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ANNEXES

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Annex 4: Gender Equality, Disability Rights, and Social Inclusion (GEDSI) Analysis and Action Plan

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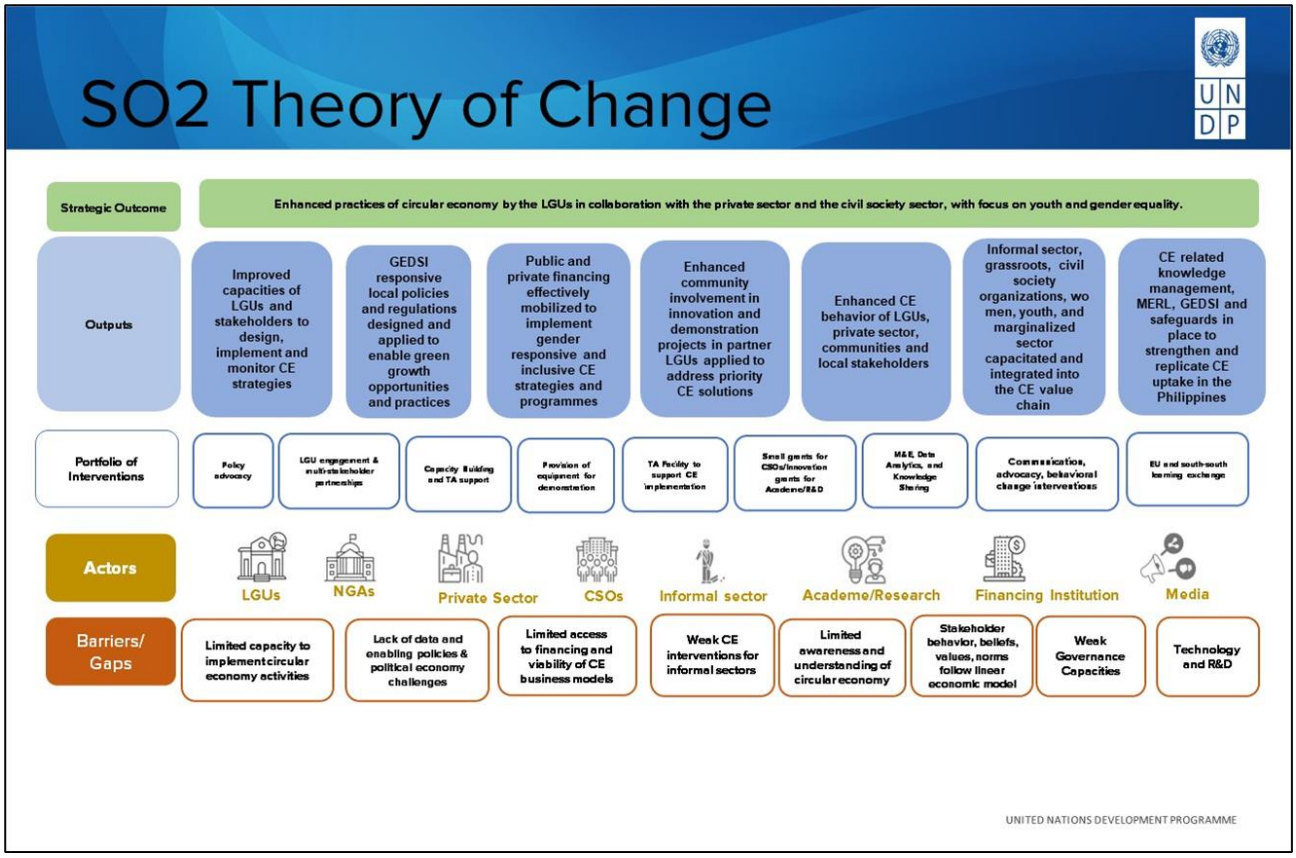
Annex 7: Terms of Reference (TOR) of Key Management Positions

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Annex 1: Theory of Change

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)



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Annex 2: Social and Environmental Screening Template

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)

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1. UNDP Social and Environmental Screening Template (v. July 2022)

The completed template, which constitutes the Social and Environmental Screening Report, must be included as an annex to the Project Document at the design stage. Note: this template will be converted into an online tool. The online version will guide users through the process and will embed relevant guidance.

Project Information

Project Information	
1.Project Title	European Union (EU) - Philippines Partnership in Green Economy: Green LGUs
2.Project Number (i.e. Atlas project ID, PIMS+)	01001427
3.Location (Global/Region/Country)	Selected local government units (LGUs) in the Philippines[1]
4.Project stage (Design or Implementation)	Design
5.Date	12 July 2023

Part A. Integrating Programming Principles to Strengthen Social and Environmental Sustainability

QUESTION 1: How Does the Project Integrate the Programming Principles in Order to Strengthen Social and Environmental Sustainability?
Briefly describe in the space below how the project mainstreams the human rights-based approach
The project is guided by UNDP's adherence to the United Nations Development Group (UNDG) Statement of Common Understanding of the Human Rights-Based Approach (HRBA) to Development Cooperation and Programming or the UN Common Understanding, which further human rights in all development programmes and policies. Under Specific Objective (SO2 Green LGUs, the project will provide support on enhanced practices of circular waste economy to the local government units (LGUs) in partnership with private and civil society sectors, with particular emphasis on youth and gender equality. Specifically, The project will improve the capacity of LGUs for implementing and promoting sustainable and inclusive financing, innovation strategies and projects in partnership with private sector and civil society organizations representing women. The project will ensure the inclusion of women and potentially marginalized individuals and groups in decision-making processes in circular economy (CE) activities that will be implemented under the project. The project will provide reasonable accommodations to strengthen inclusivity and accessibility of project benefits and services to persons with disabilities. The project will ensure that youth, women, people with disabilities and from marginalized groups will benefit from capacity building activities. The project has prepared a Gender Analysis and Action Plan to ensure benefits and corresponding gender-related management measures will be implemented and monitored. The project likewise established project-level Grievance Redress Mechanism (GRM), the first line of response to stakeholder concerns that have not been prevented by proactive stakeholder engagement, where affected persons who have grievances, complaints or feedback can access to ensure resolution of concerns through dialogue, joint fact-finding, negotiation and problem solving. The project also prepared a robust Stakeholder Analysis and Engagement Plan to ensure full and effective stakeholder engagement during project implementation.
Briefly describe in the space below how the project is likely to improve gender equality and women's empowerment
The project is guided by UNDP's Gender Equality Strategy (2022-2025), where UNDP will help countries to shift power relationships and cut the deep roots of gender inequality, be equipped with more sophisticated analysis to address gender inequality, integrate gender expert and invest adequate resources, partner with private and civil society sectors with focus on women, and mobilize financial resources for gender equality and women's empowerment. The project design is geared towards prioritizing youth and gender equality (SO2) (Enhanced practices of circular waste economy to the LGUs in partnership with private and civil society sectors, with focus on youth and gender equality). The project has prepared Gender Analysis and Action Plan, where measurable targets such as age, sex-disaggregated data, gender statistics, and specific, measurable indicators related to gender equality and

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women's empowerment are indicated in Results Framework, and that measures and indicators are indicated in the framework to address gender inequality issues. Moreover, the Gender Action Plan identified constraints on women's participation in circular economy activities and recommended strategies to overcome them. The project has been rated as GEN 2, where gender equality and women's empowerment is a significant objective of the project.

Briefly describe in the space below how the project mainstreams sustainability and resilience

The project design is geared towards the promotion of practices of circular economy, defined as a framework for an economy that is restorative and regenerative in design rather than a linear economy which follows a take-make-dispose model. The benefits of circular economy, which include reduction in consumption of finite resources and reduction in greenhouse gas emissions and biodiversity loss, ensure sustainability and resilience of towns and cities, including communities under the project. The indicative LGUs under the project were screened and assessed with regard to climate and disaster risks and vulnerabilities, impact on critical habitats, existing circular economy efforts and partnerships with stakeholders and commitment of local leadership. This is to ensure that the project will be sustained when the project ends and that communities will be more economically and environmentally resilient. UNDP, with its knowledge and experience, will work with national government in support of policy actions and the LGUs in transitioning to circular economy approaches.

In terms of sustainability, under Outcome 1, the project will support LGUs in developing and implementing sustainable financing and innovative strategies in support of circular economy, through planning and budgeting with a circular economy angel in waste management, business innovation and green public procurement. Under Outcome 2, the capacity of second tier LGUs with less advanced circular economy programs and activities will be enhanced and sustained through technical assistance and tailor-made peer-to-peer support from first tier LGUs.

In terms of resilience, under Output 2.2, the project will support the enhancement of disaster risk reduction and management and development and implementation of resilience plans and strategies of LGUs for waste management infrastructure and programs. Moreover, the project will facilitate the access to finance of LGUs for their circular economy disaster risk reduction plans.

Briefly describe in the space below how the project strengthens accountability to stakeholders

The project has developed a robust Stakeholder Engagement Plan to support the meaningful participation and inclusion of all stakeholders under SO2, particularly youth and women from private and civil society sectors. The project will also ensure that marginalized individuals and groups will be prioritized in capacity building interventions. The project has developed Grievance Redress Mechanism to ensure that local communities and affected populations can raise their concerns and/or grievances in case there are activities that may adversely impact them. In addition, project stakeholders will also be informed of UNDP's Accountability Mechanism during meetings and capacity building activities. The project will ensure compliance to applicable laws and regulations related to occupational and community health and safety, and pollution prevention and resource efficiency.

To ensure accountability and transparency in project implementation, UNDP Philippine Country Office (CO) will provide overall progress and financial reporting responsibilities to European Union following its own stringent internal guidelines. All reports will be published in the UNDP Transparency Portal (https://open.undp.org/) following International Aid Transparency Initiative (IATI) Standard.

UNDP Philippine CO will be responsible and accountable for the delivery of project outputs, including project management, monitoring and evaluation of project interventions, achieving project results, and the effective use of resources, in compliance with UNDP rules and regulations, policies and procedures. These include relevant requirements on fiduciary, procurement, environmental and social safeguards and other performance standards.

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Part B. Identifying and Managing Social and Environmental Risks

QUESTION 2: What are the Potential Social and Environmental Risks? *Note: Complete SESP Attachment 1 before responding to Question 2.*	**QUESTION 3: What is the level of significance of the potential social and environmental risks?** *Note: Respond to Questions 4 and 5below before proceeding to Question 5*			**QUESTION 6: Describe the assessment and management measures for each risk rated Moderate, Substantial or High**
Risk Description (broken down by event, cause, impact)	***Impact and Likelihood (1-5)***	***Significance (Low, Moderate Substantial, High)***	***Comments (optional)***	***Description of assessment and management measures for risks rated as Moderate, Substantial or High***
Risk 1: Potential exclusion of vulnerable or marginalized groups, including indigenous peoples from innovation strategies and circular economy activities to be initiated by local government units, in collaboration with private sector and civil society organizations, which may result to their further marginalization. Human Rights: P.3, P.4, P.5 Accountability: P.13, P.14 Standard 6: 6.1 Outputs: Output 1.1 Evidence-based CE enabling policies and strategies developed to inform decision-making Output 1.4 Informal sector, women, youth and marginalized sector capacitated and integrated into the circular economy value chain	I = 3 L = 3	Moderate	The project anticipates the presence of vulnerable or marginalized individuals, including indigenous peoples (e.g., in Baguio City, Davao City and Palawan) in project sites such as materials recovery facilities and disposal sites. There is potential that they may not be involved in project activities and may not benefit from different project interventions.	The project will ensure to leave no one behind by protecting and supporting disadvantaged and vulnerable individuals, specifically the youth, women, indigenous peoples, and persons with disabilities. The project will ensure to further human rights in all interventions and activities under the project, in line with the adherence of UNDP, as one of the members of UN Development Group (UNDG) to Human Rights-Based Approach (HRBA). Under Output 1.4, an in-depth study of the informal sector in selected LGUs will be done to understand their social, economic and political environment. Activities under this output will focus on women, youth and informal sector, including women and men waste workers. Under Output 1.1, the capacity of LGUs will be enhanced through the establishment of multistakeholder partnerships, which include civil society organizations, private sector, women groups and marginalized groups. To ensure the inclusion of vulnerable or marginalized groups from the project, the project has developed **Stakeholder Engagement Plan (SEP**) and **Grievance Redress Mechanism** to ensure the full participation of disadvantaged and vulnerable individuals in project activities. **An Indigenous Peoples Planning Framework** has been prepared during the PPG phase to guide the project in the preparation of Indigenous Peoples Plan during inception phase, prior to any commencement of activities, if it was established that indigenous peoples are present in project locations or its areas of influence. The project will secure Free, Prior and Informed Consent (FPIC) from affected indigenous peoples.

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Risk 2: Risks of limited participation of women in circular economy capacity building activities. Gender Equality and Women's Empowerment: P.10, P.12 Outputs: Output 1.1 Evidence-based CE enabling policies and strategies developed to inform decision-making Output 1.4 Informal sector, women, youth and marginalized sector capacitated and integrated into the circular economy value chain Output 2.1 Second tier LGUs implemented tailor-made CE solutions	I = 3 L = 2	Moderate		The project has prepared Gender Analysis and Action Plan, with the aim of mainstreaming the participation of women in innovation strategies and projects to be implemented under SO2. Specifically, under Sub-outcome 1, first tier LGUs or LGUs with advanced circular economy practices, will collaborate with private sector and civil society organizations representing women and specific groups in implementing inclusive sustainable financing and innovation strategies and projects. The project has targeted LGUs / clusters with number of women and youth benefitting from incentives used to encourage women and youth's entry into the green economy and the circular economy, disaggregated by sex (for youth) and location/LGU. Under Output 1.1, the capacity of LGUs will be enhanced through the establishment of multistakeholder partnerships, which include women groups. Under Output 1.4, an in-depth study of the informal sector in selected LGUs will be done to understand their social, economic and political environment, activities of which will include women. Under Sub-outcome 2, Output 2.1, the establishment of coalition of cities / LGUs on circular economy to promote CE activities throughout the Philippines for second tier LGUs will target participants with gender balance in mind.
Risk 3: Implementing circular economy activities, such as, but not limited to collection and recycling of wastes, may have the potential to pollute the natural environment from hazardous materials, if not managed well. Standard 1: 1.1, 1.7 Standard 8: 8.1, 8.2 Outputs: Output 1.3 Capacities of LGUs enhanced to design, implement and monitor CE strategies Output 2.1 Second tier LGUs implemented tailor-made CE solutions	I = 4 L = 2	Moderate		Under Output 1.3, a technical assistance facility will be established to support LGUs implement CE transition plans and strategies. The facility will provide equipment and development of demonstration pilot projects, especially those for improved source separation and collection systems for circular economy. All proposals are indicative and not yet specified. Under Output 2.1, the project will also set-up a technical assistance facility to allow second tier LGUs to submit specific requests for targeted support to design and implement circular economy solutions in their localities. This targeted support consists of developing joint work plans and budgets, agreeing on key results, deployment of experts, apply tools, capacity building activities, formulation of policies, or supporting demonstration projects. Since specific activities, locations and scope of circular economy activities are not yet fully defined at the PPG phase, an **Environmental and Social Management Framework (ESMF)** has been prepared for the project, where specific procedures for screening and assessing forthcoming activities are detailed. Site specific assessments must be done prior to any activities that may cause social or environmental harm. **Management measures to mitigate impacts on the environment caused by hazardous materials** from circular economy activities, must be implemented prior to any activities that may cause social or environmental harm. These include compliance of the project to applicable conventions and agreements referenced in Standard 8 of UNDP SES, relevant Philippine regulations on management of hazardous

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				wastes, and preparation of site-specific management plan (SSMP) that includes proposed activities, potential impacts, management measures, responsibilities for implementation and supervision, and indicative costs to mitigate potential impacts. If there are any changes to the scope of circular economy activities, management measures have to be refined to reflect changes in project activities, with the objective of compliance to applicable regulations and ensuring environmental sustainability.
Risk 4: Potential risk on community health and safety from nuisance, pollution and other hazards that emanate from circular economy activities. Standard 3: 3.2 Outputs: Output 1.3 Capacities of LGUs enhanced to design, implement and monitor CE strategies Output 2.1 Second tier LGUs implemented tailor-made CE solutions	I = 3 L = 2	Moderate		As details of circular economy activities are still unknown at the PPG stage, specifically the suite of activities that may be accessed through the technical assistance facilities that will be established to support LGUs implement CE transition plans and strategies (Output 1.3) and to enable second tier LGUs submit specific requests for targeted support (Output 2.1) specifically circular economy related demonstration projects, these may cause potential risk on community's health and safety from nuisance, pollution and other hazards. The **Environmental and Social Management Framework (ESMF)** developed for the project details specific procedures for screening and assessing forthcoming activities. Similar to the approach under Risk 3, site specific assessments must be done prior to any activities that may impact community health and safety. Management measures to mitigate impacts from nuisance, pollution and other hazards must be put in place before the start of any activities that may potentially affect the health of adjacent communities. These include the project's compliance to applicable conventions and agreements referenced in Standard 8 of UNDP SES, relevant Philippine regulations, and preparation of **site-specific management plan (SSMP).**
Risk 5: With transition to circular economy, potential economic displacement of workers involved in linear businesses such as plastic manufacturing. There are also potential missed job opportunities for targeted groups under the project if they lack the necessary skills needed for jobs related to recycling, repair and rental services, or in new businesses involved in making innovative use of secondary materials. Standard 5: 5.2	I = 3 L = 3	Moderate		The transition to circular economy may have potential impact in terms of job losses for workers involved in linear businesses. The transition may also affect people who wanted to be employed in circular economy jobs but lack the necessary skills. The technical assistance facility to support LGUs to implement circular economy transition plans and strategies will assess scenarios of job losses for people involved in linear business, and the lack of skills for people who wanted to be employed in circular economy jobs. The assessment of impacts and management measures of specific activities in the project related to capacity building and circular economy activities are detailed in the **ESMF** developed for the project. Depending on the nature of risks of proposed activities, based on site-specific

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Standard 7: 7.5 Outputs: All outputs under Outcome 1 and Outcome 2				screening, a targeted management plan will be prepared to manage potential risks of project activities.
Risk 6: Potential risks that workers involved in circular economy will not fully benefit from labor-related applicable regulations, resulting to violation of their labor rights. LGUs under the project may also ignore regulations related to child labour in various circular economy initiatives. Standard 7: 7.1, 7.3, 7.5 Outputs: All outputs under Outcome 1 and Outcome 2	I = 3 L = 2	Moderate	In many countries, including the Philippines, informal workers contribute significantly in the management of wastes through collection, sorting, trading and processing of waste materials.	There is potential risk that informal workers in circular economy will not benefit from labor-related regulations as compared to regular workers. There is also potential that child labour may continue under the circular economy. Although these risks are beyond the project scope, the project will provide technical assistance facility to participating LGUs to develop strategies and plans that will take into account labour rights of workers. The project will ensure compliance with applicable labour regulations, including adherence to ILO conventions where the Philippines is a party. These conventions include, but are not limited to Minimum Age Convention, Worst Forms of Child Labour Convention, and Promotional Framework for Occupational Safety and Health Convention.
Risk 7: Potential occupational health and safety risks to workers involved in circular economy activities such as collection, recycling and processing of plastics. Standard 7: 7.6 Outputs: Output 1.3 Capacities of LGUs enhanced in CE transformation Output 2.1 Second tier LGUs implemented tailor-made CE solutions	I = 3 L = 2	Moderate		There is potential occupational health and safety risks to workers, specifically for potential activities that will involve the establishment of demonstration projects under Output 1.3 and Output 2.1, where technical assistance facilities will be established to deliver support to LGUs to implement circular economy transition plans and strategies. All proposals are indicative and not yet specified at this stage. The project has developed **ESMF** that details specific procedures for screening, assessing and applying management measures to proposed activities that may impact occupational health and safety of workers. Site-specific screening and assessment and development of targeted management plan will be developed prior to any activities that may impact OHS.
Risk 8: There are potential risks that development and implementation of local circular economy policies, strategies and plans may inadvertently cause environmental and social impacts.	I= 2 L = 2	Low		Under SO2, evidence based LGU circular economy strategy and action plan / roadmap and inclusive and sustainable financing and innovation strategies; and local CE policies will be developed and implemented. Although the development and implementation of local circular economy policies, strategies, and plans will bring positive environmental and social impacts, there are also potential risks and unintended consequences that may arise. These include resource shifting arising from the replacement

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Human Rights: P.3, P.4, P.5 Gender Equality and Women's Empowerment: P.9, P.10 Accountability: P.13, P.14 Sustainability and Resilience: Standard 1: 1.1, 1.7 Standard 2: 2.1, 2.2 Standard 3: 3.2 Standard 5: 5.2 Standard 6:6.1 Standard 7: 7.1, 7.3, 7.5, 7.6 Standard 8: 8.1, 8.2 Outputs: All outputs under Outcome 1 and Outcome 2				of non-renewable with renewable or recyclable alternatives, potential for increase in waste generation (e.g., poorly designed recycling processes may lead to increase in higher energy consumption, unintended consequence of technological solutions (e.g., mechanized recycling processes will result in job losses for waste collectors), and social inequity (e.g., locating waste management facility in low-income neighborhoods may cause further health risks), among others. The development of CE policies, strategies and action plans will involve participation of local stakeholders and informed by data to ensure smooth transition to CE. Moreover, the CE polices, strategies and action plans will be linked with Philippines' Nationally Determined Contribution (NDC), National Plan of Action for the Prevention, Reduction and Management of Marine Litter (NPOA-ML), Extended Producer Responsibility (EPR), and Philippine Action Plan for Sustainable Consumption and Production (PAP4SCP). As member of the UN Compact, UNDP will apply precautionary approach in all project undertakings, which, based on Principle 15 of the 1992 Rio Declaration, states that "where there are threats or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation".
Risk 9: Circular economy activities and waste infrastructure are vulnerable to impact of disaster and climate change. Standard 2: 2.1, 2.2 Output: Output 2.2 Disaster risk reduction and management is enhanced, resilience plans and strategies developed and implemented for LGU	I = 3 L = 2	Moderate		Circular Economy activities and waste infrastructure have the potential to be affected by disaster and climate change. As the specific sites / projects are not yet identified at this stage, site-specific assessment will be conducted using secondary information from the Department of Environment and Natural Resources (DENR), Philippine Atmospheric, Geophysical and Astronomical Services (PAGASA), Philippine Volcanology and Seismology (PHIVOLCS) and other agencies on potential hazards from volcano, flooding, storm surge, extreme heat, landslide, subsidence, and others. Primary baseline information on disasters and climate change will also be gathered through consultations, surveys and developed plans from each LGU / clusters. Based on the **vulnerability assessment** for each identified site, adaptation measures will be proposed to ensure that outcomes and outputs of the project will be sustained. For example, if the proposed circular economy site is prone to flooding, options include looking for alternative site, or raising elevation of buildings or platform for equipment or increasing drainage capacity. Screening, assessment and management of potential impacts from disasters and climate change are detailed in the developed ESMF.

