

GHANA COCOA BOARD



ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN

AUGUST 2018

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1.0 INTRODUCTION

Ghana Cocoa Board (COCOBOD) intends to raise a US\$600 Million Long-Term Facility, to undertake the following Productivity Enhancement Programmes (PEPs).

- a. Hand pollination of cocoa farms
- b. Irrigation of cocoa farms
- c. Rehabilitation of Cocoa Swollen Shoot Virus Disease (CSSVD) infested farms
- d. Rehabilitation of moribund cocoa farms
- e. Increasing and improving warehousing capacity
- f. Creation of an integrated farmer database
- g. Promotion of domestic processing
- h. Promotion of local consumption

The proposal has been presented for the consideration of the African Development Bank (AfDB or the Bank) for a 7-year, USD 600 million, receivable-backed, syndicated loan facility to COCOBOD; USD150 million from the Bank, and USD 450 million from other financial institutions.

This Environmental and Social Management Plan (ESMP) provides a framework for the implementation of COCOBOD's ESMS, in satisfaction of the requirements of the Bank. The ESMP has been developed to cover the implementation of the PEPs.

COCOBOD recognises the impact of environmental, social, and human health and safety risks in the implementation of these projects. As such, Standard Operating Procedures (SOPs) have been developed to ensure that the activities relating to these projects are undertaken in an environmentally and socially responsible manner.

2.0 SCOPE AND OBJECTIVES OF THE ESMP

COCOBOD has developed this Environmental and Social Management Plan (ESMP) to identify the environmental and social management and mitigation measures associated with the implementation of the projects in line with the requirements of AfDB. These projects have been categorized as FI-B medium risk by AfDB. This ESMP will enable project implementers to mitigate potential environmental and social impacts of the project activities. It will also be adopted by the sub-contractors associated with the operations and projects of COCOBOD.

The potential impacts and associated mitigation measures and management procedures presented in this ESMP are based on evaluation of potential environmental and social impacts of all the project components and their subcomponents. Also, the management measures presented provides details on the environmental and social management procedures, processes, mitigation and monitoring required to avoid, minimise and manage the anticipated impacts. In addition to the management procedures and plans presented in this document, reference is made to stakeholder engagement, capacity building and training modules. It will be employed as a strategic element in all the proposed management, monitoring and mitigation measures defined in this document. This ESMP is a living document during the implementation of the projects.

The objectives of this ESMP include:

1. To comply with national environmental and social legal requirements and AfDB safeguards policies and procedures;
2. To outline enhancement and mitigation measures for the identified impacts;
3. To develop monitoring, consultative and institutional measures; and
4. To assess and address capacity building requirements and strengthen the existing ones.

3.0 OVERVIEW OF PROJECT ACTIVITIES

3.1 Hand Pollination

Hand pollination is the process of manually cross-fertilizing gametes of male and female flowers of the cocoa plant. The objective is to complement the natural fertilisation carried out by insects and wind. This procedure ensures that a greater percentage of the flowers which fall off the plant

get fertilised leading to the production of pods. Thus, the same land size can produce more than twice the tonnage currently produced.

COCOBOD engaged 10,000 youth on contract in June 2017 to pollinate approximately 19,200 hectares (ha) of cocoa farms. Another 10,000 youth have been added in 2017/2018. The 20,000 youth are on contract to pollinate 38,400 ha of farms. In addition to the 2018 pollination exercise, farmers from selected cocoa farming areas have been trained in good agricultural practices to prepare their farms for increased flower production. The 30,000 trained pollinators will be re-engaged in 2019 to pollinate 57,600 ha of cocoa farms. COCOBOD sponsored pollination program will continue until the end of 2021 after which COCOBOD expects that farmers would have been trained enough, and witnessed the benefits to enable them to take over and own the project. Additionally, the skillful young pollinators will be trained in entrepreneurship development and assisted in establishing community-based service companies capable of offering pollination services to farmers who cannot pollinate their farms.

3.2 Irrigation

There are two seasons which prevail in the cultivation of cocoa, the rainy and the dry seasons. The flowering also coincides with the seasons. The May-July flowering meets the rainy season whilst the October-December flowering is adversely affected by the dry weather as a result of the harmattan season. The extreme dry weather has often been a challenging factor against productivity in the cocoa sector in Ghana. To assist cocoa farmers to minimize the damaging effect of the dry weather on cocoa production, COCOBOD is initiating different systems of irrigation programmes on cocoa farms. The cocoa plantations of CRIG and the seed gardens of the Seed Production Division (SPD) are to be used as pilot farms for irrigation.

The irrigation programme will be scaled-up during the next three seasons to expand coverage and give farmers the opportunity to witness and implement the programme to help enhance cocoa farm productivity. The programme envisages to irrigate 200 farmers farms and 44 COCOBOD farm sites as demonstration farms. A total of 244 hectares of cocoa farms will be irrigated in the first instance, the result of which will be replicated in the next three years.

3.3 Cocoa Rehabilitation

COCOBOD intends to embark on two forms of rehabilitation programmes, namely CSSVD control programme and the replanting of moribund cocoa farms.

3.3.1 CSSVD Control

The CSSVD programme will involve the following:

- Resurvey farms to map out and update CSSVD outbreak areas
- Cut out infected areas
- Provide farmers with plantain suckers, economic trees and disease tolerant high-yielding hybrid cocoa seedlings.
- Replant the cut out areas
- Compensate both the farmers and landowners to sustain interest in cocoa farming
- Increase extension services to support the programme implementation, monitoring, and evaluation.

3.3.2 Moribund farms

- This programme will seek to cut out and replant over-aged farms.
- The replanting will be done with high yielding, disease-resistant and drought tolerant varieties
- Prune and remove mistletoes
- Motorised weeding and pruning equipment will be used

3.3.3 Benefits of rehabilitation

- Increased farm yields to economic levels
- Better livelihoods for farmers
- Cocoa Swollen Shoot Virus Disease will be controlled and curtailed
- Effective disease control and management

3.4 Improvement of Warehousing Capacity

Production is expected to increase in the coming years as a result of the planned interventions to be rolled out. COCOBOD anticipates an increase in demand for storage of the expected increase in cocoa production. COCOBOD plans to put up more warehouses to cater for the excess. These warehouses will be constructed on existing COCOBOD land and there will not be any resettlement impacts.

