

TERMS OF REFERENCE

Contract No and Title:	CSI-10 Environmental Safeguard (National)		
Project / Grant No.	Kiribati: South Tarawa Water Supply Project (STWSP) ADB Grant No: 0652/0653 - KIR		
Expertise	Environment Safeguard		
Source	National	Category	Independent

Background and Objectives of this Assignment

The project management unit (PMU) is the core unit responsible for the overall implementation of the South Tarawa Water Supply Project (STWSP) including the day-to-day project activities, compliance with the provisions of all grant agreements and government policies and guidelines, project administration, preparation of grant withdrawal applications and maintenance of records. The implementing agency (IA) for STWSP is the Government of Kiribati's Ministry of Infrastructure and Sustainable Energy (MISE).

The PMU's Environmental Safeguard Officer will work under the direct supervision of the PMU's Safeguards Manager and the overall supervision of the PMU management, and will work closely with the PIAC specialist particularly the international Environmental Safeguard Specialist and the relevant PMU staff (including site engineers, social safeguard and gender officer, community engagement team). There are some tasks that are common to both social and environmental safeguards such as consultations and information disclosure as per the project's Stakeholder Engagement Management Plan (SEMP) and implementation of the grievance redress mechanism (GRM). The key tasks in environmental safeguards include:

Scope of Work.

A. Compliance and Legal Adherence

This category involves ensuring the project and the contractors meets all mandatory legal and policy requirements from financiers and the national government.

- i. Ensure that the project complies the ADB SPS and WB ESCP conditions for environmental safeguards as well as the Environment Act (and Amendments) of Kiribati and other relevant national legislation.
- ii. Follow up for environmental license (EL) requirements and communicate with ECD/MELAD about the need for EL updates when relevant.

B. Contractor Management and Oversight

This category focuses on guiding, reviewing, and ensuring contractors develop and implement appropriate environmental management plans.

- i. Ensure that the contractors prepare and update their CESMPs when necessary and that the relevant conditions of the ESMPs and ELs are integrated into CESMPs.
- ii. Review the bid responses in respect of environmental management and provide input to the bid evaluation report as required.
- iii. Provide induction training prior to the preparation of the construction ESMP (CESMP) when necessary.
- iv. Review (requesting revision as required) and clear the contractor's CESMP.
- v. Undertake inspections and audits of contractor implementation of the approved CESMP. Advise of any corrective action requests and monitor effectiveness.

C. Stakeholder Engagement and Grievance Management

This category covers communication with the public and addressing concerns raised by affected parties.

- i. Assist in disclosure of the environmental assessment, ESMP and other relevant safeguards information and documents.
- ii. Assist in implementation of the project's communication and consultation plan and grievance redress mechanism.
- iii. Provide assistance in resolving grievances prior and during project implementation.

D. Monitoring and Reporting

This category involves the ongoing tracking of safeguards performance and reporting on it to management and financiers.

- (xi) Lead and support monitoring of the implementation of environmental safeguards.
- (xii) Prepare inputs covering environmental safeguards to quarterly progress reports.
- (xiii) Assist Safeguards Manager in preparing semi-annual safeguards monitoring reports.
- (xiv) Attend weekly safeguards catchup meetings and other project meetings as required/relevant.

Reporting and Communication

The Environmental Safeguard will be supervised by the Safeguard Manager for a day-to-day operations, guidance and

support. However, the Environmental Safeguard will directly report to the Project Manager for key decisions.

Schedule of Deliverables	Due Dates
1. Inputs to Monthly Progress Reports	Within 5 days of month-end
2. Input into Quarterly Progress Reports	Within 30 calendar days of end of each quarter
3. Input to Semi-annual Safeguards Reports	Within 30 calendar days of end of 6-month period
4. Input into GCR APR	By Jan 30 each year
5. Other, as per request of PM or Safeguards Manager	

Minimum Qualifications Requirements

The consultant will have a minimum degree in environmental science, environmental management, engineering, or other related discipline with minimum of 1 year relevant experience with management of environmental safeguards.

The following experiences/skills are not required but will be an advantage:

- previous experience in donor-funded development projects that involve community engagement, particularly ADB and WB.
- previous experience in project management.
- be competent in Microsoft Office, Outlook, and other software applications.