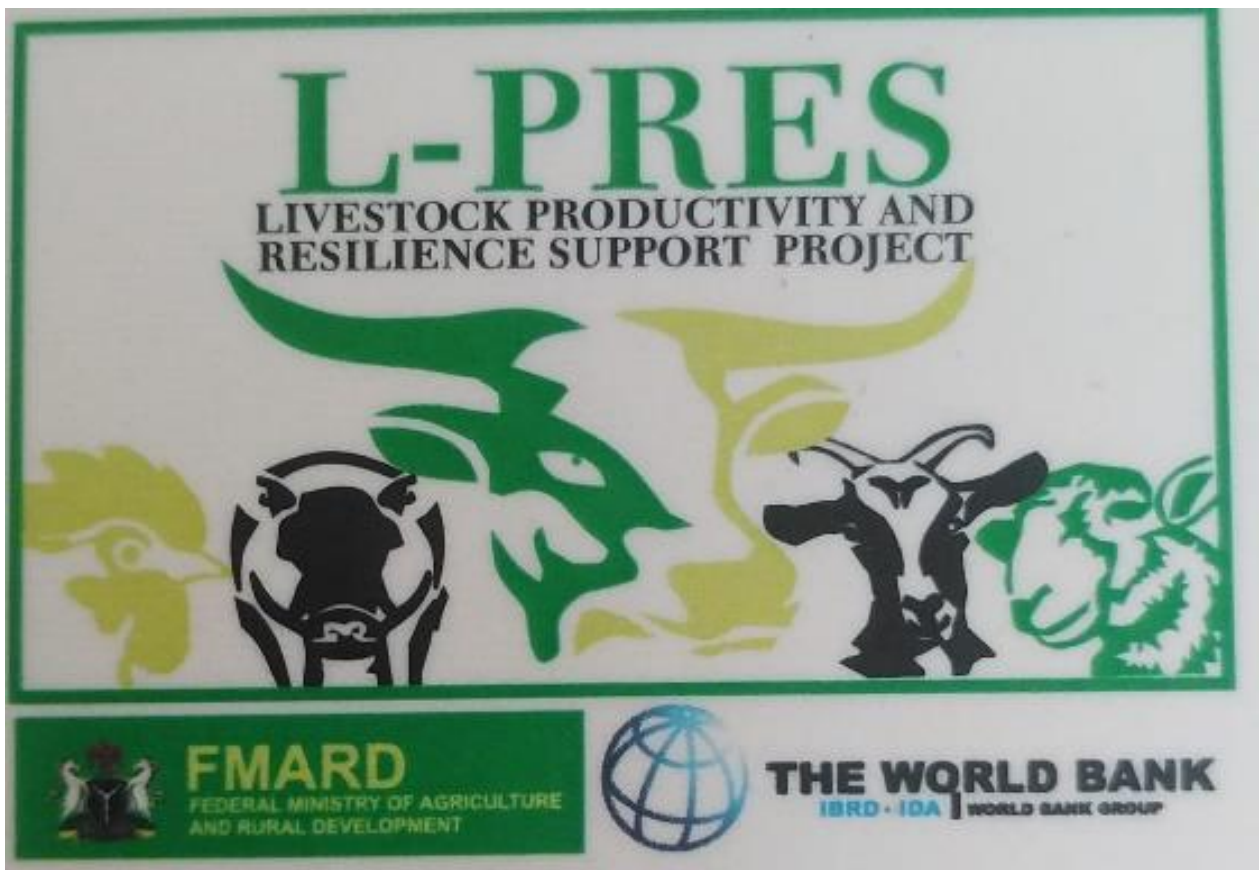




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**FEDERAL GOVERNMENT OF NIGERIA
WORLD BANK FUNDED**

**LIVESTOCK PRODUCTIVITY AND RESILIENCE SUPPORT PROJECT (L-PRES)
(PROJECT No. P160865)**



DRAFT FINAL REPORT LABOUR MANAGEMENT PROCEDURE (LMP)

JULY 2023

DRAFT FINAL

LABOUR MANAGEMENT PROCEDURE (LMP) MANUAL

FOR

**LIVESTOCK PRODUCTIVITY AND RESILIENCE SUPPORT
PROJECT (L-PRES) PROJECT NUMBER: P160865**

SUBMITTED TO

**L-PRES NATIONAL COORDINATION OFFICE
NO. 77 KWAME NKRUMAH CRESCENT
ASOKORO, ABUJA-NIGERIA**

List of Abbreviations and Acronyms

| | |
|----------------|--|
| AGoF | Accountant General of the Federation |
| AI | Artificial Insemination |
| AIDS | Acquired Immune Deficiency Syndrome |
| AP | Affected Persons |
| ARLAC | Africa Regional Labour Administration Centre |
| AULSAC | African Union, Labour & Social Affairs Commission |
| BoQs | Bill of Quantities |
| CERC | Contingency Emergency Response Component |
| CIC | Occupational Safety, Health Information Centre |
| CoC | Code of Conduct |
| CPMC | Community Project Management Committee |
| DBN | Development Bank of Nigeria |
| E&S | Environment and Safeguard |
| ESCP | Environment and Social Commitment Plan |
| ESMF | Environment and Social Management Framework |
| ESMP | Environment and Social Management Plan |
| ESS | Environment and Social Safeguard |
| FCT | Federal Capital Territory |
| FGN | Federal Government of Nigeria |
| FMARD | Federal Ministry of Agriculture and Rural Development |
| FMoE | Federal Ministry of Environment |
| FMoF | Federal Ministry of Finance |
| FMoWR | Federal Ministry of Water Resources |
| FMWA | Federal Ministry of Women Affairs |
| FPCU | Federal Project Coordination Unit |
| FPMU | Federal Project Monitoring Unit |
| GAHP | Good Animal Husbandry Practices |
| GBV | Gender-Based Violence |
| GHG | Green House Gas |
| GRC | Grievance Redress Committee |
| GRM | Grievance Redress Mechanism |
| HSE | Health Safety and Environment |
| ILO | International Labour Organization |
| IPF | Investment Project Financing |
| ISSA | International Social Security Association |
| LFN | Laws of the Federal Republic of Nigeria |
| LGA | Local Government Area |
| LMP | Labour Management Plan |
| LPRES | Livestock Productivity and Resilience Support |
| LSC | Livestock Service Centres |
| M&E | Monitoring and Evaluation |
| NCO | National Coordination Office |

| | |
|--------------|---|
| NIAS | Nigeria Institute of Animal Science |
| NIMET | Nigeria Metrological Service Agency |
| NLTP | National Livestock Transformation Plan |
| NWC | National Working Committee |
| OATUU | Organization of Africa Trade Union Unity |
| OIE | Office International des Epizooties |
| PAPA | Pan African Productivity Association |
| PBC | Performance-Based Condition |
| PDO | Project Development Objectives |
| PPE | Personal Protective Equipment |
| PPR | Peste des Petits Ruminant |
| PVS | Performance of Veterinary Services |
| RTU | Registrar of Trade Union Service |
| SCO | State Coordinating Office |
| SEA | Sexual Exploitation and Abuse |
| SPIU | State Project Implementing Unit |
| STD | Sexually Transmitted Disease |
| STI | Sexually Transmitted Infection |
| VCN | Veterinary Council of Nigeria |

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Executive Summary

The L-PRES project is a strategic input to the country's long-term approach to developing and transforming the livestock sub-sector. The project is supporting measures that will help the livestock producers and ancillary agribusiness mitigate and increase their adaptive capacity to climate change and resilience through (i) strengthening service delivery to farmers through improved livestock extension and advisory services (ii) promoting the use of climate-smart technologies and climate-smart practices (CSP) that reduce climate change impacts or/and reduce greenhouse gas (GHG) emissions, and (iii) support for Livestock Producer Organizations and other value chain operators to improve their performance and for promoting inclusive and resilience supply chains. To the extent possible, the project's foreseen investments in increased capacity for storage, processing, and marketing will make use of climate-resilient materials; promote more energy-efficient industrial buildings and use alternative sources of energy. The overall project investments are expected to reduce the carbon footprint through shorter transportation lines and forge improved logistics management to enable a resilient supply chain.

This Labour Management Procedure (LMP) of the LPRES project has been developed to ensure compliance with the World Bank and LPRES Environmental and Social Standard 2 (ESS2) on Labour and Working Conditions of project workers. The LMP identifies labour requirements and sets out the procedures for addressing labour conditions and risks associated with the proposed project, which is aimed at helping the project determine the resources necessary to address project Labour issues. Also, the LMP has outlined mitigation measures associated with the project.

The World Bank has rated the risks and impact associated with workers as well as community health and safety, and the risks associated with Labour impacts of the LPRES project as moderate due to the nature of construction activities of the project which are well understood and expected to have limited impacts as they can largely be avoided, minimized, or managed through procedures set out in this LMP. This LMP is specifically developed to protect project workers including vulnerable workers such as women and girls, persons with disabilities, children of working age, migrant workers, contracted workers, community workers and primary supply workers, to promote safety and health at work, to prevent discrimination in hiring, remuneration, access to training, on the grounds of race, national or social origin, birth, religion, disability, gender, sexual orientation, union membership, political opinions and age and promote equal opportunities;

Others are to prevent the use of all forms of forced and child labour in direct operations and supply chain, to support the principles of freedom of association and collective bargaining of project workers in a manner consistent with national law and to provide project employees and contractors with a Grievance mechanism to raise workplace concerns complaints and grievances and to receive feedback on the response and any associated corrective action.

The chapters contained in this manual include Chapter 1 which presents the Introduction, Chapter 2 presents Labour Management Procedure in the L-Pres Project, and Chapter 3 provides an assessment of Key/Potential Labour Risks. Chapter 4 outlines the Overview of

Legal & Regulatory Requirements, Chapter 5 presents National and International Labour Legislation and Occupational Health & Safety Issues.

Furthermore, Chapter 6 outlines the roles and responsibilities for managing LMP, Chapter 7 provides policies and procedures, and Chapter 8 defines the issues associated with the age of employment. Lastly, Chapters 9, 10 and 11 outline terms and conditions, Grievance Redress for project workers, and contractor management respectively.

1. INTRODUCTION

1.1 Project background

The Livestock Productivity and Resilience Support project is a strategic input to the country's long-term approach to developing and transforming the livestock sub-sector. The project is supporting measures that will help the livestock producers and ancillary agribusiness mitigate and increase their adaptive capacity to climate change and resilience through (i) strengthening service delivery to farmers through improved livestock extension and advisory services (ii) promoting the use of climate-smart technologies and climate-smart practices (CSP) that reduce climate change impacts or/and reduce greenhouse gas (GHG) emissions, and (iii) support for Livestock Producer Organizations and other value chain operators to improve their performance and for promoting inclusive and resilience supply chains. To the extent possible, the project's foreseen investments in increased capacity for storage, processing, and marketing will make use of climate-resilient materials; promote more energy-efficient industrial buildings, and use an alternative source of energy. The overall project investments are expected to reduce the carbon footprint through shorter transportation lines and forge improved logistics management to enable resilient supply chains.

The project will adopt a broad-based approach to encompass all the public and private sector players along the selected value chains. It will inter alia provide improved public-sector services delivery; foster increased private-sector participation, and involve vulnerable groups (women and youth) in livestock value chain activities. Furthermore, the project will address priority livestock diseases, natural disaster control, and the negative effects of climate change, increase the quantity and quality of livestock feed and forage, and establish the regulatory and legal frameworks underpinning many of these inputs.

The Project Development Objective (PDO) is to improve the productivity, commercialization, and resilience of targeted livestock production systems and to strengthen the country's capacity to respond to an eligible crisis or emergency in Nigeria. This is because the livestock sub-sector is wide and presents some promising production opportunities across many states in Nigeria.

Project Coverage: Given the livestock sector’s development needs across all of Nigeria, and the objectives and scope of the proposed project - strengthening sector institutions, disease control and prevention, enhancing livestock value chains, and mitigating climate change-mediated conflict—FGN regards the L-PRES Project as a national program, to which all 36 states are technically eligible. To encourage efficient implementation and attain the desired outcomes, however, the project will prioritize on-board states that have demonstrated commitment to project outcomes throughout and beyond the life of the project and are ready to effectively implement the project.

