

## Hiring of Individual Consultant

Government of the Punjab has received financing from the World Bank towards the cost of the Punjab Human Capital Investment Project (PHCIP) [P164785] and intends to apply part of the proceeds for individual consulting services. The Project aim to increase the access to quality health services, and economic and social inclusion programs, among poor and vulnerable households in selected districts of Punjab. For the said purpose the project intends to hire the services of Environmental and Social Safeguard Specialist. The detail is given below:

Activity Ref No,	Assignment Title	Qualification & Experience	Duration
PK-PSPA-353858-CS-INDV	Environmental and Social Safeguard Specialist	<p><b>Qualification:</b></p> <ul style="list-style-type: none"> <li>● At:-least, Master's degree or equivalent (16 years of education), in Environmental Studies/ Science/ Engineering, or Natural Resource Management. Gender Studies, Anthropology or related discipline, from a foreign or local university, duly recognized by the Higher Education Commission (HEC) of Pakistan.</li> </ul> <p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>● Ai-least, 08 years of documentary verifiable experience, after acquiring stipulated qualification, in development projects and/or social development.</li> <li>● Demonstrated experience of implementing and managing compliance with environmental and social safeguards in the field.</li> <li>● Previous experience in gender related issues and/or citizen engagement shall be accorded due weightage.</li> </ul> <p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>● Written and oral fluency in the English language.</li> <li>● Proficient in using MS Office (Word, Excel. &amp; Power Point).</li> </ul>	Till the completion of project i.e.. 30-06-2025.

Expression of Interest (EOI) along with updated CV, copies of CNIC, and all educational degrees from HEC recognized universities and experience certificates should be submitted at the below mentioned address or through email at [procurement.wing@phcip.com.pk](mailto:procurement.wing@phcip.com.pk). The interested candidate should clearly mention years of experience and qualification at the top of the CV. Incomplete EOIs received after due date will not be considered. If a face- to-face meeting is required, same shall be done virtually/physically. Market based salary commensurate with experience and qualification will be offered for above mentioned assignment. The TORs including qualification and experience can be downloaded at <https://pspa.punjab.gov.pk/>. Last date for submission of EOIs is 28th April, 2023.

The selection will be made in accordance with the process of Selection of Individual Consultants in accordance with "World Bank Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services" (July 2016) revised November 2017 and August 2018. The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations"

**Project Director,**

IPL-2762

Project Management Unit (PMU)

Punjab Social Protection Authority Planning & Development Board.

78/79, D Block, New Muslim Town. Wahdat Road, Lahore

Phone No:042-99232359-60 [procurement.wing@phcip.com.pk](mailto:procurement.wing@phcip.com.pk).

# **TERMS OF REFERENCE**

## **Environmental and Social Safeguard Specialist**

### **PUNJAB HUMAN CAPITAL INVESTMENT PROJECT PSPA**

#### **Background**

The Government of Punjab (GoPb) is implementing the **Punjab Human Capital Investment Project** (PHCIP) with the assistance of the World Bank to increase the utilization of quality health services, and economic and social inclusion programmes, among poor and vulnerable households in select districts in Punjab.

The project has the following three components:

**Component 1:** Health services quality and utilization (approximately US\$115 million equivalent): This component aims to improve the availability and utilization of high impact, cost efficient health services by pregnant and lactating women (PLWs), as well as children living in poverty, through improvements in healthcare service delivery and a nutrition-sensitive CCT program.

**Component 2:** Economic and social inclusion (approximately US\$65 million equivalent):

- a. **Economic Inclusion:** This sub-component aims to support income-generating activities of young parents (ages 18 to 29) from poor and vulnerable households who have children under the age of 5, through: (i) a labour market (LM) readiness package providing training on basic literacy, numeracy, financial literacy and business skills, (ii) livelihood support through asset transfer (cash or in-kind), and (iii) intensive coaching.
- b. **Social Inclusion for Education:** This sub-component aims to strengthen select education initiatives in Punjab to support the inclusion of poor and vulnerable households and help ensure their children build a strong foundation.

**Component 3:** Efficiency and sustainability through social protection services delivery systems and project management (approximately US\$20 million equivalent). This component will involve modernizing and improving coordination and interoperability of Punjab's SP systems and programmes by strengthening the administrative, operational, policy and planning functions and capabilities of the Punjab Social Protection Authority (PSPA), including establishing a SP service delivery platform.

#### **Objectives of the Assignment**

In order to achieve the objectives of the program, PSPA, being the lead implementing agency for PHCIP, is in the process of putting in place the required technical staff under the Project Directorate based in PSPA's Headquarters at Lahore. To that end, PSPA requires services of an "Environment and Social Safeguards Specialist" to perform the below mentioned roles and responsibilities.

#### **Scope of Functions**

1. Be overall responsible for the effective and efficient implementation of national and external funding agency's environment and social safeguard (E&SS) requirements in PSPA programmes, e.g. the World Bank's Environmental and Social Management Framework (ESMF) and site-specific Environmental and Social Management Plan (ESMP).
2. Acquire full familiarization with the PSPA mandate, structure and activities including all government and donor funded programmes and their E&SS requirements.
3. Design and develop E&SS guidelines, for all government and externally funded PSPA programmes, in consultation with the government/ external funding agency.

