

TERMS OF REFERENCE

for Environmental and Social Specialist (1 position) for the Agriculture Resilience and Competitiveness Project (ARCP) and the Sava and Drina Rivers Corridors Integrated Development Program (SDIP)

Introduction

The Consultancy Contracts for Environmental and Social Specialists shall include the following two projects:

I. Agriculture Resilience and Competitiveness Project (ARCP)

Government of Bosnia and Herzegovina (B&H) has signed Loan Agreement with the World Bank for Agriculture Resilience and Competitiveness Project. The Project objective is improve agriculture resilience and increase its competitiveness in EU market accession process.

Total value of the Project is 61.4 million EURO, funded from the loan of International Bank for Reconstruction and Development - IBRD.

The Project has four components:

Component 1: Enhancing Public Support for Resilience and Traceability

Sub-Component 1.1: Enhancing Agriculture Information Systems

Sub-Component 1.2: Supporting Climate-Resilient Agriculture

Component 2: Improving Agriculture Productivity, Adaptation to Climate Change, and

Enhancing Linkages with Markets

Sub-component 2.1: Strengthening Value Chains and Developing Productive

Partnerships

Sub-component 2.2: Improving Irrigation and Drainage Systems for Climate Change

Adaptation

Component 3: Enhancing Food Quality and Safety

Sub-component 3.1: Food Quality and Safety Standards

Sub-component 3.2: Information Technology (IT) Systems for Food Safety

Enhancement

Component 4: Project Management

II. Sava and Drina Rivers Corridors Integrated Development Program (SDIP)

Government of Bosnia and Herzegovina (B&H) has signed Loan Agreement with the World Bank for the Sava and Drina Rivers Corridors Integrated Development Program. The Project objective is to strengthen transboundary water cooperation and improve navigability and flood protection in the Sava and Drina Rivers Corridors. (Phase I of the Program).

Project comprises of 4 components as follows:

Component 1: Integrated Management and Development of the Sava River Corridor

Subcomponent 1.1: Flood protection and environmental management

Subcomponent 1.2: Waterway improvements

Component 2: Integrated Management and Development of the Drina River Corridor

Subcomponent 2.1: Flood protection and environmental management

Subcomponent 2.2: Integrated development of Drina watershed

Component 3: Project Preparation and Management

Subcomponent 3.1: Project preparation

Subcomponent 3.2: Institutional strengthening and project management

Component 4: Regional Activities

III Scope of work

Agriculture Resilience and Competitiveness Project – ARCP and The Sava and Drina Rivers Corridor Integrated Development Program - SDIP

As a key member of the Project Implementation Unit (PIU), the Environmental and Social Specialist will lead, support, guide, facilitate and monitor the implementation of the Project material compliant with the environmental and social (E&S) requirements as stipulated in the projects' Legal Agreement, particularly the Environmental and Social Commitment Plans (ESCP) and the set of Environmental and Social Framework and site specific documents as relevant adopted at the Project's Appraisal stage and other relevant instruments (<https://fmpvs.gov.ba/piu/>; <https://fmpvs.gov.ba/projekat-otpornost-i-konkurentnost-u-poljoprivredi/>). The Environmental and Social Specialist will be responsible for the day-to-day management, monitoring, and reporting of all environmental and social aspects of the projects. The Environmental and Social Specialist should work closely with all stakeholders including externally engaged consultants, ensuring that environmental and social issues are strategically covered throughout all projects' components.

Environmental and Social Specialist will have the following duties and responsibilities:

- Review and ensure the implementation of the projects' E&S instruments, including the ESCP, ESMF, Stakeholder Engagement Plan (SEP), Labor Management Procedures (LMP), Resettlement Process Framework (RPF) and any sub-project specific Environmental and Social Impact Assessments (ESIAs), Environmental and Social Management Plans (ESMPs), Resettlement Plans (RPs);
 - Screen all proposed sub-projects and activities against the ESMF to determine their potential E&S risks and required mitigation measures;
 - Prepare or update necessary site-specific ESIAs, ESMPs, Pest Management Plans, Waste Management Plans, etc., RPs, for sub-projects as required, and prepare ToRs and oversee preparation if such documents are outsourced
 - In coordination with the WB expert team, oversee and ensure compliance with the ESF, national regulatory framework and the Framework instruments adopted for the projects;
 - Ensure that all E&S management plans are effectively implemented by contractors and supervised during construction and operation.
 - For works already underway, ensure compliance with the Projects' environmental and social standards and other requirements;
 - Conduct regular field visits to monitor E&S performance and compliance of all project activities with the approved plans and national regulations.
 - Verify that contractors have adequate site-specific E&S management plans and the capacity to implement them.
 - Monitor the implementation of occupational health and safety (OHS) measures on project sites.
 - Oversee the implementation of the Projects' Stakeholder Engagement Plan (SEP).
 - Facilitate meaningful consultations with stakeholders, including vulnerable groups, throughout the project cycle.
-
- affirm that public outreach activities are sufficiently nuanced and targeted effectively towards respective groups;
 - explore opportunities to engage with project beneficiaries and members of the general public as elaborated in POM;
 - establish and manage the Grievance Redress Mechanism (GRM), including monitoring and reporting, as per provisions given in the prepared Project SEP
 - Establish, maintain, and operate grievance mechanisms for direct workers (consultants engaged by the PIU) and contracted workers, where such is absent, including monitoring of number of received complains, as described in the Labor Management Procedures (LMP) and in accordance with national legislation and the requirements of the second WB environmental and social standard (ESS2).
 - collaborate with other members of the PIU in the realization of the terms of reference and the technical specifications for bidding documents;
-
- Carry out monitoring of environmental and social compliance at worksites (including regular visits to the working sites, and desk reviews), advise project participants on environmental and social issues, prescribe corrective measures;
 - Providing response to environmental monitoring concerns, non-compliances and findings;
 - Tracking corrective and preventive actions taken in response to internal and external supervision/audit/inspection findings;