	QUESTION 4: What is the overall project risk categorization?				
	Low Risk	☐			
	Moderate Risk	■			
	Substantial Risk	☐			
	High Risk	☐			
	QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are triggered? (check all that apply)				
	Question only required for Moderate, Substantial and High Risk projects				
	Is assessment required? (check if "yes")	■			
	if yes, indicate overall type and status		■	Targeted assessment(s)	Gender analysis (completed) Site-specific assessments of proposed circular economy activities (planned) Vulnerability Assessment (planned)
			☐	ESIA (Environmental and Social Impact Assessment)	
			☐	SESA (Strategic Environmental and Social Assessment)	
	Are management plans required? (check if "yes)	☐			
	If yes, indicate overall type		■	Targeted management plans (e.g. Gender Action	Gender Action Plan (completed) Stakeholder Engagement and GRM (completed)

				Plan, Emergency Response Plan, Waste Management Plan, others)	Site-specific management plan for proposed sites (planned)

			☐	ESMP (Environmental and Social Management Plan which may include range of targeted plans)	
			☒	ESMF (Environmental and Social Management Framework)	Completed
	Based on identified risks, which Principles/Project- level Standards triggered?		**Comments (not required)**		
	Overarching Principle: Leave No One Behind				
	Human Rights	☒			
	Gender Equality and Women's Empowerment	☒			
	Accountability	☒			
	1. Biodiversity Conservation and Sustainable Natural Resource Management	☒			
	2. Climate Change and Disaster Risks	☒			
	3. Community Health, Safety	☒			

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	and Security		
	4. Cultural Heritage	☐	
	5. Displacement and Resettlement	☐	
	6. Indigenous Peoples	☐	
	7. Labour and Working Conditions	☐	
	8. Pollution Prevention and Resource Efficiency	☐	

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Final Sign Off

Final Screening at the design-stage is not complete until the following signatures are included

Signature	***Date***	***Description***
QA Assessor		UNDP staff member responsible for the project, typically a UNDP Programme Officer. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.
QA Approver		UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.
PAC Chair		UNDP chair of the PAC. In some cases, PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

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SESP Attachment 1. Social and Environmental Risk Screening Checklist

Checklist Potential Social and Environmental Risks	
INSTRUCTIONS: The risk screening checklist will assist in answering Questions 2-6 of the Screening Template. Answers to the checklist questions help to (1) identify potential risks, (2) determine the overall risk categorization of the project, and (3) determine required level of assessment and management measures. Refer to the SES toolkit for further guidance on addressing screening questions.	
Overarching Principle: Leave No One Behind **Human Rights**	**Answer (Yes/No)**
P.1 Have local communities or individuals raised human rights concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
P.2 Is there a risk that duty-bearers (e.g. government agencies) do not have the capacity to meet their obligations in the project?	No
P.3 Is there a risk that rights-holders (e.g. project-affected persons) do not have the capacity to claim their rights?	Yes
Would the project potentially involve or lead to:	
P.4 adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	Yes
P.5 inequitable or discriminatory impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups, including persons with disabilities? 16	Yes
P.6 restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	No
P.7 exacerbation of conflicts among and/or the risk of violence to project-affected communities and individuals?	No
Gender Equality and Women's Empowerment	
P.8 Have women's groups/leaders raised gender equality concerns regarding the project, (e.g. during the stakeholder engagement process, grievance processes, public statements)?	
Would the project potentially involve or lead to:	
P.9 adverse impacts on gender equality and/or the situation of women and girls?	Yes
P.10 reproducing discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	Yes
P.11 limitations on women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? *For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being*	No
P.12exacerbation of risks of gender-based violence? *For example, through the influx of workers to a community, changes in community and household power dynamics, increased exposure to unsafe public places and/or transport, etc.*	No

16 Prohibited grounds of discrimination include race, ethnicity, sex, age, language, disability, sexual orientation, gender identity, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men,

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boys and girls, and other groups discriminated against based on their gender identities, such as transgender and transsexual people.

Sustainability and Resilience: Screening questions regarding risks associated with sustainability and resilience are encompassed by the Standard-specific questions below	
Accountability	
Would the project potentially involve or lead to:	
P.13 exclusion of any potentially affected stakeholders, in particular marginalized groups and excluded individuals (including persons with disabilities), from fully participating in decisions that may affect them?	Yes
P.14 grievances or objections from potentially affected stakeholders?	Yes
P.15 risks of retaliation or reprisals against stakeholders who express concerns or grievances, or who seek to participate in or to obtain information on the project?	No
Project-Level Standards	
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management	
Would the project potentially involve or lead to:	
1.1 adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? *For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes*	Yes
1.2 activities within or adjacent to critical habitats and/or environmentally sensitive areas, including (but not limited to) legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	Yes
1.3 changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4 risks to endangered species (e.g. reduction, encroachment on habitat)?	No
1.5 exacerbation of illegal wildlife trade?	No
1.6 Introduction of invasive alien species?	No
1.7 adverse impacts on soils?	Yes
1.8 harvesting of natural forests, plantation development, or reforestation?	No
1.9 significant agricultural production?	No
1.10 animal husbandry or harvesting of fish populations or other aquatic species?	No
1.11 significant extraction, diversion or containment of surface or ground water? *For example, construction of dams, reservoirs, river basin developments, groundwater extraction*	No
1.12 handling or utilization of genetically modified organisms/living modified organisms?17	No
1.13 utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)18	No
1.14 adverse transboundary or global environmental concerns?	No
Standard 2: Climate Change and Disaster Risks	
Would the project potentially involve or lead to:	

17 See the Convention on Biological Diversity and its Cartagena Protocol on Biosafety.

18 See the Convention on Biological Diversity and its Nagoya Protocol on access and benefit sharing from use of genetic resources.

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2.1 areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	Yes
2.2 outputs and outcomes sensitive or vulnerable to potential impacts of climate change or disasters? *For example, through increased precipitation, drought, temperature, salinity, extreme events, earthquakes*	Yes
2.3 increases in vulnerability to climate change impacts or disaster risks now or in the future (also known as maladaptive or negative coping practices)? *For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding*	No
2.4 Increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	No
Standard 3: Community Health, Safety and Security	
Would the project potentially involve or lead to:	
3.1 construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	No
3.2 air pollution, noise, vibration, traffic, injuries, physical hazards, poor surface water quality due to runoff, erosion, sanitation?	Yes
3.3 harm or losses due to failure of structural elements of the project (e.g. collapse of buildings or infrastructure)?	No
3.4 risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	No
3.5 transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.6 adverse impacts on ecosystems and ecosystem services relevant to communities' health (e.g. food, surface water purification, natural buffers from flooding)?	No
3.7 influx of project workers to project areas?	No
3.8 engagement of security personnel to protect facilities and property or to support project activities?	No
Standard 4: Cultural Heritage	
Would the project potentially involve or lead to:	
4.1 activities adjacent to or within a Cultural Heritage site?	No
4.2 significant excavations, demolitions, movement of earth, flooding or other environmental changes?	No
4.3 adverse impacts to sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.4 alterations to landscapes and natural features with cultural significance?	No
4.5 utilization of tangible and/or intangible forms (e.g. practices, traditional knowledge) of Cultural Heritage for commercial or other purposes?	No
Standard 5: Displacement and Resettlement	
Would the project potentially involve or lead to:	
5.1 temporary or permanent and full or partial physical displacement (including people without legally recognizable claims to land)?	No

5.2 economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	Yes

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5.3 risk of forced evictions?19	No
5.4 impacts on or changes to land tenure arrangements and/or community-based property rights/customary rights to land, territories and/or resources?	No
Standard 6: Indigenous Peoples	
Would the project potentially involve or lead to:	
6.1 areas where indigenous peoples are present (including project area of influence)?	Yes
6.2 activities located on lands and territories claimed by indigenous peoples?	No
6.3 impacts (positive or negative) to the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? *If the answer to screening question 6.3 is "yes", then Standard 6 requirements apply, and the potential significance of risks related to impacts on indigenous peoples must be Moderate or above.* *	No
6.4 the absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No
6.5 the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6 forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? *Consider, and where appropriate ensure, consistency with the answers under Standard 5 above*	No
6.7 adverse impacts on the development priorities of indigenous peoples as defined by them?	No
6.8 risks to the physical and cultural survival of indigenous peoples?	No
6.9 Impacts on the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? *Consider, and where appropriate ensure, consistency with the answers under Standard 4 above.*	No
Standard 7: Labour and Working Conditions	
Would the project potentially involve or lead to: (note: applies to project and contractor workers)	
7.1 working conditions that do not meet national labour laws and international commitments?	Yes
7.2 working conditions that may deny freedom of association and collective bargaining?	No
7.3 use of child labour?	Yes
7.4 use of forced labour?	No
7.5 discriminatory working conditions and/or lack of equal opportunity?	Yes
7.6 occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life cycle?	Yes

19 Forced eviction is defined here as the permanent or temporary removal against their will of individuals, families or communities from the homes and/or land which they occupy, without the provision of, and access to, appropriate forms of legal or other protection. Forced evictions constitute gross violations of a range of internationally recognized human rights.

Standard 8: Pollution Prevention and Resource Efficiency	
Would the project potentially involve or lead to:	
8.1 the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	Yes
8.2 the generation of waste (both hazardous and non-hazardous)?	Yes
8.3 the manufacture, trade, release, and/or use of hazardous materials and/or chemicals?	No

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8.4 the use of chemicals or materials subject to international bans or phase-outs? *For example, DDT, PCBs and other chemicals listed in international conventions such as the Montreal Protocol, Minamata Convention, Basel Convention, Rotterdam Convention, Stockholm Convention*	No
8.5. application of pesticides that may have a negative effect on the environment or human health?	No
8.6 significant consumption of raw materials, energy, and/or water?	No

This Environmental and Social Management Framework (ESMF)

1. Purpose and scope of ESMF

This Environmental and Social Management Framework (ESMF) has been prepared to assist in managing the potential adverse social and environmental impacts associated with activities of the proposed project activities under SO2: Green LGUs in line with the requirements of UNDP's Social and Environmental Standards. The implementing partners of the project and the project management unit (PMU) will monitor the ESMF implementation, starting with Project Inception stage to ensure the environmental and social risks and impacts are fully assessed and management measures are in place prior to the implementation of the relevant project activities.

This ESMF was prepared to specify procedures for screening and assessing forthcoming activities, since specific activities, such as demonstration / pilot projects based on CE plans and source separation and collection systems, and activities related to CE innovations, are not yet fully defined. The ESMF forms the basis on which Site-specific Management Plans (SSMPs) will be developed, to ensure full compliance with the requirements of UNDP's Social and Environmental Standards. UNDP will oversee the implementation of ESMF in the following participating LGUs:

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Highly Urbanized Cities (HUCs): Pasig City, Quezon City, Caloocan City, Baguio City, and Davao City (5 LGUs);
Cluster LGUs: Metro Iloilo (1 LGU);
Secondary / Component LGUs: Ormoc City and Samal City (2 LGUs)
Island LGUs: Puerto Princesa City and Coron (Palawan), and Del Carmen, Siargao (2 LGUs)

This ESMF will be publicly disclosed in line with UNDP's Information Disclosure Policy and SES. At this stage, not all the activities have been fully specified in terms of locations and interventions, and as such, cannot be fully assessed for all the potential social and environmental risks and impacts. This ESMF was prepared to set out the principles, rules, guidelines, and procedures for screening, assessing, and managing the potential social and environmental impacts of the project as they are developed and designed.

2. Potential Social and Environmental Impacts

During the PPG phase, the project has been reviewed against UNDP SESP (2021 version). The analysis identified a range of potential social and environmental impacts associated with the project activities. The SESP Checklist (Annex 2) details the applicable specific environmental and social risks. The significance of each risk, based on its likelihood of occurrence and extent of impact, has been estimated as being either low, moderate, substantial or high. Based on the significance of these individual risks, the project has been rated an overall SESP risk categorization rating of Moderate.

Moderate Risk: is defined by UNDP's SES[1] as "Projects that include activities with potential adverse social and environmental risks and impacts that are limited in scale, can be identified with a reasonable degree of certainty, and can be addressed through application of standard best practice, mitigation measures and stakeholder engagement during Project implementation."

The following risks have been identified during the SESP:

Risk 1: Potential exclusion of vulnerable or marginalized groups, including indigenous peoples from innovation strategies and projects to be initiated by local government units, in collaboration with private sector and civil society organizations, which may result to their further marginalization.

Risk 2: Risks of limited participation of women in circular economy projects and capacity building activities.

Risk 3: Implementing pilot project activities, such as, but not limited to collection and recycling of wastes, may have the potential to pollute the natural environment from hazardous materials, if not managed well.

Risk 4: Potential risk on community's health and safety from nuisance, pollution and other hazards that emanate from circular economy pilot project activities.

Risk 5: With transition to circular economy, potential economic displacement of workers involved in linear businesses such as plastic manufacturing. There are also potential missed job opportunities for targeted groups under the project if they lack the necessary skills needed for jobs related to recycling, repair and rental services, or in new businesses involved in making innovative use of secondary materials.

Risk 6: Potential risks that workers involved in circular economy will not fully benefit from labor-related applicable regulations, resulting to violation of their labor rights. LGUs under the project may also ignore child labour in various circular economy initiatives.

Risk 7: Potential occupational health and safety risks to workers involved in scaled-up circular economy activities such as collection, recycling and processing of plastics.

Risk 8: There are potential risks that development and implementation of local circular economy policies, strategies and plans may inadvertently cause environmental and social impacts.

Risk 9: Demonstration /pilot projects are vulnerable to impact of disaster and climate change.

[1] UNDP SES, page 47.

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3. Legislation and Institutional Frameworks for environmental and social matters

This section provides a preliminary review of the policies, laws and regulations (PLR) framework related to the potential risks and benefits of the proposed project and prospective activities to be implemented with the use of the funding received. The PLR framework underpins how social and environmental safeguards will be addressed and respected. The preliminary baseline analysis will be further expanded during the project inception stage.

4. National legislation, policies, and regulations

Regulatory Frameworks

- Presidential Decree (PD) No. 1152 or The Philippine Environment Code of 1977
- PD No. 1586 or the Philippine Environmental Impact Statement System
- Republic Act (RA) No. 6969 or The Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990
- RA No. 8749 or The Philippine Clean Air Act of 1999
- RA No. 9003 or The Ecological Solid Waste Management Act of 2000
- RA No. 9513 or The Renewable Energy Act of 2008
- RA No. 10068 or the Organic Agriculture Act of 2010
- RA 11898 or the Extended Producer Responsibility (EPR) Act of 2022
- RA 10771 or the Philippine Green Jobs Act of 2016
- DOTr's Public Utility Vehicle Modernization Program
- Nationally Determined Contribution
- National Plan of Action for the Prevention, Reduction and Management of Marine Litter
- Philippine Action Plan for Sustainable Consumption and Production
- Sustainable Science and Technology for Solid Waste Management Road Map
- Local Ordinances (e.g., Quezon City's regulation on plastic bags)

Proposed Bills

- House Bill No. 7609 – Philippine Circular Economy Act of 2020. An act to promote circular economy and a whole-of-nation transition toward a sustainable future. The proposed bill defines circular economy as "a system approach wherein products are designed for durability, reuse and recyclability, and materials for new products come from old products. It minimizes waste and maximizes the use of natural resources."
- HB No. 103 – Plastic Products Regulation Act
- HB No. 546 – Single-use Plastic Products Phaseout Law
- HB No. 635 – Single-use Plastics Regulation and Management Act of 2019
- HB No. 2396 – Ban on Single-use Plastics Act
- HB No. 3536 – Plastic Straws Ban Act
- HB No. 4724 – Zero Plastics in Tourism Act of 2019
- HB No. 5312 – Solid Waste Redemption and Recovery Act
- HB No. 5383 – Straw Regulation Act
- HB No. 6744 – Recyclable and Biodegradable Packaging Act of 2020
- HB No. 9171 – Plastic Bags Tax Act

1. International Conventions

- United Nations Framework Convention on Climate Change (UNFCC) (1992) constitutes the foundational climate agreement that has provided the platform for Paris Agreement and Kyoto Protocol
- Kyoto Protocol (1997) operationalizes UNFCC by committing industrialized countries and economies in transition to limit and reduce greenhouse gases (GHG) emissions in accordance with agreed individual targets. The Convention itself only asks those countries to adopt policies and measures on mitigation and to report periodically.
- Paris Agreement (2015) sets out a global framework to avoid dangerous climate change by limiting global warming to well below 2 ºC and pursuing efforts to limit it to 1.5 ºC.

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- Basel Convention (1989) protects human health and the environment against the adverse effects of hazardous wastes with a focus on minimizing generation, controlling, transboundary movement, and promoting environmentally sound management.
- Rotterdam Convention (1998) promotes sound use and shared responsibility in international trade of certain hazardous chemicals in order to protect human health and the environment.
- International Labour Organization (ILO) Fundamental Conventions

2. Institutional Framework

The Department of Environment and Natural Resources (DENR) is responsible for overseeing the implementation of Republic Act 11898, also known as the Extended Producer Responsibility (EPR) Act of 2022. The law requires large-scale companies to establish a mechanism for the recovery of their plastic packaging. DENR is also responsible for overseeing the implementation of National Plan of Action for the Prevention, Reduction and Management of Marine Litter.

The National Economic and Development Authority, on the other hand is responsible for overseeing the implementation of Philippine Action Plan for Sustainable Consumption and Production, while the Department of Science and Technology has developed the Sustainable Science and Technology for Solid Waste Management Road Map.

3. UNDP's Social and Environmental Standards

UNDP's Social and Environmental Standards (SES) in effect as of 1 January 2021, underpin UNDP's commitment to mainstream social and environmental sustainability in its programs and projects to support sustainable development, and are an integral component of UNDP's quality assurance and risk management approach to programming. Through the SES, UNDP meets the requirements of the GEF's Environmental and Social Safeguards Policy.

The objectives of the SES are to:

- Strengthen the social and environmental outcomes of Programs and Projects
- Avoid adverse impacts to people and the environment
- Minimize, mitigate, and manage adverse impacts where avoidance is not possible
- Strengthen UNDP and partner capacities for managing social and environmental risks
- Ensure full and effective stakeholder engagement, including through a mechanism to respond to complaints from project-affected people

UNDP uses its Social and Environmental Screening Procedure (SESP) to identify potential social and environmental risks and opportunities associated with all proposed projects. All project components are screened, including planning support, policy advice, and capacity-building, as well as site-specific, physical interventions. Activities that will be completed under project co-financing are also included in the scope of the assessment.

Projects are required to comply with UNDP's Social and Environmental Standards (SES). The SES are an integral component of UNDP's quality assurance and risk management approach to programming. This includes the Social and Environmental Screening Procedure. The SES underpin UNDP's commitment to mainstream social and environmental sustainability in its Programs and Projects to support sustainable development. The objectives of the standards are to:

- Strengthen the social and environmental outcomes of Programs and Projects
- Avoid adverse impacts to people and the environment
- Minimize, mitigate, and manage adverse impacts where avoidance is not possible
- Strengthen UNDP and partner capacities for managing social and environmental risks
- Ensure full and effective stakeholder engagement, including through a mechanism to respond to complaints from project-affected people.

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The SES are an integral component of UNDP's quality assurance and risk management approach to programming. This includes the Social and Environmental Screening Procedure (see the completed SESP for the project below).

Table 1: Key Elements of UNDP Social and Environmental Standards (SES)

Programming Principles	Project-Level Standards	Procedures and Accountability
Principle 1: Leave No One Behind Principle 2: Human Rights Principle 3: Gender Equality and Women's Empowerment Principle 4: Sustainability and Resilience Principle 5: Accountability	Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management Standard 2: Climate Change and Disaster Risks Standard 3: Community Health, Safety and Security Standard 4: Cultural Heritage Standard 5: Displacement and Resettlement Standard 6: Indigenous Peoples Standard 7: Labour and Working Conditions Standard 8: Pollution Prevention and Resource Efficiency	Quality Assurance & Risk Management Screening, Assessment and Management of SES Risks and Impacts Stakeholder Engagement and Response Mechanism Access to Information Monitoring, Reporting, Compliance review

Where projects are rated as being High, Substantial or Moderate Risk, some form of social and environmental assessment is required, together with the identification of management mechanisms to mitigate identified risks. The assessment must be commensurate with the magnitude and severity of foreseen risks.

The SESP was finalized during the project preparation, as required by UNDP's Social and Environmental Standards (SES). The SESP identified 8 moderate risks and 1 low risk that could have potential negative impacts in the absence of safeguards.

