

**TERMS OF REFERENCE FOR CONSULTANTS  
TRANSACTION TECHNICAL ASSISTANCE FOR  
INSTITUTIONAL STRENGTHENING OF ROAD SAFETY AND GENDER EQUALITY  
  
SASEC HIGHWAY IMPROVEMENT PROJECT**

**A. Background**

1. **Road safety.** While vehicle ownership in Nepal remains comparatively low, with only 0.08 vehicles per capita, vehicles sales have increased at an annual rate of 20.1% between FY2007 and FY2017 and registered vehicles are expected to further quadruple in the next decade.<sup>1</sup> The growth of vehicle ownership is primarily driven by motorcycles, which account for 79.6% of all vehicles, but also increase road safety concerns. The number of recorded accidents increased from about 3,800 to 13,580 accidents between FY2002 and FY2013 (average annual growth rate of 12.3%), while recorded fatalities increased from 879 to 2,385 between FY2002 and FY2017 (average annual growth rate of 6.8%).<sup>2</sup> Traffic fatalities are estimated at 302 fatalities per 100,000 vehicles—one of the highest rates in Asia.<sup>3</sup> In response, the government prepared a Road Safety Action Plan (2013–2020) aligned with the United Nations’ five pillars of road safety: improved road safety management, safer roads and mobility, safer vehicles, safer users, and improved post-crash response.<sup>4</sup> The road safety action plan lacks a safety policy, and needs to be updated to and complemented with a specific investment plan.

2. The 1,027 km-long EWH extends from the eastern to the western borders with India, and is the main domestic and international trade corridor of Nepal. It provides a vital linkage to major economic centers and neighboring countries, and carries the highest traffic volumes in the country. On the majority of its length, the EWH has a two-lane design with an undivided median, and does not segregate slow-moving vehicles and pedestrians in urban sections. The traffic mix features a variety of road users, including motorcycles, freight vehicles, private cars, light good vehicles, minibuses, bicycles, pedestrians, and carts, which results in speed differentials and dangerous driving behavior which are further exacerbated by a weak enforcement of traffic rules.

3. **Gender equality and social inclusion.** Ministry of physical Infrastructure and Transport (MOPIT) executes sector programs in the strategic roads, railways and transport management sectors through its three departments, Department of Roads (DOR), Department of Railways (DORW), and Department of Transport Management (DOTM). A review of MOPIT’s GESI policies, institutional structures, programs, budgets and monitoring practices indicated that these sectors had not adequately incorporated GESI and other social development concerns, and required practical guidance for addressing gender equality and social inclusion issues. With support of ADB, MOPIT subsequently developed operational guidelines for mainstreaming and institutionalizing GESI in its portfolio and operations, which were finalized in 2017 and launched in March 2018.<sup>5</sup> The TA will further support the review of the institutional framework required for implementation of the GESI operational guidelines through a range of capacity development initiatives targeting all divisions, branches and sections of MOPIT, DOR, DORW, and DOTM.

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<sup>1</sup> Department of Transport Management. 2018. *Vehicle Registration Details up to Fiscal Year 2073-74*. Kathmandu. This compares to 0.42 vehicles per capita in India and 0.80 vehicles per capita in the United States.

<sup>2</sup> Nepal Police, Traffic Directorate. 2015. *Accidents database*. Kathmandu.

<sup>3</sup> World Health Organization. 2015. *Global Status Report on Road Safety 2015*. Geneva.

<sup>4</sup> Government of Nepal, MOPIT. 2013. *Nepal Road Safety Action Plan (2013–2020)*. Kathmandu; and World Health Organization. 2010. *Global Plan for the Decade of Action for Road Safety 2011–2020*. Geneva.

<sup>5</sup> MOPIT. 2017. *Gender Equality and Social Inclusion Operational Guidelines*. Kathmandu.

## B. Objectives

4. The technical assistance (TA) will complement infrastructure improvements supported under SASEC Highway Improvement Project (SHIP) by supporting capacity building and institutional strengthening of the MOPIT and its agencies. The TA will assist the Government of Nepal in developing a national gender-inclusive road safety policy and supporting road safety action plans.

5. The TA will implement the following key activities: (i) review of institutional arrangements related to road safety, (ii) preparation of a national road safety policy, a road safety strategy for 2021–2030, and an investment plan for 2021–2023; (iii) the strengthening of the road safety council comprising DOR, DOTM, Nepal Traffic Police, Roads Board Nepal (RBN), and other relevant agencies; (iii) the review and recommendation of a suitable road safety assessment framework; (iv) the preparation and implementation of a road safety assessment for 1,027 km of the EWH to mitigate accident blackspots, in coordination with project preparatory consultants (PPC) engaged under the loan; (v) a road safety campaign along the EWH; (vi) a prefeasibility study to identify and design service areas along the EWH; (vii) the review of the institutional arrangements required for the implementation of GESI guidelines across all departments of MOPIT; (viii) the dissemination of GESI operational guidelines within MOPIT; and (ix) capacity strengthening of MOPIT, DOR, DORW, and DOTM and in road safety and GESI.

