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Environmental and Social Analysis

Small Hotels and Resorts

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Acronyms

IDB Inter-American Development Bank

ESA Environmental and Social Analysis

EA Environmental Assessments

ESMP Environmental and Social Management Plan

1. IDB Requirements for Environmental and Social Analysis

The Inter-American Development Bank (the Bank) Environment and Safeguards Compliance Policy requires that, as part of the overall preparation and design process of Bank operations, Category A and B operations be subject to Environmental Assessments (EA), according to the nature and significance of the potential impacts of the operation. This EA is the responsibility of the project sponsor/borrower.

A small hotel and/or resort development and/or expansion, that has been classified as Category B (i.e., operations that are likely to cause mostly local and short-term negative environmental and associated social impacts and for which effective mitigation measures are readily available), will normally require an Environmental and Social Analysis (ESA). The ESA would be prepared according to, and focusing on, the specific issues identified in the screening process.¹ This analysis will be complemented by a set of provisions to avoid, mitigate or compensate for specific environmental, social, health and safety impacts, which are reported in the Environmental and Social Management Plan (ESMP).

It should be recognized that no single definition exists of “small hotels and resorts.” Rather, individual countries may have such definitions. For purposes herein, the concept of small hotels and resorts could be perceived as having up to 250 rooms. Of additional importance is the need to consider the proposed location (environmental setting) of the project and the nearby land uses and potential contributions to cumulative effects. Location and other projects in the area may be of greater importance than the size of the small hotel or resort. Further, ESAs should also address whether the project includes new facilities, modifications or upgrading of existing facilities, or complete rebuilding at existing sites. Further, it is important to consider the proposed location and nearby historical to current developments. Planned future tourism or other developments which are near the proposed location should also be recognized. Finally, the potential for future effects of climate change on the project location should be considered. Such effects could necessitate changes in project designs and the use of protective measures as mitigation strategies.

¹ Note that for Projects classified by IDB as Category A (likely to cause significant environmental and associated impacts, or have profound implications affecting natural resources) normally require an Environmental Impact Assessment (EIA). This Technical Note does not apply to such projects.

For those operations where potentially significant associated negative social or cultural impacts are identified, a socio-cultural analysis might be required to address such impacts. For those hotels involving construction and operation of hotels or resorts on sites where other facilities once existed, other hotels or previous commercial, residential or industrial, an evaluation of those risks and liabilities should also be conducted.

2. Technical Note Objectives

The objective of this Technical Note is to describe the necessary Bank requirements for the content of an ESA, with a focus on the particular issues related to small hotel and resort expansions and developments. This Technical Note is a basic document and is designed to assist borrowers (project sponsors) understand what IDB requires on an ESA for a project of this type. This document is not intended to provide a complete or detailed guidance on the preparation of an ESA, but rather the basic requirements. For additional information or details please refer to the annotated bibliography in Annex A. Any questions or comments on this Technical Note should be referred to the IDB Environmental and Safeguards Unit (vps-esg@iadb.org).

3. Environmental and Social Analysis

The purpose of the ESA is to provide an overview of the proposed project, its environmental and social setting, and the likely environmental and social impacts and risks that will be produced from the project. From this information, the analysis can recommend an environmental and social management plan that contains the necessary mitigation, management, and monitoring measures to manage these impacts and risks for the life of the project.

Many small hotel and resort projects have minimal to moderate impacts and risks, which are limited to specific issues such as construction impacts, health and safety risks, waste generation, food and hygiene issues, and the use of natural resources such as water, during operation. As such the ESA should be a concise document focusing on these issues. The ESA is not intended to be an Environmental Impact Assessment, but rather a tool for evaluating the specific issues related to this smaller-scale development.