- Providing advice and guidance to the project management and sub-projects' personnel for achieving compliance with all applicable environmental standards and requirements
- Inform the WB within 48 hours of any incident or accident related to the projects and accordingly, upon request of the WB, prepare a detailed incident or accident report with root cause analysis and propose measures to prevent their recurrence;
- Maintain comprehensive records of all E&S activities, including monitoring reports, site inspection forms, grievance logs and minutes of stakeholder meetings.
- Assist in the preparation of E&S sections for Project Implementation Status Reports (ISRs) and any other reports required by the Implementing Agency or the World Bank.
- Prepare documentation for World Bank supervision missions and respond to mission requests and recommendations.
- Establish and maintain a working relationship with officials and consultants of the World Bank and other international and national organizations, and seek advice as needed on any issues or opportunities to manage environmental and social risks which will contribute to the implementation of the Projects;
- Contribute to the promotion of the projects, as well as the achievement of project goals;
- Acting as project environmental and social representative and environmental and social liaison officer to state authorities, WB and the public, including communities affected by project.
- Carry out project tasks as identified by the Project Coordinator.

Reporting on project activities

The Environmental and Social Specialist will prepare the following reports:

- Prepare regular monitoring reports (monthly, quarterly, semi-annual) on E&S performance for the Project Implementation Unit (PIU) and the World Bank.
- Participates in the development of quarterly Project Information Notes to be submitted to the Federal Ministry of Finance for approval and then to the Ministry of Finance and Treasury of BiH and the Federal Ministry of Agriculture, Water Management and Forestry;
- As part of the regular process of reporting to the Ministry, collect and consolidate data for the Project Progress Report that the Federal Ministry of Agriculture, Water Management and Forestry submits to the Federal Ministry of Finance and the FBiH Government;

Cooperation, coordination

- Environmental and social specialist shall cooperate and coordinate with all stakeholders related to the projects.
- On environmental and social matters, environmental and social specialist shall regularly cooperate and coordinate with World Bank team staff.

Other duties and obligations

- Coordinate the activities of all project users - institutions at the state level (BiH Food Safety Agency, BiH Plant Health Administration, BiH Veterinary Office), entity level (Federal Ministry of Agriculture, Water Management and Forestry;

Federal Ministry of Finance) and other institutions and organizations at the local level;

- In accordance with the Unit's current activities and needs, administer the website of the PIU of Forestry and Agriculture, which includes adding new content in order to make it as transparent as possible;
- Actively participate in the preparation of the implementation of project activities at the level of the local community, particularly related to obtaining the required documentation before the start of project implementation. Such cooperation requires holding meetings with representatives of local communities in order to provide clear instructions for filling in the required forms related to social and environmental policies with a significant emphasis on all the options for solving the property rights issues in the process of land acquisition.

IV Requirements

Qualifications:

- University diploma in the field of: environmental science, environmental engineering, ecology, biology, geography, chemistry, chemical engineering, civil engineering or other related natural or life sciences. Degrees in sociology, international development, law, psychology or related social sciences may also be considered, if they are accompanied by significant experience in managing environmental protection and social aspects.

Experience:

- Minimum of 5 years of professional experience, of which at least 3 years specific relevant experience in environmental and social risk management activities
- Experience in conducting comprehensive assessments and analyses of environmental and social impact within a broader expert team (Environmental and Social Impact Assessments).
- Work experience as a specialist for environmental and social aspects on projects financed by the World Bank and knowledge of the policies and requirements of the Environmental and Social Framework (ESF) of the World Bank will be considered an asset.
- Proven experience of successful cooperation with public institutions in the areas of environmental protection, climate change and sustainable development is an advantage.

English language:

- Excellent verbal and written communication skills in local languages and English.

Computer literacy:

- Excellent knowledge of MS Office packages

Other:

- Ability and readiness to travel frequently to project sites
- Ability to work independently
- Good organizational skills;
- The candidate must possess superior communication and social skills;
- The candidate must demonstrate initiative, synthesis, organization and personal dynamics, as well as the ability to work with teams and prepare adequate plans and reports;
- Clean criminal record.

V Working conditions

The Environmental and Social Specialist will be a full-time position within the projects and will be provided with opportunities for professional development through attending relevant World Bank trainings and courses during the projects. The salary is paid on a monthly basis. The specialist will be located in the premises of the Ministry of Agriculture, Water Management and Forestry in Sarajevo (PIU Forestry and Agriculture), but should be ready to travel to various project locations around the country and hold various meetings.

VI Duration

The Environmental and Social Specialist will be hired for the period until December 31, 2025, with the possibility of extension until the day the civil servants start working in the Ministry's organizational unit for project management tasks.

VII Reporting

The Environmental and Social Specialist is subordinate to and will report to the Project Coordinator.

VIII Selection of Consultant

The Consultant will be selected in accordance with the Limited Competitive Selection of Individual Consultants as set out in the World Bank's Procurement Regulations. The type of contract will be time-based contract.

The candidates will be evaluated applying the following evaluation criteria:

- Qualifications and Competences relevant to the assignment (40 Points)
- Specific experience and skills relevant to the assignment (60 Points)

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."