

## AGENDA

# USAID/Zimbabwe Environmental Compliance + Environmentally Sound Design & Management in Project Implementation Workshop

**Amber Hotel—Mutare, Zimbabwe  
15 – 19 May 2017**

### Training Objective:

The overall goal of the workshop is to strengthen environmentally sound design and management of USAID-funded activities in Zimbabwe by assuring that participants have the motivation, knowledge, and skills necessary to: (1) achieve environmental compliance in 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 Environmentally Sound Design and Management (ESDM) and skill-building in Environmental Impact Assessment (EIA), including field visit.
- Day 2 Explain USAID Environmental Procedures and discuss mitigation and monitoring of project activities.
- Day 3 Complete site visits.
- Day 4 Small-group collaboration for preparation of mitigation and monitoring plans; small groups present field work results, Address Special Topics in ESDM.
- Day 5 Synthesize workshop proceedings and skill-building; consider professional and organizational next steps.

Day/Time	Module	Objective/Content Summary	Presenter/Facilitator
<b>Day 1</b>	<b>Overview of ESDM and skill-building in EIA</b>		
8:00 – 8:30	Participant Sign-In		
8:30 – 8:45	Welcome and Opening Statements	Highlight training objectives, workshop content, and expected results.	USAID/Zimbabwe
8:45 – 9:30	<b>Session 1:</b> Workshop Objectives and Logistics; Participant Introduction and Expectations	Establish workshop objectives; brief the agenda and learning approach. Review logistics.  Introduce participants; articulate expectations.	GEMS Facilitator
9:30 – 10:30	<b>Session 2a:</b> Environmentally Sound Design & Management (ESDM) as a Foundation for Environmental Compliance  <i>Presentation and dialogue</i>	Motivate the need to systematically address environmental considerations in development activities.  Understand linkage between ESDM and project success; view this process in the context of environmental compliance.	GEMS Facilitator
10:30 – 10:45	Break		

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10:45 – 11:15	<b>Session 2b:</b> Environmentally Sound Design & Management (ESDM) in the Zimbabwean Context <i>Technical presentation and dialogue</i>	Review and discuss socio-cultural aspects of ESDM in Zimbabwe; consider real-world examples of ESDM successes and failures.	USAID/Zimbabwe & GEMS Facilitator
11:15 – 12:15	<b>Session 3:</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.	GEMS Facilitator
12:15 – 13:15	Lunch		
13:15 – 13:45	<b>Session 4a:</b> EIA Skill-Building Exercise <i>Briefing</i>	Receive instruction on the methodology and objectives of the EIA skill-building exercise.  Divide into small groups for the field-based exercise.	USAID/Zimbabwe & GEMS Facilitator
13:45 – 16:30 <i>(includes return)</i>	<b>Session 4b:</b> EIA Skill-Building Exercise <i>Field visit: Sakubva, Mutare main market</i>	Practice observation and assessment skills needed to characterize the baseline situation and identify impacts/issues of concern.	Small-group Exercise
from 16:00	Break		
16:30 – 17:00	<b>Session 4c:</b> EIA Skill-Building Exercise <i>Group work and dialogue</i>	Begin to synthesize field observations and prioritize impacts/issues of concern.  Discuss possible approaches for limiting adverse effects on the environment.	Small-group Exercise
<b>Day 2</b>	<b>USAID Environmental Procedures and mitigation and monitoring of project activities</b>		
8:30 – 9:30	<b>Session 4c, continued:</b> EIA Skill-Building Exercise <i>Group work and dialogue, continued</i>	See preceding description.	Small-group Exercise
9:30 – 10:30	<b>Session 4d:</b> EIA Skill-Building Exercise <i>Presentation and discussion</i>	Small groups present and discuss findings and recommendations based on field visit.	Small-group Exercise
10:30 – 10:45	Break		
10:45 – 12:00	<b>Session 5:</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.	GEMS Facilitator
12:00 – 13:00	Lunch		
13:00 – 14:00	<b>Session 6:</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.	GEMS Facilitator