This LMP describes the requirements and expectations in terms of compliance, reporting, roles, supervision and training with respect to labour and working conditions, including discriminatory working conditions (especially against women), child labour, camp accommodation where applicable etc. The LMP covers all categories of workers excluding government workers/civil servants working in connection with the project except where there is a legal transfer of their employment or engagement to the project.

1.2 Labour Management Procedures (LMP)

This Labour Management Procedure (LMP) has been prepared for Project to ensure compliance with Environmental and Social Standard 2 (ESS2) on Labour and Working Conditions. The LMP identifies labour requirements and sets out the procedures for addressing labour conditions and risks associated with the proposed project, which is aimed at helping the project determine the resources necessary to address project Labour issues.

The World Bank has rated the risks and impact associated with workers as well as community health and safety, and the risks associated with Labour impact as moderate due to the nature of moderate construction activities which are well understood and expected to have limited impacts as they can largely be avoided, minimized, or managed through procedures set out in this LMP. The LMP will be reviewed continually during project implementation and adequate measures and procedures to manage negative impacts will be defined.

1.2.1 Objectives of LMP

The LMP is developed taking into consideration the ESS 2 which specifies the requirements for the management of labour and working conditions. The main objective of the LMP is to recognize the importance of employment creation and income generation in the pursuit of poverty reduction and inclusive economic growth in LPRES project areas. Other objectives include:

- To protect project workers including vulnerable workers such as women and girls, persons with disabilities, children of working age, migrant workers, contracted workers, community workers and primary supply workers
- To promote safety and health at work.
 - Prevent discrimination in hiring, remuneration, access to training, on the grounds of race, national or social origin, birth, religion, disability, gender, sexual orientation, union membership, political opinions and age and promote equal opportunities;
- To prevent the use of all forms of forced and child labour in direct operations and supply chain.
- To support the principles of freedom of association and collective bargaining of project workers in a manner consistent with national law.
- To provide project employees and contractors with a Grievance mechanism to raise workplace concerns complaints and grievances and to receive feedback on the response and any associated corrective action.

1.3 L-PRES Project Components

Project Components: Descriptions and Implementations

The project is structured as an Investment Project Financing (IPF) funded by an IDA credit of US\$500 million and counterpart funds in the amounts of US\$48.5 million over six years. The total project cost is US\$548.5 million and this is shared into US\$ 500 million, US\$12.00m and US\$36.5.00m for the World Bank, Government, and Beneficiaries respectively. The project will have five inter-related components: (i) Component 1: Institutional and Innovation System Strengthening; (ii) Livestock Value Chain Enhancement; (iii) Crisis Prevention and Conflict Mitigation; (iv) Project Coordination and Management; and (v) Contingency Emergency Response Component

Component 1: Institutional and Innovation System Strengthening (US\$95.0 million)

This component will strengthen the policy and institutional foundations for improving the performance and governance of the livestock sector, with due regard to the need for climate change adaptation and mitigation. Project support will focus on (i) strengthening the livestock policy and regulatory framework, planning, and monitoring at the federal and state levels; and (ii) improving the capacity and capability of key institutions in the livestock innovation system to deliver public goods and services essential for improving sector productivity, increasing the resilience of the livelihoods anchored in the sector (including livelihoods in pastoral systems), reducing competition for natural resources, and reducing the sector's negative externalities. Project support will be provided through three synergistic subcomponents.

Subcomponent 1.1: Support to Policy Formulation, Planning, and Capacity Strengthening (US\$15.0 million).

This subcomponent aims to strengthen the policy environment, knowledge base, and human resource capacity of the livestock sector as a springboard for enhancing livestock productivity, resilience, and value chain performance. It will finance five activities, beginning with the preparation of a comprehensive Livestock Master Plan and follow-up analyses to guide the development of a sustainable, efficient livestock sector in the short to medium term. The Livestock Master Plan will address the spectrum of ruminant production systems (pastoral, mixed, intensive) and their trade-offs in terms of economic, social, environmental, and public health risks and opportunities (including the strengthening of One-Health approaches to the pandemic and other public health risks mitigation), in the context of a changing climate. Second, Subcomponent 1.1 will finance feasibility studies of cost-efficient tools and systems (such as digital technologies) to improve the collection, analysis, and dissemination of data adapted to public and private stakeholders' needs, including data on herd population characteristics and dynamics, productivity trends, animal movements (linked to transhumance and trade), market prices, and other variables. Based on those studies, the third activity under this subcomponent is to develop and pilot promising prototypes of data tools and systems in selected states. The fourth activity is to develop sub-sector policies related to feeding, breeding, dairy production and animal health, and roll out a competitive scholarship program for postgraduate studies (targeting at least 50 per cent of women beneficiaries), as well as continuing education and capacity-building programs for key stakeholders at the federal and state levels to improve livestock policy and regulation formulation, enforcement, monitoring and evaluation (M&E), and technical knowledge related to the different production systems. Lastly, this subcomponent will provide financing to explicitly mainstream climate change adaptation and mitigation objectives across all relevant policies and strategies (including the Livestock Master Plan and NLTP) and regulations to strengthen the foundation for addressing climate change challenges in the sector.

Subcomponent 1.2: Support to Animal Husbandry and Advisory Support Services (US\$40.0 million).

Subcomponent 1.2 will build producers' resilience to climate change and reduce the sector's GHG emissions and other negative environmental externalities by improving the availability and adoption of superior livestock breeds, Good Animal Husbandry Practices (GAHPs), and feed resources adapted to the diversity of ruminant production systems. It will finance four sets of activities that contribute directly to climate change adaptation and mitigation by reducing methane emissions per unit of meat or milk produced (based on improved feeding and manure management) and by increasing carbon sequestration (based on improved pasture and rangeland management).

The first set of activities will support the development and implementation of a genetic resource management strategy, with large ruminants as a priority. Aside from traits preferred by producers (increased productivity, early maturity) and markets, breed improvement and selection will emphasize traits that confer resilience to climate-induced stresses, enabling

livestock performance to improve as the climate changes. This strategy will be supported through corresponding investments in building (or rehabilitating) and equipping artificial insemination (AI) and breed improvement centres, and in strengthening the technical capacity of breed improvement extension agents to guide breed selection and improvement and increase access to services for farmers (including pastoralists through the provision of mobile AI services, for example). Second, Subcomponent 1.2 will finance the development of user-friendly, comprehensive extension training materials (including digital guides) on GAHPs. These materials will cover the range of ruminant production systems and incorporate approaches for climate change adaptation and mitigation. Farmer Field Schools will also be supported to facilitate applied research and learning for groups of herders. Technical support for breed improvement and the introduction of GAHPs will give preference to female producers and be adapted to their needs, to overcome the challenges and risks that often limit women's experimentation with new technology.

The third set of activities under this subcomponent is the promotion of improved feed production techniques (the use of agricultural by-products, the composition of balanced feed, and feed storage technologies); improved feeding practices adapted to animal need the ith potential to reduce methane production; and improved grazing and rangeland management practices (individual or community based) that increase soil carbon stocks, biodiversity, and reduce erosion. Fourth, this subcomponent will finance the training of state-level extension agents to use the new materials, guides, and approaches to improve service delivery. Extension agent training, extension protocols, and extension and advisory services for livestock producers will incorporate content and approaches to close gender gaps in livestock ownership and value-chain position, such as training in socio-emotional skills to support women's successful entrepreneurship, or adjustments in training content, delivery modalities, and timing to accommodate gender differences in digital literacy, digital access, and household responsibilities. This sub-component will disburse through input-based financing.

Subcomponent 1.3: Support to Animal Health Services Strengthening (US\$40.0 million)

Subcomponent 1.3 will strengthen the delivery of livestock health services and improve the coordination between animal, human, and environmental health services, as embodied in the One-Health concept. Improvements in the delivery of animal health services will increase productivity by reducing livestock morbidity and mortality, in turn improving the resilience of livestock and livestock-based livelihoods to climate shocks, including diseases induced by climate change. By contributing to greater efficiency (increased milk yield, daily weight gain, reproductive performance, feed conversion ratio), improvements in animal health will also reduce the intensity of GHG emissions from the livestock sector and help to mitigate climate change, as well as reduce food loss. Expanding the capacity of animal health services and improving their coordination with human health services is also the key to preventing and responding to public health threats such as AMR and zoonotic diseases, including those with pandemic potential.

In this context, Subcomponent 1.3 will strengthen national animal health services, building on recommendations of the 2019 OIE PVS report through several activities. First, it will

improve the organization and procedures of the National Veterinary Services by establishing a program to support the development of private veterinary services delivery, opening the way for future delegation of selected official tasks to private veterinary professionals for the prevention and control of regulated diseases of economic and public health importance (under a sanitary mandate). Second, it will finance infrastructure and equipment (including solar-powered cold chains, which contribute to climate change mitigation), inputs, training, communication/awareness, and operating costs of selected nationwide programs for disease surveillance, clinical and laboratory diagnostics, and disease control and eradication, with *Peste des Petits Ruminants* (PPR) as a priority. The third activity under this subcomponent is to improve quality control for veterinary medicines (including antimicrobial agents) and ensure their prudent use to reduce risks to public health and food loss and waste. Fourth, Subcomponent 1.3 will finance the establishment of One-Health platforms at the subnational level to increase collaboration and encourage the development of joint programs with other sectors and disciplines (human health, environmental health). This activity will complement and be implemented in collaboration with the WBG-financed Regional Disease System Support Enhancement (REDISSE - P154807) Project in Nigeria. The fifth activity focuses on working with the private sector to expand the national capacity to produce and commercialize vaccines and other biologicals.

The sub-component will disburse through inputs-based financing and results-based financing based on the achievement of one PBC – the establishment of a private veterinary practice program. The indicator is selected as PBC because it encapsulates the project’s efforts to encourage private sector participation in the delivery of livestock services. The provision of veterinary services by the private sector not only improves effectiveness but also enables scarce public funds to be used towards the delivery of truly public services, thereby expanding the number of farmers receiving services which are key to achieving the PDO.

Component 2: Livestock Value Chain Enhancement (US\$275.0 million)

Component 2 builds on herd-level improvements in productivity arising from investments under Component 1 (improved breeds, animal health, and GAHPs) to expand the overall production of meat and milk and reduce imports of those commodities. To that end, it will enhance and modernize the value chain for livestock products, promote a stronger commercial/market orientation among small and medium producers, and encourage increased private investment in priority segments of the value chain, while mainstreaming climate change adaptation and mitigation measures. In addition to augmenting national production, these activities will build more resilient livelihoods, create jobs, promote rural economic growth, and improve food safety. An enhanced value chain will help to ensure the sustainability of project investments and foster intensification, which will reduce the environmental (and carbon) footprint of the livestock sector. Project support will be provided under four subcomponents.

Sub-component 2.1: Support to Market Linkages and Market Development (US\$160.0 million)

Sub-component 2.1 will foster a market orientation among small and medium producers by ensuring: (i) market access/availability; (ii) that producers capture a fair share of product/commodity value; (iii) transparency in market prices; and (iv) the highest level of appropriate value addition at the farm level through primary processing (bulking, cooling, sorting, packing, and so on) to increase profits and reduce food loss and waste. The demand-supply balance for meat (beef) and milk in Nigeria (which will be reconfirmed through rapid localized supply and demand studies during implementation), as well as consultations held during project preparation, indicate that prospective off-takers and markets for these commodities abound in the country, including small and medium agribusinesses working or seeking to work in partnership with organized livestock producers. In this context, Subcomponent 2.1 will support and strengthen collective action by small-scale producers to “create volume,” add value, reduce transaction costs, and increase their bargaining power in identified commodity markets. Concurrently it will raise producers’ awareness of modern, climate-smart production technologies to increase efficiency (for example, in using land and feed, reducing feed loss along the value chain, and managing manure and waste) while reducing emissions and mitigating the negative ecosystem effects of livestock production.

Sub-component 2.2: Support to Increased Access to Finance (US\$70.0 million)

This sub-component builds on activities under Component 1 and Sub-component 2.1 to further de-risk the livestock value chain, expand lending in the livestock sector, and promote climate adaptation and mitigation. It will address critical challenges in providing credit to livestock value chains, particularly loan duration and realistic risk-adjusted pricing. Accordingly, Sub-component 2.2 will finance three main activities: a credit line, a risk-sharing facility, and technical assistance through input-based financing.

