

**Kolektiv d.o.o.**  
**BOSNIA AND HERZEGOVINA PROVISION**  
**OF PRIVATE EMPLOYMENT SERVICES**  
**(P171433)**

**ENVIRONMENTAL and SOCIAL**  
**COMMITMENT PLAN (ESCP)**

**January, 2020**

## ENVIRONMENTAL AND SOCIAL COMMITMENT PLAN

1. *Kolektiv d.o.o.* will implement the Provision of Private Employment Services Project (the **Project**), with the involvement of the following Ministries/agencies/units: Federal Employment Institute, Employment Office of Canton Sarajevo and Employment offices of Herzegovina-Neretva Canton, The *World Bank* (hereinafter the *Bank*) has agreed to provide financing for the Project.
2. *Kolektiv d.o.o.* will implement material measures and actions so that the Project is implemented in accordance with the Environmental and Social Standards (**ESSs**). This Environmental and Social Commitment Plan (**ESCP**) sets out material measures and actions, any specific documents or plans, as well as the timing for each of these.
3. *Kolektiv d.o.o.* will also comply with the provisions of any other E&S documents required under the ESF and referred to in this ESCP, such as Environmental and Social Management Plans (ESMP), Resettlement Action Plans (RAP), Indigenous Peoples Plans (IPPs), and Stakeholder Engagement Plans (SEP), and the timelines specified in those E&S documents.
4. *Kolektiv d.o.o.* is responsible for compliance with all requirements of the ESCP even when implementation of specific measures and actions is conducted by the Ministry, agency or unit referenced in 1. above.
5. Implementation of the material measures and actions set out in this ESCP will be monitored and reported to the *Bank* by *Kolektiv d.o.o.* as required by the ESCP and the conditions of the legal agreement, and the *Bank* will monitor and assess progress and completion of the material measures and actions throughout implementation of the Project.
6. As agreed by the *Bank* and *Kolektiv*, this ESCP may be revised from time to time during Project implementation, to reflect adaptive management of Project changes and unforeseen circumstances or in response to assessment of Project performance conducted under the ESCP itself. In such circumstances, *Kolektiv d.o.o./ or delegate(s)* will agree to the changes with the *Bank* and will update the ESCP to reflect such changes. Agreement on changes to the ESCP will be documented through the exchange of letters signed between the *Bank* and the *Kolektiv d.o.o. / or delegate(s)*. The *Kolektiv d.o.o./ or delegate(s)* will promptly disclose the updated ESCP.
7. Where Project changes, unforeseen circumstances, or Project performance result in changes to the risks and impacts during Project implementation, the *Kolektiv d.o.o.* shall provide additional funds, if needed, to implement actions and measures to address such risks and impacts, which may include *risks related to limitations of the pool of project beneficiaries that will receive employment services i.e. lack of interest for receiving services, insufficient number of the unemployed persons who can be matched with the jobs etc..*

MATERIAL MEASURES AND ACTIONS		TIMEFRAME	RESPONSIBLE ENTITY/AUTHORITY
<b>MONITORING AND REPORTING</b>			
A	<p><b>REGULAR REPORTING</b></p> <p>Prepare and submit to the Bank regular monitoring reports on the environmental, social, health and safety (ESHS) performance of the Project, including but not limited to the implementation of the ESCP, status of preparation and implementation of E&amp;S documents required under the ESCP, stakeholder engagement activities, functioning of the grievance mechanism(s).</p>	<p><i>Six-monthly, throughout Project implementation</i></p>	<p><i>Kolektiv d.o.o.</i></p>
B	<p><b>INCIDENTS AND ACCIDENTS</b></p> <p>Promptly notify the Bank of any incident or accident related to the Project which has, or is likely to have, a significant adverse effect on the environment, the affected communities, the public or direct workers [including any workplace related fatalities and serious injuries]. Provide sufficient detail regarding the incident or accident, indicating immediate measures taken or that are planned to be taken to address it, and any information provided by any contractor and supervising entity, as appropriate. Subsequently, as per the Bank's request, prepare a report on the incident or accident and propose any measures to prevent its recurrence.</p>	<p><i>The implementing agency will notify the Bank within 5 days after learning of the incident or accident related to the Project which has, or is likely to have, a significant adverse effect on the direct workers. Timing on the submission of subsequent report would be specified by the Bank, e.g. A report would be provided within a timeframe acceptable to the Bank, as requested.</i></p>	<p><i>Kolektiv d.o.o.</i></p>
<b>ESS 1: ASSESSMENT AND MANAGEMENT OF ENVIRONMENTAL AND SOCIAL RISKS AND IMPACTS</b>			
1.1	<p><b>ORGANIZATIONAL STRUCTURE</b></p> <p>Establish and maintain an organizational structure with qualified staff and resources to support management of E&amp;S risks including a environmental and social specialist as an external consultant.</p>	<p><i>Condition for disbursement.</i></p>	<p><i>Kolektiv d.o.o.</i></p>