3.5 Development of an Integrated Cocoa Farmer Database

COCOBOD intends to develop an integrated cocoa farmer database for effective policy-making and delivery of interventions in the cocoa sector. The processes involved in developing the register of cocoa farmers are outlined below:

- a. Biometric registration of cocoa farmers and household members, including farm-sizes and geographic locations.
- b. Creation of farmer database and a platform for effective management of cocoa beans and inputs sales and the deployment of subsidies to cocoa farmers.
- c. Guiding and assisting in the formation and effective management of cocoa farmers' Cooperatives and Associations.

3.6 Promotion of Domestic Processing and Consumption

Domestic processing is expected to increase as production is boosted with the planned interventions. Installed processing capacity is currently 479,500 tonnes but actual processing per annum is 252,000 tonnes.

The working capital support will be applied currently to various eligible processors to utilise the US\$ 200 million and any other local factory that will meet predefined criteria set by COCOBOD for the purchases of beans in a revolving financing arrangement to ensure recovery from the factories and repayment to the lender within the tenor of the facility. Additional throughput after the working capital support is expected to look as follows:

The additional throughput will cost US\$ 237.50 million out of which AfDB will fund US\$ 200 million. COCOBOD will allocate cocoa up to the required capacity of the factories to process locally and put in stringent monitoring arrangements to ensure recovery by assigning the proceeds to COCOBOD through the setting up Escrow account to receive the collections.

Expected benefits:

- To ensure value addition to cocoa
- Be a catalyst for setting-up downstream companies that use either value-added cocoa products or their by-products.
- Create local employment opportunities.
- Reverse the long-term decline in real cocoa prices towards a sustainable world cocoa economy.
- Generate more foreign exchange
- Generate tax revenue on the value addition

Additionally

- COCOBOD will put in place stringent monitoring arrangements to streamline the movement of cocoa beans and cocoa products to and from the processing factories.
- COCOBOD shall promote the benefits of cocoa and inculcate cocoa as food for everyday consumption in Ghana and Africa. The strategy will be towards making cocoa as mainstream beverage.
- COCOBOD will continue the nationwide campaign aimed at awareness creation, school feeding programme, appropriate scientific research, ingenuity in the incorporation of cocoa into local menus and a platform to put all these into the public domain.

4.0 IDENTIFIED BENEFICIAL AND ADVERSE IMPACTS

The identified beneficial and adverse impacts of the project for which these management measures are being developed are listed below.

Anticipated beneficial impacts:

- Direct and indirect employment opportunities.
- Enhanced private sector role in Community Service Centers and input delivery to farmers.
- Increase cocoa productivity and sustained cocoa production.
- Enhanced Climate-Smart Cocoa production to mitigate the effects of climate change
- Increased and improved warehousing capacity
- Promotion of domestic cocoa processing
- Promotion of local consumption
- Improved livelihoods of cocoa farmers and other stakeholders.
- Promotion of trade activities to further increase access to goods, services, technologies and knowledge.

Anticipated adverse impacts

- Air and noise pollution
- Soil Erosion and Land Degradation
- Exposure to chemical usage
- Pollution of water bodies
- Fire outbreak/Wild fires
- Public and Occupational Health hazards
- Deforestation
- Disposal of construction debris (sewage and garbage)
- Employment and income
- Change in land usage

5.0 MANAGEMENT MEASURES

The potential environmental and social impacts have been assessed on all the project components. In the assessment, considerations have been given to the ESMS of COCOBOD which includes;

- Environmental and Social Policy
- Procedures and Guidelines
- Occupational Health and Safety Policy

The implementation of the mitigation measures for dealing with anticipated impacts are tabulated in Annex 2. These measures will be implemented to achieve desired resource conservation, waste minimization, and better operational development.

For each of the anticipated impacts, objective of management measures, proposed management measure, monitoring and verification Indicators, responsibility of implementation, technical and operational requirements and timeframe are identified.

6.0 ENVIRONMENTAL AND SOCIAL MONITORING AND REPORTING

Information flow on the performance of our ESMP and an early warning mechanism is an important aspect of COCOBOD's ESMS. To this end, COCOBOD will put in place an internal environmental and social monitoring system which will ensure effective monitoring, reporting and review of the ESMP, in addition to external reporting mechanisms such as to the Environmental Protection Agency (EPA) of Ghana as well as Lenders to COCOBOD such as AfDB.

The objective is to identify anticipated impacts in the key environmental and social quality parameters, which can be attributed to the projects in order to plan the necessary corrective measures. This will ensure that enhancement and mitigation measures are being implemented and that they comply with national environmental and social policies and standards as well as the Bank's policies and requirement standards.

The results of the monitoring programme will be used to evaluate the following:

- Degree and sternness of the impacts against the anticipated;
- Performance of the environmental and social measures or compliance with the developed ESMS; and
- Analysis of the trends in impacts; and the effectiveness of the entire ESMP.

The ESMP monitoring and reporting will ensure that sub-contractors and service providers comply with the provisions of COCOBOD's Environmental and Social Policy, exclusion list and applicable requirements as stipulated in the COCOBOD's ESMS and national regulations.

Project implementation will be monitored against mitigation measures and their monitoring indicators as outlined in the ESMP. This will ensure that measures spelt out in the ESMP are strictly adhered to and where there are any deficiencies, corrective measures are developed and implemented by the responsible parties.

Monitoring and record keeping will be done in a systematic manner in all stakeholder engagement activities. All stakeholder engagement actions will be tracked by the ESMS Manager using a

matrix. The ESMS Coordinator will prepare monthly progress report detailing the activities carried out, the number of meetings and grievances from affected communities. This environmental and social performance reports will be shared with all stakeholders.

6.1 ESMP Audits

The ESMS Implementation team led by an environmental expert will undertake annual audits of the ESMP. The audit will determine whether or not the ESMP conforms to the requirements of the ESMS and has been appropriately executed and maintained.

An audit report will be prepared identifying any opportunities for continual improvement and any corrective measures required. The results of the audit report will be submitted by the ESMS Coordinator to the ESMS Manager. The report will then be forwarded to the Deputy Chief Executive (F&A) for Management review following a meeting with all project leaders of sub-contractors and ESMS Implementation Team. Corrective measures identified during audits will be aligned to the problem and the environmental and social harm faced during the implementation of the project.

Minutes from each meeting will be recorded and an action plan agreed upon stipulating timelines for implementation assigned to individuals/groups where appropriate. A summary of environmental and social consent compliance will be included in the monthly reports.

