

Government of the People's Republic of Bangladesh
Office of the Executive Engineer
Dhaka Division, Dhaka.
Department of Public Health Engineering



Memo No: 46.03.2600.061.07.232.16-932

Date:05/01/2023

To : 1. The Manager, Advertisement
The Daily -----

2. The Manager, Advertisement
The daily -----

Subject: Notice for Advertisement of "Request for Expression of Interest (EOI) For the Recruitment of 'Environment & Social Safeguard Specialist' at Primary Education Unit (PEU) of DPHE."

Ref: 1. Memo No. Focal Point Primary Unit, DPHE-83, Date:25/08/2022

Please find enclosed herewith one copy of notice for advertisement, under the caption invitation of "Request for Expressions of Interest (EOI) for the 'Environment & Social Safeguard Specialist' at Primary Education Unit (PEU) of DPHE."

It will be appreciated if you kindly publish the attached advertisement in your daily newspaper on 06 January, 2023. You are also requested to send two copies (as complementary) of the issue publishing the advertisement in your daily to the undersigned office.

Attachment: One copy of the notice.

(Bashir Ahammed)
Executive Engineer
DPHE, Dhaka Division, Dhaka.

Memo No: 46.03.2600.061.07.232.16-932/1(1)

Date:05/01/2023

Copy with enclosure to:

- ✓ 1. Programmer, MIS Unit, Planning Circle, DPHE, Dhaka. Please publish the EoI and ToR in DPHE Website.

(Bashir Ahammed)
Executive Engineer
DPHE, Dhaka Division, Dhaka.

Memo No: 46.03.2600.061.07.232.16-932/2(3)

Date:05/01/2023

Copy forwarded for information to:

1. Focal Point, Primary Education Unit, DPHE, Dhaka.
2. Focal Point, PEDP4 Project, DPHE, Dhaka.
3. Office copy.

(Bashir Ahammed)
Executive Engineer
DPHE, Dhaka Division, Dhaka.



Request for Expression of Interest (EOI) For the Recruitment of 'Environment & Social Safeguard Specialist' at Primary Education Unit (PEU) of DPHE.

Memo No-46.03.2600.061.07.232.16-931

Date: 05/01/2023

The Fourth Primary Education Development Program (PEDP-4) is the continuation of Government's approach after PEDP3 in thriving the excellence of children through the fulfillment of several distinct milestones including construction of need-based infrastructures for sanitation and water supply. The program is supported by the Government of Bangladesh as well as several Development Partners (DPs).

Department of Public Health Engineering (DPHE) under the Ministry of Local Government, Rural Development and Cooperatives (MLGRD&C) is involved in PEDP-4 in the capacity of implementation partner of Directorate of Primary Education (DPE) to provide the water supply and sanitation facilities in the primary schools of Bangladesh. For the smooth implementation of the program in program office, DPHE Dhaka district now invites eligible individuals to indicate his/her interest in providing the services as 'Environment & Social Safeguard Specialist'. Interested Individual should provide information demonstrating that s/he has the required qualifications and relevant experience to perform the Services as follows:

Package No	Name of the Position	Required Qualification & Experience	Consultant's Assignment
HQESGC-01	Environment & Social Safeguard Specialist	<p>a) Educational Qualification :</p> <ul style="list-style-type: none"> At least B.Sc. in Civil/ Environmental Engineering/ Environmental Science/ Studies/ Social Science/ Social Welfare with 5 years of experience. Applicants having master degree in relevant discipline or MBA will get added advantage. <p>b) Experience :</p> <ul style="list-style-type: none"> At least 3 years of specific in hand job experience in environmental safeguard panning, management, hazard analysis, environmental impact analysis, assessment and management of social risks which covers vulnerable groups and individuals, gender and social inclusion, Indigenous people, persons with disabilities, livelihoods, stakeholder engagement, social impact analysis etc. due to the construction of buildings and installation of water sources. Excellent interpersonal skills demonstrating ability to conduct meetings and negotiations with high level government officials and development partners. Have in-depth knowledge on MS Office especially MS-Word, MS-Excel, MS-Power point and prepare all sorts of report and presentation both in Bangla and English associated with project implementation. 	<ul style="list-style-type: none"> Preparing and updating questionnaire and outcome based survey sheets for capturing real-time environmental and social safeguard data based on MoPME approved EMF and SMF. Preparing and updating relevant plans, guidelines, reports, frameworks regarding environmental and social safeguard of infrastructure development related to Water Supply and Sanitation. Summarizing the received primary schools wise environmental and social safeguard screening form through web based platform and prepare monthly report on environmental and social safeguard compliance. Prepare, submit and disclose the semi-annual environmental and social safeguard report (EMR/SMR) based on real-time data captured during the construction work and amend them as per requirement of DPE and Development partner.