The specific objectives of an ESA of any Bank financed projects are to:

- evaluate the legal and regulatory framework applicable to the Project, including IDB requirements, and to develop a framework to ensure compliance;

- determine whether the proposed operation is the optimal or at least a viable solution to the development needs it addresses after the costs and benefits of impacts, mitigated or not, are internalized
- assess the potential environmental, social, health and safety, and labor impacts and risks associated with the construction and operation of the proposed project; environmental and social issues generally associated with small hotels/resorts and tourism facilities in general are: resource consumption (water, energy), emissions of air, wastewater, hazardous materials management, waste, biodiversity conservation, noise, and, pesticide use;
- assess potential risks and liabilities associated with past use of the site or immediate surroundings;
- identify alternative measures to minimize the negative impacts and enhance the positive impacts of project design alternatives;
- recommend mitigation and management actions necessary to address environmental social, health and safety, and labor impacts and risks, including mitigation and monitoring programs (Environmental and Social Management Plan).

The ESA must include, as a minimum, the items listed below:

- a description of the proposed hotel/resort;
- a description of the location/environmental and social settings; evaluation of the legal and regulatory framework applicable to the hotel/resort project;
- an assessment of the potential direct, indirect and cumulative environmental and social impacts and risks of the proposed project, both during construction and operation of the hotel/resort (cumulative impacts refer to combined effects from multiple other existing or planned projects in the direct and indirect areas of influence of the small hotel/resort);
- description of public consultations undertaken;
- a proposed environmental and social management plan, including mitigation and monitoring programs to address identified impacts and risks.

The ESA may also include the following aspects:

- an assessment to identify past or present environmental, social, health and safety, and labor risks and liabilities resulting from past projects and land use, or past economic activities, and the means to correct them, when necessary (particularly in the case of an

expansion of an existing hotel/resort, and/or a rebuild of a hotel/resort within its existing footprint);

- socio-cultural analysis (required when an operation may cause significant socio-cultural impacts on affected people, including displacement and relocation).

The subsequent sections present a recommended format and content for ESAs for Bank financed small hotel/resort expansions and new developments. The size and length of the ESA will depend upon the size, nature and location of the hotel/resort project, and the potential impacts of the project. This could range from 10 pages for a 10-20 room expansion of an existing hotel/resort to 50 pages for the rebuild of a hotel/resort within its existing footprint.

4. ESA – Annotated Outline

I. CONTENTS

The contents of the Environmental and Social Analysis should include the following sections (see part II of this Attachment for a detailed description of the requirements for each section):

1. Introduction/Project Description
2. Legal and Regulatory Framework (i.e. national and international)
3. Environmental and Social Setting
4. Environmental and Social Impacts and Risks
5. Environmental and Social Mitigation and Management (ESMP)
6. Public Consultations
7. Conclusions
8. Appendices

II. ANNOTATED OUTLINE

1. Introduction / Project Description

The introduction should provide a general description of the Project, including but not limited to: objectives; location; analysis of alternatives; present status of the Project; and a summary of any other relevant background information. This section presents a description of both the Project's existing facilities and operations (if applicable) and the proposed new development, and must provide a sufficient description in order for the potential or likely environmental, social, and health and safety impacts and risks to be identified and their magnitude understood. This description must include: site location and existing site conditions (e.g., land use), project components (e.g., main buildings, facilities, equipment, and ancillary facilities such as waste water treatment, water supply, electricity supply, waste disposal, etc.), project workforce (construction and operation employees, etc.), project schedule, and project costs.

The discussion should include details of construction material supply and any demolition waste disposal. The section should also include a site history and a description of previous land use focusing on prior uses that could present current risks or liabilities such as old storage tanks, maintenance shops, or waste disposal areas.

In addition, the section must include a description of the project justification and alternative analysis (e.g., the rationale behind condos, versus villas, or a hotel, etc) and site selection (e.g., description of site selection process, including environmental and social factors). Maps and/or figures of the project site location must be included.

This section is also where there should be a discussion on the rationale behind design decisions, such as the decision to follow LEED certification, to use energy-efficient alternatives, or any other important design decisions (e.g., building orientation, use of sustainable/environmentally-friendly materials, etc).. If special considerations have been included in the design for natural disasters, seismic activity, climate change, fire and safety, etc, this should also be included.

