

Terms of Reference



Empowered lives.
Resilient nations.

GENERAL INFORMATION

Title: PETRA Environmental Advisor (LTA)

Project Name: Palu-Lombok Earthquake and Tsunami Recovery Assistance

Reports to: Team Leader Resilience and Recovery

Duty Station: Jakarta

Expected Places of Travel (if applicable): Palu and Lombok

Duration of Assignment: September 2019 to 31 December 2021 Part time inputs (80 working days)

REQUIRED DOCUMENT FROM HIRING UNIT

<input checked="" type="checkbox"/>	TERMS OF REFERENCE
<input checked="" 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
	CATEGORY OF INTERNATIONAL CONSULTANT, please select:
	(6) Junior Specialist
	(7) Specialist
8	(8) Senior Specialist
<input checked="" type="checkbox"/>	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

<input checked="" type="checkbox"/>	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 (explain)

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 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.*

All activities will be implemented in compliance with UNDP's social and environmental standards¹. The standards will ensure the sub-project is not only being implemented in line with Indonesia's standards but also international standards, for example the World Bank/ IFC General EHS Guidelines/ Industry Sector EHS Guidelines², ILO's Core Labour Standards³ and the right to decent work⁴. UNDP has prepared an Environmental and Social Management Framework (ESMF), in consultation with the KfW, which covers both national legal requirements and International standards. The ESMF comprises the following procedures for screening environmental and social (E&S) risks; 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. Environmental and Social Management Plans (ESMP) will be developed for each infrastructure sub-project and incorporated into the corresponding construction firm(s)' contract(s). Environmental and Social Impact Assessments (ESIA) will be undertaken for sub-projects in line with national regulations; such an assessment will most likely be

¹ www.undp.org/content/undp/en/home/accountability/social-and-environmental-responsibility/social-and-environmental-standards.html. Occupational health and safety standards are included in UNDP's SES.

² As reflected in internationally recognized standards such as the World Bank Group's Environmental, Health and Safety Guidelines, available at <http://www.ifc.org/ehsguidelines>. These standards contain performance levels and measures that will normally be acceptable and applicable to Projects. When national regulations differ from these levels and measures, the Implementing Partner will achieve whichever are more stringent. If less stringent levels or measures are appropriate in view of specific Project circumstances, the Implementing Partner will provide full and detailed justification for any proposed alternatives, provided that such alternatives are consistent with the requirements of UNDPs SES.

³ ILO Conventions Nos. 29 and 105 (forced and bonded labour), 87 (freedom of association), 98 (right to collective bargaining), 100 and 111 (discrimination), 138 (minimum age), 182 (worst forms of child labour). Guidance materials will elaborate key provisions for implementing requirements related to work standards.

⁴ See UN Development Group "Right to Decent Work," available at <http://www.undg.org/docs/12056/HR%20Standard%20-%20Right%20to%20decent%20work%20EN.doc>. The Right to Decent Work is supported by the Universal Declaration of Human Rights, the ILO's Decent Work Agenda, and many internationally recognised conventions. Programming in support of the Right to Decent Work aims to ensure that everyone – without discrimination – has sufficient access and equal opportunity to work that provides adequate compensation, just and favourable conditions, equal and adequate remuneration for work of equal value, and the rights to organize and bargain collectively. See more at: <http://hrbportal.org/archives/topics/decent-work>.

required for the Integrated Waste Treatment Facility.

Throughout the implementation phase, UNDP engineers and project team members will regularly monitor, at least monthly, construction activities against the ESMP and site risk assessment. Activities that have been identified during the E&S site risk assessment as high risk – involving, for example, possible hazardous materials, will be monitored more rigorously. Any non-compliance issues will be immediately discussed and remedied with the construction contractor and infrastructure supervisory contractor.

The Environmental Advisor (EA) will play a lead role in monitoring sub Projects are being implemented in line with PETRA's ESMF and the individual subproject ESMP. In close consultation with the Project Manager, community mobilisation teams and the Resident Engineers, he/she will monitor subprojects every 6 months; assess designs; review EMPs prepared by the Design Consultant and where necessary AMDALs (EIAs), UKL and UPL.

The EA will work under the overall guidance of the PETRA Project Manager. The incumbent will also engage with relevant UNDP CO programme units with a view to ensure high quality project development and the effective implementation.

II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

Scope of Work

Work Plan for implementing the ESMF

- Review the ESMF
- Review RFP documents
- Review PETRA Risk Matrix
- Prepare workplan to monitor the Petra's ESMF

Review EMSP for Lombok Subprojects

- Review the Design consultants EMPs for the 13 Subprojects in Lombok
- Review Component 2 activities ESMP
- Assess Environmental screening Process
- Review and revise PETRA Risk Matrix
- Prepare and Present Report on findings

Review of sub project Designs and Construction activities against their respective ESMP

- Review construction activities in Lombok and Central Sulawesi
- Review Component two activities
- Assess Environmental screening Process
- Review and revise PETRA Risk Matrix
- Prepare and Present Report on findings

Review EMSP for Central Sulawesi Subprojects including AMDALs for the waste management and hospital subprojects.