Sub-component 2.3: Support to Selected Livestock Service Centres (US\$45.0 million)

Activities under this subcomponent will complement activities under Subcomponents 2.1 and 2.2 by accelerating the momentum of smallholder commercialization and private sector investment in the livestock value chain while scaling up climate-smart livestock production systems. In line with the NLTP, this subcomponent will provide support to create Livestock Service Centres (LSCs) in selected areas to promote commercialization, reduce open grazing, and attract private investment in the livestock sector. Conceived as pilots and modelled along the lines of agri-parks, the LSCs will be a community of businesses with a common interest in livestock and livestock products, situated in gazetted grazing reserves or another such land with unencumbered titles provided by the relevant states. The LSCs will complement the technical activities of federal and state entities and promote better integration of their services at the local level, supporting the broader territorial development needs of local livestock communities.

The LSCs will be accessible to both sedentary and transhumant livestock keepers (with a focus on smallholders). Beyond promoting commercialization and private investment, these centres are expected to mitigate conflict through multi-stakeholder inclusive participation, discussions, and planning. The project will pilot LSCs in seven states in areas where livestock

are concentrated, with the scope to expand the model if it proves successful. The pilot states are key corridors for livestock movement within Nigeria and the region.

Component 3: Crisis Prevention and Conflict Mitigation (US\$100.0 million)

While the improved provision of animal husbandry, animal health, and animal identification and traceability services under Component 1 will indirectly help to mitigate herder-farmer conflict (mainly through improved productivity, reduced resource-use intensity, and livestock security) thereby contributing to improved resilience of communities affected by conflict, Component 3 will address the most proximate causes of herder-farmer conflict: the declining quantity and quality of resources (water and rangeland), constrained access to resources, and declining social cohesion. In line with the NLTP, support will be channelled through two subcomponents, presented below.

Subcomponent 3.1: Support to Natural Resources Management and Pasture Improvement (US\$70.0 million)

Subcomponent 3.1 will finance investments to improve the quantity and quality of water and rangeland—resources that are critical for productive pastoral systems with increased climate resilience and carbon sequestration. It provides support to assess the status of water and feed (including forage and fodder) using remote sensing technologies and tools such as the FAO feed balance methodology. The resulting information will be disseminated to guide decisions on improved feed and water management, utilization, and access. Subcomponent 3.1 will also finance the establishment and implementation of an inclusive, community-driven process for climate-smart, sustainable rangeland/landscape management. All key users of grazing reserves and water will be involved in this process, which will establish clear conditions for accessing these natural resources and develop sound governance mechanisms to manage them. Support will also be available for constructing and rehabilitating stock routes and water points, to improve this network and include areas that offer new rangeland/pasture. Committees will be established and supported to manage these investments sustainably. Subcomponent 3.1 will also finance the development of cultivated pasture, including facilities for irrigation in water-scarce environments.

Subcomponent 3.2: Support to Conflict Mitigation (US\$30.0 million)

This subcomponent provides support to increase capacity for conflict prevention and resolution, focusing initially on herder-farmer conflicts. Through activities at the local, national, and transnational levels, this subcomponent seeks to: (i) mitigate the resource-based drivers of conflict; (ii) increase local capacity for conflict resolution; and (iii) facilitate policy dialogue to address the underlying drivers of conflict.

A. Local level: The sub-component 3.2 will finance the establishment and support of local committees for conflict prevention and resolution and facilitate investments to alleviate pressure points. Local committees will build on existing formal and informal institutions and mechanisms of conflict resolution and receive training in conflict dialogue and resolution. Livestock Extension and Advisory Service Providers will support committees in mapping stakeholders, identifying sources of conflict, and drawing on local ideas and knowledge to

address them. In partnership with community committees, the LPRES Project will support community dialogue and activities to promote social cohesion between herders and farmers, anticipate and resolve potential conflicts, and strengthen peace-building. Herders and farmers will jointly identify potential pressure points to help prioritize investments and data needs. Small-scale investments prioritized through this dialogue will be financed under this subcomponent in consultation with communities, local authorities, and representatives of both farmer and pastoral communities. Examples of investments include the construction and rehabilitation of critical infrastructure to secure mobility and access to pastoral areas/grazing reserves along transhumance corridors and stock routes (for instance, the marking of corridors, development of rest areas, provision of shelters and feed storage facilities) and mechanisms to enforce regulations, which are all essential to supporting productive and resilient pastoral systems.

B. National level: With the support of the Nigerian Meteorological Agency (NIMET), the project will support the creation of early warning systems using remote sensing and spatial analysis to forecast forage conditions and water availability, enabling pastoralists and the government to take pre-emptive action to prevent conflicts. This information will be disseminated through local committees to allow timely community responses. Under this subcomponent, the project will also support dialogue on gazetted reserve and transhumance corridors to strengthen their management and statutory protections against encroachment. Financing will be provided to prepare feasibility studies on livestock insurance mechanisms to indemnify producers against livestock losses (through theft, for example), which are known to trigger conflict.

C. Transnational level: The project will finance the organization of a high-level dialogue on transboundary agreements on animal movement. The objective is to ensure a coherent spatial approach and agreement between Nigerian states and between Nigeria and neighbouring countries, including high-level dialogue with ECOWAS to establish consistent and coherent rules on transhumance. All activities will be implemented through inputs-based financing.

Component 4: Project Coordination and Management (US\$30.0 million equivalent)

This component aims to ensure that programmed project activities are implemented in a timely and appropriate manner, with adequate support to overall project management, M&E and communication. It will finance the creation and operation of a National Coordination Office (NCO) in FMARD with the following main objectives:

- (i) Ensuring effective strategic and operational planning, implementation, and M&E of the project, beginning with a baseline assessment to measure the project's progress and impacts;
- (ii) Ensuring that all project funds are used efficiently, and coordinating project interventions implemented by participating stakeholders and partners;
- (iii) Evaluating the project's mid-term and final results, outcomes, and impacts on beneficiaries;
- (iv) Supporting states to meet criteria for participating in the project;

- (v) Supporting social risk mitigation, especially gender, labour influx, mapping of GBV services and development of referral pathways and security risks;
- (vi) Supporting and ensuring efficient knowledge management; and
- (vii) Preparation and implementation of a communication strategy to support effective communication with various public and private entities on project activities, outcomes, best practices, and lessons learned. Financing under this component will also be used to create State Coordination Offices (SCOs) to lead project implementation at the state level. All activities will be implemented through inputs-based financing.

Component 5: Contingency Emergency Response Component (US\$0.0 million)

Given Nigeria's vulnerability to shocks, the proposed project includes a Contingency Emergency Response Component (CERC) with a zero-dollar allocation. The CERC provides a mechanism within the project to finance a response to a natural disaster, disease, or another eligible emergency, should one occur. This CERC is particularly critical considering the unpredictable trajectory of the COVID-19 pandemic, the continuing threat of a desert locust invasion in West Africa, and the potential for drought or floods. If a crisis develops, FGN may request WBG to reallocate project funds to cover some of the emergency response and recovery costs. All expenditures under this CERC will be by paragraphs 11, 12, and 13 of the Investment Financing Policy. Expenditures will be appraised and reviewed to determine if they are acceptable to the World Bank before disbursement is made. Disbursements will be made against an approved list of goods, works, and services required to support crisis mitigation, response, recovery, and reconstruction.

1.4 Scope of The Labour Management Procedure

This Labour Management Procedure (LMP) describes the requirements and expectations in terms of compliance, reporting, roles, supervision, and training concerning labour and working conditions, including discriminatory working conditions (especially against women), child labour including camp accommodation. The LMP will cover all categories of workers excluding public or government (civil servants/workers) working in connection with the L-PRES project except where there is a legal transfer of their employment or engagement to this project. The potential labour risks on the project include Arbitrary decisions on employment terms and conditions by contractors, Non-discrimination and equal opportunity, Poor working conditions, unsafe environment, underpayment, lack of workers' rights, Sexual Harassment of (SH), Sexual Exploitation and Abuse (SEA), Gender-Based Violence (GBV), Forced Labour, Child Labour, Occupational Health and Safety, Labour Influx, Grievance Redress Mechanism, Right of Association and Collective Bargaining of Primary Suppliers, Discipline and Termination of Employment and Contractor management. The mitigation measures are outlined in Table 2.

The LMP sets out the following procedures;

- How workers will be managed by the national law requirement
- Guidelines for the different categories of project workers
- Terms and conditions of Employment
- Child Labour
- Forced Labour
- Non-discrimination and equal opportunity
- Protecting Workforce
- Grievance Mechanism
- Occupational Health and Safety

CHAPTER TWO

OVERVIEW OF LABOUR USE IN THE L-PRES PROJECT

2.1 Type of Workers

ESS 2 categorizes the workers into direct, contracted, community, and primary supply workers. The categories for which the L-PRES project workers have been defined below. The project components that will require Labour use include components 2, 3 and 4. This is aimed at ensuring the protection of the labour workers.

a. Direct workers: Direct workers comprise a mix of public (government) civil servants drawn from various Ministries, Departments and Agencies (MDAs) and those deployed as technical consultants – full and part-time by the NPCU and SPIUs – under the project. The former will be governed by a set of public service rules, the latter by mutually agreed contracts. At the federal level, the project has a National Coordination Office (NCO) and States Coordination Office(s) (SCOs) across the 36 States respectively. Representatives of the Federal Ministry of Environment (FMoE), Federal Ministry of Finance (FMoF), Federal Ministry of Women Affairs (FMWA), Federal Ministry of Water Resources (FMoW), and officers in the Office of the Accountant General of the Federation (AGoF). Others are representatives from the Nigerian Institute of Animal Science (NIAS), Veterinary Council of Nigeria (VCN), National Animal Production Research Institute (NAPRI), National Veterinary Research Institute (NVRI), Federal Ministry, State Ministries of Agriculture as well as the Development Bank of Nigeria (DBN). At the various states where the project will be implemented, a State Coordination Office (SCO) is constituted to implement the day-to-day coordination, management, and monitoring of the project components.

b. Contracted workers: Two broad categories of contracted workers are expected. First is Consultancy service providers who will provide implementation support services to the NCO and SCOs. Second is the staff categories of contractors such as casual workers, permanent workers and contract workers of to be subcontracted to arrange for civil works under the subprojects (for example, construction of model beef, milk, sheep, goat, and poultry pen to promote commercial production as well as the construction and rehabilitation of milk collection facilities, water points and abattoirs repairs etc.).

c. Community Workers: The project will adopt the modality of community-driven construction and Rehabilitation Works. Hence, labour will be sourced locally for skilled and unskilled labour (Table 1). An elected Community Project Management Committee (CPMC) will work closely with the SCO and the Federal Ministry Local Government Area (LGA) to manage and oversee the construction process at all stages of the project including identification of structures for rehabilitation, expansion and construction management and local supervision.

d. Primary Suppliers workers: are workers engaged by primary suppliers likely to include suppliers of construction materials for any civil works to be supported by the project, as well as equipment/supplies that may be used to improve other aspects of the various components of the project. The primary supplier exercises control for the work, working conditions, and treatment of his workers on the project.

The SPCU of participating states will ensure that any contractor or supplier engaged to work in the LPRES Project have sound environmental standards and management practices in place.

Therefore, all contractors and suppliers will be assessed to ensure compliance to the required environmental and social management standards. The assessment shall be embedded in the tendering, hiring and contracting processes, and any due diligence measures required in the sourcing of contractors and suppliers for the project activities. The bidding documents for works will include specific requirements that minimize the use of workers from outside the vicinity. While hiring labour from local communities, the contractors will ensure that workers are hired as contract labour and not temporary/day wage labour to the extent possible

2.2 Number of Project Workers

At the point of preparation of this LMP, it is technically accepted that the project will be implemented across all 36 States of the Federation; however, only about 9 States have signed their SLAs presently. Thus, the exact number of potential workforces required can be determined when all the States have duly signed their SLAs. When this is done, state/site-specific Labour Management Procedures will be prepared as a part of the Environmental and Social Impact Assessment/Environmental and Social Management Plans. Nonetheless, labour requirement (both skilled and unskilled) is anticipated to be utilized during project implementation through the construction and rehabilitation of existing and new Livestock production infrastructures and during their operations (see Table 1).

