



Executive Summary

PPSIA

GUIDANCE FOR THE IMPLEMENTATION OF SOCIAL IMPACT ASSESSMENT
FOR DEVELOPMENT PROJECTS





PPSIA

GUIDANCE FOR THE IMPLEMENTATION
OF SOCIAL IMPACT ASSESSMENT
FOR DEVELOPMENT PROJECTS



Please scan for the Guidance for the Implementation of Social Impact Assessment for Development Projects

PLANMalaysia

Perancangan Melangkaui Kelaziman
Planning : Beyond Conventional

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EXECUTIVE SUMMARY



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CHAPTER 1 :

INTRODUCTION

Social Impact Assessment-SIA

“ Social Impact Assessment is the processes of analysing, monitoring and managing the intended and unintended social consequences, both positive and negative, of planned interventions (policies, programs, plans, projects) and any social change processes invoked by those interventions.”

- *International Principles of Social Impact Assessment*

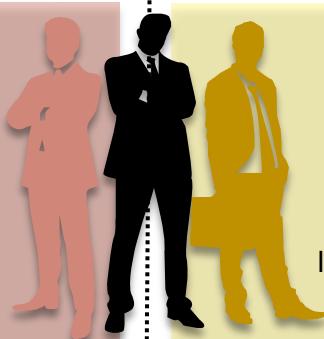


PROJECT PROPOSER



SIA is a **project planning tool** for the Project Proposer.

Analysis, scientific studies & predictions from the SIA should lead to better project planning in terms of social aspects, reduce cost to the society, minimise impacts and comply with all regulations.



GOVERNMENT



SIA report is a **decision-making tool** for the Government.

The SIA reports should provide sufficient and reliable information about the impacts and mitigation measures to enable the Government to make informed decisions, in line with the national's policies and aspirations.

