

TERMS OF REFERENCE

ENVIRONMENTAL AND SOCIAL RISK MANAGEMENT SPECIALIST

WITHIN THE PROJECT IMPLEMENTATION TEAM OF THE FEDERAL MINISTRY OF AGRICULTURE, WATER MANAGEMENT AND FORESTRY WATER AND SANITATION SERVICES MODERNIZATION PROJECT FEDERATION OF BOSNIA AND HERZEGOVINA

I Background

The project is supported by World Bank loan financing and is aligned with existing projects and available financial resources from other international financial institutions and bilateral donors. The loan amount for this project allocated to the Federation is up to EUR 25 million out of a total of EUR 51.5 million approved for Bosnia and Herzegovina. The repayment period is 32 years, including a grace period of 7 years, which is part of the overall repayment term. Initial grant funds for this project allocated to the Federation amount to USD 1,150,000. The loan amount that a municipality or city may borrow can reach up to 100% of the investment value.

The Water and Sanitation Services Modernization Project in Bosnia and Herzegovina aims to strengthen the institutional, financial, and legal framework as well as sector capacities in water and communal services, with the goal of ensuring the sustainability of infrastructure investments. The objective is to improve the operational efficiency of public utility companies at the municipal level in the Federation through a series of gradual improvements and to achieve the economic sustainability of local utility companies.

The Project Implementing Entity in the Federation of BiH is the Federal Ministry of Agriculture, Water Management and Forestry (the Ministry), responsible for implementing and coordinating the Project. In that regard, the Ministry established the Project Implementation Team (PIT), which shall maintain the Project in the Federation of BiH at all times during the implementation of the Project, with sufficient resources, competent staff in adequate numbers and responsibilities, all acceptable to the Bank and as outlined in the Project Operations Manual (POM). The PIT at the Ministry is responsible for day-to-day project management on behalf of the Ministry, including project procurement, disbursement and financial management, environment and social aspects and monitoring and evaluation activities.

The project consists of three components:

- Component 1: Modernization of the regulatory and institutional environment

- Component 2: Strengthening the municipal framework for water supply and wastewater services delivery
- Component 3: Municipal investment projects – improving access, quality, and efficiency of water supply and wastewater services, including construction of water supply and sewerage networks, drinking water treatment plants, and wastewater treatment facilities.

Direct participation of the Founders (municipalities) is planned in Components 2 and 3, whereby Component 2 will provide technical support for activities aimed at achieving good or high sustainability performance of water services. This serves as a prerequisite for access to loan funds that finance capital investment projects under Component 3, as well as other investments related to improving the quality and efficiency of water service delivery.

Loan funds approved under Component 3 will be implemented under the conditions established in the Sub-Project Loan Agreement, which the Founders will sign with the Federation of BiH (Federal Ministry of Finance).

II. Objectives

The objective of this assignment is to ensure the effective implementation of the World Bank's Environmental and Social Framework (ESF) and relevant Environmental and Social Standards (ESS), policies, procedures, and guidelines throughout the implementation of the Water and Sanitation Services Modernization Project in the Federation of Bosnia and Herzegovina.

This includes ensuring compliance with applicable World Bank policies and procedures, including the Environmental Health and Safety Guidelines (EHSG), Good International Industry Practice (GIIP), and national legislation of BiH and FBiH.

Detailed Tasks and Responsibilities

- Informing implementation partners, municipalities, and contractors about the World Bank's requirements on environmental protection, occupational health and safety, and social issues;
- Identifying and assessing potential environmental and social risks and impacts of project activities;
- Preparing, updating, and monitoring the implementation of relevant environmental and social documents (e.g., ESMP, ESIA, SEP, LMP, RPF, RAP, ESCP);
- Ensuring that all works comply with the requirements of the World Bank Environmental and Social Framework (ESF) and national legislation;

- Monitoring mitigation measures and reporting on their implementation;
- Monitoring and addressing grievances within the Grievance Redress Mechanism (GRM);
- Organizing trainings and information sessions for local communities and stakeholders;
- Preparing regular reports on the status and monitoring of environmental and social issues.

Deliverables

- Updated and implemented plans (ESMP, SEP, LMP, etc.);
- Monthly/quarterly reports on environmental and social issues;
- Records of trainings and stakeholder consultations;
- Incident reports and updates on grievance resolution status.

