



ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN (ESMP)

FOR INFRASTRUCTURE CONSTRUCTION ACTIVITIES AT SIKANDUKO PROPER &
EXTENSION 1, RUNDU KAVANGO EAST REGION
FEBRUARY 2026

Prepared for

Development Workshop Namibia (DWN)

Prepared by

Urban Dynamics Africa (UDA)

UDA Project No: Rundu 1288

Revision No: 01:



DOCUMENT INFORMATION

Title	ESMP for Infrastructure Construction Activities at Sikanduko Proper & Extension 1, Rundu, within the Kavango East Region
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Keywords	Development Workshop, Urban Development, Management Plan
Status	Draft
Report No.	1
Company	Urban Dynamics Africa (Pty) Ltd.
MEFT App Ref	003962
UDA Project No.	Rundu 1288
Date of Report	February 2025

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ACRONYMS AND ABBREVIATIONS

Acronym	Description
BID	Background Information Document
BMZ	Federal Ministry for Economic Cooperation and Development (Germany)
CBO	Community-Based Organisation
DWN	Development Workshop Namibia
ECC	Environmental Clearance Certificate
ECO	Environmental Control Officer
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMA	Environmental Management Act (Act No. 7 of 2007)
ESF	Environmental and Social Framework (World Bank)
ESHS	Environmental, Social, Health and Safety
ESIA	Environmental and Social Impact Assessment
ESMP	Environmental and Social Management Plan
ESS	Environmental and Social Standards (World Bank)
I&APs	Interested and Affected Parties
IFC	International Finance Corporation
ILO	International Labour Organization
KfW	Kreditanstalt für Wiederaufbau (German Development Bank)
KP	Knight Piésold Consulting (Pty) Ltd
MEFT	Ministry of Environment, Forestry and Tourism
MURD	Ministry of Urban and Rural Development
NamWater	Namibia Water Corporation
Nored	Northern Regional Electricity Distributor
OHS	Occupational Health and Safety
PPE	Personal Protective Equipment
POS	Public Open Space
RTC	Rundu Town Council
UDA	Urban Dynamics Africa

1 INTRODUCTION

Development Workshop Namibia (DWN) is planning to construct bulk infrastructure and roads for the Sikanduko Proper and Sikanduko Extension 1 township development in Rundu, Kavango East Region (the "Project"). The Project will be developed on Portions 157 and 158 of the Remainder of Farm Rundu Town and Townlands No. 1329. The construction will be carried out by the contractor ([Insert Contractor's Name]) and supervised by the Implementation Consultant Knight Piésold Consulting (Pty) Ltd.

The purpose of this Environmental and Social Management Plan (ESMP) is to outline the key environmental and social commitments that will guide the construction phase of the Project. The ESMP includes measures to manage environmental aspects such as air quality, biodiversity, water contamination, and waste, as well as social aspects like worker and community safety, engagement with local stakeholders, and the protection of human rights.

This document also provides an overview of how environmental and social commitments will be managed throughout the project, detailing the roles and responsibilities of DWN, the Implementation Consultant, and the Contractor. The ESMP will be updated as the Project progresses to reflect stakeholder feedback and any new environmental or social considerations.

1.1 REGULATORY CONTEXT AND PURPOSE OF THIS ESMP

This ESMP is submitted in support of the Environmental Scoping Assessment and the application for an Environmental Clearance Certificate (ECC) for the Sikanduko Proper and Extension 1 township development.

The ESMP provides environmental management measures proportionate to the nature and scale of the proposed township servicing activities, as identified through the scoping process undertaken in accordance with the Environmental Management Act, 2007 (Act No. 7 of 2007) and the Environmental Impact Assessment Regulations, 2012.

In addition to scoping-level environmental management measures, the ESMP includes construction-phase environmental and social management provisions required by the Proponent and funding partners for on-site implementation and operational control. The inclusion of construction-phase measures is intended to demonstrate proactive environmental management and good practice during implementation and does not indicate increased project risk, nor does it imply the requirement for a full Environmental and Social Impact Assessment.

Detailed implementation procedures, contractor responsibilities, and site-specific management arrangements contained in this ESMP will be applied during the construction phase following the issuance of the Environmental Clearance Certificate and in accordance with applicable national legislation.

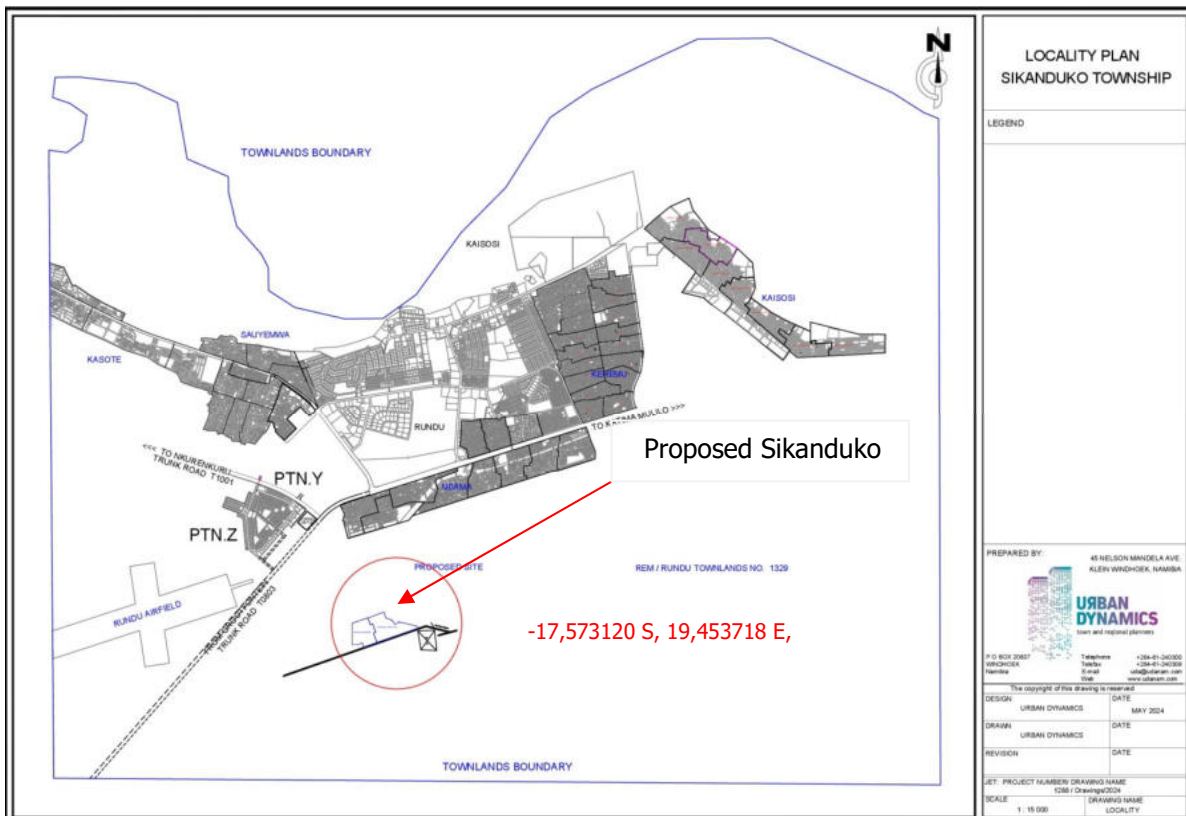
2 PROJECT DESCRIPTION

This section provides an overview of the Project, including its location, ownership, surrounding land uses, biophysical environment, proposed development, construction activities, and key stakeholders. The information presented provides the context within which the ESMP will be implemented during the construction phase.