The screenings also indicate that all Programming Principles and the following 7 Project Level Standards have been triggered:
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management
Standard 2: Climate Change and Disaster Risks
Standard 3: Community Health, Safety and Security
Standard 5: Displacement and Resettlement
Standard 6: Indigenous Peoples
Standard 7: Labour and Working Conditions
Standard 8: Pollution Prevention and Resource Efficiency

Full details on the risks and categorizations are contained in the SESP Template annexed to this ESMF. A summary of the risk significance under each SES principle and standard, and the project-level safeguard standards triggered by each project is shown in table below.

Table 1: Summary of safeguards triggered based on screening conducted during project preparation

Overarching Principle / Project-level Standard	Risk rating	SES Requirement
Principle 2 : Human Rights	✓ Moderate	SESP, Targeted assessments, Stakeholder Engagement Plan

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Overarching Principle / Project-level Standard	Risk rating	SES Requirement
Principle 3: Gender Equality and Women's Empowerment	✓ Moderate	SESP, Targeted assessments, GAP
Principle 5: Accountability	✓ Moderate	Stakeholder Engagement Plan, GAP
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management	✓ Moderate	SESP, Targeted assessments, Site-specific management plan (SSMP)
Standard 2: Climate Change Mitigation and Adaptation	✓ Moderate	SESP
Standard 3: Community Health, Safety and Security	✓ Moderate	SESP, Targeted assessments, SSMP
Standard 4: Cultural Heritage	n/a	
Standard 5: Displacement and Resettlement	✓ Moderate	SESP Targeted assessments, GAP, Site specific screening, SSMP
Standard 6: Indigenous People	✓ Moderate	SESP, Targeted assessments, Site specific screening, SSMP
Standard 7: Labour and Working Conditions	✓ Moderate	SESP, Targeted assessments, Site-specific screening, SSMP
Standard 8: Pollution Prevention and Resource Efficiency	✓ Moderate	Scoped ESIA, SESP. Targeted assessments, SSMP
Total number of project risks	9	
Overall Project Risk Categorization	Moderate	
Number of safeguard standards triggered	7	

7. Procedures for Screening, Assessing and Managing Social and Environmental Impacts

In accordance with UNDP SES policy, the Social and Environmental Screening Procedure (SESP) has been applied to the project during the project development phase. Under this policy, a SES principle or standard is triggered when a potential risk is identified and assessed as having either a 'moderate', 'substantial' or 'high' risk rating based on its probability of occurrence and extent of impact. Risks that are assessed as 'low' do not trigger the related principle or standard.
In accordance with the SES, and due to the Moderate overall Risk category, social and environmental assessments, including the identification of management mechanisms to mitigate identified risks must be undertaken. Moderate Risk projects require targeted, focused analysis and assessment specific to the adverse risks and impacts identified during the screening process. Moderate Risk projects consist of activities with potential limited adverse social and environmental risks and impacts for which development of a full-scale ESIA is not necessary.

Since the full extent and effects of potential adverse social and environmental risks and impacts are not yet defined in so far as demonstration / pilot projects to be established based on CE plan, for example, the targeted or focused assessment will consist of a stand-alone or site-specific assessment / study and Site-specific Management Plan.

- **Screening**

As part of quality assurance process, the GEPP SO2 has been screened using UNDP's Social and Environmental Screening Procedure (SESP). The resulting project-level risk category is Moderate.

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During this period, draft Stakeholder Engagement Plan (SEP) should be developed and early consultations with candidate LGUs must be done. The SESP developed during the preparation phase must be submitted to Project Appraisal Committee (PAC) for review. During implementation phase and once identified demonstration / pilot sites for CE and other activities under SO2 have been identified, the SESP must be revised to reflect the project changes.

The proposed demonstration / pilot activities must also be screened with the requirements of the Philippine Environment Impact Statement System. Below are the indicative CE activities, capacities and the required environmental requirements to secure Environmental Compliance Certificate (ECC) or Certificate of Non-coverage (CNC) from Environmental Management Bureau of the Department of Environment and Natural Resources.

Table 2: Potential Circular Economy Projects and their Requirements under the Philippine Environmental Impact Statement System

Potential Circular Economy Projects	Covered: Required to Secure ECC			Not Covered (may secure CNC)
	Category A: ECP	Category B: Non-ECP		Category D
	EIS	EIS	IEE Checklist	Project Description
Renewable energy projects (ocean, solar, wind, tidal, and biogas	None	> 100 MW	>5 but < 100 MW	≤ 5 MW
Waste to energy power projects	None	≥ 50 MW	> 1 but < 50 MW	≤ 1 MW
Sanitary landfill for industrial and other wastes	None	Multi-users	Single user	None
Sanitary landfill for domestic wastes only	None	Categories 2 to 4 disposal facilities or category 1 with ≥15 tons per day	Category 1 disposal facility with < 15 tons per day	None
Compost making	None	None	> 3,750 tons per year	≤ 3,750 tons per year
Materials recovery facility	None	None	With composting facility (> 3,750 tons per year)	≤ 3,750 tons per year composting facility or no composting facility (material recovery facility only)
Hazardous waste treatment, recycling and / or disposal facility	None	≥ 10 tons per year	< 10 tons per year	None
Recycling facilities for paper, plastic, and other non-hazardous materials	None	≥ 50,000 tons per year and involving use of chemicals	>15,000 but < 50,000 tons per year (with or without chemicals) or >50,000 tons per year and does not use chemicals	≤ 15,000 tons per year and does not use chemicals
Facilities for Barangay Microbusiness Enterprises	None	None	None	Regardless of capacity
Survey and feasibility studies for energy projects	None	None	None	Regardless of area
Demonstration and pilot projects	None	None	None	Regardless of capacity

Source: EMB Memorandum Circular 005, series of 2014. Revised Guidelines for Coverage Screening and Standardized Requirements under the Philippine Environmental Impact Statement System. July 2014.

- **Exclusion List**

The following proposed activities under SO2 are excluded:

- No physical displacement
- No conversion of natural habitats
- No activities that may affect indigenous peoples or their lands, territories and resources
- No adverse impacts to cultural heritage

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- No subprojects that may result to Substantial or High risk categorization
- No subproject will involve child or forced labor

- **Assessment**

During project screening, the project has been categorized as Moderate in terms of environmental and social risks. As provided in the Guidance Note – Social and Environmental Assessment and Management, either a stand-alone assessment or SESP analysis and measures are appropriate, depending on project complexity.

At this stage, it is recommended that a stand-alone assessment will be conducted per CE demonstration/pilot site. The following are the recommended procedures for assessing forthcoming activities, as specific activities under SO2 are not yet fully defined:

1. Based on the assessment conducted during the preparation stage, UNDP will review the SESP and lead the assessment process during design stage (when specific project activities are already identified), ensuring compliance with SES.
2. The completed assessment, in this case, targeted assessment per site (and targeted management plan, also per site), will be submitted to Project Board for review.
3. Each LGU will review their compliance of proposed demonstration / pilot site or activity vis-à-vis the requirements of the Philippine EIS System.
4. If there are changes in project scope, or demonstration / pilot sites deviate substantially from SESP (for example, instead of small-scale demonstration / pilot CE activities, proposed pilot activities will involve the release of hazardous chemicals that may endanger the lives of nearby communities), UNDP will re-screen project and undertake additional assessments. SESP must be revised, and new assessment must be submitted to Project Board for Review.
5. UNDP will continue to consult and engage with stakeholders during assessment of different activities under SO2.

- **Management**

At this stage, specific activities and locations have yet to be fully defined. Once specific activities, particularly the demonstration and pilot projects for improved source separation and collection systems for CE activities, management measures, by way of Site-Specific Management Plan (SSMP), will detail the avoidance and mitigation measures and actions required to address site-level potential and social and environmental risks and impacts.

The development of management measures in the SSMP will follow the mitigation hierarchy, from most to least effective – anticipation and avoidance, minimization, mitigation, and compensation. Below is an example of indicative format for the SSMP.

Table 3: Sample Site-specific Management Plan

LGU	Project Activities	Anticipated Risks	Management Measures	Responsibilities		Monitoring	Cost	Funding Sources
				Implementation	Supervision			
Pasig City	Livelihood project for bag making for women organization using Tetra Pak	Occupational health and safety risks for workers	Use of personal protective equipment (PPE)	Partner NGO / CSO	LGU of Pasig City; Department of Labor and Employment;	Quarterly	To be determined (TBD)	Technical Assistance facility under Output 2 for the livelihood project; LGU counterpart for management measures
		Labour and working conditions related risks	Compliance with relevant national labor regulations and ILO conventions	Partner NGO / CSO	LGU of Pasig City; Department of Labor and Employment;	Quarterly	TBD	LGU counterpart
		Risk of flooding of proposed site	Locate to alternative site where there is no flooding risk	Partner NGO / CSO	LGU of Pasig City; Department of Labor and Employment;	Quarterly	TBD	LGU counterpart
Siargao	Composting facility	Siting location of	Secure appropriate	People's organization	LGU of Siargao;	LGU of Siargao;	TBD	Technical Assistance

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LGU	Project Activities	Anticipated Risks	Management Measures	Responsibilities		Monitoring	Cost	Funding Sources
				Implementation	Supervision			
	from organic wastes generated by resorts	proposed composting facility	permits; Review if project should secure ECC or CNC	(PO)	EMB - DENR	EMB - DENR		facility under Output 2.1 for the composting facility; LGU counterpart for management measure
		Potential risk from pollution from leachate	Provision of lining underneath composting facility	Designated Safety Officer (PO)	Barangay where proposed facility will be located	Local government of Siargao	TBD	Technical assistance facility
		Generation of odor that impacts surrounding communities	Good composting practices such as aeration, use of enzymatic catalyst, and mixing with porous bulking amendment	Designated Safety Officer (PO)	Barangay where proposed facility will be located	Local government of Siargao	TBD	Technical assistance facility
		Occupational health and safety risks	Use of PPE	Designated Safety Officer (PO)	Barangay where proposed facility will be located	Local government of Siargao	TBD	Technical assistance facility

Indigenous Peoples Plan (IPP) (for sites that may impact indigenous peoples). If specific sites will impact indigenous peoples, such as in Baguio City, Davao City, and Samal City, an Indigenous Peoples Plan will be developed, in case proposed demonstration / pilot project sites or any capacity building activities under SO2 will involve or cause direct or indirect impacts to indigenous peoples. The IPP will be developed during project implementation prior to any activity that may affect indigenous peoples, with their full, effective and meaningful participation.

- **Overall project SESP updates**

During implementation, the project will be re-screened with the UNDP SESP:

1. as prescribed by the project's targeted assessments/management plans;
2. when determined necessary by the Project Manager (after consideration of the advice from PMU staff with responsibility for safeguards), the Project Board, or UNDP; and/or
3. when project circumstances change in a substantive or relevant way.

Throughout all safeguard procedures, the project's Stakeholder Engagement Plan and Gender Action Plan will be followed and updated as needed based on the screenings, assessments and management plans.

Stakeholder Engagement Plan: Fair, inclusive and gender-responsive stakeholder engagement will be essential for final design of the project, ensuring equitable involvement and inclusion of women, men, youth and elderly people. The Stakeholder Engagement Plan will enable project officers to ensure that selection is carried out in synergy with the related legal and policy governance structure and that the implementation and selection procedures meet the required norms and standards. The plan will specifically consider how to engage marginalized and vulnerable groups equitably and meaningfully within the project areas. The plan will also provide terms of reference and modalities for managing stakeholder engagement in project activities at each site and with each community.

Gender Action Plan (GAP): The Gender Action Plan responds to UNDP guidance regarding gender mainstreaming in Project development and implies that the needs, priorities, power structures, status, and relationship between men and women are identified and incorporated into the design, implementation, and evaluation of the Project; in this way men and women can participate proportionally and benefit equally from the Project intervention. This draft plan will be updated, revised and implemented across the project activities during the Project Inception phase.
The overall strategy of the Project in relation to gender equality and women's empowerment is to:

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- Assess and steer the Project's activities, as well as the direct and indirect benefits of the Project, in order to promote gender equality;
- Support the equal participation of men and women in the Project, especially at the decision-making level;
- Establish indicators that effectively help to measure progress towards gender equality.

The Project will ensure that men, women, youth and marginalized groups benefit adequately from capacity enhancement and effective participation in decisions related to resource management and livelihood support, as well as the distribution of benefits. The Project will contribute to gender equality and women's empowerment in areas related to CE capacity building and activities, management and monitoring, etc. Socioeconomic assessments will draw out any inequalities and propose mitigation and/or resolution practices and activities. The Results Framework includes gender-related quantifiable targets to the compulsory indicators on direct and indirect beneficiaries. The Gender Analysis and Gender Action Plan identifies the objectives and actions that will be taken under each Project Component Output.

8. Stakeholder engagement and information disclosure

Discussions with project stakeholders, including local communities at project sites, commenced during the project development phase. A list of the stakeholders is included in the Project Document. The project also has Stakeholder Engagement Plan and Gender Action Plan, which is annexed to the Project Document. These plans will be followed to ensure that stakeholders are engaged in project implementation and particularly in the further assessment of social and environmental impacts and the development of appropriate management measures. The Project Stakeholder Engagement Plan will be updated during project implementation based on the assessments and management plans conducted in line with this ESMF, as needed. Potentially affected stakeholders will be engaged during the implementation of this ESMF.

As part of the stakeholder engagement process, UNDP's SES require that project stakeholders have access to relevant information. Specifically, the SES (SES, Policy Delivery Process) stipulates that, among other disclosures specified by UNDP's policies and procedures, UNDP will ensure that the following information be made available:

- Stakeholder engagement plans and summary reports of stakeholder consultations
- Social and environmental screening reports with project documentation
- Draft social and environmental assessments, including draft management plan
- Final social and environmental assessments and associated management plans
- Any required social and environmental monitoring reports.

As outlined in the SES and UNDP's Social and Environmental Screening Procedure (SESP), the type and timing of assessments and management plans vary depending on the level of social and environmental risk associated with a project as well as timing of the social and environmental assessment.

This ESMF (and the project SESP) will be disclosed via the UNDP website in accordance with UNDP SES policy. The subsequent project ESMPs or stand-alone management plan(s) will also be publicly disclosed via the UNDP website once drafted and finalized and adopted only after the required time period for disclosure has elapsed.

These requirements for stakeholder engagement and disclosure will be adhered to during the implementation of this ESMF, and the subsequent implementation of the resulting ESMPs and any stand-alone management plans.

9. Accountability and Grievance Redress Mechanisms

- **UNDP's Accountability Mechanisms**

UNDP's SES recognize that even with strong planning and stakeholder engagement, unanticipated issues can still arise. Therefore, the SES are underpinned by an Accountability Mechanism with two key components:

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- A Social and Environmental Compliance Review Unit (SECU) to respond to claims that UNDP is not in compliance with applicable environmental and social policies; and
- A Stakeholder Response Mechanism (SRM) that ensures individuals, peoples, and communities affected by projects have access to appropriate grievance resolution procedures for hearing and addressing project-related complaints and disputes.

UNDP's Accountability Mechanism is available to all of UNDP's project stakeholders.
The Social and Environmental Compliance Unit (SECU) investigates concerns about non-compliance with UNDP's Social and Environmental Standards and Screening Procedure raised by project-affected stakeholders and recommends measures to address findings of non-compliance.
The Stakeholder Response Mechanism helps project-affected stakeholders, UNDP's partners (governments, NGOs, businesses) and others jointly address grievances or disputes related to the social and/or environmental impacts of UNDP-supported projects.

Further information, including how to submit a request to SECU or SRM, is found on the UNDP website at: http://www.undp.org/content/undp/en/home/operations/accountability/secu-srm/

10. Project-level Grievance Redress Mechanisms

The project will establish and implement, as described in the Project Document, a transparent, fair, and free-to-access project-level Grievance Redress Mechanism (GRM), approved by stakeholders, which will be put in place at the start of implementation. Interested stakeholders may raise a grievance at any time to the Project Management Office, the Executing Agency, Implementing Agency (UNDP), or the GEF.

The mandate of the GRM will be to:

(i) receive and address any concerns, complaints, notices of emerging conflicts, or grievances (collectively "Grievance") alleging actual or potential harm to affected person(s) (the "Claimant(s)") arising from Project.
(ii) assist in resolution of Grievances between and among Project Stakeholders; as well as the various government ministries, agencies, and commissions, CSOs and NGOs, and others (collectively, the "Stakeholders") in the context of the Project.
(iii) Conduct itself at all times in a flexible, collaborative, and transparent manner aimed at problem solving and consensus building.

The functions of the GRM will be to:

(i) Receive, log and track all grievances received.
(ii) Provide regular status updates on grievances to claimants, Project Board (PB) members and other relevant Stakeholders, as applicable.
(iii) Engage participating LGUs, Government institutions and other relevant stakeholders in grievance resolution.
(iv) Process and propose solutions and ways forward related to specific grievances within a period not to exceed sixty (60) days from receipt of the grievance.
(v) Identify growing trends in grievances and recommend possible measures to avoid the same.
(vi) Receive and service requests for, and suggest the use of, mediation or facilitation.
(vii) Elaborate bi-annual reports, make said reports available to the public, and more generally work to maximize the disclosure of its work (including its reports, findings, and outcomes).
(viii) Ensure increased awareness, accessibility, predictability, transparency, legitimacy, and credibility of the GRM process.
(ix) Collaborate with Partner Institutions and other NGOs, CSOs and other entities to conduct outreach initiatives to increase awareness among Stakeholders as to the existence of the GRM and how its services can be accessed.
(x) Ensure continuing education of LGUs and their respective institutions about the relevant laws and policies that they will need to be aware of to participate in the development of effective resolutions to Grievances likely to come before the GRM.
(xi) Monitor follow up to Grievance resolutions, as appropriate.

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11. Budget for ESMF Implementation

Funding for implementation of the ESMF is included in the Project budget. The estimated costs are indicated below. Costs associated with the time of Project Management Unit coordinating the development andimplementation of this ESMF and UNDP CO support are not shown.

Table 4: Breakdown of project level costs for ESMF implementation

Activities	Responsibility	Indicative Cost (US$)	Time Frame
Preparation of site-specific assessment and Site-specific Management Plans (SSMPs)	Environment and social expert under PMU	TBD	First six months of Year 1
Monitoring plan and implementation; assessment of social and environmental impacts	Environment and social expert under PMU	TBD	Project implementation phase
Capacity building on gender and environmental and social safeguards	Environment and social expert under PMU	TBD	Project implementation phase

Sample Terms of Reference for establishment of project-level Grievance Redress Mechanism
Source: Guidance Note on Stakeholder Engagement, UNDP Social and Environmental Standards (SES), October 2017

I. Mandate

The mandate of the GRM will be to:

i. Receive and address any concerns, complaints, notices of emerging conflicts, or grievances (collectively "*Grievance*") alleging actual or potential harm to affected person(s) (the "*Claimant(s)*") arising from Project.

ii. Assist in resolution of Grievances between and among Project Stakeholders; as well as the various government ministries, agencies, and commissions, CSOs and NGOs, and others (collectively, the "*Stakeholders*") in the context of the Project.

iii. Conduct itself at all times in a flexible, collaborative, and transparent manner aimed at problem solving and consensus building.

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II. Functions

The functions of the GRM will be to:

i. Receive, Log and Track all Grievances received.
ii. Provide regular status updates on Grievances to Claimants, Project Board (PB) members and other relevant Stakeholders, as applicable.
iii. Engage the PB members, Government institutions and other relevant Stakeholders in Grievance resolution.
iv. Process and propose solutions and ways forward related to specific Grievances within a period not to exceed sixty (60) days from receipt of the Grievance.
v. Identify growing trends in Grievances and recommend possible measures to avoid the same.
vi. Receive and service requests for, and suggest the use of, mediation or facilitation.
vii. Elaborate bi-annual reports, make said reports available to the public, and more generally work to maximize the disclosure of its work (including its reports, findings, and outcomes).
viii. Ensure increased awareness, accessibility, predictability, transparency, legitimacy, and credibility of the GRM process.
ix. Collaborate with Partner Institutions and other NGOs, CSOs and other entities to conduct outreach initiatives to increase awareness among Stakeholders as to the existence of the GRM and how its services can be accessed.
x. Ensure continuing education of PB members and their respective institutions about the relevant laws and policies that they will need to be aware of to participate in the development of effective resolutions to Grievances likely to come before the GRM.
xi. Monitor follow up to Grievance resolutions, as appropriate.

III. Composition

The GRM will be composed of:

[Name of Implementing Partner] as the Secretariat and either:

(a) A standing GRM Sub-Committee [made up of x, y, z PB members], and/or

(b) Ad hoc GRM Task Teams in response to specific requests for grievance.

The GRM Sub-Committee will be balanced in composition (government and non-government) and should not include any PB members with a direct interest or role in the grievance/dispute.

IV. [Name of Implementing Partner]

In its role as GRM Secretariat, [Name of Implementing Partner] will perform the following core functions:

- Publicize the existence of the GRM and the procedure for using it.
- Receive and log requests for dispute resolution.
- Acknowledge receipt to the requestor.
- Determine eligibility.
- Forward eligible requests to the PB for review and action.
- Track and document efforts at grievance/dispute resolution and their outcomes.

V. Project Board/GRM Sub-Committee/GRM Task Team

The Project Board/GRM Sub-Committee and/or GRM Task Team will perform the following core functions:

- Take direct action to resolve the grievance/dispute (e.g. bring the relevant parties together to discuss and resolve the issue themselves with oversight by the PB).
- Request further information to clarify the issue, and share that information with all relevant parties, or ensure that a government agency represented on the PB took an appropriate administrative action to deal with a complaint.

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- Refer the grievance/dispute to independent mediation, while maintaining oversight; or
- Determine that the request was outside the scope and mandate of the PB and refer it elsewhere (e.g. Ministry of Justice and Police or to the courts).

VI. Communicating a Grievance

(i) Who can Submit a Grievance?

A Grievance can be sent by any individual or group of individuals that believes it has been or will be harmed by the Project.

