

ENVIRONMENTAL
MANAGEMENT PLAN FOR
THE OPERATION AND
MANAGEMENT OF THE NEW
GRAVEYARD AT OKOMBAHE
SETTLEMENT IN ERONG
REGION

PROCUREMENT REFERENCE NO.
SC/RP/ERC-002/2022/2023

REPORT

Submitted to:

Ministry of Environment, Forestry
& Tourism

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Presented by

SM Dynamic Environmental Consultants



“Imagine if Tree gave free WiFi. We’d all be planting like crazy. It’s a pity they can only give us the oxygen we breathe”.

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LIST OF ACRONYMS

DEA	Department of Environment Affairs
EA	Environmental Assessment
EAP	Environmental Assessment Practitioner
EC	Environmental Commissioner
ECC	Environmental Clearance Certificate
EIA	Environmental Impact Assessment
EMA	Environmental Management Act
EMP	Environmental Management Plan
ESA	Environmental Scoping Assessment
ESR	Environmental Scoping Report
ERC	Erongo Regional Council
GIS	Geographic Information System
MEFT	Ministry of Environment, Forestry Tourism

1. INTRODUCTION & BACKGROUND

The Environmental Management Plan (EMP) is known as the tool that can provide the assurance that the project proponent has made suitable provisions for mitigation. This Environmental Management Plan (EMP) provides a description of the methods and procedures for mitigation and monitoring impacts. An EMP is a site specific plan developed to ensure that the project is implemented in an environmental sustainable manner.

This section will contain environmental objectives and targets which the project proponent or developer needs to achieve to reduce or eliminate negative impacts. The EMP document can be used throughout the project life. It should be regularly updated to remain aligned with the project as it progresses from construction to operation, and finally decommissioning.

This Environmental Management Plan serves as a managing tool for the construction and operation of the proposed new graveyard in Okombahe. The main objective of this EMP is to assist in outlining measures to be implemented to minimize adverse environmental degradation associated with the graveyard development.



Figure 1: EMP Process

Erongo Regional Council is a sub-national government that is committed to deliver quality and accessible services for the upliftment of its communities through good governance and sustainable socio-economic development. One of the Council's commitments is to plan and manage the establishment and maintenance of sufficient graveyard spaces within its settlements. The lifespan for the existing graveyard at Okombahe is has come to an end, hence a new graveyard is required. The new proposed graveyard is projected to cater for the settlement for the next 20 to 30 years on a land measuring approximately 3 hectares.

Environmental Impact Assessment (EIA) is a process of evaluating the likely environmental impacts of a proposed project or development, considering inter-related socio-economic, cultural, and human-health impacts, both beneficial and adverse. The establishment of graveyard forms part of the listed activities under the Government Notice No. 30 of the Environmental Impact Assessment regulations of the Environmental Management Act No.7 of 2007 (EMA). Listed

3 activities refers to a list of activities that may not be undertaken without an Environmental Clearance Certification.

The key objective of the Environmental Management Act is to prevent and mitigate impacts, based on the principles outlined in Section 3 by:

- ensuring that the significant effects of activities on the environment are considered in time and carefully.
- Ensuring that there are opportunities for timeous participation of interested and affected parties throughout the assessment process; and,
- Ensuring that the findings of an assessment are considered before any decision is made in respect of activities.

The Environmental Management Plan (EMP) is known as the tool that can provide the assurance that the project proponent has made suitable provisions for mitigation. This Environmental Management Plan (EMP) provides a description of the methods and procedures for mitigation and monitoring impacts. This section will contain environmental objectives and targets which the project proponent or developer needs to achieve in order to reduce or eliminate negative impacts. The EMP document can be used throughout the project life. It should be regularly updated to remain aligned with the project as it progresses from construction to operation, and finally decommissioning.

This Environmental Management Plan serves as a managing tool for the operation and management of a new graveyard in Okombahe settlement. The main objective of this EMP is to assist in outlining measures to be implemented in order to minimize adverse environmental degradation associated with the planned project.

2. OBJECTIVES

- To mitigate adverse impacts on various environmental aspects, that have been identified during the screening phase.
- Enhance the value of the environmental aspects where possible.
- To protect environmental resources where possible.

