WADDAN

PARTNER IN DEVELOPMENT

Our Frameworks

Green Tourism & Sustainable Livelihoods Framework and Data Governance statement

DOCUMENT TYPE	Public framework documents
VERSION	Public version 1.0 · Prepared 03-10-2026
BASED ON	WADDAN Policies & SOPs Handbook (WPD-IMS-HBK-01), Institutional Management System V5.1, approved by the Board of Directors on 29-06-2026

PUBLICATION STATUS

✔ **Signed and approved by the CEO of WADDAN for publication on the official website.**

About this document

This document contains WADDAN's Green Tourism & Sustainable Livelihoods Framework in a public version, and a short public statement on data governance. The Framework applies to programmes involving green tourism, eco-tourism, natural resource management and conservation-linked livelihoods in Khyber Pakhtunkhwa, and its environmental standards apply to all WADDAN programmes.

AT A GLANCE

1	1
FRAMEWORK	DATA GOVERNANCE STATEMENT

This is a public summary. It describes WADDAN's commitments and general approach; it does not reproduce internal procedures, approval limits, security arrangements or contact points that WADDAN keeps for internal use.

Contact

For general enquiries, please visit the Contact page of the WADDAN website: www.waddan.org/contact
To raise a complaint or safeguarding concern, please visit: www.waddan.org/complaints

1. Green Tourism & Sustainable Livelihoods Framework

Communities own the benefits

WADDAN supports community-based eco-tourism that protects Khyber Pakhtunkhwa's ecology and gives communities the benefits. At least 60% of tourism revenues go to the community. No eco-tourism or infrastructure activity starts without an environmental impact assessment and the free, prior and informed consent of the affected communities.

Purpose

To support community-based eco-tourism with the KP Tourism Authority and other partners; guarantee that communities receive at least 60% of tourism revenues; make environmental impact assessment and free, prior and informed consent (FPIC) conditions of every eco-tourism or infrastructure activity; link livelihoods to environmental conservation; protect women, children and other at-risk persons in tourism settings; and provide annual environmental monitoring and reporting.

Guiding principles

- **Communities first.** Communities own, decide and benefit. Tourism supports their livelihoods and does not displace them.
- **Consent.** FPIC is required for all activities affecting the land, resources or livelihoods of indigenous or tribal communities.
- **Protect nature.** Activities avoid damage to critical habitats, protected areas and threatened species.
- **Assess before acting.** Environmental impact assessment is required before any eco-tourism or infrastructure activity.
- **Fair benefit.** At least 60% of tourism revenues go to the community, and the use of the funds is open to community review.
- **Inclusive.** Women, youth, persons with disabilities and low-income households have equal access to jobs, decisions and benefits.
- **Do no harm.** Activities do not raise the risk of harm to communities, tourists or staff, and do not cause involuntary displacement.
- **Neutral and lawful.** Activities follow Pakistani law and maintain WADDAN's political neutrality.

Environmental commitments

Area	Commitment
Climate risk screening	All new programmes screened for climate risk using the Pakistan Climate Risk Index and local hazard maps at design stage
Disaster risk reduction	Community-based DRR linked to all livelihood programmes in flood-prone and earthquake-prone districts
Green tourism	Community-based eco-tourism supported with the KP Tourism Authority; community benefit-sharing of at least 60% of tourism revenues
Eco-tourism standards	Environmental impact assessment and FPIC required before any eco-tourism or infrastructure activity

Area	Commitment
Environmental procurement	Preference for eco-friendly, locally sourced and sustainable products, documented in procurement evaluation
Carbon sensitivity	Economy class standard for air travel; local procurement prioritized; carbon footprint tracked annually
Sustainable livelihoods	Livelihood programming linked to conservation: forest guardians, watershed management, ecosystem services
Biodiversity monitoring	Annual monitoring at eco-tourism and natural resource sites: biodiversity, water, forest cover and waste
Reporting	Annual environmental footprint summary included in the organizational impact report

Screening categories

Category	Criteria and required action
A — High risk	Significant adverse environmental or social impacts: a full Environmental and Social Impact Assessment (ESIA) is completed before Board approval
B — Moderate risk	Limited adverse impacts: Environmental Management Plan and stakeholder consultation before programme launch
C — Low risk	Minimal impacts: brief screening checklist documented in the project design
FI — Financial intermediary	Funds through sub-grantees for activities with potential impact: partner capacity for environmental and social safeguards assessed in due diligence

Mandatory gates before eco-tourism or infrastructure work

1	Climate risk screening is completed at design.
2	An environmental impact assessment is completed and approved before any activity begins; for Category A it is a full ESIA. No construction, trail development, accommodation, visitor facility or other physical works start before approval.
3	Free, prior and informed consent is obtained and recorded.
4	All water-related activities require a hydrological impact assessment, and community water rights are protected.
5	Activities avoid critical habitats, protected areas and threatened species; if a programme would affect them, the design is changed or the programme is not approved.
6	Regulatory clearances from the relevant authorities are confirmed before work begins.
7	The project design is approved only when all gates are recorded in the project file. Category A programmes need Board approval.