2.1 LOCALITY OF THE PROJECT

The Project site is located at coordinates 17.292356° South and 16.184629° East on Portions 157 and 158 of the Remainder of Farm Rundu Town and Townlands No. 1329, within the Kavango East Region, Registration Division A. The site is situated south of the C45 Road, within the urban expansion area of Rundu.

Figure 1: Locality of the Project Site



2.2 OWNERSHIP, SIZE, SHAPE, AND LAND USE ACTIVITIES

The Rundu Town Council, as the owner of the Remainder of Farm Rundu Town and Townlands No. 1329, subdivided the townlands into Portions 157 and 158, and Remainder. DWN received approval from the Rundu Town Council to establish two new townships on new Portions 157 and 158. The total area is approximately 339,308 m² in extent, distributed as follows:

Table 1: Portions Sizes

PORTIONS 157 AND 158		
PORTIONS	Total Area (Sqm)	Zoning
Portion 157	146,155	Undetermined
Portion 158	193,153	Undetermined

Previously, the site was used for crop farming, livestock grazing, and informal structures. Large trees were cleared for farming and wood harvesting. A recently installed Nored power line supplies electricity to a nearby school, and sand spoor roads cross the area. As of June 2024, approximately 40 new informal structures have been constructed on-site.

2.3 SURROUNDING ACTIVITIES

The surrounding activities comprise of informal settlements homesteads, cleared fields, grazing areas, and two schools.

2.4 ACCESS AND UTILITY SERVICES

The site is accessible via track spoors connected to the main road. NamWater supplies water to formal areas, with communal taps for informal settlements, and a nearby borehole supports future demand. Electricity is provided by NamPower through Nored, with a substation at a nearby school. The area uses septic tanks and pit latrines due to the lack of a sewer network. Communication services include cell networks, radio, and newspapers.

2.5 BIOPHYSICAL ENVIRONMENT

The biophysical environment of the site is a crucial consideration for the proposed development. The following key environmental features are present on the site:

- **Topography:** The site has a gentle downward slope (1,103 meters above sea level) towards the Ndonga River, located approximately 1.7 km to the east. This topographical feature, combined with the site's elevation, indicates a low risk of flooding.
- **Climate:** Rundu experiences a tropical climate characterized by distinct wet and dry seasons. Average temperatures range from 13°C in June to 35°C in October. The region receives approximately 600 mm of annual rainfall, primarily during the wet season from November to March. Prevailing wind directions in Rundu are predominantly from the east-northeast (ENE), with wind speeds varying between 2.2 and 6.7 mph, and occasional gusts up to 20.1 mph.

- **Soil:** The site features sandy, well-drained soil that is porous and susceptible to erosion. The soils have low organic matter content and nutrient retention, which pose challenges for agriculture and vegetation growth without soil management interventions. Given its sandy nature, erosion could occur during heavy rainfall or disturbance, so erosion control measures will be necessary during construction to prevent soil degradation.
- **Vegetation:** The site lies within the Broadleaved Trees and Shrub Savanna biome, characterized by an open landscape with scattered trees and shrubs. Key species include Kiat (Pterocarpus angolensis) and Monkey Orange (Strychnos species). The vegetation cover has been impacted by previous agricultural activities, such as crop farming, overgrazing, and wood harvesting. This has led to a reduction in the overall plant cover, with significant degradation in certain areas.
- **Habitat & Protection Status:** The site is not designated as a protected area; however, it does contain protected tree species, and conservation efforts are necessary to preserve them. Apart from the scattered trees, no other environmentally sensitive areas have been identified on the site. The development is expected to have minimal direct impacts on the surrounding biophysical environment, though mitigation measures will be implemented to preserve protected species.

2.6 PROJECT OVERVIEW AND PROPOSED DEVELOPMENT

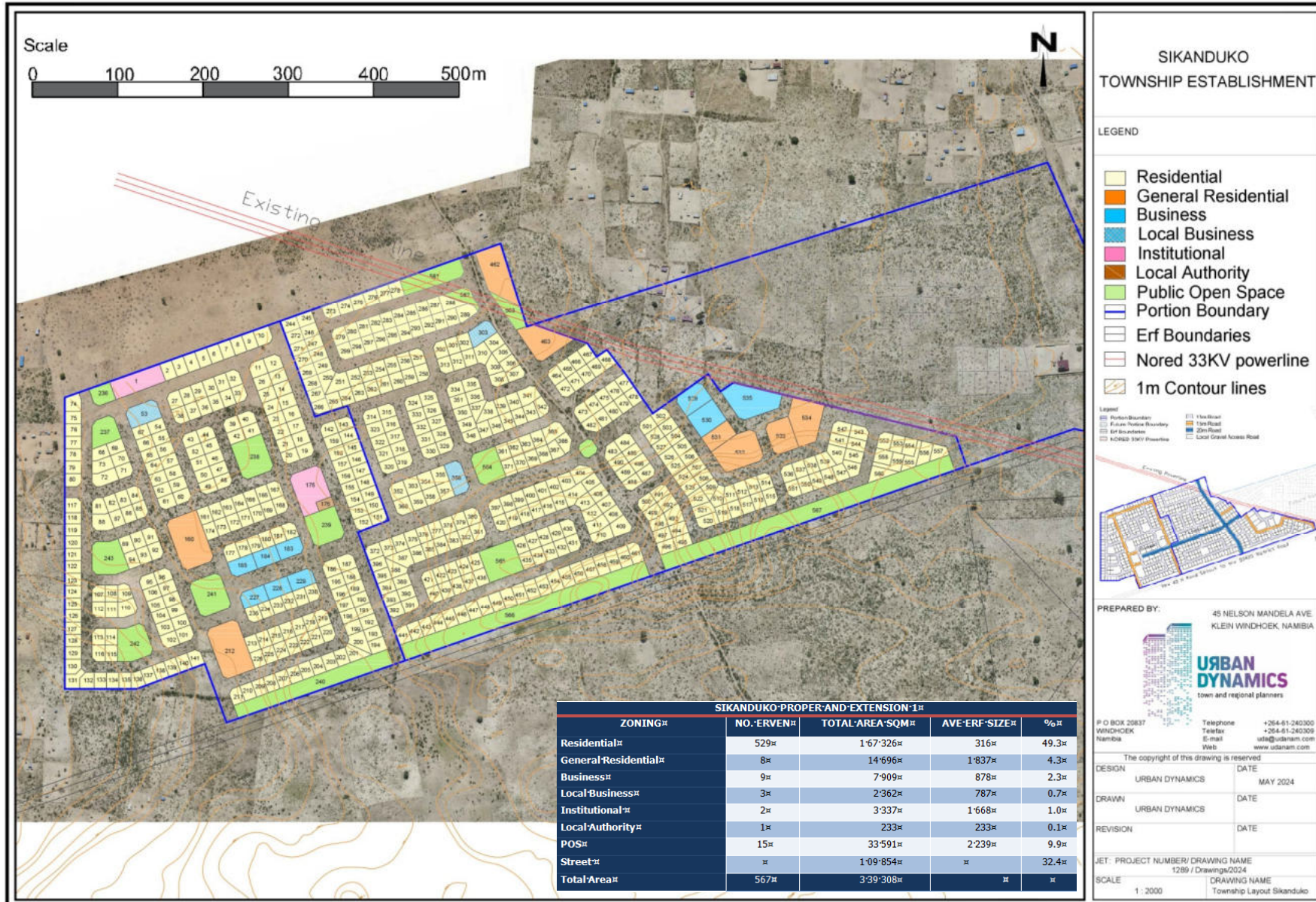
Table 2 provides an overview of the proposed erf sizes and zonings for Sikanduko Proper & Extension 1, while Figure 2 shows the layout of the new townships. The Sikanduko Proper and Sikanduko Extension 1 township development involves the rezoning of currently undetermined land to accommodate residential, business, institutional, and public open space (POS) land uses.