If a Grievance is to be lodged by a different individual or organization on behalf of those said to be affected, the Claimant must identify the individual and/or people on behalf of who the Grievance is submitted and provide written confirmation by the individual and/or people represented that they are giving the Claimant the authority to present the Grievance on their behalf. The GRM will take reasonable steps to verify this authority.

(ii) How is the Grievance Communicated?

The GRM shall maintain a flexible approach with respect to receiving Grievances in light of known local constraints with respect to communications and access to resources for some Stakeholders. A Grievance can be transmitted to the GRM by any means available (i.e. by email, letter, phone call, meeting, SMS, etc.). The contact information is the following:

[Implementing Partner to add address, phone number, fax, etc.]

To facilitate communications with and between the GRM and potential Claimants, the GRM will receive support from the PB members' institutions, local government, and civil society organizations

(iii) What information should be included in a Grievance?

The Grievance should include the following information:

(a) the name of the individual or individuals making the Complaint (the "Claimant").
(b) a means for contacting the Claimant (email, phone, address, other).
(c) if the submission is on behalf of those alleging a potential or actual harm, the identity of those on whose behalf the Grievance is made, and written confirmation by those represented of the Claimant's authority to lodge the Grievance on their behalf.
(d) the description of the potential or actual harm.
(e) Claimant's statement of the risk of harm or actual harm (description of the risk/harm and those affected, names of the individual(s) or institutions responsible for the risk/harm, the location(s) and date(s) of harmful activity).
(f) what has been done by Claimant thus far to resolve the matter.
(g) whether the Claimant wishes that their identity is kept confidential.
(h) the specific help requested from the GRM.

However, complainants are not required to provide all of the information listed above. Initially, the complainant need only provide enough information to determine eligibility. If insufficient information is provided, the GRM has an obligation to make a substantial, good faith effort to contact the complainant to request whatever additional information is needed to determine eligibility, and if eligible, to develop a proposed response.

VII. Logging, Acknowledgment, and Tracking

All Grievances and reports of conflict will be received, assigned a tracking number, acknowledged to Claimant, recorded electronically, and subject to periodic updates to the Claimant as well as the office file.

Within one (1) week from the receipt of a Grievance, the GRM will send a *written* acknowledgement to Claimant of the Grievance received with the assigned tracking number.[2]

Each Grievance file will contain, at a minimum:

i. The date of the request as received.

[2] Oral acknowledgments can be used for expediency (and also recorded), but must be followed by a written acknowledgment

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ii. The date the written acknowledgment was sent (and oral acknowledgment if also done.
iii. The dates and nature of all other communications or meetings with the Claimant and other relevant Stakeholders.
iv. Any requests, offers of, or engagements of a Mediator or Facilitator.
v. The date and records related to the proposed solution/way forward.
vi. The acceptance or objections of the Claimant (or other Stakeholders).
vii. The proposed next steps if objections arose.
viii. The alternative solution if renewed dialogues were pursued.
ix. Notes regarding implementation.
x. Any conclusions and recommendations arising from monitoring and follow up.

IX. Maintaining Communication and Status Updates

Files for each Grievance will be available for review by the Claimant and other Stakeholders involved in the Grievance, or their designated representative(s). Appropriate steps will be taken to maintain the confidentiality of the Claimant if previously requested.

The GRM will provide periodic updates to the Claimant regarding the status and current actions to resolve the Grievance. Not including the acknowledgment of receipt of the Grievance, such updates will occur within reasonable intervals (not greater than every thirty (30) days).

X. Investigation and Consensus Building

Within one (1) week of receiving a Grievance, [Implementing Partner] will notify the PB/**GRM Sub-Committee (GRM SC)/GRM Task Team (GRM TT)** and any other relevant institutions of the receipt of the Grievance.

[IF THE PB, RATHER THAN A PRE-DESIGNATED GRM SC OR GRM TT IS THE PRIMARY BODY RECEIVING COMPLAINTS: The PB will identify a specific team of individuals drawn from the PB and/or their respective institutions to develop a response to the Grievance. The names of these individuals will be made available to the Claimant.]

The designated PB members/GRM SC/GRM TT will promptly engage the Claimant and any other relevant Stakeholders deemed appropriate, to gather all necessary information regarding the Grievance.

Through the PB members/GRM SC/GRM TT, the GRM will have the authority to request from relevant Government institutions any information (documents or otherwise) relevant to resolving the Grievance and avoiding future Grievances of the same nature.

As necessary, the PB members/GRM SC/GRM TT will convene one or more meetings with relevant individuals and institutions in [national capital], or elsewhere in [name of country] as needed.

The objective of all investigative activities is to develop a thorough understanding of the issues and concerns raised in the Grievance and facilitate consensus around a proposed solution and way forward.

The PB members/GRM SC/GRM TT will procure the cooperation of their respective staff with the investigation.

At any point during the investigation, the PB members/GRM SC/GRM TT may determine that an onsite field investigation is necessary to properly understand the Grievance and develop an effective proposed solution and way forward.

XI. Seeking Advisory Opinion and/or Technical Assistance

At any point after receiving a Grievance and through to implementation of the proposed solution and way forward, the PB members/GRM SC/GRM TT may seek the technical assistance and/or an advisory opinion from any entity or individual in [country] or internationally which may reasonably be believed to be of assistance.

XII. Making Proposed Actions and Solutions Public and Overseeing Implementation

The PB members/GRM SC/GRM TT will communicate to the Claimant one or more proposed actions or resolutions and clearly articulate the reasons and basis for proposed way forward.

If the Claimant does not accept the resolution, the PB members/GRM SC/GRM TT will engage with the Claimant to provide alternative options.

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If the Claimant accepts the proposed solution and way forward, the GRM will continue to monitor the implementation directly and through the receipt of communications from the Claimant and other relevant parties. As necessary, the GRM may solicit information from the relevant parties and initiate renewed dialogue where appropriate.

In all communications with the Claimant and other stakeholders, the GRM will be guided by its problem-solving role, non-coercive principles and process, and the voluntary, good faith nature of the interaction with the Claimant and other stakeholders.

XII. Monitoring and Evaluation

Bi-annually, the GRM will make available to the public, a report describing the work of the GRM, listing the number and nature of the Grievances received and processed in the past six months, a date and description of the Grievances received, resolutions, referrals and ongoing efforts at resolution, and status of implementation of ongoing resolutions. The level of detail provided with regard to any individual Grievance will depend on the sensitivity of the issues and Stakeholder concerns about confidentiality, while providing appropriate transparency about the activities of the GRM. The report will also highlight key trends in emerging conflicts, Grievances, and dispute resolution, and make recommendations regarding:

i. Measures that can be taken by the Government to avoid future harms and Grievances.

ii. improvements to the GRM that would enhance its effectiveness, accessibility, predictability, transparency, legitimacy, credibility, and capacity.

XIII. Mediation

For the option of independent mediation, mediators on the roster/panel should have at least the following qualifications:

- Professional experience and expertise in impartial mediation.
- Knowledge of [project type and activities in the country] and the region, including an understanding of indigenous and tribal culture and practices.
- [National and local language, as appropriate] proficiency.
- Availability in principle for assignments of up to 20 days.
- Willingness to declare all relationships and interests that may affect their ability to act as impartial mediators in particular cases.

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ANNEX 3 – Risk Register

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)

Risk	Category	Risk Level	Management and Mitigation Measures	Risk Owner	Treatment Owner
Changes in priorities and delay in decision-making arising from transition in LGU leadership due to national and local elections in 2025	Political	Impact = 3 Likelihood = 3 Moderate	• Circular economy (CE policies, strategies and action plans will be institutionalized at the LGU level • The project will link with LGUs with least advanced CE policies and practices to link with LGUs with advanced CE policies and practices through peer-to-peer support to ensure continuity beyond the term of LGU leadership • The project will actively involve the national government through DILG, DENR, local stakeholders, private sector, civil society and women and youth, to establish ownership of the project • During implementation, the project will work closely with local chief executives, the legislative councils, and the responsible departments implementing CE activities	Project Manager (direct implementation level) Project Management Team (oversight level) Project Board (high-level)	Project Manager
The implementation of European Union Green Economy Programme in the Philippines comprised several implementing agencies – GIZ for SO1, UNDP for SO2, and IFC and	Operational	Impact = 3 Likelihood = 3 Moderate	• Prior to implementation activities, LGUs will be assessed on their readiness to implement circular economy policies, strategies and action plans • Hiring of competent Project Management Team that will oversee project implementation to attain project objectives • The project will actively involve the national government through DILG, DENR, local stakeholders, private sector, civil society and women and youth, to establish ownership of the	Project Manager (direct implementation level) Project Management Team (oversight level) Project Board (high-level)	Project Manager

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Risk	Category	Risk Level	Management and Mitigation Measures	Risk Owner	Treatment Owner
Expertise France for SO3. Together, all these partners will help contribute towards attainment of increased energy efficiency and renewable energy deployment (SO4). Operational risks identified include lack of resources and personnel in financing and implementing developed CE strategies of local government units; non-performance, delayed performance or lack of interest among partners, resulting to non-attainment of SO4 objectives; change in priorities of local government units, that may result in non-attainment of SO2 objectives; and opposition to circular economy programs, plans and activities because of affected businesses and vested interests at			project • During implementation, the project will work closely with local chief executives, the legislative councils, and the responsible departments implementing CE activities • Regular monitoring of project deliverables and coordination among implementing agencies		

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Risk	Category	Risk Level	Management and Mitigation Measures	Risk Owner	Treatment Owner
the LGU and national levels.					
Potential exclusion of vulnerable or marginalized groups, including indigenous peoples, from financing and innovation strategies and circular economy activities to be initiated by local government units, in collaboration with private sector and civil society organizations, which may result to their further marginalization.	Social and environmental	Impact = 3 Likelihood = 3 Moderate	• Leave no one behind by protecting and supporting disadvantaged and vulnerable individuals, specifically the youth, women, indigenous peoples, and persons with disabilities • The project will ensure to further human rights in all interventions and activities under the project, in line with the adherence of UNDP, as one of the members of UN Development Group (UNDG) to Human Rights-Based Approach (HRBA). • Ensure the full participation of disadvantaged and vulnerable individuals in project activities through robust Stakeholder Engagement Plan and Grievance Redress Mechanism • Assessments and planning for CE strategy at the LGU will ensure that sufficient analysis of negative potential impacts on marginalized groups; and development of measures to include them as part of the portfolio of solutions • The project will secure Free, Prior and Informed Consent (FPIC) from affected indigenous peoples for sites where they are present	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit
Risks of limited participation of women in circular economy capacity building activities.	Social and environmental	Impact = 3 Likelihood = 2 Moderate	• Mainstream participation of women in innovation strategies and projects to be implemented under SO2 as indicated in developed Gender Action Plan • Collaborate with private sector and civil society	Project Manager (direct implementation level) Project Management	Project Manager Local government

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Risk	Category	Risk Level	Management and Mitigation Measures	Risk Owner	Treatment Owner
			organizations representing women and specific groups in implementing inclusive sustainable financing and innovation strategies and projects to encourage women and youth's entry into the green economy and the circular economy, disaggregated by sex (for youth) and location/LGU	Team (oversight level) Local government unit	unit
Implementing circular economy activities, such as, but not limited to collection and recycling of wastes, may have the potential to pollute the natural environment from hazardous materials, if not managed well.	Social and environmental	Impact = 4 Likelihood = 2 Moderate	• Establish a technical assistance facility to deliver support to LGUs to implement circular economy transition plans and strategies • Comply with applicable conventions and agreements referenced in Standard 8 of UNDP SES, relevant Philippine regulations on management of hazardous wastes, and preparation of site-specific management plan (SSMP) that includes proposed activities, potential impacts, management measures, responsibilities for implementation and supervision, and indicative costs to mitigate potential impacts	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit
Potential risk on community's health and safety from nuisance, pollution and other hazards that emanate from circular economy activities.	Social and environmental	Impact = 3 Likelihood = 2 Moderate	• Mitigate impacts caused by nuisance, pollution and other hazards before the start of any activities that may potentially affect the health of adjacent communities through the preparation of site-specific assessment and management measures based on the procedures in developed Environment and Social Management Framework (ESMF)	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit

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Risk	Category	Risk Level	Management and Mitigation Measures	Risk Owner	Treatment Owner
With transition to circular economy, potential economic displacement of workers involved in linear businesses such as plastic manufacturing. There are also potential missed job opportunities for targeted groups under the project if they lack the necessary skills needed for jobs related to recycling, repair and rental services, or in new businesses involved in making innovative use of secondary materials.	Social and environmental	Impact = 3 Likelihood = 3 Moderate	• Assess scenarios of job losses for people involved in linear business, and the lack of skills for people who wanted to be employed in circular economy jobs. • Prepare targeted management plan to manage potential risks of project activities.	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit
Potential risks that workers involved in circular economy will not fully benefit from labor-related applicable regulations resulting to violation of their labor rights. LGUs under the project may also ignore regulations related to child labour in	Social and environmental	Impact = 3 Likelihood = 2 Moderate	• Project to provide technical assistance facility to participating LGUs to develop strategies and plans that will take into account labour rights of workers • Ensure compliance with applicable labour regulations, including adherence to ILO conventions where the Philippines is a party	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit

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Risk	Category	Risk Level	Management and Mitigation Measures	Risk Owner	Treatment Owner
various circular economy initiatives.					
Potential occupational health and safety risks to workers involved in circular economy activities such as collection, recycling and processing of plastics.	Social and environmental	Impact = 3 Likelihood = 2 Moderate	• Develop site-specific screening and assessment and development of targeted management plan prior to any activities that may impact occupational health and safety (OHS).	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit
There are potential risks that development and implementation of local circular economy policies, strategies and plans, may inadvertently cause environmental and social impacts.	Social and environmental	Impact = 2 Likelihood = 2 Moderate	• Develop and implement evidence based LGU circular economy strategy and action plan / roadmap, inclusive sustainable financing strategies, and innovation strategies and local CE policies	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit
Circular economy activities and waste infrastructure are vulnerable to impact of disaster and climate change.	Social and environmental	Impact = 3 Likelihood = 2 Moderate	• Proposed site-specific adaptation measures to ensure that outcome and outputs of the project will be sustained • The Project will have one of main activities, assessment of waste management infrastructure as to their vulnerability to climate and disaster risks, and preparation of management measures • For sites prone to flooding, options include looking for alternative site, or raising elevation of buildings or platform for equipment or increasing drainage capacity	Project Manager (direct implementation level) Project Management Team (oversight level) Local government unit	Project Manager Local government unit

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Annex 4: Gender Equality, Disability Rights, and Social Inclusion (GEDSI) Analysis and Action Plan

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)

I. Introduction

The EU-GEPP is a grant assistance from the European Union that aims to support the Philippines' transition towards a green economy. This includes circular economy, reducing waste and plastic, as well as increasing energy efficiency and renewable energy deployment to support climate change mitigation.

The programme has four (4) specific objectives/components, and UNDP will be working on Specific Objective 2 (SO2) that focuses on the **enhanced practices of circular waste economy by the Local Government Units (LGUs), in collaboration with the private sector and the civil society sector – with a focus on youth and gender equality.**

Gender Equality, Disability and Social Inclusion (GEDSI)

The inclusion of gender equality, disability, and social inclusion (GEDSI) issues is critical to the mission of both the EU and UNDP to improve the lives and livelihoods of the most vulnerable and the poorest of the poor and recognizing that negative impacts of global challenges such as climate change and biodiversity loss often fall disproportionately on these groups. Climate change impacts tend to make existing inequalities even worse, in particular those between women and men and those affecting persons with disabilities (PWDs) — these are often referred to as **socially-differentiated impacts**. In other words, individuals and groups can experience different impacts from climate change due to entrenched discriminatory or cultural norms, unequal access to resources and opportunities, or because of physical barriers.[3]

Purpose of the Document

This document explains why GEDSI is critical in the successful transition of LGUs and their communities towards a circular economy, which according to the Ellen MacArthur Foundation is a systemic approach to economic development designed to benefit businesses, society and the environment by 1) eliminating waste and pollution, 2) circulating products and materials at their highest value, and 3) regenerating nature. It will also provide some analysis of the different lenses of social inclusion (such as poverty, the informal sector and gender) in the Philippine context, as drawn from secondary sources as well as some, though limited, consultations with select cities in Metro Manila. Recommendations to mainstream GEDSI in circular economy transition

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[3] https://pidp.eastwestcenter.org/our-work/small-grants-guide/chapter-4-incorporating-gender-equity-disability-and-social-inclusion-issues/

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will then be laid out in a GEDSI action plan which the project implementation team can review and update at project inception.

II. Why mainstream GEDSI in a circular economy

A circular model requires that society, along with businesses and the environment, benefit. Yet a number of studies have pointed out that the focus has primarily been on the technical, environmental and business aspects of circularity, with little attention to social dimensions such as socio-economic conditions, gender and disability.

Failure to integrate a GEDSI perspective can perpetuate existing inequalities, i.e., women's increased exposure to unsustainable work conditions and waste-related hazards, among others.[4] Doing so, on the other hand, can further enhance business and environmental benefits as vulnerable groups such as the informal sector, women, youth, PWD, etc are provided with more opportunities to contribute to the circular economy value chain.

An *inclusive* circular economy considers how a diverse population consumes resources. It also values and encourages active community participation in designing and implementing solutions to reduce waste. And it also recognizes the various roles or personas that people can play in a circular economy: as consumers, workers, innovators, advocates, etc, and ensures equal opportunities in these roles, thereby increasing participation and leading to greater circularity.

III. GEDSI analysis: Philippine context

The *Stocktaking Report of UNDP Circular Economy and Waste Management in the Philippines* shows that circular economy is not a new concept in the Philippines. It mentions that low-income countries such as the Philippines are often more "circular" than its developed counterparts because the behavior or tendency to employ sorting, reusing, or reselling is done out of necessity. The report highlights the most common circular economy strategy employed in the Philippines is converting or upcycling waste into a resource such as bricks or chairs. It also highlights that the private sector remains the main driver of circular initiatives. Multi-national, national corporations and small and medium enterprises have made ambitious targets related to increasing collection, co-processing, recycling capacity, with long-term goals to redesign packaging and make them fully recyclable, reusable, refillable, or compostable. Non-governmental organizations (NGOs) are also a driving force in solid waste management and the circular economy. Many focus on campaigns to reduce single-use plastic at source through policy advocacy and community-based projects.[5]

At the local level, community members share that before plastic became popular, they were using sustainable materials such as reusable bamboo and grass baskets, cloth

[4] https://iap.unido.org/articles/why-adopting-gender-inclusive-approach-towards-circular-economy-matters

[5] CE GEDSI Primer, UNDP Philippines internal report

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pads, glass jars, etc. However now, products in single-use plastic (like sachets) are cheaper and more convenient. Micro enterprises such as *sari-sari* or convenience stores make single-use plastic packaged products easily available to the population. There are currently 1.3 million *sari-sari* stores in the Philippines and 94% of consumers depend on them for everyday necessities.

Not everyone is able to access, participate or transition to circular practices because of a lack of awareness, capacity and resources, which are exacerbated by their socio-economic conditions, gender, age, and disability. While there are many barriers faced by marginalized groups in transitioning to circularity, there are also opportunities to address them by harnessing these stakeholders as agents of change in the transition. If a circular economy is to be successful in establishing more sustainable production and consumption patterns, it must do so based on principles of equality and inclusion.

Poverty

Based on the latest Family Income and Expenditure Survey (2021), 19.99 million Filipinos, which accounts for 18% of the population, live below the poverty line. Among families, around 3.50 million families or 13.2 percent were considered poor. This implies a significant segment of the population cannot afford to buy durable and environmentally sound products. Numerous studies have found evidence of a link between income inequality and environmentally sustainable behaviour, thus making poverty a barrier for people to adopt circular behavior.[6]

Poverty does not only have an impact on consumption patterns but also on waste management. This stems from several factors: lack of housing, inaccessible waste collection and aesthetics. The study, Rapid Ethnographic Research on Circular Economy in a Philippine Urban Setting (UNDP Philippines 2021), highlights that beauty or aesthetics can have a profound effect on people's use of the space. It notes the physical transformation of cities including informal communities have a domino effect on social behavior. This explains why people in the formal communities such as subdivisions practice waste segregated compared to those living in informal settlements.[7]

Many circular business models require reliable internet connectivity. The digital divide – the gap in access to and use of technology and the internet among socio-economic classes – is both a cause and effect of poverty. The rich and educated are more likely to have access to digital resources, and those with limited online access options tend to be lower income. The Philippines Digital Economy Report 2020 of the National Economic Development Authority and the World Bank highlighted that the Philippines still experiences "a very significant digital divide", with more than half of total households in the country lacking internet access and fixed and mobile internet penetration in the Philippines faring relatively low, compared to its Southeast Asian neighbors.

On the positive note, circular economies fight poverty by cleaning up the environment and creating more economic opportunities in developing countries like the Philippines.

[6] Ibid.

[7] Ibid.

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They also make businesses more sustainable and profitable and may address some basic services for the poor.

Informal sector

The International Labour Organization (ILO) defines informal economy workers as "independent, self-employed, small-scale producers and distributors of goods and services." Globally, from the 3.3 billion total work force aged 15 years and over, about 2 billion or 62% individuals make their living in the informal economy. From this number, 740 million are women and they comprise a majority in developing regions, for instance in Southeast Asia, where 75.4% of informal workers are women.

