Environmental and Social Codes of Practice (ESCOP)

Procurement and Installation of Air Conditioning Units in Cadastral Offices in the Republic of Croatia – Lot 1

This document contains the Environmental and Social Codes of Practice to manage and mitigate potential negative environmental impacts of the project. The ESCOPs contain specific, detailed and tangible measures that would mitigate the potential impacts of each type of eligible subproject activity under the project. They are marked as relevant for the planning phase, the implementation phase, or the post-implementation phase of activities. They are intended to be simple risk mitigation and management measures, readily usable to the Borrower and contractors.

Brief description of the project and activity:
The action is financed under the Integrated Land Administration and Justice Services Project (hereinafter referred to as the Project) supported by the World Bank. The development objective of the Project is to improve the functional integration of land administration and judicial institutions in order to improve services to citizens. The Project includes 6 components.

Component A. Integrated Digital Land Registry and Court Services will finance activities that will support the digitization and integration of land registry court data and services.
Component B: Integrated digital services of official registers and geospatial data will support better geospatial data.
Component C: Further digital integration of land registers and cadasters includes improvements to ZIS and the One Stop Shop (OSS) system.
Component D: Infrastructure of integrated courts, land registry offices (LRO) and cadastral offices (CO) will support the construction and renovation (and/or renewal) of court, land registry and cadastral infrastructure in accordance with international and EU standards to enable better service delivery. This component will support construction works and related design activities to support the integrated services of cadasters, land registry offices and courts in specific locations. This component will also support the introduction of new ICT cables for better digital services in thirty COs and less adaptable regional offices in Zagreb.
Component E: Institutional Capacity Building, Policy Analysis and Project Management will support the work of the Project Implementation Unit (PUI) and Monitoring and Evaluation (M&E) activities.

Environmental and Social Codes of Practice stems from the World Bank's Environmental and Social Framework and relates to the procurement and installation of air conditioning units in various cadastral offices in Croatia (Lot 1) as follows:

<u>Lot 1</u>

- Križevci
- Đurđevac
- Pakrac
- Slavonski brod
- Nova Gradiška
- Osijek

- Đakovo
- Bjelovar
- Čazma
- Daruvar

General ESCOP for Infrastructure Subprojects

Issue	Environmental Prevention/Mitigation Measures	Responsible Party
1. Noise during construction	a) Plan activities in consultation with communities and users of premises so that noisiest activities are undertaken during periods that will result in least disturbance. (Planning phase) b) Use when needed and feasible noise-control methods such as fences, barriers or deflectors, muffling devices for combustion engines. (Implementation phase) c) Minimize project transportation through community areas. Maintain a buffer zone or barriers between the project site and residential areas to lessen the impact of noise to the living quarters. (Implementation phase)	The contractor, under the supervision of the consultant/designer engaged for quality control of the works or the Purchaser's representative
2. Air quality	a) Minimize dust from exposed work sites by applying water on the ground regularly during dry season. (Implementation phase) b) Avoid burn site clearance debris (trees, undergrowth) or construction waste materials. (Implementation phase) c) Keep stockpile of aggregate materials covered to avoid suspension or dispersal of fine soil particles during windy days or disturbance from stray animals. . (Implementation phase) d) Reduce the operation hours of generators /machines /equipment /vehicles. (Implementation phase) e) Control vehicle speed when driving through community areas is unavoidable so that dust dispersion from vehicle transport is minimized. (Implementation Phase)	The contractor, under the supervision of the consultant/designer engaged for quality control of the works
3. Water quality and availability	a) Activities should not affect the availability of water for drinking and hygienic purposes. (Implementation phase) b) No soiled materials, solid wastes, toxic or hazardous materials should be stored in, poured into or thrown into water bodies for dilution or disposal. (Implementation phase)	The contractor, under the supervision of the consultant/designer engaged for quality control of the works or the Purchaser's representative

	c) Avoid the use of wastewater pools particularly without impermeable liners. d) Provision of toilets with temporary septic tank. (Implementation phase) e) The flow of natural waters should not be obstructed or diverted to another direction, which may lead to drying up of riverbeds or flooding of settlements. (Implementation phase) f) Separate concrete works in waterways and keep concrete mixing separate from drainage leading to waterways. (Implementation phase)	
4. Solid and hazardous waste	a) Segregate construction waste as recyclable, hazardous and non-hazardous waste. (Implementation phase) b) Collect, store and transport construction waste to appropriately designated/ controlled dump sites. (Implementation phase) c) On-site storage of wastes prior to final disposal (including earth dug for foundations) should be at least 300 metres from rivers, streams, lakes and wetlands. (Implementation phase) d) Use secured area for refuelling and transfer of other toxic fluids distant from settlement area (and at least 50 metres from drainage structures and 100 metres from important water bodies); ideally on a hard/non-porous surface. (Implementation phase) e) Train workers on correct transfer and handling of fuels and other substances and require the use of gloves, boots, aprons, eyewear and other protective equipment for protection in handling highly hazardous materials. (Implementation phase) f) Collect and properly dispose of small amount of maintenance materials such as oily rags, oil filters, used oil, etc. Never dispose spent oils on the ground and in water courses as it can contaminate soil and groundwater (including drinking water aquifer). (Implementation phase) g) After each construction site is decommissioned, all debris and waste shall be cleared. (Post-Implementation phase)	The contractor, under the supervision of the consultant/designer engaged for quality control of the works or the Purchaser's representative