2. Legal and Regulatory Framework

The evaluation of the legal and regulatory framework applicable to the project should include, but not be limited to:

- Brief description of the IDB's environmental and social policies that are applicable for the operation, and the project's level of compliance with those policies (searching of the IDB website can facilitate the identification and procurement of the policies);
- Brief description of all applicable national and local environmental, health and safety and labor regulatory authorizations and permits required (including any tourism permits required), including specifically which agency decides if an Environmental Impact Assessment (EIA) is required or not and which agency(ies) will issue the principal environmental authorization(s) or permit(s) for construction etc, whether or not they have been obtained, and an identification of potential risks or project problems due to the absence of a permit or delays in

obtaining the permit (Internet searching can aid in the identification of these requirements);

- Brief description of existing policies plans and procedures, if any, for monitoring applicable environmental, social, health and safety and labor regulatory requirements (specifically for the hotel industry) to ensure that the project is compliant during both the construction and operations phase;
- Brief description of existing plans/procedures, if any, for monitoring changes in environmental, social, labor and health and safety regulatory requirements and for complying with future changes;
- Brief description of any other requirements or standards that the project must or will comply with (company standards, LEED requirements, international guidelines for sustainable tourism, etc.). See Annex A for several documents related to sustainable tourism.

3. Environmental and Social Setting

3.1 *Environmental Setting:* This section should include a brief description of the existing environmental conditions at the proposed project site and the project areas of influence. Potential topics to be discussed include: land use, flora and fauna, especially tropical rain forests, beaches and marine/coastal habitats (e.g., coral reefs, dunes, estuaries), wetlands, or unique or sensitive habitats or species, economically important species, endangered or threatened species, natural parks or protected areas onsite or nearby, and visual resources, local air quality, current noise levels, geology and soils, natural hazards, water resources (surface and ground water, coastal, etc.). It is important to include a history of the site land-use and that of nearby land, and to differentiate between land that is undisturbed and land that has been used for cultivation, industry or some other purpose. A map or figure of the area of the project and area of influence should be provided.

3.2 *Social and Community Setting:* This section should include a brief description of the existing social and economical conditions in the community of the proposed project site. Potential topics to be discussed include: population and settlement

patterns (clearly state project affected population and nearest residents), main livelihoods, general health and education levels, services and local infrastructure (e.g., water supply, electricity, water treatment plants and landfills, local roads, etc.), social organizations and groupings, indigenous people, vulnerable or minority groups (e.g., elderly, poor, disabled, young), archeological resources, cultural and historical resources. A discussion should also be included on the local community's relationship to the project, both existing and potentially for the future, including perceptions of the project, employment and other economic or social benefits.

4. Environmental and Social Impacts and Risks

This section should identify and accurately describe all environmental and social impacts and risks associated with the construction and proposed operation of the hotel taking into consideration direct, indirect and cumulative impacts, with particular focus on the following:

4.1 *Construction Phase*

- *Natural Hazards.* Evaluate whether the proposed site is subject to natural hazards that may constitute a damaging event, such as earthquakes, windstorms, hurricanes, landslides, tidal waves, or floods.
- *Alteration and/or Removal of Natural Habitats and Cultural Sites:* Include a description of the quantity and type of natural habitats that will be cleared during the construction phase. Natural habitats include forest (primary or secondary); fields or meadows; beach or other coastal habitats; wetlands; mangroves; coral reefs; rivers, streams or lake habitats (which may be altered or filled, for example), etc. Please provide any available details on particular sensitivities in these habitats such as protected status (park, reserve, conservation area, etc.) and/or the presence of any known protected species (endangered, threatened, etc.). Similarly for cultural sites that may be affected by the construction, include a description of the site, its cultural significance, and any protection status.

