

**ASIAN INSTITUTE OF TECHNOLOGY CENTER IN VIETNAM (AITVN)
Learning Center on Environmental and Social Sustainability (LC)**

Course title : EFFECTIVE ENVIRONMENTAL MANAGEMENT DURING CONSTRUCTION
Time : 3 days, 15-17 November, 2017
Venue : AITVN, Ho Chi Minh City Office

COURSE OBJECTIVE

The overall objective of the training course is to build capacity for staffers in the project implementation units (PIUs) of infrastructure development projects who are responsible for environmental safeguards..

Specifically, the objectives of the course are thus to ensure that the PIU environment staff responsible for implementing EMPs:

- understand what should be done, when, and by whom;
- have the ability to incorporate environmental management requirements into tender and contract documents; and
- have the ability to prepare and assess a site-specific environmental management plan (SEMP) so that construction workers can have a clear picture of what is required on the ground

TARGET PARTICIPANTS

The training course is designed for:

1. PIU environment staff responsible for implementing EMPs
2. EIA consultants
3. Environmental experts of related governmental agencies

Note: The SEMPs are prepared by the contractor, who is not our target audience. However, project participants must be able to assess and audit SEMPs and what is required for their implementation.

TRAINING CONTENT

The 3-day training course will cover the following topics:

- IFI's Relationships with Partners
- Roles and Responsibilities of Environment Specialist
- Loans, Tenders and Contracts
- Bid Evaluation
- Introduction to Risk Assessment
- Environmental Management Systems for Major Construction Projects
- environmental monitoring program
- Reporting
- Inspection and Audit
- Field visits

TRAINING METHODOLOGY

The training involves participatory learning approaches (PLA), application-oriented and interactive, emphasizing on group discussions and analysis of cases/case studies. The course instructors provide basic knowledge and develop problem solving approaches with participants and their role is essentially that of facilitators. Participants are encouraged to raise their ideas and issues related to the course topics, then brain-storm or discuss with other participants and facilitators to find out solutions as well as draw lessons learned.

Good text books, literatures, studies and reliable source of information about EMPs will be introduced.

KEY PROGRAM FEATURES

Times & dates : 3 days; from **15-17, November**, Morning: 8:30 - 12:00 am; Afternoon: 1:30 - 17:00 pm.

Registration : before 20 October, 2017

Training venue : AITVN, Ho Chi Minh City Office, 45 Dinh Tien Hoang Street, Ben Nghe Ward, District 1, Ho Chi Minh City, Vietnam

Tuition and fee : **US \$400** per participant per course which includes tuition, training materials and related stationaries, refreshment and lunches. The air-ticket, transportation, accommodation and per diem are at participant's charge.

Course Agenda

Session	Content
Day 1	
8:00 - 8:30	Registration
8:30 - 9:00	Welcome and Course Introduction Background, Objectives etc.
9:00 - 9:45	IFI's Relationships with Partners Performance Objective: <ul style="list-style-type: none"> • <i>Participants able to explain IFI's overall approach to environmental protection including why environmental protection is important to IFIs</i>
9:45 - 10:30	Roles and Responsibilities of Environment Specialist Performance Objective: <i>Participants able to</i> <ul style="list-style-type: none"> • <i>explain the key responsibilities of an Executing Agency's (EA) Environment Specialist/Unit (ES/EU) on an ADB project</i> • <i>identify the specific environmental management actions required by the EU at each stage of the project construction lifecycle (pre-construction – project commissioning) including the necessary conditions required to complete the actions</i>
10:30 - 10:45	Tea Break
10:45 - 12:00	Loans, Tenders and Contracts Performance Objective <ul style="list-style-type: none"> • <i>Participants able to identify key environmental management requirements to be included in loan documents (covenants) and tender/contract documents and specify where and how in these documents, such requirements are to be placed.</i>
12:00 - 13:30	Lunch
13:30 - 14:15	Bid Evaluation Performance Objective: <i>Participants able to</i> <ul style="list-style-type: none"> • <i>identify tools and procedures for use in the bid evaluation process that enable effective evaluation of bid compliance with environmental requirements of tender document.</i>
14:15 - 15:00	Introduction to Risk Assessment Performance Objective <ul style="list-style-type: none"> • <i>Participants able to demonstrate how the Risk Assessment process can be used to identify and prioritise environmental impacts likely to arise during a construction project</i>
15:00 - 15:15	Tea Break
15:15 - 16:00	Case Study Preparing SEMP Performance Objective

	<ul style="list-style-type: none"> Participants able to prepare a SEMP for a construction project using the Risk Assessment approach given the Bonville SEMP case study as a worked example
16:00 - 16:45	Practical Exercise Performance Objective <ul style="list-style-type: none"> Participants in groups practise preparing SEMP for an actual and hypothetical project given available project information and materials.
18:00 - 20:30	Networking Event
Day 2	
8:30 - 9:00	Feedback Discussion on Day 1 Training
9:00 - 10:00	Practical Exercise (cont.)
10:15 - 10:30	Tea Break
10:15 - 11:15	Group presentations of practical exercise and sharing of ES experiences
11:15 - 12:00	Environmental Management Systems for Major Construction Projects How it works in practice
12:00 - 13:30	Lunch
13:30 - 14:15	Monitoring Performance Objective: <ul style="list-style-type: none"> Participants able to explain the basic requirements for an environmental monitoring program including examples of available monitoring techniques
14:15 – 15:00	Reporting Performance Objective: <ul style="list-style-type: none"> Participants able to explain ADB's reporting requirements for environmental monitoring of implementation projects including frequency and content of reports
15:00 - 15:15	Tea Break
15:15 – 16:00	Inspection and Audit Performance Objective: Participants able to <ul style="list-style-type: none"> explain why inspection and audit is important identify the various organisational responsibilities for inspection and audit specify some useful procedures or tools to facilitate effectiveness of inspection and audit
16:00 – 16:45	Preparation for the field visits Performance Objective: Participants able to <ul style="list-style-type: none"> expose to the real construction sites and interact with the

	<p><i>leaders and environmental officers of PMUs</i></p> <ul style="list-style-type: none"> • <i>reflect and link what they have gained in the in-class training sessions with the reality</i> • <i>withdraw lessons learned</i>
Day 3	
8:30 - 12:00	Site visits
10:15 - 10:30	Tea Break
10:30 - 12:00	<p>Techniques & methods for promoting participation and processing ideas & practice (continued)</p> <ul style="list-style-type: none"> • <i>Using games</i> • <i>Case-study</i>
12:00 - 13:30	Lunch
13:30 - 15:00	Group work: Fact Findings and Recommendations for more Effective Environmental Management during Construction
15:00 - 15:15	Tea Break
15:15 - 16:00	Group presentation
16:00 - 16:30	Wrap up Session, Course Evaluation and Presentation of Participation Certificates