6.2 Reporting

The reporting structure of the COCOBOD ESMP is as follows:

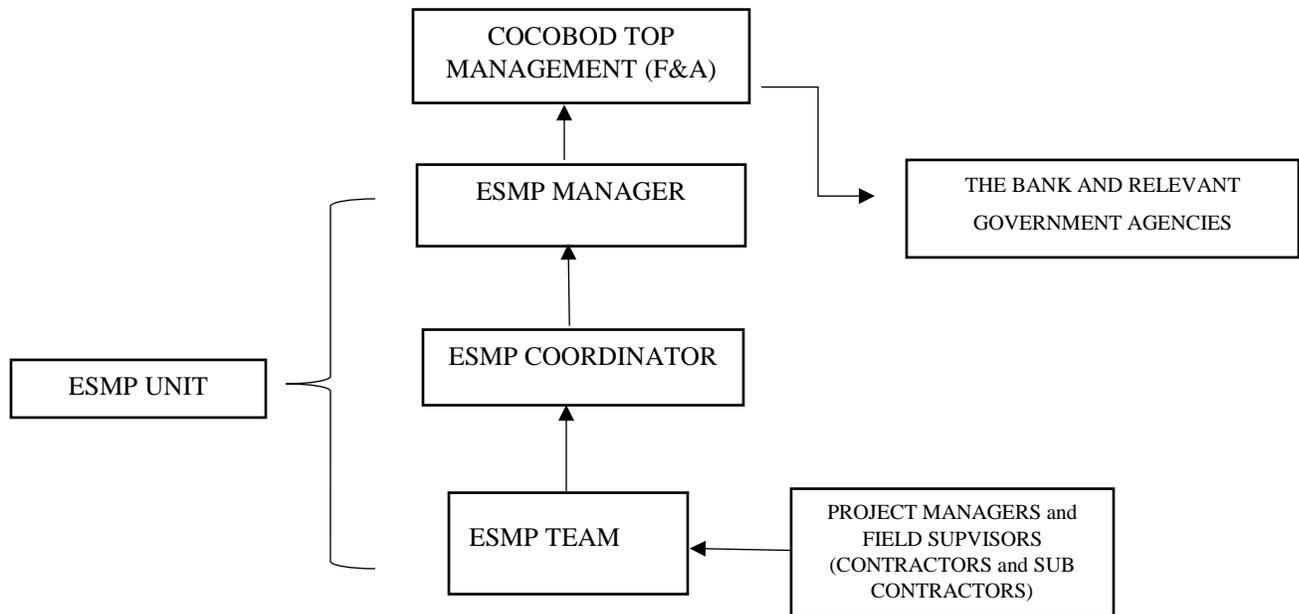


Figure 1: Reporting structure of the ESMP

6.2.1 Roles and Responsibilities

A. Project Managers and Field supervisors (contractors and sub-contractors)

- Report on deviations or adverse results from the implementation of the projects to the Environmental and Social Manager; and
- Submit quarterly reports on how E&S guidelines will be implemented.

B. ESMP Team

- Track and report on environmental and social safeguard indicators.

C. ESMP Coordinator

- Provide oversight of sub-contractors' safety and health performance including review of contractors' monthly report, participation in safety meetings with site engineers/ field officers and sub-contractors
- Provide adequate documentation to allow reporting on the COCOBOD's environmental and social risk management performance.

- Prepare the required documentation on annual environmental and social performance.
- Lead on grievance redresses mechanism and procedures for the projects.

D. ESMP Manager

- Have full oversight responsibility for the implementation COCOBOD's ESMP.
- Ensure periodic review of the ESMP for continuous improvement.
- Report to AfDB and other Lenders on pre-determined regular basis.

E. COCOBOD Top Management

- Has the ultimate responsibility and authority for ensuring the good environmental, social, health and safety performance of the operations of COCOBOD
- Provide update on the implementation of COCOBOD's ESMP to AfDB and other relevant Government agencies

Through the above reporting structure, appropriate reports on the effectiveness of the ESMP will be provided, as well as external reporting mechanisms to the EPA and Lenders. Public reports will also be prepared on concerns to local communities through our grievance and redress mechanisms.

During the implementation, as noted above, sub-contractors will submit monthly implementation and monitoring reports on E & S compliance and these reports should also stipulate, weekly, each respective expected category of non-compliance, its potential severity and its frequency. These resultant reports will be reviewed in monthly management meetings to initiate corrective actions that commensurate with the projects' risks and impacts.

7.0 IMPLEMENTATION PLAN AND INSTITUTIONAL RESPONSIBILITIES

The successful implementation of the ESMP requires commitment from senior management to employees and sub-contractors. COCOBOD will establish a functioning Coordination Unit to conduct environmental and social due diligence on all operations in achieving sustainability in the seven cocoa regions. This will comprise the same members of the ESMP unit (as in Figure 1)

which will be bolstered by senior management staff i.e. the Chief Executive Officer and the Deputy Chief Executive (Finance and Administration).

Some government institutions such as Ministry of Environment, Science, Technology and Innovation, Environmental Protection Agency, Ghana Irrigation Authority, National Disaster Management Organisation, Ministry of Land and Natural Resources, Ministry of Trade and Industry, Ministry of Sanitation and Water Resources were consulted during the planning and implementation stages of the ESMP. Also, Civil Society Organisations, Development Partners, NGO, input suppliers and LBCs have been consulted and their views included in the plan.

8.0 CONTRACTORS AND SUB-CONTRACTORS

The subcontractors will be responsible for ensuring that all of its services are supplied or performed in a safe manner to protect all persons and property. The subcontractors will implement a safety and health programme that is specific to the services it is performing on COCOBOD's facility or site. The safety and health programme will strictly comply with the safety and health requirements and work rules of COCOBOD.

Environmental and social guidelines that need to be followed by contractors/subcontractors will be part of the selection criteria during the procurement process. Contractors will be required to have officers who will ensure that environmental and social guidelines are adhered to. Agreements with subcontractors will include penalties for non-compliance.

The ESMP Team will periodically monitor project sites to ensure that the subcontractors are following the guidelines. Subcontractors will be required to correct issues of non-compliance within 28 days of notice or risk sanctions.

