

**ENVIRONMENTAL AND SOCIAL
MANAGEMENT FRAMEWORK (ESMF)**

FOR

**INSTITUTIONAL STRENGTHENING OF
GRAM PANCHAYATS (ISGP) PROJECT**

IN

WEST BENGAL

ENVIRONMENTAL AND SOCIAL MANAGEMENT FRAMEWORK

1. THE PROJECT BACKGROUND

The West Bengal Institutional Strengthening of Gram Panchayats (ISGP) project aims to unleash impeding factors in GPs service delivery i.e. insufficient funding on which they have real discretion, to meet their service-delivery mandates and insufficient capacity to execute their responsibilities effectively. In order to address these problems, the GoWB has to introduce a fiscal transfer to GPs to provide resources for GPs to invest in public services and infrastructure in line with local preferences whilst improving institutional performance. GoWB also has to provide GPs with the necessary capacity-building support. The overall strategic vision is to institute a block (i.e. discretionary) grant system which incentivizes local governance and service-delivery performance throughout the state as an integral and ongoing element of the broader PRI fiscal framework in West Bengal. As a first step, in 2005 GoWB initiated a pilot, DFID-funded initiative, Strengthening Rural Development, which provides enhanced discretionary funding to about 600 GPs and supports a PRI capacity building program.¹ A well-capacitated agency has been established by GoWB to implement these activities.²

Building on this foundation, the GoWB now proposes to introduce the GP fiscal transfer for about 30 percent of GPs in the state (approximately 1000), while consolidating and expanding the PRI capacity-building programme. Simultaneously the PRDD plans to expand its PRI oversight and performance monitoring capabilities. Ultimately, GoWB intends to expand the transfer to all GPs in the state, funding it on a regular and sustained basis.

The World Bank intends to provide support for this initiative as a transitional measure to establish and fund the system in the early years, simultaneously rationalizing previous donor-funded efforts, while allowing GoWB to consolidate its capacity-building program and monitoring and oversight mechanisms. The objectives of the project is to help support the development of stronger, better capacitated and performing GPs delivering enhanced local services and infrastructure.

The project will have four main components:

Component 1: Block grant to GPs. A block (untied) grant flow from the state government to a significant proportion of GPs (around 1000, which is roughly 30 percent of all GPs in the state) to support local development and service delivery activities. The grant funding will be mixed with other untied funds of the GPs and may be used for any expenditure related to the construction, operation, maintenance and replacement of local publicly-owned assets. The grant flow will be structured in such a manner as to provide a performance-oriented incentive for the strengthening of the institutional capacities and capabilities of the targeted GPs, and the deepening of bottom-up accountability;

1 The Strengthening Rural Development (SRD) terminates in 2011. This results from a wider DFID decision to disengage from West Bengal.

2 The West Bengal State Rural Development Agency, registered as a Society under the Registration of Societies Act, 1961.

Component 2: Capacity-building for PRIs. The GoWB (PRDD) has initiated a PRI capacity-building program using funds from its own and donor sources. The project will supplement this program in areas where additional resources are necessary and with a focus on linkages to the block grant component. While there will be a focus on linkages to the block grant component, this component will not be limited to local governments benefiting from Component 1;

Component 3: State government oversight and monitoring of PRIs. The GoWB's systems of performance monitoring of PRIs within the state are inadequate and do not provide sufficient information for proper oversight and management of the PRI system overall. The project will support the development of a comprehensive performance monitoring system, focused on the institutional performance of PRIs, for the PRDD;

Component 4: Program Management and Implementation. This component will support the management and implementation of the project. Overall implementation responsibility for the project will lie with PRDD, which will execute the project through the West Bengal State Rural Development Agency.

2 THE ENVIRONMENTAL AND SOCIAL MANAGEMENT FRAMEWORK

It is envisaged that around 1000 GPs across nine districts³ in West Bengal will be the recipient of the block (untied) grant which they will be able to spend on expenditures related to construction, operation and maintenance, replacement of local publicly-owned. The Environment and Social Management Framework (ESMF) has been developed in order to address the environmental and social issues that may arise as a result of the infrastructure development and service delivery that will be initiated with the help of the enhanced grant flows to the GPs. Since the GP activities are likely to be comparatively small in size, cover a range of sectors (water supply, rural roads, land development, etc.), and are likely to have only limited manageable impacts (as indicated by the Environmental Assessment and Social Assessment described in chapters 2 and 3), a Framework approach has been adopted. The Environment and Social Management Framework (ESMF) provides a set of procedures and mechanism for ensuring that the environmental and social considerations are integrated into the planning process in the GPs.

The objective of the ESMF is to:

- Ensure integration of environmental and social safeguards into the planning process at the GPs
- Describe the procedures to ensure compliance with the applicable regulatory, and policy obligations described earlier in the report.
- Describe the role and responsibilities of the concerned institutions and the capacity building requirements to enable effective management of the potential environmental and social impacts.

The ESMF, described in this document includes:

- Environmental and Social Assessment procedures:

³ The nine districts proposed under ISGP includes Bankura, Birbhum, Burdhaman, Cooch Behar, Dakshin Dinajpur, Howrah, Nadia, Paschim Medinipur and Purba Medinipur

- An environmental and social screening
- An environmental and social review
- Vulnerable Group Development Framework (VGDF)
- Institutional arrangements
- Capacity building strategy
- Monitoring strategy
- Disclosure requirements

3 ENVIRONMENTAL AND SOCIAL ASSESSMENT PROCEDURES

3.1 Screening of Activities

Purpose

The screening process is the first step in the ESMF process. The purpose of screening is twofold:

- To ensure that activities that are likely to cause significant negative environmental or social impacts are not supported
- To ensure that all supported activities are in accordance with the laws, regulations of the Government and with the safeguard policies of the World Bank.

Responsibility for Screening

The *Nirman Sahyak* in the GP will undertake the Environmental Assessment i.e. the Screening (using Format A) and Environmental and Social Review (using Format B) as part of the technical preparation work for activities. However, while the screening may be done by the *Nirman Sahayak*, for the Environmental and Social Review s/he may need to consult with the relevant GP sub-committee depending on the activity being assessed: Agriculture and Animal Resources; Education and Public Health; Infrastructure and Industry.

When the Screening will be done

It is proposed that the activities will be part of the Gram Sansad based GP planning process. The planning starts at Gram Sansad level by Gram Unnayan Samiti which proposes to take up very small activities of less than Rs. 20,000 and forwarding/ suggesting the rest to be taken up by the Gram Panchayat. Based on the GS plans, the Sub-committees (Upa-Samities) of GP consolidating all the GS plans and prioritising their suggestions/ recommendations for taking up other activities at the Panchayat level make their sectoral plans. The GP planning sub-committee then formulates the draft GP plan based on the GS plans and the sectoral plans. While preparing the Draft GP plans, the actual prioritisation for undertaking various activities based on resource envelopes suggested to GPs comes in play.

Hence, the screening is proposed to be done at the time when Draft GP Plans are ready and a draft final set of activities for the GP has been identified. The Finance and Planning Sub-committee will ensure that the Gram Sansads have adequate orientation to the environmental and social safeguards in the EMF so that the Gram Sansad plans are in alignment with these.

The Screening Process

The screening will be done using Format A. Each activity in the Draft GP Plan will be checked against the Format A to ensure that none of the activities are on the negative list. In case an activity in the Draft GP Plan features on the Format A it will be changed (to a form that is in compliance with the requirements) or dropped.

