




PROJECT STATUS

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| Title | Environmental Management Plan for the: <ul style="list-style-type: none"> ▪ Rezoning of Erf 3978, No. 60 Jan Jonker Road Klein Windhoek from “Residential” with a density of 1:900 to “Hospitality for the construction of a hotel. | | |
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| SPC Reference | W/24004 | | |
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ABBREVIATIONS

| | |
|-------|--------------------------------------|
| AIDS | Acquired Immuno-Deficiency Syndrome |
| EA | Environmental Assessment |
| ECC | Environmental Clearance Certificate |
| ECO | Environmental Control Officer |
| EIA | Environmental Impact Assessment |
| EMA | Environmental Management Act |
| EMP | Environmental Management Plan |
| GG | Government Gazette |
| GIS | Geographic Information System |
| GN | Government Notice |
| GPS | Global Positioning System |
| HIV | Human Immuno-deficiency Virus |
| I&APs | Interested and Affected Parties |
| PR | Proponent's Representative |
| NHCN | National Heritage Council of Namibia |
| Reg. | Regulation |
| S | Section |
| SPC | Stubenrauch Planning Consultants |
| TB | Tuberculosis |

1 INTRODUCTION

Palmquell Hospitality Investments (Proprietary) Limited, hereinafter referred to as the proponent intends to undertake the following activities:

Rezoning of Erf 3978, No. 60 Jan Jonker Road Klein Windhoek from “Residential” with a density of 1:900 to “Hospitality for the construction of a hotel.

The above development triggers listed activities in terms of the Environmental Management Act (No. 7 of 2007) and Environmental Impact Assessment Regulations (Government Notice No. 30 of 2012).

An Environmental Management Plan (EMP) is one of the most important outputs of the EIA process as it synthesises all of the proposed mitigation and monitoring actions, set to a timeline and with specific assigned responsibilities. This EMP details the mitigation and monitoring actions to be implemented during the following phases of these developments:

- Planning and Design – the period, prior to construction, during which preliminary legislative and administrative arrangements, necessary for the preparation of the development designs are carried out. The preparation of construction tender documents forms part of this phase;
- Construction – the period during which the proponent, having dealt with the necessary legislative and administrative arrangements, appoints a contractor for the development of the road to service the development as well as any other construction process(s) within the development areas;
- Operation and Maintenance – the period during which the services infrastructure will be fully functional and maintained.

It should be noted that to date, no engineering designs have been carried out for the development of the infrastructure associated with this development.

The decommissioning of these developments is not envisaged; however in the event that this should be considered some recommendations have been outlined in **Table 4-5**.

2 PROPOSED DEVELOPMENT

2.1 Locality

Erf 3978, No.60 Jan Jonker Road is situated in the upper market residential neighborhood of Klein Windhoek, as depicted in Figure 1 below and it measures **5539m²** in extent.

2.2 Ownership and Status Quo

According to Deeds of Transfer Number T5389/2022 ownership of Erf 3978, No. 60 Jan Jonker Road Klein Windhoek vests with Palmquell Hospitality Investments (Proprietary) Limited (Company Number: 2021/0992). It is currently accommodated the Palmquell Pension Hotel with a capacity of 19 rooms.

2.3 Zoning

Erf 3978, No. 60 Jan Jonker Road Klein Windhoek is currently zoned Residential with a bulk of 1:900 according to the City of Windhoek's Zoning Certificate and it falls within the 1:500 density area as per the City of Windhoek's Klein Windhoek Policy Area Map