The Specialist will be guided by the following documents and standards:

- World Bank Environmental and Social Framework (ESF);
- Applicable Environmental and Social Standards (ESS1, ESS2, ESS10);
- Environmental and Social Commitment Plan (ESCP), Stakeholder Engagement Plan (SEP), Labor Management Procedures (LMP), Environmental and Social Management Framework (ESMF), Resettlement Policy Framework (RPF);
- Loan Agreement between BiH and the International Bank for Reconstruction and Development (IBRD);
- Project Operational Manual (POM);
- World Bank Disbursement Guidelines and other relevant project guidelines and procedures;
- Relevant legislation and regulatory requirements of BiH and FBiH.

The key responsibilities include but are not limited to:

1. Environmental and Social Risk Management:

- Ensure compliance with the ESF and all adopted environmental and social instruments (ESMPs, SEP, LMP, RPF, etc.);
- Provide environmental and social management oversight throughout the implementation of project activities and advise the PIT on E&S issues;
- Review subproject documentation, designs, and bidding documents to ensure integration of E&S provisions;
- Supervise and monitor the implementation of site-specific Environmental and Social Management Plans (ESMPs) by contractors;
- Conduct regular site visits and desk reviews to assess compliance with E&S requirements;
- Identify non-compliance issues and recommend corrective actions.

2. Grievance Redress Mechanism (GRM):

- Establish, manage, and operate the GRM in accordance with the SEP, including grievance registration, tracking, and resolution;
- Ensure grievance mechanisms are in place and functional for communities, direct project workers, and contracted workers;
- Develop clear step-by-step procedures and provide training to municipalities/utilities on grievance intake and response;
- Collect and analyze grievance data and trends and include findings in regular reporting.

3. Stakeholder Engagement and Community Outreach:

- Support the implementation and regular updating of the Stakeholder Engagement Plan (SEP);
- Ensure that stakeholder engagement activities are inclusive, meaningful, and tailored to reach vulnerable and marginalized groups;
- Coordinate with affected communities and ensure their concerns are addressed through proper channels;
- Serve as the E&S liaison officer for the Project – communicating with authorities, the World Bank, and stakeholders.

4. Monitoring, Reporting, and Compliance:

- Ensure timely preparation and quality of E&S documentation and instruments;
- Monitor the implementation of environmental and social mitigation measures at the subproject level;
- Track implementation of corrective and preventive actions based on audits, supervision missions, and inspections;
- Prepare inputs for project progress reports and submit regular E&S compliance reports to the PIT and World Bank;
- Actively participate in World Bank supervision missions and internal project reviews.

5. Incident and Non-Compliance Management:

- Maintain and implement procedures for addressing environmental and social incidents and accidents;
- Investigate the root causes of non-compliance and propose and monitor corrective and preventive actions;
- Ensure timely reporting of serious incidents in accordance with ESCP and World Bank requirements.

III Experience and Qualifications

- University degree in Environmental Sciences, Social Sciences, Engineering, Natural Resource Management, or a related field; a Master's degree is preferred;
- At least 10 years of professional experience in environmental and/or social management and analysis;
- Minimum of 5 years of relevant experience in environmental and social risk management;
- Experience working on at least two internationally funded projects (World Bank, EBRD, EIB, etc.);
- Good knowledge of international E&S standards, including the World Bank ESF, EHSG, and GIIP;
- Previous experience with World Bank-financed projects is an advantage;
- Excellent analytical and communication skills;
- Excellent command of one of the official languages of BiH and English, both written and spoken;
- Proficiency in using MS Office applications (Word, Excel, PowerPoint, etc.).

IV Reporting obligations

The Environmental and Social Risk Management Specialist will be responsible for generating the following reports:

- Monthly and quarterly progress reports
- E&S compliance reports (subproject-specific and annual)
- Final assignment report upon completion of the contract;
- Ad hoc reports requested by the PIT or World Bank.

V Duration of the assignment

The initial duration of the assignment is 12 months, with the possibility of extension based on performance and project needs.

The application for the Public Call, which includes the submission of a Motivation Letter and a Curriculum Vitae, should be sent to the following address:

Federal Ministry of Agriculture, Water Management and Forestry

Hamdije Čemerlića 2

71 000 Sarajevo

With the mandatory note: For the Public Call _____ (insert the full title of the project being applied for)

The deadline for submitting applications is fifteen (15) days from the date of publication of the Public Call in the daily newspaper "Oslobođenje."