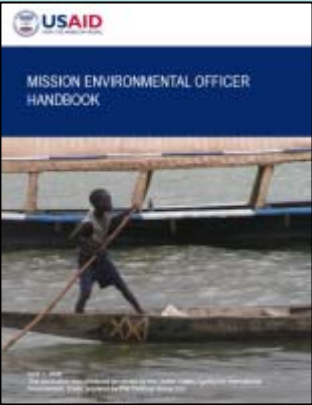




**USAID**  
FROM THE AMERICAN PEOPLE

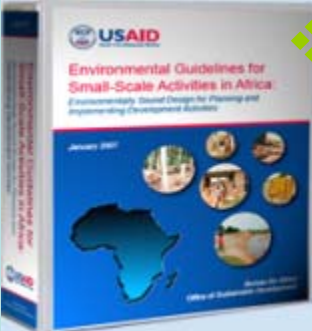
# **Resources for ESDM & Env. Compliance**

# Key resources already introduced:



## MEO Handbook

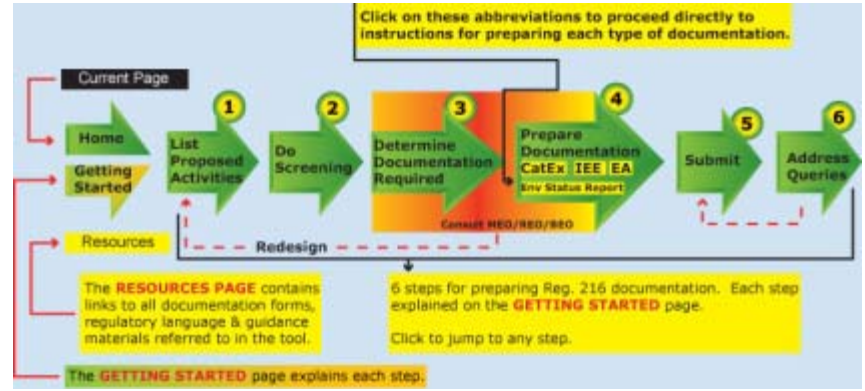
*LOP Env. Compliance*



## Small-Scale Guidelines

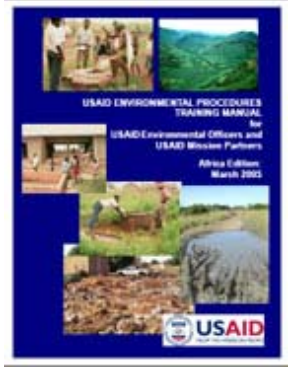
*Impacts of concern Mitigation & Monitoring*

Individual copies provided



## IEE Assistant & Env Procedures Training Manual

*Screening and RCE/IEE development*



All are available via . .

# MEO Resource Center

**NEW!**



## Welcome to the MEO Resource Center

The MEO Resource Center is a single point of access to a wide range of environmental compliance, best practice, and related references for MEOs. It was created as a companion to the MEO Handbook. Together, the Resource Center and the Handbook are intended to provide USAID Mission Environmental Officers (MEOs) in Africa with the guidance and the resources they need to be as effective as possible in helping their Missions attain and maintain full compliance with USAID's Environmental Procedures and to mainstream environmentally sound design and management (ESDM).

- [+/-] **RCE, IEE & PERSUAP Development** - Step-by-step guidance, recommended language, and forms and templates for Reg 216 documentation.
- [+/-] **Mission Processes and MEO Authority** - Some of these files are located on SharePoint and requires user authorization. For a username and password, please contact [Brian Hirsch](#).
- [+/-] **Mitigation and Monitoring** - Principles of Mitigation and Monitoring, EMMP template and guidance, and tools for Mission monitoring of partner implementation of IEE/EA conditions & best practices.
- [+/-] **Contacts & Training** - BEO, REA, and MEO names and contact information, Agendas, and full course materials for ENCAP training courses.
- [+/-] **Environmental Compliance and Partner Responsibilities** - Step-by-step guidance and boilerplate language for incorporating partner environmental compliance responsibilities into USAID procurement instruments
- [+/-] **Basic Concepts and Knowledge** - Basic information about ESDM, the EIA process, and USAID's Environmental Procedures.
- [+/-] **USAID Regulations, Procedures and Official Guidance** -

<b>Compliance Forms</b>
Environmental Review Form Word (201 KB)
Checklist of Environmental Characteristics PDF (44 KB)
Template for IEE and CE Requests and IEE Outline Word (46 KB)
Template for IEE and CE Requests and RCE Outline Word (36 KB)
Annotated Outlines and Templates for IEE and CE Word (50 KB)
IEE and Categorical Exclusion Facesheet Word (29 KB)
<b>MEO Training Courses</b>
Kasane, Botswana 2005
Cape Coast, Ghana 2007
<b>Tool Box</b>
IEE Assistant
IEE Archive
Compliance Language
FAQs

“a single point of access to a wide range of environmental compliance, best practice, and related references. . .”

