

Centre de Suivi Ecologique
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March 8th 2017

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The Adaptation Fund Board
C/O Adaptation Fund Board Secretariat
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Washington DC
20433
USA
Email: afbsec@adaptation-fund.org

Subject: Notification of readiness project completion

This letter is to inform you that the project to implement the grant proposal for *Technical assistance for ESP* approved by the Adaptation Fund Board on February 16th 2016 has officially been completed. Details of the project completion are below:

Implementing Entity: Centre de Suivi Ecologique

Country: Senegal

Grant Type: TA Grant for ESP

Project Description: Grant to support national implementing entity to *sourcing of technical assistance for assessment and management of environmental, social and gender risks within projects and programmes*

Project Start Date: April 2016

Project Completion Date: January 2017

Sincerely

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EVALUATION OF READINESS GRANT PROJECTS

A. COMPLETION REPORT AT LEAST THREE MONTHS BUT NOT MORE THAN SIX MONTHS AFTER PROJECT COMPLETION

Implementing Entity: Centre de Suivi Ecologique

Country: SENEGAL

Adaptation Fund Grant I.D:

Grant Type: TAG - Assessment and Management of Environmental and Social risks within projects and programmes in Senegal

Grant Description: CSE has adopted an environmental and social policy, reflecting its commitment to reduce the environmental and social risks related to its activities when those risks cannot be avoid. CSE requested a grant from the Adaptation Fund to upgrade its environmental and social policy, develop procedures and guidelines for practical implementation of the policy, and train its staff for an internal ownership.

Support Activity Provided/Received	Expected Outcomes	Outcome Achieved/Not Achieved	Comment/Explanation (also explain any deviation from initial plan)
Development of procedures manual/guidelines for screening projects for environmental and social risks	Review of national procedures Development of guidelines Validation workshop Publication on CSE's website	Achieved	A screening procedure on environmental and social risks for projects and programs has been develop. This procedure sets out guidelines allowing each CSE expert to identify the environmental and social risks of a project / program and to be able to define its environmental and social category in accordance with national (and / or international) legislation.
Development of procedures manual/guidelines for undertaking project environmental and social risk assessment and for formulating risk management plans	Review of national procedures Development of guidelines Validation workshop Publication on CSE's website	Achieved	A procedure for undertaking project environmental and social assessment and formulating risk management plans has been develop thanks to the technical assistance. This will enable program officers and project managers to identify and assess the environmental and social risks of projects / programs and to develop

Support Activity Provided/Received	Expected Outcomes	Outcome Achieved/Not Achieved	Comment/Explanation (also explain any deviation from initial plan)
			<p>risk management plans.</p> <p>Once validated, the procedure was present to the CSE's experts. Prior to the implementation of any project or program, the program officers will apply this procedure in collaboration with the focal point in charge of the implementation of the environmental and social policy.</p>
<p>Development of a policy/avenues for public disclosure and consultation</p>	<p>Review of national procedures</p> <p>Review of policies and guidelines developed by international organizations (AF, GCF, World Bank, AfDB...)</p> <p>Development of the Environmental and Social Risk Policy</p> <p>Validation workshop</p> <p>Publication on CSE's website</p>	<p>Achieved</p>	<p>A review of the environmental and social policies of institutions such as the World Bank, the AfDB, the FA, the sector policy letter of Senegal was carry out. It has enabled the CSE to set out the fundamental objectives and principles that will govern all its interventions and activities.</p> <p>At the same time, an environmental analysis of CSE as a physical structure that can generate impacts in its immediate environment has been carry out in order to identify these significant environmental aspects and for which corrective/mitigation actions have to be taken.</p> <p>As a result, the CSE's Environmental and Social Policy (ESP) has been draft. A manual and the procedures that explain how CSE implements its environmental policy are also developed.</p> <p>The policy, the manual and the implementation procedures were validate during a workshop that</p>