- *Solid and Hazardous Waste.* Include an estimate of the quantity and type of waste that will be generated from construction and a description of proposed disposal practices and their compliance with national regulations and international best practices. Evaluate whether debris (for structures destroyed or demolished) has been removed from the site and description, to the extent possible, of when this was removed and to where it was taken. Describe the likely hazardous waste (if any) to be generated as a result of construction and the proposed disposal practices and their compliance with national regulations and international best practices.
- *Occupational Health and Safety.* Physical hazards to construction workers include falling from heights, impact with moving machinery, and injuries from handling equipment and construction materials. Evaluate whether the hotel management company considered the necessary safety precautions (e.g., barriers to protect against falls and training on safe equipment handling) to prevent injuries and accidents, including the availability of: Personal Protective Equipment (e.g., gloves, hard hat, steel-toe shoes, etc.) for workers; a first aid kit on site for minor injuries; and the development of provisions for more serious injuries.
- *Labor and Working Conditions.* Include an estimate of number of employees required during the construction phase. Describe whether working conditions, such as wage rates and working hours (including lunch and rest breaks) are defined and in line with local practice. Other issues to consider include:
 - Adequate compensation for over-time work;
 - Availability of drinking water on site;
 - Availability of a grievance mechanism through which workers can voice concerns;
 - Availability of procedures in place to ensure equitable employment/working practices;
 - Availability of a collective labor contract;
 - Availability of additional benefits (e.g., meals, access to medical care, etc.) for workers

- *Socioeconomic Impacts.* Include a description of anticipated socioeconomic impacts, focusing on public disclosure and community engagement. Include a description of how the hotel management company plans to address potential nuisance to the surrounding community from the generation of dust and noise, as well as the movement of heavy machinery and trucks at the site. Will a grievance mechanism be in place through which members of the surrounding community can voice any concerns? Are there plans for informing the surrounding community on the status of the project, including negative impacts, proposed mitigation measures, and potential benefits (e.g., employment opportunities and small-scale opportunities for income-generation)?
- *Other Issues.* Include other environmental and social impacts and risks expected during the construction stage of the project, such as impacts to air quality, water quality, hydrological or geological resources, biological resources, visual resources, cultural or archaeological resources, or land use.

4.2 *Operations Phase*

- *Wastewater Generation and Disposal.* Describe the estimated quantity and quality of effluent wastewater generated from hotel operations (including guest rooms, kitchen/restaurant, and laundry) during full occupancy. Include an analysis of how will this be collected, treated, and disposed of. Consider the capacity/status of existing (if any) or proposed on-site wastewater systems (e.g., septic tanks and leach field), their adequacy with regards to the proposed project, whether they have undergone a technical review (e.g., design and soil tests), and whether any sustainable alternatives are proposed, such as reuse of gray water for landscaping purposes.
- *Water Supply and Use.* Include an estimate of the quantity of water needs for hotel operations (including guest rooms, kitchen/restaurant, and laundry) during full occupancy. Additionally, include a description of: the source of the water supply; whether there will be a mechanism for collecting rain water on-site to augment available water; how water will be treated to meet drinking water

standards; and whether there are opportunities for resource conservation through reduction in water use (e.g. installation of low-flow fittings for toilets, faucets, showers, and laundry and kitchen equipment), reuse, and recycling that can be incorporated into the design of the hotel.

- *Invasive Species.* Invasive species refer to alien species whose introduction in a specific local area related to a proposed small hotel or resort, or even a larger nearby regional area associated therewith, could represent a concern. Such invasive species could, or are likely to cause, economic or environmental harm or undesirable effects to human health. The term alien species denotes that within a particular ecosystem the species is not native to the area. In contrast, native species for a particular ecosystem refer to species which have historically occurred or are currently occurring in that area. Undesirable economic consequences from invasive species are related to costs associated with eradication, suppression, reduction, or management of invasive species populations. Costs can also be incurred in relation to the restoration of native species and habitats to reduce the effects of invasive species and prevent subsequent invasions. As part of the ESA process, attention should be given to the current presence of invasive species in the study area around the small hotel or resort, and to what processes or pathways caused or could contribute to their occurrence. Further, any current strategies being used for their control should be noted. Also, it may be desirable to identify potential prevention measures, necessary monitoring strategies, and restoration options. Such information could be included in an invasive species control plan and disseminated to local citizens and workers. Finally, public education on invasive species may also be desirable.
- *Energy Supply and Use.* Include a description of the source of energy for the hotel and whether there are opportunities for sustainable alternatives (e.g. renewable sources of energy such as solar). Consider whether there are opportunities for resource conservation through high-efficiency lighting and equipment, motion sensors, and heat recovery from generators or air conditioning systems for water heating that can be incorporated into the project design.