3. LEGAL REQUIREMENTS

Table 1: Legal Framework

LEGISLATION	PROVISION AND REQUIREMENTS
Article 95 of the Namibian Constitution	Provide overarching guidance in terms of the maintenance and sustainable use of natural resources for the benefit of all Namibians, both present and future.
Article 95 of the Namibian Constitution	Provide overarching guidance in terms of the maintenance and sustainable use of natural resources for the benefit of all Namibians, both present and future.
Environmental Management Act No.7 of 2007	Ensures that the significant effects of activities on the environment are considered carefully and timeously. It promotes the sustainable management of the environment and the use of natural resources by establishing principles for decision making on matters relating to the built environment.
National Heritage Act No. 27 of 2004	Provide for the protection and conservation of places and objects of heritage significance and registration of such places and objects.

Public Health and Environmental Act, 2015	<p>The objective of this Act is to:</p> <ul style="list-style-type: none"> Prevent injuries, diseases, and disabilities Promote individuals and community from public health risks Provide for early detection of diseases and public health risks Promote public health and wellbeing
Atmospheric Pollution Prevention Ordinance, No.11 of 1976	To provide for the prevention of pollution of the atmosphere, and for matters incidental thereto. The ordinance deals with administrative appointments and their functions; controls of noxious or offensive gases; atmospheric pollution by smoke, dust control, motor vehicles emissions; and general provisions.
The Regional Councils Act (NO.22 of 1992)	Provides for the supervise, management and evaluation of development.
The Soil Conservation Act No.76 of 1969	The Act provides for the prevention and combating of soil erosion, the conservation, improvement, and manner of use of the solid and vegetation and the protection of water sources.
Waste Disposal Site Guidelines, 2017	Provides guidelines and specifications for Sanitary Landfills and Criteria for Site Selection.
Basel Convention, Framework Convention on Climate Change	Aimed to ensure environmental sound management of hazardous waste and other waste through the reduction of their movement, for the purpose of reducing their impacts on human health and environment.

4. PROJECT DESCRIPTION

Erongo Regional Council is a sub-national government that is committed to deliver quality and accessible services for the upliftment of its communities

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through good governance and sustainable socio-economic development. One of the Council's commitments is to plan and manage the establishment and maintenance of sufficient graveyard spaces within its settlements. The lifespan for the existing graveyard at Okombahe is has come to an end, hence a new graveyard is required. The new proposed graveyard is projected to cater for the settlement for the next 20 to 30 years on a land measuring approximately 3 hectares. The proposed area is situated in the western direction of Okombahe settlement, lying on a flat portion of land that belong to the traditional authorities.