3.2 Environmental and Social Review of Activities

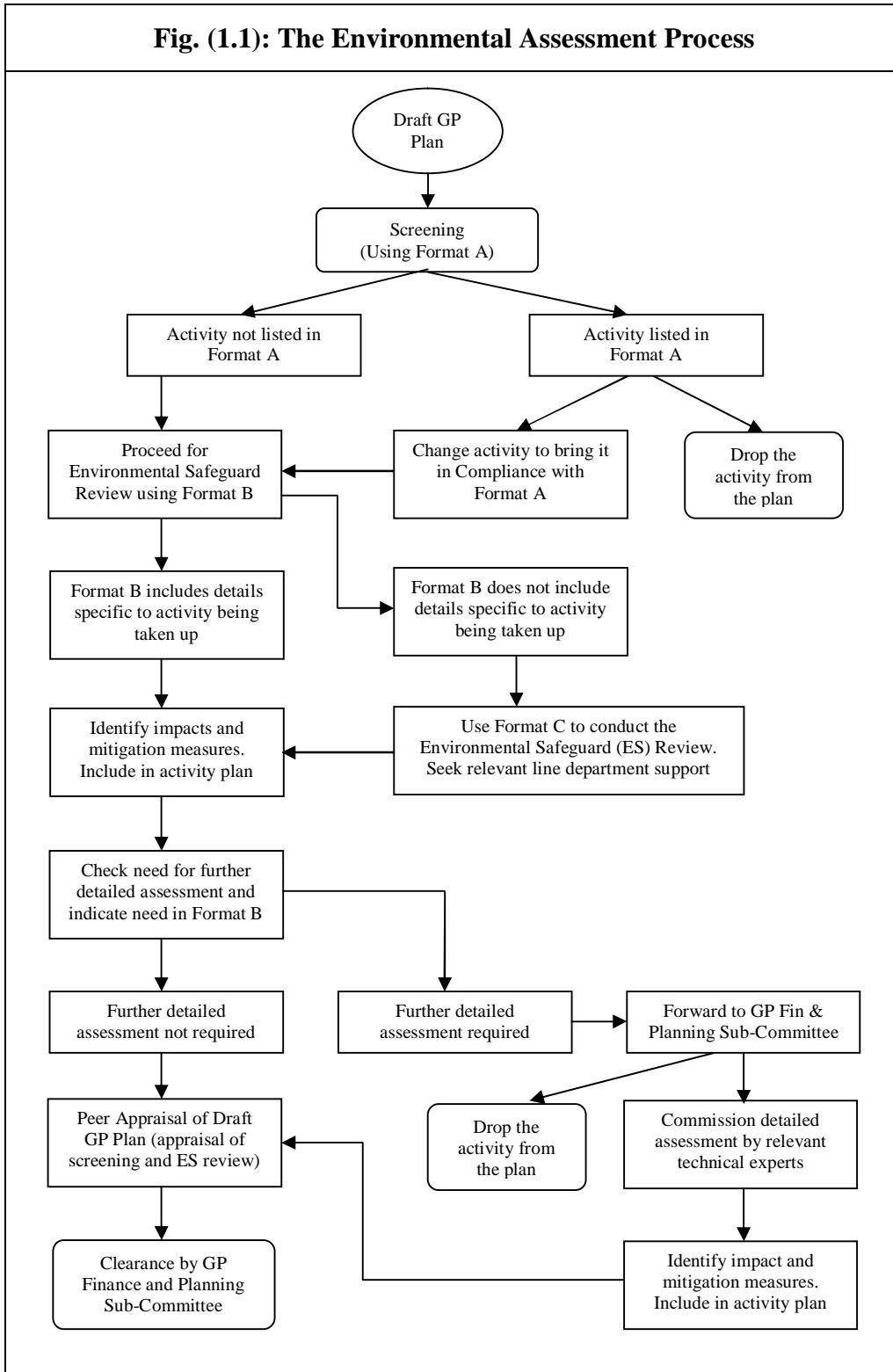
The purpose of Environmental and Social Review is to ensure that necessary measures are identified to mitigate any adverse environmental or social impacts arising out of GP activities planned. The Environmental and Social Review of the proposed GP activities in the Draft GP plan will to be carried out using Format B by the *Nirman Sahayak* as part of the technical preparation work for activities. While doing the Environment and Social Review, the *Nirman Sahayak* may need to consult with the relevant GP sub-committees such as Agriculture and Animal Resources; Education and Public Health; Infrastructure and Industry depending on the type of sectoral activity being assessed.

In case the Format B does not list the specific activity being taken up, the Environmental and Social Review will be undertaken with support from the relevant line department using the Format C.

In cases where there is likelihood of any adverse environmental impact (as identified by the Format B), the *Nirman Sahayak* shall refer the case to the GP's Finance and Planning Sub-committee for decision on dropping the activity or commissioning a detailed assessment by a qualified expert (from the relevant line department or academic institution or NGO).. In case a detailed assessment is commissioned, the recommended mitigation measures will be integrated into the design/plan of the activity.

It is anticipated that a peer review process of the annual draft GP plan will be undertaken as part of the annual planning cycle. This process is intended to generate advice and inputs for the GP plan, including application of the ESMF, but is not mandatory and does not constitute a formal part of the decision-making or endorsement of the plan, which are under the full and exclusive authority of the GP developing the plan. Any such process should be conducted prior to the submission of the plan to the GP Finance and Planning Subcommittee for environmental and social clearances; however, the completion of this process is not a condition of the submission of the plan or issuance of any clearances.

Fig. (1.1): The Environmental Assessment Process



4. VULNERABLE GROUP DEVELOPMENT FRAMEWORK (VGDF)

The main objective of the Vulnerable Group Development Framework (VGDF) is to assist building institutional capacity, systems and processes of local governments to provide better access for vulnerable groups (including Scheduled Tribes, Scheduled Castes, minorities) to resources for public service infrastructure, and services, and for their social and economic empowerment through promoting systems for:

- Prior free Informed participation in all processes with a view to improve the voice of vulnerable constituents and ensure their informed consent.
- Protecting the social, economic and cultural interests of vulnerable communities in project interventions.
- Promoting capacity building of vulnerable communities to take on roles in decision making and service provision, supervision etc.
- Promoting the equitable distribution of resources.
- Ensuring transparency through disclosure of planned activities to the vulnerable communities through consultations and public display of plans and performance (and ensuring annual updating of the same).
- Facilitating monitoring of activities under VGDF.

The VGDF comprises two chief activities:

- Identification of public infrastructure needs for vulnerable groups as part of the annual planning process. Responsibility for this falls to the GP Finance and Planning sub-committee which will undertake this activity as an integral part of the annual planning cycle.
- Identification of existing nationally or state funded schemes which may specifically benefit vulnerable groups, facilitation of access by members of vulnerable group populations to these schemes (including information dissemination), and monitoring of awards to beneficiaries. This is one of the normal GP functions, responsibility for which resides with the Finance and Planning sub-committee. GPs may choose to involve SHGs or CBOs in this activity. Any costs related to this will be covered by the general GP budget.

5. ROLES AND RESPONSIBILITIES FOR IMPLEMENTING ESMF

The overall responsibility of implementing ESMF will lie with State ISGP cell at the PRDD. At the District level the District Coordinator will be overall incharge of ESMF implementation in the district. At GP level, the review of existing Sub-committees suggests that the “Finance and Planning Sub-committee (*Artha O Parikalpana Upa-Samiti*) along with the vulnerable group coordinator” can be made responsible for providing environmental and social clearances as per ESMF.

5.1 Institutional Roles and Responsibility for ESMF Implementation

The ISGP aims to strengthen the existing PRI planning process; hence it is proposed to follow the planning process as described in Volume-II of this report. And whereby, the roles and responsibility of planning, implementation and monitoring remains the same for all the PRI activities including the one under ISGP.

At the GP level, the Finance and Planning Sub-committee has the overall responsibility for ESMF implementation in the GP – ensuring that the Environmental Assessment is done for the draft GP plan, identified mitigation measures are integrated into the final GP plan and are implemented. This sub-committee will also ensure that the Gram Sansads (GS) have adequate orientation to the environmental and social safeguards in the ESMF so that the GS plans are in alignment with these.