The proposed development includes approximately 567 erven, supported by a structured internal road network and bulk infrastructure services. Key components include water supply infrastructure, electricity supply infrastructure, and water storage facilities to support sustainable township development.

Table 2: Proposed Erf Sizes and Zonings – Sikanduko Proper & Extension 1

SIKANDUKO PROPER AND EXTENSION 1				
ZONING	NO. ERVEN	TOTAL AREA SQM	AVE ERF SIZE	%
Residential	529	1 67 326	316	49.3
General Residential	8	14 696	1 837	4.3
Business	9	7 909	878	2.3
Local Business	3	2 362	787	0.7
Institutional	2	3 337	1 668	1.0
Local Authority	1	233	233	0.1
POS	15	33 591	2 239	9.9
Street		1 09 854		32.4
Total Area	567	3 39 308		

Figure 2: Draft Layout of Sikanduko Proper and Extension 1



2.7 CONSTRUCTION ACTIVITIES

Construction activities will be implemented in phases under DWN's Component 1: Land Delivery Programme. The objective is to ensure that all essential bulk infrastructure and road networks are established to support township development.

2.2.1 Site Preparation and Clearance

Site preparation will include:

- Clearing of vegetation and debris within approved development boundaries;
- Excavation and earthworks for roads and infrastructure;
- Stockpiling of excavated material for reuse where feasible;
- Implementation of erosion control and dust suppression measures, particularly near schools and residential areas.

2.3.1 Road and Infrastructure Construction

a) Road Construction. The internal road network will comprise:

- Arterial roads (20 m reserves);
- Distributor roads (15 m reserves);
- Access roads (13 m reserves).

b) Water Supply Infrastructure

- Installation of a 1 km pipeline connecting to an existing borehole;
- Installation of a 2.5 km pipeline supplying water to the Ndama area.

c) Electricity Supply Infrastructure

- Installation of a 1 km underground bulk electricity line;
- Construction of two substations.

d) Reservoir Construction

- Construction of a 50 m³ ground steel reservoir;
- Construction of a 250 m³ elevated water tank;
- Water supply from existing and additional boreholes.

2.8 DEVELOPMENT STAKEHOLDERS

Key stakeholders involved in the Project include government authorities, consultants, contractors, funding partners, and local communities. Their roles and involvement are summarised in Table 3 and Table 4, covering planning, construction, and handover phases.

Table 3: Main Stakeholders' Involvement Timeline

Stakeholder	Pre-Planning Phase	Design & Approval / Pre-Construction Phase	Construction Phase	Handover / Operational Phase
Rundu Town Council				
Development Workshop Namibia (DWN)				
Funding Partners				
Affected and Interested Parties (Local Communities)				
Urban Dynamics Africa (UDA)	—			—
Knight Piésold (Engineer)	—			
MURD	—			—
MEFT	—			—
Herman Strydom (Land Surveyor)	—			
Conveyancers	—	—	—	
Contractor (to be appointed)	—	—		

Table 4: Development Stakeholders Role

STAKEHOLDER	ROLE / RESPONSIBILITY	ENGAGEMENT OR KEY ACTIONS	INDICATIVE TIMELINE
RUNDU EENHANA TOWN COUNCIL	Overall authority for township establishment, planning coordination, and approvals.	Planning and arranging development agreement with DWN; Approvals by CEO and Council resolutions; Technical arrangements with service providers and Engineering Department; Review and consent before MURD approval; Ongoing oversight and community liaison.	Planning to project handover.

STAKEHOLDER	ROLE / RESPONSIBILITY	ENGAGEMENT OR KEY ACTIONS	INDICATIVE TIMELINE
DEVELOPMENT WORKSHOP NAMIBIA (DWN)	Implementation consultant, technical coordinator, and project facilitator.	Project conceptual planning support and strategy; Technical coordination with UDA, Knight Piésold, and surveyors; Stakeholder engagement and community consultation facilitation; Preparation and implementation of ESMP and ESHS measures; On-site supervision and construction monitoring; Capacity building and training for contractors and local stakeholders.	Entire project lifecycle.
FUNDING & DEVELOPMENT PARTNERS	Provide financial and technical support.	Support for planning, design, and implementation.	All phases.
LOCAL COMMUNITIES AND RESIDENTS	Primary beneficiaries and directly affected stakeholders.	Public consultations, feedback meetings, grievance mechanism participation.	Throughout the project lifecycle.
URBAN DYNAMICS AFRICA (UDA)	Township layout design, statutory planning application, and consultation.	Prepare and submit layout to Town Council for initial approval; Submit final layout to MURD for statutory approval; Prepare Screening Report and ECC application to MEFT; Facilitate community engagement during planning and approval stages.	Planning phase.
KNIGHT PIÉSOLD (KP) CONSULTING (KP)	Engineering design, monitoring and sign-off on construction activities.	Technical design, construction monitoring, and quality assurance.	Planning to construction phase.
MINISTRY OF URBAN AND RURAL DEVELOPMENT (MURD)	Approves township establishment application.	Review and statutory final approval.	During layout application stage.

STAKEHOLDER	ROLE / RESPONSIBILITY	ENGAGEMENT OR KEY ACTIONS	INDICATIVE TIMELINE
MINISTRY OF ENVIRONMENT, FORESTRY AND TOURISM (MEFT)	Approves ECC and ensures environmental compliance.	ECC application review and decision-making.	Pre-construction phase.
STRYDOM & ASSOCIATES (LAND SURVEYOR)	Aerial photography, cadastral surveys, and final layout confirmation.	Provide aerial mapping for planning and design; Conduct cadastral surveys and confirm layout boundaries.	Planning stage.
CONVEYANCERS	Legal registration of townships and erven.	Registration of legal documents and follow-ups.	Post-approval phase.
CONTRACTORS (TBC)	Construction and infrastructure implementation.	ESMP compliance, on-site environmental and social management.	Construction phase.

3 ROLES AND RESPONSIBILITIES

This section outlines the roles and responsibilities of the key stakeholders involved in the implementation and management of the ESMP during the construction phase of the infrastructure development project. The purpose of the ESMP is to ensure compliance with environmental legislation and best practices while effectively managing the environmental impacts associated with the Project. Successful implementation requires coordination between DWN, contractors, and other involved entities

3.1 DEVELOPMENT WORKSHOP NAMIBIA (DWN)

The DWN the Implementation Consultant is responsible for the overall environmental management during the construction phase of the infrastructure development for Sikanduko Proper and Extension 1. This includes the following responsibilities:

- Ensuring compliance with all relevant national environmental legislation, as well as the environmental controls and mitigation measures outlined in this ESMP.
- Ensuring that design and planning comply with national environmental requirements and align with best practice guidelines.
- Monitoring the performance of contractors and subcontractors involved in providing the workforce, supplies, and services.

