

AGENDA (version date: 02 Feb 2015)

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

An Africa Regional Training Workshop for USAID Staff

Musanze, RWANDA
23–27 March 2015

Overall Goal & Objectives:

The overall goal of the workshop is to strengthen environmentally sound design and management of USAID-funded activities in Africa by assuring that participants have the motivation, and knowledge and skills *beyond the introductory level* necessary to: (1) achieve environmental compliance over the life environmentally and programmatically complex projects; and (2) otherwise integrate environmental considerations in project and activity design and management to improve overall project acceptance and sustainability.

Overview:

- Day 1 MOTIVATION, CORE EIA CONCEPTS AND SKILLS, PRE-IMPLEMENTATION COMPLIANCE
- Day 2 ENVIRONMENTAL COMPLIANCE DURING PROJECT IMPLEMENTATION, ADVANCED IMPACT ASSESSMENT
- Day 3 FIELD VISITS AND GROUP WORK: EMMP DEVELOPMENT OR EA SCOPING
- Day 4 COMPLIANCE AND BEST PRACTICE FOR INVESTMENT FACILITATION AND SECTORAL ACTIVITIES
- Day 5 BRINGING TRAINING TO REALITY

Day/Time	Module	Objective/Content Summary
Sun 22 Mar.	ARRIVAL	
6:00 -	Welcome Reception/Dinner	
Mon 23 Mar.	MOTIVATION, CORE EIA CONCEPTS AND SKILLS, PRE-IMPLEMENTATION COMPLIANCE	
8:00 – 8:30.	Registration	
8:30 – 8:45	Welcome & Opening Statements	
8:45 – 9:15	Session 1: Intro & Objectives	Articulate workshop plans, objectives, goals, and participants' introductions and expectations. Review the agenda and logistics.
9:15 – 10:15	Session 2: Environmental Compliance for Environmentally Sound Design & Management <i>Part A: Presentation</i> <i>Part B: Video short</i> <i>Part C: Participant Examples, Brief Discussion</i>	Achieve a common understanding of “environment.” Summarize the legal basis of USAID’s environmental procedures and the life-of-project requirements they establish. With illustrations by example, understand the need for such procedures to systematically address environmental issues in development activities—even for activities not primarily focused on “biophysical interventions”
10:15 – 10:30	Break	

Day/Time	Module	Objective/Content Summary
10:30-11:30	Session 3: EIA Concepts, Process & Skills, Part I <i>Technical presentation and dialogue</i>	USAID's Environmental Procedures are a specific implementation of the general EIA process. Understanding USAID's procedures requires understanding the general EIA process. Define key concepts —baseline, impact, activity; brief the EIA process; and learn essential classroom theory for baseline characterization, impact identification & mitigation design and how they apply in the EIA framework. We also establish how the EIA process is a framework for achieving ESDM.
11:30 – noon	Session 4: Field Exercise: Practicing EIA Skills <i>Part A: Briefing</i>	Practice observation skills needed to characterize the baseline situation and identify impacts/issues of concern
noon – 13:00	Lunch	
13:00 – 15:00 <i>(including travel)</i>	<i>Part B: Field Visits</i> <i>Agropharm (2 groups)</i> <i>Ruhengeri Hospital (1 group)</i>	Synthesize field observations and prioritize impacts/issues of concern; discuss possible approaches for limiting adverse effects on the environment.
15:00 – 16:00 <i>(coffee break taken at leisure)</i>	<i>Part C: Group Work & Plenary Synthesis</i>	Synthesize field observations and prioritize impacts/issues of concern; discuss possible approaches for limiting adverse effects on the environment.
16:00 – 17:00	Session 5: Reg. 216: USAID's pre-implementation EIA Process <i>Technical presentation and dialogue</i>	Understand USAID's implementation of the EIA process as defined by 22 CFR 216 and the relationship of the process to the program cycle; understand how 22 CFR 216 documents establish environmental management requirements for USAID-funded/managed activities.
Tues 25 Feb. ENVIRONMENTAL COMPLIANCE DURING PROJECT IMPLEMENTATION, ADVANCED IMPACT ASSESSMENT		
8:30 – 8:45	Day 1 review & Day 2 prospectus	
8:45 – 9:45	Session 6: EIA Skills Part II & "Downstream" compliance: Monitoring, EMMPs & Reporting <i>Part A: Technical presentation and dialogue</i>	Review the objective and key principles of environmental monitoring and indicator selection. Understand EMMP purpose, concept, formats & appropriate level of detail. Introduce a key resource: AFR's <i>EMMP Factsheet</i> . Understand AFR expectations regarding IP environmental compliance reporting, and the EMMP as the basis for such reporting.
9:45 – 10:00	<i>Part B: Conditions to Actions: Small Group Exercise</i>	Practice a key EMMP skill: translating IEE conditions to specific mitigation actions.
10:00 – 10:15	Break	
10:15 – 10:45	Session 7: Effective IEEs <i>7a: Discussion: IEE Review Criteria, Common gaps. Briefing: AFR's updated template</i>	Initial Environmental Examinations (IEEs) are USAID's version of the <i>preliminary assessment</i> and the most common type of Reg. 216 documentation. This session will brief the characteristics of effective IEEs, summarize common shortfalls from the BEO/REA perspective, and introduce AFR's draft revised IEE templates.

