

## TERMS OF REFERENCE FOR CONSULTANTS

### A. International Consultant

1. **International environmental safeguards consultants (18 person-months, intermittent/continuous).** As guided by the CWRD Portfolio, Results, Safeguards, and Social Sector Unit (CWOD-PSG), the international environmental safeguards consultant will work with the executing agencies and the country-based consultants (CBCs) in the ten participating DMCs (Afghanistan, Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyz Republic, Tajikistan, Pakistan, Uzbekistan, and Turkmenistan) to support the executing and implementing agencies (EAs/IAs) in improving compliance with SPS 2009 during project preparation and implementation. The consultant will assist the DMCs to ensure that projects safeguard documents meet SPS 2009 requirements before submission to ADB.

2. Specific tasks include, but not limited to:

- (i) During project preparation
  - (a) Working with EAs/IAs, PPTA consultants in identifying environmental issues ensuring that projects are scoped and screened properly, and impacts can be avoided as far as possible.
  - (b) Providing support to EAs/IAs to conduct meaningful consultation during project preparation and for training in environment assessment and safeguard document preparation.
  - (c) Assisting EA/IAs in reviewing EIA/IEE/EARF to ensure report quality meeting the requirements of ADB's SPS 2009 and national environmental authorities and timely submission for approval.
  - (d) Working closely with the ADB project environmental specialists to ensure the quality of safeguard inputs to be provided for project appraisal such as RRP, Project Finance Requests, Project and Facility Administration Manuals, Loan and Grant Agreements, and other documents.
- (ii) During project implementation
  - (a) Working with EAs/IAs, projects supervision consultants and contractors in identifying environmental issues and solutions.
  - (b) Conduct missions and site visits as needed to identify any compliance issues and work on solutions with EA/IAs to find solutions.
  - (c) Assisting EA/IAs in supervising project consultants and contractors, reviewing environmental monitoring reports, safeguards compliance audits and post-construction audits, project completion reports (PCRs) and other relevant reports, as needed, for quality assurance before submission to ADB.
  - (d) Assisting EA/IAs in establishing and implementing projects' Grievance Redress Mechanism (GRM) and advising solutions for handling complaints.
  - (e) Taking the lead in assisting EA/IAs and ADB staff for addressing in a problem solving capacity and timely manner.
  - (f) Conducting special trainings in environmental management as required.
  - (g) Working closely with ADB project environmental specialists in carrying out project review missions and country safeguard review missions, ensuring the development and implementation corrective action plans for safeguard non-compliance with legal covenants and complaint cases.
- (iii) The international environmental safeguards consultant will also provide technical guidance to and coordination with the CBCs on preparation and implementation of environmental safeguards. Specific tasks include, but not limited to:

- (a) Advising and providing quality assurance of the safeguard document reviews as required by CWOD-PSG environmental specialists.
- (b) Implementing the CWOD-PSG Safeguards training manual for the CBCs to train and assist the IAs for monitoring of the safeguard implementation, using a safeguard compliance checklist based on the ranking criteria prepared under the TA 8663, the environmental safeguards information kit prepared under the TA 7548, and associated materials.
- (c) Guiding the CBCs in the implementation of their work and where needed help them with problem solving.
- (d) Participate in and contribute to any regional or international workshops, seminars or training sessions carried out by ADB.
- (iv) Submit weekly timesheets and monthly progress report to CWOD-PSG country focal environmental specialist.
- (v) Assist the TA manager in preparation of TA completion report.

**3. International environmental consultants- Technical Studies (2 person-months, intermittent).** Consultancy services are requested for completion of specialized study and or provision of expert advice. The services will be required to assist environmental management of projects in CWRD, during project processing or implementation where impacts can be felt significantly, or complaints have been issued. Specialized support is required for conducting studies, surveys, and provision of advice to assist in meeting the SPS requirements and to recommend and assess best available mitigation measures needed to meet the standards.

**4. Tasks and Scope of Work.** To complete the study the consultant will be required to:

- (i) Prepare a comprehensive baseline of the area for the particular environmental conditions relevant to the study (noise, vibration, air quality, biodiversity etc.). The baseline may require primary data collection as well as literature and desk-based review.
- (ii) Complete consultation with relevant authorities as well as stakeholders as necessary for the study.
- (iii) Conduct modelling or laboratory analysis where relevant using standards as contained in the WB EHS guidelines, or where not present (such as for vibration) use other appropriate and justified standards.
- (iv) Using the project description and the collected baseline, identify the sensitivity of receptors and the magnitude of impacts and then complete an impact assessment based on this information.
- (v) Establish mitigation options to reduce impacts to a residual level and the approach must following the mitigation hierarchy.
- (vi) As necessary during completion of the study, inform EAs/IAs of best international practices and where possible provide on the job training to staff when requested.

## **B. National Consultant**

**5. National environmental safeguards consultants. (84 person-months, continuous).** National environmental safeguards consultant will be based in resident mission of the participating DMCs (Afghanistan, Armenia, Azerbaijan, Georgia, Kazakhstan, Kyrgyz Republic, Tajikistan, Pakistan, Uzbekistan, and Turkmenistan).<sup>1</sup>

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<sup>1</sup> Consultants may be assigned to cover more than one country.

6. As guided by the CWRD Portfolio, Results, Safeguards, and Social Sector (CWOD-PSG) country focal environmental specialist, the consultant will work in the participating DMCs to support the executing and implementing agencies (EAs/IAs) in improving compliance with SPS 2009 during project preparation and implementation. The tasks include:

- (i) Assist the EAs/IAs to ensure that all projects safeguard documents meet SPS 2009 requirements before submission to ADB. For this purpose, the consultant will be required, but not limited to, conduct site visits; work with EAs/IAs, PPTA consultants, project supervision consultants and contractors in identifying environmental issues and addressing ADB comments; participate in public consultation; help EA/IAs in liaising with national environmental authorities for obtaining necessary environmental permits and approval.
- (ii) Conduct site visit regularly as needed for auditing and monitoring safeguard measures during project implementation to identify if any unanticipated impacts or changes in design have occurred, to provide on-site assistance to the EAs/IAs and seek timely guidance from the international safeguard consultant and ADB project team.
- (iii) Assist EA/IAs in establishing and implementing projects' Grievance Redress Mechanism (GRM). Keep ADB project team informed and seek advice for addressing complaints in a problem solving capacity and timely manner.
- (iv) Conduct hands-on training for EAs/IAs, project consultants and contractors in safeguard implementation.
- (v) Use the training materials provided by the International safeguard consultant to train and assist the IAs in monitoring of the safeguard implementation and provide inputs to CWRD safeguard monitoring sheets. Where certain materials are not available in the training kit, the consultant will develop them as needed
- (vi) Ensure that the capacity of executing agencies and contractors is built by developing and implementing the site-specific environmental management plans to the standards reflected in the Asian Development Bank (ADB) Safeguard Policy Statement (2009).
- (vii) Coordinate national environmental stakeholders networking activities and participate in safeguard ADB internal and regional exchange learning events including CWRD project peer reviews.
- (viii) Submit weekly timesheets and monthly progress report to the International safeguard consultant and PSG country focal environmental specialist
- (ix) The consultant may be required to provide short-term and ad-hoc service to other countries in the Central and West Asia region, if there is a need.
- (x) Aid ADB Staff in preparation of Guidance Notes and Best Practice Case Study Examples of successfully implemented projects for internal circulation at ADB.
- (xi) Participate in and contribute to any regional or international workshops, seminars or training sessions carried out by ADB as required.