9.0 TIME SCHEDULE AND COST

Table 2: Activity, time, cost and responsibility

No.	Activity	Time	Cost (USD \$)	Responsibility
1	Training			
	ESMS Unit	Pre-project implementation	13,000.00	EPA, Consultant
	Field staff	Pre-project implementation	129,000.00	EPA, ESMS Unit
	Capacity building for COCOBOD staff	Pre-project implementation	50,000.00	EPA, ESMS Unit
	Total Training Cost		192,000.00	
2	Implementation of Environmental and Social mitigating measures at site/field	Entire project period	100,000.00	ESMS Unit
3	Implementation of Monitoring plans	Quarterly	100,000.00	ESMS Unit
4	Stakeholder consultation	Entire project period	50,000.00	ESMS Unit
5	Communication	Entire project period	20,000.00	ESMS Unit
6	Consultancy	As and when required	50,000.00	To be determined
	Total Budget		512,000.00	

The total budget for the implementation of the ESMP will be part COCOBOD's annual corporate budget approved by the Board of Directors. Monitoring activities undertaken by external regulatory authorities is usually financed out of appropriate Government Budget. However, any additional costs specific to COCOBOD, will be absorbed as necessary within the confines of the law.

The implementation plan according to the work plan of the various projects is attached as Annex 3.

10.0 CONSULTATION

Stakeholder buy-in and cooperation is very crucial to the implementation of programmes and policies in the cocoa industry. The success of an initiative depends on COCOBOD's ability to satisfy concerns and interest of stakeholders from the design stage to the implementation of the project. The guiding principles for consultation and public participation are confidentiality,

accessibility, transparency, cost effectiveness, mutual respect, consensus building, prompt response and a feedback mechanism.

COCOBOD's Stakeholder Engagement Plan comprises stakeholder identification, engagement approaches, awareness creation, sensitization, external communication, and grievance redress mechanisms for affected communities.

10.1 Stakeholder Identification and Engagement

Stakeholder identification has been carried out to identify the relevant stakeholders. This is aimed at communicating with them to know their concerns for the purpose of meeting their needs, addressing issues, resolving conflicts and achieving project objectives.

COCOBOD has held meetings with all stakeholders identified. This include roundtable meetings with specific stakeholders such as processing factories, agro-input suppliers, LBCs, NGOs, civil society organisations, development partners, and traditional authorities to get their buy-in and build consensus.

Three stakeholder meetings have been held so far. The first meeting was held on 10th April, 2018 in the CHED Conference room on productivity enhancement programmes of COCOBOD to explore ways of building synergies with private stakeholders on these interventions.

On 30th April, another stakeholder engagement was held in the SPD conference room. The purpose of the meeting was to discuss the irrigation project.

The third meeting was held on 5th- 9th June, 2018, to sensitize farmers to adopt Cocoa Irrigation as a new intervention to increase cocoa yield to the maximum.

Some of the concerns raised are as follows;

- Reluctance of farmers to cut down diseased and moribund cocoa trees. The clarification given was that existing land tenure agreements in some cocoa growing areas makes it difficult for cocoa farmers to treat their CSSV diseased farm because the agreements are such that the land

reverts back to the owner upon the felling of the trees. This has been addressed by the plan to pay compensation to both the farmer and landowner.

- How the projects will be evaluated to improve project implementation.
- The business model behind the PEPs considering that it is very capital intensive.
- They expressed interest in collaborating with COCOBOD in implementing the PEPs.

All these concerns were addressed and stakeholders were made aware that the PEPs being implemented are complementing each other as all issues raised during these consultations have been addressed.

The list of stakeholders that attended the meetings are attached as Appendix 4.

Cocoa farmers and affected communities are continuously being engaged through farmer durbars/rallies, town hall meetings, radio phone-in programmes to solicit their views and inputs from the design phase through to implementation. These are done through a plan of work of activities on cocoa extension by COCOBOD. About 4,362 farmer groups and communities are engaged monthly on the PEPs. Each farmer group consists of 30 farmers thus about 130,860 farmers are trained monthly.

All farmers were pleased with the consultation approach as they were recognised as key stakeholders in the implementation of the PEPs. They also had positive perceptions about all the interventions.

They requested that priority should be given to locals in the engagement of field staff to boost employment in their communities. On the irrigation project;

- Farmers were expecting the Pilot project to be provided without any cost to them.
- The high cost of the Irrigation set-up was a worry to most farmers, and they wanted the cost to be reduced.
- Farmers wanted to be clear about sharing the cost with neighbour farmers.

In these consultations, issues raised have been addressed and included in the project plan of these PEPs.

The stakeholders identified, how often they will be engaged going forward, issues to be discussed and time frame for engagement have been tabulated in Appendix 1: Table 2 attached.

10.2 External communication

COCOBOD will put in place an open channel for external communication which will enable it to provide information about the projects and its potential impacts to the communities, as well as, receive their concerns. It will offer the public the opportunity to give their views about the preferred methods, materials and schedule for future engagements.

The communication channels will include farmer durbars/rallies, town hall meetings, TV/radio programmes, COCOBOD website, fliers, dedicated phone line, etc.

The channel of communication will also allow COCOBOD to give prompt feedback to the public on COCOBOD's response on their concerns. The external communication mechanism will be updated and reviewed periodically and will follow best practices.

10.3 Grievance and Redress Mechanism

A grievance redress mechanism will provide a means for affected individuals and communities to raise environmental and social concerns related to the projects to be implemented by COCOBOD and receive response in a timely manner.

Communities in the cocoa growing regions and stakeholders have been informed of the existence of a grievance redress mechanism, in our continuous engagement with them, so that they may understand and utilize the procedures in the event of a complaint. A grievance form for report of complaints is attached as Appendix 2.

The grievance mechanism is a four-level process starting from Society level, District level, Regional level through to the Head office at the National level. The composition of the grievance redress team at the various levels is attached as Appendix 3

This mechanism will be publicized and apply to all the projects. A complaint can be submitted at the society level in several ways;

- In person (CEA)
- A dedicated telephone (0302-661752)
- By post (P. O. Box 933, Accra)
- Email (research.department@cocobod.gh)

All formal complaints can also be sent to the ESMP Coordinator by email (esmscoordinator@cocobod.gh).

Received complaints will be registered on the complaint form by the receiving officer. Any complaint that is not resolved at that level will be forwarded to the next level for redress. A complaint shall be documented in a logbook/database. This will enable COCOBOD to monitor progress made towards resolving the concerns raised by the complainant.

10.4 Complaint review process

All complaints received having been registered, will trigger a formal review and response process.

Upon receipt of a complaint, the Chairman of the committee at that level, within five working days, will indicate to the complainant whether the request is eligible, through a consultation with other members of the committee.