In the Philippines, the informal economy is estimated to be 15.68 million or almost 40% of the total working population.[8] They may include ambulant vendors and street hawkers, small transport operators such as tricycle and pedicab drivers, temporary construction workers, small-scale miners and quarry workers, unpaid family workers, and those engaged in home-based work. They also include subsistence and landless farmers, seasonal agriculture workers, artisanal fisherfolk, as well as tour guides, "on-call" entertainment workers, and hairdressers. Individuals engaged in essential day-to-day tasks such as waste pickers and recyclers, *barangay* health workers, domestic cleaners, and food delivery riders and other gig workers—whose valuable contributions to society was made stark by the COVID-19 pandemic—also work in the informal economy. The lack of updated, comprehensive, and gender-disaggregated data on the informal economy contributes to the invisibility of informal workers and in particular of informal women workers in official statistics. As a result, they also remain underrepresented in government policymaking and program designs.[9]

Informal labor or informal workers are present in every sector and every product life cycle, particularly at the end of product life where informal *waste* workers thrive. In the Philippine waste sector, these informal workers are often waste collectors, waste segregators, garbage truck drivers, ambulent junk buyers, and small, unregistered junk shops. Both women and men perform these roles/tasks, although it is mainly men that drive the garbage trucks. Most are non-regular workers who receive minimum (or less) daily wages under a "no-work-no-pay" arrangement; they do not have any social protection/benefits and are exposed to a hazardous environment on daily basis. Many are doing this kind of work because they lack other livelihood opportunities.

A 2019 study[10] which covered India, Indonesia, the Philippines and Vietnam describes women's notable participation in the informal waste sector, particularly in the picking of

[8] Based on the 2018 Informal Sector Survey (ISS) conducted by the Philippine Statistics Authority (PSA). The PSA defines informal sector as "household unincorporated enterprises which consists of both informal own-account enterprises and enterprises of informal employers" and uses the proxy indicator on self-employed and unpaid family workers in the Labour Force Survey (LFS) to come up with a rough, and arguably incomplete, estimate.

[9] Grey Economy and Sickly Recovery: Informal Women Workers in Pandemic-Ravaged Philippines, March 2022

[10] The Role of Gender in Waste Management: Gender Perspectives on Waste in India, Indonesia, the

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recyclables from municipal waste, dumpsites or landfills. They also work alongside the men in their family who collect recyclables and manage junk shops and scrap-dealing businesses. While men are tasked with the more labour-intensive activities of loading and unloading, the women perform the more repetitive and time-consuming tasks of sorting and separating. The waste sector is a largely unregulated sector facing social stigma and economic deprivation. In addition to these occupational challenges, most women in the waste sector must deal with the competing demands from domestic and childcare responsibilities. The physical nature of some of the tasks involved, as well as health and safety issues, add another layer of concern for women engaged in waste management.

Information from focus group discussions with some informal waste workers and junkshop owners in Metro Manila resonate with these observations. One hauling and junkshop business in Barangay Payatas, Quezon City, which collects wastes from business establishments and condominiums, employs 15-20 garbage truck drivers, all of whom are men. Out of around 30 or so garbage collectors (loading and unloading work), only 2 are women, while 10-15 waste sorters or segregators are a mix of women and men, most of whom are couples. Garbage collectors and waste segregators are not employed but are paid per trip/haul and per kilo of recovered high-value waste, respectively. Most of the garbage is collected at night (from 9pm to 8am) so collectors work 12-hour night shifts, 5 days a week and earn anywhere from Php 300-700 (US$6-14) per day. Waste segregators, on the other hand, work 8-12 hour shifts, 6 days a week and earn about Php 300-500 (US$6-10) a day.

Pasig City, which has a population of over 600,000 across 30 barangays, employs about 70 garbage collectors, 80% of whom are women. They work 5 days a week, collecting household waste using *karitons* (push carts) that can enter small urban streets and bringing them out to passing garbage trucks. While they earn the minimum wage of Php590 (US$12), they have no job security or tenure as they are not regular staff; nor do they have any social security or health insurance. There is an estimated 60 junkshop operators in Pasig City, although many of them are not registered. The 20 or so that are registered have organized themselves into a cooperative called the Unified MRF at Pasig Environmental Producers Cooperative (UMAPEP). Their president, a woman junkshop owner whose family has been in the business for over 20 years, shares that she notices more women managing junkshops and making decisions in day-to-day operations. Some enterprising women-managed junkshops are even open for 24-hours so that they can recover more high-value waste and make more money.

As circular solutions are being developed, the working conditions and general welfare of informal workers should be embedded in business models, procurement systems, and public-private partnerships. Some ways to do this are integrating transparency in the supply chain, documenting human rights issues, and building entrepreneurship capacities to minimize the cost of job displacement, and protect and sustain livelihood opportunities. In an ideal

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Philippines and Vietnam, commission by Ocean Conservancy, June 2019.

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circular economy, only a few workers will be needed to make new products such as clothes and electronics, as businesses turn into service providers promoting rental and leasing of products. Informal workers can prepare for these changes by learning new skills (such as upcycling) that are more appropriate in a circular economy, as well as digital and mechanical skills that can help extend the life of discarded items. The newly enacted Extended Producer Responsibility (EPR) law, which passed into Philippine law in July 2022, requires producers to be responsible for recovering their wastes, and can also be a window of opportunity for waste workers to be part of the formal value chain by helping large companies meet their waste reduction goals. Finally, as already practiced by some LGUs, support for informal waste workers, whether at the *barangay* or city level, should be integrated and budgeted for in solid waste management plans and programs.[11]

Gender

There are several areas of consumption that have a strong gender dimension, and where strategies and initiatives to influence behavior will benefit from applying a gender lens. As consumers, women are the main target market of fast fashion, household products and hygiene products which significantly contribute to waste generation. With regards to household responsibilities, women as primary caregivers traditionally make the decisions on what household products, food, etc to purchase for the family. The National Demographic Health Survey (2017) notes that 85% of women decide on major household purchases. The report, *The Role Gender in Waste Management (2019)* also highlights that women are mainly responsible for disposing waste in the household, and that they tend to have more pro-environmental behaviors compared to men. The report recommends identifying women as a key demographic when designing behavior change efforts. However, placing the bulk of these responsibilities (often referred to as unpaid care work) on women is a double-edged sword in a circular economy. It benefits a circular economy by mobilizing women to promote and adopt circular behavior at a household level while it cripples a circular economy by their reliance on single-use products, such as diapers and sachet packed goods, to make their household work efficient. Women, compared to men, spend longer hours performing household work. In addition, their responsibility in the household hinders them from participating in the labor force.[12]

Other prevailing gender issues such as unequal power relations between women and men, gender-based violence and gender bias may also limit or hinder women's participation in a circular economy. Gender-based violence in the form of sexual harassment can be a barrier to women's mobility and safety. This is a concern when designing shared and collective spaces and utilities in a circular economy. Similarly, circular transition efforts should find a way to address gender bias, stereotyping and

[11] CE GEDSI Primer, UNDP Philippines internal report

[12] Ibid.

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discrimination in male-dominated fields such as Science Technology, Engineering, and Mathematics (STEM) which play an important role in circular innovations.[13]

The Philippines' commitment to the UN Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), signed and ratified in 1980, has been instrumental in the advancement and empowerment of Filipino women, including through the enactment of the Magna Carta of Women (MCW), a comprehensive women's human rights law signed in 2009 that seeks to eliminate discrimination against women, especially those in the marginalized sectors.

Besides CEDAW and the MCW, the Philippines has several other laws or Republic Acts (RAs) that protect women from discrimination and violence, such as:

- RA 7877 Anti-Sexual Harassment Act of 1995
- RA 8353 Anti-Rape Law
- RA 8505 Rape Victim Assistance and Protection Act
- RA 9208 Anti-Trafficking in Persons Act
- RA 9262 Anti-Violence against Women and their Children Act of 2004
- RA 10354 Responsible Parenthood and Reproductive Health Act of 2012
- RA 11313 Safe Spaces Act of 2018
- RA 11210 Expanded Maternity Leave Law of 2019

Also of relevance is RA 7192 or the Women in Development and Nation Building Act of 1992 which promotes the integration of women as full and equal partners of men in development and nation building, regardless of their legal age and civil status.

While it has not yet passed into law, Senate Bill 1746 or the Magna Carta for Workers in the Informal Economy will provide significant support to address vulnerabilities faced by women in the informal sector, including women waste workers. The bill includes the right to living wage and equal pay for men and women; right to work-life balance; and right to healthy and safe work conditions. The State shall also encourage and support organizations of marginalized women and home-based enterprises, among others.

CE programs should take a close look at the situation and role of women in leading the transition towards a circular economy, the support and skills sets they need, and the impact on women's job and leadership opportunities across key sectors. Energy, water, transportation, electronics and ICT, and tourism are some of the economic sectors identified by select Philippine LGUs with great potential for circular innovation.

> Gender and energy. Over 11 million Filipinos live without electricity, especially on islands where electricity is intermitten and is only available from four to six hours a day.[14] Due to their care work burdens, urban poor and rural women and girls, are primary consumers of energy and are the most affected by the lack of clean,

[13] Ibid.

[14] https://maritimefairtrade.org/filipino-women-speak-equitable-energy-access/

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affordable, and reliable energy, which pushes them to resort to cooking with dirty fuels or travelling long distances to collect fuel/biomass, for example. Circular solutions in this sector should ensure that women gain ownership and control of energy assets and benefit from clean energy, support energy investments that reduce women's time poverty, promote the inclusion of women in energy governance towards a just energy transition.[15]

Gender and water. As the water sector transitions to becoming more circular through more effecitve water use/reuse and better wastewater treatment solution, the burden placed on women and girls to collect water so that they can perform their tasks related to cooking and cleaning must be seriously considered. Poor water sanitation and hygiene also greatly affect women's and chidlren's health. More than two billion people around the world are without clean water at home. In the Philippines, only 67% of Filipino households — or about 17 out of 25 million Filipinos — have access to running or piped water (Social Weather Survey, December 2022).

Gender and transportation. Transport infrastructure and services are often incorrectly considered as "gender neutral", where in reality mobility is experienced differently by and women and men as they use different modes of transportation for different purposes depending on their gender roles, needs and priorities. The daily mobility patterns of women often combine unpaid care and domestic tasks with paid employment and/or other income generating activities, as well as community and social obligations. Urban women rely on public transportation to carry out these tasks, but many have limited capacity to pay or do not feel safe taking public transportation. A well-designed public transportation should not only contribute to reduced carbon emissions, but also provide significant benefits to women such as improved and increased mobiltiy, safety and securty, time saved and reduced workload, and access to income and employment opportunities.[16]

Gender and electronics/ICT. The United Nations most recent Global E-Waste Monitor report estimates that electronic wastes worldwide will exceed 74 metric tonnes by 2030. The Philippines is among the region's top e-waste generators at 3.9 kg of e-waste per capita in 2019. E-waste is a major health hazard for women and men, as well as the environment. Most e-waste management processing and recyclying is undertaken by women in the informal sector. Circular solutions in this sector, including that of manufacturers and recyclers, will need to consider gender issues in e-waste management and develop supportive policies that will create a safe, healthy and productive working environment for women and men in the sector. At the same time, investments should be made to increase women's participation in advanced technology-related professions, eco-design and in senior management roles.

[15] https://www.undp.org/energy/our-work-areas/energy-and-gender-equality

[16] Gender Tool Kit: Transport (Maximizing the Benefits of Improved Mobility for All), Asian Development Bank, 2013

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Gender and tourism. Women make up a large part of the country's tourism workforce but tend to be concentrated in the lowest paid and lowest jobs in the sector; they also perform much of the unpaid work in family tourism businesses. Island cities and provinces in the Philippines with tourism as one of their key local economic drivers have expressed interest to integrate circularity and steer their tourism value chains towards a more inclusive, sustainable and resilient pathway. Circular tourism approaches will need to ensure that the sector provides decent work for women, that tourism education and training promotes gender equality and women's empowerment, and that women are represented and influential in decision-make spaces.

Age

Education and young-age dependency have been found to be CE drivers, while old-age dependency is a barrier. This means that younger people are more likely to buy a product containing recycled inputs and separate their waste for recycling than older people. At the same time, people with higher level of education are more aware of these practices. Additionally, the environmental awareness of the population and environmental regulation are both also significant drivers. Thus, policies specifically targeting older people and the less educated are needed to promote an effective transition to a CE.[17]

In addition, the shift to circularity will involve digital technologies that already see significant youth participation.

This is an important consideration for the Philippines which, according to the United Nations Population Fund or UNFPA, today has the largest generation of young people in its history. 30 million young people between the ages of 10-24 account for 28% of the Philippine population. Developing policies and investments for the future of young people could lead the Philippines to reap the benefits of a 'demographic dividend' – the economic growth potential that can result from households having fewer children and a larger number of young people who now have better health, better education and decent jobs who can save and invest for their own future.

Disability

Based on the 2010 Census of Population and Housing, it is estimated that about 1.44 million persons or 1.57% of the Philippine population has a disability, and it is highest among the 15-49 years of age. A more recent (2016) survey on national disability prevalence, shows that around 12% of Filipinos aged 15 and older experience severe disability. Persons with disabilities or PWDs face communication, social, physical barriers and an unaccommodating environment. Regardless of their level of disability, PWDs found certain aspects of their daily lives problematic or hindering, such as their general

[17] Drivers and barriers in the transition from a linear economy to a circular economy. Journal of Cleaner Production Volume 341, 20 March 2022.

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environment and with being involved in or being able to make decisions due to attitudes of others.[18]

A circular economy can significantly impact PWDs on the aspects of shared economy, job creation, and access to circular products and services. While the circular economy encourages collective consumption to save resources, it can further marginalize PWDs. For example, promoting mass transit over private car ownership may hinder PWDs' mobility. While a circular economy promises job creation, it does not guarantee it has a spillover effect to vulnerable groups such as PWDs. Education and employment will remain inaccessible to PWDs if their rights are not adequately mainstreamed in the business sector, workplaces, educational institutions, and government programs of a circular economy. Moreover, PWDs may have limited access to circular products and services because the majority of them are also poor.[19]

[18] CE GEDSI Primer, UNDP Philippines internal report

[19] Ibid.

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IV. GEDSI action plan: Some recommendations to mainstream GEDSI

In line with the overall objective of SO2, the GEDSI goal is to ensure that women, men, minorities and other marginalized groups from target LGUs/communities are participating in and benefiting from the transition to a circular economy. From a programme perspective, a number of entry points can facilitate this:

1) Seek equitable, inclusive and meaningful stakeholder participation/composition
2) Map out GEDSI issues and address them in planning and budgeting processes
3) Design and implement activities that respond to the different priorities and needs of women, men, minorities and marginalized groups
4) Integrate and track GEDSI indicators and results in monitoring and evaluation frameworks/metrics
5) Develop knowledge and training materials/programs that are accessible by all stakeholders

More specific GEDSI mainstreaming actions are recommended below; these are primarily targeted to local governments, private sector and communities with the objective of reducing inequalities and achieving greater social inclusion. The project's overall gender marker is GEN2.

Outputs	Activities	Actions to Mainstream GEDSI
Output 1. Improved capacities of LGUs and stakeholders to design, implement and monitor CE strategies Indicators: 1.1 Number of LGUs with enhanced gender disaggregated CE databases and MERL strategies - 20 1.2 Number of LGUs with CE Strategies/CE Portfolios focusing on youth and gender equality adopted - 20 1.3 Number of LGUs with functional CE stakeholder platforms - 20 1.4 Number of LGUs and stakeholder groups who have received targeted CE capacity building and technical assistance programmes (disaggregated according to gender and groups) - 40	1.1 Engage with LGUs, including establishment and sustaining local multi-stakeholder partnerships. 1.2 Assess CE baseline, needs, and opportunities. 1.3 Establish local CE data and Monitoring, Evaluation, Reporting and Learning (MERL) platform, Nationally Determined Contribution (NDC) reporting 1.4 Strengthen knowledge sharing platform & mechanisms among stakeholders at the LGU level 1.5 Formulate CE strategies and action plans/portfolio of solutions for integration	Apply GEDSI lens in CE baseline/needs assessment and MEL platform, including the collection of sex and age disaggregated data Develop and apply project and capacity development tools such GEDSI mainstreaming checklist, GEDSI analysis, etc (some sample tools provided below) Integrate sessions on Protection Against Sexual Explotation and Abuse/Sexual Harrassment (PSEA/SH) and gender-based violence (GBV) in capacity development programs Ensure that peer-to-peer support and technical assistance is accessible by

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Outputs	Activities	Actions to Mainstream GEDSI
	in local plans, policies and budgetary framework 1.6 Formulate and implement targeted CE training programme and technical assistance to LGUs and stakeholder groups	women, men, minorities and marginalized groups Ensure knowledge sharing platforms are accessible to marginalized stakeholders, and that knowledge shared reflects the experience and perspectives of priority sectors and stakeholders
Output 2. GEDSI responsive local policies and regulations designed and applied to enable green growth opportunities and practices Indicators: 2.1 Number of LGUs that have adopted new GEDSI responsive local policies and regulations that discourage linear practices - 20 2.2 Number of LGUs that have EPR mechanisms and agreements in place - 20	2.1 Assess existing policies of LGUs and their impacts on encouraging green growth opportunities and practices 2.2 Update existing policies and formulate new policies in support of CE strategy/portfolio of solutions 2.3 Assist in stakeholder consultations and provide TA towards adoption 2.4 Identify opportunities for EPR mechanisms and agreements in LGUs 2.5 Provide TA to enhance EPR readiness of LGUs 2.6 Facilitate links with private sector EPR and waste reduction initiatives	Ensure inclusive green procurement which provides opportunities for marginalized groups and MSMEs to benefit Integrate GEDSI analysis in CE strategies and allocate budget for GEDSI responsive activities in CE action plan Design and implement fair, just and inclusive EPR systems that successfully include the informal sector and that is tailored to the local context Strenghten the voice of informal waste workers, ie., waste pickers and segreggators in the conversations around EPR
Output 3. Public and private financing effectively mobilized to implement gender responsive and inclusive CE strategies and programmes Indicators: 3.1. Number of LGUs with CE financing strategies and budgets - 20 3.2 Amount of funding allocated by LGUs	3.1 Develop CE financing strategies and budgets to implement CE strategy/portfolios of solutions 3.2 Examine LGU budgets and integrate CE strategy requirements 3.3 Identify investable proposals, potential PPP opportunities, link with SO 3	Encourage LGU support, i.e., provision subsidies, social recognition, etc to businesses producing circular products to lower prices and make them more accessible to more consumers Empower LGUs to sensitize the CE business sector on the rights of women, PWDs

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Outputs	Activities	Actions to Mainstream GEDSI
to implement local CE polices, strategies and programmes and resilient waste infrastructure 3.3 Number of innovative finance instruments and investment strategies developed to support CE initiatives 3.4 Amount of funding leveraged from various sources to support local CE initiatives	3.4 Organize investment forum and LGU and private sector engagement platforms 3.5 Develop innovative financing mechanisms, mobilize other sources of funds through policies and engagement with development banks, financing institutions	Encourage producers and business owners to apply a GEDSI lens, i.e., develop policies that will protect women, PWDs, etc; source materials from marginalized groups Encourage investors to prioritize industries with high women participation, the potential for increased women participation, and those that allow for workers with disabilities to participate
Output 4. Enhanced community innovation and demonstration projects applied to address priority CE solutions in partner LGUs Indicators: 4.1 Number of LGUs - innovation community partnerships implementing CE solutions 4.2 Number of LGUs implementing CE demonstration pilot projects 4.3 Number of CE innovation projects with LGU involvement - 20	4.1 Conduct a mapping of innovation players in CE and assess their needs, status 4.2 Undertake matching of innovation requirements of CE strategy/portfolio with available supply 4.3 Facilitate partnerships between LGU and innovation community to meet demand, support LGUs to adopt policies to foster innovation culture 4.4 Establish innovation grants facility and evaluate results 4.5 Identify priority demonstration pilot projects to implement CE strategy/portfolio 4.6 Conduct studies, detailed design, procure equipment and support establishment of small facilities to pilot CE solutions with LGU partners	Design and provide demonstration equipment that consider the needs and priorities of women, men, PWDs and other stakeholders Support packages for inclusive circular portfolios and business models Integrate diversity, equity and inclusivity in the design and delivery of the innovation grants facility Ensure that aesthetics of the ICE Hub and other shared public spaces to encourage clean/circular behaviour integrate gender-friendly/family-friendly/child-friendly facilities

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Outputs	Activities	Actions to Mainstream GEDSI
	4.7 Prepare feasibility study for establishment of Innovation for Circular Economy (ICE) Hub	
Output 5. Enhanced CE behavior and practices of LGUs, private sector, communities and local stakeholders influence the market Indicators: 5.1 Number of enterprises, commercial establishments adopting CE practices in partner LGUs - 100 5.2 Improved CE knowledge, attitudes and practices (KAP) of key stakeholders	5.1 Assess current state of CE knowledge, attitudes and practices (KAP) of key stakeholders 5.2 Design and implement communication, advocacy, behavioural change interventions targeting priority sectors and audiences 5.3 Engage with educational institutions, civil society organizations to embed CE practices 5.4 Establish CE education grants for academe, CSOs, grassroots organizations 5.5 Assess effectiveness of behaviour change interventions through a terminal KAP survey	Ensure non-discriminatory, zero-tolerance on violence and environtally friendly workplaces Design and implement behaviour change communication to reach and engage marginalized groups Engage youth in CE awareness raising campaigns, recognizing their more enviromentally friiendly consumption patterns Consider low-income households' capacity to pay for circular products; these should be price-sensitive and promoted at the local level Ensure price and time-sensitivity for circular products/services for women who do bulk of unpaid care work Apply a universal design to increase access by all consumers, including PWDs
Output 6. Informal sector, grassroots, civil society organizations, women, youth, and marginalized sector capacitated and integrated into the CE value chain Indicators: 6.1 Number of informal sector groups formalized and participating in CE value chain - 40	6.1 Mapping of informal waste sector, women groups, youth and other marginalized sector involved in CE value chain, evaluate impacts of transition to CE 6.2 Strengthen organizational capacities of community groups, improve awareness of their rights, safety standards in the workplace	Support inclusive LGU CE activities such as: waste diversion, urban farming, upcycling, etc that target marginalized groups (groups should be consulted) Facilitate CE-related education and training for young and old, and harness both as CE advocates