Table 1 below provides an estimated labour requirement for rehabilitation or construction activities in the L-PRES Project

| Project phase | Proposed Intervention Works | Activities | Requirement | Support Services |
|------------------------------------|--|--|------------------|------------------|
| Pre-construction | Preparatory Works: | <ul style="list-style-type: none"> Assessment of existing projection location Equipment & personnel mobilization to the site | Skilled labour | |
| | Land clearing, excavation, creation of burrow pits and staging areas | <ul style="list-style-type: none"> Citing & the preparation of base camps & onsite toilet facilities Removal of vegetation cover | Unskilled labour | |
| | Mobilization of workers | | Unskilled labour | |
| Construction/rehabilitation | | <ul style="list-style-type: none"> Demolition of old structures Removal of debris Groundworks & Excavation | Skilled labour | Burrow pit |

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|--|--|---|--|--|
| | | <ul style="list-style-type: none"> • Construction of structures • Provision of water and toilet facilities • Other ancillary works • Disposal of construction wastes | Unskilled labour | Earth-filling machinery & equipment Temporary waste collection system/areas |
| Operation/Maintenance of facilities | | Maintenance works; <ul style="list-style-type: none"> • Good housekeeping • Collection & disposal of wastes • Inspection of facilities • Scheduled integrity test of structures • Routine replacement of damaged or faulty parts of facilities | Skilled labour Unskilled labour | Community supervision Operations & maintenance |
| Demobilization | | Closure works; <ul style="list-style-type: none"> • Decommissioning of constructed/rehabilitated structures • Disposal of construction waste/spoils • Evacuation of contractor work camp | Skilled labour Unskilled labour | |

2.3 Terms and Conditions of Employment

Given the nature of the project, the workforce will comprise both skilled and unskilled labour, technical staff, community representatives and public (government) civil servants. The Terms and Conditions of employment in LPRES project shall be in accordance with ESS 2 with the following guidelines:

- Project workers will be provided with information and documentation that is clear and understandable regarding their terms and conditions of employment. The information and documentation will set out their rights under national labour and employment law

(which will include any applicable collective agreements), including their rights related to hours of work, wages, overtime, compensation, and benefits, as well as those arising from the requirements of ESS 2. This information and documentation will be provided at the beginning of the working relationship and when any material changes to the terms or conditions of employment occur.

- Project workers will be paid on a regular basis as required by national law and labour management procedures. Deductions from payment of wages will only be made as allowed by national law or labour management procedures, and project workers will be informed of the conditions under which such deductions will be made. Project workers will be provided with adequate periods of rest per week, annual holidays and sick, maternity and family leave, as required by national law and labour management procedures.
- Where required by national law or labour management procedures, project workers will receive written notice of termination of employment and details of severance payments in a timely manner. All wages that have been earned, social security benefits, pension contributions and any other entitlements will be paid on or before termination of the working relationship, either directly to the project workers or where appropriate, for the benefit of the project workers. Where payments are made for the benefit of project workers, project workers will be provided with evidence of such payments.

2.4 Project Implementation Schedule and Labour Requirement

The direct workers will be required full-time and around the year for the project duration while consultancy Services workers will be required full-time and or on an intermittent basis for the entire project duration. Civil works contracted workers will be required, as per the need. It will be up to the contractors to mobilize the labour force to coincide with the type of work and the season.

CHAPTER THREE

ASSESSMENT OF KEY POTENTIAL LABOUR RISKS

3.0 Introduction

This chapter outlines the potential Labour risks and impacts associated with the Livestock Productivity and Resilience Support Project (L-PRES) and proffers mitigation measures.

3.1 Potential Labour Risks and mitigation measures

Some of the potential labour risks and impacts associated with the L-PRES project include:

- Biased recruitment and selection practices which could discriminate against women and other vulnerable groups
- Unfair or exploitative wages/salaries
- Long and over-stretched working hours – with no or little break periods
- Poor health and safety culture in the workplace, accidents/incidents, Lack of provision of PPEs
- View that wages, salaries and benefits are poor or that foreigners are treated better and receive better conditions of employment
- Forced Labour
- Child Labour/ trafficking issues
- Gender-based violence (GBV) risks because of contractor workforce during civil works
- Workplace sexual harassment
- Lack of provision of basic facilities – water, food, toilets, washing hand facilities, medical aid
- Poor or sub-standard campsite facilities and campsite management
- Aggression/hostility and security threats from the host community
- Cultural differences may cause conflicts
- Lack of cohesive rules and regulations for all workers
- Nepotism/Favouritism
- Lack of grievance redress channel for workers
- Dismissal from work
- Boredom and lack of recreational activities
- Poor or lack of access to religious practices

A summary of the potential risks and impacts associated with the LPRES project and their mitigation measures is described in Table 2 below.

Table 2 Summary of the potential labour risks and impacts of the L-PRES project

| S/no | Risks | Impacts | Mitigation measures |
|------|--|---|---|
| 1 | Arbitrary decisions on employment terms and conditions by contractors | <ul style="list-style-type: none"> • The duration of the contract offered to workers is too short, hence, the employee may not have an adequate collective bargain, thereby leading to employee disputes and discontent • Project workers may not be provided with adequate information & documentation that is concise, clear and understandable regarding contract terms and conditions | <ul style="list-style-type: none"> • The state Coordinating Offices & Project Implementation Units will closely supervise the contractor recruitment plan & ensure equity applicable to National laws • All information & documentation must be availed at the beginning of the working relationship and where any changes occur, project workers will receive written notice on the update regarding details of contract termination & severance payment promptly |
| 2 | Non-discrimination and equal opportunity | <ul style="list-style-type: none"> • Decisions regarding the employment or treatment of project workers may discriminate against a certain category of workers including women and other vulnerable groups • Payment of workers may be based on discrimination e.g. males may be paid higher than women even on the same level schedule • Foreign workers may be treated better than local counterparts in terms of living conditions, unequal pay, varying closing times etc. | <ul style="list-style-type: none"> • Employment of project workers should be based on the principle of equal opportunity & fair treatment & there will be no discrimination concerning any aspects of empathy employment relationship such as hiring, compensation, working conditions & terms of employment, termination of employment or recruitment or disciplinary actions. • The SCOs/PIUs are compelled to safeguard the interest of local workers, women, and girls, including gender parity in the workplace, and ensure that appropriate sanitation facilities at the workplace and appropriate PPEs for women are provided. |

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| 3 | Poor working conditions, unsafe environment, underpayment, lack of workers' rights | <ul style="list-style-type: none"> • The right of workers under National labour employment law (which will include any applicable collective agreements), may be abused. • Workers' payment may be delayed, irregular or underpaid. • Campsites may be poorly managed, uncondusive for workers, insecure, or poor sleeping conditions, and lack of access to basic amenities like toilets, water, and healthcare. • The general appearance of the camp deteriorates thereby, making camps unpleasant. | <ul style="list-style-type: none"> • Project workers will be paid regularly as required by national law and labour management with a principle of "equal pay for equal work". • The SCOs shall inspect the campsites to ensure workers have appropriate living quarters, sanitation facilities separate for males and females, basic amenities. • All project workers will be provided with adequate periods of rest per week, annual holidays and sick leave, as required by the Nigerian national law. • Ensure that campgrounds and common areas are routinely cleaned and organized with appropriate signage in place and that grounds are maintained (e.g., grassed areas are regularly mown). |
| 4 | Sexual Harassment of (SH), Sexual Exploitation and Abuse (SEA), Gender-Based Violence (GBV) | <ul style="list-style-type: none"> • Risks of workplace sexual harassment and sexual exploitation and abuse | <ul style="list-style-type: none"> • The Worker-Counsellors should be appointed to carry out the life-skills facilitation and advocacy. • Focal persons for reporting incidents of sexual harassment should be identified. • Training administered to workers should include protocols on how sexual harassment will be addressed at workplaces, including if it escalated beyond the workplace environment. • Workers should also be made aware of the GBV-GRM for the project. |
| 5 | Forced Labour | <ul style="list-style-type: none"> • There is a risk that there could be involuntary or compulsory Labour, such as indentured Labour, | <ul style="list-style-type: none"> • SPCU, Contractors will ensure that no forced Labour exists in the project areas, and they must provide documentations |

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| | | <p>bonded Labour, or similar Labour-contracting arrangements.</p> | <p>of their labour force and other appropriate proofs.</p> <ul style="list-style-type: none"> • A consent section will be part of the employee-employment contract. • Contractors should ensure that if Labour is sourced from any sub-contracting agency, the workers are not subject to coercion and forced Labour conditions. |
| 6 | Child Labour | <ul style="list-style-type: none"> • There is a risk that children (below the age of 18) will be used as Labour on the project. • Under aged persons within the community may disguise themselves as above 18 to be able to get work and get paid by contractors or primary suppliers handling sub-projects. | <ul style="list-style-type: none"> • The minimum age of eighteen (18) will be enforced at recruitment and in routine staff team briefing by Contractors. • SCOs should also supervise this through the Contractor and suppliers Management Checklist. • Contractors should liaise with community to attest to the age and conduct of all local hires and maintain a list of their work force. |
| 7 | Occupational Health and Safety | <ul style="list-style-type: none"> • Site workers will be exposed to risks of accidental collisions with moving vehicles, strains, and ergonomics from repeated movements or from lifting of heavy objects, slips and falls. Accidental cuts from tools and machines are also among the anticipated safety risks. • Dust and particulate emissions and welding works from rehabilitation | <ul style="list-style-type: none"> • Contractors should provide HSE training for all workers before the commencement of work and should ensure periodical HSE awareness drive. • All contractors should have full-time HSE officers in their teams. • Contractors should provide adequate PPEs for all their workers and the contractor's HSE officers should enforce compliance. |

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| | | <p>site may cause respiratory and eye impairment health concerns for workers and the public.</p> <ul style="list-style-type: none"> • Movement of trucks carrying sand and material and, lack of road safety measures may also cause risk of accident, injury, and death. | <ul style="list-style-type: none"> • Adequate Road safety measures should put in place by contractors. • Contractors should comply with National and international labour legislations. • Every site will have emergency prevention and preparedness and response arrangements for emergencies. • First aid boxes should also be provided at the construction site, staging area and mobile. • Contractors should prepare and implement their Occupational Health and Safety Plan. • Contractors should report OHS accidents/incidents to the SCOs promptly, and the NCO should report this to the Bank within 48hrs. • Contractors' waste management plans should include handling and management of hazardous waste. • Contractors should ensure training for their drivers and liaise with the State Traffic Management Agency to control traffic during project implementation |
| 8 | Labour Influx | <ul style="list-style-type: none"> • The project may face an influx of Labour to local communities especially where skilled Labourers | <ul style="list-style-type: none"> • Encourage the hiring of Labour from the host communities. Maintain Labour relations with local |

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| | | <p>are not available in some project sites. This could lead to an increase in the potential spread of STIs/STDs, HIV/AIDs due to workers on site, an increase in GBV/SEA, especially for Girls exposed to contractors, sexual relations between contractors and minors and resulting in pregnancies, encourage the presence of sex workers in the project communities</p> <ul style="list-style-type: none"> • This could also lead to competition for resources like water, health facilities, and electricity in the project locations | <p>communities through a code of conduct (CoC)</p> <ul style="list-style-type: none"> • The Code of Conduct must be signed by all categories of workers. Workers must be trained on the provisions of the CoC about refraining from unacceptable conduct toward local community members, specifically women and informed of the sanctions for non-compliance. Training must be conducted for all new hires including sub-contractors. • Contractors should make resources available for their workers especially where stated in the ESMP |
| 9 | Grievance Redress Mechanism | <ul style="list-style-type: none"> • Workers may be aggrieved due to unfair treatment, poor working conditions, conflicts, poor pay, and overstretched working hours amongst other things. | <ul style="list-style-type: none"> • A GRM will be designed to address concerns promptly, using an understandable and transparent process that provides timely feedback to those concerned in a language they understand, without any retribution, and will operate in an independent and objective manner. • The grievance mechanism will not impede access to other judicial or administrative remedies that might be available under the law. • Contractors shall comply with the Grievance redress mechanism defined to handle workers' grievances in a fair and timely manner. |