If the complaint is eligible, the ESMS Committee will investigate the issue and report within 14 working days. A detailed response including a confirmation that the complaint is valid and an action plan for addressing the complaint will be submitted to the ESMS Manager.

Feedback on reported grievances will be channelled through face-to-face interactions, leaflets, radio, durbars/rallies, farmer business schools, emails, phone calls and letters.

11.0 INCLUSION IN THE LOAN AGREEMENT

Where required by external financiers e.g. Lenders the relevant financing / loan agreements will include the monitoring, supervision and reporting measures as stipulated in Section 5 of this ESMP. It will also include arrangements for correction of any lapses in compliance that may occur as well as remediation of negative impact.

ANNEX 1

Table 1: Environmental and Social Management Plan of COCOBOD

Anticipated Impacts	Project	Objective of management measure	Proposed management measure	Monitoring and Verification Indicators	Responsibility of implementation	Technical and operational Requirement	Timeframe	
Soil Erosion and Land Degradation	<ul style="list-style-type: none"> • Rehabilitation • Irrigation • Construction 	To reduce the loss of soil and soil fertility and prevention in reduction of soil depth	Develop and implement an Erosion Control and management plan	Availability of erosion control and management plan	<ul style="list-style-type: none"> • Environmental Manager • Regional Technical Manager • Community Extension Agents • Subcontractors 	<ul style="list-style-type: none"> • Training materials • Land preparation equipment • Manual of Procedures (MoP) • Funds 	Before land preparation and during implementation of projects development	
				% of stakeholders that know about erosion control and management plan				
				Steep and hilly slopes shall not be cleared of its vegetation.				% of slopes that have been cleared of original vegetation
				Proper drainage system at construction site				Length of open drain
				Water quality –salinity, chemical content				
Exposure to chemical usage	<ul style="list-style-type: none"> • Rehabilitation • Irrigation • Construction 	To ensure proper storage, handling and use of pesticides and agrochemicals in order to prevent toxicity in air, water and soil pollution	Education on correct use, handling, storage and application of chemicals	Number of farmers that attend trainings on use of agro-chemicals	<ul style="list-style-type: none"> • Environmental Manager • Community Extension 	<ul style="list-style-type: none"> • Field equipment • Funds • Training materials 	• During project operations	
				Number of gap trainings organized on appropriate use and storage of agro-chemicals				
				% of farmers that store/handle/use agro-chemicals as recommended				
				% of farmers that use PPEs during chemical application				

Pollution of water bodies	<ul style="list-style-type: none"> • Rehabilitation • Irrigation • Processing 	To prevent damage to aquatic ecosystem	Delineation of buffer zones	% of identified buffer zones that have been set-out	Environmental Manager <ul style="list-style-type: none"> • Regional Manager • Water Resources Commission • Community Extension Agents 	Funds	<ul style="list-style-type: none"> • During project operations • Development (Construction) phase
		Ensure supply of potable water to communities depending on streams and rivers in project areas	Enforcement of buffer zones	% of buffer zones that have been encroached			
			Proper application of pesticides and fertilizers, respect for buffer zones etc.	% of farmers that know about enforcement of buffer zones			
				% of farmers that know about safe use of chemicals with respect to buffer zones			
				Quality of water sources			
Chemical and storage are not stored in the farm	% of farmers that store agro-chemicals on their farms						
Fire outbreak/Wild fires	Rehabilitation Irrigation Processing	Reduction in the release of atmospheric pollutants and loss of biodiversity and habitats	Implement a Disaster Risk management plan	Availability of disaster risk management plan	<ul style="list-style-type: none"> • Environmental Manager • Community Extension Manager • Ghana National Fire Service 	<ul style="list-style-type: none"> • Training materials • Land preparation equipment • Funds • MoP 	Before land preparation and during project development
				% of stakeholders that know about disaster risk management plan			
			Impose no burning regime on the area	% of farmers that know about ban on burning			
			Well engineered land preparation				
			No tillage practices if applicable	% of farmers that do minimum tillage			
			Avoid bush burning particularly in dry season and on the effects of bush fires	% of farmers that prepare farm lands through bush burning			
			Creation of fire belts around cocoa areas	% of cocoa areas with fire belts			
				Types of fire belts used			
			Training of workers in fire fighting	% of COCOBOD/fire service workers trained in fire fighting			

				Number of trainings organized on fire fighting			
Public and Occupational Health hazards	<ul style="list-style-type: none"> • Rehabilitation • Irrigation • Construction • Processing 	<ul style="list-style-type: none"> · To minimize impact of projects on public/community and occupational health hazards 	Develop and implement health and safety plans including contractors and sub-contractors	Availability of health and safety plan	<ul style="list-style-type: none"> • Environmental Manager • Community Extension Agents • Civil Works Manager 	<ul style="list-style-type: none"> • Personal Protective Equipment • Training Materials • Funds 	During project operations
				% of stakeholders that know about health and safety plans			
			Promote use of personal protective equipment such as wellington boots, overalls, etc.	% of subcontractors that are using the full complement of PPEs during working hours			
				Number of full set of PPEs supplied to workers/staff			
		To promote safe and sound practices	· Provision of potable water facilities on site	% of subcontractors that are using the full complement of PPEs during working hours			
				Number of full set of PPEs supplied to subcontractors			
			· Provision of potable water facilities on site	% of sites with potable drinking water (Bore-holes, pipe borne)			
				% of subcontractors that report at health facilities with water related diseases			
			Train staff on safe pesticide storage, handling and application	Number of staff trained on proper application, handling and storage of agro-chemicals			
			Encourage periodic health checkups for workers	% of subcontractors that visit health facilities every quarter routinely			
Provision of toilets on site	% of sites with an operational and befitting toilet facility						
Deforestation	<ul style="list-style-type: none"> · Processing · Construction 	To prevent the loss of biodiversity,	Afforestation	Number of Has replanted % of deforested areas replanted (ha)	<ul style="list-style-type: none"> · Environmental Manager · Community Extension Agent 	<ul style="list-style-type: none"> · Educational Materials · Funds 	During project operations