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Outputs	Activities	Actions to Mainstream GEDSI
6.2 Number of women and youth benefitting from incentives used to encourage women and youth's entry into the green economy and the circular economy, disaggregated by gender and sector – 3,000 (50% women?) 6.3 Number of grassroots, civil society organizations benefitting from (or reached by) EU support on CE initiatives - 40	6.3 Support local initiatives of communities /CSOs through small grants 6.4 Conduct training/skills upgrading for informal sector and facilitate integration with CE value chain and EPR initiatives	Usher in decent and "green" jobs/enterprise opportunities for women and the youth, ensuring that newly created green jobs offer safer and more human working conditions with fair pay Encourage youth entrepreneurship through CE business idea development and prototyping (could be supported by small grants) Enhance the participation and advancement of women, youth, and other marginalized groups in material management and decision-making processes Collaborate with women and other community-based organizations or networks to engage women and informal workers in livelihood opportunites along the CE value chain (some organizations/networks identified below; more local groups, including youth and indigenous people's groups, will be mapped out per LGU during project inception) Build the awareness of informal waste workers on their social rights, and generate recognition and opportunities for them to access labor and social protection Support health, safety and well-being of workers, particulalry those with

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Outputs	Activities	Actions to Mainstream GEDSI
		disabilities Explore “semi” formalization of waste workers, where appropriate Integrate circularlity in unpaid care work while promoting this as a shared responsibility between women and men
Output 7. CE related knowledge management, MERL, GEDSI and safeguards in place to strengthen and replicate CE uptake in the Philippines Indicators: 7.1 Number of LGUs received tailor-made peer-to-peer support and/or technical assistance - 40 7.2 Best practices in CE, GEDSI, safeguards documented and installed in accessible knowledge portal – operational in Year 2 7.3 Number of non-partner LGUs and organizations adopting learnings from the project 7.4 New or updated DRR plans or strategies adopted or agreed with communities	7.1 Assess existing knowledge sharing platforms and strengthen/establish effective mechanisms 7.2 Identify second tier LGUs and identify their needs, deploy TA support 7.3 Organize peer-to-peer training and learning activities for “second tier” LGUs 7.4 Organize Coalition of LGUs/establishing champions 7.5 Organize knowledge sharing among PH LGUs, curate lessons and experiences in CE transformation, including GEDSI and safeguard measures 7.6 Organize EU and south-south exchange to learn experiences 7.7 Distill lessons and undertake upward policy advocacy to support strengthening of national CE agenda 7.8 Assess waste management infrastructure and potential impacts of climate and disasters	Document and share gender-responsive and inclusive best practices of circular economy models, including CE businesses led by women, and the areas for future opportunity and potential to strengthen their economic empowerment Ensure knowledge sharing platforms are accessible to marginalized stakeholders, and that knowledge shared reflects the experience and perspectives of priority sectors and stakeholders Analyse and consider socially differentiated impact of disasters and integrate appropriate measures in CE DRR plans/strategies Undertake GEDSI responsive assessment and vulnerability analysis on waste infrastructure

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Outputs	Activities	Actions to Mainstream GEDSI
	7.9 Provide TA to update DRR plans or strategies of interested LGUs	

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Some gender analytical tools

Gender analysis examines and assesses existing differences between women's and men's socio-economic realities and life situations. It also analyzes the differential impacts of proposed and existing policies, programs, legislative options, and agreements on women and men. Some gender analysis frameworks are:[20]

- *Harvard Analytical Framework*, also called the Gender Roles Framework, identifies and understand the differences between men and women in their participation in the economy.
- *Moser conceptual framework* distinguishes between two types of gender needs: those that relate to women's daily lives but maintain existing gender relations (practical gender needs); and those that potentially transform existing gender subordination (strategic gender needs).
- *Levy conceptual framework*, known as the web of institutionalisation, moves beyond the Moser framework by addressing gender mainstreaming in institutions for development planning.
- The *capacities and vulnerabilities approach (CVA)* was developed to tackle humanitarian and disaster-preparedness issues and mainly addresses questions of organisational change. The core idea behind this approach is that people have capabilities and vulnerabilities that will determine the effect that a humanitarian crisis will have on them and how they will respond to it.
- The *social relations approach* is centred on the interchange between patriarchy and social relations. Unlike the Harvard framework, it does not focus on roles, resources and activities, but instead focuses on the relations between the state, market, community and family.
- The *gender analysis matrix framework* encourages bottom-up analysis through community participation to identify how gender differences impact on four areas: labour; time; resources; and sociocultural factors.
- The *4R method* provides a picture of gender patterns that exist in organizations, their impact and a plan for remedying shortcomings.

Gender-responsive budgeting entails identifying and reflecting needed interventions to address gender gaps in sector and local government policies, plans, and budgets. A gender-responsive budget initiative does not aim to produce a separate budget for women. Instead, it aims to analyse any form of expenditure, as well methods for raising funds, from a gender perspective, identifying the implications and impacts for women and girls as compared to men and boys.

Checklist for gender inclusion is applied to ensure that the timing and location of activities take into account women's specific needs and schedules. Sample checklist[21] below:

- Are women from different socio-economic groups represented and participate in all meetings and activities?
- Are formal and informal women's groups and networks included?
- Are female facilitators involved?
- Do meetings/activities take place at a time when women and men can attend?

[20] https://eige.europa.eu/gender-mainstreaming/tools-methods/gender-analysis?language_content_entity=en

[21] https://unece.org/sites/default/files/2021-03/toolbox-gender-mainstreaming-environment.pdf

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- Is the venue for meetings safe and convenient for all genders?
- Are separate meetings for women appropriate?
- Can childcare facilities be offered?

Checklist for gender-sensitive communications recognizes that women and men differ in their available and preferred means of communication, attitudes, skills and interest. Content, media and communication channesl, language and text, and design and visual elements should consider these differences and ensure communication materials promote gender equality and challenge gender stereotypes.

Gender-sensitive monitoring assesses the positive and negative impacts of project activities on people of all genders, as well as on gender equality. If needed, adjustments should be made to prevent any negative impacts on gender equality. Indicators for monitoring should be disaggregated by sex.

Gender audit of how a policy or program was designed that builds a gender analysis into the audit methodology can determine if appropriate steps and measures were taken to ensure that the policy or program would benefit the maximum number of both women and men, or at least, not worsen the situation or circumstances of either women or men.

Women's groups and other community-based organizations (initial mapping)

Philippine Women's Economic Network (PHILWEN)

PhilWEN is an alliance of women's business groups from various industries, enterprises, communities, and sectors, ranging from women leaders to marginalized women in urban and rural communities. It provides capacity-building programs, networking events, and policy advocacy to realize its mission of advancing women's economic rights and opportunities. PhilWen is composed of organizations that represent women in the marketplace (enterpreneurs in MSMEs and start-ups), women in the workplace (professionals in middle management and senior leadership positions, CEOs, board members), and women in communities, including marginalized women.

Philippine Business Coalition for Women Empowerment (PBCWE)

Established in 2017 by PhilWEN with the support of the Australian Government's Investing in Women (IW) project, PBCWE is a coalition of companies with the objective of advocating gender equality and women empowerment in the workplace. The aim of PBCWE is to encourage businesses/large employers to improve gender equality in their own workplaces and influence their suppliers to customers to do the same. The goal is to make these companies become better employers of women. It is also a movement that ensures that large employers go beyond sustainability reporting for SEC compliance, that there is a right mix of male and female directors, and there is opportunity for women to rise in the ranks.

Pambansang Koalisyon ng Kababaihan sa Kanayunan (PKKK)

The Pambansang Koalisyon ng Kababaihan sa Kanayunan, also known as the National Rural Women Coalition, is a coalition of 326 organizations representing the sectors of small farmers, fishers, rural workers, indigenous peoples, informal and formal workers in the rural areas. PKKK started in 2003 and was registered with the Securities and Exchange Commission in 2005. The PKKK as a coalition is united on a 10-point Rural Women Agenda which is a long-term advocacy platform for its regular campaigns for a better policy, culture and enabling environment for better lives for rural women, their households and communities.

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SPARK! Philippines

SPARK! Or Samahan ng mga Pilipina para sa Reporma at Kaunlaran is a non-government organization composed of advocates for the empowerment of women founded by women champions committed to the nationwide development and inclusivity of women, LGBTQ+ and other marginalized sectors. SPARK! conducts issue-specific GAD trainings, GAD planning and budgeting workshops, gender analysis and tools training, and gender sensitivity trainings. They are especially focused on women's economic empowerent, working with other organizations to extend mentoring and support services through financial literacy programs, value chain training, product development and other capacity building activities. They also support girl's rights and education through various programs such as self-esteem workshops.

PATAMABA - Workers in the Informal Sector Enterprise (WISE)

PATAMABA-WISE is a community-based social enterprise in Angono, Rizal that produces and sells various home care goods, decorations, curtains, bed linens, accessories, among other things. It is the livelihood arm of the National Network of Home-based Workers or Pambansang Tagapag-ugnay ng Manggagawa sa Bahay (PATAMABA). With a huge majority of the members of the organization being women, it provides women micro-entrepreneurs and informal workers with a source of livelihood. Aside from their local buyers in Angono and nearby communities, their products are sold at bazaars, mall displays, and through the Homenet Producers Cooperative.

Homenet Philippines

Homenet Philippines is an alliance of organizations of workers in the informal sector. The main objective of the organization is "to consolidate and empower homebased workers especially women, towards a common transformative agenda, have access to an integrated comprehensive system of programs and services focusing on social protection, and gain more visibility, recognition and representation in decision-making bodies of government both at the local and national levels".

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Annex 5: Profile of First Batch of 10 LGUs

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)

Introduction

The Local Government Code of 1991 (RA 7160) was enacted into law to transfer control and responsibility of delivering basic services to provincial, city/municipal, and barangay government units through a system called decentralization. The main objective of this law is to improve the service delivery including agricultural extension and on-site research, infrastructure projects, field health and hospital services, community-based forestry programmes and other development and investment support projects/services.

In relation to CE, LGUs have been subject to waste collection constraints including the availability of funds, space for waste management infrastructure, human resources, and willingness of political appointees (World Bank, 2021), as well as unreliable waste collection vehicles or garbage trucks in some areas where collected wastes are being mixed up anyway when it reaches the dump site (ADB, 2019).

DENR-EMB created a database of projected waste generation (tons) per LGU per year. According to data, among the 10 selected LGUs, Quezon City has largest projection while Del Carmen, Siargao has the smallest projection for 2020, 2023, and 2025 (Figure 4).

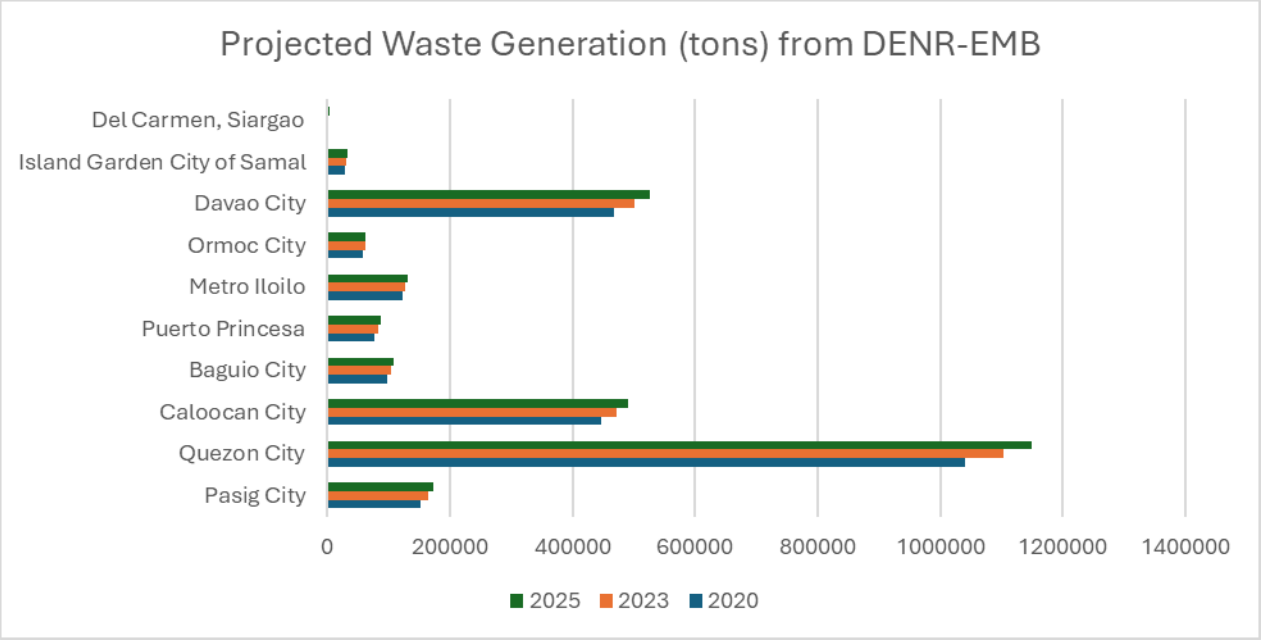


Figure 4. Projected Waste Generation (tons) from DENR-EMB

Table below briefly describe some of CE initiatives and concerns for the 1st batch LGU.

1. Pasig City

The city's vision as circular model city is to fulfill economic growth that is inclusive, resilient, and delivers prosperity with and for its residents while respecting natural environmental boundaries.

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Following three pivots namely: (1) nurturing new markets; (2) entrepreneurial city government; and (3) conscious consumers and citizens. The city has been involved in Systemic Design for CE whereas its main objective is to stress test how CE might serve as practical vision for addressing the waste challenge particularly in the city context while

Basic Information	
Location	Pasig is bordered on the west by Quezon City and Mandaluyong; to the north by Marikina; to the south by Makati, the municipality of Pateros, and Taguig; and to the east by the municipalities of Cainta and Taytay in the province of Rizal. Number of Barangays: 30 Classification: Highly Urbanized City Land Area (ha): 3,146 Population/Household (2020): 803,159/212,895 Income Classification: 1st
Describe the LGU's Circular Economy Initiatives and other related information	Through collaboration from different agencies and organizations, these are some of Pasig City's initiatives related to Circular Economy: • Plastic Waste Collection Project • Walastik na Pasig • Pasig City Urban Gardens (Biodegradable Wastes Management) • Bagong Ilog MRF – Armchair Production from Plastics • Pasig Recharge Project • "Alaskalikasan" Wrapper Redemption Project • Infectious Waste Management • Kababaihan Iisang Layunin Umunlad ang Sambayanan (KILUS) • Bayo Foundation: Projects with a heart • May Pera sa Basura Project • Cloop, Sar-Cycling, and Pineda MRF • Bag Making (Recycled Tetra pack) • Eco-Bricks from Residual and Biodegradable Wastes Establishment of Eco Hub Manggahan • Circular Economy Systemic Design However, some issues/concerns have been raised which include: Increased Waste Generation especially during COVID-19 Pandemic; Waste Diversion Targets; Lack of livelihood opportunities for the informal sector; and Updating of WACS and SWM Plan.
EMB-DENR Projected Waste Generation (tons)	
2020	150,979
2023	163,410
2025	172,260

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Future Plans related to Circular Economy
• Expansion of Waste Collection • Construction of new MRFs • R&D and marketing linkages to scale up livelihood projects • Integration of CE in IEC campaigns • Green Procurement
Partnerships (development partners and private sector)
• Unilever Philippines • CEMEX • Alaska Milk Corporation • KILUS Environmental Multi-Purpose Cooperative • ICLEI Local Governments for Sustainability Southeast Asia • Bayo Foundation • Climathon PH • Green Antz • USAID • UNDP

2. Quezon City

Quezon city is the most populous and has the largest land area in Metro Manila. As the prime city in the Philippines, it attracts migrants resulting in huge housing deficit, leading to proliferation of slums and informal settlements where poverty incidence is high, widening urban divide. Sustainability challenges include: unmonitored disposal of toxic, hazardous and healthcare wastes, pollution from vehicles due to big volume of traffic, pollution of rivers and creeks, high solid waste generation, loss of easements and narrowing of rivers and creeks creating disaster risk, over extraction of ground water, and illegal logging and slash and burn in its nature reserves and watersheds.

Basic Information	
Location	Quezon City is located at the northeast portion of Metro Manila—bounded by Caloocan City and San Jose del Monte, Bulacan (North), San Mateo and Marikina (East), Pasig and Mandaluyong (South), and Valenzuela (West). 14° 40' 33.749" N 121° 2' 37.321" E
Classification	Highly Urbanized City
Land Area (hectares)	16,112.58
Population (as of 2020)	2,960,048
Number of Households	738,724
Number of Barangays	142
Income Classification	SPE
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	1,040,692
2023	1,104,044
2025	1,148,407
Circular Economy Initiatives (Policies and Programme)	

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- Biodigesters
- Trash to Cashback
- Resource Circulation of Organic Waste
- Vote to Tote Program
- Green Public Procurement Program
- Kuha sa Tingi Project
- Bokashi Balls Project (Joy of Urban Farming Project)
- Scholars of Sustenance Partnership
- Ordinances on Plastic (SP 2868 and SP2876, series of 2019)
- Kilo Store

Issues related to Circular Economy

- Some citizens are not willing to shift to other livelihood/jobs that require retooling/upskill
- Currently, CE producers are not capable of scaling up to meet the demand
- Waste segregation is still not properly practiced
- Lack of enabling policies
- Throw-away culture

Partnerships (development partners and private sector)

- UNDP
- Green Antz
- Coca Cola Foundation Philippines
- Alaska Milk Corporation
- Lazada
- Meralco
- Bayad Center
- Spark! Philippines

3. Caloocan City

The city absorbs expansion of urban sprawl in the metropolis. Its land use is rapidly changing, transforming manufacturing sites into commercial, business and residential development. These pose challenges in spatial development planning. The city receives informal settlers from other parts of Metro Manila, resulting in high demand for services, rising incidence of poverty, unemployment, and waste management problems – giving rise to urban blight and slum expansion. All types of pollution sources and air pollutants are present in the city, including high concentrations of lead (Pb) due to inefficient transport systems, inadequate road geometry, narrow sidewalks result in traffic congestion in 19 major intersections. Green spaces and forests are inadequate to reduce heat island effect. Frequent flooding results from land development, replacing vegetative areas with non-permeable pavements; and loss of natural waterways due to reclamation and conversion into underground drainage. Major rivers and creeks are contaminated with waste, effluents, and untreated sewage.

Basic Information	
Location	Caloocan City is divided into two geographic locations namely: South Caloocan and North Caloocan. South Caloocan is on the north-northwest by Valenzuela, Malabon, and Navotas; on the east by Quezon City, and on the south by Manila City.

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	North Caloocan, on the other hand, is bounded by the province of Bulacan on north-northwest; Quezon City on the south-southeast; and Valenzuela on southwest. 14° 45' 23.681" N 121° 2' 41.917" E
Classification	Highly Urbanized City
Land Area (hectares)	Total: 5,333.40 South Caloocan: 1,362.50 North Caloocan: 3,970.90
Population (as of 2020)	1,661,584
Number of Households	404,252
Number of Barangays	188
Income Classification	1st
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	445,989
2023	472,754
2025	491,483

Circular Economy Initiatives (Policies and Programme)

- Urban Greening
- Promotion of waste composting
- Promotion and purchase of e-bicycles and tricycles
- IEC campaign on No Segregation No Collection Policy at Barangay level
- Promotion of waste reduction and bio-composting

Issues related to Circular Economy

- Lack of attention to sustainable consumption and production in understanding CE
- Polluted river ways and creeks due to its high level of turbidity or murk
- Severe flood problems due to river overflow, excessive rainfall, and inadequate channel capacity (5 barangays (South Caloocan) are susceptible to very high flooding while 18 barangays (North Caloocan) are susceptible to very high flooding.
- Low waste diversion rate in the implementation of solid wastes, collection, segregation, and disposal system
- Deficiency of MRF in collecting, storing, and distributing segregated solid wastes to recycling centers
- Need to update the approved 10-year Solid Waste Management Plan (2016)

Partnerships (development partners and private sector)

- UNDP, in partnership with UNDP and with support of Japan government, is implementing the Accelerating NDC for Circular Economy Project, designed to support in development of baseline, conduct value chain mapping and capacity building for the LGU and stakeholders, among others. The Project also provided wastes recycling equipment.
- UNIDO supported the establishment of Treatment, Storage and Disposal (TSD) facility for e wastes and implemented capacity building activities for safe and proper handling of e wastes.

4. Baguio City

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The city is known as the summer capital of the Philippines with its cool climate, elevation of 1,500 masl, greeneries and mountainous landscape. Due to its topography, it has very limited land for development. It has high population growth rate, mainly caused by in migration. Congestion and uncontrolled development have spilled into reservations, watersheds, and landslide prone areas. This has resulted in forest cover loss, increasing temperature, urban flash flooding, rain induced landslides, and water supply issues. There is high cost of solid and liquid wastes management. Heavy tourist influx has given rise to traffic congestion, as most of them bring their own private vehicles. In city public transport is limited to jeepneys and tricycles. There are 60,000 registered vehicles in the city, with estimated emissions of 152,599 tons of C02 equivalent2 per annum.

Basic Information	
Location	Baguio City is situated in the province of Benguet. On the north by La Trinidad, on the east by Itogon, and on the south and west by Tuba. Approximately 250 kilometres away from the north of Manila. 16° 24' 8.4" N 120° 35' 45.626" E
Classification	Highly Urbanized City
Land Area (hectares)	5,749
Population (as of 2020)	366,358
Number of Households	100,220
Number of Barangays	129
Income Classification	1st
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	97,807
2023	104,038
2025	108,411

Circular Economy Initiatives (Policies and Programme)

- UNDP is implementing a Low Carbon Transport Project in the city, with the aim of promoting the adoption of electric vehicles, improve green routes planning, and ensure city plans support low carbon solutions.