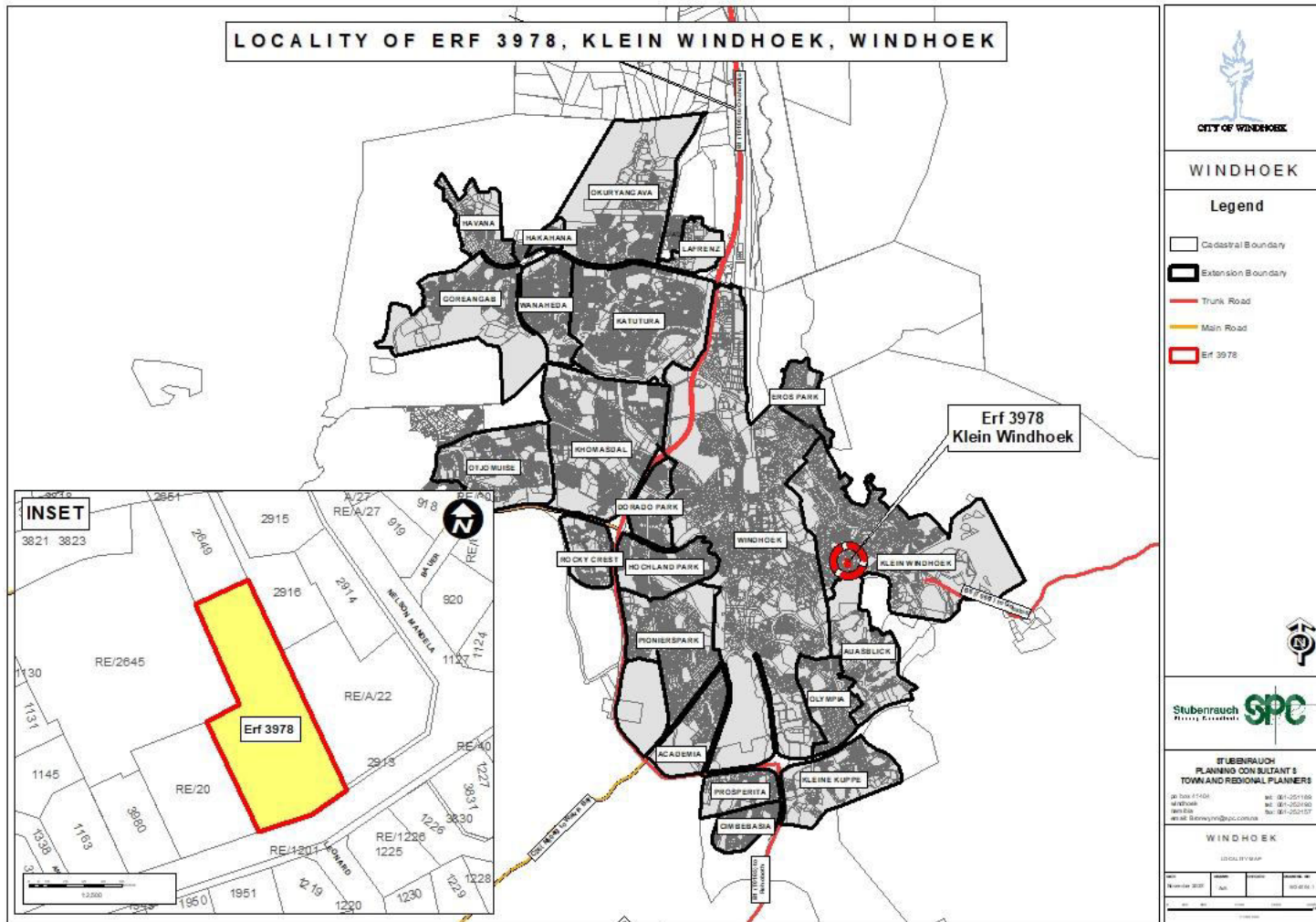


Figure 2-1: Locality map of Erf 3978, No. 60 Jan Jonker Road Klein Windhoek

2.4 Development Description

Erf 3978, No. 60 Jan Jonker Road Klein Windhoek, currently accommodates the Palmquell Pension Hotel with the capacity of 19 bedrooms, offering a unique and welcoming environment to guests. As per the Namibia Tourism Board Act, No. 21 of 2000, for an accommodation establishment to be classified as a hotel, it should have at least 20 bedrooms. According to the current number of bedrooms in the Palmquell Pension Hotel and the size of Erf 3978, No. 60 Jan Jonker Road Klein Windhoek, it can accommodate more than 20 bedrooms, hence, Palmquell qualifies to be a Hotel Pension. The Palmquell Pension Hotel has been an integral part of the community for many years and has significantly contributed to the economic sector of Windhoek.

It is with this nature discussed in the paragraph above, the Palmquell Hospitality Investments (Proprietary) Limited (the proponent), intends to rezone Erf 3978, No. 60 Jan Jonker Road Klein Windhoek from “Residential” with a density of 1:900 to “Hospitality” for the construction of a hotel and to upgrade the existing establishment which currently accommodates 19 rooms in order to accommodate at least 30 rooms and elevate its status to that of a hotel. This ambitious expansion aligns with the growing demand for quality hospitality services in the region.

This re-planning exercise is to modernize and expand the hotel to enhance its capacity to 30 rooms since the current zoning does not allow for the establishment of a hotel, which is pivotal for Palmquell Pension Hotel to achieve its desired status and expand its operations. Consequently, rezoning to hospitality is imperative to align the property's use with its intended purpose.

Furthermore, the Proponent is seeking approval to increase the current height of the establishment which only has the ground floor to at least three stories. This proposal is linked to the intention to increase the hotel's room capacity from the existing 19 to an envisioned 27, necessitating a thoughtful reconsideration of the hotel's vertical expansion.

Due to the expansion of the Palmquell Pension Hotel, traffic is expected to increase, therefore, the Proponent is committed to implementing traffic management measures, including designated parking areas in line with the City of Windhoek's Zoning Scheme.

The decision to construct upwards is supported by the intention to incorporate a basement parking area, efficiently utilizing the available space for parking, and minimizing the footprint at ground level. The two additional stories will be allocated for hotel facilities, ensuring a seamless integration of functional spaces while adhering to the principles of sustainable urban development.

The proposed rezoning of Erf 3978, No. 60 Jan Jonker Road Klein Windhoek from “Residential” with a density of 1:900 to “Hospitality” will also enable the City of Windhoek

to generate additional revenue through rates and taxes. These funds can then be directed towards upgrading municipal service delivery and social facilities.

2.4.1 Rezoning of Erf 3978 from “Residential” with a density of 1:900 to “Hospitality”

As depicted in Figure 7 and 8 below, Erf 3978, Klein Windhoek (measuring 5539m²) is to be rezoned from “Residential” with a density of 1:900 to “Hospitality”.