		ecosystem services etc.	No ecologically sensitive area will be chosen	% of areas designated as ecologically sensitive used in the project	Manager · Farmer · Forestry Commission · Civil Works	· Planting materials	
			Sites will be carefully selected				
			Clearance will be restricted to required areas	% of clearance certificate granted			
			Buffer zones and migration corridors for wildlife will be left/created along farm boundaries	% of farms with buffer zones and mitigation corridors			
Disposal of construction debris (sewage and garbage)	· Construction · Processing · Irrigation	To reduce and minimize the impact of liquid and solid waste on the environment.	Earth works to be designed to achieve balance between cut and fill where possible.	% of cut earth moved from original site of work	· Environmental Manager · Community Extension Agents · Civil Works Manager	· Funds · Training materials	During project operations and development phase
			Develop and implement a waste management plan.	Availability of waste management plan			
				% of contractors/workers that are using the waste management plan			
			Sensitization and education on proper handling and disposal of waste materials. - (Avoid; minimize, recycle/reuse)	Number of forums organized on waste disposal			
Number of contractors/workers that attend forums							
Employment and income	•Rehabilitation •Irrigation • Construction • Processing	To reduce and minimize the impact of income loss and temporal unemployment to affected	Adequate compensation to be paid to farmers and Land owners.	Amount of compensation paid (%)	· COCOBOD · Community based organizations	· Funds · Training materials	· Development phase
				% of identified farmers paid appropriate compensation			
				% of identified land owners paid appropriate compensation			

		farmers/farm owners.	Provision of additional sources of livelihood.	Number of additional livelihood projects introduced			
				Number of farmers trained in additional livelihood programmes			
			Formation of association for easy accessibility to credit facilities.	Number of associations formed % of registered associations with credit facilities			
			Promote employment of local people, women and youth including other vulnerable groups	Number of people employed			
				% of qualified local people employed			
				% of qualified youth employed			
				% of qualified women employed			
				% of qualified member of the vulnerable in society employed			
Change in land usage	<ul style="list-style-type: none"> · Construction · Processing · Rehabilitation 	<ul style="list-style-type: none"> · To minimize physical and economic displacement of people and resources 	<ul style="list-style-type: none"> · Careful selection and siting of all projects. 	% of projects that go through selection process	<ul style="list-style-type: none"> · Environmental Manager · Community Extension Agents · Civil Works Manager · Lands Commission 	<ul style="list-style-type: none"> · Funds · Training materials 	Development phase
			<ul style="list-style-type: none"> · Compensation, relocation and livelihood restoration measures for affected parties 	<ul style="list-style-type: none"> % of affected persons that have been compensated % of parties that have been relocated appropriately % of parties with equal or better livelihoods 			
Air and noise pollution	<ul style="list-style-type: none"> • Construction • Processing • Irrigation • Rehabilitation 	<ul style="list-style-type: none"> · To reduce and minimize the impact of air and noise pollution on the environment and affected communities. 	<ul style="list-style-type: none"> · Use of greener sources of power. 	% of contractors that are using power sources that do not affect the environment	<ul style="list-style-type: none"> • Environmental Manager • Community Extension Agents • Civil Works Manager 	<ul style="list-style-type: none"> · Funds 	Throughout project cycle
			<ul style="list-style-type: none"> · Use of modern equipment fitted 	% of equipment that are fitted with appropriate abatement devices			

			with abatement devices				
			· Use of heavy machinery would be restricted to daylight hours.	Number of hours/day a heavy machinery operates			
			· Use of appropriate PPEs	% of subcontractors using the full complement of PPEs during working hours			

ANNEX 3- ESMP Implementation plan according to the work plan of the various projects

A. Irrigation

PROJECT	DURATION OF THE PROJECT	ACTIVITY	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	ESMP ACTIVITY	
	Pre-project	Training of ESMS Unit													Training	
IRRIGATION	2018-2021	Conducts Baseline Survey														
		Training for Field Staff													Training of field Staff	
		Organizational Agreements / Meetings (Farmers)													1. Stakeholder engagement 2. Communication	
		Field Investigation and in- depth data collection													Implementation of Environmental and Social mitigating measures at site/field	
		Irrigation System Designs														
		Construction of the Irrigation System at Selected Pilot Sites (Operations and Maintenance) - a. Conduct hydraulic survey, b.Develop Discharge Ratings c. Measure Channel Losses etc.														Implementation of Monitoring plans
		Performance Appraisal														Implementation of Monitoring plans
		Final Report and Seminar (Project Delivery)														1. Stakeholder engagement 2. Communication

B. Pollination

PROJECT	DURATION OF THE PROJECT	ACTIVITY	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	ESMP ACTIVITY	
Pollination	2017-2020	Selection and mapping of pollination centres													Implementation of Environmental and Social mitigating measures at site/field	
		Sensitisation of farmers on artificial pollination													1. Stakeholder engagement 2. Communication	
		Collaborate with local opinion leaders to engage additional pollinators as indicated in the list														
		Selection and training of master pollinators														Training of field Staff
		Preparation of farms for pollination														Implementation of Environmental and Social mitigating measures at site/field
		Reporting, screening and assignment of trainee pollinators														Implementation of Environmental and Social mitigating measures at site/field
																Communication

	to training centres												
	Training of trainee pollinators												Training of field Staff
	Assignment of five (5) pollinators to clusters of farms after training												Implementation of Environmental and Social mitigating measures at site/field
	Pollination starts: supervision of pollinators												Implementation of Monitoring plans
	Supervision and data collection												1. Implementation of Monitoring plans 2. Stakeholder engagement
	Reporting												Communication

C. Rehabilitation and CSSVD Control

PROJECT	DURATION OF THE PROJECT	ACTIVITY	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	ESMP ACTIVITY	
Rehabilitation & CSSVD Control	2018-2022	Commencement (Launch of Programme)													1. Stakeholder engagement 2. Communication	
		Sensitization														
		Surveys													Implementation of Environmental and Social mitigating measures at site/field	
		Recruitment of Contract staff/Orientation /Postings														Training of Field staff
		Tree Removal														
		Preparation of farm and establishment of temporary shade													Implementation of Monitoring plans	
		Distribution and Planting of economic shade trees														

*Cocoa seedlings Distribution (2019)													
*Replanting(2019)													
*Application of compost													
Supervision/Monitoring													

** These activities will commence when temporary shades have been established*

D. Farmer database

Project	Duration	Operational Year - 2018/2019														
Farmer Database	2018-2019	ACTIVITY	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	ESMP ACTIVITY	
		Engagement of Contractor(s)														1. Implementation of Environmental and Social mitigating measures at site/field 2. Stakeholder Engagement 3. Communication
		Process Documentation (Inception Report)														
		Sensitisation														1. Stakeholder engagement 2. Communication
		Farmer Registration														1. Implementation of Monitoring plans 2. Stakeholder engagement 3. Communication
		Mapping of all cocoa farms with farm characteristics														
		Link farmers' bio data to farms' spatial data														
		Registration of Input Suppliers														
		Registration of LBCs and Purchasing Clerks (PCs)														
Pilot use of the System(Cocoa purchases, and Inputs sales and subsidy payment)																