Issues related to Circular Economy

- To be added during inception phase

Partnerships (development partners and private sector)

- UNDP

5. Davao City

Davao city is the major economic center and gateway in Mindanao and other parts of East ASEAN. Key sustainability issues include: a. river, coastal and marine pollution due to inappropriate waste management and absence of wastewater and septage treatment systems; b. loss of forest cover and biodiversity degradation due to wildlife hunting, conversion to agricultural lands within forest and protected areas; c. high flooding susceptibility due to erosion and degradation of watersheds, and inadequate floodwater and drainage systems; d. air pollution due to traffic congestion, poor circulation and increasing number of motor vehicles; e. high waste generation, limited segregation, and limited remaining life of sanitary landfill; and f. insufficient green spaces in the city center.

Basic Information	
Location	
Classification	Highly Urbanized City

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Land Area (hectares)	244,361
Population (as of 2020)	1,776,949
Number of Households	
Number of Barangays	182
Income Classification	1st
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	468,383
2023	502,039
2025	525,809
Circular Economy Initiatives (Policies and Programme)	

- In 2023, the ADB and the Philippine government approved a USD 1 Billion Davao Oublic Transport Modernization Project, low carbon transport project, aiming to improve city wide bus-based public transport operating system, with improved and modern franchising mechanism that ensure supply meets demand.

Issues related to Circular Economy

- To be added during inception phase

Partnerships (development partners and private sector)

- To be added during inception phase

6. Iloilo City

Iloilo City is a coastal metropolis where the core economic activities come from the service sector (93%). The city is known as one of the most competitive in the country which centers on trade, commerce, finance, technology, medical tourism, hospitality, real state, tourism, education, and industry (CLUP, 2021). Historically, the city's landscape has changed over time due to climate change and other natural and/or anthropogenic activities. Further, the city has been experiencing drought events due to groundwater deficiency (CDRA, 2020).

Basic Information	
Location	GPS Coordinates: Lat: 10° 42.092'N Long: 122° 34.145'E
Classification	Highly Urbanized City (HUC)
Land Area (hectares)	7,834 h.a. (2018, Socio-Economic Profile)
Population (as of 2020)	457,626 (PSA, 2020)
Number of Households	104,313 (PSA, 2020)
Number of Barangays	180 barangays
Income Classification	1st Class
Local Revenues (**for 2022**)	Real Property Taxes (Basic &SEF) Php 1,152,538,424.67 Business Taxes Php 686,536,259.24 Other Taxes Php 180,898,063.40 Other Fees and Charges Php 185,401,399.20 Receipts from Economic Enterprise Php 88,869,388.27 PEZA Share Php 43,982,440.17
EMB-DENR Waste Generation (tons)	

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2020	494 tons/day
2023	505 tons/day

Circular Economy Initiatives (Policies and Programme)

- Regulation Ordinance 2013-403 – Regulating the Use of Nonbiodegradable Plastic Shopping Bags as Wrapping, Bagging, and/or Packaging Materials for Establishments within the jurisdiction of Iloilo City
- Trash to Cash Programs
- Mobile MRF
- Installation of Waste Bins in the Central Business District
- Installation of Waste Traps/Waste Booms
- IEC/SBC Campaigns
- Implementation of Anti-Littering Ordinance as support
- Coastal and River Clean Up
- Recovery of Recyclables from the Central MRF
- Composting, Vermi Composting
- Installation Biogas Digester facility to convert food waste to methane gas
- Oyster Shell Utilization by molding bricks into pavements
- Shredded plastics converted to ecobricks to be used in the proposed housing unit project in partnership with St. Therese Colleges
- Shredded plastics converted into refuse derived fuel (RDF) in support to the MOA signed between the Iloilo City Government and CEMEX in cement production
- Balik Bote Program
- Coco Coir Utilization for mulching activities in all parks, green and open spaces

Issues related to Circular Economy

- Lack of knowledge and dissemination of the EPR Law to LGU and stakeholders
- Introduction of EPR concept requires robust advocacy and appreciation in communities
- Low level of acceptance of 3R's in the community
- Poor Implementation of waste segregation at source (3R's)
- Lack of alternative for plastic and high cost for biodegradable materials
- Access to funding options for suppliers
- Presence of waste that is difficult to recycle
- Formalization of ambulant junk/scrap buyers
- Lack of space/area/provision for MRF
- Lack of baseline data
- Absence of testing machine to assess plastic biodegradability
- Least priority of LGU's

Partnerships (development partners and private sector)

- USAID
- GIZ
- UNDP
- AIT RRC.AP
- Cemex
- San Miguel Brewery
- Academe
- Iloilo Business Club
- UCLA

7. Ormoc City

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Ormoc City is a first class, independent component city located in the Province of Leyte, Eastern Visayas. The city's major economic activities are related to Agriculture (rice, sugarcane, pineapple, and coconut). In 2011, the GIZ reported that in rural barangays of the city, only households near the highways receive a collection service. With the support of GIZ, Ormoc city has developed an integrated solid waste management (SWM), following the legal requirements, to handle its waste in proper way (Fumar et.al, 2011).

Basic Information	
Location	
Classification	Independent Component City
Land Area (hectares)	61,360
Population (as of 2020)	230,998
Number of Households	
Number of Barangays	110
Income Classification	1st
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	58,638
2023	60,976
2025	62,586

Circular Economy Initiatives (Policies and Programme)

- UN Habitat, with support from the government of Japan, is implementing the Healthy Oceans and Clean Cities Initiative (HOCCI), aiming to reduce marine pollution, and develop local action plans on marine litter.

Issues related to Circular Economy

- To be added during inception phase

Partnerships (development partners and private sector)

- UN Habitat, Japan Government

8. Samal City

From 2018 to 2019, the island of Samal was recognized as the country's most business friendly LGU by the Philippine Chamber of Commerce and Industries, Inc. The island of Samal has extensive mountain range at the eastern coast with no dry or wet season and it is a typhoon free. In 2023, the island of Samal established their Material Recovery Facility. In addition to this, the island also has sanitary landfill facility (7,500 square meter) and other infrastructure projects, as well as social, economic, environmental, and institutional projects/programs.

The island has been active in promoting the banning of single use of plastics through IEC materials, and strong information dissemination on various public places. Further, the island participates in tree planting activities, and implements cave management program, nature's park maintenance program, forest tree nursery management and development, landscaping and urban greening, wildlife protection, and coastal resource and management program[32].

Basic Information	
Location	
Classification	Component City
Land Area (hectares)	30,130
Population (as of 2020)	116,638
Number of Households	

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Number of Barangays	46
Income Classification	4th
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	29,473
2023	31,341
2025	32,652

Circular Economy Initiatives (Policies and Programme)

- Norway is supporting Ending Plastics Pollution Challenge (EPPIC), implemented by UNDP in collaboration with the city government, targeting recycling of plastics materials into eco bricks, in collaboration with women indigenous peoples. The EPPIC is also supporting an innovation group, developing smart app to incentivize users to properly disposing their plastics wastes.

Issues related to Circular Economy

- Most of the plastics wastes in Samal island coastal areas came from the coastal areas of Davao City.

Partnerships (development partners and private sector)

- UNDP, Embassy of Norway, WWF, other NGOs and start ups

9. Del Carmen, Siargao

Through Presidential Proclamation No. 902, Siargao Islands was declared as one of the top priority protected areas or known as Siargao Islands Protected Landscapes and Seascapes (SIPLAS). The largest municipality in Siargao Islands is the municipality of Del Carmen, a coastal municipality with a total land area of 20,189 hectares (with 20 barangays and 23 sitios) and a total population of 20,127 (PSA, 2020). According to PhilCCAP (2015), Del Carmen has a contiguous mangrove stand of more than 4,000 hectares where the overall mangrove cover of Siargao group of islands is around 7,768 hectares. However, there was a decrease in mangrove forests in the municipality of Del Carmen from 5,547.60 hectares in 1988 to 4,295 hectares in 2011 or a decrease of 22.6%. DENR is the primary government agency that administers the SIPLAS while other agencies such as DILG, CCC, DOT, BFAR, DA, NIA, DTI, and DSWD have specific concerns and involvement in SIPLAS management.

Some special projects that are being implemented in the Siargao Islands are the following:

- Sustainable Coral Reef Ecosystem Management Program (DENR)
- Coral Reef Visualization and Assessment (DENR)
- Ecosystem Improved for Sustainable Fisheries (USAID)
- Ecotown (CCC)
- Philippines Climate Change Adaptation Project (PhilCCAP)
- UNDP-GEF Small Grants Programme
- UNDP Typhoon Rai Recovery Programme
- USAID SIBOL Programme

In terms of solid waste management, Del Carmen is reported to only have 28% collection rate. This is due to limited number of collection vehicles that collect all wastes in the island[34]

Basic Information	
Location	
Classification	Municipality
Land Area (hectares)	15,168
Population (as of 2020)	20,127
Number of Households	

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Number of Barangays	20
Income Classification	5th
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	2,192
2023	2,306
2025	2,386
Circular Economy Initiatives (Policies and Programme)	
• To be added during inception phase	
Issues related to Circular Economy	
• To be added during inception phase	
Partnerships (development partners and private sector)	
• To be added during inception phase	

10. Puerto Princesa

The City is famous for the Puerto Princesa Subterranean River National Park (PPSRNP), a UNESCO World Heritage Site, which has a total protected area of 22,200 hectares. A wide range of endemic flora and fauna can be found in PPSRNP. On June 25, 1991, the city council implemented City Ordinance No. 163-91 or also known as the Anti-Littering Ordinance. With the strict implementation, the city received 12 awards from 1993 to 1997 which include the cleanest and greenest component city of the Philippines (1994-1996); LikasYaman Awards for Environmental Excellence (1996); most active proponent of coastal clean-up (1996); and global 500 roll of honour award by United Nations Environment Programme (1997) among others.

Basic Information	
Location	
Classification	Highly Urbanized City
Land Area (hectares)	238,102
Population (as of 2020)	
Number of Households	
Number of Barangays	66
Income Classification	1st
Local Revenues	
EMB-DENR Projected Waste Generation (tons)	
2020	75,652
2023	82,726
2025	87,805
Circular Economy Initiatives (Policies and Programme)	
• To be added during inception phase	
Issues related to Circular Economy	
• To be added during inception phase	
Partnerships (development partners and private sector)	
• To be added during inception phase	

Note:

1. All selected LGUs have DENR-EMB approved 10-year Solid Waste Management Plan

2. Additional information about each LGU will be added during Inception Phase

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Annex 6: List of Consultations Conducted

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)

Detailed consultations were held during the project preparation phase with various stakeholders at the national, and local levels, to collect relevant baseline information and seek inputs on the project design. Workshops and site visits were done face-to-face, while bilateral meetings were mainly done virtually. Inputs from these consultations helped the PPG team develop a better understanding of the issues and challenges as well as relevant baseline initiatives related to the circular economy in the Philippines. These inputs were subsequently reflected in the Project Document (ProDoc).

Consultations held	Description/Key Discussion Points
1. Formulation Workshop with GEP Implementing Partners 24-25 January 2023 (Jan 24: 14 women, 11 men) (Jan 25: 13 women, 11 men)	The joint formulation workshop helped the team co-develop a shared understanding of what, where, and how the EU-GEPP will be implemented based on its goals/objectives. The workshop assisted the team in deep diving into the program components and aligned the objectives so everyone can support the program holistically. The EU highlighted the involvement of the energy sector, more specifically in renewable energy (RE) and energy efficiency (EE). Implementing partners agreed that there are many entry points for circular energy interventions where RE and EE can be integrated like in building construction and equipment, i.e., cooling equipment, and in greening the transport sector, as well as the inclusion of EE policy formulation and dialogues.
2. Consultation with Select Local Government Units (LGUs) 26 January 2023 (12 women, 15 men)	The consultation with select LGUs (Iloilo City, Quezon City, Palawan, Cotabato City, Baguio City, and Pasig City) introduced the concept of Circular Economy (CE), introduce the objectives of SO2, as well as recognized the CE experiences of LGUs and understand their needs. For example, some LGUs mentioned that they are already practicing urban gardening, green walks/bike lanes, and park rejuvenation projects. However, some barriers include a lack of awareness and understanding of CE as it is a new concept for them. Also, CE is not yet included in their LCCAP.
3. 1st Bilateral Meeting with DENR 28 February 2023 (18 women, 12 men)	The 1st meeting with DENR discussed the proposed activities for each programme component, and its alignment with DENR's priorities. Technical partners presented their component's objectives and activities: GIZ presented SO1, UNDP presented SO2, and Expertise France (EF) and IFC presented SO3. SO4, which focuses on increased energy efficiency and renewable energy deployment, was discussed as a cross-cutting theme across the 3 SOs.
4. Meeting with Ambassadors of EU Member States 22 March 2023	The meeting with EU Ambassador gave UNDP the opportunity to present SO2 objectives and activities, as well as the initial selection criteria for target sites/LGUs. Some of the criteria discussed were: current and projected waste generation, proximity to important natural landscapes, vulnerability to disasters and climate risks, existing CE efforts and partnerships with stakeholders, commitment of local leadership, presence of EU and implementing partners, and potential to leverage public and private financing/investments. LGU typologies discussed include: highly urbanized cities, coastal LGUs, and clustered LGUs.
5. Interagency Coordination Meeting 14 April 2023 (23 women, 17 men)	The meeting brought all relevant national government agencies (NGAs) and implementing partners together to discuss the programme and provide inputs and suggestions to make the project design more inclusive and comprehensive. Specifically, the meeting • presented an overview of the Green Economy Programme in the Philippines (GEPP), including the outputs and activities for each strategic objective, • gathered ideas and inputs from NGAs and other stakeholders (can we list who attended?) for further development/enhancement of the financing agreement for the programme; and

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Consultations held	Description/Key Discussion Points
	• discussed the next steps for the project proposal preparation phase.
6. DENR-UNDP Meeting on LGU Selection Criteria 20 April 2023 (10 women, 7 men)	This meeting further fine tuned the selection criteria for LGUs that will be engaged by the programme, as well as reviewed the proposed shortlist of LGUs. UNDP highlighted that the selection of LGU is crucial in the project preparation for SO2, and recommended that the process can be done gradually, starting with 10 LGUs and identifying others later.
7. DENR-UNDP Follow Up Meeting of LGU Selection Criteria 28 April 2023 (no attendance but estimate ko po 8 women, 3 men)	The 10 initial LGUs were selected based on the criteria and data consolidated. The follow-through meeting confirmed the 10 LGUs that would be submitted to the DENR Secretary for approval. These include: Pasig City, Quezon City, Caloocan City, Baguio City, Davao City, Iloilo City, Ormoc City, Samal Island (province), Puerto Princesa City in Palawan, and the Muncipality of Del Carmen in Siargao Island City. But it is important to note that the identified/selected LGUs are still subject to DENR Secretary's approval.
8. Multi stakeholder Consultation for GEPP SO2 May 17, 2023 (30 women, 25 men)	The multi-stakeholder consultation was conducted to present the approved GEPP Project Action Document focused on SO2, develop a common understanding of the SO2 theory of change, objectives and outcomes; and to level off and agree on next steps including LGU selection and proposal development timelines. Participants included representatives from international development organizations (UNDP, GIZ, and EF); NGAs (DENR-CCS, DENR-FASPS, DENR-EMB, DILG-Central Office, and DILG-BLGD); LGUs (Pasig City, Quezon City, Caloocan City, Baguio City, Iloilo City, Samal Island, and Puerto Princesa); and the private sector (Deloitte, FIBERS, Green Antz, Holcim, Kindmind, Nestle, PHILGBC, Resorz Tech, and Wear Forward). Full documentation report available.
9. Site Visits to Select LGUs May 26, 2023 • Quezon City (6 women, 3 men) • Pasig City (7 women, 4 men)	Site visits and focus group discussions with women and men informal waste workers such as junk shop owners, segregators and street sweepers provided first hand information on women's notable participation in the informal waste sector. While men are tasked with the more labour intensive activities of loading and unloading waste, the women perform the more repetitive and time-consuming tasks of sorting and separating. Waste management, including the collection of waste, is outsourced by many Metro Manila LGUs to private businesses who engage informal workers to do much of the work. These workers have no job security or tenure as they are not regular staff; nor do they have any social security or health insurance.
10. GEPP Technical Partners Meeting July 28, 2023	The DENR called GEPP technical partners to meet to NEDA's initial comments on the submitted GEPP documents for the Investment Coordination Committee Technical Board (ICC-TB) endorsement/presentation.

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Consultations held	Description/Key Discussion Points
	It was agreed that partners would send content related to their respective SOs for DENR to consolidate (using the prescribed template) by the following week.
11. Validation Workshop • Male – 37 • Female – 29 • Total: 66	7 November 2023 The validation consultation for the European Union Green Economy in the Philippines Programme (EU-GEPP) brought together representatives from national government agencies (NGAs), local government units (LGUs), civil society organizations (CSOs), non-governmental organizations (NGOs), academe, and the private sector to discuss the EU-GEPP project's Strategic Objective 2 (SO2). Funded by the European Union (EU), SO2 implementation will be led by the United Nations Development Programme (UNDP) along with the Department of Environment and Natural Resources (DENR) and the Department of Interior and Local Government (DILG). For the one-day validation consultation, participants from the various sectors had the opportunity to question and comment on the objectives, outcomes, and activities of SO2. Of the 66 participants from various organizations and sectors, 29 of the participants (44%) were women.
12. Meeting of the Organization of the Steering Committee for the GEPP • Male – 18 • Female - 18	24 November 2023 The meeting was attended by national agencies and implementing partners, which include DENR, DBM, DOLE, DA, DOF, NEDA, DILG, BOI, EU, EF, UNDP, GIZ, and GGGi. The objectives of the meeting were (a) presented overview of GEPP; (b) discussion on the creation of the programme steering committee, programme updates, and ways forward. For the ways forward, it was agreed by the group to create PSC with cabinet secretaries as members, but need to provide alternate members; define the roles and responsibilities, and coordination mechanisms of the partners and management structures; set up the programme coordinating office in DENR with the support of GIZ; technical partners to discuss, collaborate and coordinate their activities; DENR to review the technical partners' detailed proposals; contract signing with all implementing partners; and programme launch/inception workshop in 2024.

Annex 7: Terms of Reference (TOR) of Key Management Positions

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)

- **Project Manager**

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I. Position Information		
Job Title: Project Manager Department: UNDP Reports to: Deputy Resident Representative	Grade Level: P4 Bureau: RBAP Direct Reports: EU-GEPP Project Management Unit, Operations Personnel, Technical Specialists, and Contractors	Position Number: 206358 Position designation: with mobility requirement, non-rotational Duty Station: Manila, Philippines
Career Track: Professional and Expert Career Stream: Policy/Programme – Environment Contract Modality: FTA International Contract Duration: Fixed-term, 1 year with possibility of extension		

I. II. BACKGROUND AND ORGANIZATIONAL CONTEXT

UNDP has been working with national and international partners in the Philippines on the issue of the green and circular economy. UNDP is working with the European Union in implementing the EU Philippines Green Economy Programme (GEPP) (The Programme). The Programme aims to support the Philippines' transition towards a green economy, including circular economy, reducing waste and plastic, as well as increasing energy efficiency and renewable energy deployment to support climate change mitigation. The Programme acknowledges that the transition to circular economy will have other added benefits such as reduction of the use of energy and greenhouse gas emissions, improve biodiversity and natural capital, decreased pollution levels, and climate change adaptation.

The Programme addresses three main levels:

- Establishing a Policy Dialogue Platform at the central government level to mobilize EU expertise to facilitate policy formulation, improve city-to-city collaboration through supporting the development of a National Circular Economy Strategy and Roadmap, extend the dialogue to promote renewable energy/energy efficiency, and to apply the dialogue's outcomes.
- Working with local government units (LGUs) where EU expertise will support to define and implement circular economy, climate change, and energy policies with a human rights and gender-responsive perspective, outreach and support of local business and civil society, and support less advanced LGUs.
- Enhancing engagement of the private and financial sectors into the circular waste economy creating better conditions for private sector investment by supporting business-driven waste reduction strategies and circular solutions in the production process.

The Programme has 4 specific objectives:

- SO1: Improved circular economy and climate change policies and reduced GHG emissions
- SO2: Enhanced practices of the circular economy by the LGUs in collaboration with the private sector and civil society sector, with a focus on youth and gender equality
- SO3: Enhanced engagement of the private and financial sectors in circular, waste-reduction economy
- SO4: Increased energy efficiency and renewable energy deployment

UNDP is responsible for the implementation and execution of SO2 "Enhanced practices of the circular economy by the LGUs in collaboration with the private sector" with about EUR 23 million funding.

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The project will be implemented in at least 20 local government units across the country that will receive the core project interventions.

UNDP Philippines has expertise and experience working with LGUs, and cities to support project development, programme formulation, and policy actions. There are currently ongoing related programmes in the sphere of circular economy which are being implemented and executed by UNDP Philippines.

A key element of the work of UNDP in the field of circular economy is the development of a portfolio of projects, identifying the sources of financing, potential sources of investments - (grants, loans, blended finance, etc.), developing partnerships and designing investment vehicles to match appropriate partners and project proponents in the circular economy sphere in the Philippines.

UNDP Philippines takes overall responsibility and accountability for the delivery of the project outputs. It will be accountable for managing the project, including the monitoring and evaluation of project interventions, achieving project results, and for the effective use of resources, in compliance with UNDP rules and regulations, policies and procedures. These include relevant requirements on fiduciary, procurement, environmental and social safeguards, and other performance standards.

The day-to-day implementation of the project will be led by a Project Manager within a Project Management Unit (PMU) responsible for ensuring that the project achieves the expected targets to the required quality standards and within the specified time and budget allocations. The Project Manager will be supported by a national Deputy Project Manager, project support team, technical staff and a pool of contractors to carry out the deliverables of the project. Technical and programmatic backstopping will also be provided by UNDP Country Office teams and in the Bangkok Regional Hub.

