

**Government of Nepal**  
**National Reconstruction Authority (NRA)**  
**Central Level Project Implementation Unit (CL-PIU)**  
**Grant Management and Local Infrastructure (GMaLI)**  
**Jwagal, Lalitpur**

*Terms of Reference (ToR)*

*For*

*Project Implementation Support Personnel (PSIP)*  
*Social Development Specialist, (for DLPIU)*

## **1. Background**

A magnitude 7.8 earthquake of shallow depth struck central Nepal with an epicenter approximately 77 km northwest of Kathmandu on April 25<sup>th</sup> 2015 causing widespread destruction. On May 12, 2015 a large after shock of a magnitude 7.3 hit Nepal and caused further casualties and damage. As of 3 June 2015, the reported casualties include: 8,702 deaths and 22,493 people injured. As the earthquake sequence destroyed 490,000 houses—mostly traditional mud brick and mud stone built and occupied by the rural poor and rendered another 265,000 houses at least temporarily uninhabitable, the largest single need identified in the Post Disaster Needs Assessment (PDNA) was housing and human settlements, accounting for US\$ 3.27 billion of needs.

The Government of Nepal (GON) has requested support from a number of development partners, including the WB, to address the immediate and medium term impacts of the damage inflicted by the earthquake in Nepal. In response to this, World Bank approved a US\$200 million loan to finance the Earthquake Housing Reconstruction Project (EHRP) approved on 18 June 2015. The project will support in restoring affected houses with multi hazard resistant core housing units in target areas and to enhance government's ability to improve long-term disaster resilience. Initially, the EHRP is to be completed by July 2020. Considering the further need to support GoN, International Development Association (the World Bank) has agreed to support additional US\$300 million loan to finance the Earthquake Housing Reconstruction Project (EHRP). Initially, WB support of loan to finance EHRP was limited 55 thousand households of three severely affected districts namely: Dolakha, Dhading and Nuwakot. The recent loan support will cover another five severely affected districts which will be finalized within the short span of time including numbers of houses to be covered by the said loan amount. The additional finance has anticipated to cover approximately 96,000 houses. As per additional finance agreement, the closing date of the project is delineated on June 30, 2023.

The Government of Nepal has established the National Reconstruction Authority (NRA) for the purpose of coordinating and implementing the post-disaster reconstruction program. Thus a Project management Unit (PMU) has been established within NRA to provide high

level oversight and policy decision on project activities. Housing reconstruction activities will be implemented by dedicated Project Implementation Units (PIUs) in Central Level Project Implementation Unit (CLPIU) of Building and in Central Level Project Implementation Unit (CLPIU) of Grant Management and Local Infrastructure (GMAI) under the NRA.

NRA has already established a Central Level Project Implementation Unit (CL-PIU) at centre and District Level Project Implementation Unit (DL-PIU) at districts. As per the requirement, the CL-PIU intends to hire one **Social Development Specialist** for each DL-PIU as **Project Implementation Support Personnel (PISP)**, hereafter referred to as the Specialist.

## 2. Objective of the assignment

The NRA/PMU is preparing to restore and improve the living condition of the victims of the earthquake by reconstructing the destroyed and damaged houses with an adequate seismic standard in the districts severely affected by the earthquake, thereby contributing to sustainable socio-economic development of the region and build back better.

The main objective of hiring the Specialist is to assist the DL-PIU to oversee the social management processes for the Project as PISP.

## 3. Tasks and responsibilities

- Assist DL-PIU to analyze social risks, social issues and integrate it into the planning and implementation of the project activities.
- Undertake frequent field visits in project area, RM/M and affected settlements and held supervision meetings and consultations to plan, implement and monitor participatory aspects of the project components;
- Facilitate in the process of formation of ward Level Grievances Management Committee, RM/M level Grievance Management Committee;
- Coordinate with Local Partner Organizations(POs), field Staff, consultants, and contractors and guide them in addressing social inclusion and equity issues, needs of special populations, gender issues, and issues relating to land acquisition, voluntary land donation and resettlement;
- Carry out social screening and prepare Vulnerable Community Development Plans (VCDP), Resettlement Action Plans (RAP) and Environmental and Social Management Plan(ESMP) in close coordination with Partner Organizations (Pos), Environmental Consultant and other project staff which shall be implemented based on the Environmental and Social Management Framework (ESMF), Vulnerable Community Development Framework (VCDF) and the Resettlement Policy Framework (RPF) prepared by the Government of Nepal for the EHRP.
- Submit prepared VCDP, RAP, ESMP to DCC/DTO/RM/M for approval and forward it to CL-PIU for review and incorporating suggestions for future actions as per needed.