MATERIAL MEASURES AND ACTIONS		TIMEFRAME	RESPONSIBLE ENTITY/AUTHORITY
1.2	<p><b>MANAGEMENT TOOLS AND INSTRUMENTS</b></p> <p>The environmental and social impact specialist will train project staff to recognize environment and social risks related to project activities, the affected communities, direct and contracted workers and project beneficiaries. The specialist will pre-screen companies involved in the activity for any potential environmental and social risks. Depending of the nature of the risk, the environment and social impact specialist will report and propose mitigation measures such as exclusion of the employers from the activity or provision of environmental and health and safety training to employers/workers.</p> <p>The implementing agency will communicate with the Bank team information of identified firms and measures taken.</p>	<p><i>Instruments will be prepared before involvement of employers into the activity. Once prepared, tools and instruments will apply throughout Project implementation.</i></p>	<p>Kolektiv d.o.o.</p>
<b>ESS 2: LABOR AND WORKING CONDITIONS</b>			
2.1	<p><b>LABOR MANAGEMENT PROCEDURES</b></p> <p>Labor Management Procedures (LMP) has been developed for the project by the implementing agency, which will update, adopt, and implement the LMP.</p>	<p><i>Throughout Project implementation</i></p>	<p><i>Kolektiv d.o.o.</i></p>
2.2	<p><b>GRIEVANCE MECHANISM FOR PROJECT WORKERS</b></p> <p>Establish, maintain, and operate a grievance mechanism for Project workers, as described in the LMP and consistent with ESS2.</p>	<p><i>Grievance mechanism operational prior engaging Project workers and maintained throughout Project implementation.</i></p>	<p><i>Kolektiv d.o.o.</i></p>
2.3	<p><b>OCCUPATIONAL HEALTH AND SAFETY (OHS) MEASURES</b></p> <p>In case of high risks identified through the environmental and social screening and employers do not have mechanism to mitigate these risks in accordance to the national law and ESHS guidelines, conduct following measures: exclusion from the project or provision of trainings on environmental impacts and OHS in line with the World Bank ESHS Guidelines.</p>	<p>Throughout Project implementation.</p>	<p>Kolektiv d.o.o.</p>

ESS 10: STAKEHOLDER ENGAGEMENT AND INFORMATION DISCLOSURE			
10.1	<b>STAKEHOLDER ENGAGEMENT PLAN PREPARATION AND IMPLEMENTATION</b>		
	Stakeholder Engagement Plan has been drafted by the implementing agency. It will be updated, adopted and implemented by the implementing agency.	<i>SEP will be updated before project execution.</i>  <i>Continuously throughout Project implementation.</i>	<i>Kolektiv d.o.o.</i>
10.2	<b>PROJECT GRIEVANCE MECHANISM:</b>		
	The implementing agency will prepare, adopt, maintain and operate a grievance mechanism, as described in the SEP.	<i>Grievance mechanism will be developed prior to the project execution.</i>  <i>Continuously throughout Project implementation.</i>	<i>Kolektiv d.o.o.</i>
CAPACITY SUPPORT (TRAINING)			
CS1			
	The Implementing Agency will organize trainings for companies where high risks are identified and with no measures to mitigate risks on: <ul style="list-style-type: none"> <li>• specific aspects of environmental and social assessment</li> <li>• emergency preparedness and response</li> <li>• community health and safety</li> <li>• occupational health and safety</li> <li>• World Bank ESHS Guidelines</li> </ul>	Upon identification of the companies where this can be relevant. Throughout project implementation.	