TABLE (1): ROLES AND RESPONSIBILITY FOR ESMF IMPLEMENTATION		
Institution/ Individual	Roles	Responsibility in Implementing ESMF
<p>At State Level:</p> <p>ISGPP Cell in WBSRDA (within PRDD). ESMF-related issues at the State level are overseen by the Project Manager (PM), supported by a Performance Grant Manager (PGM), a Capacity Building Manager (CBM), and a Capacity Building Planning Specialist (CBPS) with social and environmental expertise.</p>	<p>Overall management of project implementation, including coordination, monitoring and reporting on progress.</p>	<p>The PM, assisted by the PGM (for the PA and grant allocation component), and the CBM and the CBPS (for the capacity building component) would: (a) oversee and address (in consultation with the Bank) systemic issues associated with the ESMF that arise during project implementation, including those that pertain to: (i) legal and regulatory requirements; (ii) the effective operation of the PAs and performance grant allocations; (iii) emerging social and environmental issues not initially anticipated that need either updating of the ESMF or other mitigating initiatives; and (iv) capacity building requirements; and (b) ensure that the semi-annual progress report to PRDD and the Bank follows the agreed format in addressing ESMF aspects of project implementation.</p>
<p>At District Level: Each project district has:</p> <p>A District Coordination Unit (DCU) being established under the project with a District Coordinator (DC), who reports to the District AEO. The DCU is staffed with about 6 three-person Mentoring Teams, with each team including expertise to address ESMF requirements.</p>	<p>The mentoring teams are mobile and deliver “just-in-time”, on-the-job, capacity building support to the GPs for improving their ability to perform in key functional areas under the project, including application of the ESMF.</p> <p>The DC has overall responsibility for: (i) coordinating the teams, including managing logistics, and providing support and assistance to the teams as required; (ii) dealing with issues arising</p>	<p>Each mentoring team has a planning specialist with environmental and social expertise who would: (i) undertake all requisite exercises to assist the GPs in building their capacity to implement the ESMF on a continuing basis; and (ii) provide support to the GPs on Environmental Management, and on Environmental and Social Assessment (screening and review) processes.</p> <p>The DC would oversee preparation of progress reports, according to agreed formats, on capacity building activities including those related to implementing the ESMF. The reports would be reviewed with the AEO and the Zila Parishad, and submitted to the ISGPP Cell (the CBPS and the CBM). Sustained constraints to developing effective ESMF-related capacity by the GPs would be captured in these reports which would serve as</p>

TABLE (1): ROLES AND RESPONSIBILITY FOR ESMF IMPLEMENTATION

Institution/ Individual	Roles	Responsibility in Implementing ESMF
<p>At District Level: Each project district has:</p> <p>An existing District Training Centre (DTC) through which formal, classroom-based capacity building, including training on ESMF-related requirements would be provided. The project would support the DTCs by financing a core staffing complement of three people – a DTC Manager and two Training Convenors.</p>	<p>in the teams’ ability to operate effectively; and (iii) reporting monthly to the AEO on progress with capacity building by the teams.</p> <p>Expert trainers, using suitably prepared training materials and curricula, would deliver specialized technical courses in four key areas. The DTC Manager would oversee the logistics and convene the courses at the DTCs.</p>	<p>inputs to the preparation of the semi-annual progress reports and appropriate action plans</p> <p>Of the four key course areas, one would focus on ESMF procedures and requirements. The DTC manager would report on implementation progress of this capacity building sub-component to STARPARD and the DPRDO, and the latter would submit all reports to the AEO for review and transmission to the ISGPP Cell (the CBM and CBPS). The ESMF-related course would be adjusted each year to take account of progress being made by the GPs in implementing their ESMFs.</p>
<p>At Gram Panchayat Level – The Finance and Planning Sub-committee (<i>Artha O Parikalpana Upa-Samiti</i>) along with the vulnerable group coordinator.</p>	<p>The Finance and Planning Sub-Committee has overall responsibility for ensuring satisfactory ESMF implementation at the GP level, including providing necessary clearances as per the ESMF.</p>	<ul style="list-style-type: none"> • Undertake overall responsibility for implementation of the ESMF at the GP level • Ensure integration of the ESMF into the GP planning process • Ensure Environmental and Social Assessments (Screening and Review) are done as per ESMF guidelines and formats • Provide the Environmental and Social Clearances to activities as per the ESMF. • Provide adequate orientation to Gram Sansad members on environmental and social safeguards so that the Gram Sansad plans are in alignment with the safeguard requirements. • Include a section on ESMF implementation in the half-yearly and annual reports presented to the Gram Sabha per an agreed format .
<p>At Gram Panchayat Level – <i>Nirman Sahayak</i> for day to day implementation of the ESMF.</p> <p>(In case of GPs where the <i>Nirman Sahayak</i> is not available, the <i>Gram Rozgar Sahayak</i> shall be given necessary responsibility)</p>	<p>The <i>Nirman Sahayak</i> would be responsible for conducting Environmental and Social Assessments (Screening and Review) as per ESMF requirements for all GP activities</p>	<ul style="list-style-type: none"> • Screen, as per prescribed ESMF formats, all GP activities in the Draft GP Plan • Undertake an Environmental and Social Review according to the prescribed formats for all GP activities as set out in the Draft GP Plan • Identify needs for further detailed technical assessments and forward to District Coordinator.

6. CAPACITY BUILDING

For an effective institutional strengthening and implementation of ESMF it is imperative that capacity building of the GP stakeholders be carried out in the project. To increase the effectiveness with respect to implementation of ESMF, capacity building of GP staffs especially those involved in screening, undertaking environmental reviews and providing necessary clearance as per ESMF will be important.

Also, necessary orientation with respect to ESMF to District Coordinator and State Coordinator (Planning and Programme Execution) at ISGP Cell and other stakeholders at district and state level such as members of Panchayat Samiti, Zilla Parishad along with line departments will be important.

6.1 Capacity Building Initiatives Proposed

The key individuals that the ESMF depends on include *Nirman Sahayak* (for screening and review), *Gram Rozgar Sahayak* where post of *Nirman Shayak* is vacant and members of Finance and Planning Sub-committee at GP level for overall implementation of ESMF at GP level. Whereas the District Coordinator and State Coordinator (Planning and Programme Execution) will be responsible for overall implementation of ESMF at district and state level. Hence capacity building initiatives with respect to detailed environmental and social assessment process and tools will be important for the above mentioned people.

However, it will be important to build capacities of members of other sub-committees at GP level and the project staff at district level and at state level with respect to ESMF and VGDF as part of the overall project orientation

The capacity building strategy involves provision of (a) orientation on the ESMF to GP functionaries and project staff at all levels (district, state) (b) detailed training on the ESMF procedures to the key functionaries at the GP level responsible for its implementation (*Nirman Sahayak*). In addition, the GP functionaries will receive on-going hand-holding support to enable integration of ESMF in planning and execution from the District Mentoring Teams constituted as part of the project.

<i>Training Module</i>	<i>Key participants</i>	<i>Themes</i>	<i>Plan</i>
Detailed orientation on ESMF	District Coordinators State Coordinator – Planning and Project Execution	Overview of ESMF Overview of Environmental Assessment	State level training in year 1 followed by refresher training once during the project duration
Orientation on Environmental Management of GP Activities	GP functionaries (including Finance and Planning Sub- committees)	Role of GP in context of environmental management Integration of environmental management in the planning process Overview of Environmental Assessment process	District level training in year 1 followed by refresher training twice during the project duration Communication materials on environmental management
Specialized Training on	Nirman Sahayak or Gram Rozgar Sahayak	Overview of ESMF Environmental Assessment	District level training in year 1 followed by refresher training

TABLE (2) INDICATIVE TRAINING MODULES			
<i>Training Module</i>	<i>Key participants</i>	<i>Themes</i>	<i>Plan</i>
Environmental Assessment	(where post of Nirman Sahayak is vacant)	process and tools – Screening and Environmental Review	in year 2 and year 4 Communication materials on environmental assessment
Detailed orientation on ESMF	Hand-holding team members focusing on planning	Role of GP in context of environmental management Integration of environmental management in the planning process Overview of Environmental Assessment process	District level training in year 1 followed by refresher training twice during the project duration Communication materials on environmental management

