

# Appendix C – Contractor’s Environmental Management and Monitoring Plan (CEMMP)

DO NOT REMOVE THIS DOCUMENT – IT IS HERE FOR  
REFERENCE – READ HERE – DO NOT REMOVE

This is Annex C of the Environmental Impact Assessment (EIA) Report has been prepared for the VARS project, Component 1 Etas Subdivision, in accordance with the **Environmental Protection and Conservation Act [CAP 283]** and the **EIA Regulations Order No. 175 of 2011**.

**Submission of Comments:**

Written comments and concerns about the project or the EIA report can be submitted to the VARS Project Management Unit (PMU):

**Physical Address:**

Ministry of Lands and Natural Resources – Resource Centre – Project Management Unit -  
George Pompidou

**Email:** [eso@vars.vu](mailto:eso@vars.vu)

**Phone:** 555 1551 or 774 9233 – for information

**Deadline for submissions:**

Written comments and concerns about the project or the EIA **report MUST BE SUBMITTED NO LATER THAN 15 AUGUST 2025**

For further information or clarification please contact the VARS PMU through the email or phone numbers above

## Introduction

The Contractor is required to prepare a Contractor's Environmental Management and Monitoring Plan (CEMMP) for the Works. The CEMMP will be in line with the VARS EIA and EMMP and the Supplementary Specifications of the bid documents. The Contractor shall not commence any Permanent Works under the Contract prior to confirmation that the CEMMP has been reviewed and formally approved by the Client.

The CEMMP will be provided to the Client (or delegate) for review as a complete set of documents insofar as possible and will provide with sufficient time for review (minimum 21 days prior to mobilisation). The Contractor is required to produce the below management plans and sub-plans as part of its CEMMP. These management plans are referred to throughout the VARS EMMP.

As well as the standard content associated with professional reporting, the CEMMP shall also contain, the below listed items to be consistent with, and respond to, the EMMP and bid document, the conditions of permits and approvals from the relevant ministry departments. The document should reflect contemporary good practice; be balanced, objective and concise; and be written in a way that is easily understood by other parties. All commitments must be specific and auditable with measurable outcomes and clear timeframes. The CEMMP must cover all activities within the project's area of influence. The area of influence includes the active worksite, production facilities (concrete, asphalt etc.) and materials sources.

The CEMMP will be the contractor's guiding document for the implementation of the EMMP. The CEMMP will be the Contractor's management plan for the practical implementing of these and local legal requirements. The CEMMP will contain the contractor's methodology and planning for adhering to its safeguard requirements. Throughout construction works the CEMMP will be reviewed and approved as required in order to maintain its effectiveness.

The contractor will include sufficient provision in its Bill of Quantities (BoQ) to ensure that the costs of preparing, maintaining and implementing the CEMMP shall be borne by the contractor and included within the tender price.

The CEMMP and associated management plans will be developed, approved and disclosed prior to commencement of construction. The bid documents will require that the CEMMP be developed by the contractor's nominated Safeguard Specialist. The CEMMP will be reviewed by the DSS along with the PMU on behalf of the Client. Once the CEMMP has been approved, it will be publicly disclosed by the Contractor and the PMU.

## **CEMMP Content and Required Sub-Plans**

The Contractor is required to produce the following subplans as part of its CEMMP as stipulated in the EMMP that forms part of the Supplementary Specifications within the bid document.

### **Labour Management Plan (LMP)**

This plan sets out how all local and any imported labour will be managed in line with local legislation. This plan sets out the programme of engagement and selection of all staff, workers and other personnel.

The LMP also sets out the programme of training for all staff, workers and other personnel including sub-contractors and suppliers on the Environmental, Social, Health and Safety management requirements of the project. This includes site orientation and induction through to tool box and other risk assessment training as well as training in the requirements of the CEMMP and its constituent plans. Records and registers of all training are to be kept by the contractor and made available for inspection by the DSS. An approved service provider will be contracted to deliver STI and SEAH prevention awareness training for all workers before or within one month of works commencing.

The contractor will also set out in the CEMMP the procedure including disciplinary procedures for non-compliance with CEMMP requirements, this includes failure to follow the contractor's Code of Conduct, (to be approved by the Client) that will be mandatory for all workers to sign.