- Acting as the point of contact for consultation and feedback with stakeholders and the public (stakeholder engagement).
- Providing training to construction workers to raise awareness on environmental management topics and ensure the implementation of this ESMP.

The Programme Manager is ultimately responsible for the implementation of this ESMP, while the Health and Safety (E&S) Manager at DWN is responsible for supporting and guiding contractors on environmental management and the implementation of this ESMP.

3.2 CONTRACTORS

The Contractor (**name to be confirmed**) is required to fulfil the commitments outlined in this ESMP and ensure that its subcontractors (if any) adhere to this ESMP. This includes the following:

- Conducting monitoring and on-site audits to verify the implementation of the ESMP and reporting findings to the Project Environmental Advisor (PEA).
- Communicating any environmental issues or incidents to DWN immediately.
- Supporting DWN with the training of construction workers to raise awareness of environmental management and the general implementation of the ESMP.

(The appointed contractor details will be inserted prior to construction commencement, and this ESMP will be updated accordingly.)

3.3 OTHER ENTITIES

The Rundu Town Council will be informed about the ESMP and involved in its implementation. In addition, the responsibilities of other relevant authorities will be outlined as necessary.

3.4 TRAINING

DWN will provide Induction Training to all its employees and contractor personnel working on the Project before early works begin. This Induction Training will be conducted for all new workers, as well as those joining the construction site later during construction activities. The aim of the training is for DWN employees and contractor personnel (including sub-contractors) to understand:

- The mitigation measures included in this ESMP and how they will be implemented on-site, along with the responsibilities associated with these measures.

- The environmental sensitivities of the area (if any) where the infrastructure development for Sikanduko Proper and Extension 1 will be constructed and operated.
- Occupational Health and Safety (H&S) rules at the construction site (e.g., personal protective equipment, rules of conduct, first aid).
- The Grievance Mechanism and basic worker rights (see 8 Core Labour Standards below).
- How to handle enquiries/questions/grievances from the public or local stakeholders.
- Interaction rules with people living near the construction site (Code of Conduct) and how to handle unauthorised visitors.
- How to deal with unforeseen incidents or emergency situations.
- The roles and responsibilities within DWN, contractors, sub-contractors, and workers concerning environmental issues.

DWN will keep records of the training sessions, and training will be repeated as needed throughout the construction activities. The training should cover the topics outlined above, with additional topics added as necessary. Refresher training may also be required. It is the responsibility of DWN and the contractor to prepare a detailed training plan, particularly for construction workers.

4 PROJECT STANDARDS

The Sikanduko Proper and Extension 1 Project has undergone a scoping assessment to identify potential environmental and social risks during the construction phase. This section outlines the standards, guidelines, and regulations that will govern the Project's environmental and social performance throughout its construction and operational phases. These standards ensure that the Project complies with relevant national and international laws, promoting sustainable development while minimising impacts on both the environment and the local community. By following these frameworks, the Project will effectively address risks and contribute to long-term positive outcomes.

4.1 REGULATORY FRAMEWORK

The regulatory framework for the Sikanduko Proper and Extension 1 Project is based on various national laws, policies, and regulations. Below are the key themes and their related legislation, including the provisions and Project implications:

Table 5: Regulatory Framework

THEME	LEGISLATION	PROVISION	PROJECT IMPLICATIONS
NATIONAL ENVIRONMENTAL	The Constitution of the Republic of Namibia First Amendment Act, 34 of 1998	Article 16(1) guarantees property rights; Article 95(i) mandates sustainable ecosystem management.	Supports freehold title ownership and mandates sustainable environmental management.
	Environmental Management Act, 7 of 2007	Section 27 requires environmental assessments for significant projects; Section 2(b-c) mandates public participation.	Requires obtaining an Environmental Clearance Certificate (ECC) and conducting public consultations.
	EIA Regulations GN 57/2007 (GG 3812)	Section 10(1) lists activities requiring environmental clearance, including public roads, pipelines, and water abstraction.	Must follow ECC procedures and conduct public consultations as per regulations.
	Environmental Management Act, 7 of 2007	Regulates noise pollution, dust control, and land rehabilitation.	Construction activities must minimize noise, control dust, and restore disturbed land to prevent hazards to nearby communities.

THEME	LEGISLATION	PROVISION	PROJECT IMPLICATIONS
INFRASTRUCTURE	EIA Regulations GN 57/2007 (GG 3812)	Section 10.1(a) covers pipeline construction; Section 10.1(b) covers public roads.	ECC must be obtained for infrastructure development, including pipelines and roads.
HAZARDOUS SUBSTANCES	EIA Regulations GN 57/2007 (GG 3812)	Section 9.1 regulates hazardous substances; Section 9.2 covers pollution, effluent, and waste permits.	Requires safe handling, storage, and disposal of hazardous substances per legal requirements.
WATER ABSTRACTION	EIA Regulations GN 57/2007 (GG 3812)	Section 8.2 prohibits groundwater abstraction beyond legal thresholds.	Water abstraction permits may be required for project activities.
ROAD & INFRASTRUCTURE	EIA Regulations GN 57/2007 (GG 3812)	Section 10.2 regulates road construction.	ECC is required for road development and related infrastructure.
FORESTRY	Forestry Act, 12 of 2001	Section 22(1) prohibits removal of trees without a permit.	Permits are required for removal of protected species; environmental safeguards must be in place.
FORESTRY	Forest Regulations GN 170/2015 (GG 5801)	Section 13.2 prohibits removal of protected species without special permission.	Must secure permits before removing protected plant species.

THEME	LEGISLATION	PROVISION	PROJECT IMPLICATIONS
HEALTH & SAFETY	Labour Act, 11 of 2007	Regulates employee rights, conditions of employment, and prohibits child/forced labour.	Requires compliance with labour laws and promotion of local employment.
	Public and Environmental Health Act of 2015 (GG 5740)	Regulates health standards, waste management, and water quality.	Contractors must ensure compliance with health and safety regulations.
	Health and Safety Regulations of 2011 (GN 156/2011)	Covers workplace safety, protective equipment, and accident prevention.	Occupational health and safety measures must be in place.
ATMOSPHERIC POLLUTION	Atmospheric Pollution Prevention Ordinance No. 45 of 1965	Regulates emissions, including noxious gases, smoke, and dust.	Air emissions permits may be required.
ARCHAEOLOGY	National Heritage Act, 27 of 2004	Section 48(1) requires permits for activities impacting heritage sites.	Any archaeological findings must be reported to the National Heritage Council.
	Burial Place Ordinance 27 of 1966	Prohibits disturbance of graves.	If graves are encountered, proper exhumation procedures must be followed.

THEME	LEGISLATION	PROVISION	PROJECT IMPLICATIONS
SOIL CONSERVATION	Soil Conservation Act, 76 of 1969	Regulates soil erosion prevention and conservation.	Measures must be implemented to prevent soil erosion and degradation.
	LAND USE	Urban and Regional Planning Act, 7 of 2018	Regulates township establishment, amendments, and rezoning.
WASTE MANAGEMENT	Rundu Amended Town Planning Scheme No. 2 (GG 5076)	Defines permitted land uses in Rundu.	Project must comply with the Rundu Town Planning Scheme.
	Waste Management and Pollution Control Act	Regulates solid and hazardous waste disposal.	Requires compliance with waste management and effluent discharge standards.
	Hazardous Substances Ordinance, 14 of 1974	Regulates hazardous material handling and disposal.	Safe handling and disposal of hazardous materials must be ensured.
	Labour Act, 11 of 2007	Ensures fair working conditions and prohibits discrimination.	Requires fair wages, skills development, and non-discriminatory employment practices.
	Gender Policy	Promotes women's empowerment in employment.	Equal employment opportunities for women must be ensured.