Free, prior and informed consent

- **Free:** consent is given without coercion, pressure, payment or threat; community labour is voluntary, fairly compensated and free of coercion.

- **Prior:** information is shared and consent sought before any decision is taken and before activities begin.
- **Informed:** the community receives full, accurate information in Pashto or Urdu and in accessible formats about the purpose, activities, risks and benefits, the environmental assessment, the benefit-sharing and the right to say no. Women, youth and persons with disabilities are consulted separately where needed.
- **Consent:** the decision is taken through the community's own process and recorded in writing with participants counted by gender. Consent may be withdrawn, and activities are paused while the concern is resolved.
- **Record and review:** the consent record is filed and reviewed before approval, and revisited if the scope changes.

WADDAN does not support any programme that involves involuntary displacement or resettlement. If there is a risk of displacement, the activity is stopped and the donor is notified.

Community benefit-sharing

- Not less than 60% of revenues from community-based tourism supported by WADDAN is shared with the community. This is a minimum.
- A written benefit-sharing agreement is signed by the Community Tourism Committee, the operating partner and WADDAN before tourism activity begins. It defines what counts as revenue, how it is recorded, the community share, how it is paid, and how the remainder is used and disclosed.
- The community share is paid into an account designated by the community under its own governance, or used for priorities the community has agreed, with women represented in the decision.
- Revenue is recorded in a separate ledger for each site and reviewed quarterly.
- An annual benefit-sharing statement is presented to the community at a public meeting in an accessible form.
- Complaints about benefit-sharing go through the community Grievance Redress Mechanism.

Sustainable livelihood models

Model	What it involves
Forest guardians	Community members are engaged and paid to protect and monitor forest areas, with voluntary, fairly paid work and safe conditions
Watershed management	Community management of watersheds, springs and irrigation to secure water and reduce flood and erosion risk
Ecosystem services	Income from services that protect ecosystems and support community resilience, with documented benefit-sharing
Community-based eco-tourism	Guides, homestays, local crafts, food, transport and visitor services run by local people
Climate adaptation and DRR	Community-based disaster risk reduction and climate adaptation in livelihoods, DRR and water programmes

Every programme includes an exit or hand-over plan so that community institutions can continue the activity without dependence on WADDAN.

Inclusion, safeguarding and dignity

- A female community focal point is named at every project site; at least half of Community Tourism Committee members are women.
- Sites and services are assessed for accessibility and persons with disabilities are actively included.

- The Safeguarding Policy applies in full; staff, partners and operators sign the Code of Conduct; the two-adult rule applies to any activity with children; child labour is prohibited.
- Written informed consent is required before photography, video or story capture, with the right to withdraw; children's images need parental or guardian consent.
- Activities respect local culture, religious practice and community norms.

Monitoring and reporting

Annual environmental monitoring at every eco-tourism and natural resource site covers biodiversity, water, forest cover and waste against baselines, and results are reviewed with the community. If monitoring shows damage or rising risk, activities are adjusted, limited or stopped. An annual environmental footprint summary is included in the Annual Impact Report, and environmental and benefit-sharing results are included in donor reports.

2. Data Governance Statement

WADDAN is building an integrated ERP/MIS to serve as the single authoritative source of its financial, programme, HR, grants and document data. The full ERP/MIS & Data Governance Framework is an internal document. Its public principles are:

- **Single source of truth** for organizational data.
- **Clear ownership** of each data set.
- **Quality by design:** data standards and quality controls built into the system.
- **Disaggregation** of programme data by gender, age, disability and geography.
- **Least-privilege access:** role-based access with audit trails.
- **Auditability** of data and changes.
- **Human accountability:** people, not systems, remain accountable for decisions.

AI tools connected to organizational data must be approved, and beneficiary personal data is never entered into publicly accessible AI tools. The system is being introduced in phases, starting with finance and human resources.