

## AGENDA (final version)

### Environmental Compliance and Environmentally Sound Design & Management in Project Implementation

#### *A Workshop for USAID/Rwanda Staff and Implementing Partners*

Kigali, Rwanda  
30 March – 1 April, 2015

#### **Training Objective:**

The overall goal of the workshop is to strengthen environmentally sound design and management (ESDM) of USAID-funded activities in Rwanda by assuring that participants have the motivation, knowledge and skills necessary to: (1) achieve environmental compliance through project implementation; and (2) otherwise integrate environmental considerations in activity design and management to improve overall project acceptance and sustainability.

#### **Key Activities:**

- Day 1 Overview of ESDM and skill-building in Environmental Impact Assessment (EIA); introduce USAID environmental procedures.
- Day 2 Discuss USAID environmental procedures and compliance documentation; prep and complete field site visits.
- Day 3 Synthesize site visits with small groups and develop EMMP recommendations; small-group presentation of findings and recommendations. Selected special topics.

Day/Time	Module	Objective/Content Summary	Presenter/Facilitator
<b>Day 1</b>			
<b>Motivation, Core Skills and Overview of EIA and Environmental Compliance</b>			
08:30-09:00	Participant Registration		
09:00-09:10	Welcome and Opening Statements	Highlight the value of workshop content and expected results.	USAID/Rwanda Mission
09:10-09:30	<b>Session 1:</b> Workshop Objectives and Logistics; Participant Introductions	Establish workshop objectives; brief the agenda and learning approach.  Review logistics.  Introduce participants; articulate expectations.	Patrick Hall, GEMS Facilitator
09:30-10:15	<b>Session 2:</b> Environmentally Sound Design & Management (ESDM) as a Foundation for Environmental Compliance  <i>Presentation and dialogue</i>	Understand linkage between ESDM and project success, consider examples from Rwanda.  Motivate the need to systematically address environmental considerations in development activities. View this process in the context of environmental compliance.	Jane Kahata, GEMS Facilitator
10:15-10:30	Break		
10:30-11:30	<b>Session 3:</b> ESDM and Environmental Compliance in Rwanda: A Regulatory Perspective/ The Environmental Impact Assessment (EIA) Process in Rwanda  <i>Technical presentation and dialogue</i>	Understand the approach that the Government of Rwanda (GOR) takes in promoting ESDM and the specific environmental management requirements that apply to USAID and its partners.  Understand national- and local-level EIA requirements and procedures in Rwanda and how they apply to USAID-funded activities.	Guest Presenter, <i>Rwanda Environment Management Authority</i> (REMA)