PROJECT PLANNING STAGE

PROJECT IMPLEMENTATION STAGE

1 Screening

2 Scoping

3 Data Collection & Analysis

4 Impact Prediction & Assessment

5 Refining Project Design and Options

6 Mitigation Measures

7 Social Impact Management Plan

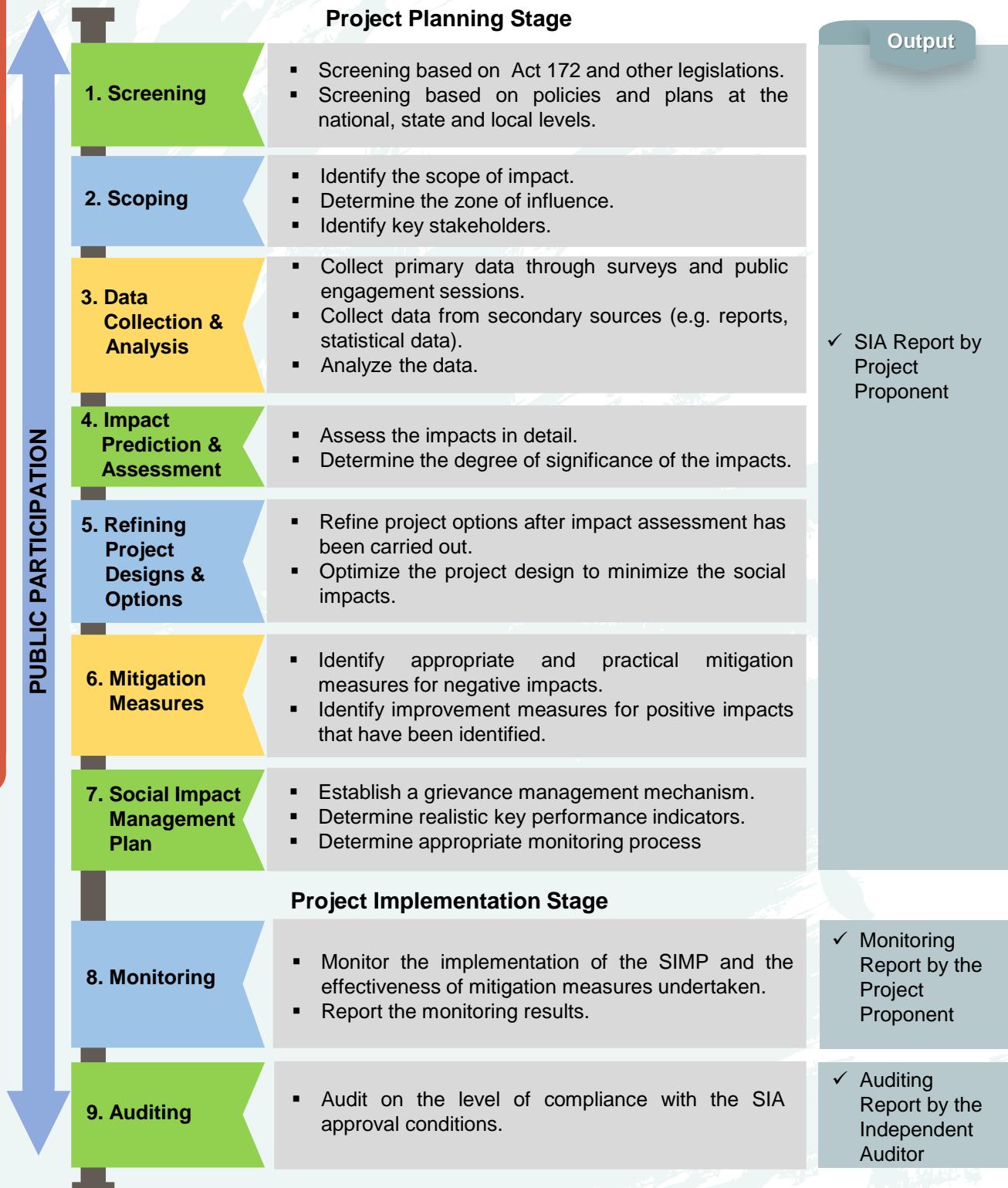
8 Monitoring

9 Auditing

Public Participation

Figure 1.1 : SIA Process

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CHAPTER 2 :

TYPES OF DEVELOPMENT PROJECTS SUBJECT TO SIA

CATEGORY A :

Project under Section 20B and Subsection 22(2A), Act 172

A

1. Coastal Reclamation
2. Infrastructure
 - Airport
 - Sea/Land Port
 - Railway Transportation Network
 - Highway Network
3. Major Facilities
 - Toxic Waste Disposal Site
 - Power Plant
 - Dam
4. New Township
5. Hilltop / Hillside Development
6. Other Infrastructure of National Importance

NOTE

The Project Proponent / Consultants are required to seek advice from the State PLANMalaysia regarding proposed development project and the need to obtain advice from the NPPC, as well as to prepare an SIA Report.

B

CATEGORY B :

Projects that have significant social impacts as determined by the State PLANMalaysia / Local Authority.

1. Industrial
2. Waste Management
3. Energy and Utilities
4. Roads
5. Coastal Reclamation
6. Labour Quarters
7. Commercial
8. Other development projects determined by State or Local Authority from time to time.

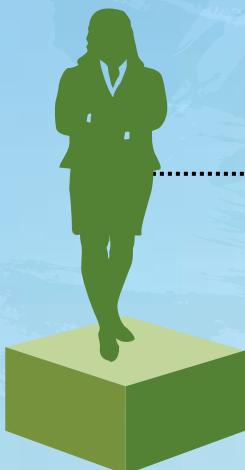


DID YOU KNOW: As provided for under subsection 2(1) of the Town and Country Planning Act 1976 (Act 172), SIA Report generally forms part of a "plan" which includes reports, drawings, maps and models.

CHAPTER 3 :

SCREENING AND SCOPING

Screening



01

Screening for **compliance** with **legislative provisions** (Category A/B).



02

Screening for **compliance** with **current policies and plans** (National, State & Local levels).

Scoping

Identify the Issues / Impacts

- ✓ Understanding of activities carried out throughout the project phases.
- ✓ Literature review of impacts resulting from similar development projects.
- ✓ Site visits.
- ✓ Public engagement or input from expert views.
- ✓ Use of checklists.



Determine Zone of Influence (ZOI)

- ✓ Primary ZOI or Direct Impact Zone
- ✓ Secondary ZOI or Indirect Impact Zone

Identify the Stakeholders

- ✓ Affected Group.
- ✓ Interested Parties.
- ✓ Government Agencies.



CHAPTER 4:

DATA COLLECTION

Examples of Basic Data in the SIA Process



-  Community Profile (Demographic)
-  Economy
-  Socially Sensitive Areas
-  Land Use



TYPES OF DATA

Primary Data



Data collected directly through public engagement sessions such as interviews or focus group discussions.