[www.encapafrika.org/  
meoentry.htm](http://www.encapafrika.org/meoentry.htm)

# MEO Resource Center: 12 topic areas

<p><b>Basic concepts and knowledge</b></p> <p>Basic information about ESDM, the EIA process, and USAID's Environmental Procedures. Includes this <i>Handbook</i>.</p>	<p><b>USAID Regulations, Procedures and Official Guidance</b></p> <p>Reg 216, ADS chapters and excerpts relevant to environmental compliance, MYAP Environmental Compliance Guidance, etc.</p>	<p><b>Frequently asked questions</b></p> <p>Brief answers to and discussions of common environmental compliance questions. Fully searchable with linked resources and documents.</p>
<p><b>Special compliance topics</b></p> <p>Guidance and factsheets on umbrella IEEs, EAs, Pesticides procedures, GDA &amp; DCA compliance, and more.</p>	<p><b>IEE Archive</b></p> <p>The searchable, on-line <a href="#">BEO Actions Tracker</a> stores the full text of Reg. 216 documents from Africa region.</p>	<p><b>RCE, IEE &amp; PERSUAP development</b></p> <p>Step-by-step guidance, recommended language, and forms and templates for Reg 216 documentation.</p>
<p><b>Sectoral guidance</b></p> <p>Environmental Best Practices, Impacts Characterization, and design of Mitigation and Monitoring Measures for typical sectoral activities.</p>	<p><b>Mitigation and monitoring (M&amp;M)</b></p> <p>Principles of Mitigation and Monitoring, EMMP template and guidance, and tools for Mission monitoring of partner implementation of IEE/EA conditions &amp; best practices</p>	<p><b>Mission processes &amp; MEO authority</b></p> <p>Resources for Environmental Compliance Best Practice Reviews, Sample MEO appointment memos, SOWs and Mission Environmental Orders.</p>
<p><b>Environmental Compliance &amp; Partner Responsibility</b></p> <p>Step-by-step guidance and boilerplate language for incorporating partner environmental compliance responsibilities into USAID procurement instruments</p>	<p><b>Contacts &amp; Training</b></p> <p>BEO, REA, and MEO names and contact information</p> <p>Agendas and full course materials for ENCAP training courses.</p>	<p><b>ENCAP Services and Assistance</b></p> <p>ENCAP, an AFR/SD program, provides tools, resources, technical assistance and capacity building to USAID/Africa Missions and partners to strengthen environmental management and environmental compliance.</p>



**The DVD in the  
course materials  
contains the MEO  
Resource Center  
& the whole ENCAP  
website**

# ENCAP Services



## ❖ ENCAP . . .

- *A program of USAID/AFR/SD*
- *provides tools, resources, technical assistance and capacity building **to strengthen environmental management and environmental compliance***
- *serves USAID/Africa Missions and partners.*

## ❖ ENCAP services are available . . .

- *On a subsidized basis (access via request to REA), or*
- *Via TO buy-in/direct contract with ENCAP program partners.*

## For more info . . .

**read**

**“ENCAP Services & Assistance” on the MEO Resource Center**

**visit**

**[www.encapafrika.org](http://www.encapafrika.org)**

**contact**

**the ENCAP core team at:  
encapinfo@  
cadmusgroup.com**

# ENCAP Service areas

- 1. BPR Facilitation**
- 2. Assistance in implementing BPR Action Plans.**
- 3. Assistance in incorporating partner environmental compliance responsibilities into procurement instruments.**
- 4. Design and evaluation of EMMPs for compliance with IEE and EA conditions.**
- 5. Development and review of Reg. 216 documentation, including IEEs, PERSUAPs, and EAs.**
- 6. Development of sub-project environmental review processes and associated training**
- 7. Support for IPM, safer pesticide use and pesticide procedures.**
- 8. Preparation of FAA 118/9 (Environmental Threats and Opportunities) Assessments.**
- 9. Conduct of environmental due diligence in support of GDA activities.**
- 10. Program design and evaluation support to incorporate environmental concerns and Reg. 216 compliance**

And other services upon request