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| | | | <ul style="list-style-type: none"> The SCOs/SPIUs shall provide oversight to ensure the effective implementation of the GRM. |
| 10 | Right of Association and Collective Bargaining | <ul style="list-style-type: none"> Workers have a right to organize and collective bargaining, and representation Workers have the right to freely form, join or not join a trade union for the promotion and protection of the economic interest of that worker | <ul style="list-style-type: none"> The SCOs/SPIUs will ensure that workers are informed of their right to association and collective bargaining. The SCOs/SPIUs should also inform workers of their right to utilize the system. |
| 11 | Primary Suppliers | <ul style="list-style-type: none"> Primary suppliers could also have occupational injuries, incidents/accidents while performing project-related functions Unfair treatment of workers of primary suppliers | <ul style="list-style-type: none"> Primary suppliers should maintain records related to occupational injuries, illness and lost time accidents, which should be reviewed by the contractor quarterly Performance of primary suppliers regarding workers management should be monitored by the State coordinating Office E&S officers |
| 12 | Discipline and Termination of Employment | <ul style="list-style-type: none"> Disciplinary process should be laid out before commencement of work and explained to every worker Termination of appointment should abide by the following principles: <ul style="list-style-type: none"> Clear and unambiguous; Valid or reasonable; The procedure to be applied in the | <ul style="list-style-type: none"> The SCOs/SPIUs should periodically review workers' disciplinary and termination processes to ensure that they are executed fairly and without prejudice. Where unfair treatment is established the SCOs/SPIUs should put in place corrective action and follow-up- |

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| | | <p>event the employee contravenes any of these rules</p> <ul style="list-style-type: none"> • The employee is aware or could reasonably be aware of the rule or standard. | <p>to ensure the execution of the process.</p> |
| 13 | Contractor management | <ul style="list-style-type: none"> • Records of workers engaged under the Project, including contracts must be kept. • Records of all training attended by workers including CoC, HSE, STIs/STDs, GBV etc. • Accidents/ incidents and corresponding root cause analysis (lost time incidents, medical treatment cases), first aid cases, high potential near misses, and remedial and preventive activities required (Corrective Action Register). • Records of all sanctions, punishments and terminations with reasons and follow-up actions taken. • Records of grievances and how they were resolved. • Records of strike actions, reasons and resolutions reached. | <ul style="list-style-type: none"> • Documents should be kept at the site office with the site engineers and SCOs. • The NCO team should check these records during monitoring visits |

3.2 Labour Management Plan

The Contractors' company/management will be responsible for making provisions to ensure implementation of the LMP and develop corrective action for any default and administer appropriate sanctions. The SCOs will monitor the contractor's compliance within the scope of project activities in their areas in accordance with the LMP.

3.2.1 Labour Influx

The L-PRES project may face an influx of non-local Labour and working conditions issues as skilled labourers might not be readily available in some of the project sites. Therefore, the NCO/SCOs will take concrete measures to mitigate potential Labour influx-related risks such as workers' sexual relations with minors and resultant unwanted pregnancies, the presence of sex workers in the community, the spread of HIV/AIDS, sexual harassment of female employees, child Labour and abuse, increased dropout rates from school, inadequate resettlement practices, and fear of retaliation, failure to ensure community participation, poor Labour practices, and lack of road safety. These risks require careful consideration to improve social and environmental sustainability, resilience and social cohesion.

Mitigation measures which must be monitored by the SCOs include:

engagement of unskilled workers by the contractors from host communities as much as possible evaluating the living conditions of workers' camps and ensuring decent living conditions are met;

- (a) instituting proper agreement with the host community on machinery & equipment staging area
- (c) developing and enforcing a mandatory Code of Conduct for the company, managers and workers, and an Action Plan for implementation;
- (d) safeguarding appropriate locations for these camps;
- (e) taking measures and countermeasures - to reduce the impact of the Labour influx on the public services; and,
- (f) formulating and implementing a strategy for maximizing employment opportunities for the local population, including women.

3.2.2 Gender-Based Violence

Gender Based violence against women has been acknowledged worldwide as a violation of basic human rights. Increasing research has highlighted the health burdens, intergenerational effects, and demographic consequences of such violence (United Nations 2006). Gender-based violence is defined by the United Nations as any act of violence that results in physical, sexual, or psychological harm or suffering to women, girls, men, and boys, as well as threats of such acts, coercion, or the arbitrary deprivation of liberty Many—but not all—forms of GBV are criminal acts in Nigeria laws and policies

- Physical Violence (such as slapping, kicking, hitting or use of weapons)

- Emotional abuse (such as systematic humiliation, controlling behaviour, degrading treatment, insults, and threats);
- Sexual violence, sexual exploitation and abuse, sexual harassment which includes any form of non-consensual sexual contact, including rape;
- Early/forced marriage, which is the marriage of an individual against her or his will often occurring before the age of 18, also referred to as child marriage.
- Economic abuse and the denial of resources, services, and opportunities (such as restricting access to financial, health, educational, or other resources to control or subjugate a person).
- Trafficking and abduction for exploitation.

A stand-alone GBV assessment has been prepared for the project with defined action plans and all participating State Governments will include commitments on GBV in the Environmental and Social Commitment Plan (ESCP) and ensure that funds are made available timely for implementation of such action plans.

3.2.2.1 Mitigation measures against GBV that L-PRES will adopt

1. The SCOs/PIUs will include in the bidding documents (‘pre-qualification and ‘employers’ requirements’) key principles and specific requirements to address GBV to reduce and mitigate the risks of GBV, especially during project implementation. Such measures will include

- mandatory contractors’ code of conduct on sexual harassment;
- Provisions in contracts for dedicated payments to contractors for GBV/SEA prevention activities against evidence of completion;

2. Conduct GBV mapping in the project area for effective referral and response. This coordination will be aimed at minimizing duplication of efforts since these data already exist and fostering greater coherence of approaches and programmes

3. Strengthen FCO/SCO capacity to prevent and respond to GBV in the project

4. Hire GBV officer on the L-PRES project at all SCOs.
5. Monthly site visit by the safeguarding unit/GBV officer to monitor GBV/SEA during the construction/implementation phase;
6. Community and workers’ sensitization on GBV/SEA;
7. Provision of referral units for survivors of GBV/SEA;
8. Separate toilet and shower facilities for men and women and add GBV-free signage at the project site.

GBV risks must be evaluated and updated throughout the project life cycle.

Training throughout the life cycle of the project, thus a Stakeholder Engagement Plan of the project should be drawn up.

•11. Contractors and SCOs/SPIUs are required to ensure a minimum target of female employment with incremental rewards for the attainment of this target.

The project is expected to comply with the GBV assessment and action plans that will be developed for the project.

CHAPTER FOUR

LEGAL AND REGULATORY REQUIREMENTS

4.0 Introduction

This section outlines the various National laws, policies, systems, standards and international good practices that are applicable within the scope of work in accordance with Nigeria and the World Bank requirement for the L-PRES project. Such requirements are outlined as follow. Gender-Based Violence (GBV) laws are still evolving in Nigeria. At present, A total of 30 out of 36 states in Nigeria have enacted laws prohibiting gender-based violence. However, there were only 14 states with gender-based laws as of 2022.

Internationally, Legislation on violence against women is in conformity with the United Nations General Assembly Declaration on the Elimination of Violence against Women (resolution 48/104 of 1993), read together with Article 1 of the Convention on the Elimination of All Forms of Discrimination against Women, and general recommendations No. 12 (1989) and 19 (1992) of the Committee on the Elimination of Discrimination against Women. Also, various pieces of legislation have been developed which explicitly acknowledge violence against women as a form of discrimination and a violation of human rights.

The International Covenant on Civil and Political Rights, which entered into force in 1976, prohibits discrimination based on sex. Likewise, the 1979 Convention on the Elimination of All Forms of Discrimination against Women (“CEDAW”) was a major step forward in establishing key rights for women. More specifically, the UN General Assembly Recommendation No. 19 (1992) broadly defines discrimination to incorporate gender-based violence including physical, mental, or sexual harm or suffering, threats of such acts, coercion, and other deprivations of liberty.

Lastly, the Protocol to the African Charter on Human and Peoples' Rights, on the Rights of Women in Africa, also known as the Maputo Protocol, prohibits gender-based violence as part of women's rights to life, integrity and security of the person, and dignity. Article One defines violence against women as including “all acts perpetrated against women.”¹⁹ The Maputo Protocol addresses violence against women in many of its provisions and establishes legal obligations.

4.1 Legal Framework for Labour and Employment in Nigeria

1. Labour Act, Chapter 198, Laws of the Federation of Nigeria (LFN) 2004: The Act covers general provisions including:

Protection of Wages: the wages of all project workers shall be made payable in legal tender or with the prior consent of both parties in cheque and not otherwise. Wages shall become due and payable at the end of each period for which the contract is expressed (daily, weekly or at such other period as may be agreed upon), provided the period is not more than one month, the wages shall become due and payable at intervals not exceeding one month.

Contracts of Employment, Terms and Conditions of Employment: no employer shall make any deduction or make deductions from wages to be paid to project workers. An employer may with the consent of a project worker make deductions except with consent of the worker in terms of VAT, TAX, pension funds or other schemes as agreed by the worker and approved by the State Authority. Not later than three months after the beginning of a project worker's period of employment with an employer, the employer shall give to the worker a written statement specifying

- a. The name of the employer or group of employers, and where appropriate, of the undertaking by which the worker is employed;
- b. The name and address of the worker and the place and date of his engagement;
- c. The nature of the employment;
- d. If the contract is for a fixed term, the date when the contract expires

Hours of work and overtime: Normal hours of work undertaken according to the regulation shall be those fixed under mutual agreement or collective bargaining within the organisation. This shall also be in line with Federal Government regulations and as may be stipulated by the programme management at the federal level. However, in a project environment, the normal working hours are proposed to be from 8 am to 5 pm with a one-hour interval break period.

Benefits: project workers shall be entitled to a 12-working day holiday with full payment of wages after twelve months of continuous service including sick leave.

Other areas covered by the act are

- Fair treatment and equal opportunities for project workers.
- Hours of work and overtime
- Employment of women
- Labour health matters
- Prohibition of forced labour
- Labour complaints

2. Factories Act, 1990: The Factories Decree 1990 is a landmark in legislation in occupational health in Nigeria. It provides a substantial revision of the colonial legislation, Factories Act 1958, in which the definition of a factory was changed from an enterprise with 10 or more workers to a premise with one or more workers thereby providing oversight for the numerous small-scale enterprises that engage most of the workforce in Nigeria. It stipulates the enforcement of compliance on factories, industries and organizations that employ labour on the protection of the right of workers to a friendly environment, health, and safety.

Factories Act, Cap F1, LFN 2004: The Act -Provides a legal framework for the regulation of safety standards for the operation of factories in Nigeria; and sets out minimum standards for clean and conducive working environments.

Employee's Compensation Act (ECA) 2010: The crux of the Act is the creation of "an open and fair system of guaranteed and adequate compensation for all employees or their dependants in the case of any death, injury, disease or disability, arising out of the course of employment". The Act also seeks to provide an "Employees' Compensation Fund" (ECF) which will be managed in the interest of the employees and their employers. The ECA

further makes provision for the rehabilitation of employees affected by work related disabilities including mental illness. Like the Workmen Compensation Act, the ECA applies to employers and employees in the public and private sectors. The Act however exempts members of the Armed Forces who are not employed in a civilian capacity.

3. Worker's Compensation Act (2010): The Act provides compensation to employees who suffer from occupational diseases or sustain injuries arising from accidents at the workplace or in the course of employment. Payment of compensation (to the worker or his dependents in case of death) by the employer is rooted in the accepted principle that the employer has a duty of care to protect the health, welfare and safety of workers at work.

4. Trade Unions (Amended) Act, 2005: Relevant provisions include:

- Membership of a trade union by employees shall be voluntary and no employee shall be forced to join any trade union or be victimized for refusing to join or remain a member”.
- For collective bargaining all registered Unions in the employment of an employer shall constitute an electoral college to elect members who will represent them in negotiations with the employer.
- The right to strike is an integral part of the freedom of every citizen to associate with others particularly to form or join a trade union of his choice for the protection of his interests, which is entrenched in section 40 of the Constitution of the Federal Republic of Nigeria 1999.
- No person shall subject any other person to any kind of constraint or restriction of this personal freedom during persuasion.

5. National Minimum Wage Act, 2010: National minimum wage in Nigeria is determined by the

Government. The government is empowered to set up "industrial wages boards" for specific sectors or geographical areas where it considers wages to be "unreasonably low" or where there is no adequate collective bargaining machinery for the effective regulation of wages or other conditions of employment of those workers.