THEME	LEGISLATION	PROVISION	PROJECT IMPLICATIONS
CHILD LABOUR	Labour Act, 11 of 2007	Section 1.4(b) prohibits child labour and underage employment in hazardous occupations.	Strictly prohibits child labour; compliance with employment age requirements is mandatory.
	ILO Convention 138 (1973)	Sets minimum employment age at 13 for non-hazardous work and 18 for hazardous work.	Aligns with international standards to prevent child labour.
	Child Care and Protection Act, 3 of 2015	Section 8(1) bans child labour in all sectors.	No child labour allowed; legal protections must be upheld.
WORKER RIGHTS	ILO Convention 29 (1930)	Prohibits forced labour.	Must ensure no forced labour practices.
	ILO Convention 87 (1948)	Guarantees workers' right to join trade unions.	Workers must have the right to union membership and organisation.
	ILO Convention 98 (1949)	Protects the right to collective bargaining.	Workers' rights to collective bargaining must be upheld.
	ILO Convention 100 (1951)	Requires equal pay for equal work.	Must ensure gender pay equality.
	ILO Convention 111 (1958)	Prohibits employment discrimination.	Hiring and working conditions must be non-discriminatory.

4.2 INTERNATIONAL LENDER STANDARDS

The Sikanduko Proper and Extension 1 Project is funded through official development assistance from the Government of the Federal Republic of Germany. As such, the Project must comply with the requirements of the Kreditanstalt für Wiederaufbau (KfW) Development Bank.

All project activities will be implemented in accordance with KfW's Sustainability Guideline (2021), which requires compliance with applicable Namibian environmental and social legislation, as well as the relevant World Bank Environmental and Social Standards (ESS). In addition, the World Bank Group's Environmental, Health and Safety (EHS) Guidelines and the core labour standards of the International Labour Organization (ILO) shall be applied.

While the World Bank Environmental and Social Framework (ESF) provides the overarching context for sustainable development, KfW requires the application of the relevant ESS only, rather than the full ESF. The applicability of individual ESS to this Project has been considered based on the scope, location, and construction-related risks, and will be confirmed and managed through the implementation of this ESMP.

5 STAKEHOLDER ENGAGEMENT AND GRIEVANCE MECHANISM

DWN will ensure that the local communities are informed early about the planned project, timelines, expected impacts, and communication channels and should assign personnel in charge of engaging with stakeholders. DWN will also seek feedback from the communities about the Project.

As part of its community liaison process, DWN will initiate and implement a Grievance Mechanism to ensure that all stakeholders' comments, suggestions, and objections are captured and considered. The Grievance Mechanism for this project is attached as **Annexure 2**. This will enable the affected community and the workers to express their concerns and any complaints directly to DWN. Contact details and information on the procedure, including the grievance form, will be distributed to the local communities. It is envisaged that general grievances should be responded to within 20 working days after receipt. All comments and complaints will be investigated by the DWN, and appropriate action will be taken as necessary. Records of all complaints and actions will be maintained on-site.

Public consultation is a vital aspect of the Environmental Assessment (EA) process, enabling Interested and Affected Parties (I&APs) to express their perspectives and concerns about the project. This practice ensures compliance with the Environmental Management Act (EMA) and its Environmental Impact Assessment (EIA) Regulations. It fosters collaboration and assists the Environmental Assessment Practitioner (EAP) in thoroughly assessing potential impacts, the necessity for further investigations, and potential mitigation measures.

According to the Environmental Management Act (Act No. 7 of 2007) of Namibia, the environmental practitioner is responsible for overseeing the evaluation of social and environmental impacts, finalising the application process, and facilitating public engagement with Interested and Affected Parties (I&APs). To meet these obligations, the EIA process involves establishing an I&AP database, maintaining an issue and response register, and disseminating all draft and final documents to registered stakeholders.

5.1 METHODS

The public consultation process for the Sikanduko Proper and Extension 1 Project was undertaken in accordance with the Environmental Management Act (Act No. 7 of 2007) and the Environmental Impact Assessment Regulations. A range of communication methods was used to inform Interested and Affected Parties (I&APs) about the proposed development and to provide opportunities for participation and feedback. These methods are summarised below.

Table 6: Public Consultation Methods Used

METHOD	DESCRIPTION	DATE / DURATION
Newspaper Notices	Newspaper notices were placed in two newspapers simultaneously for two consecutive weeks. The notices provided a brief description of the proposed development and its location, and invited members of the public to attend the public meeting and register as Interested and Affected Parties (I&APs).	Published in <i>The Namibian</i> and <i>The New Era</i> on 5 and 12 October 2023
Background Information Document (BID)	A comprehensive Background Information Document (BID) describing the proposed township development was prepared and distributed to all identified and registered I&APs via email.	Distributed on 9 August 2021
Site Notice	A notice was erected at the project site to inform the local community and passers-by about the proposed development and the ongoing public consultation process.	During the public consultation period
Notification to Surrounding Property Owners	Surrounding property owners were directly notified of the public meeting to ensure that those potentially affected by the development were aware of the consultation process and had an opportunity to participate.	21 October 2023
Consultation with Authorities	The Namibia Civil Aviation Authority was consulted regarding the proposed development.	During the public consultation process
Town Council Notice Board	Notices related to the proposed development and the scheduled public meeting were displayed on the Rundu Town Council Notice Board to inform the broader community and relevant authorities.	Prior to the public meeting
Public Meeting	A public meeting was held by representatives of Urban Dynamics Africa, Rundu Town Council, and Development Workshop Namibia (DWN). The meeting provided an opportunity for I&APs to ask questions, raise concerns, and provide comments on the proposed development.	

6 REGISTER OF E&S ASPECTS

This section presents the Environmental and Social (E&S) Aspects Register for the Sikanduko Proper and Sikanduko Extension 1 Project. The register identifies the key environmental, social, health, and safety aspects associated with the construction phase and outlines the corresponding mitigation measures to be implemented through the ESMP).

The ESMP Action Table captures the minimum mitigation, management, and monitoring measures required for the Project and is based on the standard KfW Environmental and Social (E&S) bidding documents. The measures presented are intended to ensure compliance with national legislation, KfW Sustainability Guidelines, and applicable international best practice. The ESMP Actions Table is structured around the following thematic components:

Table 7: Generic and Site-Specific Environmental Management Actions

THEME:	OBJECTIVE:	MITIGATION DETAIL:	
		GENERIC:	SITE-SPECIFIC:
GENERAL REQUIREMENTS FOR ESHS MANAGEMENT:	Focusing on the community's well-being near the construction site.	PLAN COMPONENT A	YES
PROTECTION OF THE ENVIRONMENT:	Minimise the effect of the activity and protect the social environment in which it is happening.	PLAN COMPONENT B	YES
WORKERS HEALTH & SAFETY:	Prioritise the health and safety of construction workers.	PLAN COMPONENT C	YES
LABOUR AND RELATIONS WITH LOCAL COMMUNITIES:	Ensure the protection and wellbeing of all stakeholders involved in the construction project.	PLAN COMPONENT D	YES

DWN, together with the appointed Contractor, shall use this ESMP Actions Table as a guiding framework and adapt it to the specific characteristics, risks, and conditions of the Project site, as identified through site assessments and ongoing monitoring. The ESMP Actions Table shall therefore not be applied "as is", but refined to ensure that it is proportionate to the Project's scale, risks, and anticipated environmental and social impacts.