01

Secondary Data



Data collected for a specific purposes and recorded in the form of reports, journals or statistical data.

02

DATA COLLECTION METHODS

Quantitative Method

01

Emphasizes on quantities, numbers and other directly measurable factors.

Qualitative Method

02

This relies on variables that cannot be readily measured.



CHAPTER 5 :

IMPACT PREDICTION AND ASSESSMENT



Social Elements That Are Valuable To Human

- 1 Lifestyle
- 2 Cost of Living
- 3 Health
- 4 Community
- 5 Political System
- 6 Culture and Heritage
- 7 Environment



Types of Impacts

1 Direct Impacts

Known as primary impacts, occur as a **result of direct interaction** by an activity with a specific receptor at the same time and location.



2 Indirect Impacts

Known as secondary impacts, occur as a **result from the response of external factors** to the direct impacts.



3 Cumulative Impacts

Impacts that occur either from the **combination of the same impacts** from several projects or the **combination of various impacts** from a proposed project that affects specific receptors.



Examples of Impact Assessment Methods

Expert Views



Through the **exchange of ideas and effective communication** among experts.

Checklist



Using a **tabular format** to present the SIA findings.

Spatial Analysis



The use of **Geographic Information Systems (GIS)** and **suitable layer maps (overlay)**.

Carrying Capacity Analysis



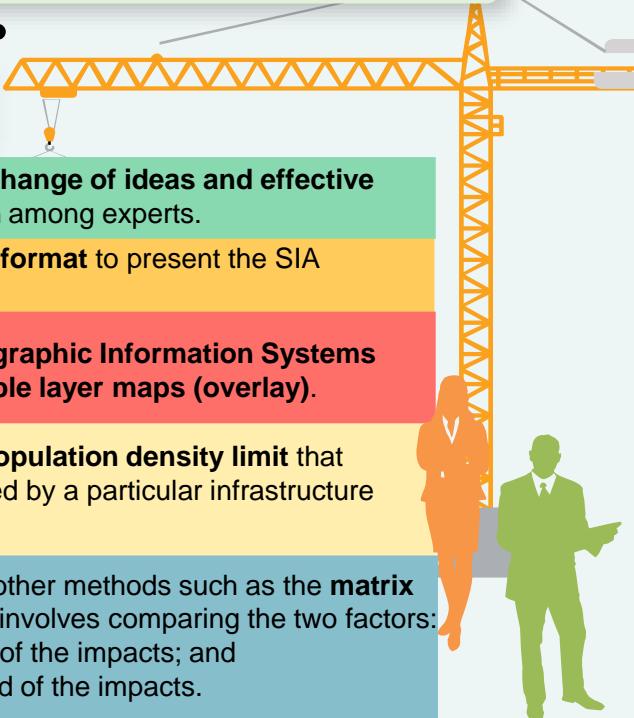
Estimate the population density limit that can be supported by a particular infrastructure in an area.

Other Methods



There are also other methods such as the **matrix method**, which involves comparing the two factors:

- ❖ The severity of the impacts; and
- ❖ The likelihood of the impacts.