II. III. POSITION PURPOSE
Under the overall supervision and guidance of the Deputy Resident Representative, working closely with the UNDP Climate Action Programme Team, and in close collaboration with technical partners,, UNDP teams in the Philippines Country Office and Bangkok Regional Hub, and EU, the GEPP Project Manager is responsible for the overall management of the project and supervision of the PMU, technical specialists, consultants, and contractors. The Project Manager will be primarily responsible for ensuring that the main objectives of the project are implemented in the most efficient and effective manner through adaptive management and using portfolio logic. S/he will play a lead role in partnership brokering with multi-stakeholder partners/stakeholders (including national and subnational government, civil society, academe, private sector, and communities) along with managing, implementing, coordinating the delivery of the project. Taking a holistic view of the Programme, s/he will guide the PMU to engage and facilitate harmonization of activities with technical partners, national government agencies (NGAs) and local government units (LGUs), and other stakeholders to maximize results. UNDP adopts a portfolio approach to accommodate changing business needs and leverage linkages across interventions to achieve its strategic goals. Therefore, UNDP personnel are expected to work across units, functions, teams, and projects in multidisciplinary teams in order to enhance and enable horizontal collaboration.

III. IV. KEY DUTIES AND ACCOUNTABILITIES	
More specifically, the GEPP Project Manager will perform the following functions:	
1.) Management of the project and supervision of the PMU	
Example of Duties:	• Lead the partnership brokering for all stakeholders (technical partners, NGAs, LGUs, Academe, CSOs, private sector, etc. and ensure their engagement and participation in all activities • Lead the formulation of the project's annual work plans (AWP), implementation plans, budgets, procurement and recruitment plan in accordance with UNDP

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	rules and regulations. • Ensure that the main objectives of the project are achieved in the most efficient and effective manner. • Provide strategic oversight and conduct an iterative review of the planning, budgeting, implementing, and monitoring activities of the project, tracking the use of financial resources in accordance with UNDP rules and regulations. • Undertake day-to-day management of the project, including effective project implementation and documents progress towards the achievement of outputs. • Ensure the identification of clear and achievable physical and financial targets, a realistic work plan to reach them and an agreed upon monitoring and reporting system for the LGUs. • Ensure coherence between portfolio intent and implementation of activities. • Lead the GEPP-SO2 PMU, whether staff and consultants, in both substantive and operational issues ensuring optimization of human and financial resources and nurturing a culture of results with highest performance standards. • Conduct an iterative review and re-design of the project including the framing, implementation, revision and documentation of an agreed monitoring, evaluation and learning framework. • Ensure compliance with donor agreements. • Facilitate transparent financial management of the project that is able to stand to regular audits and evaluation. • Lead the preparation of monitoring and progress reports, work plans, budget and expenditure statements for approval by the GEPP-SO2 Project Board. • Lead advocacy and coordination with the internal senior management team. • Ensure that the project promotes Philippine Government ownership and institutionalization of green/circular economy initiatives and sustainability.
2.) Policy and Project Services Implementation	
Example of Duties:	• Lead the Project Inception activities. • Lead the analytical and policy development work of the team and ensure high quality products. • Work with a number of counterparts including national and subnational Philippine Government and other multistakeholder partners towards advancing circular economy in the country. • Ensure that the best technical assistance is provided for project implementation. • Encourage cross-practice work while implementing the project including considerations of the GEDSI and social and environmental safeguards. • Lead advocacy and engagement of partners in system change approaches both internally and externally. • Ensure the highest UNDP standards in the provision of technical and advisory inputs, organization of workshops, seminars, training and delivery of outputs
3.) Strategic partnerships and resource mobilization	
Example of Duties:	• Engage and work with the technical partners, including national and subnational government, civil society, academe, private sector, donor towards achieving circularity. • Establish and maintain partnerships with all stakeholders at the national and subnational levels to ensure effective and efficient implementation of the project. • Create and coordinate partnerships amongst Government, various beneficiary entities, technical partners, donor, and other actors in the field of circular/green economy for the timely, resource-bound, and effective implementation of the project activities. • Implement co-financing/resource mobilization strategies to achieve project outcomes
4.) Knowledge Management	
Example of Duties:	• Support knowledge management related to green/circular economy across GEPP workstreams at both national and subnational levels. • Contribute to project communications and visibility efforts including the

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	development of a range of core communication content including reports, briefings, infographics, case studies, and presentations. • Ensure that project results are captured and recorded in knowledge products to communicate project results and to promote replication. • Promote a learning environment and systematic information sharing within the project team, partners, and stakeholders. • Ensure the quality of all knowledge products, reports and services, and effective integration and compatibility with other practice areas. • Provide sound contributions to knowledge networks and communities of practice at regional and global levels
5.) Monitoring, Evaluation and Learning	
	• Lead the implementation of project monitoring, evaluation and learning framework in close coordination with the PMU and partners. • Lead the finalization of project results framework in close consultation with the PMU. • Lead the finalization of detailed results framework with a focus on agreed indicators and targets in close consultation with project partners and EU • Oversee and coordinate regular monitoring of portfolio policy space, bringing to attention possible signals of change, disruptors, levers, and social innovations. • Lead the preparation of monitoring and progress reports, work plans, budget and expenditure statements for approval by the Project Board • Oversee the integration of learning activities into workplan and intelligence extraction, which will be led by MEL Officer. • Lead development and conduct of the mid-term/annual reviews, and end-line assessment. • Coordinate the conduct of an independent evaluation. • Ensure that the project promotes Philippine Government ownership and institutionalization of circular economy initiatives and sustainability. • Ensure compliance with EU agreements
The incumbent performs other duties within their functional profile as deemed necessary for the efficient functioning of the Office and the Organization	
Supervisory/Managerial Responsibilities: • Provide strategic oversight of planning, budgeting, implementing and monitoring of the project and lead the identification and delivery of clear and achievable physical and financial targets • Lead and oversee the GEPP-SO2 PMU in both substantive and operational matters ensuring optimization of human and financial resources and nurturing a culture of results with the highest performance standards. • Lead the partnership brokering and management for all stakeholders, including lead agencies, technical partners, and other stakeholders	
IV. V. REQUIREMENTS:	
Education	
Advanced university degree (master's degree or equivalent) in Environmental or Natural Sciences, Natural Resource Management, Industrial Ecology, Economics, Sustainable Development, Engineering, Social Science, Public Policy, or other relevant fields. Or A first-level university degree (bachelor's degree) in combination with an additional two years of qualifying experience will be given due consideration in lieu of the advanced university degree	
Experience, Knowledge, and Skills	
• Minimum of 7 years (with master's degree) or 9 years (with bachelor's degree) of project management experience, including in the areas of circular economy, green economy, environment and climate action, sustainable development, systemic design/portfolio approaches, or innovation. • At least 5 years of demonstrated experience in the areas of circular economy, green economy, environment, and climate action is desired. • At least 5 years of international experience on circular economy, green economy, environment	

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and climate action, sustainable development, systemic design/portfolio approaches, or innovation is an asset.

- At least 5 years of senior-level management responsibilities of similar size and complexity is an advantage.
- At least 5 years of professional experience in project management with international organizations, including the UN system or EU system is desirable.
- At least 5 years working with international donors, preferably with the European Union, on related programmes or projects is desired.
- Knowledge of EU policies, processes, and reporting requirements is an asset.

Required language: Fluency in English language is required.

Expected Demonstration of Competencies

Core

Achieve Results:	LEVEL 3: Set and align challenging, achievable objectives for multiple projects, have lasting impact
Think Innovatively:	LEVEL 3: Proactively mitigate potential risks, develop new ideas to solve complex problems
Learn Continuously	LEVEL 3: Create and act on opportunities to expand horizons, diversify experiences
Adapt with Agility	LEVEL 3: Proactively initiate and champion change, manage multiple competing demands
Act with Determination	LEVEL 3: Think beyond immediate task/barriers and take action to achieve greater results
Engage and Partner	LEVEL 3: Political savvy, navigate complex landscape, champion inter-agency collaboration
Enable Diversity and Inclusion	LEVEL 3: Appreciate benefits of diverse workforce and champion inclusivity

People Management (Insert below standard sentence if the position has direct reports.)

UNDP People Management Competencies can be found in the dedicated site.

Cross-Functional & Technical competencies (insert up to 7 competencies)

Thematic Area	*Name*	*Definition*
Business Management	***Portfolio Management***	• Ability to select, prioritise and control the organization's programmes and projects, in line with its strategic objectives and capacity; ability to balance the implementation of change initiatives and the maintenance of business-as-usual, while optimising return on investment
Business Management	***Partnerships Management***	• Ability to build and maintain partnerships with wide networks of stakeholders, Governments, civil society and private sector partners, experts and others in line with UNDP strategy and policies
Digital & Innovation	***Systems Thinking & Transformation***	• Understand that complex problems need a non-reductionistic, holistic approach. • Ability to explore challenges from multiple perspectives by zooming in and out, with a focus on relationships and flows rather than individual elements; understand how certain dynamics and conditions are driving and influencing an issue. • Ability to develop a collective understanding by a

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		mapping systems and their dynamics (e.g. flows or resources, information; power relations); is able to handle ambiguity and can help others navigate it. • Being able to identify intervention points to leverage change and system transformation by setting out a coherent collection of multiple interventions to probe the system for desirable effects. • Understand that change is non-linear and unpredictable; being comfortable and able to work with emergence.
Business Direction & Strategy	***System Thinking***	Ability to use objective problem analysis and judgement to understand how interrelated elements coexist within an overall process or system, and to consider how altering one element can impact on other parts of the system
Business Development	***Knowledge Facilitation***	• Ability to animate individuals and communities of contributors to participate and share, particularly externally
2030 Agenda: Planet	***Nature, Climate and Energy***	• Green Economy: Circular economy concepts, policies and tools
2030 Agenda: Prosperity	***Inclusive Growth***	• Social inclusion

- **Project Management Specialist (Technical)**

Terms of Reference (TOR)
Project Management Specialist
National Personnel Service Agreement

1. Position Information

Office/Unit/Project	**UNDP/Climate Action Programme Team/ EU-Green Economy Programme in the Philippines (GEPP)**
Functional Title	**Project Management Specialist**
Classified Level (NPSA 8-11)	**NPSA 11**
Duty station (City and Country)	**Manila, Philippines**
Type (Regular or Short term)	**Regular**
Office- or Home-based	**Office-based**
Expected starting date	**01 March 2024**
Expected Duration	**12 months, with possible extension**

2. Office/Unit/Project Description

UNDP has been working with national and international partners in the Philippines on the issue of the green and circular economy. UNDP is working with the European Union in implementing the EU Philippines Green Economy Programme (The Programme). The Programme aims to support the Philippines' transition towards a green economy, including circular economy, reducing waste and plastic, as well as increasing energy efficiency and renewable energy deployment to support climate change mitigation. The Programme acknowledges that the transition to circular economy

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will have other added benefits such as reduction of the use of energy and greenhouse gas emissions, improve biodiversity and natural capital, decreased pollution levels, and climate change adaptation.

The Programme addresses three main levels:

- Establishing a Policy Dialogue Platform at the central government level to mobilize EU expertise to facilitate policy formulation, improve city-to-city collaboration through supporting the development of a National Circular Economy Strategy and Roadmap, extend the dialogue to promote renewable energy/energy efficiency, and to apply the dialogue's outcomes;
- Working with local government units (LGUs) where EU expertise will support to define and implement circular economy, climate change, and energy policies with a human rights and gender-responsive perspective, outreach and support of local business and civil society, and support less advanced LGUs; and
- Enhancing engagement of the private and financial sectors into the circular waste economy creating better conditions for private sector investment by supporting business-driven waste reduction strategies and circular solutions in the production process.

The Programme has 4 specific objectives:

SO1: Improved circular economy and climate change policies and reduced GHG emissions

SO2: Enhanced practices of the circular economy by the LGUs in collaboration with the private sector and civil society sector, with a focus on youth and gender equality

SO3: Enhanced engagement of the private and financial sectors in circular, waste-reduction economy

SO4: Increased energy efficiency and renewable energy deployment

UNDP is responsible for the implementation and execution of SO2 "Enhanced practices of the circular economy by the LGUs in collaboration with the private sector" with about EUR 23 million funding.

The project will be implemented in at least 20 local government units across the country that will receive the core project interventions.

UNDP Philippines has expertise and experience working with LGUs, and cities to support project development, programme formulation, and policy actions. There are currently ongoing related programmes in the sphere of circular economy which are being implemented and executed by UNDP Philippines.

A key element of the work of UNDP in the field of circular economy is the development of a portfolio of projects, identifying the sources of financing, potential sources of investments - (grants,

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loans, blended finance, etc.), developing partnerships and designing investment vehicles to match appropriate partners and project proponents in the circular economy sphere in the Philippines.

UNDP Philippines takes overall responsibility and accountability for the delivery of the project outputs. It will be accountable for managing the project, including the monitoring and evaluation of project interventions, achieving project results, and for the effective use of resources, in compliance with UNDP rules and regulations, policies and procedures. These include relevant requirements on fiduciary, procurement, environmental and social safeguards, and other performance standards.

The day-to-day implementation of the project will be led by a Project Manager within a Project Management Unit (PMU) responsible for ensuring that the project achieves the expected targets to the required quality standards and within the specified time and budget allocations. The Project Manager will be supported by a national Project Management Specialist, project support team, technical staff and a pool of contractors to carry out the deliverables of the project. Technical and programmatic backstopping will also be provided by UNDP Country Office teams and in the Bangkok Regional Hub.

3. Scope of Work

Under the overall supervision and guidance of the Project Manager, working closely with the UNDP Climate Action Programme Team, and in close collaboration with the Project Management Unit (PMU), UNDP teams in the Philippines Country Office and Bangkok Regional Hub, and EU, the Project Management Specialist will assist in providing high-quality professional project implementation support and technical advice and assistance in the overall delivery of the project.

More specifically, the GEPP Project Management Specialist will perform the following functions:

1. **Provide technical advice and assistance in the overall implementation of the project (GEPP-SO2)**
    - Contribute to providing technical advice, strategic support and guidance in the overall engagement of partners in system change approaches both internally and externally
    - Contribute to day-to-day management of the project, including effective project implementation and document progress towards the achievement of outputs
    - Identify new/innovative and context-specific areas of engagement and act as the sub-lead in close collaboration with the Project Manager in identifying entry points and opportunities for interventions and learning opportunities within the scope of the project
    - Contribute to the project's regular analysis of work plan, results framework learning plans and initiatives to improve the Project's agility in responding to actual and perceived risks/challenges as well as managing and mitigating them
    - Ensure timely preparation and revision of documents, briefing notes, reports,'and related documentation for project review/board meetings and related events as advised by the Project Manager
    - Undertake field visits and site visits to oversee project implementation as advised by Project Manager

2. **Project Implementation support in the overall delivery of GEPP-SO2**

    - Ensure timely implementation of project activities including submission of progress reports to donor, development of annual work plans and budget monitoring, project monitoring and evaluation, trouble shooting in close coordination with the rest of PMU.
    - Provide support in continuous consultation, ecosystem mapping, and engagement with

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LGUs and other stakeholders to implement specific component activities and participate in learning within policy space
- Provide support in managing and supervising the PMU, as well as the technical specialists, consultants, and partners
- Contribute constructively to the development of terms of references and initiating procurement / HR processes to hire consultants, service providers and project staff as advised by the Project Manager
- Undertake regular project activity monitoring and budget monitoring in close coordination with PMU
- Contribute to project communications and visibility efforts including the development a range of core communication content including advocacy in system change approaches, intelligence briefing, project reports, briefings, infographics, case studies and presentations

3. Partnership building and coordination with the project's partners to ensure timely and efficient project activity delivery

- Strengthen government partnerships and strong and effective coordination with LGUs
- Identify and develop strategic partnerships with government, civil society groups, academe, and private sectors for intervention design and could add value and complement to GEPP-SO2 priority work strands
- Ensure coherence and identify and foster synergies with like-minded project partners and other stakeholders
- Contribute to improve coordination and collaboration with national government agencies, local government units, civil society, academe, private sectors, and other stakeholders
- Contribute to donor coordination and timely information sharing where needed as guided by the Project Manager

4. **Represent the Project, where needed, at strategic and technical levels at project planning and coordination meetings/events**

- Act as focal point in project progress, coordination/planning meetings with project partners
- Attend workshops/conferences and events on Circular Economy and contribute constructively to advance UNDP's Portfolio of Innovation on Circular Economy
- Contribute in reviewing and finalizing meeting minutes, briefing notes, and presentations related to the project scope in a timely manner and close coordination with the PMU and technical specialists/consultants

5. Documentation review, writing and quality assurance support

- Ensuring timely documentation of project activity updates, data gathering, lessons learned, best practices, and case studies for monthly, quarterly, and yearly reporting purposes in close collaboration with the Project Manager, MERL Specialist, rest of the project team, and project partners
- Assist in the oversight of knowledge generation and learning outputs to be shared internally and externally, as well as circulate emergent intelligence and learnings across portfolio team members and project specialists.
- Undertake review and also assist in writing project progress reports, policy briefs, progress updates, and related documents in close collaboration with Project Manager and project technical specialists/consultants
- Undertake review and also assist in writing and reviewing assessment reports, monitoring and evaluation between portfolio intent and implemented activities, research reports, and strategies/policies corresponding to key project deliverables as advised by the Project Manager
- Ensure inclusive approach is reflected within all actions and implementation in close collaboration with the Project Manager and GEDSI Specialist

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The incumbent performs other duties within their functional profile as deemed necessary for the efficient functioning of the Office and the Organization.

4. Institutional Arrangement

The Project Management Specialist will work under the direct supervision of the Project Manager, in close coordination with the project management unit, technical partners, technical specialists, consultants, and contractors.

5. Competencies

Core		
Achieve Results:	LEVEL 3: Set and align challenging, achievable objectives for multiple projects, have lasting impact	
Think Innovatively:	LEVEL 3: Proactively mitigate potential risks, develop new ideas to solve complex problems	
Learn Continuously:	LEVEL 3: Create and act on opportunities to expand horizons, diversify experiences	
Adapt with Agility:	LEVEL 3: Proactively initiate and champion change, manage multiple competing demands	
Act with Determination:	LEVEL 3: Think beyond immediate task/barriers and take action to achieve greater results	
Engage and Partner:	LEVEL 3: Political savvy, navigate complex landscape, champion inter-agency collaboration	
Enable Diversity and Inclusion:	LEVEL 3: Appreciate benefits of diverse workforce and champion inclusivity	
People Management Competencies: UNDP People Management Competencies can be found in the dedicated site.		
Cross-Functional & Technical competencies		
Thematic Area	***Name***	***Definition***
Business Management	***Partnerships Management***	Ability to build and maintain partnerships with wide networks of stakeholders, Governments, civil society and private sector partners, experts and others in line with UNDP strategy and policies
Digital & Innovation	***Systems Thinking & Transformation***	• Understand that complex problems need a non-reductionistic, holistic approach. • Ability to explore challenges from multiple perspectives by zooming in and out, with a focus on relationships and flows rather than individual elements; understand how certain dynamics and conditions are driving and influencing an issue. • Ability to develop a collective understanding by a mapping systems and their dynamics (e.g. flows or resources, information; power relations); is able to handle ambiguity and can help others

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		navigate it. • Being able to identify intervention points to leverage change and system transformation by setting out a coherent collection of multiple interventions to probe the system for desirable effects.Understand that change is non-linear and unpredictable; being comfortable and able to work with emergence.
Business Direction & Strategy	***System Thinking***	• Ability to use objective problem analysis and judgement to understand how interrelated elements coexist within an overall process or system, and to consider how altering one element can impact on other parts of the system
Business Development	***Knowledge Facilitation***	• Ability to animate individuals and communities of contributors to participate and share, particularly externally
2030 Agenda: Planet	***Nature, Climate and Energy***	• Green Economy: Circular economy concepts, policies and tools
2030 Agenda: Prosperity	***Inclusive Growth***	• Social inclusion

6. Minimum Qualifications of the Successful NPSA

Min. Academic Education	• Advanced university degree (Master's degree or equivalent) in Environmental or Natural Sciences, Natural Resource Management, Engineering, Industrial Ecology, Economics, Public Policy, Social Science, Sustainable Development, or other relevant fields is required, or • A first-level university degree (Bachelor's degree) in the areas mentioned above in combination with additional 2 years of qualifying experience will be given due consideration in lieu of Master´s degree.
Min. years of relevant Work experience	• A minimum of 7 years (with Master´s degree) or 9 years (with Bachelor´s degree) of professional experience addressing the promotion of circular economy, green economy, environment and climate change, sustainable development, systemic design/portfolio approaches, or innovation.
Required skills and competencies	• At least 3 years of **demonstrated experience** in circular economy, green economy, environment and climate change, innovation, and management policy, programming and working with the national and local government of the Philippines, multilateral, or civil society organizations in a multi-cultural setting.
Desired additional skills and competencies	• At least 3 years of senior-level management responsibilities of similar size and complexity • Professional experience in project management with international organizations, including the UN system or EU system • Knowledge of EU policies, processes, and reporting

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	requirements is an asset
Required Language(s) (at working level)	Fluency in English and Filipino is required.

7. The following documents shall be required from the applicants:

a) **Personal CV or P11**, indicating all past positions held and their main underlying functions, their durations (month/year), the qualifications, as well as the contact details (email and telephone number) of the Candidate, and at least three (3) the most recent professional references of previous supervisors. References may also include peers.
b) A cover letter (maximum length: 1 page) indicating why the candidate considers him-/herself to be suitable for the position.
c) Managers may ask (ad hoc) for any other materials relevant to pre-assessing the relevance of their experience, such as reports, presentations, publications, campaigns or other materials.

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Annex 8: Project Quality Assurance Report

EU-PH Partnerships for Green Economy: Green LGUs – Strategic Objective 2 (SO2)