



**Government of the People's Republic of Bangladesh**

Department of Public Health Engineering

Office of the Project Director

Emergency Multi-Sector Rohingya Crisis Response Project (DPHE Part)

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শেখ হাসিনার মূলনীতি  
গ্রাম শহরের উন্নতি

**Terms of Reference (TOR)**

**Position: Social Development and Hygiene Promotion Consultant**

**Package no. EMCRP/AF/SD-9-A**

**A. Background**

The Government of the People's Republic of Bangladesh (GoB) is in the process of receiving grant and credit from the International Development Association (IDA) to implement the Emergency Multi-Sector Rohingya Crisis Response Project (EMCRP). Component 1A and 3B of the project will be implemented by Department of Public Health Engineering (DPHE) under Ministry of Local Government, Rural Development and Cooperatives (MLGRD&C). Project Management Unit (PMU) office to be established at DPHE headquarter headed by Project Director who will be responsible for implementation of the project. In addition Regional Project Management Unit (RPMU) to be established at Cox's Bazar, headed by a Deputy Project Director with sufficient consultant and other necessary staffs.

The PMU is mandated to manage the project in keeping with the Borrower's obligation to use the project fund with due regard to economy and efficiency and only for the purpose for which project financing was provided. DPHE intends to apply a part of the proceeds of this grant for hiring a Social Development and Hygiene Promotion Consultant following the World Bank Procurement Regulations.

**B. Objective**

The main objective of the Consultant is to: 1) oversee and coordinate on social safeguards, 2) ensure the quality of screening, 3) monitor proper implementation of SMP, RAP, SIA and other site specific plans, 4) consolidate information and report to WB through PD. 5) manage contractual obligation on social safeguard, 6) provide training to the contractor and field level staff, PMU and relevant HQ level stakeholder, and guide Social Safeguard Team (SST) under design and supervision firm for preparation and provision of the trainings, 7) provide technical advice to PD on ensuring social safeguard, 8) oversee and coordinate on hygiene promotion.

The assignment includes the following tasks:

- 1) Overall coordination and supervision on social safeguard and hygiene promotion
- 2) Review and endorsement of Social Screening
- 3) Support and supervision of SMP/SIA/RAP/Influx Management Plan implementation

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- 4) Monitoring and Reporting
- 5) Management of contractual obligation on social safeguard
- 6) Training provision
- 7) Assistance and guidance to social safeguard team under design and supervision firm
- 8) Technical advice to PD
- 9) Co-ordination with social safeguard specialists of other components.
- 10) Any other relevant issues as and when required.

### **C. Key tasks/responsibility**

The specific tasks/responsibility for the Consultant:

#### **1) Overall coordination on social safeguard**

While PD has overall responsibility of the project including safeguard, the Consultant will be responsible for completing all activities/tasks, its quality control and overall coordination associated with social safeguard with DPHE Social Development Officer, field based Social Specialist, SST, PD and other stakeholders.

#### **2) Social screening of each physical intervention**

The specialist will review secondary information and help as well as coordinate with the Social Safeguard Team (SST) under design and supervision firm to carry out site reconnaissance for the screening to identify and characterize, in particular:

- i. Land use, status of ownership of lands, in the sub-project areas
- ii. Important and sensitive social features and sensitive receptors,
- iii. Known physical cultural resources or features
- iv. Unique risks associated with gender, GBV, child protection which may emanate from the project interventions, with attention from the Influx management perspective

#### **3) Review and endorsement of social screening**

- i. The Specialist shall review the draft of preliminary impact analysis, on the basis of primary and secondary information, social screening, and outputs from the stakeholder consultation process carried out by SST. The Specialist shall analyze the nature, scale and magnitude of the impacts and risks that the sub-project is likely to cause on the social fabric, workforce, and surrounding communities, and classify the sub-project based on the risks/impacts.
- ii. Given that all impacts cannot be fully identified due to the preliminary status of site planning, the Specialist shall identify potential or likely impacts which may result from various design options and/or alternative locations. For the potential negative impacts and risks identified, alternative design option and/or site location shall be considered, and potential strategies/techniques for minimizing, mitigation

and/or managing the impacts should be suggested. For the potential positive measures identified, alternative and preferred enhancement measures shall be proposed. The Specialist will guide the SST under design and supervision firm accordingly.

- iii. The Specialist shall specify minimum criteria to be stated in concession contracts, to avoid or minimize impacts where feasible. Contractors must be aware that no “involuntary resettlement” dimensions should be triggered in the camps when shifting structures etc. They will need to adhere to the Influx Management Plans.
- iv. For site-specific impacts, the specialist shall indicate likely detailed management plans to be needed (for example, Social Management Plan, Community Health and Safety Plans, Cultural Resources Management Plans, site-specific Occupational Health and Safety Plans, Grievance Redress Mechanism etc.) for all phases of concession activities (construction, operation/maintenance, etc.).
- v. Social Specialist shall review and endorse the Social Screening reports which were carried out by SST and were reviewed by the Social Specialist employed by PIU.
- vi. When the screening result indicates the specific physical intervention is likely to require the detailed social management plans or any further investigation on the potential impacts and likely mitigation measures would be required, the Social Specialist shall provide technical guidance to SST. In addition, the Social Specialist will coordinate with PD as necessary on the further actions required based on the screening result.