The competent applicant is invited to provide information indicating that s/he is qualified to perform the services (complete CV along with description of similar assignments, experience in similar conditions, general qualifications and financial proposal).

The Consultant will be selected and contracted as per the "Selection of Individual Consultant (SIC)" method as described in PPR-2008. Consultant having ongoing contract with any other government project or consultant already engaged in other district for the same assignment will not be considered for short listing.

The assignment will be effective from the date of joining to June/2025 or as the program completion period. Interested applicants may obtain the detailed Terms of Reference (ToR) upon request from the address provided below either by e-mail or in person during the office hours (08-00 AM to 03-00 PM). The ToRs are also available at the DPHE website (<http://www.dphe.gov.bd>).

Expression of Interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 3.00 pm (BST), 23rd January, 2023 and clearly marked "Request for Expression of Interest", package number, name of the position applied for and name and address of the individual.

The authority reserves the right to accept or reject any or all of the EOIs or cancel the EOI process at any stage without assigning any reason whatsoever and without incurring any liability to the affected applicants.

For further information and clarification, intending applicant may contact at the address given below during office hours (08-00 AM to 03-00 PM).



(Bashir Ahammed)
Executive Engineer
Department of Public Health Engineering
Dhaka District
Email: ee.dhaka@dphe.gov.bd

**Terms of Reference (ToR) for
Engagement of Environment & Social Safeguard Specialist (Individual)
under Fourth Primary Education Development Program (PEDP4)**

1. Background

Bangladesh, a country with its astonishing economic boom has cherished the golden jubilee of its independence. For a rapidly developing country like Bangladesh, it is utmost important to ensure holistic development of the children which includes both intellectual and emotional development in such a manner that they can uphold the nation from all aspect. The Fourth Primary Education Development Program (PEDP-4) is the continuation of Government's approach after PEDP3 in thriving the excellence of children through the fulfillment of several distinct milestones including construction of need-based infrastructures for sanitation and water supply. The program is supported by significant contributions from Government as well as Development Partners (DPs). Department of Public Health Engineering (DPHE) under Local Government Division (LGD) of Ministry of Local Government, Rural Development and Cooperatives (MLGRD&C) is involved in the capacity of implementation partner to provide the water supply and sanitation facilities in the primary schools of Bangladesh. As per MoU signed in between DPE and DPHE and as per revised DPP (RDPP) of PEDP-4, DPHE will install 20,000 new drinking water sources in the primary schools, conduct water quality testing of 65,000 water points, construct 58,000 new Wash Blocks in 29,000 primary schools, conduct major maintenance of 10,000 wash blocks constructed in PEDP3, install water supply and sanitation facilities in the DD, DPEO, UEO, URC, PTI offices in the project tenure (July/2018 to June/2025) with an aim to provide safe drinking water and sanitation services in the primary schools under PEDP-4. Considering the work volume and diversity of work it is necessary to engage an Environment & Social Safeguard Specialist to ensure that neither environment nor surrounding community is disturbed due to the construction of WASH facilities in the primary schools of Bangladesh.

2. Scope of Work

The Environment & Social Safeguard specialist will be based in the office of the Focal Point, Primary Education Unit, DPHE, Dhaka. The consultant will provide technical support to the Focal Point, PEDP4, DPHE, Dhaka along with program consultants and officials for pursuing smooth implementation of Water Supply and Sanitation activities in the Primary Schools and DPE related offices under PEDP4. In addition, s/he will assist the Focal Point, PEDP4 in monitoring and supervision of construction related activities in light of MoPME approved revised Environmental Monitoring Framework (EMF) and Social Monitoring Framework (SMF) of PEDP4. The said Environment & Social Safeguard Specialist will prepare, finalize and submit semi-annual environmental and social safeguard report based on the real-time data captured during the construction work. S/he will attend

DPE-DPHE and/or, MoPME-DPHE meetings, collect construction status report from district and upazilla offices, collect water quality test report, collect package wise data on environmental & social safeguard in prescribed format. The specialist will also assist the Focal Point, PEDP4 with preparation of other reports, solving site related construction issues and monitoring and reviewing progress of the ongoing construction activities through frequent site visit under the overall guidance and supervision of the Focal Point, PEDP4.