## C. Scope of Services

6. The consulting team is expected to produce the following outputs or deliverables:

7. **Output 1: gender-inclusive road safety policy and action plan developed.** The TA will strengthen the national road safety policy and prepare a pragmatic road safety investment program, and will support the increase of capacity of DOR in road safety by:

- (i) reviewing the current institutional and legal framework, including MOPIT, DOR, RBN, and other relevant agencies;
- (ii) strengthening the inclusive operation of the National Road Safety Council comprising DOR, DOTM, RBN, Nepal Traffic Police, Ministry of Education, Ministry of Health and Population, and other relevant agencies;
- (iii) reviewing and strengthening the gender-inclusive road safety policy;
- (iv) developing a gender-inclusive road safety strategy for 2021–2030, and a detailed investment plan for 2021–2023;
- (v) reviewing road safety practices and recommending improvements;
- (vi) reviewing and recommending a suitable road safety assessment framework<sup>6</sup>; and
- (vii) training about 20 engineers for conducting road safety economic analysis with the highway development model 4 (HDM-4).

8. **Output 2: road safety of the east–west highway improved.** The TA will pilot the following activities to improve the safety of the EWH and support capacity building of local technical manpower from the government and private sector:

- (i) train over 20 Nepalese engineers for conducting road safety assessments;
- (ii) carry out a road safety assessment of the 1,027-km long EWH, using the recommended road safety assessment framework and including about 20 trained Nepalese engineers, under the supervision of the consultants;

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<sup>6</sup> Such as international road assessment program (iRAP) or other data- and evidence-based assessment frameworks.

- (iii) identify safety blackspots, and prepare recommendations of remedial measures to eliminate at least 20 critical blackspots to be designed by PPC consultants; and
- (iv) conduct a prefeasibility study to identify potential locations and prepare design standards for over 20 service areas along the EWH.<sup>7</sup>

9. **Output 3: road safety awareness increased.** The TA will improve the road safety awareness level of road users on traffic rules and regulations, with the objective to result in a substantial reduction on the present level of road fatalities. The TA will:

- (i) Prepare an interagency coordination plan for road safety awareness campaign with support of the National Road Safety Council;
- (ii) Carry out a survey of road users' attitudes to identify areas of intervention;
- (iii) Prepare gender-inclusive road safety awareness materials such as booklets, pamphlets, stickers, presentation materials, and video clips;
- (iv) Train the trainers for producing road safety campaigners; and
- (v) Conduct a pilot road safety campaign for various categories of road users such as students, motorcyclists, pedestrians, car and truck drivers, or community workers, to train and consolidate the road safety awareness campaign program.

10. **Output 4: gender equality and social inclusion guidelines implemented.** The TA will strengthen the capacity of MOPIT and its departments in GESI activities, and support the dissemination and implementation of the operational GESI guidelines, by:

- (i) reviewing and supporting the implementation of adequate institutional arrangements, processes, and mechanisms in MOPIT, DOR, DORW, and DOTM to mainstream GESI guidelines in project programming, design, implementation and monitoring.
- (ii) rolling out MOPIT GESI guidelines from the central level of MOPIT to regional, divisional, and sub-divisional offices in all provinces;
- (iii) preparing an action plan to mainstream GESI in DOR, DORW, and DOTM day-to-day activities for each level of MOPIT;
- (iv) training 25 MOPIT personnel for the implementation of the action plan; and
- (v) ensuring the inclusion of gender-mainstreaming best practices in the road safety activities described in outputs 1, 2 and 3, particularly for the road safety policy and action plan, the preliminary designs of the road service areas, the road safety materials and the road safety awareness campaigns)

#### **D. Time Schedule and Personnel Input**

11. The TA will require a total of 14 person-months for international consultants and 55 person-months for national consultants (Table 1).

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<sup>7</sup> Service areas shall include friendly features for elderly people, women, children, and people with disabilities; and may comprise facilities such as restrooms, gas station, parking, shelter, restaurant, or convenience store.

**Table 1: Summary of Consulting Services Requirement**

<b>Position</b>	<b>Number</b>	<b>Person-months</b>	<b>Total Person-months</b>
<b>International Experts</b>			
Team Leader / Road Safety Policy Expert	1	6	6
Road Safety Audit Expert	1	5	5
Road Safety Awareness Campaign Expert	1	3	3
<b>Sub-Total</b>			<b>14</b>
<b>National Experts</b>			
Deputy Team Leader / Safety Expert	1	14	14
Road Safety Auditors	2	8	16
Social (GESI) Expert	1	20	20
Civil Engineer	1		5
<b>Sub-Total</b>			<b>55</b>
<b>Total</b>			<b>69</b>

GESI = Gender equality and social inclusion.