6.2 Information Education and Communication (IEC) Strategy

The IEC for ESMF under the ISGP project will attempt to reach out to various stakeholder groups involved in implementation of ESMF with all the necessary information and updates on a regular basis. This will include activities as follows:

- Any material necessary for *Nirman Sahayak* and GP Finance and Planning Sub-committee for Environmental and Social Assessment e.g. Manual for Environmental and Social Assessment in Bengali containing all the necessary Formats
- All the necessary information including negative list of activities will be shared with Gram Sansad/GUS in a proactive manner to reduce the number of proposed sub-projects by GS being dropped by the screening process.
- A periodic update of Environmental and Social Assessment Manual and circulation to all GPs
- Availability of the manual on the PRDD website for quick reference and downloads
- Any other reference materials useful for *Nirman Sahayak* and GP sub-committee on Finance and Planning to be shared on a regular basis including the necessary GOs and guidelines

7. MONITORING FRAMEWORK

The monitoring of ESMF implementation needs to be integrated into the overall monitoring systems designed for the project. Considering this, the following monitoring systems are identified for the EMSF:

- **Annual Performance Assessment:** The monitoring of ESMF implementation at the GP level will be integrated with the system for Annual Performance Assessment of the GPs. The Annual Performance Assessment will include checking compliance with ESMF in planning and in execution through a review of the assessment process. The Annual Performance Assessment will be subject to a Quality Control Audit annually on a sample basis.
- **Monitoring Cumulative and Trans-GP Boundary Issues:** The District Mentoring teams will monitor and inform the District Coordinator regarding environmental and social issues that arise from cumulative impacts of several individual activities or are related to trans-GP boundaries. The District Coordinator shall refer these to the State Coordinator and also to the PS/ ZP for their consideration and further action.
- **Reporting:** At the GP level, each GP will include a section on ESMF implementation in its half-yearly and annual reports that are presented to the Gram Sabha. The periodic report of overall project progress prepared by the ISGP cell will include information on implementation of the ESMF under the project in an agreed format.

8. CONSULTATIONS AND DISCLOSURE PROCESS

8.1 Consultations for ESMF preparation

An earlier draft of the ESMF was subjected to extensive consultations with a range of internal and external stakeholders – representatives of the PRIs, officials of the PRDD and other line departments, representatives of NGO/CBO. It has since been updated in response to the comments that were obtained during the consultation workshop. The Executive Summary of the ESMF along with the assessment tools will be translated in Bengali and circulated to all district level PRI offices and District Collectors' offices.

8.1 Consultations and Disclosure of Sub-Projects at GP

This ESMF is based on a strong participatory approach in undertaking all key activities by disclosing the environmental and social issues of a sub-project. The GP will make all reasonable efforts to consult relevant stakeholders (including the affected communities, CBOs and NGOs, especially for sub-projects with potentially significant environmental or social impacts) in the implementation of the activities, incorporate local community needs and resolve conflicts. The GP "Finance and Planning Sub-committee (*Artha O Parikalpana Upa-Samiti*)" will ensure that affected people are consulted in a meaningful way and allowed to participate actively in the consultation process. The consultations will be carried out in a way which is appropriate for cultural, gender based and other differences among stakeholders. Where different groups or individual have different views or opinions, particularly emphasis will be put on the views and needs of the vulnerable groups. The half-

yearly and annual GP annual reports will include a section on ESMF implementation with respect to the activities undertaken.

9. DOCUMENTATION

The Finance and Planning Sub-committee will maintain a complete record of the environmental and social assessment and management of the activities in their respective GPs. This will include the duly filled up and signed Environmental and Social Review Formats (ESRFs), and a detailed record of the trainings and capacity building programs attended by the GP elected members and functionaries. This will include:

- A duly filled and signed Format B and Format C (wherever used). These filled in Formats shall also be attached to the GP plan.
- Copies of any permission taken from relevant authorities as specified in Format A.
- A record of orientation and training programmes attended by various GP staff and functionaries
- A duly filled Annexure 11 of schemes accessed by vulnerable groups

These filled Formats will also be included in the tender documents and contracts/MoU for the work execution (wherever applicable), ensuring that the contractors are legally bound to implement the mitigation measures included in the formats.

10. ESMF REVIEW

The review of the present ESMF will be a continuous process, and on the basis of its implementation, need for making changes and revisions may arise. The State ISGP Coordinator will be responsible to review the effectiveness and adequacy of the Framework, and make changes if necessary, keeping all the stakeholders informed.

In addition to the above, a detailed review of the present ESMF will be during the project. During this review, the adequacy, performance and effectiveness of the ESMF will be assessed, and improvement areas if any will be identified. On the basis of the outcome of this review, the ESMF may need to be revised.

FORMAT – A: NEGATIVE LIST – ACTIVITIES NOT ALLOWED

Activities having adverse impact on Socio-economic status

- Any activity that overlooks the rights and special provisions of vulnerable groups such as scheduled tribes, scheduled castes and minorities.
- Any activity that goes against the constitutional rights of people and creates inequalities among caste, community and gender groups.

Activities having adverse impact on Natural Habitat, Forest and Trees

- Activities that are likely to cause damage to wildlife and forests.
- Activities in forest areas and inside designated Protected Areas⁴ (e.g. National Parks, Wild Life Sanctuaries, Tiger Reserves, etc.) without permission from the Forest Department.
- Any activity involving development of tourism infrastructure (hotels, restaurants, resorts) within one km of reserve forests, wildlife sanctuaries without permission from the West Bengal Pollution Control Board⁵.
- Felling of more than 3 trees in non-forest areas without permission from the Forest Department⁶ and felling of any of the trees as mentioned in the schedule 'Permission mandatory for felling⁷' attached to the West Bengal Trees (Protection and Conservation in Non-Forest Areas) Act, 2006.
- Any activity that involves extraction of timber or any non-timber forest produce from a

4 The Wildlife conservation programme in the State has been aimed at in-situ conservation strategy with a chain of protected area (PA) designated as Biosphere Reserve (1), National Parks (5), Wildlife Sanctuaries (15), Tiger Reserve (2) and Elephant Reserve (2). However many PAs have overlapping areas as 63 percent of Forest area have been designated as PAs. This includes: Buxa Wildlife Sanctuary (Buxa National Park and Tiger Reserve), Chapramari Wildlife Sanctuary, Garumara Wildlife Sanctuary, Garumara National Park and Jaldapara Wildlife Sanctuary in Jalpaigri district; Mahananda Wildlife Sanctuary, Neora Valley National Park, Sinchal Wildlife Sanctuary, Singhalila National Park in Darjeeling district; Balavpur Wildlife Sanctuary in Birbhum district; Bibhutibhusan Wildlife Sanctuary and Bethudahari Wildlife Sanctuary in Nadia district; Ramnabagan Wildlife Sanctuary in Bardhaman district; Raigunj Wildlife Sanctuary in Uttar Dinajpur district; Haliday Island Wildlife Sanctuary, Lothian Island Wildlife Sanctuary, Narendrapur Wildlife Sanctuary, Sajnekhali Wildlife Sanctuary and Sundarban National Park (Sundarban Tiger Reserve and Sunderban Biosphere Reserve) in South 24 Parganas.

5 GO No. EN/ 871/T-II-4/002/2008 dated April 15, 2008 Department of Environment, Government of West Bengal

6 As per West Bengal Trees (Protection and Conservation in Non-Forest Areas) Act, 2006 and West Bengal Trees (Protection and Conservation in Non-Forest Areas) Rules, 2007

7

- *Acacia catechu (Khair)*
- *Bombax cieba (Simul)*
- *Dalbergia sissoo (Shishu)*
- *Diospyros melanoxylon (Kendu/Tendu)*
- *Gmelina arborea (Gamar)*
- *Madhuka indica (Mahua)*
- *Michelia champaka (Champ)*
- *Shorea robusta (Sal)*
- *Swietenia mahogany (Mahogany)*
- *Tectona grandis (Teak)*
- Mangrove trees

forest area or its transport without permission from the Forest Department⁸(except in accordance with the provisions of the Scheduled Tribes and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006).