4. Develop a comprehensive mechanism for implementing and compliance monitoring of project E&SS requirements as guided by the E&SS safeguard requirements of government or external funding agency, e.g. the World Bank's ESMF.
5. Review and revise all project implementation documents, including the Project Operations Manual, and E&SS documents such as the ESMF and ensure timely delivery of outputs in line with these, in consultation with experts from government/ external financing agency.
6. Provide guidance to district focal persons and ensure screening of all subprojects with respect to severity and extent of environmental and social impacts to identify the type of safeguards instrument, in accordance with the government/external funding agency's guidelines and procedure(s) provided in E&SS documents, such as the ESMF.
7. Support the implementation of social risk mitigation and management as per programme E&SS documents, such as the ESMF.
8. Provide technical advice to programme teams to ensure sustainable and environment friendly strategies are incorporated in the design and subsequent implementation
9. Prepare relevant safeguards instruments, as prescribed in E&SS documents e.g. environmental, social and gender screening and monitoring checklist/site-specific ESMP, as prescribed in the ESMF for PHCIP. Coordinate with other implementing entities for timely implementation of these instruments, where appropriate. In doing so, work closely with other implementing Entities (IEs) and their contractors who have the primary responsibility of implementing.
10. Prepare, implement and monitor site specific Environmental and Social Management Plan (ESMP) for PHCIP sub-projects involving new constructions like additional classrooms or expansion of health facilities with new construction; or other additional structures at the existing facilities as guided by ESMF.
11. Ensure through regular field visits, discussion with respective focal persons and independent field monitoring that safeguards compliance is being done at programme sites; appropriate mitigation measures are being adopted and properly reported back.
12. Play a key role in developing ToRs for procurement of consulting/non-consulting specialist services with bearing on E&SS instruments such as ESMP, technical evaluations of proposals and contract negotiations, as needed. Manage the quality and timeliness of consultant's work to ensure compliance and adherence to government/external-funding agency standards and provide technical review of all draft and final deliverables of these consultants.
13. Review, if required, contractor's ESMPs from an E&S safeguards and gender perspective and supervise implementation of the ESMP for physical investments. This may involve site visits and training site supervisors to undertake environmental and social monitoring and spot checks.
14. Prepare and maintain a Stakeholder Engagement Plan for the PHCIP. Coordinate stakeholder engagement and consultation activities for the project, manage inputs from other consultants, and IEs. Record communications and ensure all feedback is directed back to the PMIU.
15. Conduct and carry out consultation, focusing on E&S impacts with a gender-specific lens, with affected stakeholders in particular with women children, and vulnerable groups including poor, differently abled person and transgenders, through the duration of programme activities.
16. Support the planning wing in the preparation of gender action plan for PSPA programmes, with milestones in line with project's results framework and other support, as needed.
17. Develop and implement a safeguards capacity building plan for PSPA programmes Provide ongoing training, awareness raising on project's gender components and safeguards policies, instruments and roles and responsibilities of the various team members and stakeholders, including field officers and contractors. Maximize transfer of knowledge and expertise in environmental and social management to the PMIU and PSPA staff through mentoring and other forms of knowledge transfer.
18. Monitor, supervise and support trainings on gender-based violence, in accordance with project safeguards to ensure adequacy of trainings.
19. Manage responses to E&S related incidents and major non-compliance issues with permits, safeguards instruments, State or National laws and/or external funding agency's E&S Safeguards Policies.
20. Monitor implementation of the E&S safeguard related activities of PSPA's programmes and submit monthly progress reports to reporting official.

21. Guide, coordinate and ensure E&S related compliance and monitoring data/reports are regularly collated, due diligence done; and well reflected in period reporting.
22. Develop and generate quality E&S compliance reports periodically as appropriate (monthly/quarterly) and share with key stakeholders including provincial government and funding agencies for externally funded programmes.
23. Ensure that complete documentation is maintained for the entire ESMF implementation process. This will include, but not limited to, environmental and social screening checklists filled by respectively field staff, ESMPs (if required for individual sub-projects), periodic reports, monitoring and evaluation reports on environmental, social and EHCWMP aspects; annual third-party validation reports, and project completion report.
24. Work with communication team/consultants to develop social safeguard and gender sensitive IEC material for sensitization and general awareness of the staff/community.
25. Help design citizens engagement strategy for PSPA's programmes and ensure regular feedback by programme beneficiaries. Accordingly, report on the Beneficiaries Feedback Indicator for the project.
26. In discussions with the government and external-funding agencies, ensure that the project implements the gender tagged actions, and reports on the same.
27. Liaise closely with the Additional Director, GRM, and contribute to the development of a practical, relevant and effective GRM.
28. Provide necessary technical support to GRM staff to address gender-based violence complaints.
29. Perform any other task assigned by the CEO PSPA in furtherance of PSPA mandate and objectives.

### **Qualification and professional experience**

#### **Qualifications**

- At least, Master's degree or equivalent (sixteen (16) years of education), in Environmental Studies/Science/Engineering, or Natural Resource Management, Gender Studies, Anthropology or related discipline, from a foreign or local university, duly recognized by the Higher Education Commission (HEC) of Pakistan.

#### **Experience**

- At least, eight (08) years of documentary verifiable experience, after acquiring stipulated qualification, in development projects and/or social development.
- Demonstrated experience of implementing and managing compliance with environmental and social safeguards in the field.
- Previous experience in gender related issues and/or citizen engagement shall be accorded due weightage.

#### **Skills**

- Written and oral fluency in the English language.
- Proficient in using MS Office (Word, Excel, & Power Point).

#### **Selection Process**

The appointment will be made in accordance with the "World Bank Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services" (July 2016) revised November 2017 and August 2018.