Generally, the wage rate is determined by the applicable collective agreement or the agreement between the worker and the employer. Section 15 of the Labour Act states that wages shall become due and payable at the end of each period for which the contract is expressed to subsist (daily, weekly or at such other period as may be agreed upon) provided that where the period is more than one month, the wages become due and payable at intervals not exceeding one month.

4.2 Federal Ministry of Labour & Employment

The Nigeria Ministry of Labour and Employment is the country's designated authority for Labour-related matters. The ministry has the authority and capacity to ensure appropriate Labour management in the country; as such, its institutional framework is adequate to accommodate and oversee the implementation of requirements under the World Bank's ESS 2 – Labour and Working Conditions.

The Ministry is structured into six Zonal Labour offices, nine departments consisting of six professional and three service departments. It operates 36 State Labour Offices and the FCT, 23 District Labour Offices, Labour Desk Office, in Geneva, Switzerland. Recently nine (9) Labour Desks were approved for nine ministries, departments and agencies. In addition, it oversees Five (5) parastatals and relates with several national and international bodies and organizations.

Relevant Departments:

a. The Inspectorate

The Department is charged with the responsibility of ensuring compliance with all national and international Labour legislations connected with terms and conditions of employment, promotion of health and safety and sustenance of industrial peace and harmony. The department is also charged with the protection of children from child Labour especially in its worst forms.

b. Social Security Department

The Ministry inaugurated a National Working Committee (NWC) on Social Security Policy for Nigeria. The outcome was the establishment of the Social Security Department within the ministry to promote a coordinated and holistic approach to social security. The policy drafted by the NWC was in line with International Labour Organization (ILO) Convention 102, to provide a framework for international best practices based on set minimum standards. The policy is expected to provide the poor, weak and vulnerable equitable access to medical care, employment, maternity care, survivor's benefits, etc. The department collaborates with relevant stakeholders to regulate a well-focused, coordinated and effective National Social Security System.

c. Employment and Wages

The Department is charged with the responsibility of initiating and implementing the employment and wages policies of the Federal Government of Nigeria and has the following functions:

1. Formulation and implementation of employment policies.
2. Registration and placement of unemployed applicants through:
 - Employment Exchanges
 - Professional and Executive Registries
 - National Electronic Labour Exchange
3. Coordination of Decent Work Country Program
4. Wages administration through:
 - Wages Monitoring
 - Processing of Collective Agreements
5. Issuance of Recruiter's Licenses.
6. Labour migration management.
7. Initiating and implementing programs on active ageing
8. Oversight functions over the National Directorate of Employment.

d. Occupational Safety and Health

The Factory Inspectors under the department are responsible for the enforcement of the Factories Act 1990, Cap 126 Law of the Federation of Nigeria. They also oversee the implementation of several other subsidiary legislations, which provide for the safety, health and welfare of workers in all workplaces nationwide. The enforcement of the Factories Act is done through:

- Registration of new factory premises, renewal of a certificate of registration and amendment or revocation of certificate of registration.
- Special Inspection of workplaces.
- Investigation of accidents, dangerous occurrences and occupational diseases.
- Prosecution of recalcitrant occupiers.
- Preparation of safety and health regulations, code of practice, guidelines and standards for various operations, processes and hazardous agents.
- Provision of occupational safety and health education to workers and employers.
- Recording and dissemination of information and statistics on all aspects of occupational safety and health through the national Occupational Safety Health Information Centres (CIC).
- Provision of technical assistance and advisory services to workplaces on HIV and AIDS interventions.

e. The Office of the Registrar of Trade Unions

The Registrar of Trade Unions is a unit in the Trade Unions Services and Industrial Relations Department, the office of the Registrar of Trade Union (RTU) is a statutory office created by Section 45 of the Trade Union Act CAP T8 LFN 2004. The Registrar has the primary responsibility for the effective administration of the Trade Unions Act. Hence, the office of the Registrar of Trade Unions has the following specific responsibilities:

- i. Registration of trade unions.
- ii. Cancellation of certificate of registration of trade unions.
- iii. Supervision of trade unions account:
- iv. Issuance of guidelines and circulars to registered unions, highlighting observed shortcomings in their obligations under the provisions of the Trade Unions Act for the effective administration of the registered bodies.
- v. Promotion of workers' educational programs through lectures at trade unions-organized seminars, workshops, symposia and conferences.
- vi. Maintenance of records of registered offices, documents and particulars of registered unions.
- vii. Attendance to courts in respect of relevant Trade Union matters.
- viii. Collection of statutory fees as revenue for the government and paying same into the government coffers.

4.4 International Finance Institution Requirements

About this Plan, the most pertinent requirements which will guide the execution of this LMP are:

- Performance Standard 2: Labour and Working Conditions (International Finance Corporation, 2006)
- Workers' accommodation: processes and standards (European Bank for Reconstruction and Development and International Finance Corporation, 2009)
- Universal Declaration of Human Rights (United Nations, 1948)
- International Labour Organization Core Conventions
- United Nations Human Rights Council: Report of the Special Representative of the Secretary-General on the issue of human rights and transnational corporations.

CHAPTER FIVE

OVERVIEW OF LABOUR LEGISLATION: OCCUPATIONAL HEALTH AND SAFETY

5.0 Introduction

The requirements of the Environmental and Social Standard 2 on Occupational Health and Safety will be to carry out site-specific risk assessments (see Annexe 1 for sample) and develop appropriate risk prevention and mitigation measures. Where risk prevention and mitigation require the provision of personal protective equipment (PPE), appropriate PPE will be provided to workers who are tasked to work on high-risk tasks or areas. During risk assessment which will be conducted during the screening process, possible hazards or risks related to the project activities will be identified. To this end, the appropriate PPE will be provided during project implementation. The identification of PPE will be done during the screening and development of site-specific environmental and social management plans (ESMPs).

5.1 The World Bank Environmental and Social Standards: ESS 2

ESS 2 recognizes the importance of employment creation and income generation in the pursuit of poverty reduction and inclusive economic growth. Borrowers can promote sound worker-management relationships and enhance the development benefits of a project by treating workers in the project fairly and providing safe and healthy working conditions. A comparison of the World Bank ESS 2 and the Nigeria Labour legislation are outlined in Table 3. The objectives of ESS 2 are as follows:

- To promote safety and health at work
- To promote the fair treatment, non-discrimination and equal opportunity of project workers protect project workers, including vulnerable workers such as women, persons with disabilities, children (of working age) and contracted migrant workers, community workers and primary supply workers, as appropriate workers, community workers and primary supply workers, as appropriate
- To prevent the use of all forms of forced Labour and Child Labour.
- To support the principles of freedom of association and collective bargaining of project workers in a manner consistent with national law in a manner consistent with national law
- To provide project workers with accessible means to raise workplace concerns.

Table 3 Comparison Between the World Bank ESS2 and the Labour Related Legislation in Nigeria

| World Bank ESS2: Labour and Working Conditions | Nigerian Labour law/legislation | What the L-PRES will adopt |
|---|--|--|
| <p>ESS 2 recognizes that the project will make use of various categories of workers, direct and indirect workers (above the age of 18) who may face unfavourable terms and conditions of employment, discrimination, child Labour, forced Labour, grievances, and unsafe working conditions. As well as hours of work (8 hours per day)</p> | <p>The Nigerian Labour law prohibits child labour under the age of 18, it also prohibits forced labour and discrimination in all developmental projects in the country.</p> <p>The lack of synergy between FMoEnv and the Ministry of Labour limits the efficiency and effectiveness of Labour inspections on projects</p> | <p>The LPRES project will adopt both the World Bank working conditions and the stipulations of the Nigerian labour law in this regard. Also, the Federal and State Governments will be compelled to commit to all issues relating to Labour and working conditions</p> |
| <p>ESS2 provides procedures for managing these Labour management risks and impacts.</p> | <p>Low resources, capacitance y, and standardized tools for effective implementation and monitoring of OHS standards</p> | |
| <p>This standard makes provisions for the borrower to promote sound worker-management relationships and enhance the development benefits of a project by treating workers in the project fairly and providing safe and healthy working conditions.</p> | <p>The national legal framework is robust and implemented well in the formal sector, however, casual workers are not given the same benefits (such as compensation for injuries, the right to belong to trade unions and bargain collectively, various social security benefits, unequal pay, forced Labour, absence of grievance redress mechanism)</p> | <p>Labour Management Procedures (LMP) consistent with World Bank is ESS2 and National Labour Laws for all categories of workers have been integrated into this LMP. In addition, this has been integrated into the project Environmental and Social Management Framework (ESMF).</p> |
| | | |

CHAPTER SIX

ROLES AND RESPONSIBILITIES FOR MANAGING THE LMP

6.0 Introduction

The State Project Coordination Offices (SPCOs) and National Coordinating Office (NCO) have the overall responsibility to oversee all aspects of the implementation of the LMP including occupational safety, health, and welfare of workers, and ensure contractor compliance in the participating States. The SCO/SPIUs will address all LMP aspects as part of procurement for works as well as during contractor induction/training. This role will primarily be part of the responsibilities of the Environmental and Social Safeguard Officers of the SPCOs, however, they will be required to liaise with other staff of the SPIU and report frequently to the Project Coordinator on all LMP matters.

Contractors will be responsible for the implementation of the plan daily and providing the required human, financial and training resources for effective compliance. However, implementation of the project will be done in collaboration with several other stakeholders at the national, the state and community level who will also be expected to assist in the management of workers within their areas of jurisdiction in the project.

Specific roles are outlined below:

Occupational Health and Safety

Contractors must engage a minimum of one Health Safety and Environment (HSE) officer in every team to ensure day-to-day compliance with specified health and safety measures and records of any incidents. Minor incidents and near misses will be reported to the SCOs (through the Environmental Safeguard Officer every month, serious incidents should be reported immediately and not later than 24hrs. Minor incidents will be reflected in the quarterly reports to the World Bank, while major accidents/deaths should be flagged to the World Bank through the NCO within 48hrs.

Labour and Working Conditions

Contractors will keep records by specifications set out in this LMP. The SCOs may at any time require records to ensure that Labour conditions are met. Where issues are spotted, the SPC will ensure that immediate remedial actions are implemented. A summary of issues and remedial actions will be included in quarterly reports to the World Bank.

Worker Grievances

Contractors must engage a minimum of one social officer in every team to handle issues relating to social risks. The SCOs (through the social officer) will review the effectiveness of the worker's grievance redress mechanism as stipulated in chapter 10 and ensure that all complaints by workers are resolved. The SCOs will report this as part of the quarterly E&S reports to the NCO and the World Bank.

Additional Training

The contractor will set up a system of daily HSE briefing, routine safety training and specialized job training for workers. Training will form part of the contractor’s responsibility. The contractor’s HSE officers will provide safety instructions to contractor staff. The SCOs/SPIUs will liaise with contractors to deliver training to address risks associated with The Labour influx including GBV/SEA. The contractor will be obligated to make staff available for this training, as well as any additional mandatory training required by the SCOs, as specified by the contract.

Occupational Health and Safety compliance

The contractor shall comply with all the provisions of the LMP, site-specific ESMPs that will be prepared, including occupational health and safety plans and, emergency plans amongst others. In addition, contractors shall procure the identified PPE and First Aid kit for use during project implementation, and these will be included in the Bill of Quantities (BoQs). The Contractor shall organize training for workers on the use of PPE and First Aid kit (see sample training plan in Annex 1). It is also expected that every contractor will have an HSE Manual which will demonstrate the company’s personnel commitments to HSE compliance.