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14:00 – 15:00	<b>Session 7:</b> The Environmental Mitigation and Monitoring Plan (EMMP) <i>Technical presentation and dialogue</i>	Understand the EMMP concept and formats: who develops EMMPs and their role in “operationalizing” key elements of USAID Environmental Procedures and establishing and maintaining project environmental compliance. Introduce key guidance: <i>EMMP Factsheet</i> .	GEMS Facilitator
15:00 – 15:15	Break		
15:15 – 15:30	<b>Session 8:</b> Introduction to the USAID Sector Environmental Guidelines + Similar Resources <i>Presentation</i>	Deepen familiarity with environmental resources and tools, particularly the <i>Sector Environmental Guidelines</i> .	GEMS Facilitator
15:30 – 17:00	<b>Session 9a:</b> EMMP Skill-Building Exercise <i>Briefing and classroom preparation</i> Technical Areas: 1) Small-scale agriculture/natural resource management (NRM) 2) WASH 3) Indoor residual spraying (IRS) 4) Health care facilities/medical waste mngt.	Orientation of the case study sites that will be visited in the field. Organize participants by small group and distribute technical resources.  Discuss potential adverse impacts of the case study site activities. Review background and reference materials and discuss approach for EMMP development in small-group format.	USAID/Zimbabwe & GEMS Facilitators
<b>Day 3 Field-based site visits/EMMP exercise</b>			
8:30 – 17:00 <i>(includes return from field)</i>	<b>Session 9b:</b> EMMP Skill-Building Exercise  • <i>Potential field visits:</i> 1. <i>New Start Center (medical waste mgmt),</i> 2. <i>IRS warehouse and sites,</i> 3. <i>small-scale WASH site (school toilets and boreholes),</i> 4. <i>Health Centers (IRS soak pits and households that have been sprayed),</i> 5. <i>small-scale irrigation site,</i> 6. <i>Small dam (weir) construction and drip irrigation system;</i> 7. <i>Solar powered drip irrigation site</i> 8. <i>Small scale livelihoods activities (piggery site and goats rearing site)</i>	Build and apply the core EIA and environmental compliance skills briefed in Days 1 – 2 via a field visit and follow-up group work to:  1) synthesize field observations; and 2) develop specific mitigation and monitoring measures for the top 2 – 3 issues/impacts of concern at each site, with reference to the <i>SEGs</i> .	Group Participants
12:00 – 13:00	Lunch Out		
<b>Day 4 EMMP small-group collaboration and presentations and address Special Topics</b>			
8:30 – 10:30	<b>Session 9c:</b> EMMP Skill-Building Exercise <i>Small group work</i>	Advance discussions and compilation of field visit results into an EMMP format and a group presentation.	Group Participants
10:30 – 10:45	Break		

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10:45 – 12:00	<b>Session 9c:</b> EMMP Skill-Building Exercise (Continued) <i>Small group work</i>	See preceding description.	
12:00 – 13:00	Lunch		
13:00 – 15:00	<b>Session 9d:</b> EMMP Skill-Building Exercise <i>Group presentations in plenary</i>	Articulate field visit findings, analysis, and EMMP development.	Group Participants
15:00 – 15:15	Break		
15:15 – 15:45	<b>Session 10:</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 other reporting requirements.	USAID/Zimbabwe
15:45 – 16:15	<b>Session 11:</b> Special Topic—Climate Risk Analyses <i>Technical presentation and dialogue</i>	Review the requirements and procedures involved with water quality assurance and the practical elements of water quality management in USAID-funded development programs.	Blessing Mutsaka, USAID/Zimbabwe
16:15 – 17:00	<b>Session 12:</b> Special Topic— Medical Waste Management <i>Technical presentation and dialogue</i>	Brief the environmental, economic and human-health concerns related to pesticide use.  Achieve a common understanding of the special environmental compliance requirements that apply to pesticide use and procurement. Review key elements of safer pesticide use, including Integrated Pest Management (IPM) and the use of Personal Protective Equipment (PPE).	Local Med Waste Mgmt Expert
<b>Day 5</b>	<b>Special Topics &amp; Way Forward</b>		
8:30 – 9:30	<b>Session 13:</b> Special Topic—Environmental Compliance for Sub-Projects and Sub-Awards <i>Technical presentation and dialogue</i>	Develop capacity to environmentally manage programs that directly or indirectly contribute to the generation of medical waste; address specific compliance requirements and mitigation measures.	GEMS Facilitator
9:30 - 10:30	<b>Session 14:</b> Environmental Compliance/ESDM Knowledge Game <i>Small-group competition</i>	Reinforce key “core session” content in a small-group competition.	GEMS Facilitators
10:30 – 10:45	Break		
10:45 – 11:15	<b>Session 15:</b> MEO/REA Informational Session <i>Brief presentation followed by Q&amp;A session</i>	Understand perspectives from USAID/Zimbabwe on environmental compliance and management issues of concern.	USAID/Zimbabwe MEO
11:15 – 12:00	<b>Session 16:</b> Roles, Responsibilities & Resources <i>Technical presentation and dialogue</i>	Summarize the various responsibilities of USAID staff and Implementing Partners (IPs); introduce additional key resources available to support environmental compliance and ESDM.	GEMS Facilitator & USAID/Zimbabwe
12:00 – 13:00	Lunch		
13:00 – 13:15	<b>Session 17:</b> Parking Lot Session <i>Plenary session</i>	Address unresolved questions or issues and summarize information presented throughout the training.	GEMS Facilitator

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13:15 – 2:15	<b>Session 18:</b> Bringing Curricula to Reality <i>Group discussions followed by individual action planning</i>	With the technical training now complete, participants will share perspectives on environmental priorities and challenges for USAID activities in Zimbabwe.  Frame lessons-learned and identify practical actions that can be operationalized as part of project implementation.	GEMS Facilitator
2:15 - 2:30	Workshop Final Evaluations	Participants complete evaluation form	
2:30 – 3:00	Closing Ceremony	Conclude workshop and distribute certificates	USAID/Zimbabwe