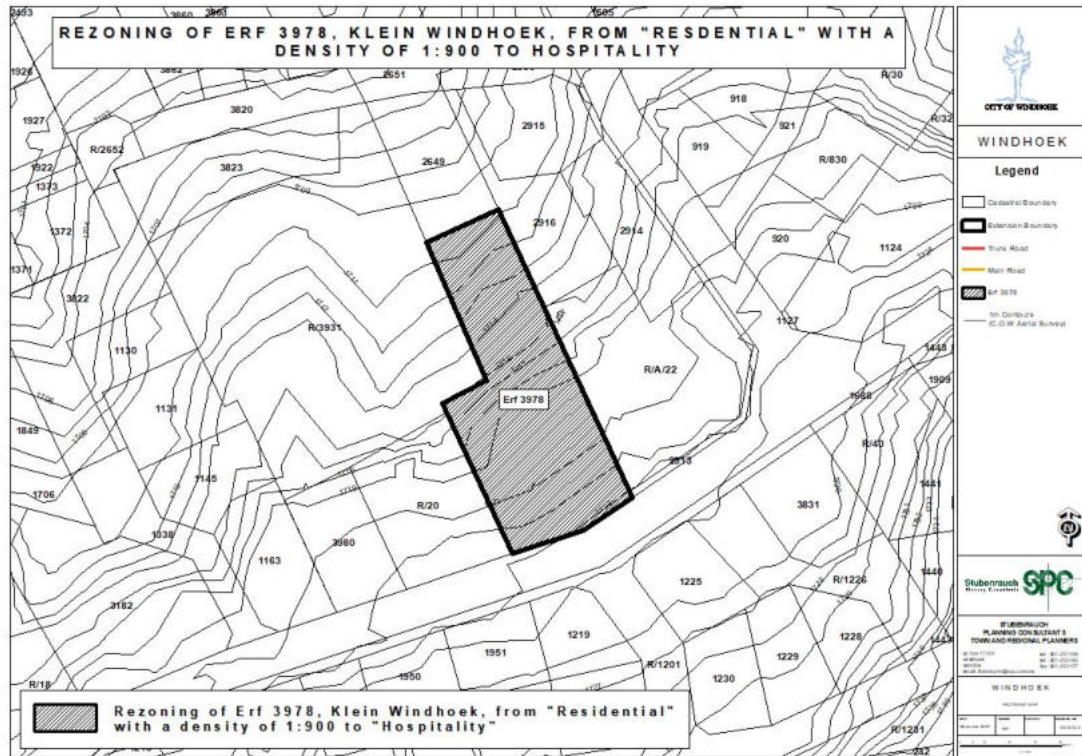


Figure 2-2: Rezoning of Erf 3978 Klein Windhoek from “Residential” with a density of 1:900 to “Hospitality”.



Figure 2-3: Areal map of Erf 3978, Klein Windhoek

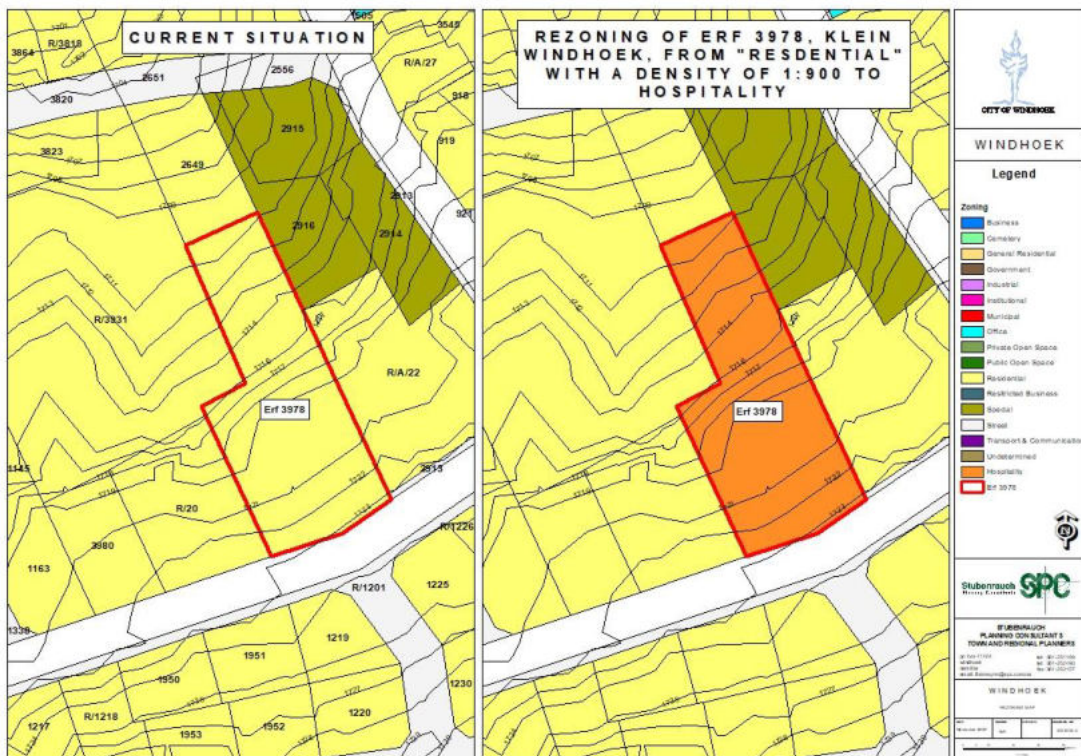


Figure 2-4: current situation on erf 3978, Klein Windhoek

3 ROLES AND RESPONSIBILITIES

The proponent is ultimately responsible for the implementation of the EMP, from the planning and design phase to the decommissioning phase (if these developments are in future decommissioned) of these developments. The proponent will delegate this responsibility as the project progresses through its life cycle. The delegated responsibility for the effective implementation of this EMP will rest on the following key individuals:

- Proponent’s Representative;
- Environmental Control Officer; and
- Contractor (Construction and Operations and Maintenance).

3.1 PROPONENTS’S REPRESENTATIVE

The proponent should assign the responsibility of managing all aspects of these developments for all development phases (including all contracts for work outsourced) to a designated member of staff, referred to in this EMP as the Proponent’s Representative (PR). The proponent may decide to assign this role to one person for the full duration of these developments, or may assign a different PR to each of the development phases – i.e. one for the planning and design phase, one for the construction phase and one for the operation and maintenance phase. The PR’s responsibilities are as follows:

Table 3-1 Responsibilities of PR

| Responsibility | Project Phase |
|---|---|
| Making sure that the necessary approvals and permissions laid out in Table 4-1 are obtained/adhered to. | <ul style="list-style-type: none"> • Throughout the lifecycle of these developments |
| Making sure that the relevant provisions detailed in Table 4-2 are addressed during planning and design phase. | <ul style="list-style-type: none"> • Planning and design phase |
| Monitoring the implementation of the EMP monthly. | <ul style="list-style-type: none"> • Construction • Operation and maintenance |
| Suspending/evicting individuals and/or equipment not complying with the EMP | <ul style="list-style-type: none"> • Construction • Operation and maintenance |
| Issuing fines for contravening EMP provisions | <ul style="list-style-type: none"> • Construction • Operation and maintenance |

