

Terms of Reference and Scope of Services

Environmental Consultant

Second Regional and Municipal Infrastructure Development Project

Background

The Municipal Development Fund of Georgia (here after referred as “MDF”) is a legal entity of public law whose purpose is to mobilize financial resources from donors including international and Georgian financial institutions, in order to make them available for investments in local infrastructure and services, while simultaneously helping local self-governments in strengthening their institutional and financial capacity. MDF is responsible for projects’ implementation, procurement, application of safeguards, contracts management, financial management and disbursement.

The World Bank is supporting efforts of the Government of Georgia (GoG) to address decentralization and regional development challenges through the ongoing Second Regional and Municipal Development Project (SRMIDP) since 2014. The Project Development Objective is to improve access to quality municipal services and infrastructure.

The Project consists of two parts (Part A and Part B):

Part A

Component 1: Infrastructure Investment, Project Management and Monitoring (i) supports selected municipalities with the provision of basic municipal services and infrastructure in urban and rural communities; (ii) allows communities located in the lagging regions, those who suffer from reduced ability to be involved in economic activities, to receive basic services and amenities; (iii) promote private capital mobilization in the selected towns and villages by allowing additional resources for the Public Private Initiative.

Part B

Component 2: Contingent Emergency Response has a zero allocation but allows for rapid reallocation of Project funds from other components to provide immediate response capacity to the Government following an eligible crisis or emergency in Georgia.

General Scope of Services

The MDF seeks services of an individual consultant to perform duties laid out in the present terms of reference (TOR). The consultant will perform in the capacity of a Local Environmental Specialist.

The general task of the Local Environmental Specialist is to play an advisory role to the MDF and its Environmental and Resettlement Unit in handling environmental risks and impacts during implementation of the World Bank-financed projects.

More specifically, the Local Environmental Consultant will be responsible for the environmental management of the SRMIDP and will periodically assist MDF with the preparation of environmental and social documents for other operations ongoing with the World Bank support, as need be.

The scope of services will include:

1. Assisting MDF's Environmental and Resettlement Unit to ensure compliance of SRMIDP activities with the environmental safeguard policies of the World Bank triggered by this project, Environmental and Social Management Framework (ESMF) of SRMIDP, site-specific Environmental and Social Reviews (ESRs) including Environmental and Social Management Plans (ESMPs), self-standing ESMPs as well as the relevant national environmental laws and regulations.

and

2. Developing site-specific ESRs and ESMPs for newly defined sub-projects under SRMIDP as well as for any other projects ongoing with the World Bank's financial assistance - all in compliance with safeguard policies triggered by respective projects, framework documents guiding environmental work on individual investments of these projects, the World Bank Group's Environmental, Health and Safety Guidelines, Good International Industry Practice and the relevant national laws and regulations.

Specific Tasks of the Assignment

The objective of the assignment is to support the MDF in carrying out environmental management of SRMIDP and preparation of site-specific environmental and social documentation for other World Bank-financed operations, as need be. The consultant shall:

1. Provide day-to-day guidance and advice to the Environmental and Resettlement Unit of MDF on the environmental safeguards' application and compliance and support in the resolution of environmental performance-related issues that may arise in the course of SRMIDP implementation;
2. In cooperation with MDF's social, gender, health and safety professionals, review environmental and social documentation prepared by MDF's consultants and contractors under SRMIDP, determine compliance of these documents with the relevant requirements of the national legislation, World Bank's policies and project-specific framework documents, provide feedback and assist in upgrading of documents as required, and recommend MDF approval of mature draft documents;
3. Ensure that ESMPs and specific environmental, health and safety requirements of MDF are duly incorporated into the bidding documents and that responsiveness of bidders to these requirements are adequately assessed in the process of bid evaluation;
4. Ensure that ESMPs are incorporated into contracts for the provision of works and contracts carry adequate provisions to apply remedies for environmental non-compliance;
5. Ensure good quality of environmental documentation prepared by the Construction

Contractors and Supervision Consultants;

6. Ensure that Contractors understand their responsibilities to mitigate environmental problems associated with their construction activities and facilitate training of their staff in implementation of ESMP;
7. Monitor implementation of ESMPs, adherence to the contractually binding environmental requirements and compliance with the relevant national legislation by contractors;
8. Review monthly environmental reports submitted by works contractors and supervision consultants, analyse them, bring most important aspects to the attention of the management of Environmental and Resettlement Unit of MDF and contribute to the development of Project Progress Reports from MDF to the World Bank by providing relevant analytical write-up on environmental performance of SRMIDP;
9. Review incoming correspondence related to environmental issues under the SRMIDP, draft responses and submit to the management of Environmental and Resettlement Unit;
10. Communicate with different stakeholders - governmental agencies, municipalities, donors, private sector, consultants, contractors and other organizations, within the sphere of competence;
11. Assist MDF management with the disclosure of environmental and social documentation in accordance with requirements of the World Bank and the national legislation;
12. Assist MDF with organization of public consultations on the draft environmental and social documents, including identification of venues, notices to participants, development of agenda, etc. and prepare minutes of consultation meetings, including lists of attendees, attendance signatures, photo documentation, etc. as relevant.;
13. In case unpredicted environmental impacts during implementation of SRMIDP, prepare or assist in preparation and implementation of an environmental emergency response program in consultation with the Ministry of Environmental Protection and Agriculture, other relevant government agencies and the World Bank.
14. Upon request of the MDF, prepare site-specific environmental and social documents for World Bank-financed projects other than SRMIDP which follow World Bank's safeguard policies, react to comments on these documents provided by the MDF and the World Bank, assist MDF with the disclosure of these documents and the conduct of public consultations.
15. Track dynamics of COVID-19 pandemic worldwide and in Georgia paying particular attention to the current advice from World Health Organization (WHO) and the GoG, advise MDF management on the need of designing alternative format for stakeholder consultation on the draft site-specific environmental and social documents and participate in the elaboration of respective arrangements.

Qualifications

1. Higher education in Natural science, Environmental Law, Environmental Management or other Environmental related major area. Master's degree would be an advantage.

2. Work experience of at least 1 year in environmental management of civil works financed by International financial institutions.
3. Knowledge of environmental policies and requirements of the international financing institutions. Knowledge of the World Bank's safeguard policies will be considered an advantage.
4. Demonstrated problem-solving skills and negotiating skills with ability to balance project objectives and environmental requirements with client needs in discussing and resolving sensitive and difficult issues;
5. Strong communication skills, ability to resolve complex issues, multi-tasking.
6. Proficiency in English and Georgian languages is mandatory.

Duration and staff inputs

The duration of the assignment is 12 months. It may be extended upon mutual agreement.

This is a full-time assignment. Working from the MDF office is required.

Expected Output/Deliverables and Reporting Format

The Consultant shall submit reports on monthly basis. Monthly reports shall include the list of services carried out during the reporting period. Reports should be prepared in Georgian language and submitted as one hard copy.

The Consultant works under direct supervision of Head of Environmental and Resettlement Unit.

Facilities and Services to be provided by the MDF

The MDF will provide office area and facilities, office equipment and communication necessary to carry out the services. The MDF will also provide all necessary information and documents for that purposes.

Depending on the dynamics of COVID-19 pandemic and related recommendations by WHO as well as the regulations which may be imposed time-to-time by the GoG, the consultant may be required to work from home and virtually communicate with MDF.