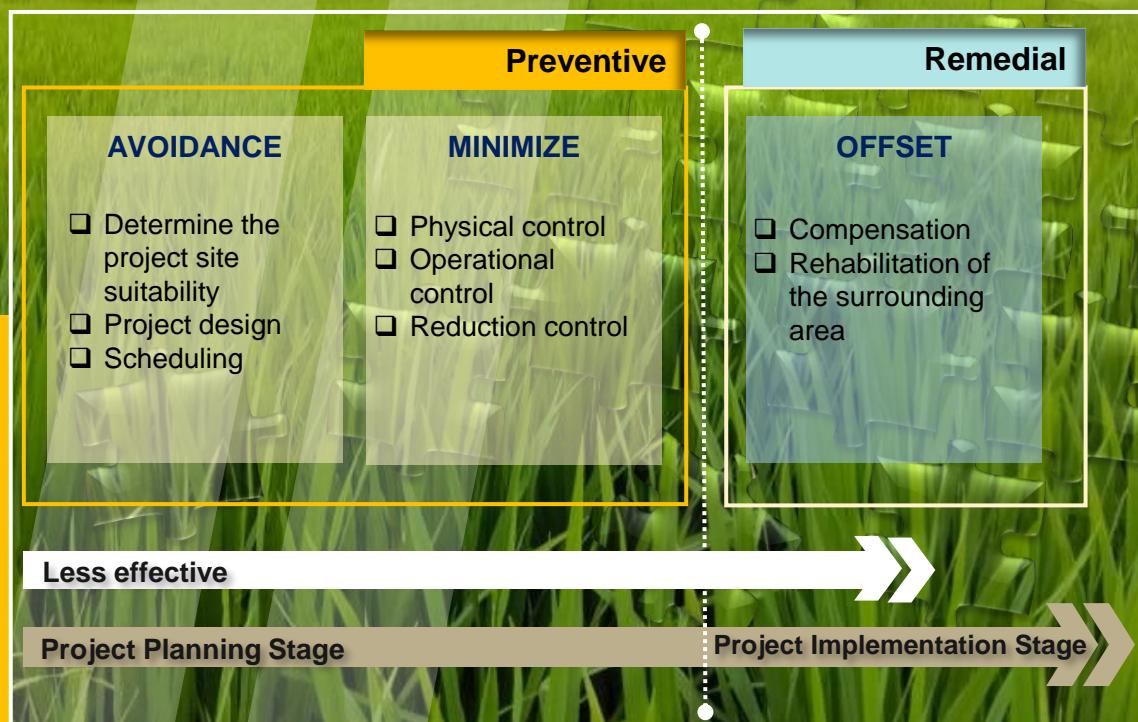
CHAPTER 6 :

MITIGATION MEASURES

Hierarchy Of Mitigation Measures

The mitigation hierarchy shows the **priority sequence of mitigation measures** that shall be considered in managing potential social impacts.

The three components of the mitigation hierarchy (i.e., avoidance, minimize and offset) can be classified into two categories which are **preventive** and **remedial**.



CHAPTER 7 :

SOCIAL IMPACT MANAGEMENT PLAN (SIMP)

1

Implementation Mechanism

The Project Proponent must understand and be committed to **execute the mitigation measures and improvements** that are outlined in the SIMP.

2

Implementation Organisation

The **responsibilities** of the **Project Proponent and appointed parties of the implementation and monitoring team** must be described in the SIMP.

3

Monitoring Framework

The **SIMP** is an **adaptive management tool** that needs to be **continuously monitored**, and any failure to meet the key performance indicators must be investigated to identify its causes.

4

Grievance Management Mechanism

The Project Proponent shall record **all forms of issues, complaints and suggestions** from the stakeholders before, during and after the construction phase.

5

Emergency Response Plan

Emergency response plan shall be prepared by the Project Proponent as a **preparation** for any sudden or unexpected situation.

6

Reporting and Auditing Framework

Regular reporting on the SIMP monitoring must be **prepared by the Project Proponent** and **submitted to PLANMalaysia**. Auditing is **not mandatory** and can be conducted **voluntarily**.

CHAPTER 8 :

SIA REPORT EVALUATION PROCESS



Review Procedure For Category A and B SIA Report

Component

Category A

Category B



Processing Agency

PLANMalaysia

State PLANMalaysia



Submission of SIA Report by the Project Proponent / SIA Consultant

- 15 hardcopies of the report.
- Link to the softcopy report must be provided by the Project Proponent/SIA Consultant.
- Link to the softcopy report will be shared with relevant agencies by the secretariat.



Review Period / Charter

60 working days

30 working days



Chairperson of the Review Panel Meeting

Chaired by the Director General of PLANMalaysia or representative.

Chaired by the Director of State PLANMalaysia or representative.



Validity Period

2 years - extension of up to 1 year may be granted.



Category of Review Panel Meeting Outcomes for SIA Report



1 Report Approved

Approved immediately without any amendments required to the SIA Report.



2 Report Approved With Amendments

- ✓ The amended report must be submitted to PLANMalaysia for review.
- ✓ No need for a second presentation unless directed by the Chairperson of the Review Panel Meeting.



