

**Job Title** : **Environmental and Social Governance Manager**

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**Reports to** : **Chief Executive Officer**

**Job Summary** : Responsible for providing Environmental and Social Due Diligence, Environmental and Social Monitoring and General Environmental and Social Support Services/Advisory services for InfraCredit, on its active and potential guarantee portfolio companies.

### **Background**

The employee will be responsible for assessing all aspects of InfraCredit' Client's Environmental and Social Governance with reference to the IFC Performance Standards and InfraCredit' E&S Policy and provide detailed reports on findings as well as recommendations for remedial actions.

### **Job Responsibilities:**

The resource person will be responsible for but not be limited to the following:

#### **Preliminary Review:**

1. Review all available information and documentation related to project environmental and social impacts and risks
2. Prepare a list of additional information and/or questions that will be needed for appraisals.
3. Work with internal and external credit review team on environmental and social issues on potential and active guarantees.

### **Environmental and Social Monitoring**

4. Conduct Environmental and Social Monitoring for guaranteed companies to ensure that guaranteed companies are compliant with covenants contained in the Recourse Deed and also to ensure that InfraCredit is aware and prepared to manage environmental and social risks from the business activities and operations of the guaranteed companies.
5. Prepare environmental and social report for InfraCredit's existing portfolio. The report will cover environmental and social performance for the guaranteed companies based on findings from the initial ESDD and other agreed environmental and social performance indicators. The reports will be prepared in line with investor requirements such as PIDG, GuarantCo and KfW.

### **Site Visit and Further Review:**

6. Conduct site inspections, review facility-based records, and interview key staff, including both sponsor personnel and relevant stakeholders (regulatory officials, community leaders, suppliers, and customers)

### **E&S Performance Gaps and Necessary Corrective Actions Analyses:**

7. Analyse project environmental and social performance in relation to InfraCredit's Environmental and Social policy, including IFC Performance Standards
8. Identify these gaps and any corresponding corrective actions that will be necessary
9. Recommend acceptable and justified implementation schedules

#### **General Support on ESG Issues**

The employee will provide specialist environmental and social support services to InfraCredit for its potential and active guarantees including the following:

10. Engaging transaction officers and other management personnel on environmental and social issues on potential and active guarantees.
11. Engaging investors and shareholders on environmental and social issues relating the company.
12. Preliminary engagement with potential guarantees (engagement before transactions are presented to the New Business Committee).
13. Environmental and social advisory for guaranteed companies. Such services will include recommendations to optimize their internal environmental and social processes.

#### **General Support on Development Impact Framework Implementation**

The employee will support the Development Impact Team, External Consultants in implementing InfraCredit's Development Impact Framework and refined Theory of Change in establishing a benchmark/metrics for actively measuring, tracking and monitoring the broader market development impact including the following:

14. Collect agreed baseline (evidence based) data indicators at ESG due diligence stage
15. Work with O&S/DI team to estimate milestones for relevant indicators
16. Collect monitoring data for agreed indicators, as part of annual ESG assessment
17. incorporate Standard Operating Procedures related to DI integration into InfraCredit's Deal Origination, Execution & Portfolio Management Process, including harmonisation with ESG Procedures.

#### **Environmental & Social Due Diligence Documentation:**

18. Lead the Environmental and Social Due Diligence (ESDD) to be conducted prior to financial guarantees based on InfraCredit's Environmental and Social Policy.
19. Prepare reports summarising the results of the E&S due diligence (ESDD)
20. Identify the impacts and risks associated with projects, including the related performance gaps and corresponding corrective actions that will be necessary in for the projects to be investable.

**Subject Matter Expertise:**

21. Serve as an InfraCredit representative at on environmental and social governance e.g. at client meetings, stakeholder events etc.
22. Regularly conduct knowledge sharing sessions on Environmental and Social Governance for InfraCredit staff on areas such as environmental and social regulations/guidelines, climate change etc.
23. Development of an environmental management system to optimize internal environmental and social processes at InfraCredit

**Skills:**

1. Strong understanding of ESG.
2. Very strong alignment with InfraCredit's core value system - Innovation, Passion, Integrity and Collaboration.
3. Good understanding of the legal environment as it affects commercial transactions in the capital market space.
4. 5-7 years of relevant experience.
5. Detail oriented and articulate.
6. Good interpersonal and communication skills.