The ESMP Actions Table forms an integral part of the ESMP Report and shall be implemented throughout the construction phase. In addition, the "Do and Don't Table" (Appendix 1) provides general best-practice guidance for construction activities and shall be applied at all times, irrespective of specific mitigation measures identified in this EMP.

6.1 PLANNING AND DESIGN

The Project shall be planned and designed by Urban Dynamics Africa in collaboration with Development Workshop Namibia (DWN), taking into account the following key environmental and social considerations:

- Avoid the acquisition of private land and the resettlement of people wherever possible.
- Avoid forests, protected areas, and ecologically sensitive environments.
- Avoid culturally sensitive areas, including places of worship, sacred trees, and heritage features.
- Design the Project to:
 - Enable routine operation and maintenance by local authorities and beneficiaries.
 - Apply low-maintenance and context-appropriate design solutions based on regional experience.
 - Ensure adequate ventilation and resilience to severe weather and natural hazards.
 - Where feasible, develop a maintenance plan in consultation with beneficiaries.
- Maximise the use of local resources and materials to reduce construction traffic and associated impacts.
- Minimise the use of natural resources, including construction materials, water, and land.
- Incorporate climate-friendly design principles to reduce the Project's carbon footprint and support climate resilience.
- Engage early and continuously with surrounding communities, neighbouring land users, and local decision-makers during planning and construction to identify sensitivities and address concerns.
- Establish a grievance mechanism for workers and the public during the planning phase.
- Prioritise the employment of unskilled and skilled labour from local communities where available.
- Conduct Induction Training for all workers prior to the commencement of construction activities, as outlined in this ESMP.
- Establish core E&S management procedures at the planning stage, including:
 - Incident reporting procedures (including accidents, near misses, and environmental incidents);
 - A combined grievance mechanism for workers and communities;
 - Recruitment and labour management procedures;
 - Training procedures and materials covering occupational health and safety, community health and safety, and environmental sensitivities.

7 PROJECT IMPLEMENTATION - ESMP

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.1 A. GENERAL REQUIREMENTS FOR ESHS MANAGEMENT				
<u>A1. Responsibilities and Liabilities</u>	Ensure that all workers, suppliers and possible subcontractors are familiar and comply with the ESHS requirements and specifications of this ESMP.	Induction training performed and recorded. Contracts with subcontractors and suppliers	Contractor/DWN	Review of training records Review of Contracts to ensure that Project requirements are included
	Adjust this ESMP template to be project specific, define the frequency of the monitoring procedure and share it with DWN and KfW. Identify if further Management Plans are required and prepare these.	Final Project-specific ESMP Requisite Management Plans	Contractor/DWN	Review final ESMP and Management Plans prior to commencement of work 'No objection' from KfW for final ESMP
<u>A2. Resources allocated to ESHS Management</u>	Assign ESHS responsible staff ¹ and define the requirements and responsibilities. Define person(s) responsible for contact with stakeholders (Relations officer or Community Liaison officer)	Document assigned responsibilities. Inform the relevant authorities/stakeholders about the ESHS responsible staff.	Contractor/DWN	Review assignment of ESHS responsibilities. Records of notification to stakeholders

¹ Note: in many legislations an ESHS manager is required on sites employing 50 workers or more

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.1 A. GENERAL REQUIREMENTS FOR ESHS MANAGEMENT				
A3. Reporting	Reporting of progress and incidents, accidents, observations, near misses.	Final Project-specific ESMP (note monitoring and reporting requirements) Records of ESHS and incident reporting	Contractor/DWN	Review E&S Monitoring Checklist E&S audits
A4. Code of Conduct	Establish a Code of Conduct taking into consideration legislation, safety rules, substance abuse, environmental sensitivity, communicable diseases, gender issues (sexual harassment), respect for local beliefs and customs, community interactions etc.	Code of Conduct in place and rules shared with personnel (see Annex 1)	Contractor/DWN	Review of Code of Conduct induction records Review of reported punishable or misconduct behaviour Review of grievance records
A5. ESHS Training	Provide induction, training, and awareness to the workforce regarding ESHS risks and mitigation measures (including indirect workers) tailored to Project scope.	Training performed and recorded	Contractor/ DWN	Review of ESHS induction and training records

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.2 B. PROTECTION OF THE ENVIRONMENT:				
B1. Protecting Nearby Areas	Ensure that worksite boundaries are clearly marked and that sensitive areas like schools, water sources, and residential zones are protected.	Marking the borders of works site boundaries in line with given limits and usage of warning signs	Contractor/DWN	Inspect the site before starting any work. DWN will monitor during inspections
	Ensure that work site boundaries and limits are in accordance with plans agreed upon in advance. All construction activities should be carried out within boundaries.	Marking the borders of works site boundaries and usage of warning signs	Contractor/DWN	Inspect the site before and during the work. DWN will monitor during inspections.
	Ensure that means of protection are in place to avoid or minimise adverse effects on vegetation, soils, groundwater and surface water, biodiversity, natural drainage and the water quality in areas within the works area. Construction methods to minimise impacts to the extent possible.	No impacts identified in the adjacent environment	Contractor/DWN	Site assessment prior to site selection. Site inspection prior to commencement of activities. Regular monitoring of adjacent natural resources.
	Minimise visual impacts by good house-keeping and erecting screens if required	Visual inspection and comparison with adjacent undisturbed areas.	Contractor /DWN	Site inspection Review of grievance records
	After construction, stabilise the land, ensure proper drainage, and restore the land for long-term use.	Visual inspection and comparison with adjacent undisturbed areas.	Contractor /DWN	Site inspection at completion

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.2 B. PROTECTION OF THE ENVIRONMENT:				
B11. Selection of borrow areas, backfill material stockpile sites and access road	Borrow areas and stockpile sites will be limited to Rundu Town Council–approved locations within the townlands to be excavated, backfill material stockpile locations and access roads if applicable to the project.	Designated areas selected	Contractor /DWN	Once during site selection
	Deposit any excess material in areas approved by local authorities	Designated areas selected	Contractor /DWN	Once during site selection
B12. Pollution prevention	Ensure all works carried out minimise pollution risk (e.g. liquid effluents, air emissions, noise management, vehicle and equipment maintenance and selection, fuel, oil and chemical storage and handling) including the whole duration of the Project.	Ensure that potential pollutants are not stored and handled within 50 m of sensitive receptors (particularly boreholes).	Contractor /DWN	Regular site inspection Review of grievance records
B13. Effluents	Ensure appropriate containment and storage of construction wastewater, including sanitary water. No untreated effluent is discharged.	No untreated wastewater discharge	Contractor/DWN	Regular site inspection Review of grievance records
B14. Emissions and dust	Best practice to ensure minimisation of dust emissions (e.g. proper stockpiling, watering etc.) during dry and windy conditions and transportation.	Watering conducted, no dust emissions are observed, no workers’ grievances	Contractor /DWN	Regular site inspection Review of grievance records
	Ensure speed limits on site and when passing local receptor areas. Sensitise drivers.	Speed signs installed Training performed and recorded Accident/incident reports	Contractor/DWN	Random site inspection Review of grievance records Review of accident/incident records Review of training records

