Waste Management Plan during the execution of works	Construction Waste Management Plan developed and approved by the Supervising Engineer and their implementation by the Contractor reported to the Bank through AESR.	
3.3	Canton to ensure that boilers supplied are aligned to EU specifications on emissions.	Minimise the risk of air pollution and maximise energy efficiency in mechanical installation.	EBRD PR3	PIU in cooperation with Consultant for Work Supervision	Prior to purchase of boilers	Introduction of efficient boilers, aligned to EU regulation. 1-50MW boilers aligned to Medium Combustion Plant Directive. Less than 1MW boilers aligned to Energy-use Products Directive	
3.4	As a part of the energy audits and the selection of the energy efficient measures for individual facilities, ensure the preparation of carbon savings calculations and submission of them to the Bank. After implementing the EE	Improved energy efficiency of facilities and reduction of carbon emissions.	EBRD PR3	PIU in cooperation with Consultant for DEA and Detailed Design	Before construction - emission saving calculations. After installation of equipment - EE	Achieved emission saving project requirements.	

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	measures, finish the certification of installed equipment. Upon completion of the works and after the first following heating season, make a calculation of the realized emission savings in order to compare the realized savings with the calculations.			Contractors and Consultant for Energy Certificates.	Certificates. After the first heating season - calculation of realized emission savings.		
PR 4: Health and Safety							
4.1	Hire a Project-level Health & safety Expert, through PIU support. This individual, must possess proven expertise in H&S management and monitoring of contractors. Ensure that the PIU has the human capacity to monitor work safety through: the Consultant for PIU Support.. This person must have proven expertise in the management and supervision of the Contractor in the field of work safety.	Monitoring of work safety during the implementation of the Project.	Local legislation in the field of work safety EBRD PR4 and PR2	PIU in cooperation with Consultant for PIU support and Work Supervision	After the completion of Consultant for PIU Support and Work Supervision mobilisation	H&S Expert hired with experience in managing H&S aspects in both office and construction environments, as well as managing and monitoring contractors	
4.2	H&S Expert engaged above to prepare a Project-specific Health and Safety Policy and Plan, aligned with PR4. This Plan will define how the Project will	Improved health and safety performance. Minimisation of accidents and incidents and ensure a safe	EBRD PR4 and PR2	PIU in cooperation with Consultant for Work Supervision	Health and Safety General Plan prepared prior to the Contractor's procurement process. Individual plans prepared by	General and Individual plans developed and successfully implemented.	

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	<p>manage and ensure work safety and will be used as a Contractor's guideline for the preparation of the individual HS Plans during the work execution.</p> <p>This plan will also include measures to ensure the separation of Contractors workers from building users.</p> <p>The plan shall provide guidance to the Contractors for the training of the users (energy efficiency managers) before using installed equipment.</p>	<p>working environment and promote the health of workers and safe use of equipment.</p>			<p>the Contractor and approved by the Supervising Engineer prior to the commencement of works.</p>		
4.3	<p>Consultant for PIU Support should develop a General Traffic Management Plan, in cooperation with the Canton Sarajevo Ministry of Transport, which will define how the Project will ensure safe and adequate traffic management during the execution of works. The traffic management plan will include appropriate measures to separate construction traffic and parked vehicles from regular traffic and pedestrians. It will also include requirements for construction traffic not to interfere with traffic and pedestrians during traffic jams (such as the beginning and end of the school / working day). This plan will serve as a guideline for Contractors to prepare individual traffic management plans and / or procedures for each site. Contractors should follow the procedures</p>	<p>Reducing the risk of inadequate traffic management during the execution of works.</p>	EBRD PR1 and PR4	<p>PIU in cooperation with Consultant for PIU Support</p>	<p>General Plan prepared prior to the Contractor's procurement process. Individual plans prepared by the Contractor and approved by the Supervising Engineer prior to the commencement of the works.</p>	<p>Traffic Management Plan shall be prepared and it will be binding to all Contractors. The Supervising Engineer will monitor the implementation of the TMP.</p>	