6.2 Roles and Responsibilities

Specific roles are outlined below in Table 6.1 below

Table 6.1: Roles and Responsibility Matrix

| Institution | Action party | Responsibilities |
|------------------------------|--|--|
| L-PRES NCO | Environmental officer, social officer and GBV specialist | <ul style="list-style-type: none">i. Oversee the corresponding officers in all participating states to ensure that contractors are made to prepare appropriate LMP and implement accordingly.ii. Conduct scheduled supervision across states to ensure compliance with appropriate plans. |
| SCOs of participating states | Environmental officer, Social officer and GBV specialist | <ul style="list-style-type: none">i. Ensure the contractors prepare LMP for their projects and implement accordinglyii. Carry out site inspection during project implementation to ensure that the LMPs prepared are implemented |
| Contractors | HSE Officers | <ul style="list-style-type: none">i. Provide workers with safety materials as well as training on safety proceduresii. Implement mitigation measures and procedures outlined in this LMPiii. Keep OHS records |

| | | |
|---|----------------------------|--|
| | | iv. review the effectiveness of the worker's grievance redress mechanism and ensure that all complaints by workers are resolved. |
| Trade Unions: Workers associations | Leadership of the union | i. Manage workers welfare ii. Promote workers health and safety iii. Provide a fair system of grievance redress |
| Federal Ministry of Labour and Employment | Relevant Departments | i. Overall responsibility for enforcing labour laws |

CHAPTER SEVEN

POLICIES AND PROCEDURES

Employment of project workers will be based on the principles of non-discrimination and equal opportunity. There will be no discrimination concerning any aspects of the employment relationship, including recruitment, compensation, working conditions and terms of employment, access to training, promotion or termination of employment. The following measures will be followed by contractors and monitored by the L-PRES Environmental and Social specialist, to ensure fair treatment of all employees:

- Recruitment procedures will be transparent, public, and non-discriminatory, concerning aspects of ethnicity, religion, sexuality, disability, or gender.
- Clear job descriptions will be provided in advance of recruitment and will explain the skills required for each post.
- All workers will have written contracts describing the terms and conditions of work and will have the contents explained to them. Workers will sign the employment contract.
- Employees will be informed at least two months before their expected release date of the coming termination.
- Depending on the origin of the employer and employee, employment terms and conditions will be communicated in a language that is understandable to both parties.
- In addition to written documentation, an oral explanation of conditions and terms of employment will be provided to workers who may have difficulty understanding the documentation.

CHAPTER EIGHT

AGE OF EMPLOYMENT

Although the age for employment in Nigeria differs, the project will only engage persons at the minimum age of eighteen (18) and this will be enforced at recruitment and in daily staff team briefings by Contractors. SCOs will also supervise this through the Contractor Management Checklist.

Contractors (consultants) will be required to verify the identity and age of all workers. This will require workers to provide official documentation, which could include a birth certificate, national identification card, passport, or medical or school record. Contractors will liaise with community members to attest to the age and conduct of all local hires, and maintain a list of the same Hired project workers above 18 shall conduct his/her activities in ways that are not detrimental concerning education or be harmful to the child's health or physical, mental, spiritual, moral or social development.

If a child under the minimum age is discovered working on the project, measures will be taken to immediately terminate the employment or engagement of the child in a responsible manner, considering the best interest of the child.

CHAPTER NINE

TERMS AND CONDITIONS

Terms and conditions of direct workers are determined by their individual contracts and public service rules (for government staff). Most of the government staff who will be deployed to the project will be seconded from their parent ministries. The Civil service sector Nigerians are guided by terms and conditions stipulated in the Public service rules (2008 edition). Consultants will apply the terms and conditions stipulated in their contract of engagement.

The contractors' labour management procedure will set out terms and conditions for the contracted and subcontracted workers. These terms and conditions will be in line, at a minimum, with this labour management procedure and General Conditions of the World Bank Standard Procurement Documents.

CHAPTER TEN

GRIEVANCE REDRESS PROCEDURES FOR WORKERS

10.1 Introduction

This procedure requires every employer, including contractors, to have a Formal Grievance Procedure which should be known and explained to the employees. All the contractors that will be engaged for the project will be required to produce their grievance procedure as a requirement for tender which at a minimum complies with these requirements:

- To Whom the employee should report.
- Time frame for addressing grievances at each level should be specified.
- Opportunity to report to a higher-level authority if the grievance is not resolved within the stipulated time.
- Right to seek judicial redress.

The grievance process should be guided by the following principles:

- Transparency.
- Confidentiality.
- Non-retribution practices.
- Non-vindictive.
- Right to representation.
- Proper documentation.

It is recommended that since the nature of civil works for the project is moderate, workers should adopt the existing Grievance Redress Mechanism defined for the project.

10.2 Establish a GRM

A grievance Redress Mechanism (GRM) will be implemented to ensure that all complaints from workers are dealt with appropriately, with corrective actions being implemented, and the complainant is informed of the outcome.

10.3 Grievance Redress Committees

Grievance Redress Committees (GRCs) shall be constituted at various levels to implement the GRM the project including community level, SCO/SPIU level, NCO/FPCU level, and Judiciary as shown in Table 4 below.

Table 4 Levels of Grievance Redress Committees

| | |
|--|--|
| 1 st Level GRM: GRC at the Site/Community Level | Composed at the community level and easily accessible to workers. This committee will comprise community liaison officers, a supervision consultant site engineer, and representatives of workers among other identified persons. In addition, a complaint box will be placed in the workplace that will encourage aggrieved workers to drop their complaints. This should be checked regularly (at least bi-weekly) by a designated person on the committee. This committee will be expected to report to the SCO |
| 2 nd Level of GRM: GRC at the SCO/SPIU Level | This committee shall comprise SCO members including the Project Coordinator, Social Safeguard Officer among others, and other state-level representatives from within the State Project Monitoring Committees. If the complainant does not accept the solution offered by the SCO-GRC, then the complaint is referred by the State Project Coordinator to the NCO |
| 3 rd Level of GRM: GRC at the NCO/FPCU Level | The NCO will be required to intervene in grievances beyond the state-level resolution. |
| Court Redress of Grievances | While the purposes of GRM put in place by this Project is to resolve all issues caused by the project implementation out of court and to save time which is usually involved in litigation matters, it is not out of place to anticipate a scenario where the aggrieved person is not satisfied with the process and judgment were given by the grievance redress committee(s). Therefore, SCO shall inform aggrieved persons of their right to seek redress in the court of law as the final resort and provide assistance when needed to seek redress in court |

10.4 Roles of the GRCs

The Grievance Redress Committees will be responsible for:

- Communicating with the Affected persons (APs) and evaluate if they are entitled to recompense.
- Making the list of affected persons public and the established grievance redress procedure.
- Recommending to the Social Officer of the PIU solutions to such grievances from affected persons.

Communicating the decisions to the APs; to acknowledge appeals from persons, households or groups who rightfully will not be affected by the project, but claim to be, and recommend to the SCO whether such persons should be recognized as APs, and to communicate back the decisions to the Claimants.

10.5 Expectations When Grievances Arise

When workers present a grievance, any of the following is or are expected from the project management/channel of grievance resolution:

- Acknowledgement of their lingering problem;
- An honest answer to questions/issues brought forward;
- An act of contrition or apology, adequate compensation; and
- Change of the conduct that caused the grievance and some other fair remedies.

10.6 Typical Grievance Redress Process

The process of grievance redress will start with the registration of the grievance(s) to be addressed, for reference purposes and to enable progress updates of the cases. Thus, the aggrieved worker will file a complaint/ fill out a grievance form with the Grievance Redress Committee. The complaint should contain a record of the person responsible for an individual complaint and records dates for the date the complaint was reported; the date the Grievance Log was uploaded onto the project database; date of information on proposed corrective action sent to the complainant (if appropriate), the date the complaint was closed out and the date response was sent to the complainant.

The officer receiving the complaint (part of the GRC member) will ensure that each complaint has an individual reference number and is appropriately tracked, and recorded actions are completed. The response time will depend on the issue to be addressed but it should be addressed with efficiency. The Grievance Committee will act on it within 10 working days of receipt of grievances. If no amicable solution is reached, or the affected person does not receive a response within 15 working days, the affected person can appeal to the SPIU, which should act on the grievance within 15 working days of its filing. These timelines are further illustrated in descending order in Table 5 below:

Table 5: Typical Steps in a Grievance Redress Process

| Steps | Process | Description of Activity | Time frame (Completion) | Responsible party |
|-------|---|--|-------------------------|---|
| 1 | Receipt of complaint | Document the date of receipt, name of the complainant, village, and nature of the complaint, and inform the SCO/SPIU | 1 day | Secretary to the GRC at the project level |
| 2 | Acknowledgement of the Grievance | By letter, email, phone etc. | !-2 days | Social Safeguard officer at the SCO |
| 3 | Screen & Establish the Merit of the Grievance | Visit the site; listen to the complaint/community; assess the merit | 5-10 days | GRC & social safeguard officer & the |

| | | | | |
|----------|--|--|--|--|
| | | | | aggrieved PAP or his/her representative |
| 4 | Implement & monitor a redress action | Where a complaint is justified, carry out resettlement redress in line with the entitlement matrix | 14 days or at a time specified in writing to the aggrieved PAP | Project Coordinator & social safeguard officer |
| 5 | Extra Intervention for a dissatisfied scenario | Review the redress steps conclusions, provide intervention solution | 10 days of receiving the status report | State Project Coordinator |
| 6 | Judicial adjudication | Take a complaint to the court of law | No fixed time | Complainant |
| 7 | Funding of Grievance Process | GRC logistics and training redress, compensation, the court process | No fixed time | The proponent |

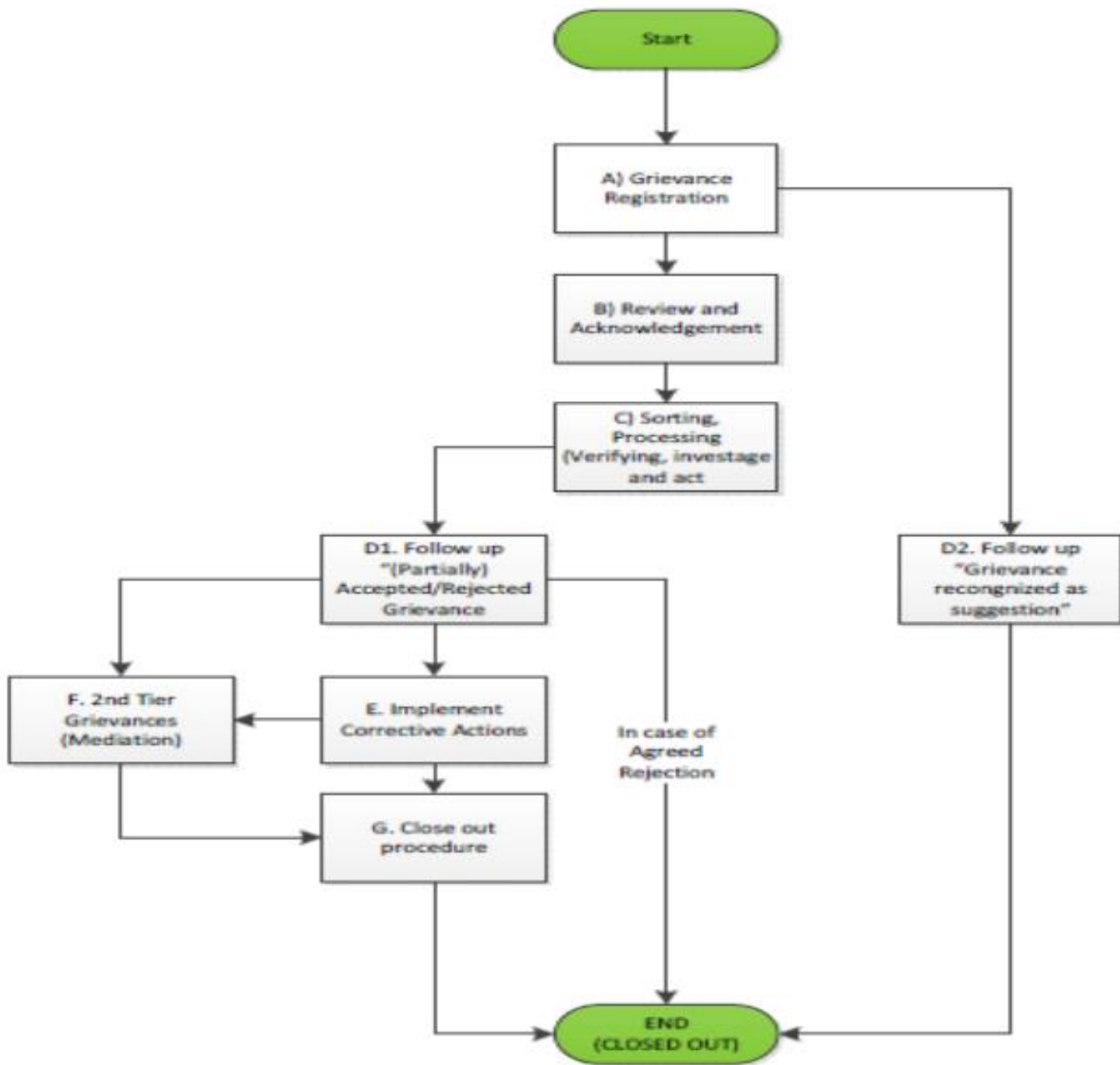


Figure 1 Flowchart for Grievance Redress Mechanism

CHAPTER ELEVEN

CONTRACTOR MANAGEMENT

Construction and other contracts will include provisions related to labour and occupational health and safety as provided in the World Bank Standard Procurement Documents and Nigerian laws. The L-PRES Project will manage and monitor the performance of contractors with contracted workers, focusing on compliance by contractors with their contractual agreements (obligations, representations, and warranties) and labour management procedures. This may include periodic audits, inspections, and/or spot checks of project locations and work sites as well as of labour management records and reports compiled by contractors. Contractors' labour management records and reports that may be reviewed would include representative samples of employment contracts or arrangements between third parties and contracted workers, records relating to grievances received and their resolution, reports relating to safety inspections, including fatalities and incidents and implementation of corrective actions, records relating to incidents of non-compliance with national law, and records of training provided for contracted workers to explain occupational health and safety risks and preventive measures.