	h) The replacement of IT equipment may generate large quantities of e-waste. E-waste must be handed over exclusively to an authorized collector, and it must be verified that the waste is disposed of in a manner compliant with the ESF (i.e., WB EHSG and GIIP). If the waste cannot be handed over to an authorized collector immediately, it must be stored in a secure location, protected from weather conditions, until the conditions for proper handover are met.	
5. Asbestos	a) If asbestos or asbestos containing materials (ACM) are found at a construction site, it is necessary to prepare an asbestos removal and disposal plan, in accordance with the ESS (with the World Bank's approval), furthermore they should be clearly marked as hazardous waste. (Implementation phase) b) The asbestos should be appropriately contained and sealed to minimize exposure. (Implementation phase) c) Prior to removal, if removal is necessary, ACM should be treated with a wetting agent to minimize asbestos dust. (Implementation phase) d) If ACM is to be stored temporarily, it should be securely placed inside closed containers and clearly labeled. (Implementation phase) a) Removed ACM must not be reused. (Implementation and post-implementation phase)	The contractor, under the supervision of the consultant/designer engaged for quality control of the works or the Purchaser's representative
6. Health and Safety	a) When planning activities of each subproject, discuss steps to avoid people getting hurt. (Planning phase) It is useful to consider: • Check whether there are any hazards that need to be removed or clearly marked, and whether people need to be warned about them in order to prevent accidents among workers and other stakeholders visiting the site/construction area. • Verify that the persons involved in construction have the appropriate skills, knowledge, and physical capability to perform their tasks safely. • Equipment: Determine whether there are inspection procedures to ensure that equipment is in good working condition. Assess whether workers	The contractor, under the supervision of the consultant/designer engaged for quality control of the works or the Purchaser's representative

	require any specific skills or knowledge to safely operate the equipment. • Establish regular inspections and testing of equipment to ensure that it is functioning properly and safely. • Identify whether the use of equipment requires special skills, knowledge, or authorization, and ensure that workers who operate it have received adequate training. • Electrical safety: Check whether good practices are being applied on site, such as the safe use of extension cords, voltage regulators, and switches; the presence of safety labels on electrical wiring; and the ability to detect signs of overheating (e.g., the smell of burning wires). Ensure that the workplace is equipped with voltage detectors, clamp meters, and socket testers. • Mandate the use of personal protective equipment for workers as necessary (gloves, dust masks, hard hats, boots, goggles). (Implementation phase) b) Follow the below measures for construction involve work at height (e.g. 2 meters above ground (Implementation phase): • Do as much work as possible from the ground. • Do not allow people with the following personal risks to perform work at height tasks: eyesight/balance problem; certain chronic diseases – such as osteoporosis, diabetes, arthritis or Parkinson's disease; certain medications – sleeping pills, tranquillisers, blood pressure medication or antidepressants; recent history of falls – having had a fall within the last 12 months, etc. • Only allow people with sufficient skills, knowledge and experience to perform the task. • Check that the place (eg a roof) where work at height is to be undertaken is safe. • Take precautions when working on or near fragile surfaces. • Clean up oil, grease, paint, and dirt immediately to prevent slipping; and	

	• Provide fall protection measures e.g. safety hardness, simple scaffolding/guard rail for works over 4 meters from ground. c) Keep worksite clean and free of debris on daily basis. (Implementation phase) d) Provision of first aid kit with bandages, antibiotic cream, etc. or health care facilities and enough drinking water. (Implementation phase) e) Keep corrosive fluids and other toxic materials in properly sealed containers for collection and disposal in properly secured areas. (Implementation phase) f) Ensure adequate toilet facilities for workers from outside of the community. (Implementation phase) g) Rope off construction area and secure materials stockpiles/ storage areas from the public and display warning signs including at unsafe locations. Do not allow children to play in construction areas. (Implementation phase) h) Ensure structural openings are covered/protected adequately. (Implementation phase) i) Secure loose or light material that is stored on roofs or open floors. (Implementation phase) j) Keep hoses, power cords, welding leads, etc. from laying in heavily traveled walkways or areas. (Implementation phase) k) If school children are in the vicinity, include traffic safety personnel to direct traffic during school hours, if needed. (Implementation phase) l) Control driving speed of vehicles particularly when passing through community or nearby school, health center or other sensitive areas. (Implementation phase) m) During heavy rains or emergencies of any kind, suspend all work. (Implementation phase) n) Fill in all earth borrow-pits once construction is completed to avoid standing water, water-borne	

	diseases and possible drowning. (Post-Implementation phase) o) Ensure safe working conditions for handling electrical installations — all employees must be trained and certified for such work. Mandatory safety measures for working with electrical installations include: disconnecting power before starting work, verifying the absence of voltage, using insulated tools and personal protective equipment (gloves, goggles), adhering to applicable regulations and signage, avoiding work in wet conditions, ensuring that only authorized personnel carry out such tasks, and performing regular maintenance and inspections of the installations.	
7. Other	a) No cutting of trees or destruction of vegetation other than on construction site. [Implementing agency] will procure locally sourced materials consistent with traditional construction practices in the communities. (Planning phase) b) No hunting, fishing, capture of wildlife or collection of plants. (Implementation phase) c) No use of unapproved toxic materials including lead-based paints, un-bonded asbestos, etc. (Implementation phase) d) No disturbance of cultural or historic sites. (Planning and implementation phases)	The contractor, under the supervision of the consultant/designer engaged for quality control of the works or the Purchaser's representative

Specific ESCOPs for Infrastructure Subprojects

Subproject Type	Environmental Prevention/Mitigation Measures	Responsible Party
Buildings		
General	a) Provide adequate drainage in the building's immediate surroundings to avoid standing water, insect related diseases (malaria, etc.) and unsanitary conditions. (Implementation phase) b) Include sanitary facilities such as toilets and basins for hand-washing. (Implementation phase)	The contractor, under the supervision of the consultant/designer engaged for quality control of the works or the Purchaser's representative