- *Air Emissions.* Describe the likely air emissions from on-site generators. Consider whether these will be equipped with air pollution control devices to reduce air emissions, and whether they are expected to run continuously.
- *Solid Waste.* Include an estimate of the quantity and type of waste generated from hotel operations (including guest rooms and kitchen/restaurant) during full occupancy. Describe how this will be collected, treated, and disposed of, including an evaluation of whether these practices are in compliance with international best practices, and whether there are opportunities for resource conservation through waste reduction, reuse and recycling that can be incorporated throughout the operations phase.
- *Hazardous Materials.* Describe hazardous materials generation during the operation of the hotel. Items to consider include: how many on-site (above ground or underground) fuel storage tanks there will be, whether these undergo a technical review (e.g., adequate secondary containment and regular integrity tests) to reduce the potential for unplanned emissions/discharges, and the use and storage of other hazardous materials, such as pesticides for landscaping purposes and disinfectants for swimming pools/water fountains.
- *Life and Fire Safety/Emergency Response Planning.* Describe the planned fire prevention/fire fighting measures (e.g., sprinkler system including extinguishers and other fire safety-related features specific to kitchen operations and fuel storage tanks) that will be in place throughout the hotel. Consider whether the hotel management company will develop emergency response procedures including training for staff and whether these will be reviewed by a professional fire safety engineer or be in compliance with applicable international best practice.
- *Occupational Health and Safety.* Hazards to hotel employees include slipping, tripping, and injuries (e.g., cuts, burns) from handling equipment, potentially hazardous materials (e.g., cleaning supplies, pesticides, and chlorine-based sanitizers), and activities associated with house-keeping, the kitchen area, laundry facilities, and grounds-keeping. Describe whether the hotel management company considers the necessary health and safety precautions to prevent injuries and

accidents by developing a written health and safety plan, with sufficiently detailed procedures by work area, and whether they provide adequate training to all workers. Other considerations include whether a first aid kit will be available on site for minor injuries and whether provisions will be in place for more serious injuries.

- *Labor and Working Conditions.* Include an estimate of the number of employees required during the operations phase. Consider whether the working conditions such as wage rates and working hours (including lunch and rest breaks) will be defined and in line with local practice; whether workers will be adequately compensated for working over time; whether the hotel management company has a human resources policy that complies with local practices and also core international labor standards (on workers' rights, forced labor, child labor, and minimum working age, etc.); whether workers will be provided additional benefits (e.g., meals, access to medical care, on-site housing, etc.); the availability of drinking water on site; the availability of a grievance mechanism through which workers can voice concerns; the availability of procedures to ensure equitable employment/working practices and a collective labor contract.
- *Socioeconomic Impact.* Include a description of anticipated socioeconomic impacts, focusing on the following:
 - *Security.* Describe how the hotel management company will ensure security at the hotel. If security guards are armed, how will the hotel management company reduce the likelihood of a potentially violent confrontation with members of the surrounding community?
 - *Community Engagement.* Include a description of whether a grievance mechanism will be in place through which members of the surrounding community can voice any concerns. Include a description of the hotel management company's corporate social responsibility policy and programs (if any) for active involvement in community education, recreation, sports activities, or other charitable organizations.
 - *Community Development and Benefits Sharing.* What programs are currently in place, or planned, to provide benefits to the local community from the presence

of the project. Examples include those beyond employment such as educational programs, procurement of local goods and services, sponsorship and other philanthropic activities, etc.

- *Associated Impacts.* Global tourism induced climate change impacts are principally related to transportation to and from the tourist destinations. Additional impacts are associated with energy used in construction and operation of the hotels and resort areas. It has been estimated that emissions from tourism, including transportation, accommodations, and activities account for about 5% of global CO₂ emissions of which transportation accounts for 54% to 75% of the total.² Impacts associated with energy use and identification of mitigation opportunities were addressed above. Impacts associated with transportation to and from the destination can be addressed most effectively by incorporating travel-related impacts into an awareness program designed to educate guests and visitors of the environmental consequences of their actions.
- *Other Issues.* Include other environmental and social impacts expected during the operational stage of the project, such as impacts to geological resources, biological resources, visual resources, cultural or archaeological resources, or land use.