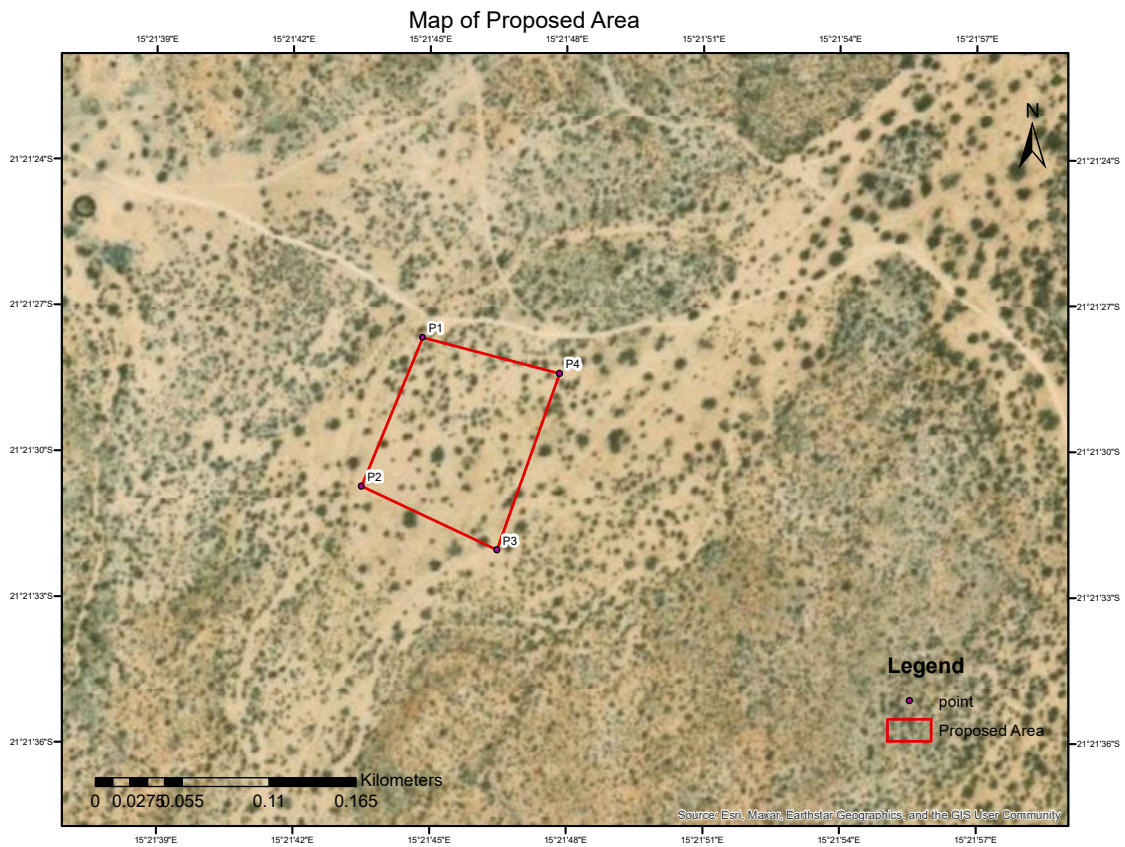


Figure 2: New Proposed Site

5. LIMITATION AND ASSUMPTIONS

This Environmental Management Plan (EMP) does not include measures for compliance with statutory health and safety requirements as health and safety is considered out of scope of this EMP. Should any conflict arise between sections of this EMP, or other legal requirements, the contract and legal framework must be adopted.

6. ENVIRONMENTAL MANAGEMENT PLAN

An Environmental Management Plan is a guidance document to measure and achieve compliance with the environmental protection and mitigation requirements of a planned project, as per Environmental Management Act No. 7 of 2007. This EMP document was prepared for the application stage of the Environmental Clearance Permit for the proposed new landfill facility. The client has agreed to follow management strategies to avoid and mitigate environmental impacts during project works. SM Dynamic has completed several of these management plans taking into consideration specific client's requirements and environmental best management practices for a diverse range of projects, such as township development and property development.

7. RESPONSIBILITIES FOR ENVIRONMENTAL MANAGEMENT

All personnel including contractors will be made aware of the way the landfill site is to be operated and managed, to ensure compliance with this EMP. A summary of the authority and environmental responsibilities of key personnel for the landfill site is outlined below.

Site Management (Erongo Regional Council: Development Planner)

- Ensure that the graveyard complies with the ECC license conditions and requirements.
- Implement the EMP.
- Appoints or nominates the environmental management representative to create awareness outreach in the community.
- Allocate project resources to handle environmental issue.

Environmental Officer/ Settlement Administrator

- To ensure the graveyard complies with the site relevant license, acts and other requirements.
- Ensure that environmental records and files are maintained.
- Identify non-conformances and notify the relevant authority.
- Ensure that environmental non-conformances are recorded and actioned.
- Assist with environmental incident investigations.
- Audit environmental records.
- Develop and review environmental training.
- Provide technical advice as required.

Graveyard Supervisor

- To operate and maintain the graveyard facility in conjunction with the Regional Council team.
- To maintain general health and safety procedures.
- Optimize and plan the maintenance of equipment and assets.

- To produce monthly operational reports and advise on the graveyard performance.

Sub-Contractors

- Comply with the relevant Acts, Regulations and Standards.
- Comply with Erongo regional Council's policies and procedures.
- Promptly report to management on any non-conformances of systems in place.
- Undergo induction training in environmental awareness as directed by management.
- Contractor fencing structures and other required structures.

All Personnel

- Comply with the relevant Acts, Regulations and Standards.
- Comply with Regional Council's policies and procedures.
- Promptly report to management on any non-conformances of systems in place.
- Undergo induction training in environmental awareness as directed by management.