- Monitor the implementation of the VCDP/ RAP and assess and ensure their compliance with the Environment and Social Management Framework (ESMF), Resettlement Policy Framework (RPF) and the Vulnerable Community Development Framework (VCDF) and participate in the evaluation of POs and firms with social support responsibilities.
- Support to prepare and implement training and capacity building plans of the project staff to address social issues associated with the project and orientation trainings for other project related staffs including members of the PIU as provisioned in ESMF and based on project requirements.
- Assist DLPIU to review and verify project level ESMPs at the Municipal level, through local level consultation and site visits.
- Responsible to prepare a separate ESMP for any special environmental and social cases not covered by the project level ESMP
- Organize municipal level consultation and validation as a part of implementing project level ESMPs
- Assist DL-PIU in implementation of social safeguard principles and policies paying with special attention of vulnerable groups, women headed households, children, poor, indigenous and tribal groups, landless people.
- Liaise closely with the Senior Social Development Specialist for generating necessary information as required and guidelines for technical enhancement.
- Continuously interact with the NGOs, community groups and local people involved in the project;
- Assist the supervision team/client/donor in establishing dialogue with the affected communities and ensure that the social concerns and suggestions from such interactions are incorporated and implemented in the project;
- Assist Social Development Specialist/CLPIU to review the social performance of the project through site visits and to assess the periodic environmental and social reports submitted by PoS/out sourcing consultant;
- Prepare project level environmental reports (monthly, quarterly, half yearly and annual) as necessary and submit to CLPIU;
- Document good practices and lessons learned for dissemination within the GoN and externally;
- Assist Social Development Specialist/CLPIU to prepare social due diligence reports as necessary;
- Any other relevant activity pertaining to scope and objective of assignment designated by the GMaLI DL-PIU/CL-PIU to ensure proper implementation of the Social measures in the project

#### **4. Management of Assignment**

The GMaLI, DL-PIUs should report to CLPIU on SDS work performance. The Consultant will work in close coordination with the GMaLI and Building DL-PIUs, DCC, M/RM, etc. In order to accomplish the roles and responsibility in timely manner, s/he has to start the work immediately after signing the contract agreement. The Consultant is responsible for coordination with GMaLI and Building DL-PIUs and other stakeholders. Similarly

GMaLI DL-PIU will facilitate the Specialist to coordinate with stakeholders/offices. The Consultant shall perform the task under the guidance of GMaLI DL-PIU. S/he will report to CLPIU through the GMaLI DL-PIU and s/he will be required to spend the entire assignment period on proposed district, with frequent visit to project site as per the requirement.

## **5. Selection of the Specialist**

The Specialist shall be selected as provisioned in the World Bank Procurement Regulations for IPF Borrowers, 2016 (Revised November 2017) following the procedures agreed in the Proposal for Hiring Project Implementation Support Personnel (PISP).

## **6. Duration of Assignment**

The duration of the Specialist's services shall be 12 months. The contract may be extended if the project needs the Specialist's service.

## **7. Payment**

Payments toward monthly remuneration will be made based on the time sheet supported by progress reports. The out of pocket expenses shall be paid after completion of said task and upon submission of bills or invoices and said reports.

## **8. Office Space, Equipment and other Logistic Support**

The office space, equipment and other relevant facilities shall be provided by DL-PIU as per the contract agreement. The DL-PIU office will assist in obtaining all available reports, materials and data necessary and facilitate the Specialist for access to stakeholders/offices for the efficient execution of the assignment.

## **9. Minimum Qualification Requirements**

- Minimum Master Degree in Social Sciences (Sociology, Anthropology, Rural Development and Development Study) from a recognized University/institution with minimum 5 years of general experience.
- At least 3 years' experience in community development, community mobilization, resettlement, disaster management, gender and rural development. Experience in social housing will be a plus point.
- The candidate should be well versed with the socio-economic conditions of beneficiaries and should be able to communicate in the local language
- Previous professional work experience in the state and work in the World Bank/ADB assisted projects shall be considered favorably.
- Proficiency in computer skills including experience of MS Word, Excel, Project;
- Professional training on safeguard, disaster and rehabilitation will also be an additional advantage; and,

- Fluency in both English and Nepali

## **10. Indemnity**

The Specialist shall be responsible for taking out any appropriate insurance coverage. The Specialist is fully responsible for all taxes applicable as per the rules and regulations of Government of Nepal and for that the taxes shall be deducted at the source at the time of payment. All payments shall be made after deducting taxes.

## **11. Disposition of Facilities**

At the end of the project, the Specialist shall hand over to the DL-PIU office all equipment, apparatus or other things procured by the project funding used by the Specialist during the assignment. All items handed over to the DL-PIU office shall be in good operating condition but fair wear and tear is expected. Items, which have become unserviceable due to negligence or causes other than fair usage, shall be replaced at the Specialist's expense.