Day/Time	Module	Objective/Content Summary
10:45—noon	<i>7b: Review, Group Feedback/Discussion</i>	AFR's draft revised IEE templates will be reviewed in-depth in facilitated small group format and feedback provided.
Noon – 12:30	Session 8: Scoping, EA & PEA Basics <i>Technical presentation and dialogue</i>	Understand how USAID Environmental Procedures apply in situations where activities present the potential for significant adverse impacts. Discuss the process and expertise needed to prepare an Environmental Assessment (EA), and meaningful alternatives analysis and consultation as essential to the process.
12:30 – 13:30	Lunch	
13:30 – 13:40	Session 9: Impact Assessment “201” <i>Part A: Orientation</i>	In a series of 15 minute mini-briefings, this session introduces a set of key concepts in impact assessment beyond the introductory level. These concepts are then explored in the integrative case study that follows.
13:40–13:55	<i>Part B: Cumulative Impacts</i>	
13:55–14:10	<i>Part C: Indirect Impacts</i>	
14:10 – 14:15	Mini-break	
14:15–14:30	<i>Part D: Ecosystem Services</i>	
14:30 – 14:45	<i>Part E: Social Impacts</i>	
14:45 – 15:00	<i>Part F: GCC & impact assessment</i>	
15:00 – 15:15	Break	
15:15 – 16:30	Session 10: Integrative Case Study(ies) The Great Ruaha River (TZ) Other(s)?	In small groups, discuss case study briefing materials and identify cumulative, indirect & social impacts, and GCC and ecosystem services issues. Discuss how USAID should approach programming under regional development plans/initiatives to deliver long-term benefits and not worsen unforeseen impacts.
16:30 – 17:00	Session 11: Field-based EA Scoping OR EMMP Exercise <i>Part A: Site & Exercise Briefing</i>	Over this extended session, small groups will EITHER (1) develop the outline of a scoping statement using a provided template; or (2) develop an EMMP for an EA. In both cases, the exercise will respond to a provided project scenario and be informed by field visits we undertake at the beginning of Day 3.
17:00 – 17:30	<i>Part B: Group Preparation</i>	Groups view briefing materials and discuss overall approach/strategy
Wed 26 Feb.	FIELD VISITS AND GROUP WORK: EA SCOPING	
8:00–13:00 (includes return)	<i>Part C: Field Visits</i> <i>Sites:</i> <ul style="list-style-type: none"> • <i>Farmer Dairy Cooperative (milk collection and processing, veterinary services)</i> • <i>Pyrethrum plant + farmer cooperatives</i> • <i>WB/GoR Land Husbandry, Water Harvesting & Hillside Irrigation site near Musanze?</i> 	Small groups complete site visits near Musanze. The sites are relevant to the provided project scenarios, and are illustrative of the environmental and social issues presented by the proposed projects.