3. Detailed Tasks

The Environment & Social Safeguard Specialist will work under the guidance of the Focal Point, PEDP4.

Key tasks (but not limited to) of the specialist would be as follows:

- a) Supervising and providing technical supports for the construction of water supply and sanitation infrastructures of the Govt. Primary Schools and DPE related offices on the basis of approved infrastructure plan and planning guideline (IPG) and Environmental and Social Safeguard framework (EMF & SMF) approved by MoPME.
- b) Preparing and updating questionnaire and outcome based survey sheets for capturing real-time environmental and social safeguard data based on MoPME approved EMF and SMF.
- c) Monitoring and supervision of construction related activities in light of MoPME approved revised Environmental Monitoring Framework (EMF) and Social Monitoring Framework (SMF) of PEDP4.
- d) Verifying and summarizing the received primary schools wise environmental and social safeguard screening form through web based platform and prepare monthly report on environmental and social safeguard compliance.
- e) Prepare, finalize and submit semi-annual environmental and social safeguard report (EMR/SMR) based on real-time data captured during the construction work.
- f) Revise the submitted EMR/SMR in light of the comments of DPE officials and development partners.
- g) Ensure that the environmental and social safeguard protocol of Government and Development Partners are strictly adhered during the ongoing construction activities in the primary schools of Bangladesh.
- h) Resolve site specific environmental and social safeguard issues if any by frequent site visit.
- i) Monitor the existing grievance redressal system (GRS) of DPHE and actively work for addressing any subsequent grievance generated due to the implementation of wash block and water sources in the primary schools of Bangladesh.
- j) Assisting in verifying revised estimates submitted by Upazila/Zila Engineers (AE/SAE/EE) on the basis of approved design and actual work done.

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- k) Liaison with LGED, DPE, Development Partners of the program and other relevant stakeholders for efficient information flow on infrastructure plan, master plan, layout plan and environmental and social safeguard before, during and after construction activities in the primary schools.
- l) Co-ordination with primary schools, DPE local offices, DPHE local offices and DPHE HQ.
- m) Providing technical support for analyzing and updating data in PEDP4 Web based Software (TIMS) and Mobile Application aligned with PEDP4 integrated systems development plan.
- n) Assisting in preparing the work schedule (Gantt Chart) for monitoring the implementation progress of the works.
- o) Providing support for overall capacity building of the DPHE Upazila officials on ensuring quality of construction.
- p) Undertaking any other activities relating to implementation of PEDP4 as assigned by the focal point, PEDP4 (DPHE Part).

4. Output and Reporting Requirements

- a) Preparing and updating questionnaire and outcome based survey sheets for capturing real-time environmental and social safeguard data based on MoPME approved EMF and SMF.
- b) Preparing and updating relevant plans, guidelines, reports, frameworks regarding environmental and social safeguard of infrastructure development related to Water Supply and Sanitation.
- c) Summarizing the received primary schools wise environmental and social safeguard screening form through web based platform and prepare monthly report on environmental and social safeguard compliance.
- d) Prepare, submit and disclose the semi-annual environmental and social safeguard report (EMR/SMR) based on real-time data captured during the construction work and amend them as per requirement of DPE and Development partner.
- e) Submit monthly plan and progress report of previous month based on EMF, SMF and GRS on-site implementation.
- f) Update progress in PEDP4 Web based Software and Mobile Application (TIMS).
- g) Any other reports as required by the focal point of Primary Education Unit, DPHE Head Quarter.
- h) The engaged consultant must submit the 'time sheet' and 'details accomplished work' on a monthly basis to the Focal Point of Primary Education Unit (DPHE).

