

## APPENDIX D - SAMPLE ANNOTATED OUTLINE

### Comprehensive HIA

EXECUTIVE SUMMARY

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LIST OF ACRONYMS

1.0 INTRODUCTION-

1.1 Project Background

1.2 Objectives and Scope

2.0 PROJECT DESCRIPTION

2.1 Location

2.2 Key Operational Aspects of the proposed project- timing and schedule, particularly (i) front end design aspects, (ii) construction and (iii) scheduled date for actual commencement of operations

2.2.1 Site Access- description of project location and accessibility (i.e. remote, and/or difficult access); need for new transport features (e.i. road/rail/port/air strips be constructed)

2.2.2 Operational Support- are outside, e.g., third country nationals expected to be brought in for construction activities; are there a series of subcontractors under a prime contractor reporting to the project proponents;

2.2.3 Project Timing/Schedule- timing issues; are seasonality effects (rainy season, etc.) expected to affect project scheduling

3.0 LEGAL, ADMINISTRATIVE AND LEGISLATIVE FRAMEWORK- is there host country legislation requiring health analysis

4.0 HIA FRAMEWORK AND METHODOLOGY

4.1 HIA within the proposed Project- how does the HIA "fit" within the other impact assessments, e.g., environmental and social

4.1.1 Scope of the HIA- are there areas that will not be covered in the HIA

4.2 Impacts Categorization- what system will be used in the HIA to describe potential impacts

4.2.1 Direct versus indirect effects- will indirect effects be considered; regional level effects; national effects

4.2.2 Cumulative effects- how will this be defined and evaluated, if at all;

4.2.3 Specific comprehensive HIA methodology: Sectoral approach- which looks at impacts across broad sectors;

4.2.3.1 Housing- will new housing be built within or for potentially affected communities

4.2.3.2 Water supply, sanitation and food- will there be changes in access to water quantity and supply sources; will local sanitation services be improved, overwhelmed or otherwise affected;

- 4.2.3.3 [Transportation- changes in roads/rail/ports/air access](#)
- 4.2.3.4 [Communications, information distribution](#)
- 4.2.4 [Environmental Health Areas \(EHAs\) - as described in IFC Guidance Note 4 for Performance Standard 4 "Community Health, Safety and Security" these are the 12 defined areas to examine for potential project impacts](#)
- 4.2.5 [Potentially Affected Communities \(PACs\) - which are the communities most likely to be impacted; are there communities the same as defined by the environmental and/or social assessment; why or why not](#)
- 5.0 [BASELINE ANALYSIS-; what are the existing data sources; what were the data gaps that required new household surveys; have the key data gaps been filled;](#)
  - 5.1 [Baseline data at the national, regional and provincial level- what are the existing sources of health data relevant to the project; what are the existing data, if any, from Demographic Health Surveys \(DHS\), etc. Are there regional level data that can be applied to the project; are there provincial level data sources; what is the quality assessment of these data;](#)
  - 5.2 [Baseline data at the district level; Is there any data available for the potentially affected communities; what is the age and quality of these data;](#)
  - 5.3 [Baseline data from detailed household surveys; describe the data from project specific household surveys; was the data proportionate population sampling or comprehensive , >90% of all affected households sampled; how do the project data compare to regional and national level surveys, assuming they exist; if there are significant differences these should be explained; Is the health household data consistent with the social survey data; have social determinants of health been assessed;](#)
- 6.0 [STAKEHOLDER ANALYSIS- who are the key stakeholders for health; are there differences between stakeholders associated with health issues versus social/environmental; what are the power relationships across and between the stakeholders and the project](#)
- 7.0 [RISK ANALYSIS](#)
  - 7.1 [Analysis- each of the 12 EHAs should be considered for potential impacts, positive, negative or both; risk is a combination of impact and likelihood](#)
  - 7.2 [Overall Summary Analysis](#)
- 8.0 [MITIGATION- what are the general strategies and actions that can be utilized; what is the role and responsibility for the host government versus the project proponents; how will interventions be coordinated](#)
- 9.0 [MONITORING AND EVALUATION \(M&E\) - describe the system that will be utilized for this activity; define key performance indicators; define roles and responsibilities between the project and host government](#)
- 10.0 [SUMMARY](#)
- 11.0 [BIBLIOGRAPHY](#)