Evaluation of Proposals & Submission to Entity	4							1																												Implementat ion of Environmen tal and Social mitigating measures at site/field
Concurrent Approval - COCOBOD Entity Tender Committee - Central Tender Review Committee - African Development Bank(AfD B)	1							2																												
Award of Contract to Build the Factory	1								1																											
Preconstruction Activities - Submission of Guarantees & Insurance by Contractor	4													1																					1. Stakeholder engagement 2. Communication 3. Training	

G. Introduction of chocolate drinks into the school feeding programme

ITEM	DESCRIPTION OF ACTIVITY	DURATION	TIME LINES															ESMP ACTIVITY
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	
1	Meeting With Stakeholders (School Feeding Programme, Ministry of Gender, etc)	1	■															Stakeholder engagement
2	1st Meeting with potential suppliers	1		■														1. Stakeholder engagement
3	Submission and approval of samples for testing	3			■													2. Implementation of Environmental and Social mitigating measures at site/field
4	2nd meeting with suppliers to finalise ingredients and packaging	1				■												Stakeholder engagement
5	Signing of contracts with selected suppliers	1					■											
6	Sensitization of school authorities and relevant agencies on modalities for implementation	4				■												1. Stakeholder engagement 2. Communication 3. Training

7	Implementation of programme (1st term)	12																	Implementation of Monitoring plans
8	Evaluation and review of first term of the programme	3																	1. Communication 2. Stakeholder engagement
9	Meeting with suppliers to discuss evaluation report	1																	1. Communication 2. Stakeholder engagement
10	Implementation of Programme (2nd Term)	12																	Implementation of Monitoring plans
11	Field visits to selected basic schools across the country	4																	Implementation of Monitoring plans
12	Evaluation and review of 2nd Term	3																	1. Communication 2. Stakeholder engagement
13	Meeting with suppliers to discuss evaluation report	1																	
14	Third term implementation	12																	Implementation of Monitoring plans
15	Field Visits	6																	
16	*Evaluation of first phase of implementation	4																	Communication

ANNEX 3: Stakeholders identified, how often they will be engaged level of engagement, issues to be discussed and phase of engagement

Stakeholder	How often	Level of Engagement	Issues to be Discussed	Phase Of Engagement
Farmer Based Organizations	Quarterly	Sensitization, education, community development, executing agency	PEPs	Planning and implementation phases of the project
Members of affected communities	Quarterly	Sensitization, education, community development	PEPs	Planning and implementation phases of the project
Landowners	Biannual	Sensitization, education, community development	PEPs	Planning and implementation phases of the project
Cocoa Farmers	Quarterly	Sensitization, education, community development	PEPs	Planning and implementation phases of the project
Forestry Commission	Annually	Water resources planning and monitoring, construction, operations, and maintenance	Forest management and land use	Planning phase
Environmental Protection Agency	Annually	Policy & planning/Supporting and monitoring the sector progress	Environmental issues	Planning and implementation phases of the project
Ghana Irrigation Authority	Quarterly	Water resources planning and monitoring, construction, operations, and maintenance	Irrigation scheme development and modalities	Planning and implementation phases of the project
Cocoa Hauliers	Biannually	Transport management and delivery	Modalities for transport management	Planning and implementation phases of the project
Traditional authorities	Biannually	Community engagement and Development, executing agency	Community engagement on PEPs	Planning and implementation phases of the project
Licensed Buying companies	Annually	Planning and implementation	Internal marketing of cocoa	Planning phase

Agro input suppliers	Annually	Planning and implementation	Supply of agro inputs for productivity enhancement	Planning and implementation phases of the project
NGOs in the cocoa industry	Annually	Donor, Community Development, executing agency	Strategies to enhance cocoa productivity	Planning and implementation phases of the project
Civil Society Organizations	Annually	Community Development, executing agency	Strategies to enhance cocoa productivity	Planning phase
National Disaster Management Organisation	Annually	Planning and implementation	Health and safety and emergency preparedness	Planning and implementation phases of the project
State Enterprises Commission	Annually	Policy & planning/Supporting and monitoring the sector progress	Government policies for development of the cocoa industry	Planning phase
Ministry of Food and Agriculture (responsible ministry)	Annually	Policy & planning/Supporting and monitoring the sector progress	Government policies for development of the cocoa industry	Planning phase
Ministry of Land and Natural Resources	Annually	Development, protection and conservation of water resources.	Land use change	Planning phase
Ministry of Finance	Annually	Policy & planning/Supporting and monitoring the sector progress	Government policies for development of the cocoa industry	Planning phase Planning phase
Ministry of Employment and Labour Relations	Annually	Policy & planning/Supporting and monitoring the sector progress	Government policies on labour and employment	Planning phase
Ministry of Environment, Science, Technology and Innovation	Annually	Policy and Planning on environmental regulations	Government policies on environment	Planning phase
Ministry of Local Government and Rural Development	Annually	Facilitate local government interaction (MCE, DCE etc.)	Local facilitation of PEPs	Planning phase
Ministry of Sanitation and Water Resources	Annually	Policy & planning/Supporting	Water resource management	Planning phase

		g and monitoring the sector progress		
Parliamentary Select Committee on Food and Agriculture	Annually	Legislations and regulations	Legislations and regulations	Planning phase
Development partners	Annually	Donor, Community Development, executing agency	Strategies to enhance cocoa productivity	Planning phase

ANNEX 4: Grievance redress form

GHANA COCOA BOARD



OFFICIAL COMPLAINT FORM

Date/Time / Location	Date: Time:	Location:
Details of Complainant:	Name: Age: Village/town:	Complaint should be anonymous
Alternative contact	I nominate the under listed to make the complaint on my behalf:	
Contact Method:	Telephone/ mobile number: Email Address: Postal Address: Personal interaction:	
Residential Location:	Please describe the physical location of your current residence:	
Attached Documents:	Please indicate any attaching documents to your complaint if any:	
Complaint:		
Signature:		

ANNEX 5: Composition of the ESMP grievance redress team at the various levels

Level	Composition
Society	<ul style="list-style-type: none"> • Community Extension Agent(Chairman) • Chief of the community or his representative • Chief Farmer • Leader/ Representative, Cocoa Farmers’ Cooperative • Women’s Representative • Leader, Youth in Cocoa Initiative • Assemblyman/ Unit Committee Chairperson
District	<ul style="list-style-type: none"> • District Cocoa officer (Chairman) • Traditional Council Rep. • District Chief Cocoa Farmer • LBC Rep. • District NADMO Coordinator
Regional	<ul style="list-style-type: none"> • Regional Manager, CHED (Chairman) • Traditional Council Rep. • Regional Chief Cocoa Farmer • LBC Rep. • Regional NADMO Coordinator • Regional EPA
National	<ul style="list-style-type: none"> • Chief Executive • ESMS Manager • National Chief Cocoa Farmer • NADMO • EPA

ANNEX 6: ATTENDANCE LIST

1. 10th April, 2018 meeting with Private stakeholders on cocoa productivity enhancing interventions.