3.2 ENVIRONMENTAL CONTROL OFFICER

The PR should assign the responsibility of overseeing the implementation of the whole EMP on the ground during the construction and operation and maintenance phases to an independent external consultant, referred to in this EMP as the Environmental Control Officer (ECO). The PR/ proponent may decide to assign this role to one person for both phases and may assign a different ECO for each phase. The ECO will have the following responsibilities during the construction and operation and maintenance phases of these developments:

- Management and facilitation of communication between the PR, the contractors, and Interested and Affected Parties (I&APs) with regard to this EMP;
- Conducting site inspections (recommended minimum frequency is weekly) of all construction and/or infrastructure maintenance areas with respect to the implementation of this EMP (audit the implementation of the EMP);
- Assisting the Contractor in finding solutions with respect to matters pertaining to the implementation of this EMP;
- Advising the PR on the removal of person(s) and/or equipment not complying with the provisions of this EMP;
- Making recommendations to the PR with respect to the issuing of fines for contraventions of the EMP; and
- Undertaking an annual review and bi-annual audit of the EMP and recommending additions and/or changes to this document.

3.3 CONTRACTOR

Contractors appointed by the proponent are automatically responsible for implementing all provisions contained within the relevant chapters of this EMP. Contractors will be responsible for the implementation of this EMP applicable to any work outsourced to subcontractors. **Table 4-3** applies to contractors appointed during the construction phase and **Table 4-4** to those appointed during the operation and maintenance phase. In order to ensure effective environmental management, the aforementioned chapters should be included in the applicable contracts for outsourced construction, operation and maintenance work.

The tables in the following chapter (**Chapter 4**) detail the management measures associated with the roles and responsibilities that have been laid out in this chapter.

4 MANAGEMENT ACTIONS

The aim of the management actions in this chapter of the EMP is to avoid potential impacts where possible. Where impacts cannot be avoided, measures are provided to reduce the significance of these impacts.

The following tables provide the management actions recommended to manage the potential impacts rated in the scoping-level EA conducted for these developments. These management actions have been organised temporally according to project phase:

- Applicable legislation (**Table 4-1**);
- Planning and design phase management actions (**Table 4-2**);
- Construction phase management actions (**Table 4-3**);
- Operation and maintenance phase management actions (**Table 4-4**); and
- Decommissioning phase management actions (**Table 4-5**).
- The proponent should assess these **commitments** in detail and should acknowledge their commitment to the specific management actions detailed in the tables below.

4.1 ASSUMPTIONS AND LIMITATIONS

This EMP has been drafted with the acknowledgment of the following assumptions and limitations:

- This EMP has been drafted based on the scoping-level Environmental Assessment (EA) conducted for the proposed development. SPC will not be held responsible for the potential consequences that may result from any alterations to the above-mentioned layout.
- It is assumed that construction labourers will be sourced mostly from the Windhoek townlands area and that migrant labourers (if applicable) will be housed in established accommodation facilities within Windhoek.
- No engineering designs have been carried out for the development of the associated services infrastructure (roads, potable water, storm water, sewerage and electrical reticulations).

4.2 APPLICABLE LEGISLATION

Legal provisions that have relevance to various aspects of these developments are listed in **Table 4-1** below.

Table 4-1: Legislation applicable to proposed development

| LEGISLATION/POLICIES | RELEVANT PROVISIONS | RELEVANCE TO PROJECT |
|---|---|--|
| The Constitution of the Republic of Namibia as Amended | <p>Article 91 (c) provides for duty to guard against “the degradation and destruction of ecosystems and failure to protect the beauty and character of Namibia.”</p> <p>Article 95(l) deals with the “maintenance of ecosystems, essential ecological processes and biological diversity” and sustainable use of the country’s natural resources.</p> | Sustainable development should be at the forefront of this development. |
| Environmental Management Act No. 7 of 2007 (EMA) | <p>Section 2 outlines the objective of the Act and the means to achieve that.</p> <p>Section 3 details the principle of Environmental Management</p> | The development should be informed by the EMA. |
| EIA Regulations GN 28, 29, and 30 of EMA (2012) | <p>GN 29 Identifies and lists certain activities that cannot be undertaken without an environmental clearance certificate.</p> <p>GN 30 provides the regulations governing the environmental assessment (EA) process.</p> | <p>The following listed activities are triggered by the proposed development:</p> <p>Activity 5.1 (a) Land Use and Development Activities</p> <p>Activity 6 Tourism Development Activities</p> |
| Convention on Biological Diversity (1992) | Article 1 lists the conservation of biological diversity amongst the objectives of the convention. | The project should consider the impact it will have on the biodiversity of the area. |
| Draft Procedures and Guidelines for conducting EIAs and compiling EMPs (2008) | Part 1, Stage 8 of the guidelines states that if a proposal is likely to affect people, certain guidelines should be considered by the proponent in the scoping process. | The EA process should incorporate the aspects outlined in the guidelines. |
| Namibia Vision 2030 | Vision 2030 states that the solitude, silence and natural beauty that many areas in Namibia provide are becoming sought after commodities and must be regarded as valuable natural assets. | Care should be taken that the development does not lead to the degradation of the natural beauty of the area. |