Day/Time	Module	Objective/Content Summary
Return – 2:00	Lunch & Freshen up	
14:00 – 17:00 (coffee break taken at leisure)	<i>Part D: Group work: develop outline scoping statement or EMMP; prepare group presentation</i> <i>BEOs available for “office hours” from 16:00 for any groups that may finish early.</i>	Small groups will synthesize findings and observations from the field visits, working to develop key content of an EA Scoping Statement OR EMMP. Groups will be ready to present first thing on Thursday morning.
Thurs 27 Feb.	COMPLIANCE AND BEST PRACTICE FOR INVESTMENT FACILITATION AND SECTORAL ACTIVITIES	
8:30 – 8:45	Day 3 review & Day 4 prospectus	
8:45 – 10:15	<i>Part E: Group Presentations</i>	Working groups present their document/findings and recommendations in approx. 20-minute presentations with feedback from facilitators.
10:15 – 10:30	Break	
10:30 – 12:15	Session 12: Best Practice & Compliance for Investment Promotion <i>Presentation, Small Group Discussions, BEO Panel?</i>	Discuss how the concept of indirect impacts applies to programming approaches in which a donor facilitates private sector investments, but does not fund the investments or have an equity stake. Overview accepted int’l good practice for such programming approaches. Identify and discuss how these practices may/should be reflected in 22 CFR 216 determinations and conditions for these activities.
12:15–12:20	Session 13: Sector Mini-sessions I <i>Part A: Introduction</i>	Briefings on sector-specific new developments and current issues in the area of ESDM and environmental compliance
12:20–12:30	<i>Part B: USAID’s Construction Assessment and implications for activities involving construction</i>	
12:30 – 13:30	Lunch <i>(reconvene/housekeeping)</i>	
13:35–13:45	<i>Part C: AFR’s PERSUAP “stocktaking” and way forward</i>	Briefing on AFR’s PERSUAP “stocktaking” effort, and discussion of ways forward for a next-generation PERSUAP to reduce costs of preparing review documents and focus effort on safer use in the field.
13:45–13:55	<i>Part D: WQAP Assessment and new model WQAP language</i>	Briefing on AFR’s evaluation of the effectiveness of Water Quality Action Plans (WQAPs), findings, and the new model WQAP language that has resulted. Way forward discussion and feedback.
13:55–14:05	<i>Part E: Medical Waste Management where USAID supports, but does not control, care delivery.</i>	
14:05 – 14:15	<i>Part F: Climate Smart Agriculture</i>	
14:15 – 14:20	Mini-break (session switch)	

Day/Time	Module	Objective/Content Summary
14:20–15:00	Session 14: Sector Roundtables <i>(Breakout format)</i>	Follow-up on the 10-minute “mini-session” of your choice by joining a follow-on roundtable discussion / Q&A with a BEO/subject expert. <i>(Multiple roundtables will run concurrently. Choose the one of most interest.)</i>
15:00 – 15:15	Break	
15:15 – 16:00	Session 15: Roles, Responsibilities & Resources <i>Half of session time is reserved for Q&A</i>	Review Environmental Compliance roles and responsibilities, with reference to ADS requirements & the programming cycle. Introduce the key resources available to support environmental compliance and ESDM.
16:00–17:15	Session 16: Synthesis Game	Review of key workshop content in form of a small-team competition
Fri 28 Feb. BRINGING TRAINING TO REALITY		
ATTN: PLEASE arrive at opening session ready for departure		
8:30 – 8:45	Day 4 review & Day 5 prospectus	
8:45 – 9:15	Session 17: “Parking Lot”	Address unresolved questions with reference to the issues and questions “parking lot” created over the course of the workshop.
9:15– 10:15	Session 18: Feedback: Updated AFR Best Practice Standard	As part of its response to the OIG’s global environmental compliance audit, AFR has committed its missions to undertaking an environmental procedures best practices review (BPR) every 5 years. BPRs are a voluntary environmental compliance review of a mission’s portfolio, as well as of mission compliance capacity and processes. With BPRs just entering their second cycle AFR is updating the “best practice standard” against which BPRs are performed. The update reflects lessons learned and ADS and programming changes. This session will review and provide feedback on the current draft.
10:15 – 10:30	Break	
10:30–11:30	Session 19: Stocktaking & Action Plans	Work individually and in small groups to develop: (1) key issues/items to communicate to mission/team management after the workshop; (2) individual action plans.
11:30 – 11:45	Session 20: Evaluations	
11:45 – 12:15	Certificates and Closing	
12:15–	Lunch	
13:15	Departure (Buses to Kigali)	