

# Terms of reference



Empowered lives.  
Resilient nations.

## GENERAL INFORMATION

**Title:** Environmental and Social Management Framework Consultant (ESMF)

**Project Name :** Sulawesi / Lombok Programme for Earthquake and Tsunami Infrastructure Reconstruction Assistance (PETRA)

**Reports to:** PETRA Project Manager

**Duty Station:** Jakarta

**Expected Places of Travel (if applicable):** N/A

**Duration of Assignment:** From February 2019 to March 2019 (25 working days)

## REQUIRED DOCUMENT FROM HIRING UNIT

<input checked="" type="checkbox"/>	TERMS OF REFERENCE
<input type="checkbox"/>	CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select : (1) Junior Consultant (2) Support Consultant (3) Support Specialist (4) Senior Specialist (5) Expert/ Advisor
<input type="checkbox"/>	CATEGORY OF INTERNATIONAL CONSULTANT , please select : (6) Junior Specialist (7) Specialist (8) Senior Specialist
8	
<input checked="" type="checkbox"/>	APPROVED e-requisition

## REQUIRED DOCUMENTATION FROM CONSULTANT

<input checked="" type="checkbox"/>	CV or P11
<input checked="" type="checkbox"/>	Copy of education certificate
<input checked="" type="checkbox"/>	Completed financial proposal
<input checked="" type="checkbox"/>	Completed technical proposal

### Need for presence of IC consultant in office:

☐ partial (explain)

☒ intermittent for consultation with UNDP staff

☐ full time/office based (needs justification from the Requesting Unit)

### Provision of Support Services:

Office space: ☐ Yes ☒ No

Equipment (laptop etc): ☐ Yes ☒ No

Secretarial Services ☐ Yes ☒ No

If yes has been checked, indicate here who will be responsible for providing the support services:

## I. BACKGROUND

*“UNDP is the UN's global development network, an organization advocating for change and connecting countries to knowledge, experience and resources to help people build a better life. We are on the ground in about 170 countries and territories, including Indonesia, working to eradicate poverty while protecting the planet. UNDP supports implementation of the Sustainable Development Goals (SDGs). In Indonesia, UNDP works with the Government to integrate SDGs into national plan and policies.”*

In response to the recent Central Sulawesi and NTB earthquakes and tsunami, UNDP, with financial support from KfW, has initiated the Sulawesi / Lombok Programme for Earthquake and Tsunami Infrastructure Reconstruction Assistance (‘PETRA’ in short) to support the Government of Indonesia’s Rehabilitation and Reconstruction programmes in the two Provinces.

*The ultimate goal of PETRA is to contribute to the rehabilitation and reconstruction of key infrastructure to support the resilient recovery of disaster-affected communities in both provinces.* It addresses the need to accelerate the restoration of critical public services (such as health and education), improve economic livelihood opportunities for affected communities, while, at the same time, enhancing resilience to future shocks in both provinces. It will be guided and informed by the post-disaster needs assessments and will be fully aligned with relevant national and sub-national recovery plans.

PETRA will deliver two outputs, namely: (a) *Rehabilitation and reconstruction of partially and fully damaged infrastructure for critical public services*; and (b) *Rehabilitation of affected communities’ economic infrastructure to promote more resilient and sustainable livelihoods*. PETRA will rehabilitate and/or construct: integrated waste management facility in Palu; waste facility Donggala; hospitals; health centers; schools; roads; irrigation systems; and government buildings.

All activities will be implemented in compliance with KfW’s and UNDP’s social and environmental standards<sup>1</sup> The standards will ensure the sub-project is not only being implemented in line with Indonesia’s environmental and social standards but also international standards, for example the World Bank/ IFC General EHS Guidelines/ Industry Sector EHS Guidelines and ILO’s Core Labour Standards and the right to decent work.

The consultant will prepare an Environmental and Social Management Framework (ESMF) for PTERA, which will cover both national legal requirements and International standards.

## II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

### Scope of Work

Prepare the ESMF in accordance with UNDP and KfW requirements, for the PETRA project.

The ESMF will comprise following procedures for:

- screening environmental and social (E&S) risks;

<sup>1</sup> [www.undp.org/content/undp/en/home/accountability/social-and-environmental-responsibility/social-and-environmental-standards.html](http://www.undp.org/content/undp/en/home/accountability/social-and-environmental-responsibility/social-and-environmental-standards.html).