| LEGISLATION/POLICIES | RELEVANT PROVISIONS | RELEVANCE TO PROJECT |
|--|--|--|
| Water Act No. 54 of 1956 | Section 23(1) deals with the prohibition of pollution of underground and surface water bodies. | The pollution of water resources should be avoided during construction and operation of the development. |
| The Ministry of Environment and Tourism (MET) Policy on HIV & AIDS | MET has recently developed a policy on HIV and AIDS. In addition, it has also initiated a programme aimed at mainstreaming HIV and gender issues into environmental impact assessments. | The proponent and its contractor must adhere to the guidelines provided to manage the aspects of HIV/AIDS. Experience with construction projects has shown that a significant risk is created when migrant construction workers interact with local communities. |
| Urban and Regional Planning Act No 5 of 2018 | To consolidate the laws relating to urban and regional planning; to provide for a legal framework for spatial planning in Namibia; to provide for principles and standards of spatial planning; to establish the urban and regional planning board; to decentralise certain matters relating to spatial planning; to provide for the preparation, approval and review of the national spatial development framework, regional structure plans and urban structure plans; to provide for the preparation, approval, review and amendment of zoning schemes; to provide for the establishment of townships; to provide for the alteration of boundaries of approved townships, to provide for the disestablishment of approved townships; to provide for the change of name of approved townships; to provide for the subdivision and consolidation of land; to provide for the alteration, suspension and deletion of conditions relating to land; and to provide for incidental matters. | The proposed development must adhere to the provisions regarding the subdivision and rezoning of land. |
| Local Authorities Act No. 23 of 1992 | The Local Authorities Act prescribes the manner in which a town or municipality should be managed by the Town or Municipal Council. | The development must comply with provisions of the Local Authorities Act. |

| LEGISLATION/POLICIES | RELEVANT PROVISIONS | RELEVANCE TO PROJECT |
|---|--|---|
| Labour Act no. 11 of 2007 | Chapter 2 details the fundamental rights and protections. Chapter 3 deals with the basic conditions of employment. | Given the employment opportunities presented by the development, compliance with the labour law is essential. |
| National Heritage Act No. 27 of 2004 | The Act is aimed at protecting, conserving and registering places and objects of heritage significance. | All protected heritage resources (e.g. human remains etc.) discovered, need to be reported immediately to the National Heritage Council (NHC) and require a permit from the NHC before they may be relocated. |
| Roads Ordinance 17 of 1972 | <ul style="list-style-type: none"> • Section 3.1 deals with width of proclaimed roads and road reserve boundaries • Section 27.1 is concerned with the control of traffic on urban trunk and main roads • Section 36.1 regulates rails, tracks, bridges, wires, cables, subways or culverts across or under proclaimed roads • Section 37.1 deals with Infringements and obstructions on and interference with proclaimed roads. | Adhere to all applicable provisions of the Roads Ordinance. |
| Public and Environmental Health Act of 2015 | This Act (GG 5740) provides a framework for a structured uniform public and environmental health system in Namibia. It covers notification, prevention and control of diseases and sexually transmitted infections; maternal, ante-natal and neo-natal care; water and food supplies; infant nutrition; waste management; health nuisances; public and environmental health planning and reporting. It repeals the Public Health Act 36 of 1919 (SA GG 979). | Contractors and users of the proposed development are to comply with these legal requirements. |

| LEGISLATION/POLICIES | RELEVANT PROVISIONS | RELEVANCE TO PROJECT |
|--|--|--|
| Nature Conservation Ordinance no. 4 of 1975 | Chapter 6 provides for legislation regarding the protection of indigenous plants | Indigenous and protected plants must be managed within the legal confines. |
| Water Quality Guidelines for Drinking Water and Wastewater Treatment | Details specific quantities in terms of water quality determinants, which wastewater should be treated to before being discharged into the environment | These guidelines are to be applied when dealing with water and waste treatment |
| Environmental Assessment Policy of Namibia (1995) | The Policy seeks to ensure that the environmental consequences of development projects and policies are considered, understood and incorporated into the planning process, and that the term ENVIRONMENT is broadly interpreted to include biophysical, social, economic, cultural, historical and political components. | This EIA considers this term of Environment. |
| Water Resources Management Act No. 11 of 2013 | Part 12 deals with the control and protection of groundwater Part 13 deals with water pollution control | The pollution of water resources should be avoided during construction and operation of the development. Should water need to be abstracted, a water abstraction permit will be required from the Ministry of Water, Agriculture and Forestry. |

| LEGISLATION/POLICIES | RELEVANT PROVISIONS | RELEVANCE TO PROJECT |
|---|---|--|
| <p>Forest Act 12 of 2001 and Forest Regulations of 2015</p> | <p>To provide for the establishment of a Forestry Council and the appointment of certain officials; to consolidate the laws relating to the management and use of forests and forest produce; to provide for the protection of the environment and the control and management of forest fires; to repeal the Preservation of Bees and Honey Proclamation, 1923 (Proclamation No. 1 of 1923), Preservation of Trees and Forests Ordinance, 1952 (Ordinance No. 37 of 1952) and the Forest Act, 1968 (Act No. 72 of 1968); and to deal with incidental matters.</p> | <p>Protected tree and plant species as per the Forest Act No 12 of 2001 and Forest Regulations of 2015 may not be removed without a permit from the Ministry of Agriculture, Water and Forestry.</p> |
| <p>Atmospheric Pollution Prevention Ordinance No 45 of 1965</p> | <p>Part II - control of noxious or offensive gases, Part III - atmospheric pollution by smoke, Part IV - dust control, and Part V - air pollution by fumes emitted by vehicles.</p> | <p>The development should consider the provisions outlined in the act. The proponent should apply for an Air Emissions permit from the Ministry of Health and Social Services (if needed).</p> |

| LEGISLATION/POLICIES | RELEVANT PROVISIONS | RELEVANCE TO PROJECT |
|---|---|--|
| <p>Hazardous Substance Ordinance 14 of 1974</p> | <p>To provide for the control of substances which may cause injury or ill-health to or death of human beings by reason of their toxic, corrosive, irritant, strongly sensitizing or flammable nature or the generation of pressure thereby in certain circumstances; to provide for the division of such substances into groups in relation to the degree of danger; to provide for the prohibition and control of the importation, manufacture, sale, use, operation, application, modification, disposal or dumping of such substances; and to provide for matters connected therewith.</p> | <p>The handling, usage and storage of hazardous substances on site should be carefully controlled according to this Ordinance.</p> |
| <p>Soil Conservation Act No 76 of 1969</p> | <p>Act to consolidate and amend the law relating to the combating and prevention of soil erosion, the conservation, improvement and manner of use of the soil and vegetation and the protection of the water sources</p> | <p>The proposed activity should ensure that soil erosion and soil pollution is avoided during construction and operation.</p> |