4.3 *Other Environmental and Social Risks*

- Describe any significant risks or issues related to the past uses of the site prior to the initiation of the project, including prior to taking over ownership of the land, but also from past operations of the hotel or resort (for projects involving expansion of existing operations). These risks could include those from facilities and structures previously on the site, including potentially contaminating

²Simpson, M.C., Gössling, S., Scott, D., Hall, C.M. and Gladin, E. (2008) *Climate Change Adaptation and Mitigation in the Tourism Sector: Frameworks, Tools and Practices*. UNEP, University of Oxford, UNWTO, WMO: Paris, France.

structures and activities such as fuel tanks, maintenance shops, waste disposal areas, and how demolished buildings and structures were decommissioned and disposed of, but could also include risks from outstanding claims or incidents.

- Considering the actions to be performed during the construction and operations phase of the hotels and the environmental and social impacts identified above, estimate the magnitude of the impact and the potential risk to the Project if left unmitigated.
- Considering the risks of natural hazards (in particular earthquakes, hurricanes, and floods) to which the site is exposed to, confirm that adequate building codes have been incorporated into the Project design for mitigating these risks. Is a review of the building design and construction by an independent structural engineer required to confirm that they are designed and built to a suitable standard?
- Confirm that the hotel management company has hired competent professionals (e.g., civil/structural engineer; project architect; construction, mechanical, and electrical services contractors; and risk management professional) to provide input to the Project design and execution.

5. Environmental and Social Mitigation and Management

For both the construction and operations phase, develop appropriate mitigation and management measures) for the impacts and risks described in Section 4. The management or action plan (ESMP) should be described in this section. As a minimum, it should include:

- Identification and design of mitigation measures, procedures or alternative actions to prevent impacts or reduce their magnitude, including reducing potential vulnerability to natural hazards and climate change;
- Identification of responsible parties, a schedule for the implementation of mitigation measures or procedures, and associated costs;
- Evaluation of proposed preventative or mitigation measures in terms of technical and financial feasibility within the project context;
- Recommended monitoring protocols (including regular data collection and basic laboratory analyses) for aspects of hotel operations (such as potable water supply and effluent wastewater) to ensure these meet international standards;
- Identification of other measures to improve the overall environmental and social performance of the project, such as incorporation of sustainable alternatives (e.g., water, energy and other resource conservation and factors contemplated under the LEED certification) into the design;
- Implementation schedule, including cost estimates for the implementation of the ESMP for both the construction and operations phase, recommend quantitative or qualitative impact indicators to measure outcomes in risk mitigation from implementation of environmental and social risk management actions.

This section should also include a review of the hotel/resort management company's existing environmental and social management system, if any, (including environmental, health and safety plans, corporate social responsibility. etc.) and its capacity to implement the system in particular throughout both the construction and operations phase. Consider the following (see also the Technical Note for Environmental Health and Safety Management Systems for Small Hotels and Resorts for additional detail):

- Environmental, Health and Safety Management System (for both construction and operation of the hotel/resort)
- If such a System exists, does it include, as a minimum, a description of written policies and procedures, defined staff responsibilities, training programs, auditing/inspection programs, and reporting procedures? If no, is one planned (if not a framework for development should be set out). In particular, this section should describe: the written environmental, health and safety prevention, protection and control requirements for the project; the written environmental, health and safety prevention, protection and control requirements for project-related construction activities; and the written procedures which require, as part of all project construction and operation contracts, the implementation of necessary and applicable environmental and social requirements. This section must also include a brief description of environmental, health and safety related plans and procedures (e.g., environmental and social management plan, health and safety plan, contingency plan, spill prevention plan, social communication plan, etc.). At this stage in the development, these plans, procedures and systems may only be in the framework stage, with final development completed later, but should be completed before the activities begin (i.e., construction plans completed before initiating construction and operations plans before initiating operations).
- Considering the recommended management actions provided above, identify any deficiencies that will need to be resolved prior to proceeding with the Project.
- Will the hotel management company have sufficient resources (financial, equipment, personnel, etc.) to ensure effective implementation of the recommended environmental and social risk management plan? This should include providing adequate training to all applicable workers involved with the construction and operations phase of the project.
- Describe any other environmental initiatives taken by the hotel management company; for example: does the hotel management company intend to obtain LEED certification for the construction and operation of the hotel? If not, will it incorporate some of the factors contemplated under LEED or such similar

initiative? How will this be incorporated into the overall management of the hotel?