### **Environment Management and Controls Plan (EMCP)**

This plan or more likely set of sub plans, sets out what measures the contractor will take to manage any and all environmental impacts and the arrangements for environmental protection arising from the project activities (from mobilisation through to demobilisation and including the defects liability period) as identified in the EIA and EMMP.

The EMCP will also capture all additional planning as required in the EMMP such as general erosion and sediment controls that are not covered in the Earthworks Management Plan. The EMCP will include details of intended site restoration and decommissioning planning and contingency planning. It will also include details and procedures on spill management, safe storage of fuels and hazardous materials and all protection measures detailed in the project EMMP that are not included in other CEMMP sub plans.

Other sub plans under the EMCP will include site specific operation plans and procedures should concrete batching, asphalt or bitumen plants be established by the contractor. These plants will require the contractor to apply for and secure all permits and licences under Vanuatu laws. The plans will be developed and presented to the DSS in advance for approval and will ensure these ancillary activities minimise and manage all environmental and social risks. This approval includes the proposed location(s) for these activities.

A decommissioning and restoration plan for all work sites (Etas and any ancillary sites) will also require DSS approval. The plan will include requirement to remove all construction materials, wastes from the site and to restore all land occupied by the contractor for the purpose of contract works.

### **Earthworks Management Plan (EMP)**

Project construction requires bulk earthworks across most of the project site. These works must take place before the construction of facilities, roads etc. The EMP will set out all contractor's measures to avoid and mitigate erosion, deposition, stabilise cuttings and slopes and manage the risks and potential

impacts of bulk earthworks and all other earthworks during the construction period. The EMP will include a programme for the earthworks that includes advance preventative mitigation measures and the intended rehabilitation of all cleared areas. A dedicated section of the EMP will cover all landscaping and rehabilitation required for demobilisation.

**Quarry Management Plan (QMP)**

The contractor is strongly encouraged to use existing, legally permitted quarry sites. If new sites are developed a QMP will be required. The QMP outlines the contractor's obligations for managing the environmental and social risks associated with the sourcing and use of quarried material for the Etas Subdivision. The QMP ensures compliance with national legislation, including the Quarry Act and EPC Act, and covers key aspects such as site selection and permitting, erosion and dust control, water and waste management, occupational and community health and safety, material transport, and site rehabilitation. The plan must be approved by the Department of Geology and Mines and the PMU prior to commencement and will be monitored throughout implementation by the DSS in coordination with the Department of Geology and Mines.

**Community Liaison Plan (CLP)**

This plan sets out the key community and other contacts required for effective community stakeholder engagement and includes requirements for notice of works, feedback, proposed meeting schedules with stakeholders. The CLP will set out the rules, restrictions and requirements and stakeholder engagement. The CLP shall also specify how complaints are to be managed including the use of the project Grievance Redress Mechanism (GRM). Agreement and arrangements made with stakeholders, for example of working hours will require to be in writing and attached to the CEMMP.

**Traffic Management Plan (TMP)**

Setting out how the Contractor will meet the traffic management requirements of the EMMP and manage traffic, including signage and traffic management within and around the site including any detours, and haulage routes. The TMP will have specific provisions for pedestrian safety, including school children walking past the work site and any haul routes for construction materials and wastes.

**Waste Management Plan (WMP)**

Setting out how wastes are to be managed and provisions for waste disposal of all types of wastes (liquid and solid, hazardous) generated by physical and all ancillary works. including excavated materials and the use of and disposal of excavated spoil.

**Contractors Safety Plan (CSP)**

This is the Occupational Health and Safety plan and program for the project and will cover all project related activities and work sites. The CSP shall meet World Bank and international construction standard requirements for OH&S. The CSP will include emergency procedures including evacuation and other safety mechanisms for natural disasters, disease outbreaks, civil unrest, serious accidents and others.

A register of emergency contacts and procedures will be kept and displayed at the work sites. Records of training in these procedures must be kept along with other management documentation. Records of all incidents, including near misses to be recorded along with actions taken to avoid similar incidents in future. These records and incident investigations shall be consistent with and follow the requirements of the World Bank ESIRT.