11:30-12:30	<b>Session 4:</b> Fundamental Skills of Environmental Impact Assessment (EIA) <i>Technical presentation and dialogue</i>	Define key terms—baseline, impact, activity—and learn essential classroom theory for baseline characterization, impact identification & mitigation design and how they apply in the EIA framework; the EIA framework is the basis for USAID environmental procedures.	Patrick Hall, GEMS Facilitator
12:30-13:30	Lunch		
13:30-14:00	<b>Session 5a:</b> EIA in Action: From the IEE to Implementation <i>Virtual Field Visits</i>	Practice information gathering and observation skills needed to identify impacts/issues of concern and develop environmental mitigation plans.	Jane Kahata, GEMS Facilitator
14:00-15:30 Includes break taken at leisure	<b>Session 5b:</b> EIA in Action: From the IEE to Implementation <i>Group Work &amp; Plenary Synthesis</i>	Synthesize observations and prioritize impacts/issues of concern; develop a mitigation strategy to address the activity's potential environmental impacts.	Jane Kahata, GEMS Facilitator
15:30-16:30	<b>Session 6:</b> Environmental Impact Assessment and “USAID Environmental Procedures”: the Initial Environmental Examination (IEE) and Beyond <i>Technical presentation and dialogue</i>	Review USAID’s implementation of the EIA process and the preparation of project environmental compliance documents; understand how these documents establish environmental management criteria for USAID-funded activities.	Patrick Hall, GEMS Facilitator
<b>Day 2 USAID Environmental Procedures and Compliance Documentation; Site Visits</b>			
08:30-09:15	<b>Session 7:</b> Principles of Environmental Monitoring <i>Technical presentation and dialogue</i>	Review key aspects of monitoring to ensure that project environmental compliance requirements are met and potential adverse impacts effectively mitigated; highlight the selection of clear and cost-effective monitoring indicators.	Jane Kahata, GEMS Facilitator
09:15-10:15	<b>Session 8:</b> The Environmental Mitigation and Monitoring Plan (EMMP) <i>Technical presentation and dialogue</i>	Understand the EMMP concept and formats: who develops them; their role in “operationalizing” key elements of USAID environmental procedures and establishing and maintaining project environmental compliance. Introduce key guidance: <i>EMMP Factsheet</i> .	Patrick Hall, GEMS Facilitator
10:15-10:30	Break		
10:30-11:30	<b>Session 9:</b> Environmental Compliance Reporting <i>Technical presentation and dialogue</i>	Guidance on EMMP-related and other environmental compliance reporting, including integration with broader project M&E and PMP reporting requirements.	Jane Kahata, GEMS Facilitator
11:30-12:00	<b>Session 10a:</b> Field-based EMMP exercise <i>Part A: Briefing</i> Technical Areas: 1. Health Sector Interventions 2. Agriculture Sector Interventions	Briefing on the extended EMMP exercise and the case sites that will form the basis of the field work. Divide participants into groups according to their thematic interests.	Patrick Hall, GEMS Facilitator
12:00-13:00	Lunch		
13:00-16:30 (includes return)	<b>Session 10b:</b> Field-based EMMP exercise <i>Part B: Site Visits and Assessment</i> Technical Areas: 1. Health Sector Interventions 2. Agriculture Sector Interventions	Use field work and small-group collaboration to further develop and apply the core EIA skills introduced and practiced in Day 1 and align them with USAID environmental procedures by:  1) synthesizing field observations; and	Facilitation Team

- 2) identifying appropriate mitigation and monitoring criteria and practicing environmental compliance reporting.

<b>Day 3 EMMP Group Work and Selected Special Topics</b>			
08:30-10:30	<b>Session 10c:</b> Field-based EMMP exercise <i>Part C: Group work and EMMP recommendations and reporting</i>	Advance discussions and compilation of field visit results and EMMP recommendations. Develop field monitoring report-out. Prepare brief group presentation.	Facilitation Team
10:30-10:45	Break		
10:45-12:00	<b>Session 10d:</b> Field-based EMMP exercise <i>Part D: Group presentations in plenary</i>	Articulate field visit findings, analysis, and EMMP assessment.	Patrick Hall, GEMS Facilitator
<b>12:00-13:00 Lunch</b>			
13:00-13:30	<b>Session 11:</b> Special Topic A—Environmental Compliance for Regional or Centrally Funded Activities <i>Technical presentation and dialogue</i>	Understand typical environmental compliance requirements and processes for Washington, D.C.-based or Regional projects, including those involving Public International Organizations (PIOs).	David Kinyua, Regional Env. Advisor USAID/East Africa
13:30-14:20	<b>Session 12:</b> Special Topic B—Environmental Compliance for Certain Higher Risk Interventions <i>Technical presentation and dialogue</i>	Discuss specialized environmental management procedures for activities that include pesticides or drinking water provision.	Patrick Hall, GEMS Facilitator
14:20-14:30	Break		
14:30-15:00	<b>Session 13:</b> Roles, Responsibilities & Resources <i>Technical presentation and dialogue</i>	Summarize the various responsibilities of USAID staff and Implementing Partners (IPs) in meeting environmental compliance criteria and helping to achieve ESDM; introduce additional key resources available to support these efforts.	Patrick Hall, GEMS Facilitator & Aimee Mpambara, Mission Env. Officer USAID/Rwanda
15:00-15:45	<b>Session 14:</b> Question and Answer session with USAID/Washington and “Parking Lot”	Opportunity for open dialogue with AFR HQ and Regional personnel and resolution of outstanding technical questions raised during workshop.	Alexis Erwin, AFR/SD & David Kinyua
15:45-16:00	<b>Session 15:</b> Workshop Final Evaluations	Participants complete evaluation form.	Jane Kahata, GEMS Facilitator
16:00-16:30	Closing Ceremony	Conclude workshop and distribute certificates.	USAID/Rwanda Mission