Source: Asian Development Bank.

## **E. Implementation Arrangements**

12. MOPIT is the executing agency of the TA, while DOR is the implementing agency and will coordinate day-to-day implementation through the Project Directorate. A steering committee will comprise representatives from DOR, DOTM, DORW, RBN, NPT, Ministry of Education, Ministry of Health and Population, and ADB. The steering committee will review consultants' reports, reconcile different views among agencies, provide feedback to the consultants, and guide implementation. The consultants will attend the steering committee meetings with broad responsibility for liaison and coordination of committee members. The steering committee will meet at least thrice: at inception, at a mid-term workshop, and at a workshop to discuss the draft final recommendations.

13. The firm will be recruited using the quality- and cost-based selection method with a 90:10 quality to cost ratio, following the submission of full technical proposal. Procurement for goods and equipment will be carried out by the consultants in accordance with the ADB Procurement Policy (2017, as amended from time to time) and the Procurement Regulations for ADB Borrowers (2017, as amended from time to time).<sup>8</sup> Consultants will administer training, surveys, workshops, and seminars under the TA budget, and procure equipment as applicable. The consulting services will be implemented for a period of 36 months from February 2019 to January 2022. The proceeds of the TA will be disbursed in line with the Technical Assistance Disbursement Handbook (2017, as amended from time to time). Upon completion of the TA, equipment procured under the TA will be transferred to the executing or implementing agencies at TA completion.

14. ADB will administer the TA and be responsible for the selection, supervision, and evaluation of consultants. The TA will be implemented over 36 months, from February 2019 to January 2022, with a main phase of 15 months to carry out road safety related activities, and a second phase of 9 months to support GESI activities.

## **F. Reporting and deliverables**

15. The consultants will provide ADB and DOR with monthly progress reports on the action plan, including achievements, problems, and recommendations. The consultants will prepare specific working papers and reports in accordance with each main item of the TOR, and Table 2.

<sup>8</sup> ADB. 2017. *Procurement Regulations for ADB Borrowers: Goods, Works, Nonconsulting and Consulting Services*. Manila.

Upon completion of their services, the consultants will prepare a final report for the road safety component covering all tasks required by the outputs 1-3 of the TOR, and a final report for the GESI component covering all tasks required by output 4 of the TOR. Final reports will be prepared 42 days after submission of the draft final report, and after a review workshop is conducted with DOR, MOPIT, ADB, the consultants, and other key government agencies and stakeholders.

**Table 2: Reports and Submissions Deliverables**

No.	Title	Deliverable date
1	Inception report	Within 4 weeks from commencement
2	Progress reports	Monthly
3	Interim report	Within 5 months from commencement
4	Road safety draft final report, including: <ul style="list-style-type: none"> <li>a. Institutional assessment</li> <li>b. Road Safety Policy</li> <li>c. Road Safety Strategy 2021–2030,</li> <li>d. Road Safety Investment Plan 2021–2023</li> <li>e. Road Safety Audit Framework and Guidelines</li> <li>f. East-West Highway Blackspot Improvement Program</li> <li>g. Road User Behavior Survey Report</li> <li>h. Road Safety Awareness Campaign and Communication Management Strategy</li> </ul>	Within 12 months from commencement
5	Road safety final report	6 weeks after final report
6	GESI draft final report	Within 20 months from commencement
7	GESI final report	6 weeks after final report (GESI)

16. All reports will be submitted in the English language to ADB and DOR, in electronic and printed copies. Four printed copies of the deliverables will be provided to ADB, DOR, RBN, and DOTM. Final reports must be delivered on a compact disk, along with the specified number of printed copies.

17. **Stakeholder workshops.** Two national workshops will be conducted during TA implementation. The first workshop will discuss the objective, approach, and methodology to establish the road safety policy, strategy, and communication, and to collect inputs from the stakeholders and present initial findings of the study. The first workshop shall be held within 4 months from the start of services. The second workshop will discuss TA outputs for finalization after submission of the draft final report. Additional workshops may be proposed as required by ADB, the Government, or the Consultants.

18. The consultants, in consultation with DOR, will prepare a training, seminar and workshop program in the areas specified in the TOR. The consultants will prepare comprehensive training proposals, including selection criteria for candidates, training objectives, and cost estimates.

19. Capacity development in road asset management should include in-country training in economic analysis, specifically HDM-4 training, for the government agencies as well as the private sector.

**G. Data and Assistance to be Provided by the Client**

20. The government will provide the consultant with the following:

- (i) Access to data, records, and other information required to perform the assigned tasks; and
- (ii) Counterpart staff on a necessary basis.

21. Office space, including furniture and utilities, will need to be arranged by the consultants.