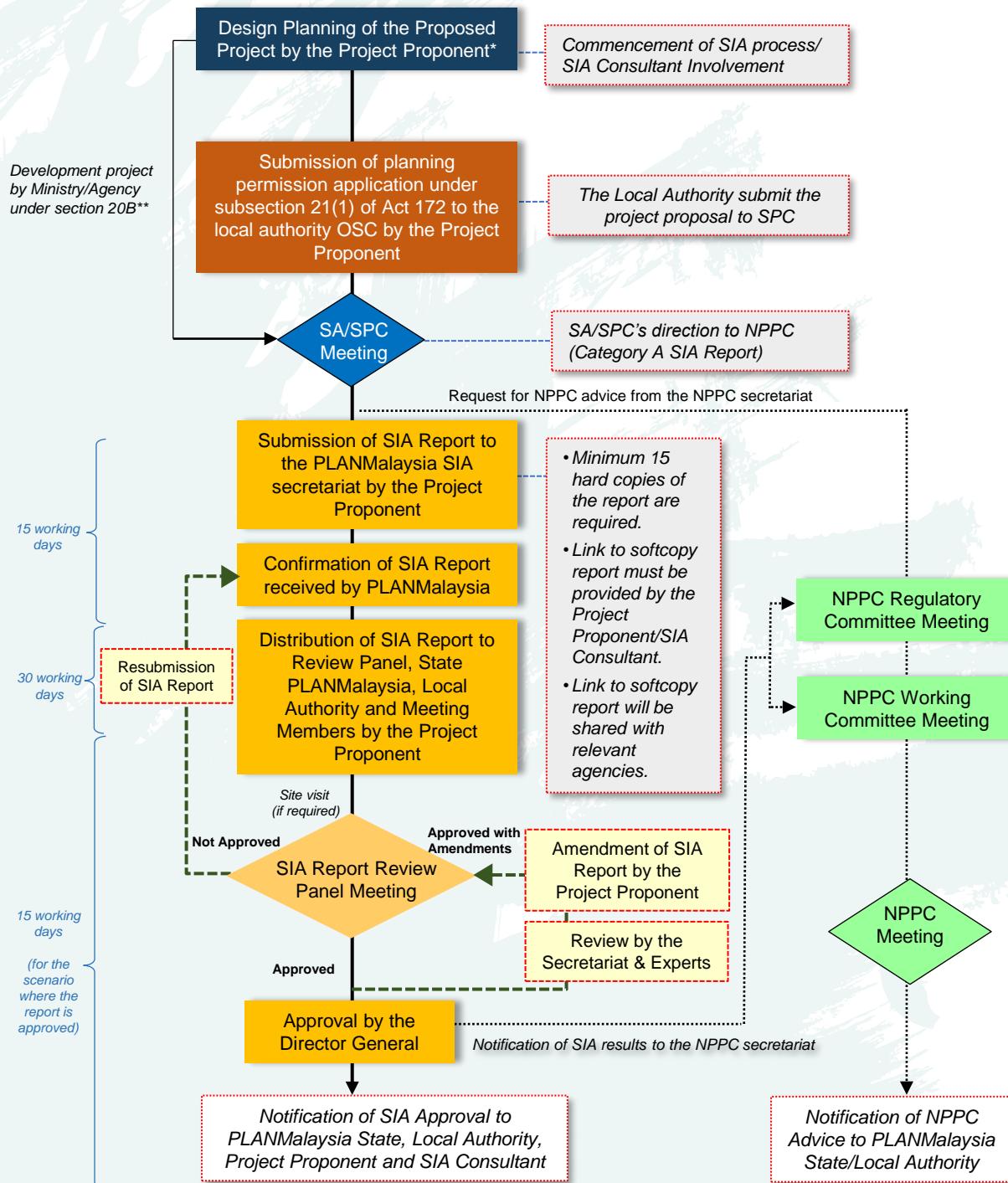
3 Report Not Approved

The Project Proponent must submit a new SIA Report for re-evaluation at the Review Panel Meeting.

Notes:

- Attendance of the Project Proponent and SIA Consultant is mandatory; and
- Meeting will be canceled if the Project Proponent FAILS to attend.