8. TRAINING AND INDUCTION

All site employees (and contractors, where required) receive suitable environmental training to ensure they are aware of their responsibilities and competent to carry out their work.

Environmental requirements are explained to employees as part of their inductions and refresher training. In addition, during site inductions and on an

ongoing basis, training will be provided in meetings and alike. All inductions and ongoing training shall be recorded.

9. ENVIRONMENTAL MONITORING

Regular environmental inspections will be undertaken by ERC employees to ensure that the environmental controls are been implemented, meet the required specification, and maintained accordingly. Compliance reporting is required to produce systematic, comprehensive, and informative reports on the environmental performance because of operational activities of the graveyard facility.

Detailed sampling analytical methods should be well defined in relevant procedures and work instructions. The implementation of the monitoring requirements is the responsibility of the Environmental Officer.

10. INCIDENT & EMERGENCY

The main objective of this EMP is to identify potential risks, develop, and maintain mitigation measure to manage them. The approach to be adopted involves the following, risk analysis, prevention, preparedness, response, and recovery.

Incident notification will depend on the extent of the event and the incident classification and is to take place in accordance with the company's incident reporting procedure. Corrective action will be implemented to prevent recurrence of incidents.

11. EMERGENCY CONTACTS

The following are the internal emergency contacts for the graveyard facility which include regulatory authorities, local community, and emergency services.

Table 2: Emergency Contacts

Position	Phone Number	Mobile number
Settlement Officer	+264 64 000000	+264 81100000
Environmental Officer (SHEQ)	TBA	TBA
Site Supervisor	TBA	TBA
Fire Department	+264 64000000	+264 811000000
Police	+264 64000000	
Ambulance	+264 64000000	

12. COMPLAINTS HANDLING

Close liaison will be maintained between residents of Okombahe and visitors to provide effective feedback in regard to operations at the graveyard. In this manner, operations can be coordinated where necessary to minimize disturbance to neighboring residents, and to ensure prompt response to complaints, should they occur. All complaints or reports received externally shall be recorded by the environmental officer. These records will be kept for at least four years after the complaint was made.

13. COMMUNICATION AND CONSULTATION

The Erongo Regional Council is committed to meaningful stakeholder engagement and continues to work in collaboration with relevant government agencies and local community to resolve issues that impact local environment. Local community will be kept informed of the progress of the project in a proactive and responsive manner. This will be undertaken by way of local newspapers, leaflets, community notice boards.

14. ACCESS CONTROL AND INFORMATION BOARDS

The sign displays signage to advise graveyard operational times, and contact numbers will be placed at the main entrance. Additional signage include:

- Directional and speed limit signed for vehicles.
- Restrictions and operational times.
- Signage for safety work health and safety requirements.

15. WASTE MANAGEMENT

Waste management measures will be maintained by providing waste storage bins and assigning personnel to be responsible for the daily cleaning and upkeep of the graveyard facility.

Uncontrolled handling of fuel and other chemicals poses a threat to the environment and may result in soil, groundwater, and surface water contamination. Proper storage of these fuels and chemicals must be planned carefully to avoid spillages. Spill prevention measure should be implemented

immediately by the ERC team and spill kits must be always available. Spill kits must contain the following items: absorbent material, sawdust, shovels, heavy duty plastic bags and protective clothing (overalls & gloves).

16. LITTER CONTROL

Litter control at the graveyard site will be carried out in accordance with the Contractors environmental method statement for housekeeping and inspection procedure which provides guidance on litter management on site.

17. PLANNED PROJECT ACTIVITIES AND RECOMMENDATION MEASURES

The project activities include those occurring during the pre-construction stage (planning & setting up site camps or storage facilities before construction), construction and operational phases of the proposed project development. Each activity has potential impacts on the environment hence the following mitigation measures together with the EMP must be respected in all project phases.

- **Surveying:** all sections of the proposed route have been surveyed in detail.
- **Fence:** the surveyed section will be temporarily fenced to constrain construction activities.
- **Plant relocation:** a search and rescue for any plant species of high conservation status. Environmental site officer must be appointed to oversee storage and relocations of these plants.