4.3 PLANNING AND DESIGN PHASE

The PR should ensure that the management actions detailed below should be adhered to during the period before the construction of the development starts.

Table 4-2: Planning and design management actions

| Aspect | Management Actions |
|--------------------------------|--|
| Stormwater | <ul style="list-style-type: none"> • Stormwater runoff should be accommodated within the street creation to ensure that the natural flow of water is not disturbed. |
| Flora and Fauna (Biodiversity) | <ul style="list-style-type: none"> • Do not clear cut the entire development site, but rather keep the few individual trees/shrubs not directly affecting the developments as part of the landscaping. • Protected trees are not to be removed without a valid permit from the Department of Forestry. |

4.4 CONSTRUCTION PHASE

The management actions listed in **Table 4-3** apply during the construction phase. This table may be used as a guide when developing EMPs for other construction activities within these development areas.

Table 4-3: Construction phase management actions

| Environmental Feature | Impact | Management Actions | Responsible Person |
|----------------------------|---|--|--------------------|
| EMP training | Lack of EMP awareness and the implications thereof. | All construction workers are to undergo EMP training that should include as a minimum the following: <ul style="list-style-type: none"> • Explanation of the importance of complying with the EMP. • Discussion of the potential environmental impacts of construction activities. • Employees’ roles and responsibilities, including emergency preparedness. • Explanation of the mitigation measures that must be implemented when particular work groups carry out their respective activities. | Contractor, PR |
| Conservation of vegetation | Loss of biodiversity | <ul style="list-style-type: none"> • The layout and development design should incorporate existing trees¹. • The Contractor should compile a Plant Management Plan which should include the following as a minimum: <ul style="list-style-type: none"> ○ Trees to be preserved should be marked with paint (or other means to be readily visible) and protected; ○ Trees, which are impossible to conserve, need to be identified and; | Contractor |

¹a “tree” is defined as an indigenous woody perennial plant with a trunk diameter ≥150 mm.

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------------------|----------------------|---|--------------------|
| | | <ul style="list-style-type: none"> ○ The Contractor should apply to the local authority for a permit to remove these trees (prior to removing them). ○ Special protection should be accorded to the protected endemic species, which are to be found within the development area (As per the Forest Act 12 of 2001 and Forest Regulations of 2015). ○ Each tree that is removed needs to be replaced with an indigenous tree species after construction; ○ Some of these trees can be obtained at the National Botanical Research Institute (NBRI) or at a commercial nursery. ● Only a limited width +/- 5 m on the side of roads may be partially cleared of vegetation. ● Workers are prohibited from collecting wood or other plant products on or near work sites. ● No alien species may be planted on or near work areas. | |
| Lay-down areas and materials camp | Loss of biodiversity | <p>Suitable locations for the contractors lay-down areas and materials camp should be identified with the assistance of the PR and the following should be considered in selecting these sites:</p> <ul style="list-style-type: none"> ● The areas designated for the services infrastructure should be used as far possible. | Contractor and PR |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|------------------------------|--|---|--------------------|
| | | <ul style="list-style-type: none"> • Second option should be degraded land. • Avoid sensitive areas (e.g. rivers/drainage lines). | |
| Hazardous waste | Contamination of surface and groundwater sources. | <ul style="list-style-type: none"> • All heavy construction vehicles and equipment on site should be provided with a drip tray. • All heavy construction vehicles should be maintained regularly to prevent oil leakages. • Maintenance and washing of construction vehicles should take place only at a designated workshop area and should not take place on open soil. | Contractor |
| Water, Sewage and grey water | Contamination of surface and groundwater sources and water wasting | <ul style="list-style-type: none"> • The wash water (grey water) collected from the cleaning of equipment on-site should not be left standing for long periods of time as this promotes parasite and bacterial proliferation. • Grey water should be recycled: <ul style="list-style-type: none"> ○ Used for dust suppression; ○ Used to water a vegetable garden, or to support a small nursery; ○ Used (reused) to clean equipment. • Grey water that is not recycled should be removed on a regular basis. • No dumping of waste products of any kind in or in close proximity to water bodies. • Heavy construction vehicles should be kept out of any water bodies and the movement of construction | Contractor |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------|--------|---|--------------------|
| | | <p>vehicles should be limited where possible to the existing roads and tracks.</p> <ul style="list-style-type: none"> • Ensure that oil/ fuel spillages from construction vehicles and machinery are minimised and that where these occur, that they are appropriately dealt with. • Drip trays must be placed underneath construction vehicles when not in use to contain all oil that might be leaking from these vehicles. • Contaminated runoff from the construction sites should be prevented from entering the surface and ground water bodies. • All materials on the construction site should be properly stored. • Disposal of waste from the sites should be properly managed and taken to the designated landfill site in Windhoek. • Construction workers should be given ablution facilities at the construction sites that are located at least 30 m away from any surface water and ground water resources and should be regularly serviced. • Washing of personnel or any equipment should not be allowed on site. Should it be necessary to wash construction equipment these should be done at an area properly suited and prepared to receive and contain polluted waters. | |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------|--|---|--------------------|
| General waste | Visual impact and soil contamination | <ul style="list-style-type: none"> • The construction site should be kept tidy at all times. • All domestic and general construction waste produced on a daily basis should be cleaned and contained daily. • No waste may be buried or burned. • Waste containers (bins) should be emptied regularly and removed from site to a recognised (municipal) waste disposal site. • All recyclable waste needs to be taken to the nearest recycling depot where practical. • A sufficient number of separate bins for hazardous and domestic/general waste must be provided on site. These should be clearly marked as such. • Construction labourers should be sensitised to dispose of waste in a responsible manner and not to litter. • No waste may remain on site after the completion of the project. | Contractor |
| Topsoil | Loss of topsoil and associated opportunity costs | <ul style="list-style-type: none"> • When excavations are carried out, topsoil² should be stockpiled in a demarcated area. • Stockpiled topsoil should be used to rehabilitate post-construction degraded areas and/or other nearby degraded areas if such an area is located a reasonable distance from the stockpile. | Contractor |