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.2 B. PROTECTION OF THE ENVIRONMENT:				
B15. Noise	Avoid operations and vehicle movements at night and weekends.	No work conducted between 17:00 pm and 7:00 am; No work conducted between Saturday 13:00 pm and Monday 7:00 am.	Contractor/ DWN	Random site inspection Review of grievance records Review of accident/incident records Review of training records
B16. Waste Management	Identify waste management facilities and waste management contractors. Ensure disposal through waste contractors licensed for treatment/removal/recycling of each of the waste types.	Waste management through licensed contractors, if feasible Waste management contracts Waste transfer notes	Contractor/ DWN	Inspect waste management facilities Proof of contractors' certifications Review of waste transfer records
	Ensure that all wastes produced are properly collected, segregated, stored, transported and treated	Waste collection areas existent, waste inventories Waste transfer notes	Contractor/ DWN	Regular site inspection Review of waste inventories Review of waste transfer records
	Minimise the waste production to the extent possible.	Records of waste production are kept Waste Management Plan Training performed and recorded	Contractor/ DWN	Monitor (e.g. monthly) the amount of waste produced Review of training records
	Document all waste related operations (type of wastes, quantities produced etc.).	Storage, transport and treatment of waste is documented Waste transfer notes Waste inventories	Contractor/ DWN	Review of waste transfer records Review of waste inventories

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.2 B. PROTECTION OF THE ENVIRONMENT:				
	Appropriate and safe storage of fuels, construction materials, wastes and any materials that can cause spills (e.g. batteries from energy generators).	Safe storage of materials Spill response procedure Spill response and remediation equipment in place.	Contractor/ DWN	Regular site inspection
B17. Vegetation clearing	Limit vegetation clearing to areas within the site boundary where it is strictly necessary.	Vegetation clearing minimal Marking the borders of works site boundaries	Contractor/ DWN	Site inspection prior to commencement of activities.
	Ensure that no chemicals/pesticides are used, burning of vegetation is restricted etc. Do not clear vegetation more than two months in advance of operations	No use of fires or chemicals on site Marking the borders of works site boundaries Usage of warning signs	Contractor/ DWN	Site inspection prior to commencement of activities. Site inspection during site clearance
	A tree survey should be conducted to identify protected tree species on the site. Avoid clearing mature trees and endangered species.	No mature trees cleared Option permits to remove protected trees	Contractor/ DWN	Site inspection prior to commencement of activities. Site inspection during site clearance
B20. Site rehabilitation	Ensure revegetation and restoration of cleared areas where possible after construction using native species. (native trees can be obtained from the forestry department in Rundu)	Revegetation completed	Contractor/ DWN	Site inspection at completion
	Ensure that rehabilitated areas don't pose health and safety risks (such as holes, ponds).	Reinstatement completed	Contractor/ DWN	Site inspection at completion Inspection after heavy rainfalls

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.2 B. PROTECTION OF THE ENVIRONMENT:				
	Reinstatement of construction working area to the best possible after construction activities are completed.	Reinstatement completed	Contractor/ DWN	Site inspection at completion Inspection after heavy rainfalls
	Rehabilitate borrow areas, backfill material stockpile sites and access roads, where applicable.	Rehabilitation completed	Contractor/ DWN	Site inspection at completion

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.3 C. HEALTH AND SAFETY				
C1. Health and Safety Plan	Develop a Health and Safety Plan to provide for a safe and healthy work environment, taking into account the ESHS impacts and risks level of the works.	H&S Plan in place	Contractor/ DWN	Review of H&S Plan
C2. Accident reporting	Ensure all H&S related incidents (e.g. observations, accidents) on site are recorded and followed up properly. (See Annex D – Incident Reporting)	Incident recording process in place	Contractor/ DWN	Check incident/accident records
C3. Personal protective equipment	Ensure the provision of Personal Protective Equipment (PPE) for workers (hardhats, masks, safety glasses, safety boots etc).	PPE used by everyone on-site Training performed and recorded	Contractor/Site Manager	Random site inspection Review training records
C4. Emergency scenarios prevention	Ensure immediate cleaning of any spills and remediation of contaminated areas after construction.	Workers trained Emergency Response Team (ERT) is in place	Contractor/ DWN	Random site inspection after spill events One-time inspection after construction Review of training records Review of ERT
	Provide necessary prevention equipment and teams on site in line with applicable regulations to respond to emergency scenarios e.g. fire, explosion, floods, natural hazards etc.	Prevention equipment and team is in place Training performed and recorded	Contractor/ DWN	Regular site inspection Review list of equipment Review of ERT Review of training records

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.3 C. HEALTH AND SAFETY				
	on site. Construction materials and equipment should be stored properly.	Visual verification of good housekeeping on-site	Contractor/ DWN	Random site inspection
C5. First-aid	Ensure minimum first aid provisions on site (suitably stocked first-aid kits; a person, respectively an adequate number of first-aid helpers and ensure that staff and workers are informed about first-aid arrangements)	Suitable first aid kits on site Ensure the presence of first aid helpers in all shifts First aid certificates	Contractor/ DWN	Regular monitoring of first aid kits Review of first aider certificates Review of number of first aiders required by local legislation
C6. Access to health care	Ensure the workforce has access to primary healthcare on site, providing prescriptions and vaccinations.	Healthcare available on site Medical surveillance records	Contractor/ DWN	Random site inspection Review of grievance records Review of medical records (in case not confidential)
	In case more than 35 workers are present on site, ensure that a hospital, medical clinic or a health centre can be reached within a period of 45 minutes.	Medical centres in the proximity of the site.	Contractor/ DWN	Medical centres in the proximity of the site identified once prior the commencement of works
C6. Hygiene, accommodation and food	Ensure provision of Health and Safety (H&S) and hygienic and sanitary facilities at the site, including shaded welfare areas, bathrooms, changing rooms and potable water. Ensure toilets and changing rooms are separated between male and female employees.	Appropriate H&S and sanitary facilities provided at site	Contractor/ DWN	Campsite inspection prior to accommodation of the workers. Regular inspection Review of grievance records

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.3 C. HEALTH AND SAFETY				
	Ensure the provision of adequate space, supply of water, adequate sewage and garbage disposal system, appropriate protection against heat, cold, damp, fire and disease-carrying animals, adequate sanitary and washing facilities, adequate lighting, and basic medical services, in accordance with all applicable health and safety regulations and norms.	Appropriate conditions for workers on site	Contractor/ DWN	Campsite inspection prior to accommodation of the workers. Regular inspection Review of grievance records
	Report any occurrence of any communicable diseases amongst the workforce (STD, HIV/AIDS, TB, malaria and Hepatitis B and C). Sensitise workers.	Communicable Diseases Register Training performed and recorded	Contractor/ DWN	Review of diseases register and disease prevention programme if available. Review of training records