### STI and SEAH Prevention Programme

The programme will set out all activities and approach for training, awareness and education on these topics. Training will be delivered via a (DSS) approved training supplier. This programme will also contain information on other communicable diseases including STIs and others.

Training and awareness in the prevention of sexually transmitted infections (STIs) as well as sexual exploitation, abuse and harassment (SEAH) will be delivered as part of the programme. Training will take place prior to the commencement of construction and repeated on a quarterly basis throughout the period of construction and may be combined with other training. The cost of this will be included within the contractor's contract sum.

### Site Decommissioning and Restoration Plan (DRP)

The Site Decommissioning and Restoration Plan will be put forward for approval by the DSS. The Plan will include: (i) Requirement to remove all construction materials, wastes and machinery from the site, (ii) Restoration measures of all land occupied by contractor and removal of all temporary drains and other protection measures and (iii) Scarification of the soil will require application of topsoil and re-vegetation.

### Additional contents of the CEMMP

The CEMMP will include sections setting out arrangements for implementation and management of the CEMMP including:

- **Declaration and document version control:** signed declaration from responsible person; simple document version control that details all key changes to the CEMMP and subplans over time. The CEMMP will be reviewed, updated and resubmitted to the DSS for approval every six months during the contract period or in response to an anticipated change of circumstances before any changes are permitted at the work sites. These circumstances include substantial design changes with environmental or social implications, changes to specific approved plans, new activities not contemplated in the subproject EMMP, or additions to the project's area of influence. The CEMMP must also be updated where mitigation measures are insufficient to mitigate the environmental and social impacts
- **Summary of environmental and social impacts:** tabulated summary based on the EIA and EMMP but referring to specific actions and procedures in the CEMMP and its subplans. Includes list and map of sensitive receptors with locations.
- **Roles and Responsibilities:** defining the roles and responsibilities of personnel in charge of the environmental management of the project and their positions, including subcontractors.
- **Monitoring and Reporting:** description of monitoring to be undertaken to meet EMMP and contractual requirements, reporting requirements with a list of required reports, environmental, social or OHS incidents, non-compliance, corrective action and auditing; a description of the standard report content; the schedule or triggers for preparing a report; who the report is provided to; and document control procedures.
- **Compliance:** set out the internal procedure that the contractor will follow when a non-compliance has been identified during daily monitoring. Procedure will include notification responsibilities, rectification timeframe and reporting obligations. Procedure will also cover the process the contractor will follow when non-compliances are reported by the DSS. Procedure will also identify how the contractor will action any disciplinary or training requirements following the non-compliance

- **Permits agreements and plans:** copies of all plans, licenses and agreements for materials supply, land use, management plans etc. as may be required by the Contractor to meet legal obligations and the requirements of the EMMP.
- **Corporate commitment:** to following good international and industry practice in environmental, social and health and safety management as well as implementing all contractual safeguards requirements to ensure all environmental and social impacts arising from the activities of the Contractor, the contractor's employees, subcontractors, suppliers or associates are to be avoided, minimized or mitigated at all times. The contractor's employees, subcontractors, suppliers or associates will confirm their agreement to respect and sign a Code of Conduct that will include an enforceable arrangement.
- **Safeguards Training:** relevant environmental, social and health and safety management training to ensure responsibilities for implementing the CEMMP are understood. Covers all work sites for all project activities and operations, including contractors, subcontractors, suppliers associates and visitors. The CEMMP will include a list of the training needs, a plan and schedule for training. The CEMMP will also identify the sources conducting the training (internal/external).
- **CEMMP Review and Amendments:** The CEMMP will be reviewed, updated and resubmitted to the DSS for approval every six months during the contract period or in response to an anticipated change of circumstances before any changes are permitted at the work sites. These circumstances include substantial design changes with environmental or social implications, changes to specific approved plans, new activities not contemplated in the subproject EMP, or additions to the subproject's area of influence. No changes will be made to the subproject until it has either been confirmed by the DSS that an update to the CEMMP is not required, or the update has been approved by the DSS. The CEMMP must also be updated where mitigation measures are insufficient to mitigate the environmental and social impacts.