² Topsoil is defined here as the top 150mm of surface material, which accounts for the seedbank.

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------|------------------------|--|--------------------|
| Rehabilitation | Visual impact | <ul style="list-style-type: none"> • Upon completion of the construction phase consultations should be held with the local community/property owner(s) regarding the post-construction use of remaining excavated areas (if applicable). • In the event that no post-construction uses are requested, all excavated/degraded areas need to be rehabilitated as follows: <ul style="list-style-type: none"> ○ Excavated areas may only be backfilled with clean or inert fill. No material of hazardous nature (e.g. sand removed with an oil spill) may be dumped as backfill. ○ Rehabilitated excavated areas need to match the contours of the existing landscape. ○ The rehabilitated area should not be higher (or lower) than nearby drainage channels. This ensures the efficiency of revegetation and reduces the chances of potential erosion. ○ Topsoil is to be spread across excavated areas evenly. ○ Deep ripping of areas to be rehabilitated is required, not just simple scarification, so as to enable rip lines to hold water after heavy rainfall. ○ Ripping should be done along slopes, not up and down a slope, which could lead to enhanced erosion. | Contractor, PR |
| Road safety | Injury or loss of life | <ul style="list-style-type: none"> • Demarcate roads to be used by construction vehicles clearly. | Contractor |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|--------------------------|---|--|--------------------|
| | | <ul style="list-style-type: none"> • Off-road driving should not be allowed. • All vehicles that transport materials to and from the site must be roadworthy. • Drivers that transport materials should have a valid driver’s license and should adhere to all traffic rules. • Loads upon vehicles should be properly secured to avoid items falling off the vehicle. | |
| Safety around work sites | Injury or loss of life | <ul style="list-style-type: none"> • Excavations should be left open for the shortest time possible. • Excavate short lengths of trenches and box areas for services or foundations in a manner that will not leave the trench unattended for more than 24 hours. • Demarcate excavated areas and topsoil stockpiles with danger tape. • All building materials and equipment are to be stored only within set out and demarcated work areas. • Only road construction personnel will be allowed within these work areas. • Comply with all waste related management actions stated above in this table. | Contractor |
| Ablutions | Non-compliance with Health and Safety Regulations | <ul style="list-style-type: none"> • Separate toilets should be available for men and women and should clearly be indicated as such. • Portable toilets (i.e. easily transportable) should be available at every construction site: <ul style="list-style-type: none"> ○ 1 toilet for every 15 females. | Contractor |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|---------------------------|------------------------|--|--------------------|
| | | <ul style="list-style-type: none"> ○ 1 toilet for every 30 males. ○ Sewage needs to be removed on a regular basis to an approved (municipal) sewage disposal site in Windhoek. ○ Alternatively, sewage may be pumped into sealable containers and stored until it can be removed. ○ Workers responsible for cleaning the toilets should be provided with environmentally friendly detergents, latex gloves and masks. | |
| Open fires | Injury or loss of life | <ul style="list-style-type: none"> • No open fires may be made anywhere on site. | Contractor |
| General health and safety | Injury or loss of life | <ul style="list-style-type: none"> • A fully stocked first aid kit should permanently be available on-site as well as an adequately trained member of staff capable of administering first aid. • All workers should have access to the relevant personal protective equipment (PPE). • Sufficient potable water reserves should be available to workers at all times. • No person should be allowed to smoke close to fuel storage facilities or portable toilets (if toilets are chemical toilets – the chemicals are flammable). • No workers should be allowed to drink alcohol during work hours. • No workers should be allowed on site if under the influence of alcohol. | Contractor |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|--------------------------|---|---|--------------------|
| | | <ul style="list-style-type: none"> • Building rubble and domestic waste should be stored in skips. • Condoms should be accessible/available to all construction workers. • Access to Antiretroviral medication should be facilitated. | |
| Dust | Nuisance and health impacts | <ul style="list-style-type: none"> • A watering truck should be used on gravel roads with the heaviest vehicle movement especially during dry and windy conditions. However, due consideration should be given to water restrictions during times of drought. • The use of waterless dust suppression means (e.g. lignosulphonate products such as Dustex) should be considered. • Cover any stockpiles with plastic to minimise windblown dust. • Dust protection masks should be provided to workers if they complain about dust. | Contractor |
| Noise | Nuisance impacts | Work hours should be restricted to between 08h00 and 17h00 where construction involving the use of heavy equipment, power tools and the movement of heavy vehicles is less than 500 m from residential areas. If an exception to this provision is required, all residents within the 500 m radius should be given 1 week’s written notice. | Contractor |
| Recruitment of labourers | Negative conflict regarding recruitment | The Contractor should adhere to the below provision as a minimum for the recruitment of labour: | Contractor |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------|------------------------------|--|--------------------|
| | | <ul style="list-style-type: none"> • Adhere to the legal provisions in the Labour Act for the recruitment of labour (target percentages for gender balance, optimal use of local labour and SME’s, etc.). • Recruitment should not take place at construction sites. • Ensure that all sub-contractors are aware of recommended recruitment procedures and discourage any recruitment of labour outside these agreed upon procedures. • Contractors should give preference in terms of recruitment of sub-contractors and individual labourers to those who are qualified and from the project area and only then look to surrounding towns. • Clearly explain to all jobseekers the terms and conditions of their respective employment contracts (e.g. period of employment etc.) – make use of interpreters where necessary. | |
| Communication plan | Negative conflict with I&APs | <p>The Contractor or proponent should draft a Communication Plan, which should outline as a minimum the following:</p> <ul style="list-style-type: none"> • How Interested and Affected Parties (I&APs), who require ongoing communication for the duration of the construction period, will be identified and recorded and who will manage and update these records. • How these I&APs will be consulted on an ongoing basis. | Contractor |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------|------------------------------|--|---------------------|
| | | <ul style="list-style-type: none"> • Make provision for grievance mechanisms – i.e. how concerns can be lodged/ recorded and how feedback will be delivered as well as further steps of arbitration in the event that feedback is deemed unsatisfactory. | |
| General communication | Negative conflict with I&APs | <ul style="list-style-type: none"> • The PR must appoint an ECO to liaise between the Contractor, I&APs, Developer. • The Contractor shall at every monthly site meeting report on the status of the implementation of all provisions of the EMP. • The Contractor should implement the EMP awareness training as stipulated above in this table. • The Contractor must list the I&APs of the project and their contact details with whom ongoing communication would be required for the duration of the contract. This list, together with the Communication Plan must be agreed upon and given to the PR before construction commences. • The Communication Plan, once agreed upon by the Developer, shall be legally binding. • All communication with the I&APs must take place through the ECO. • A copy of the EMP must be available at the site office and should be accessible to all I&APs. | Contractor, ECO, PR |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------|----------------------------|--|--------------------|
| | | <ul style="list-style-type: none"> • Key representatives from the above-mentioned list need to be invited to attend monthly site meetings to raise any concerns and issues regarding project progress. • The Contractor should liaise with the Developer regarding all issues related to community consultation and negotiation before construction commences. • A procedure should be put in place to ensure that concerns raised have been followed-up and addressed. • All people on the I&APs list should be informed about the availability of the complaints register and associated grievance mechanisms in writing by the PR prior to the commencement of construction activities. | |
| Archaeology | Loss of heritage resources | <ul style="list-style-type: none"> • Should a heritage site or archaeological site be uncovered or discovered during the construction phase of the project, a “chance find” procedure should be applied in the order they appear below: <ul style="list-style-type: none"> ○ If operating machinery or equipment, stop work; ○ Demarcate the site with danger tape; ○ Determine GPS position if possible; ○ Report findings to the construction foreman; ○ Report findings, site location and actions taken to superintendent; | Contractor |