Private Stakeholders

1. WIENCO/ ALSA
2. Cocoa Abrabopa
3. Federated Commodities
4. Conservation Alliance
5. Cargil Ghana
6. World COCF
7. COCOSHE
8. Agro Eco
9. Crop Life Ghana
10. Agro Ecom
11. Rainforest Alliance
12. Hershey
13. Care International
14. Fairtrade
15. Kuapa Kokoo
16. Olam Ghana
17. UNDP
18. Nestle
19. Netherlands Embassy
20. Touton
21. International Cocoa Initiative
22. Mondelez International
23. SNV-Ghana
24. Solidaridad

PARTICIPANTS FROM COCOBOD

1. Rev. (Dr) Emmanuel Ahia Clottey – Deputy Executive Director (Ops)
2. Mr. Charles Asamoah Frimpong – Deputy Executive Director (F&A)

3. Dr. K. Ofori Frimpong –National CODAPEC Coordinator
4. Dr. Gilbert Kwapong – Director, CODAPEC
5. Mr. Kwame Adjei – Executive Director (SPD)
6. Mr. Godfried Oduro Baah – Senior Technical Manager (M&E/PCU)
7. Mr. William Minta Wiafe – Technical Manager (Extension)
8. Mr. Faruk Nyame – Cartography Manager
9. Mr. Eric Bani – Deputy Technical Manager (M&E)
10. Mr. Linus Fiakeye – Principal Technical Officer (Extension)
11. Mr. Enock Affenyi – Principal Technical Officer (Operations)
12. Ms. Margaret Afriyie – Senior Project Coordinator (PCU)
13. Ms. Salma Limann – Senior Project Coordinator (PCU)
14. Mr. Hans Gyimah Gyamfi – Senior Technical Officer (PCU)
15. Mr. Sydney Aklibosu – Project Officer (PCU)
16. Ms. Patricia Aduam – Human Resource Officer (PCU)
17. Ms. Lucy Twewaa Takyi – Technical Officer (Extension)
18. Mr. Kwame Effah – Technical Officer (Extension)
19. Ms. Mavis Kwame – Technical Officer (Operations)
20. Mr. Emmanuel Nyamekye – Technical Officer (Operations)
21. Mr. Kwame Owoahene Acheampong – Project Officer (PCU)

2. 30th April, 2018 meeting with private stakeholders on the Irrigation project.

- | | | |
|-----------------------------------|---|---------------------------------|
| 1. Emmanuel A. Opoku | - | Executive Director, CHED |
| 2. Rev. Dr. Emmanuel Ahia Clottey | - | Dep. Exec. Director (OPS), CHED |
| 3. Charles Asamoah Frimpong | - | Dep. Exec. Director (F&A), CHED |
| 4. Dr. G.J Anim Kwapong | - | CODAPEC Director, CHED |
| 5. Godfried Oduro-Baah | - | Senior Tech. Manager, CHED |
| 6. Faruk Nyame | - | Cartography Manager, CHED |
| 7. E.N.A Aryeetey | - | Dep. Cartography Manager, CHED |
| 8. Eric Bani | - | Dep. Manager (M&E), CHED |
| 9. Margaret Afriyie | - | Snr. Project Officer, CHED |
| 10. Salma H. Limann | - | Snr. Project Officer, CHED |
| 11. Hans Gyimah Gyamfi | - | Snr. Technical Officer, CHED |
| 12. Kwame Owoahene Acheampong | - | Project Officer, CHED |
| 13. Mo Tabbica | - | Snr. Technical Officer, CHED |
| 14. Jennifer Kipo | - | Technical Officer, CHED |
| 15. Aviram Tab | - | A.I.P Ltd |
| 16. Abdullai Aliyu | - | Solidaridad |

17. Dr. Theophilus Nkansah	-	CARE International
18. Raymond Owusu-Achiaw	-	Conservation Alliance
19. Eliseus Opoku-Boamah	-	Cocoa Abrabopa
20. Isaac K.B Sackey	-	Olam Ghana
21. Eric Botwe	-	Olam Ghana
22. Bismark Appiah Kubi	-	ECOM Ghana
23. Baaman Chatin	-	Fairtrade Africa
24. Johannes Koumedjro	-	Fairtrade Africa
25. Eugene Amoako	-	RMG Ghana Ltd
26. Kenneth Nii Addy	-	RMG Ghana Ltd
27. Jephthah Mensah	-	Mondelez
28. Samuel Apana	-	Cargill Ghana
29. Meriz Buama	-	GIZ
30. Anna Tschauz	-	GIZ
31. Ernest Dwamena	-	Touton
32. Nene Akwetej-Kodjoe	-	World Cocoa Foundation
33. Vincent Frimpong Manu	-	World Cocoa Foundation
34. Helga Osei Aku	-	World Cocoa Foundation
35. Boateng Solomon	-	Kuapa Kokoo
36. Theophilus Tamakloe	-	AMKOFA
37. John Kankam Dacosta	-	AMKOFA
38. Amoah Amos	-	AMKOFA
39. Rockson Ackah	-	Sefwi Bekwai Youth In Cocoa Assoc.
40. Francis Manu Appau	-	SHED A Society
41. Isaac Donkor	-	SADYCOFA
42. Sackey Emmanuel	-	ODACOFA
43. Philip Ansah	-	ODACOFA
44. Stephen Owusu Antwi	-	Freedom and Unity
45. Humphrey Ayisi	-	Fanteakwa Cooperative Union
46. A.P.Y. Mainooh	-	CRECCOFAMU