Figure 1.2 : Review Procedure for Category A SIA



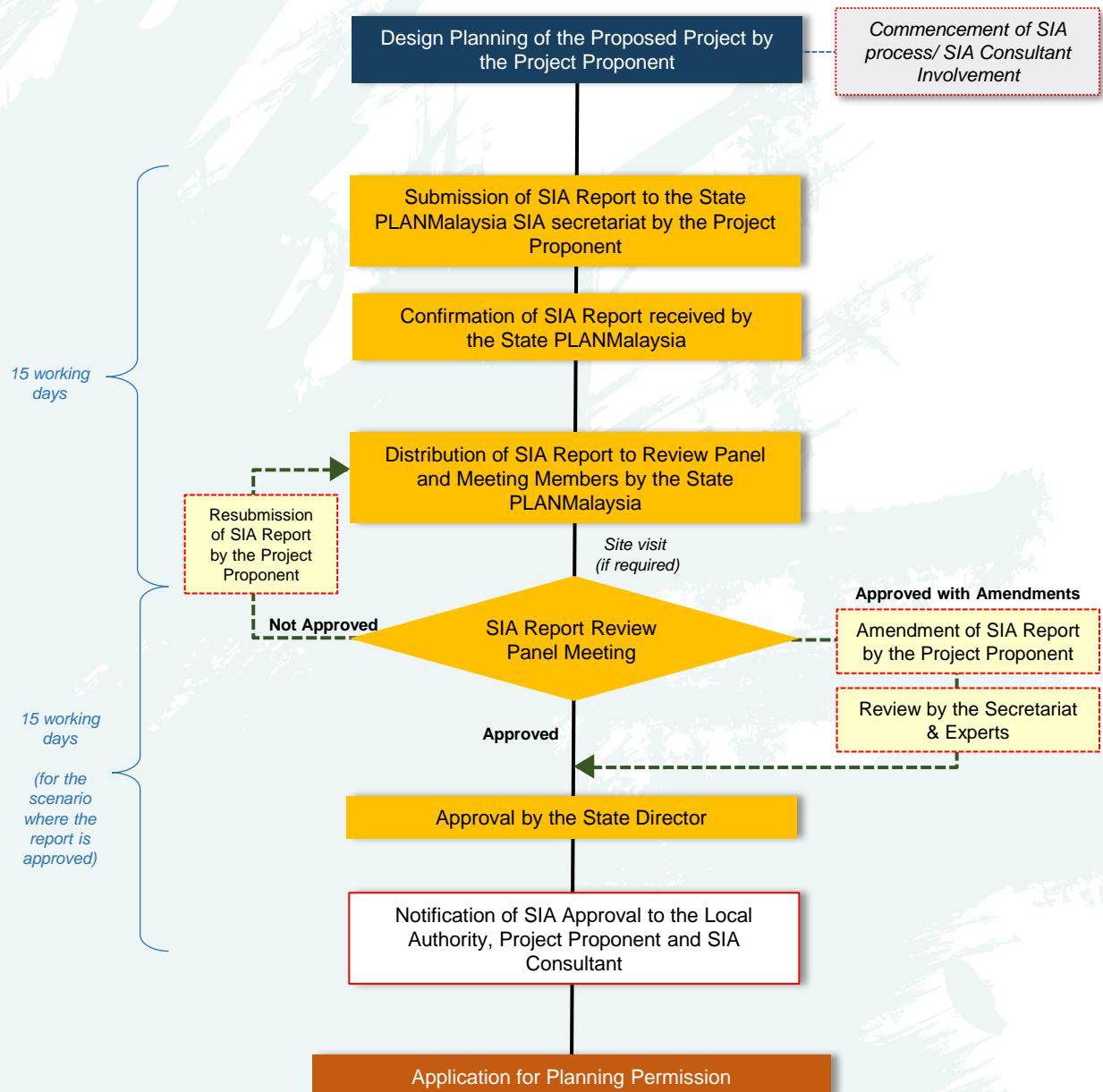
Abbreviations:

SA – State Authority

SPC – State Planning Committee

CCC – Certificate of Completion and Compliance

Figure 1.3 : Review Procedure for Category B SIA



Notes:

- The SIMP is attached in the notification of SIA approval to the local authority as a condition for Planning Permission approval.
- The same SIA review process will be undertaken if the proposed development requires Planning Permission and CCC through negotiations under Section 20A of Act 172, if applicable.
- The time frame specified in the flowchart is subjected to adjustment by the State.

