

NOTE: FOR TRAINING PURPOSES ONLY

Exercise: EMMP Reporting and Verification—EMMP Excerpt

EMMP for Project: Malawi Education and Learning (MEAL)

Person Responsible for Overseeing EMMP: M&E Specialist

Component 1: Identify and prioritize candidate sites for potential construction of new secondary day schools			
MEAL will work with the Ministry of Education (MoE) and the Ministry of Public Works (MoPW) to establish criteria for the selection of communities for possible school construction. Criteria will include population, distance to existing secondary school facilities, accessibility, and availability of suitable land and water resources. This will be a participatory process and candidate communities will be prioritized based on the combination of these factors and any other critical considerations.			
EA/IEE Conditions:	Mitigation Measures	Monitoring	Timing and Responsible Parties
Community interest and acceptance will be assessed and/or confirmed through a participatory process that involves all stakeholders.	Prepare a scale model of the proposed school construction and use as a tool to attract interest and support for construction at candidate sites.	Confirm that model is constructed.	MEAL Assistant Director for Outreach will ensure model is ready in advance of first community meetings.
	Schedule stakeholder meetings and Q&A sessions on market days to maximize outreach to the local population and sensitize and solicit concerns.	Review sign-in sheet for male participants at stakeholder meetings and Q&A sessions.	MEAL Regional Managers with MoE and MoPW counterparts to administer and collect sign-in sheets concurrent with meetings and record and transmit data within three (3) business days.
Candidate communities will present no land tenure concerns.	Verify ownership and/or title of the land under consideration for siting of new schools; obtain consent of abutters and consult with local leaders.	Validate and record title or ownership documents for the selected site; prepare summary memo of consultations with abutters and local leaders.	MEAL Regional Managers with MoE and MoPW counterparts to record and transmit documentation within one (1) week of initial visit.
Sufficient quality and quantity of source water will be verified at each site prior to its candidacy.	Collect and analyze water samples at potential sites from ground or surface water sources. Determine seasonal variability and assess competing uses against projected demand from new school.	Review and record results of water analyses at selected sites.	MEAL WASH Specialist will evaluate and approve or dis-approve results of water analyses in consultation with the MEAL Chief of Party (COP) within one (1) week of receiving results.

Component 2: Construction of new secondary day schools			
MEAL will fund the construction of new secondary schools at selected sites using a standard design that is approved by MoE and MoPW; new schools will include administration and laboratory building, and provide WASH facilities. Related construction of teacher housing in the community is also possible on a limited basis.			
IEE Conditions	Mitigation Measures	Monitoring	Timing and Responsible Parties
Construction and management of school facilities must conform to BMPs, including site security, worker safety, and design and craftsmanship.	Precautions for worker health and safety must be established prior to the start of construction and integrated into tender and contract documents.	Verify worker health and safety standards and/or protocols and integration with contracting process. Conduct spot-checks to confirm implementation of and conformance to appropriate standards.	MEAL Chief of Procurement will approve contracting requirements within three (3) months of start-up. Regional Managers will assess compliance with standard not less than weekly.
	Hire only certified or licensed builders for construction of new schools and related facilities.	Verify validity of government-issued certification.	MEAL Contracts Manager to verify through tender process and prior to issuance of contract.
The selection and sourcing of construction materials must not degrade local environmental resources.	Identify and procure selected construction materials from sustainable sources, including timber and sand. Prepare sustainable sourcing plan.	Confirm development and implementation of sustainable sourcing plan. Conduct scheduled site visits to observe collection/receipt of construction materials.	Site Construction Managers to develop plans and perform monitoring visits at least three times during construction process.