- preparing E&S plans; maintaining E&S documentation;
- assessing site E&S risks;
- acquiring land and possible displacement and subsequent resettlement of the population; and,
- engaging with stakeholders, which will include grievance and redress mechanisms.

The ESMF should cover all activities that are likely to be implemented by PETRA, including: waste management facilities; hospitals; health facilities; schools; government buildings; irrigation; roads; and community infrastructure. Indicative E&S management plans should be drafted for each type of subproject.

The consultant should review existing Indonesian laws and regulations and international standards, including IFC/ World Bank; and, ILO.

**Expected Outputs and deliverables**

<b>Deliverables/ Outputs</b>	<b>Estimated number of working days</b>	<b>Completion deadline</b>	<b>Review and Approvals Required</b>
<b>Draft ESMF which consist:</b> <ul style="list-style-type: none"> <li>• screening environmental and social (E&amp;S) risks;</li> <li>• preparing E&amp;S plans; maintaining E&amp;S documentation;</li> <li>• assessing site E&amp;S risks;</li> <li>• acquiring land and possible displacement and subsequent resettlement of the population; and,</li> <li>• engaging with stakeholders, which will include grievance and redress mechanisms.</li> </ul>	20	March 2019	<b>PETRA Project Manager</b>
<b>Final ESMF which consist of:</b> <ul style="list-style-type: none"> <li>• screening environmental and social (E&amp;S) risks;</li> <li>• preparing E&amp;S plans; maintaining E&amp;S documentation;</li> <li>• assessing site E&amp;S risks;</li> <li>• acquiring land and possible displacement and</li> </ul>	5	March 2019	<b>PETRA Project Manager</b>

subsequent resettlement of the population; and, <ul style="list-style-type: none"> <li>engaging with stakeholders, which will include grievance and redress mechanisms.</li> </ul>			
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III. WORKING ARRANGEMENTS
<p><b>Institutional Arrangement</b></p> <p>The ESMF consultant will be directly supervised by the PETRA Project Manager. S/He will work closely with the DRU Team Leader, PETRA project and UNDP Environment Unit.</p> <p><b>Duration of the Work</b></p> <p>Maximum 25 days of work between February 2019 to March 2019.</p> <p><b>Duty Station</b></p> <p>The will be based in Jakarta. No travel is expected.</p>

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS
<p><u>Academic Qualifications:</u></p> <p>Bachelor or Master Degree in environment, civil engineering or other relevant field.</p> <p><u>Years of experience:</u></p> <p>Combination 15 years of experience for Master and 17 years of Experience for Bachelor Degree with:</p> <ul style="list-style-type: none"> <li>a. Minimum 10 years of relevant experience in the areas of environment, infrastructure, project management and solid waste management;</li> <li>b. Minimum 5 years for Master Degree and 7 years for Bachelor Degree of relevant international experience;</li> </ul> <p><u>III. Competencies and special skills requirement:</u></p> <ul style="list-style-type: none"> <li>Detailed Understanding of Indonesian environmental and social standards;</li> <li>Detailed Understanding of International environmental and social standards;</li> <li>preferably in developing countries and post-crisis contexts, including 3 years of international experience.</li> <li>Fluency in English with excellent written communication skills, and strong experience writing reports.</li> <li>Fluency in Bahasa Indonesia would be an advantage.</li> </ul>

## V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the following methodology:

### Cumulative analysis

*When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:*

*a) responsive/compliant/acceptable, and*

*b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

*\* Technical Criteria weight; [70%]*

*\* Financial Criteria weight; [30%]*

*Only candidates obtaining a minimum of 70 point would be considered for the Financial Evaluation*

<b>Criteria</b>	<b>Weight</b>	<b>Maximum Point</b>
<u>Technical</u>		
<b>Criteria A: qualification requirements as per TOR:</b> <ol style="list-style-type: none"> <li>1. Bachelor or Master Degree in environment, civil engineering or other relevant field</li> <li>2. Combination 15 years of experience for Master and 17 years of Experience for Bachelor Degree with: <ol style="list-style-type: none"> <li>a. Minimum 10 years of relevant experience in the areas of environment, infrastructure, project management and solid waste management;</li> <li>b. Minimum 5 years for Master Degree and 7 years for Bachelor Degree of relevant international experience;</li> </ol> </li> </ol>	30%	30  15  8  7
<b>Criteria B: Brief Description of Approach to Assignment</b> <ul style="list-style-type: none"> <li>• Detailed Understanding of Indonesian environmental and social standards;</li> <li>• Detailed Understanding of International environmental and social standards;</li> </ul>	70%	70 40 30