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ANNEXURES

| What are the type of hazards? | Who may be affected and how? | What are the measures in place? | What further action is necessary? | How will you put the assessment into action? |
|--|---|--|--|--|
| Spot hazards by: <ul style="list-style-type: none"> ■ Walking around the workplace; ■ Asking workers what they think; ■ Checking safety instructions; ■ Contacting your supervisors Don't forget long-term hazards | Identify groups of people. Remember: <ul style="list-style-type: none"> ■ Some workers have needs; ■ People who may not be in the workplace all the time; ■ If you share your workplace think about how your work affects others; | List the measures that are already in place to reduce the likelihood of harm or make any harm less serious | Make sure that you have reduced risks "so far as is practically feasible". A simple way of doing this is to compare what you are already doing with best practices. If there is a difference, list what needs to be done | Always remember to prioritize all actions. Deal with those hazards that are high-risk and have serious consequences first. |
| Conduct a review of all your assessment to make sure you are still improving, or at least not sliding back. If there is a significant change in your worksite, remember to check your risk assessment and where necessary, amend it | | | Date of Review: | |
| Assessment conducted by: | | | Signature: | |

ANNEX 1: SAMPLE OF A RISK ASSESSMENT TOOL

ANNEX 2: SAMPLE OF A CONTRACTORS CODE OF CONDUCT

1.0. AIM OF THE CODE OF CONDUCT

The main aim of the Code of Conduct is to prevent and/or mitigate the social risks within the context of rehabilitation and expansion of L-PRES Livestock and veterinary centres. The Codes of Conduct are to be adopted by contractors. The social risks that may arise include but are not limited to Gender Based Violence (GBV), Violence Against Children and other vulnerable groups, the spread of HIV and AIDS and other sexually transmitted infections/diseases, and occupational health and safety.

2.0 KEY DEFINITIONS

The following definitions apply:

Child: The word is used interchangeably with the term ‘minor’ and, in accordance with the United Nations Glossary on Sexual Exploitation and Abuse, refers to a person under the age of 18.

Child Labour: This involves the employment of underage. Any person under the age of 18 should not be employed in the project sites.

Child Protection: An activity or initiative designed to protect children from any form of harm, particularly arising from VAC and child labour.

Contractor: This is defined as any firm, company, organisation or other institution that has been awarded a contract to conduct infrastructure development works in the context of the project and has hired managers and/or employees to conduct this work.

Consent: This word is defined as the informed choice underlying an individual’s free and voluntary intention, acceptance, or agreement to do something. No consent can be found when such acceptance or agreement is obtained through the use of threats, force or other forms of coercion, abduction, fraud, deception, or misrepresentation. Any use of a threat to withhold a benefit, or of a promise to provide a benefit, or actual provision of that benefit (monetary and non-monetary), aimed at obtaining an individual’s agreement to do something, constitutes an abuse of power; any agreement obtained in presence of an abuse of power shall be considered non-consensual. In accordance with the United Nations, the World Bank considers that consent cannot be given by children under the age of 18, even in the event that national legislation of the country into which the code of conduct is introduced has a lower age. Mistaken belief regarding the age of the child and consent from the child is not a defence.

Employee: This is defined as any individual offering labour to the contractor on or off the work site, under a formal or informal employment contract or arrangement, typically but not necessarily in exchange for a salary (e.g. including unpaid interns and volunteers), with no responsibility to manage or supervise other employees.

Grooming: This is defined as behaviours that make it easier for a perpetrator to procure a child for sexual activity. For example, an offender might build a relationship of trust with the child, and then seek to sexualise that relationship (for instance by encouraging romantic feelings or exposing the child to sexual concepts through pornography).

Gender-Based Violence (GBV): This is defined as any conduct, comment, gesture, or contact perpetrated by an individual (the perpetrator) on the work site or in its surroundings, or in any place that results in, or is likely to result in, physical, sexual, or psychological harm or suffering to another individual (the survivor) without his/her consent, including threats of such acts, coercion, or arbitrary deprivations of liberty.

Manager/supervisor: The word is used interchangeably with the term 'supervisor' and is defined as any individual offering labour to the contractor, on or off the work site, under a formal employment contract and in exchange for a salary, with the responsibility to control or direct the activities of a contractor's team, unit, division or similar, and to supervise and manage a pre-defined number of employees.

Perpetrator: This is defined as the person(s) who commit(s) or threaten(s) to commit an act or acts of GBV, VAC, and child labour.

Survivor/Survivors: This is defined as the person(s) adversely affected by GBV, VAC, and child labour. Women, men and children can be survivors of GBV, VAC, and child labour.

Violence Against Children: This may be defined as physical, sexual, or psychological harm to minor children (i.e., under the age of 18), including using for profit, labour, sexual gratification, or some other personal or financial advantage. This also includes other activities such as using computers, mobile phones, or video and digital cameras appropriately, and never exploiting or harassing children or accessing child pornography through any medium.

Workers Committee: A team established by the Contractor to address GBV, VAC, child labour and other relevant issues with the workforce.

Worksite: This is defined as the area in which infrastructure development works are being conducted, as part of interventions planned under the project, funded by the World Bank.

Worksite surroundings: These are defined as the 'Project Area of Influence' which is any area, urban or rural, directly affected by the project, or located within the distance of three kilometres' radius from the work site and/or worker's camps, including all human settlements found on it.

3.0 CODES OF CONDUCT

This chapter presents three Codes of Conduct (CoC) for use:

1. Contractors Code of Conduct: Commits the contractor to address GBV and VAC issues.
2. Manager's Code of Conduct: Commits managers to implement the Company Code of Conduct, as well as those signed by individuals; and,
3. Individual Code of Conduct: Code of Conduct for each individual working on World Bank-funded projects.

3.1 Contractors' Code of Conduct

Contractors are obliged to create and maintain an environment which prevents social risks. They have the responsibility to communicate clearly to all those engaged on the project the behaviours which guard against any form of abuse and exploitation. In order to prevent Social risks, the following core principles and minimum standards of behaviour will apply to all employees without exception:

1. GBV or VAC constitutes acts of gross misconduct and are therefore grounds for sanctions, penalties and/or termination of employment and/or contract. All forms of Social risks including grooming is unacceptable be it on the work site, the work site surroundings, or at worker's camps of those who commit GBV or VAC will be pursued.
2. Treat women, children (persons under the age of 18) and people with disability with respect regardless of race, colour, language, religion, political or other opinion, national, ethnic, cultural beliefs/practices, or other status.
3. Do not use language or behaviour towards men, women or children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate.
4. Sexual activity with children/learners under 18 (including through digital media) is prohibited. Mistaken belief regarding the age of a child and consent from the child is not a defence.
5. Exchange of money, employment, goods, or services for sex, including sexual favours or other forms of humiliating, degrading or exploitative behaviour is prohibited.
6. Sexual interactions between contractor's employees and communities surrounding the workplaces that are not agreed to with full consent by all parties involved in the sexual act are prohibited (see definition of consent above). This includes relationships involving the withholding and promise of actual provision of a benefit (monetary or non-monetary) to community members in exchange for sex.
7. Where an employee develops concerns or suspicions regarding acts of GBV or VAC by a fellow worker, whether in the same contracting firm or not, he or she must report such concerns in accordance with the established Grievance Redress Mechanism (GRM) that protects the identities of victims and whistle-blowers.
8. All contractors are required to attend an induction prior to commencing work on-site to ensure they are familiar with the social risks and Codes of Conduct.

9. All employees must attend mandatory training once a month for the duration of the contract starting from the first induction prior to commencement of work to reinforce the understanding of the institutional social risks and Code of Conduct.

10. The Contractor shall ensure the provision of financial resources and support compliance with occupational health and safety requirements for all workers.

11. The Contractor shall ensure that workers dress appropriately i.e. dress in a way that:

- Is unlikely to be viewed as offensive, revealing, or sexually provocative.
- Does not distract, cause embarrassment or give rise to misunderstanding
- Is absent of any political or otherwise contentious slogans
- Is not considered to be discriminatory and is culturally sensitive

12. The Company shall ensure the provision of financial resources and training to prevent the spread of HIV and AIDS.

13. The company shall comply with all the applicable international and national legislation including giving terminal benefits to workers who have served for at least three months;

14. All contractors must ensure that their employees sign an individual Code of Conduct confirming their agreement to support the prevention of social risk activities.

15. The contractor should ensure equitable access to limited natural resources (e.g. water points) to avoid conflicts with local communities

16. Where possible, the contractor should ensure employment of local workforces especially where unskilled labour is required to mitigate social risks

I do hereby acknowledge that I have read the foregoing Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities. I understand that any action inconsistent with this Code of Conduct or failure to take action mandated by this Code of Conduct may result in the termination of the contract.

FOR THE CONTRACTOR/REPRESENTATIVE

Endorsed by: _____

Signature: _____

Designation/Title: _____

Date: _____

3.2 Code of Conduct for Construction Site Managers/Supervisors Code of Conduct

Site Supervisors at all levels of the L-PRES project play a significant role in creating and maintaining an environment, which prevents workers' misconduct. Managers need to support and promote the implementation of the Contractors' Codes of Conduct and enforce Workers' Codes of Conduct. The construction site supervisor must adhere to this Code of Conduct. This obligates them to develop and support systems, which maintain a safe working environment for all workers. The construction Site Manager's or Supervisor's responsibilities include but are not limited to the under-listed:

1. Where possible, ensure employment of local workforces especially where unskilled labour is required to mitigate social risks.
2. Ensure that there is zero tolerance for child labour practices.
3. Ensure the promotion of gender inclusion at all levels.
4. Establish a workers' committee to oversee issues of workers' misconduct including GBV and VAC.
5. To ensure compliance with occupation health and safety requirements for all workers.
6. Ensure that workers' dress code is adhered to appropriately.
7. To ensure that access to construction sites is restricted to authorized persons; hoarding is provided and there is proper signage to the construction site(s).
8. To facilitate workers' training and capacity building on social, environmental and health and safety.
9. Ensure that all workers are adequately sensitized on HIV and AIDS issues and provided with condoms and HTC services.
10. Ensure that fundamental workers' rights (e.g., working hours, minimum wages, etc) are protected.
11. Ensure that possession of alcohol and illegal drugs and other controlled substances in the workplace and being under the influence of these substances on the job and during workings hours should be strictly prohibited.
12. To ensure compliance with all legal requirements.
13. Managers and Supervisors failing to comply with such provision can be in turn subject to disciplinary measures including termination of employment.
14. Ultimately, failure to effectively respond to some provisions of the code of conduct may provide grounds for legal actions by authorities.
15. To ensure that every employee under his/her supervision has been oriented on the Code of Conduct and has signed a declaration.

DECLARATION

I do hereby acknowledge that I have read the foregoing Code of Conduct, do agree to comply with the standards contained therein and understand my roles and responsibilities to comply with all rules of this Code of Conduct. I understand that any action inconsistent with this Code of Conduct or failure to act mandated by this Code of Conduct may result in disciplinary action.

Signed by: _____

Signature: _____

Date: _____

EMPLOYER/REPRESENTATIVE

Signed by: _____

Signature: _____

Date: _____