CHAPTER 9 :

MONITORING AND AUDITING



Gamuda Cove Development Project, Sepang,
Selangor | PPSIA Study Team, 2022

Monitoring

- Monitoring of the Social Impact Management Plan (SIMP) needs to be fully conducted by the Project Proponent after the SIA report is approved.
- Monitoring report need to be submitted periodically by the Project Proponent to the SIA secretariat and local authority **every six months**.
- The SIA project monitoring coordinator:
 - ❖ **Category A** is coordinated by **PLANMalaysia**.
 - ❖ **Category B** is coordinated by **State PLANMalaysia**.

Enforcement

- Government agencies will **enforce social elements** based on the **SIMP monitoring framework** throughout the planning, construction, and operation of projects, as well as for abandoned projects, in accordance with **existing laws and powers** granted to the agencies.

Auditing

- Auditing is important to **assess overall project compliance and ensure that mitigation measures are effective** in addressing or minimizing social impacts to the surrounding community.
- Auditing is **not mandatory**, but it can be carried out **voluntarily** by the Project Proponent after construction work of the proposed project begins and continues throughout the project's life cycle.

Important Elements of the Monitoring Framework by the Project Proponent.

The monitoring framework by the Project Proponent is prepared in the form of a schedule detailing each important element.

1

Social Impacts

- Each positive and negative impact assessed in the SIA process must be listed in the SIMP.

2

Level of Significance

- Referring to the color code representing the level of significance.

3

Mitigation Measures and Improvement

- Referring to the listing of mitigation measures to address or minimize negative impacts.
- Improvement measures to maximize benefits and accrued to the surrounding community.

4

Desired Outcomes

- Referring to the desired outcomes based on a social perspective.
- General and realistic in nature.
- Can be guided by existing objectives or commitments based on sustainability elements or certification standards (ISO 45000, ISO 14001, ISO 39001, and ISO 26000).

5

Key Performance Indicators

- Referring to realistic and easily measurable targets.

7

Monitoring Frequency and Duration

- Referring to the frequency of monitoring mitigation measures.
- The Project Proponent must specify the duration of the monitoring to be carried out.

6

Monitoring Mechanism

- Referring to the methods used to monitor the achievement of key performance indicators and the effectiveness of mitigation measures.

CHAPTER 10:

PUBLIC PARTICIPATION

QUANTITATIVE METHOD



Questionnaire Survey

Obtaining individuals' views and perceptions about the project either in person, online, by phone, or by mail.



Focus Group Discussion

Involving small groups led by a moderator to discuss specific topics.



Face-to-face Interview

Face-to-face interviews can be conducted in a semi-structured format.



Public Forum

Open to the public and usually involving a large number of participants.



Workshop

Gathering government agencies to obtain views and inputs on the findings of the SIA.



Public Display

Conducted at community centers near the project site.



Project Information Kit

Delivering basic and important information about the project in the form of brochures or infographic videos.



Video Calling Application

Using video calling applications to conduct online meetings or sessions.

QUALITATIVE METHOD



EXECUTIVE SUMMARY

CHAPTER 11:

COMPETENT PERSON

► LIST OF COMPETENT PERSON

In current practice, the SIA Consultants are individuals registered with the Malaysian Institute of Planners (MIP) and/or the Malaysian Association of Social Impact Assessment (MSIA) who have expertise in stakeholder consultation, social impact assessment and have extensive knowledge of the proposed development.

Subsection 58(1A) of Act 172 outlines the power given to the National Physical Planning Council (NPPC) to make rules regarding matters in Act 172, including SIA. Paragraph 2B(1)(d) of Act 172 outlines the role of the Director General of Town and Country Planning to advise the NPPC on matters referred to him regarding development planning including regulating competent person.

► SIA COMPETENCY COURSE

PLANMalaysia has implemented a competency course which consists of understanding module and assessment module to provide knowledge and skills to ensure that SIA practitioners meet the standards and are qualified to conduct SIAs and prepare high quality SIA reports.

1. Understanding Module:

ASPECT 1

Introduction to Social Impact Assessment.

ASPECT 2

Screening & Physical Planning and Land Use Components.

ASPECT 3

Social Impact Components, Methodology, Public Participation and SIMP.

Note: Other aspects are determined based on current needs.

2. Assessment Module:

Limited to the SIA Consultants registered with the Board of Town Planner Malaysia and/or the Malaysian Association of Social Impact Assessment (MSIA) and have more than 10 years of experiences in impact analysis and 5 years in preparing SIA reports.



SIA Competency Course| PPSIA Study Team, 2022

