



# **Infrastructural Development Bank of Zimbabwe**

## **Information Disclosure Policy for GCF Funded projects/ programmes**

**Annex to the IDBZ Information Disclosure Policy**

**2020 Edition**

<b>Title:</b>	<b>Information Disclosure Policy for GCF Funded Projects/ Programmes</b> Annex to the IDBZ Information Disclosure Policy	
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## **1.0 Information Disclosure Policy for GCF Funded Projects/ Programmes**

### **1.1 Objectives of the Policy**

The Infrastructure Development Bank of Zimbabwe (“IDBZ/the Bank”) understands the importance of, and confirms its commitment to, transparency and accountability in all aspects of its operations in performing its duties as an entity accredited by the Green Climate Fund (GCF). Through the implementation of this Information Disclosure Policy for GCF Funded Projects and Programmes, the Bank acknowledges the need to ensure adequate public access to information and stakeholder participation in fulfilling its role. The IDBZ will ensure the greatest degree of transparency in all its activities as an Accredited Entity in projects and/or programmes funded by the GCF (the GCF Projects/Programmes) through the effective dissemination of information to stakeholders and the public at large. The Bank Understands that:

- a) The GCF requires that Accredited Entities operate in a transparent and accountable manner and must be guided by the principles of efficiency and effectiveness.
- b) This policy sets out information that the IDBZ, as an Accredited Entity, makes available to the public in execution and/or support of the GCF Projects/Programmes.
- c) This Policy applies to all information produced by or in the possession of IDBZ as an Accredited Entity in the GCF Projects/Programmes

### **2.0 Definitions**

For the purposes of this Policy, the following terms shall have the meaning set out below:

**Accredited Entity** means an entity accredited by the Green Climate Fund

**ESIA** means “Environmental and Social Impact Assessment” which is a comprehensive document of a project’s potential environmental and social risks and impacts which is developed based on key process elements generally consisting of:

- i) Initial screening and scoping of the project and its categorization
- ii) Examination of alternatives
- iii) Stakeholder identification (focusing on those directly affected and those with an interest in the project)
- iv) Gathering of environmental and social baseline data

- v) Impact identification, prediction, and analysis
- vi) Generation of mitigation or management measures and actions
- vii) Significance of impacts and evaluation of residual impacts
- viii) Consultation with and disclosure to project affected people including setting up a grievance redress mechanism; and
- ix) Documenting the assessment process in form of an ESIA report.

**ESMP** means the “Environmental and Social Management Plan” which is a document prepared either as part of an ESIA report for a project or as a separate document forming part of the ESIA report and describing the process of management of the mitigation measures and actions identified in the ESIA study including the associated responsibility, timeline, costs, and monitoring of key environmental and social indicators.

**GCF Projects/Programmes** means the projects and the programmes which are funded or are to be funded by the GCF.

### **3.0 Policy Principles**

This Policy is based on the following principles:

**(a) Principle 1: Maximize access to information.** The IDBZ confirms its pledge to transparency in all of its activities as the Accredited Entity and therefore seeks to maximize access to any documents and information that it produces and to information in its possession that is not on the list of exceptions as set out in section 5 of this Policy.

**(b) Principle 2: Limited exceptions.** Any exceptions to disclosure will be permitted only in case that the potential harm to interests, entities or parties arising from the disclosure of information would outweigh the benefits of access, and that the IDBZ is legally obligated to non-disclosure or has received information from third parties indicated as confidential. In addition, the IDBZ may, in exceptional circumstances, decide not to disclose or delay dissemination of information that would normally be accessible if it determines that the harm that might occur by doing so will outweigh the benefits of access.

**(c) Principle 3: Simple and broad access to information.** IDBZ will employ all practical means to facilitate access to information and maximize access to such information

#### **4.0 Standard of Disclosure**

The IDBZ seeks to maximize access to information that it produces and/or possesses. The Bank will apply a presumption in favour of disclosure for all information and documents relating to its activities as an Accredited Entity.

All documents in the Bank's possession subject to disclosure as per this Policy, will be released on the Bank's website or through other appropriate means as determined by the Bank. These will include availing hard copies at the Bank's Head Office in Harare and at its Regional Offices in Bulawayo and Masvingo. Disclosure may also take the form of meetings with local people in and around project areas.