- Any activity that involves cutting of grass or grazing of livestock in a forest area without permission from the Forest Department⁹ (except in accordance with the provisions of the Scheduled Tribes and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006)..

Activities having adverse impact on Drinking Water

- Activities involving drinking water supply sourced from groundwater in the 79 arsenic affected blocks (as per Annexure -8) without necessary technical support and guidance from Public Health Engineering Department.
- Activities involving new drinking water supply without testing of water quality to ensure that it is safe for human consumption as prescribed by Public Health Engineering Department.

Activities having adverse impact on Land and Water Resources

- Activities involving construction of dams (check dams, embankments, etc.) above 7 metres in height.
- Activities involving construction of dam, barrage, bandh, barrier on a flowing river without provision for fish pass or fish-ladder as directed by the District Fisheries Officer¹⁰.
- Digging of any tubewell or well from which water is extracted with the help of any mechanical or electrical device without permission of the District Level Ground Water Resources Development Authority (Geologist of the State Water Investigation Directorate, Government of West Bengal)¹¹.
- Activities involving discharge into any water body any industrial waste, sewerage or other polluting substance that may affect the fish health or life¹².
- Activities involving promotion, use, storage and distribution of pesticides that are banned by the Government of India or the Government of West Bengal; and, activities involving pesticides that fall in the classes Ia, Ib and II as per the WHO classification (Refer Annexure 3 & 4) without technical support from the Department of Agriculture and adequate safety measures.
- Any industrial and mining activity without obtaining necessary permits (compliance with siting restrictions, Consent to Establish, Consent to Operate) from the West Bengal Pollution Control Board.

8 West Bengal Protected Forests Rules, 1956 and West Bengal Forest-Produce Transit Rules, 1959

9 West Bengal Protected Forests Rules, 1956

10 West Bengal Inland Fisheries Act, 1984 and West Bengal Inland Fisheries Rules, 1985

11 West Bengal Ground Water Resources (Management, Control & Regulation) Act, 2005.

12 West Bengal Inland Fisheries Act, 1984

Activities having adverse impact on Coastal Zones¹³

- The following activities in areas under the Coastal Regulation Zone¹⁴ (CRZ):
 3. Discharge of untreated wastes and effluents
 4. Harvesting or drawal of ground water within 200 m of High Tide Level in the 200 m to 500 m zone unless when done manually through ordinary wells for drinking, horticulture, agriculture and fisheries¹⁵
 5. Land reclamation, bunding or disturbing the natural course of sea water except those required for control of coastal erosion and maintenance or clearing of water ways, channels or for prevention of sandbars or for tidal regulators, storm water drains or for structures for prevention of salinity ingress and sweet water recharge
 6. Mining of sands, rocks and other substrata materials
 7. Any construction activity between the Low Tide Line and High Tide Line in the CRZ-I and III without permission from the West Bengal State Coastal Zone Management Authority^{16 17}.

Activities having adverse impact on Cultural Resource

- Activities likely to cause damage to objects, sites, structures, groups of structures, and natural features and landscapes that have archaeological, paleontological, historical, architectural, religious, aesthetic, or other cultural significance.

13 Coastal Regulation Zone Notification, 1991.

14 The coastal stretches of seas, bays, estuaries, creeks, rivers and backwaters which are influenced by tidal action (in the landward side) upto 500 metres from the High Tide Line (HTL) and the land between the Low Tide Line (LTL) and the HTL is referred to as the Coastal Regulation Zone.

15 Drawal of ground water is permitted, where no other source of water is available and when done manually through ordinary wells or hand pumps, for drinking and domestic purposes, in the zone between 50 to 200 m from High Tide Line in case of seas, bays and estuaries and within 200 m or the CRZ, whichever is less, from High Tide Line in case of rivers, creeks and backwaters.

16 The construction of dispensaries, schools, public rain shelters, community toilets, bridges, roads, jetties, water supply, drainage, sewerage which are required for traditional/local inhabitants of the area, may be permitted, on a case to case basis, by the West Bengal State Coastal Zone Management Authority.

17 CRZ I: Includes (i) Areas that are ecologically sensitive and important, such as national parks/marine parks, sanctuaries, reserve forests, wildlife habitats, mangroves, corals/coral reefs, areas close to breeding and spawning grounds of fish and other marine life, areas of outstanding natural beauty/historically/heritage areas, areas rich in genetic diversity (ii) Area between Low Tide Line and the high Tide Line; CRZ III: Areas that are relatively undisturbed and include coastal zone in the rural areas (developed and undeveloped).

FORMAT – B: ENVIRONMENTAL AND SOCIAL REVIEW FORMAT

PART A

Note: Columns 3, 4, 5 are to be filled as part of the planning process.

Column 6 is to be filled every quarter after sanction of the GP Plan starting with the date of implementation of the activity concerned

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
1	Ponds – construction, excavation, de-silting, cleaning, etc.	<input type="checkbox"/> Construction of pond on fertile agriculture land <input type="checkbox"/> Erosion from unstable earthen bunds <input type="checkbox"/> Felling of trees at the excavation site <input type="checkbox"/> Possibility of chance finds of archaeological importance <input type="checkbox"/> Requirement of land acquisition <input type="checkbox"/> Involvement of child labour <input type="checkbox"/> Choice of location may cause conflict among community groups <input type="checkbox"/> Uneven deposition of silt on banks may lead to weakening of banks, uneven deposition on farm lands may lead to problems with irrigation and drainage	<input type="checkbox"/> Site for construction of new pond may be on barren and uncultivable land to the extent possible <input type="checkbox"/> Reinforcement of the banks to check soil erosion (e.g. plantation, lining with stones, etc.) <input type="checkbox"/> If more than 3 trees are to be felled, permission of the Forest Department will be taken. A plantation plan for raising atleast twice the number of trees felled will be made and implemented <input type="checkbox"/> Any object of archaeological, cultural, historical or religious significance found during the excavation will be deposited with the District Collector <input type="checkbox"/> No child labour will be involved <input type="checkbox"/> Poorer and tribal hamlets shall be prioritised for provision of new infrastructure based on principles of	<input type="checkbox"/> Technical support will be taken from _____ _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ _____ Report on implementation of mitigation measures in Quarter 1 _____ _____ Report on implementation of mitigation measures in Quarter 2 _____ _____ Report on implementation of mitigation measures in Quarter 3 _____ _____ Report on implementation of mitigation measures in Quarter 4 _____ _____

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
		<input type="checkbox"/> Requirement of land	<p>equity</p> <input type="checkbox"/> Systematic and even deposition of silt on banks/farm lands		<hr/> <hr/> <hr/>
2	Roads – construction, repair	<input type="checkbox"/> Construction of road on fertile agriculture land or encroaching on water bodies <input type="checkbox"/> Impacts on 'borrow areas' from where soil for filling is taken <input type="checkbox"/> Inadequate drainage provision leading to water logging <input type="checkbox"/> Felling of trees at the construction site <input type="checkbox"/> Temporary impacts and waste disposal related to construction (noise, dust, etc.) <input type="checkbox"/> Possibility of chance finds of archeological importance	<input type="checkbox"/> Avoid alignment that encroaches on agricultural land, water bodies, forests. <input type="checkbox"/> Avoid taking soil from within 1.5 metres of the embankment, from fertile agricultural land, grazing land, land within 0.8 km from the settlement and from environmentally sensitive areas such as wetlands, streams, unstable hillsides, etc. <input type="checkbox"/> Depth of the borrow pits must not exceed 45 cm <input type="checkbox"/> Conform to natural topography to reduce cut and fill, and, minimise changes to natural drainage patterns <input type="checkbox"/> Provision of culverts, cause-ways or bridges wherever necessary for	<input type="checkbox"/> Technical support will be taken from _____ _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) <hr/> <hr/> Report on implementation of mitigation measures in Quarter 1 <hr/> <hr/> Report on implementation of mitigation measures in Quarter 2 <hr/> <hr/> Report on implementation of mitigation measures in Quarter 3