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	developed in this plan.						
4.4	The Design Engineer needs to submit a fire safety report/study to the Canton on the thermal insulation material to be used on the Project, confirming its fire performance classification as prescribed to national standards to ensure the fire safety of the buildings. Supporting documentation confirming material fire rating should be retained post-Works.	Ensuring community health and safety	EBRD PR4	PIU in cooperation with Consultant for DEA and Detailed Design and Consultant for QA over DEA and Audit of the Design and Consultant for Work Supervision	Prior to procuring the insulation panels	Fire safety report/study confirming fire-rating of the insulation material. Documentation confirming material fire rating should be retained post-Works.	
PR 6: Biodiversity Conservation and Sustainable Management of Living Natural Resources							
6.1	Canton, through the PIU Unit and the Consultant for PIU Support engagement, shall determine whether the buildings to be reconstructed are located near the protected trees and shall ensure that designers and Contractors take adequate protection measures if necessary. If the protected trees will be endangered, the contractor must submit individual plans to the responsible Ministry with a proposal of protection measures to be followed. During construction, the supervising engineer	Ensuring protected trees are not endangered by this Project	EBRD PR6, national heritage legislation	PIU in cooperation with Consultant for PIU Support, Ministry in cooperation with Cantonal Institution for the protection of cultural, historical and	Ensure that adequate measures are defined during design and before commencement of the Works. During the reconstruction, the implementation of appropriate protection and	Evidence that the protected trees were not damaged during the implementation of the Project through the application of adequate mitigation measures.	

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	must monitor the contractor's practice to ensure that these processes are being followed.			nature heritage Sarajevo	mitigation measures		
6.2	Precautinary bat surveys should be carried out in direct high-risk buildings before commencement of the Works. These surveys will be carried out by the independent Consultant through visual inspections in the lofts/attics of the selected buildings. If bats are identified as present, the Canton should hire a Bat Specialist to develop and manage a plan to not disturb the potentially affected colonies. This Specialist should also provide guidance to the contractors regarding the health and safety practices of the labourers. Contractors should include mitigation measures in CESMP.	Ensuring the health of bats and construction workers	EBRD PR 6 and PR4	PIU in cooperation with Consultant for Work Supervision, and if necessary, the engagement of an independent expert in the subject area	Inspect the presence of the bats and developing adequate guidelines before commencement of the Works.	No bats affected by the Project. No workers' health affected by bats.	High risk buildings are those older structures where EE measures include the replacement of insulation in lofts/attics.
PR 8: Cultural Heritage							
8.1	Canton shall provide data on the cultural and historical status of buildings, on which EE measures will be performed, to the Contractor as well as adequate protection measures for these facilities through cooperation with the Cantona Institution for the protection of cultural, historical and nature heritage Sarajevo. Cantonal Institution for the protection of cultural, historical and nature heritage Sarajevo will prescribe which EE measures can be performed on the protected buildings.	Ensuring that the protected buildings (of cultural heritage significance) are not affected by this Project.	EBRD PR 8, national heritage legislation	PIU in cooperation with Consultant for PU Support, Ministry in cooperation with Cantonal Institution for the protection of cultural, historical and	Measures for the protection of cultural and historical heritage defined before the start of the works, and monitoring of their implementation during the works.	No protected buildings were exposed to negative effects during construction. The appearance of the buildings has not been disturbed due to the introduction of EE measures.	

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	Engaged Contractors shall possess a certificate issued by the Government of the Federation BiH, which proves their ability to work on the protected buildings. This certificate requires the Contractor to employ a full-time cultural heritage protection specialist. The Canton shall ensure that the Supervising Engineer monitor the implementation of measures with the participation of the Cantonal Institute for the Protection of Cultural, Historical and Natural Heritage Sarajevo.			nature heritage Sarajevo			

PR 10: Information Disclosure and Stakeholder Engagement

10.1	Implementation of the SEP and grievance mechanism to ensure a continuous and systematic stakeholder engagement programme. Relevant provisions of the SEP will be included in the tender documentation for the Contractors. As part of the SEP, the Canton will cooperate with local businesses to avoidance bad economic impacts. This should involve developing building-specific plans to avoid displacement risks (e.g. business-sensitive work schedules/working hours) and provision of good advanced notice to surrounding businesses prior to Works.	Building trust with the community and wider stakeholders.	EBRD PR10	PIU in cooperation with Consultant for PIU Support	SEP shall be established and implemented before the start of the phases described, in detail, in the SEP.	SEP shall be established and implemented (as a document subject to changes). Records of grievance, complaints and suggestions, as well as decisions, should be documented and kept for external stakeholders.	
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