Support Activity Provided/Received	Expected Outcomes	Outcome Achieved/Not Achieved	Comment/Explanation (also explain any deviation from initial plan)
			<p>brought together CSE's staff and the national consultants who accompanied the process.</p> <p>These documents have been published on CSE's website.</p>
<p>Development of transparent and effective mechanisms for receiving and resolving complaints about environmental and social harms caused projects/programs during the course of implementation of AF supported projects/programs</p>	<p>Development of a grievance mechanism Validation workshop Publication on CSE's website</p>	<p>Achieved</p>	<p>During the implementation of the TAG, a grievance mechanism was developed. The document has been developed based on the existing procedures that take into account the management of environmental and social complaints from stakeholders when implementing adaptation projects / programs. The document has been validated during a workshop. This document has been published on CSE's website.</p>
<p>Training of select entity staff to carry out the relevant tasks related to the implementation of the E&S Policy</p>	<p>Training sessions</p>	<p>Achieved</p>	<p>CSE's staff have been trained on the policy and the various procedures enabling it to be effectively implemented in all its interventions. Emphasis was placed on the training of CSE's program officers, project managers and project / program assistants to ensure that environmental and social risks are taken into account in the implementation of adaptation projects / programs funded by the Adaptation Fund.</p> <p>During this training, all the documents have been presented to collect the observations and contributions of the experts.</p> <p>It was planned to organize 3 training sessions, but they were grouped into one for consistency and</p>

Support Activity Provided/Received	Expected Outcomes	Outcome Achieved/Not Achieved	Comment/Explanation (also explain any deviation from initial plan)
			efficiency.
Translation of all documents in English	Translation of documents into English	Achieved	All the documents have been translated into English.
Budget	Expenditures are slightly higher than the budget received (\$ 18,000). There was a budget overrun around \$299 (equivalent to 1.66% of the initial budget). This overrun is due mainly to the recruitment of consultants in charge of monitoring the effective implementation of TAG activities (review of the documents produced, exchanges with consultants, organization of training, etc.).		
Overall outcome	<p>CSE requested financial support from the AF to upgrade its ESP. The ESP is based on fundamental principles that take into account aspects related to climate change, human rights, biodiversity conservation, protection of communities, preservation of working conditions, etc.</p> <p>To ensure that this policy is implemented, CSE's staff have been trained. The ultimate goal is to identify all the environmental and social impacts caused by CSE's intervention in projects / programs and to define an action plan.</p> <p>For an effective implementation of the ESP, an explanatory manual has been developed. It is accompanied by guidelines and procedures that explain how the CSE implements the provisions of the policy. These guidelines and procedures are as follows:</p> <ul style="list-style-type: none"> - the grievance mechanism: - the fortuitous finding procedure: which mainly concerns the finding of objects with sacred, cultural or archaeological importance; - the involuntary resettlement procedure: presenting the procedure to be followed if the CSE is confronted, when implementing one of these projects / programs, with an involuntary resettlement of persons or goods; - the vulnerability analysis procedure: analyzing the vulnerability of a community and its ability to adapt to climate change; - the monitoring and evaluation procedure: presenting the policy adopted by the CSE in the monitoring and evaluating projects / programs; - the internal and external communication procedure: describing how information should be disclosed to the public or to the staff of the CSE. 		

Support Activity Provided/Received	Expected Outcomes	Outcome Achieved/Not Achieved	Comment/Explanation (also explain any deviation from initial plan)
	<ul style="list-style-type: none"> – the screening guide for projects and programs in order to determine the environmental category of the projects/programs; – the environmental and social assessment procedure: describing how environmental and social impacts should be identified and analyzed. 		<p>Some of the procedures were borrowed from the Quality Management System for which the CSE is certified, taking into account the existing concerns in the implementation of the ESP.</p> <p>Other sharing sessions with staff and partners such as the Directorate of Environment and Classified Establishments are planned for the year. In order to ensure effective implementation and follow-up of the ESP, a focal point has been designated by the Management.</p>

General Comment: [any comment on process or to the secretariat]

Implementing Entity Contact Person:

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