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
		<input type="checkbox"/> Requirement of land acquisition <input type="checkbox"/> Involvement of child labour <input type="checkbox"/> Choice of location may cause conflict among community groups	<p>adequate drainage</p> <input type="checkbox"/> If more than 3 trees are to be felled, permission of the Forest Department will be taken. A plantation plan for raising atleast twice the number of trees felled will be made and implemented		<hr/> <hr/> <hr/> <hr/> <p>Report on implementation of mitigation measures in Quarter 4</p> <hr/> <hr/> <hr/> <hr/>

Sl.No.	Activity	Environmental Impacts (Tick <input checked="" type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input checked="" type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
			lands. Minor Land acquisition could be through negotiated purchase or voluntary donation with safeguards in place ¹⁸ . <input type="checkbox"/> No child labour will be involved <input type="checkbox"/> Poorer and tribal hamlets shall be prioritised for provision of new infrastructure based on principles of equity		
3	Canal banks - strengthening	<input type="checkbox"/> Erosion of soil from the canal bunds <input type="checkbox"/> Impacts on 'borrow areas' from where soil for embankment filling is taken <input type="checkbox"/> Involvement of child labour	<input type="checkbox"/> Reinforcement of the banks to check soil erosion (e.g. plantation, lining with stones, etc.) <input type="checkbox"/> Avoid taking soil from within 1.5 metres of the embankment, from fertile agricultural land, grazing land, land within 0.8 km from the settlement and from environmentally sensitive areas such as wetlands, streams, unstable hillsides, etc.	<input type="checkbox"/> Technical support will be taken from _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ _____ Report on implementation of mitigation measures in Quarter 1

18 The details of the land acquisition should be discussed in an open forum and compensatory measures if any shared with the local community. [1] Wherever the land is donated by the community, complete documentation will be carried out for the title transfer of the land. For any land donated, there will be an agreement – properly notarized – where by the donor will state that: i) the land is donated voluntarily; ii) the land is appropriate for the intended purpose (verified by the project); iii) the land is free of encumbrances and interests; iv) for any loss of livelihood of vulnerable persons, community derived mitigation measures are acceptable to the affectees; v) the donor gives up all claims to the land; and vi) the title has been transferred to the entity that the donation is made to. In addition, voluntary land donations are normally encouraged when the (i) impacts are minor (loss of land less than 10% of holdings), (ii) sub projects are not site specific, (iii) The land required to meet technical project criteria must be identified by the affected community, not by line agencies or project authorities (nonetheless, technical authorities can help ensure that the land is appropriate for project purposes and that the project will produce no health or environmental safety hazards) and (iv) Grievance redress mechanism is in place

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
			<input type="checkbox"/> Depth of the borrow pits must not exceed 45 cm <input type="checkbox"/> No child labour will be involved <input type="checkbox"/> Technical support from Irrigation Department	Them	<hr/> <hr/> <hr/> Report on implementation of mitigation measures in Quarter 2 <hr/> <hr/> <hr/> Report on implementation of mitigation measures in Quarter 3 <hr/> <hr/> <hr/> Report on implementation of mitigation measures in Quarter 4 <hr/> <hr/> <hr/>
4	Field irrigation channels – excavation, maintenance	<input type="checkbox"/> Improper slope leading to poor water supply at the tail-end <input type="checkbox"/> Erosion from unstable earthen bunds <input type="checkbox"/> Felling of trees <input type="checkbox"/> Loss of fertile top soil	<input type="checkbox"/> Slope to be maintained for flow of water to tail-end <input type="checkbox"/> Reinforcement of the bunds to check soil erosion <input type="checkbox"/> If more than 3 trees are to be felled, permission of the Forest Department will be taken. A plantation plan for raising atleast twice the number of trees felled will be made and implemented <input type="checkbox"/> Surplus soil will be utilized appropriately or disposed without	<input type="checkbox"/> Technical support will be taken from _____ _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ Report on implementation of mitigation measures in Quarter 1 _____ Report on implementation of

Sl.No.	Activity	Environmental Impacts (Tick <input checked="" type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input checked="" type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
			blocking water courses <input type="checkbox"/> Technical support from Agriculture Department or Krishi Vignan Kendra		mitigation measures in Quarter 2 <hr/> <hr/> Report on implementation of mitigation measures in Quarter 3 <hr/> <hr/> Report on implementation of mitigation measures in Quarter 4 <hr/> <hr/>
5	Tube wells – Drinking water	<input type="checkbox"/> No water testing prior to commissioning of tube well <input type="checkbox"/> Improper selection of location may lead to contamination <input type="checkbox"/> Unprotected boreholes may be a safety hazard <input type="checkbox"/> Lack of or improper platform and drainage around the tube well <input type="checkbox"/> Irregular water testing <input type="checkbox"/> Choice of location may cause conflict among community groups	<input type="checkbox"/> Testing of water quality prior to commissioning of tube well as per the norms of the Public Health Engineering Department. In case the water is unsuitable for consumption, seek guidance from Public Health Engineering Department. <input type="checkbox"/> In case the GP is in one of the 79 arsenic affected blocks (as per Annexure -8) take necessary technical support and guidance from Public Health Engineering Department. <input type="checkbox"/> All boreholes (during construction, abandoned, etc.) must be covered / capped for protection against children falling in.	<input type="checkbox"/> Technical support will be taken from _____ _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) <hr/> <hr/> Report on implementation of mitigation measures in Quarter 1 <hr/> <hr/> Report on implementation of mitigation measures in Quarter 2 <hr/> <hr/>

Sl.No.	Activity	Environmental Impacts (Tick ✓ relevant impacts)	Mitigation Measures (Tick ✓ measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
		<input type="checkbox"/> Requirement of land (very small)	<input type="checkbox"/> Location of the tube well must be at least 15 metres away from soak pits, other sanitation facilities, rainwater harvesting or recharge structures, etc., to avoid direct contamination <input type="checkbox"/> Avoid direct runoff of rain water into tube well <input type="checkbox"/> Provide a concrete mat of sufficient thickness for 75 cm radius around the tube well to seal the outer periphery <input type="checkbox"/> Provide a channel to take away waste water (preferably to water vegetation) in order to prevent stagnation around the tube well <input type="checkbox"/> Ensure annual testing of water quality as per the norms of the Public Health Engineering Department <input type="checkbox"/> Poorer and tribal hamlets shall be prioritised for provision of new infrastructure based on principles of equity <input type="checkbox"/> As far as possible on unencumbered community/ GP/ Govt.lands. Else rarely through outright purchase, voluntary donation (with safeguards in place).		Report on implementation of mitigation measures in Quarter 3 <hr/> <hr/> <hr/> Report on implementation of mitigation measures in Quarter 4 <hr/> <hr/> <hr/>

Sl.No.	Activity	Environmental Impacts (Tick <input checked="" type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input checked="" type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
		<p>of water inside or outside the toilet</p> <p><input type="checkbox"/> Requirement of land acquisition</p> <p><input type="checkbox"/> Involvement of child labour</p> <p><input type="checkbox"/> Choice of location may cause conflict among community groups</p>	<p>be taken from the Public Health Engineering Department to identify and implement necessary safeguards.</p> <p><input type="checkbox"/> If the pits are located under a footpath or a road, or if a water supply main is within a distance of 3 m from the pits, the inlet level of the pipes or drains connecting the leach pits should be kept below the level of the water main, or 1 m below the ground level. If this is not possible due to site considerations, the joints of the water main should be encased in concrete.</p> <p><input type="checkbox"/> Ensure availability of water at the toilet facility</p> <p><input type="checkbox"/> Promote use of toilets</p> <p><input type="checkbox"/> As far as possible the facility will be located in unencumbered community/GP lands. In rare cases through voluntary donation (with safeguards in place) or outright purchase,</p> <p><input type="checkbox"/> No child labour will be involved</p> <p><input type="checkbox"/> Poorer and tribal hamlets shall be prioritised for provision of new infrastructure based on principles of equity</p>	<p>measures</p> <p><input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them</p>	<p>mitigation measures during activity initiation (construction)</p> <hr/> <hr/> <p>Report on implementation of mitigation measures in Quarter 1</p> <hr/> <hr/> <p>Report on implementation of mitigation measures in Quarter 2</p> <hr/> <hr/> <p>Report on implementation of mitigation measures in Quarter 3</p> <hr/> <hr/> <p>Report on implementation of mitigation measures in Quarter 4</p> <hr/> <hr/>