In addition, any recommended actions related to past issues and liabilities should be compiled into an Action Plan to be implemented over a specified time period.

6. Public Consultations

This section should detail:

- public consultation efforts with local stakeholders/ affected groups including, for example: location, date, attendance list, main results, conclusions, etc.;
- a brief description of any project related environmental and social documentation, that has been made available to the local population (state how and when the information was made available, including specifically how the public was informed of availability); and
- a list of the planned future information disclosure and public consultation activities that will be performed throughout the life of the project and the company's operations (include estimated time schedule, as possible). In addition, in relation to Company, this section should describe the Company's overall philosophy and approach to public participation (information disclosure, public consultation, etc.).

7. Conclusions

The conclusions must include:

- a summary of the most important environmental and social impacts, risks and related issues related to the project; and
- the principal actions that will be implemented by the company to ensure project feasibility in terms of environmental, social, health and safety management aspects.
- specific recommendations to addressing key environmental and social aspects identified during the study.

8. Appendices

Include in the appendices maps, figures, and any additional data or documents relevant to the project such as relevant legal documents, agreements, etc.

Annex A: Annotated Bibliography

The following seven reports contain useful information related to the preparation of Category B ESAs for small hotels and resorts. Brief annotations are included for each document. Further, the documents can be readily procured by Internet searching.

- Environment Department, “Environmental Assessment Sourcebook – Vol. I – Policies, Procedures, and Cross Sectoral Issues – Ch. 2 – Global and Cross-Sectional Issues in Environmental Review – Coastal Zone Management,” World Bank Technical Paper Number 139, 1991, The World Bank, Washington, D.C., pp. 87-91.

This technical paper contains basic information on coastal zones and a variety of development projects that could impact these resources. Recreational and tourism projects are included in the development emphases. Also, connections are made between economic interests associated with such developments, the environmental impacts resulting therefrom, and natural resources with special features, protected areas and species, and conservation needs. This brief portion of the technical paper would be useful as background reading for the preparation of an ESA for small hotels and resorts.

- Environment Department, “Environmental Assessment Sourcebook – Vol. II – Sectoral Guidelines – Ch. 9 – Population, Health and Nutrition; Transportation; Urban Development; Water Supply and Sewerage – Tourism Development,” World Bank Technical Paper Number 140, 1991, The World Bank, Washington, D.C., pp. 223-230.

The tourism development portion of this technical paper provides an overview of the potential environmental impacts of tourism development, special issues such as coastal zone and other natural resources protection and management, potential mitigation measures for direct and indirect effects (Table 9.7), and planning for monitoring programs. This brief portion would be useful as background reading for the preparation of an ESA for small hotels and resorts.

- Environment Division, “Environment and Safeguards Compliance Policy,” Publication Number ENV-148, March, 2006, Sustainable Development Department, Inter-American Development Bank, Washington, D.C.

This policy document was prepared: (1) to enhance long-term development benefits by integrating environmental sustainability outcomes in all IDB operations and

activities and strengthening environmental management capacities in its borrowing member countries; (2) to ensure that all IDB operations and activities are environmentally sustainable; and (3) to foster corporate environmental responsibility within IDB. The document supersedes IDB's 1979 Environment Policy (OP-703). Further, this current document includes policy directives related to mainstreaming environmental considerations as an integral feature of economic and social development projects, plans, and programs. It also includes such directives for safeguarding the environment via mitigation and management of environmental impacts and risks. Definitions of operations in Categories A, B, and C, and their relevance to document preparations are also included. Small hotels and resorts are in Category B; that is, their operations are likely to cause mostly local and short-term negative environmental and associated social impacts and for which effective mitigation measures are readily available. These operations will normally require an ESA, according to and focusing on, the specific issues identified in the screening process, and an environmental and social management plan (ESMP). To summarize, this policy document includes broad information on environmental mainstreaming and safeguards that is applicable to small hotels and resorts.

