

Health and Safety Plan

March 14th, 2022

CEPF Grant 112706

Global Environmental Institute

Support the network of Mekong River Basin CSOs to enhance capacities and influence enterprises and governments

Cambodia, China, Lao PDR, Viet Nam, Thailand

Grant Summary

- 1. Grantee organization:** Global Environmental Institute
- 2. Grant title:** Support the network of Mekong River Basin CSOs to enhance capacities and influence enterprises and governments
- 3. Grant number:** 112706
- 4. Grant amount (US dollars):** \$100000
- 5. Proposed dates of grant:** October 1st, 2022-September 30th, 2024
- 6. Countries or territories where project is located:** Cambodia, China, Lao PDR, Viet Nam, Thailand
- 7. Full name, title, telephone numbers, and electronic mail address of Grantee personnel responsible for the health and safety plan:** Global Environmental Institute, +86-15680829317, gei@geichina.org

8. Summary of the project:

This project will seek to enhance the operation of the East and Southeast Asia Community Conservation Network (EASACCN), providing capacity building for domestic CSOs and opportunities for dialogues between Chinese stakeholders and local CSOs. This project contains majorly three components: the first component will be the capacity building of EASACCN. GEI will invite experts to conduct trainings, thus, improve the management of the network. The second component will focus on building domestic CSOs' abilities. GEI will identify different needs of domestic CSOs, organize trainings separately for CSOs who need to improve conservation skills and CSOs who want to have dialogues with Chinese stakeholders. The third component is to influence strategy and policy. GEI will initiate dialogue between Chinese stakeholders and domestic CSOs and based on their feedbacks, provide recommendations to improve Chinese oversea investment strategy and policy.

All of the project staff will be based in GEI's office in Beijing, China. Staff will travel to the project countries to identify domestic CSOs' capacity building needs, to understand the Chinese investment impacts, as well as to liaise with Chinese stakeholders and domestic CSOs in the project countries. There will be face-to-face workshops, symposiums and site visits (if COVID-19 restriction allow) in the target project countries, and so this Community Health and Safety Plan outlines the steps the GEI will take to ensure the health and safety of staff and our partners in the five project countries that may be visited and engaged throughout the project.

9. Date of preparation of the health and safety plan: March 2022

- 10. Describe the component of your project that has raised health and safety issues:** This section should explain the activities that might cause concern about health and safety.

Activity	Description of risk	Risk probability	Risk rating
Component 1. Enhance the management and fundraising skills of EASACCN to provide a sustainable network for existing members and potential stakeholders (international NGO, domestic CSOs, governmental departments, private sectors, etc.)			
Facilitate face-to-face and virtual meetings to support effective trainings for EASACCN by partners (e.g. ILCN, Save the Mekong) in activity 1.1.1	Transmission of communicable diseases, particular COVID-19, to partners	High	High

Component 2 Enhance the capacities of EASACCN members through conducting multiple trainings			
Facilitate a combination of face-to-face and virtual training events for domestic CSOs and training experts in activity 2.2.1 and activity 2.2.2	Transmission of communicable diseases, particular COVID-19, to domestic CSOs staff and training experts	High	High
Component 3 Influence Chinese stakeholders' investment strategies and policies in the Mekong River Basin countries			
Visits to Chinese Chamber of Commerce and domestic CSOs in project countries in activity 3.1.1 Facilitation of face-to-face communication symposiums and site visits in at least two countries (Cambodia and Thailand) in activity 3.2.1 and 3.2.2	Transmission of communicable diseases, particular COVID-19, to Chinese Chamber of Commerce, domestic CSOs staff and training experts	High	High

11. Actions to ensure health and safety: Describe actions that will be taken to ensure the health and safety of project workers as well as local community members. Include a description of the precautions that will be taken against transmission of COVID-19.

The majority of the project’s activities can take place virtually, at least in the first year of implementation. Some face-to-face engagement during the first year, following national guidelines and COVID-related regulations, will take place in China. Throughout the project, GEI will monitor specific regulations and guidelines related to COVID-19 in Cambodia, Lao PDR, Viet Nam and Thailand on a frequent basis and will work closely with CEPF team to make decisions that put the health and safety for everyone in the first place.