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.4 D. LABOUR AND RELATIONS WITH LOCAL COMMUNITIES				
D1. Labour conditions	Ensure minimum legal labour standards as per ILO regulations (child/forced labour, sexual assault, no discrimination, equal opportunities, working hours, minimum wages) are met.	Grievance Mechanism Records, Training performed and recorded	Contractor/ DWN	Review of Inspection reports (also from labour authorities), Review of grievance records Review of training records
	Ensure that all direct and indirect workers have access to and are aware about the Grievance Mechanism were they can raise workplace relevant complaints anonymously. (See Annex B – Grievance Mechanism)	Grievance Mechanism in place and grievances recorded Training performed and recorded	Contractor/ DWN	Review of grievance register Review of training records
	Ensure all workers have the same rights and are treated equally.	Non-discrimination policy in place	Contractor/ DWN	Random site inspection Review of grievance register
D2. Local recruitment	Ensure local communities are preferred for the supply of goods and services to the Project and Project personnel, where appropriate.	Local Procurement and Employment Records	Contractor/ DWN	Review procurement and employment rules and records Review of grievance register
D3. Community interaction	Engage/ communicate/inform communities. Ensure consultations with the local authorities and communities regarding the construction. Obtain local knowledge regarding chance finds and land acquisition matters.	Minutes of Meetings Grievance Mechanism	Contractor/ DWN	Review of grievance register Minutes of consultation meetings

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.4 D. LABOUR AND RELATIONS WITH LOCAL COMMUNITIES				
	Initiate an efficient Grievance Mechanism to allow potentially affected individuals to raise their concerns	Grievance Mechanism in place (See Annex B). Grievances recorded	Contractor/ DWN	Review of grievance register
D4. Damage to people and property	Ensure all contractors implement Codes of Conduct concerning employment and workforce behaviour (including but not limited to safety rules, zero tolerance for substance abuse, environmental sensitivity of the area, dangers of sexually transmissible diseases and HIV/AIDS, gender equality and sexual harassment, respect for the beliefs and customs of the populations and community relations in general).	Code of Conduct (See Annex A). Grievance Mechanism records	Contractor/ DWN	Worker interviews, Review of grievance register
	Ensure that site areas are provided with appropriate security, fencing, signage and lighting. Use hazard notices/signs/barriers to protect children and other vulnerable people from harm and prevent access to non-workers.	H&S planning of construction site done, items installed	Contractor/ DWN	Inspection prior to the activities. Regular site inspection Review of grievance register
D5.Land acquisition and land take	Engage with the local community to understand the land ownership and land use. Avoid to the extent possible land take of both formal and informal land owners/land users. If land take is inevitable, no forced eviction should take place. Owners should be compensated prior to access to land.	Grievance Mechanism Management Plan for Land Acquisition and Compensation if needed (See Annex E)	Contractor/ DWN	Once during site selection Review of grievance log Follow up of land acquisition/compensation process

Item	Mitigation, Management and Enhancement Measures	Means of Verification	Responsibility	Monitoring Procedure
7.4 D. LABOUR AND RELATIONS WITH LOCAL COMMUNITIES				
D6. Traffic management	Ensure safe driving by Project personnel (e.g. through training/induction).	Driver Training Records as part of Induction training	Contractor/ DWN	Review of training records Review of grievance register
	Target signage and outreach activities to improve public awareness of traffic changes and potential hazards for high-risk sections of public roads /roads, including near the site and lay down areas.	Warning signs Minutes of Meetings	Contractor/ DWN	Inspection if traffic routes, Review of grievance register
D7 Fossils/ Archaeological Chance Finds	<p>Establish specific procedures to manage the protection of archaeological and historical sites, chance finds, and fossils.</p> <p>Ensure all finds of cultural heritage (e.g. graves, old ceramic, old building fragments) are reported immediately to the relevant authority and avoid excavation in the ultimate neighbourhood of a chance find, fence the chance find and await instructions from the competent authority.</p>	<p>Chance Finds Procedure</p> <p>Notification records to relevant authority</p> <p>Training records,</p> <p>Records about chance finds</p>	Contractor/ DWN	<p>Site inspection</p> <p>Review records of chance finds</p>

8 ESMP MONITORING

Development Workshop Namibia (DWN) shall ensure that the Environmental and Social Management Plan (ESMP) is implemented by the appointed Contractor and any subcontractors throughout the construction phase.

Monitoring of ESMP implementation shall be undertaken through regular site inspections and the use of an ESMP Monitoring Register. Monitoring will focus on compliance with mitigation measures, identification of non-conformances, and implementation of corrective actions where required.

As a minimum, ESMP monitoring shall include:

- ESMP commitments and mitigation measures;
- Date of inspection;
- Findings and observations (using a colour-coded system where applicable);
- Corrective actions and responsible persons;
- Follow-up status.

The Contractor shall conduct internal monitoring at least once per month, or more frequently if required due to elevated environmental or social risks. Monitoring results and any incidents shall be reported to DWN on a monthly basis.

Any environmental, health, or safety incidents observed or reported during construction shall be communicated to DWN immediately and managed in accordance with the Incident Reporting Procedure described in Section 9 and Annexure 4.

9 INCIDENT REPORTING

The purpose of this section is to describe what constitutes a serious incident and to outline the procedure for reporting incidents associated with the Project.

Development Workshop Namibia (DWN) shall report all serious incidents caused by or related to the Project that have, or could potentially have, significant negative impacts on workers, local communities, or the environment to the KfW Development Bank.

A serious incident is defined as any unplanned or uncontrolled event that:

- Results in fatalities or serious injuries;
- Causes significant environmental harm;

- Involves violations of human rights, including gender-based violence or child labour;
- Leads to major community conflict, forced eviction, or reputational risk;

Has the potential to materially affect Project implementation.

9.1 INCIDENT REPORTING PROCEDURE

Any serious incident shall be reported to KfW within 48 hours of DWN becoming aware of the incident.

Where full details are not immediately available, a preliminary notification shall be submitted, followed by a comprehensive report once investigations are completed. Reports shall include:

- A description of the incident and its impacts;
- A preliminary root cause analysis;
- Immediate and corrective actions taken;
- Information on any formal investigations or legal proceedings, if applicable.

The Incident Reporting Template to be used is provided in Annexure **4** and shall only be completed when an incident occurs.

10 EMERGENCY PREPAREDNESS AND RESPONSE

The Contractor shall ensure that appropriate emergency preparedness and response measures are in place for all construction activities. Emergency scenarios may include, but are not limited to:

- Fire outbreaks;
- Fuel or chemical spills;
- Serious injuries or medical emergencies;
- Traffic accidents;
- Extreme weather events.

Emergency response procedures, emergency contact details, and response equipment shall be available on site at all times. All workers shall be informed of emergency procedures during induction training and regular toolbox talks.

11 CONCLUSION

This Environmental and Social Management Plan (ESMP) provides a comprehensive framework for managing environmental, social, health, and safety risks associated with the construction of infrastructure for the Sikanduko Proper and Extension 1 township development.

The effective implementation of this ESMP, together with regular monitoring, stakeholder engagement, and corrective action where required, will ensure compliance with Namibian environmental legislation, KfW Sustainability Guidelines, and international best practice.

The ESMP shall remain a **living document** and may be updated as necessary to reflect site-specific conditions, stakeholder feedback, or changes in Project scope during implementation.

12 ANNEXURES

- **ANNEXURE 1** – Code of Conduct
- **ANNEXURE 2** – Grievance Mechanism
- **ANNEXURE 3** – Health and Safety Plan
- **ANNEXURE 4** – Incident Reporting Template
- **ANNEXURE 5** – Go / No-Go Areas and Site Conduct Guidelines