- Honey, M., Vargas, E., and Durham, W.H., "Impact of Tourism Related Development on the Pacific Coast of Costa Rica – Summary Report," April, 2010, Center for Responsible Travel, Stanford University and Washington, D.C.

In recent years, tourism-related development has been a major activity in portions of Costa Rica's Pacific coast. The development has been both large-scale and mass market in orientation. This case study began in late 2007 and continued into 2010. While this study is focused on larger-scale developments, it does identify some issues which could have relevance to small hotels and resorts. Examples of such issues include the role of international airports, central government involvement in developments, dynamics of the real estate market on the Pacific coast in relation to larger-scale economic situations, the legal and institutional framework for terrestrial development projects and use of the coastal zone, cruise tourism, sustainable coastal tourism, and environmental, social, and economic impacts. Accordingly, this case study contains issues-related information which could have relevance to small hotels and resorts.

- Levett, R., and McNally, R., “A Strategic Environmental Assessment of Fiji’s Tourism Development Plan,” May, 2003, Asian Development Bank, Manila, The Philippines (funding and other assistance also provided by the Government of Fiji, the World Wildlife Fund for Nature-United Kingdom, and the WWF South Pacific Program).

This case study focused on the development of a Strategic Environmental Assessment (SEA) of a comprehensive tourism development plan for the Fiji Islands. The study gave attention to historical to current tourism developments, and to various needs related to institutional and regulatory frameworks. Specifically, the SEA identified two conclusions. The first one was that “...a precautionary approach to future tourism development in Fiji is required: that is, to give weight to maximizing the benefits and safeguarding advantages Fiji currently has, given the resources and constraints it possesses, and avoiding any action which could cause serious environmental harm or create further social tension.” The second conclusion noted that “...the full implementation of institutional and regulatory frameworks for environmental assessment and management, including capacity building and enforcement is a prerequisite for tourism expansion to be sustainable. Impact assessments therefore must guide tourism development, and a fully effective system for enforcing their conclusions must be in place.” These types of recommendations could have direct relevance to island countries in the Caribbean area, and to other countries throughout the IDB region. Some relevance may exist for proposed small hotels and resorts in areas of new or expanding tourism developments.

- Sustainable Consumption and Production Branch, “Sustainable Coastal Tourism – An Integrated Planning and Management Approach,” 2009, United Nations Environment Program, Paris, France.

This handbook was prepared to promote the participatory management approach among the operational stakeholders in the tourism sector; to enrich the operational capacity of institutions and people dealing with tourism development and/or integrated coastal zone management, in the tourism private sector and at the local authority/government level; and to raise awareness about the importance of sustainability and integrated management in the planning and management of tourism activities in coastal areas. Further, the handbook contains seven chapters and one annex. Of particular

relevance for small hotels and resorts in coastal areas is Chapter 3 on tourism planning and Chapter 5 which contains a detailed framework for planning elements. The concept of Integrated Coastal Zone Management (ICZM) is addressed in Chapter 4. Accordingly, the information in these three chapters would provide background reading on sustainable tourism concepts, tourism carrying capacity, and environmental impact considerations. Such reading could support the preparation of ESAs for small hotels and resorts.

- Taylor, J.E., “Technical Guidelines for Evaluating the Impacts of Tourism Using Simulation Models,” Technical Note No. IDB-TN-229, December, 2010, Office of Strategic Planning and Development Effectiveness, Inter-American Development Bank, Washington, D.C.

This technical guideline addresses the use of simulation approaches and models for evaluating larger-scale tourism developments. Such approaches could be useful when environmental or economic approaches for project evaluation are not feasible. The guideline also explains why a simulation approach is useful for tourism impact analysis, what a simulation model for the economic analysis of tourism impacts looks like, and data requirements. Using an illustrative two-island model, the guideline demonstrates how to construct different kinds of simulation models and how to use simulations to quantify the costs and benefits of tourism and tourism projects. While this tool is not envisioned to be directly applicable for ESAs for small hotels and resorts, it could provide useful concepts and approaches which support ESA studies.