Specifically, GEI will put the following measures in place during project implementation:

- Daily works in the office: GEI will ensure all the employee who participated in this project to get vaccinated and will instruct any staff who are infected, unvaccinated, have close contact with someone who tested positive, or with COVID-19 symptoms to stay home. GEI will also provide staff with face coverings or surgical masks, as appropriate and suggest all staff to wear masks in public indoor settings. Daily in-person or virtual health checks (e.g. symptoms and/or temperature screening) of employees will be required before they enter the work site. Routine cleaning and disinfection will also be performed daily in the office. We will also suggest that visitors, or guest who come to office wear face coverings in public-facing workplaces.
- Meetings with key partners and stakeholders: Face-to-face meetings with partners and stakeholders will shift to virtual platforms on a case-by-case basis, following all national regulations and guidelines to safeguard people against transmission of COVID-19. If face-to-face meetings is necessary, GEI will offer the opportunity to attend via a call-in option or an internet-based service option, when possible, give those at higher risk of and/or higher concern about COVID-19 an alternative to participate in person. Seating arrangements will allow for staff and participants to easily maintain at least six-foot distance from one another at all practicable times. We will also provide hand sanitizer and masks during the meetings and check out participants’

body temperature before each one. A voluntary attendance sheet with names and contact information will be provided to assist in contact tracing of any cases linked to a public meeting.

- Communication: GEI will develop a participation and communication strategy within first six months of the project start date. This strategy will take into account the risks identified in this plan in how stakeholders outside of China are engaged throughout the project.
- Visits in Mekong River Basin countries: Before the business trip, GEI will ensure the staff are not in high-risk groups and have been fully vaccinated. Because the rules for travel really depend on where the trip originates and the destination, GEI will check the travel advisories issued by both the country of origin and of destination. During the trip, GEI will follow COVID-19 prevention measures, such as wearing a mask, washing hands frequently, maintaining physical distance of at least six-foot, and avoiding crowded or poorly ventilated places and settings whenever possible. We will also ensure all the staff in the business trip to follow COVID-19 travel policies and rules required by venues, transport operators and travel hubs such as airports, bus terminals, and train stations.

12. Budget: Please provide an estimate of the cost of implementing the health and safety plan, and clarify the source of funds (including if these are CEPF funds)

Activities	Item	Budget	Source
1.1.1	<ul style="list-style-type: none"> - COVID-19 Safety Supplies including Hand sanitizer, mask, thermometers for participants in face-to-face workshops. - Support for improved internet and phone access for virtual meeting 	\$ 129	GEI will provide safety supplies for this activity. CEPF will support internet and phone access.
2.2.1 2.2.2	<ul style="list-style-type: none"> - COVID-19 Safety Supplies including Hand sanitizer, mask, thermometers for participants in face-to-face workshops. - Support for improved internet and phone access for virtual meeting 	\$ 234	GEI will provide safety supplies for these activities. CEPF will support internet and phone access.
3.1.1	COVID-19 Safety Supplies including hand sanitizer, mask, thermometers. For staff who travels, rapid covid-19 self test kits and related prevention medicines	\$ 100	CEPF will provide safety supplies for business trip.
3.2.1 3.2.2	<ul style="list-style-type: none"> - COVID-19 Safety Supplies including Hand sanitizer, mask, thermometers for participants in face-to-face workshops. - Support for improved internet and phone access for virtual meeting 	\$ 211	GEI will provide safety supplies for these activities. CEPF will support internet and phone access.

13. Monitoring and Evaluation: This section aims to outline what steps the grantee will take to monitor and evaluate the impact of the proposed intervention.

GEI will monitor and evaluate the effectiveness of the measures listed above through regular communication and coordination with all staff, consultants, the CEPF team and key stakeholders such as domestic CSOs, government agencies and other in-country partners. GEI will report on its efforts and results in reports to the CEPF.