As a matter of principle, IDBZ will share most of the information in its possession with stakeholders and the public at large subject to specified exceptions to presumed disclosure. The timing of disclosure of the different types of information may vary, based on the nature of the information as further set out in sub section 7.0 (d) of this Policy.

#### **5.0 Language of Disclosure**

Documents will be disclosed on the IDBZ website in English language.

#### **6.0 Implementation aspects of this Policy**

The Bank will routinely disclose a wide range of information and documents through its website. These include, but are not limited to the following:

**(a) *GCF Projects / Programmes proposals***

GCF Projects / Programme proposals will be disclosed simultaneously with the disclosure by the GCF

**(b) *IDBZ Decisions***

Decisions of the IDBZ and project-related public information providing details on all types of the GCF Projects / Programmes. The Bank will consider using other means of disseminating information as may be required to reach the intended audiences.

**(c) *Information relating to project closure***

In order to enhance transparency in the project implementation process, upon completion of projects funded by the GCF, and in line with the Bank's Guidelines on Project Completion Reporting and Rating, the Bank will disclose the following through its website

- i) Actual results achieved

- ii) Key findings
- iii) Resources used for achieving the results
- iv) Risks to the continuation of results after the project period
- v) Lessons learnt from the project implementation process
- vi) Recommendations for improvement

**(d) Environmental and Social Impact Assessment (ESIA) reports**

With respect to the GCF funded Projects/Programmes proposals that have an environmental or social impact, the IDBZ shall disclose and announce to the public:

- i) In case of Category A projects, the ESIA and an ESMP at least 60 days in advance of IDBZ's decision
- ii) In the case of Category B projects, the ESIA and an ESMP at least 30 days in advance of IDBZ's decision
- iii) GCF Projects/Programmes proposals that do not have any significant negative environmental or social impact (i.e., Category C projects) shall not require any additional advance information disclosure.

ESIA reports will be available on the Bank's website in the English language. The reports will be disclosed to people in and around the project sites in their local languages, so long as the English version is disclosed within the prescribed timeline as stated above. Hard copies of the documents will also be available to the public at IDBZ Head Office in Harare, and at the Bank's Regional Offices in Bulawayo and Masvingo during normal working hours, Monday to Friday.

**(e) Disclosure of information on the Bank's financing activities**

The Bank will, through its website, disclose information on the following:

- i) Decisions on on-lending, blending, equity investment and guarantee operations
- ii) Beneficiaries of GCF-funded projects/programmes
- iii) Purpose of funding, and
- iv) Amounts financed, including interest rate and tenure

Disclosure will include the following personal details of the beneficiary:

- First name and surname (Where the beneficiary is an individual)
- Gender
- Identity number
- Address, and

- Nationality

***(f) Information on results of GCF-funded projects/programmes***

The Bank will disclose information on results of GCF – Funded projects/programmes. This information will include the following

- (i) Name of project/programme
- (ii) Project summary
- (iii) Actual vs planned results/outcomes
- (iv) Adherence to budgets/cost/timelines

***(g) Evaluation reports for GCF funded projects and programmes.***

The Bank will ensure that evaluation reports are prepared for all GCF funded projects and programmes. Such reports will be disseminated as widely as possible to all parties directly or indirectly involved in the project/programme. These reports will be available publicly through the Bank’s website to enhance transparency. Acknowledging that some stakeholders may not have access to the Bank’s website, hard copies of the reports will also be availed to the public at the Bank’s Head Office and Regional Offices. Further, the Bank will reach out to other stakeholders in and around project sites through engaging them in feedback meetings at appropriate times.

***(h) Other GCF related information***

The Bank will disclose the following information related to the GCF

- i) GCF relevant policies and procedures
- ii) Contract awards for GCF funded projects/programmes
- iii) Project-related information on all types of the GCF Projects / Programmes

**7.0 Effective date**

The provisions of this Policy will take effect from November 2020.

**8.0 Miscellaneous**

Information disclosed under this Policy is provided as is; provided that the IDBZ will take all reasonable steps to conspicuously disclaim any loss or liability, either directly or indirectly because of using the disclosed information. This Policy applies to the GCF Projects/Programmes in which the IDBZ partakes as the Accredited Entity.