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
8	Land Development	<input type="checkbox"/> Lack of technical support may result in poor planning and execution	<input type="checkbox"/> Choose land treatment relevant to the type of land degradation ¹⁹ <input type="checkbox"/> Take technical support from the offices of the Water Investigation and Development Department, Krishi Vignan Kendra, Divisional Forest Officer, etc.	<input type="checkbox"/> Technical support will be taken from _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ _____ Report on implementation of mitigation measures in Quarter 1 _____ _____ Report on implementation of mitigation measures in Quarter 2 _____ _____ Report on implementation of mitigation measures in Quarter 3 _____ _____ Report on implementation of mitigation measures in Quarter 4 _____ _____

¹⁹ Flood affected areas require works related to regular desilting of river courses, construction of bunds, cleaning of drainages and canals etc. The control of soil erosion/sand deposits due to flooded rivers in the plains requires measures relating to land levelling and flood protection measures by the government. The problem of soil erosion in hilly areas requires soil binding treatments (plantations, vegetative works on contours), control of free run off of water (check dams, earthen dams, gully plugging, trenches) and water storage mechanisms (ponds, water harvesting structures). Dry lands require water storage facilities for an assured (life saving) irrigation.

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
9	Social Forestry and Nursery	<input type="checkbox"/> Mono culture plantation of exotic species <input type="checkbox"/> Overuse of chemical fertilisers leading to pollution <input type="checkbox"/> Impacts on human and environmental health due to use of hazardous chemical pesticides	<input type="checkbox"/> Take technical support from the field offices of the West Bengal Comprehensive Area Development Corporation (WBCADC), Krishi Vignan Kendra, District Horticulture Officer or the Divisional Forest Officer for selection of suitable species, fertilizer scheduling and pest control using integrated pest management. <input type="checkbox"/> Avoid use of pesticides that are hazardous (WHO classes Ia, Ib and II). <input type="checkbox"/> Ensure that proper safety gear is used while handling pesticides.	<input type="checkbox"/> Technical support will be taken from _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ Report on implementation of mitigation measures in Quarter 1 _____ Report on implementation of mitigation measures in Quarter 2 _____ Report on implementation of mitigation measures in Quarter 3 _____ Report on implementation of mitigation measures in Quarter 4 _____ _____
10	Construction or Repair of Buildings	<input type="checkbox"/> Construction planned on fertile agricultural land	<input type="checkbox"/> Site for construction may be on barren and uncultivable land to the extent possible – fertile agricultural	<input type="checkbox"/> Technical support will be taken from _____ _____	Date of implementation of activity _____

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
	(School, Panchayat Office, Anganwadi, Community Centres, etc.)	<input type="checkbox"/> Disposal of debris/waste material on agricultural fields <input type="checkbox"/> Use of asbestos may pose a health hazard to workers <input type="checkbox"/> No provision of toilet <input type="checkbox"/> No proper ventilation <input type="checkbox"/> Require acquiring land <input type="checkbox"/> Involvement of child labour <input type="checkbox"/> Choice of location may cause conflict among community groups	land must be avoided <input type="checkbox"/> Any debris/waste material from the construction must be disposed carefully at pre-determined waste disposal sites and must not be left lying around the construction site <input type="checkbox"/> Avoid use of asbestos / asbestos containing products as construction material <input type="checkbox"/> Institutions, schools, establishments constructed in over-exploited or critical groundwater zones must include provision for roof-top rainwater harvesting on their premises. Technical guidance of the Regional Director, CGWB (Eastern Region) may be taken. <input type="checkbox"/> Provision of toilet with water facility must be made for school buildings, anganwadi centres, panchayat offices, etc. <input type="checkbox"/> Adequate provision for ventilation and natural illumination must be made in the building <input type="checkbox"/> As far as possible the facility will be located in unencumbered community/GP lands. In rare cases through voluntary donation (with	for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Report on implementation of mitigation measures during activity initiation (construction) _____ _____ Report on implementation of mitigation measures in Quarter 1 _____ _____ Report on implementation of mitigation measures in Quarter 2 _____ _____ Report on implementation of mitigation measures in Quarter 3 _____ _____ Report on implementation of mitigation measures in Quarter 4 _____ _____

Sl.No.	Activity	Environmental Impacts (Tick <input type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
			safeguards in place) or outright purchase, <input type="checkbox"/> No child labour will be involved <input type="checkbox"/> Poorer and tribal hamlets shall be prioritised for provision of new infrastructure based on principles of equity		
11	Drain – construction	<input type="checkbox"/> Improper design may lead to poor performance <input type="checkbox"/> Poor maintenance may lead to water stagnation and associated problems such as increase in breeding sites for mosquitoes <input type="checkbox"/> Disposal of debris/ waste material on agricultural fields <input type="checkbox"/> Lack of sullage treatment may lead to cess pools, pollution of water bodies, etc. <input type="checkbox"/> Felling of trees	<input type="checkbox"/> Ensure proper design including slope, cross-section, lining, etc., to avoid silt accumulation, backflow, etc. Take technical support from Public Health Engineering Department. <input type="checkbox"/> Periodic cleaning and silt removal from the drain <input type="checkbox"/> Community education to keep the drain free from garbage, so as to avoid blockages <input type="checkbox"/> Ensure that drain is only for sullage and effluent from septic tank, etc., does not flow into it <input type="checkbox"/> Final treatment of the sullage to convert it into harmless and reusable water (for example, sullage stabilization ponds, sedimentation and filtration, etc.) <input type="checkbox"/> If more than 3 trees are to be felled, permission of the Forest	<input type="checkbox"/> Technical support will be taken from _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ _____ _____ Report on implementation of mitigation measures in Quarter 1 _____ _____ _____ Report on implementation of mitigation measures in Quarter 2 _____ _____ _____ Report on implementation of mitigation measures in Quarter 3 _____ _____ _____ Report on implementation of

Sl.No.	Activity	Environmental Impacts (Tick <input checked="" type="checkbox"/> relevant impacts)	Mitigation Measures (Tick <input checked="" type="checkbox"/> measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
			Department will be taken. A plantation plan for raising atleast twice the number of trees felled will be made and implemented		mitigation measures in Quarter 4 _____ _____ _____
12	Community Composting/ Land Fill for Solid Waste Management	<input type="checkbox"/> Improper planning and design may lead to poor management of solid waste especially in peri-urban GPs <input type="checkbox"/> Low level of awareness on solid waste management and absence of collection system may also lead to poor adherence to solid waste management <input type="checkbox"/> Requirement of land	<input type="checkbox"/> Community education on separation of biodegradables and non-biodegradables and options on their recycling and treatment <input type="checkbox"/> Ensure that the collection of solid waste is done at street or household level <input type="checkbox"/> Ensure that a depot/ place identified and earmarked for dumping of solid waste (as per the Gram Panchayat's Administrative Rules 2004 ²⁰)	<input type="checkbox"/> Technical support will be taken from _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ _____ _____ Report on implementation of mitigation measures in Quarter 1 _____ _____ _____

²⁰ **The West Bengal Panchayat (Gram Panchayat Administration) Rules, 2004** defines the collection and disposal of solid waste as follows:

(1) *Gram Panchayat* shall endeavour to build and maintain, where it considers necessary, a system of collection, removal and disposal of solid wastes from residential, commercial or institutional buildings.