- Review the Design consultants EMPs for the 29 Subprojects in Central Sulawesi
- Review ESIA and revised AMDALs for the two waste management facilities and two hospital subprojects.
- Assess Environmental screening Process
- Review Component 2 activities
- Review and revise PETRA Risk Matrix
- Prepare and Present Report on findings

Review of sub project Designs and Construction activities against their respective ESMP

- Review construction activities in Lombok and Central Sulawesi
- Review Component 2 activities
- Review PETRA Risk Matrix
- Prepare and Present Report

Review of sub project Construction activities against their respective ESMP

- Review construction activities in Lombok and Central Sulawesi
- Monitor post construction ESMP implementation
- Prepare and Present Report

Review of implementation of the ESP post construction of all subprojects

- Monitor post construction ESMP implementation
- Prepare and Present Final Report

Expected Outputs and deliverables

Deliverables/ Outputs	Estimated number of working days	Completion deadline	Review and Approvals Required (Indicate designation of person who will review output and confirm acceptance)
Work Plan for implementing the ESMF	15	30/10/2019	As reviewed by PETRA Project Manager and approved by the Team Leader Resilience and Recovery
Review EMSP for Lombok Subprojects	15	30/11/2019	As reviewed by PETRA Project Manager and approved by the Team Leader Resilience and Recovery
Review of sub project Designs and Construction activities against their respective ESMP	10	31/12/2019	As reviewed by PETRA Project Manager and approved by the Team Leader Resilience and Recovery
Review EMSP for Central Sulawesi Subprojects including AMDALs for the waste management and hospital subprojects.	10	28/2/2020	As reviewed by PETRA Project Manager and approved by the Team Leader Resilience and Recovery
Review of sub project Designs and Construction activities against their respective ESMP	10	30/6/2020	As reviewed by PETRA Project Manager and approved by the Team Leader Resilience and Recovery
Review of sub project Construction activities against their respective ESMP	10	31/12/2020	As reviewed by PETRA Project Manager and approved by the Team Leader Resilience and Recovery
Review of implementation of the ESP post construction of all subprojects	10	30/6/2021	As reviewed by PETRA Project Manager and approved by the Team

			Leader Resilience and Recovery
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III. WORKING ARRANGEMENTS

Institutional Arrangement

The EA will be directly supervised by the PETRA Project Manager. S/he will work closely with the team in the field to collect information and validate initial findings.

Duration of the Work

Maximum 80 days of work between 1st September 2019 to 30th of June 2021

Duty Station

The Advisor will be based in Jakarta with travel to Palu and Lombok.

Travel Plan

Below is an indicative travel plan for the duration of the assignment. The Consultant will be required to travel to the below indicated destinations and include the relevant costs into the proposal. There may be also unforeseen travel that will come up during the execution of the contract which will be agreed on ad-hoc basis.

No	Destination	Frequency	Duration/days
	Palu	Maximum 7 times during the duration of the assignment	35 days in total
	Lombok	Maximum 7 times during the duration of the assignment	20 days in total

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications:

Minimum Master's Degree in Environmental Sciences

Years of experience:

Combined 15 years of experience with:

- 10 years of experience in environmental monitoring and preparing ESMP and EISAs.
- 5 Years of experience in humanitarian and post-crisis context;

III. Competencies and special skills requirement:

- Familiarity with UNDP, KfW and World Bank ESIA standards for infrastructure projects;
- Experience in planning and/or undertaking environmental impact assessment in post-disaster situations.

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

<i>Criteria</i>	<i>Weight</i>	<i>Maximum Point</i>
<u>Technical</u>	70%	
Criteria A: qualification requirements as per TOR 1. Minimum Master’s Degree in Environmental Sciences 2. Combined 15 years of experience with: <ul style="list-style-type: none"> • 10 years of experience in environmental monitoring and preparing ESMP and EISAs. • 5 Years of experience in humanitarian and post-crisis context; 3. Familiarity with UNDP, KfW and World Bank ESIA standards for infrastructure projects; 4. Experience in planning and/or undertaking environmental assessment in post-disaster situations.		70 20 25 10 15
Criteria B: Brief Description of Approach to Assignment 1. Understanding towards the given tasks 2. Clear approach and methodology in addressing important aspects of the tasks. 3. Planning logical, realistic and efficient.		30 10 10 10
<u>Financial (30%)</u>	30%	