# ESMS Checklist for Senior Management Approval

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| **Environmental & Social Management System (ESMS) Checklist** |
| **Name of Financial Institution:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Name(s) of Senior Managers:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Approval date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **ESMS policy and management commitment—*check all that apply:*** |
| * Policy with regard to Environmental and Social (E&S) risk management * ESMS policy approved by Senior Management * ESMS specifies types of investments/loans and activities it applies to (e.g., entire portfolio/investment type) |
| **ESMS process and procedures—*check all that apply:*** |
| * Documented process to assess Environmental and Social impacts and risks of its projects * ESMS specifies applicable requirements (e.g., IFC Exclusion List/national laws/IFC Performance Standards) * E&S due diligence process integrated with risk assessment procedures * Project site visits conducted as part of risk assessment procedures * Review of borrower’s applicable environment, health and safety permits * Loan agreements contain covenants requiring ongoing compliance with applicable requirements (e.g., national laws) |
| **E&S monitoring and record keeping—*check all that apply:*** |
| * Process for monitoring ongoing compliance with applicable requirements * Borrowers required to report accidents/incidents within reasonable timeframe * Borrowers required to provide periodic reports pertaining to E&S performance of projects |
| **ESMS internal feedback and continuous improvement—*check all that apply:*** |
| * Process for periodically reporting Environmental and Social performance information internally to senior management * Continuous improvement process in place to revise and update ESMS (e.g., changes in national law/international best practices) |
| **E&S external reporting—*check all that apply:*** |
| * Annual reporting on E&S performance to IFC |
| **ESMS roles and responsibilities—*check all that apply:*** |
| * Designated ESMS Officer * Designated ESMS Environmental Coordinator(s) * Description of ESMS responsibilities of different roles |
| **ESMS capacity and resources—*check all that apply:*** |
| * Process for communicating ESMS policy and procedures across Financial Institution * ESMS includes tools (e.g., checklists/guidance notes) for its implementation * Budget allocated for ESMS training * Training plan for ESMS implementation |