

Appendix I: ToR of PMU Environmental and Social Specialist, M&E Consultant and Environmental Auditing

Senior Environmental and Social Specialist

Senior Environmental and Social Specialist of the PMU will be responsible to oversee the implementation of ESMP/RAPs of proposed subprojects. Detailed scope of work of this specialist will include, but not limited to:

- a) Assist the Project Director (PD) in conducting environmental screening and categorization of each subproject;
- b) Assist the PD in implementation of the EMF during the project implementation period;
- c) Assist the Project Director in finalizing the terms of references and request for proposals for various environmental consulting firms or to be hired for carrying out the ESIA/ESMP/RAPs of the proposed subprojects in Component 2 and 3 Assist the Project Director in review and approval of these document in close co-ordination with the World Bank;
- d) Assist the PD in drafting the Environmental, Social, Health and Safety requirements in the bidding and contract documents in accordance with the ESMP, and integrating the ESMP into contract documents.
- e) Assist the PD in review and approval of the various documents prepared by the contractor such as environmental action plans, code of conduct, labour policy, method statements, monitoring reports, and so on.
- f) Supervise the contractor's work to ensure compliance with the environmental, social, health and safety requirements of the bidding documents and ESMP. Provide recommendations for implementation of corrective actions for any non-compliances and suggest improvements for contractor's performance.
- g) Assist the DWASA Engineers at site by providing appropriate environmental advice, and developing appropriate environmental mitigation measures for each intervention;
- h) Assist DSIP consultant's and DWASA community organizer to carryout participatory consultation during planning, design and implementation;
- i) Investigate and report all incidents related to environmental, social and health aspects. Carry out root cause analysis for all major incidents, and Recommended actions to be taken to rectify the failure that led to these incidents.
- j) Provide regular training programs to the contractor's labour on environmental, social, health and safety aspects associated with the construction activities.
- k) Prepare quarterly progress reports on the implementation of the ESMP for transmission to the World Bank throughout the project implementation period.
- l) Liaison with the Contracts, supervision consultants for the Implementation of the ESMP;
- m) Liaison with the DOE on environmental and other regulatory matters; including renewal of environmental clearance documents as and when required
- n) Dialogue with the project affected persons (PAPs) and ensure that the environmental concerns and suggestions are incorporated and implemented in the project;
- o) Undertaking environmental monitoring and reporting to the Project Director and follow-up activities;
- p) Assist the PD to arrange for the Environmental Auditing and follow up action on the Audit recommendation.
- q) Report to the PD on the environmental aspects pertaining to the project.
- r) Maintaining project-specific Database for Environmental and Social Management
- s) Capacity Building of the responsible officers responsible for environmental sustainability assurance of DWASA project

- t) Any other tasks specified by the PD

Assist Environmental and Social Specialist

Responsibilities of the Assistant Environmental and Social specialist will include, but not limited to:

- a) Assist the Design Consultants in Environmental screening process
- b) Assist the PMU in Environmental Assessments for the projects;
- c) Assist PMU in obtaining of requisite Environmental Clearances for the project;
- d) Assist the Executive Engineer /Senior Environment Specialist and the Environmental Specialist of the Design and supervision Consultants in preparation of the training materials and in conducting training;
- e) Review the contractor's Implementation Plan for the environmental measures, as per the EMP with assistance from the Environmental Specialist of the consultant;
- f) Liaison with the contractors and supervision consultant on the implementation of the EMF and EMP;
- g) Carry out consultations with the NGOs and Community groups to be involved in the project;
- h) Ensure that the environmental concerns and suggestions are incorporated and implemented in the project;
- i) Carry out site inspections, check and undertake periodic environmental monitoring and initiate necessary follow-up actions;
- j) Document the good practices in the project on incorporation and integration of environmental issues into engineering design;
- k) Report to the Executive Engineer (Environment Monitoring division) / PD on the environmental aspects pertaining to the project;
- l) Assist in the preparation of periodic reports for dissemination to the PMU, World Bank, etc.

M&E Unit/Consultant

1. Monitor implementation under the DSIP

Review the implementation arrangements in place to ensure that they are sufficient to support successful implementation. To this end, they will observe, assess and report on the:

- a) project organisation, staffing, project management systems, arrangements for construction, identification and management;
- b) quality control/assurance systems, confirming that there is no evidence of any material problems with current or expected future quality and that the investments are likely to meet the specified technical, environmental and social performance requirements at the date of operation.

2. Progress and costs against schedule and budget:

Review, evaluate and comment on progress and costs against schedule and budget for the DSIP. To this end, the following tasks will be undertaken:

- a) monitor and report on sub-project progress including in design, procurement and construction. Verify and confirm that an adequate progress control system is in place and functioning properly. Report on actual progress versus the original plan.
- b) monitor and report on project sub-costs. Confirm that adequate cost control systems are in place and working properly. Present a cost report showing the original budget, revised outcome estimate and variance for each budget item, highlight any actual or expected variance in the overall project sub-cost and confirm whether or not the project is likely to become operational within the given budget.

3. The review and comment on all relevant sub-activity documentation and reports:

- a) Review procurement documentation for contracts placed and tenders issued. Monitor payments for works, goods and services, and review cost certifications related to DSIP contracts;
- b) confirm that all relevant project documents, including "as built" drawings, manuals, etc, have been properly assembled, collated, indexed and handed over;
- c) review payment certificates and disbursements and confirm that they are in compliance with the loan agreements and implementation agreements (eg used for the purposes for which they were intended, proportion between Loan and state funds are respected);
- d) Review on a sample basis, payment certificates, test results, and other relevant sub-project documentation. Compare the sub-project documentation with the actual works carried out on site, as necessary.

4. Review Project account records:

5. Matters of material interest:

Alert the relevant authority to any emerging problems whether they of a contractual, technical, environmental, social or financial nature, which have the potential to jeopardise the achievement of the project objectives and advise on timely appropriate corrective action.

Environmental Auditing Consultant

- a) Determine and verify whether all environmental requirements, criteria and constraints, prescribed in EMP have been adhered to during the construction phase.
- b) Determine and verify whether the remedial actions and rehabilitation requirements contained in the EMP have been appropriate and successful to prevent or control environmental impacts.
- c) Determine and verify whether remedial and rehabilitation actions have been conducted adequately and successfully to prevent and/or minimize environmental impacts.
- d) Ensure that an appropriate environmental monitoring and control program exists to follow up on remedial and rehabilitation works completed during the construction phase.
- e) Ensure that appropriate environmental monitoring and control program exists for monitoring of all environmental aspects during the operational phase.
- f) To identify any shortcomings in the EMP and EMS system implemented during the construction phase and to recommend alterations to the EMS applicable to the operational phase.