5. Monitoring, Review and Evaluation Arrangements

The Environment & Social Safeguard Specialist will be under direct supervision of the Focal Point, PEDP4. Therefore, he/she will be monitored and evaluated by the Focal Point, PEDP4. His/her work will be reviewed and evaluated on the basis of the deliverables and progress reports as mentioned in section 4.

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6. Qualifications and Experience

The Environmental and Social Safeguard Consultant shall have the following qualifications and experience:

- a) At least B.Sc. in Civil/ Environmental Engineering/ Environmental Science/ Studies/ Social Science/ Social Welfare with 5 years of experience.
- b) Applicants having master degree in relevant discipline or MBA will get added advantage.
- c) At least 3 years of specific in hand job experience in environmental safeguard panning, management, hazard analysis, environmental impact analysis, assessment and management of social risks which covers vulnerable groups and individuals, gender and social inclusion, Indigenous people, persons with disabilities, livelihoods, stakeholder engagement, social impact analysis etc. due to the construction of buildings and installation of water sources.
- d) Prior work experience in Govt. Organization under development or revenue budget will be an added advantage.
- e) Excellent interpersonal skills demonstrating ability to conduct meetings and negotiations with high level government officials and development partners.
- f) Have in-depth knowledge on MS Office especially MS-Word, MS-Excel, MS-Power point and prepare all sorts of report and presentation both in Bangla and English associated with project implementation.
- g) Must know about data entry in web-based software platform and mobile application.
- h) Have in-depth understanding of rules and regulations of American Concrete Institute (ACI) and Bangladesh National Building Code (BNBC).
- i) Familiarity with updated Government rules & regulations such as PPA-2006, PPR-2008, Delegation of Financial Power (DOFP) and bilateral and multilateral development agencies in Bangladesh.
- j) Sound knowledge in English language (reading, writing, listening and speaking).
- k) The applicant must submit their CV or Experience Details in the format for Individual Consultant as obtained from CPTU website along with financial proposal.

7. Logistics and Facilities:

Consultants will be provided with a seating arrangement in conjunction with computer, printer, and scanner facilities. All these logistics have to be returned after the completion of the contract. S/He will ensure her/ his office conveyance by herself/ himself.

8. Selection Method:

The said consultant shall be selected based on 'Selection of Individual Consultant' method.

9. **Age limit:** Maximum 45 years

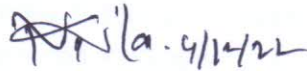
10. **Remuneration:** Negotiable (on a monthly basis)

11. **Duration of the Assignment**

The assignment will be effective from the date of joining until June/2025 or up to the end of the program that comes first.

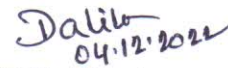
12. **Place of Assignment**

Office of the Focal Point, Primary Education Unit, DPHE, Dhaka.

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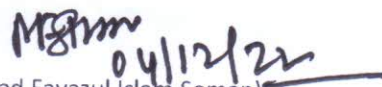
(Nabila Tabassum Miki)

Executive Engineer,
Survey Investigation & Research Division,
Department of Public Health Engineering, Dhaka
&
Member Secretary, ToR Committee, DPHE

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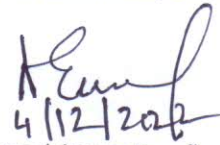
(Dalila Afroze)

Executive Engineer, Design Division
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE

 04/12/22

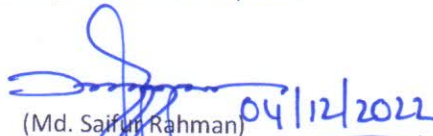
(Mohammad Fayazul Islam Soman)

Executive Engineer, Ground Water Division
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE

 4/12/2022

(Mohammed Anwar Eusuf)

Superintending Engineer, Planning Circle
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE

 04/12/2022

(Md. Saifur Rahman)


Superintending Engineer, Ground Water Circle
Department of Public Health Engineering, Dhaka
&
Member, ToR Committee, DPHE

 4/12/22

(Md. Sarwar Hossain)

Addl. Chief Engineer (Works)
Department of Public Health Engineering, Dhaka
&
Convener, ToR Committee, DPHE

Approved as proposed.


মোঃ সাইফুর রহমান
প্রধান প্রকৌশলী
জনস্বাস্থ্য প্রকৌশল অধিদপ্তর
বাংলাদেশ সরকার, ঢাকা।