(2) The *Gram Panchayat* may provide or appoint in convenient situations, including the situation arising out of any vacant land as a result of set-back of any structure or building, public receptacles, depots or places for the temporary deposit of-

- (a) rubbish,
- (b) offensive matters,
- (c) domestic and trade refuse,
- (d) Carcasses of dead animals, and
- (e) Excrementitious and polluted matters.

(3) It shall be the duty of the owners or the occupiers/ residents, as the case may be, of all premises to cause all matters referred to in clauses (a) to (e) of sub-rule (2) to be collected from their respective premises and to be deposited in public receptacles, depots or places, provided or appointed under sub-rule (2), at such time and in such manner as the *Pradhan* may, on giving adequate publicity, specify.

(4) The *Gram Panchayat* shall make adequate provision for preventing receptacles, depots or places from becoming sources of nuisance.

Sl.No.	Activity	Environmental Impacts (Tick ✓ relevant impacts)	Mitigation Measures (Tick ✓ measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
			<input type="checkbox"/> Ensure that all the biodegradable waste should be composted at the community level by identifying a community compost pit. <input type="checkbox"/> Ensure that adequate safety measures (protective gear, hygiene practices) are followed by workers handling solid waste. <input type="checkbox"/> As far as possible the facility will be located in unencumbered community/GP/Govt. lands. In rare cases through voluntary donation (with safeguards in place) or outright purchase		Report on implementation of mitigation measures in Quarter 2 _____ _____ Report on implementation of mitigation measures in Quarter 3 _____ _____ Report on implementation of mitigation measures in Quarter 4 _____ _____
13	Any New Activity	Check whether it involves: Adverse environmental impacts: <input type="checkbox"/> Water resources <input type="checkbox"/> Ground water resources <input type="checkbox"/> Surface water resources <input type="checkbox"/> Water quality <input type="checkbox"/> Land resources <input type="checkbox"/> Change in land use <input type="checkbox"/> Land/soil degradation <input type="checkbox"/> Forests, Wildlife and Biodiversity <input type="checkbox"/> Forest/ trees/ vegetation <input type="checkbox"/> Wildlife	Technical support from the line department concerned with that activity must be taken and Environmental Assessment as per Format C has to be conducted.	<input type="checkbox"/> Technical support will be taken from _____ _____ for implementation of mitigation measures <input type="checkbox"/> The identified mitigation measures have been included in the contracts for the work execution, ensuring that the contractors are legally bound to implement them	Date of implementation of activity _____ Report on implementation of mitigation measures during activity initiation (construction) _____ _____ Report on implementation of mitigation measures in Quarter 1 _____ _____

(5) All matters deposited in public receptacles, depots or places as aforesaid and all solid wastes collected, shall be the property of the *Gram Panchayat*.

Sl.No.	Activity	Environmental Impacts (Tick ✓ relevant impacts)	Mitigation Measures (Tick ✓ measures selected for implementation)	Implementation management	Report on implementation of mitigation measures (include date and signature)
1	2	3	4	5	6
		<input type="checkbox"/> Biodiversity <input type="checkbox"/> Agriculture <input type="checkbox"/> Irrigation <input type="checkbox"/> Soil moisture <input type="checkbox"/> Agricultural productivity <input type="checkbox"/> Agriculture biodiversity <input type="checkbox"/> Other Natural resources <input type="checkbox"/> Air quality <input type="checkbox"/> Fisheries <input type="checkbox"/> Health and hygiene Involves: <input type="checkbox"/> Use of pesticides <input type="checkbox"/> Generation of wastes Adverse Social Impacts <input type="checkbox"/> Impact on ST population <input type="checkbox"/> Deprive vulnerable families in any manner <input type="checkbox"/> Require acquiring land <input type="checkbox"/> Promote Child labour <input type="checkbox"/> Promote any conflict among community groups <input type="checkbox"/> Restrict participation of women, ST and marginalised group <input type="checkbox"/> Impact local cultural values <input type="checkbox"/> Others (Specify).....			Report on implementation of mitigation measures in Quarter 2 <hr/> <hr/> Report on implementation of mitigation measures in Quarter 3 <hr/> <hr/> Report on implementation of mitigation measures in Quarter 4 <hr/> <hr/>

PART B

(To be used after using Part A of Format B or Format C – for activities that are not listed in Format B)

Determination of need for detailed Environmental Assessment:

- | | | |
|---|-----|----|
| 1. Does the activity involve any forest area? | Yes | No |
| 2. Does the activity fall under the Coastal Regulation Zone? | Yes | No |
| 3. Is there a likelihood of significant residual impacts even after the mitigation measures identified in Part A (or in Format C as applicable) are implemented? Yes No | | |

If the answer to any one of the above is Yes, a detailed Environmental Assessment may be required. A decision on this is to be made by the Finance and Planning Subcommittee

We confirm that:

- All the activities in the plan have been checked.
- None of the proposed activities are listed in the ‘Format A – Negative List – Activities Not Allowed’.
- All the identified mitigation measures will be implemented.

Person Responsible for Environmental Review (<i>Nirman Sahayak/ Gram Rojgar Sahayak</i>)	GP Finance and Planning Sub-Committee
Signature	Signature
Name:	Name:
Designation:	Designation:
Date:	Date:

FORMAT – C: GUIDELINE FOR ENVIRONMENTAL ASSESSMENT

The EIA should necessarily cover in brief the following details for the EIA Report:

1. Project Description
(Including brief description, type of project, scale and magnitude of operation):
2. Description of the Environment
(List out all the major project requirements in terms of the land area, built up area, water consumption, power requirement, connectivity, community facilities etc)
3. Anticipated Environmental impacts
Describe environmental based on:
 - What are the likely impacts of the proposed activity on the existing environment?
 - Will there be any significant land disturbance resulting in erosion, subsidence & instability?
 - Will the proposal involve alteration of natural drainage systems?
 - Give details of the quantities of earthwork involved, filling of materials from outside the site etc. Give quantities of various types of wastes generated during construction including the construction labour and the means of disposal.
 - Sources & quantities of water required. Will there be diversion of water from other users?
 - What is the incremental pollution it may create
 - Will it involve clearing of vegetation and felling of trees?
4. Anticipated Social impacts
 - Will the project cause adverse effects on local communities, disturbance to sacred sites or other cultural values?
5. Potential Mitigation measures for adverse environmental and social impacts
6. Additional Studies/ Analysis Required
7. Project Benefits

ANNEXURE 1: GOVERNMENT SCHEMES TO BE MONITORED BY VULNERABLE GROUP REPRESENTATIVE AT GP LEVEL

Sl. No	Scheme	No. of Beneficiary from					
		ST	SC	OBC	Muslim	Others	All
Major Schemes							
1	National Rural Employment Guarantee Schemes (No. of Days Employment)						
2	Indira Awas Yojana						
3	Swarnajayanti Gram Swarajgar Yojana						
4	Indira Gandhi National Old Age Pension Scheme						
5	Indira Gandhi National Disability Pension Scheme						
6	National Family Benefit Scheme						
7	Janani Suraksha Yojana						
8	Indira Gandhi National Widow Pension Scheme						
9	Balika Samnidhi Yojana (grant to poor households for girl child)						
10	Scholarships						
11	Free food grains for poor (GR)						
12	SAHAY						
13	Antodaya Anna Yojana						
14	Annapurna Yojana						
15	PROFLAL						
16	Homestead/ agricultural land for landless and marginal farmers						
17	Provision of sanitary latrines to individual HH						

Sl. No	Scheme	No. of Beneficiary from					
		ST	SC	OBC	Muslim	Others	All
GP Activities under Untied Fund Benefiting Vulnerable Groups							
	Financial assistance for poultry, duck, goat, sheep rearing, piggery & cattle.						
	Pisciculture						
	Post-disaster food, shelter, fodder, clothing, & house construction assistance for poor						