- **Clearing and excavating:** the removal of all vegetation and topsoil in preparation of stable foundation for new construction works as well as along the proposed area and in areas set aside for construction camps.
- **Access road construction:** this will involve making access road for construction vehicles to use. In this case it will not be necessary as there is already an existing road. However, since there will be an increase in number of vehicles to site dust may be an issue – gravel road needs to be watered daily.

18.1.1 Establishment of Construction Site Camps

Construction of temporary camps: these will be established by each contractor, and involve clearing of small vegetation, fencing of camps and construction of storage rooms and vehicle parking areas. The camps will be electrified, and ablution and potable water provided. The exact number and location of these camps is not determined yet. An Environmental Management Plan (EMP) will be drafted as part of the EIA to describe parameters such as the following:

A plan from the contractor is required, detailing the layout of site facilities, such as chemical for the toilets, areas for stockpile of materials, storage for hazardous materials and provision of containers.

All waste generated will be stored in skip containers during construction phase and only a private registered waste collector or the municipality will be allowed to transport this waste from site to dumpsite. Any other waste will be stored in wheel bins as per provision by the municipality of Tsumeb.

All hazard waste such as chemicals and other solutions, will be transported to a registered dumpsite in Okombahe upon consultations with the relevant authority.

Fuel, gas will be stored in a secure area in a steel tank supplied and maintained by fuel suppliers in accordance with the law.

Suitable washing facilities and sanitary arrangements at site offices, workshops and construction sites will be provided. Sanitation facilities for the camps will comprise of prefabricated septic tanks.

18.2.1 Earthworks

Clearing of vegetation: vegetation along the proposed area will be cleared and excavated.

18.2.2 Borrow Pit Establishment

Existing borrow pits designated by the regional authority will be used. No new borrow pits will be established. If they will be a need to establish new borrow pits, these will be done in accordance with the regional authority upon consultations.

18.2.3 Road Construction

No new access road or tracks to be established, all contractors are to use the already existing access road to the new proposed area. Any road construction or upgrade to the access gravel road such as earthworks, construction of pavement layers or drainage structures will be done in accordance with Roads Authority standards or other approved standards by the Regional Council and requirements for roads and bridge works.

18.2.4 Site Removal and Rehabilitation

Site Removal consists of the removal of all building material, temporary structures and any other waste generated during construction. All such materials must be removed from site and disposed of appropriately in accordance with the

municipal procedures in place. Infrastructure such as storage structures or containers and workshops will be removed upon completion of the project.

Operational Phase

Considering that the proposed developmental activity is situated within the Okombahe settlement, provisions for utilities such as water supply, electricity and sanitation connections will be connected to the already existing grid with the same service providers.

SM Dynamic promotes the idea of zero waste to dumpsite by encouraging its clients through waste recycling initiatives. It is with this background we advise the client to develop a waste management policy to guide residents and staffs of Erongo Regional Council on how to deal with waste. We encourage initiatives such as waste segregation, reduce, reuse and recycle.

18. CONCLUSIONS AND RECOMMENDATIONS

The Environmental Management Plan (EMP) must be implemented and used as an on-site reference manual. Monitoring and review must be taken place in order to ensure compliance with environmental commitments. Transgressor must be held accountable for improved performance. The affected area rehabilitation should be done concurrent to operational phase, i.e. as the active cell is closed, it must be immediately be rehabilitated with grassing where possible.

All contractors, subcontractors and consultants involved in the project should understand the potential environmental impacts/risks arising from the project

The proponent will be responsible to finance this EMP and be responsible for the implementation of this EMP commitments. During the planning phases for the landfill construction and operations, it is the responsibility of the Tsumeb

Municipality to ensure that all activities are compliant with all legal requirements. All required management measures must be in place before commencement of any project phase. The EMP is conservative and will vary depending on the scale and duration of each project phase. SM Dynamic highly recommends that sufficient funds be set aside for environmental, health and safety monitoring and compliance measures of this project on an annual basis.

This EMP was prepared in accordance with environmental principles and standards. This document was prepared with the strength of the information available at the time. It must be updated and revised based on challenges which may arise on site during monitoring. If there are any queries, please contact SM Dynamic Consultants. Should the Environmental Commissioner agree with the mitigation measures presented in this document, an Environmental Clearance Certificate may be issued to the proponent.

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