| Environmental Feature | Impact | Management Actions | Responsible Person |
|-----------------------|--------|--|--------------------|
| | | <ul style="list-style-type: none"> ○ Cease any works in immediate vicinity; ○ Visit site and determine whether work can proceed without damage to findings; ○ Determine and demarcate exclusion boundary; ○ Site location and details to be added to the project’s Geographic Information System (GIS) for field confirmation by archaeologist; ○ Inspect site and confirm addition to project GIS; ○ Advise the National Heritage Council of Namibia (NHCN) and request written permission to remove findings from work area; and ○ Recovery, packaging and labelling of findings for transfer to National Museum. ● Should human remains be found, the following actions will be required: <ul style="list-style-type: none"> ○ Apply the chance find procedure as described above; ○ Schedule a field inspection with an archaeologist to confirm that remains are human; ○ Advise and liaise with the NHCN and Police; and ○ Remains will be recovered and removed either to the National Museum or the National Forensic Laboratory. | |

4.5 OPERATION AND MAINTENANCE PHASE

The management actions included in **Table 4-4** below apply during the operation and maintenance phase of these developments.

Table 4-4: Operation and maintenance management actions

| Environmental Feature | Impact | Management Actions | Person Responsible |
|------------------------------|--|---|---------------------------|
| EMP training | Lack of EMP awareness and the implications thereof | All contractors appointed for maintenance work on the respective streets must ensure that all personnel are aware of necessary health, safety and environmental considerations applicable to their respective work. | Contractor |
| Water | Surface and groundwater contamination | Ensure that surface run-off water accumulating on-site are channeled and captured through a proper storm water management system to be treated in an appropriate manner before disposal into the environment. | Proponent, Contractor, |
| Dust | Dust impacts | <ul style="list-style-type: none"> • Should dust levels become significant dust suppression techniques should be applied. • Waterless dust suppression means should be utilised within areas experiencing water scarcity. | Proponent |

4.6 DECOMMISSIONING PHASE

The decommissioning of these developments is not foreseen as the intended development is envisaged to be permanent. In the event that this infrastructure development is decommissioned the following management actions should apply.

Table 4-5: Decommissioning phase management actions

| Environmental Feature | Management Actions |
|--------------------------|---|
| Decommissioning activity | Many of the mitigation measures prescribed for construction activity for these developments (Table 4-3 above) would be applicable to some of the decommissioning activities. These should be adhered to where applicable. |

5 CONCLUSION

The management actions included in this report aim to assist in the avoidance, management and/or mitigation of potential impacts on the environment that may result from the proposed activities.

Should the measures recommended in this EMP be implemented and monitored, SPC is confident that the risks identified in the FESR can be reduced to acceptable levels.