#### **4) Support and supervision of SMP/RAP/IMP implementation**

- i. SMP/RAP/IMP implementation is responsibility of the SST under design and supervision firm and the Contractor (in some cases) and Social Specialist has primary responsibility of ensuring SMP/RAP/IMP implementation. Social Specialist will consult with relevant Social Development Officials of DPHE regularly as necessary regarding the issues on SMP/RAP/IMP implementation identified by Social Specialist.
- ii. For high risk physical intervention, during pre-construction, Social Specialist shall review the detail project designs/site plan, and conduct site investigation to check if the necessary social mitigation measures are planned and to advice any additional mitigation measures required.
- iii. For high risk operation, the Social Specialist will regularly visit the sub-project sites with field level relevant officials to monitor the implementation of SMP/RAP/IMP and provide input to prepare sub-project specific monitoring report.



#### **5) Hygiene Promotion**

- i. Support to identify key hygiene practices to be addressed and sectors of population with whom to engage and to develop appropriate communications strategies to promote safe hygiene practices -including the development of local capacity to do so.
- ii. Support the identification of needs for effective hand washing and hygiene practices; and support DPHE to develop plans to address these needs.
- iii. Assist Project Director to indorse the hygiene messages and methodologies to build awareness in the field level.
- iv. Support DPHE to share information on hygiene promotion-specific situation with other implementation agencies

#### **6) Monitoring and Reporting**

- i. Social Specialist will review and endorse the social monitoring report for each investment prepared by SST.
- ii. Social Specialist shall confirm the consolidation of the relevant information on social safeguard including social monitoring report, site-specific social management plans, screening report for high risk operation, GRM records and accident report prepared by social support and report to the World Bank in a timely manner. The Specialist will be responsible to ensure preparation and delivery of monthly social monitoring report to the WBthrough PD.
- iii. Monitor the field activities on hygiene promotion and contribute to the reporting of hygiene related activities /outcomes through the systematization and provision of consolidated up-to-date information.

iv.

#### **7) Management of contractual obligation on social safeguard**

- i. Social Specialist shall ensure the safeguard obligation of the project will be duly reflected into the legal agreement with contractor. Such obligation would include implementation of ESMF and sub-sequent site-specific safeguard instruments. Social Specialist will endorse the contractor's SMPs.
- ii. Social specialist with assistance from SST and in coordination with PD, shall lead to address safeguard related non-compliance issues of contractors according to the project specific non-compliance rectification procedures.

#### **8) Training Provision and support**

- i. Social Specialist shall guide SST to plan and organize trainings related to social safeguard and hygiene promotion to raise the capacity of contractor, field level



staff and other relevant stakeholders to implement and monitor the SMPs/RAP/IMP implementation.

**9) Public Consultation/GRM**

- i. Social Specialist shall coordinate consultation necessary during preparation and implementation of the project. Such consultation includes consultation during preparation on safeguard instruments and construction and operation of each investment.
- ii. The Specialist is also responsible to review and take necessary actions on the complaints received through the project GRM in coordination with PD.

**10) Technical Advice to PD**

When necessary and required by PD, Social Specialist shall provide technical advice related to social safeguard to PD. Such advice would include coordination with other governmental organizations, donors, UN agencies and NGOs working at Rohingya camps, strategies to address major safeguard issues and complaints, handling grievances and enhancement of safeguard capacity of PMU.

**D. Education and Experience**

- Master's in Social Science or related field.
- 10 years of experience as Social Scientist, Social Planner or related field, and 5 years of experience as Social Specialist in conducting social assessments of road, water, wastewater or other infrastructure sector of similar nature and complexity;
- Experience in World Bank/ADB or other development partner funded project;
- Experience on awareness building programs focusing hygiene promotion.
- Expertise in the project area is preferred;
- Prior experience of preparing one or more Social Impact Assessments (SIAs), Social Management Plans (SMPs), Resettlement Action Plans (RAPs), Influx Management Plans (IMPs) or Social Management Frameworks (SMFs) in accordance with World Bank Safeguard Policy requirements is a plus.

**E. Duration of the Assignment**

The Consultant shall perform the Services for 18 months or project closing date, whichever is earlier. However, the duration may be increased or decreased based on performance of the individual, availability of budget and project needs.



**F. Institutional Arrangement**

The position is full time Cox's Bazar based and provides support to Regional Project Management Unit (RPMU) at Cox's Bazar. The Consultants will work under direct supervision of the Deputy Project Director. S/he will report directly to the Deputy Project Director with close collaboration with other officials of the Project. The Consultant shall be accountable to the Deputy Project Director for his day to day activities.

**G. Reporting Obligations**

- 1) Monthly Activity Report
- 2) Final Report
- 3) Any other reports as required by PMU.

**H. Remuneration**

The Consultant will be paid a negotiable consolidated remuneration inclusive of all applicable Taxes and VAT as per law of Bangladesh. Payment shall be made on monthly basis upon satisfactory performance output certified by the Project Director.

**I. Procurement/ Hiring method**

The Consultant will be hired and contracted as per the SIC-Open Selection method of as set forth in the World Bank Procurement Regulations for IPF Borrowers, July 2016, revised November 2020 (Procurement Regulations).

