

**Government of Nepal**  
**Ministry of Agriculture and Livestock Development**  
**Rural Enterprise and Economic Development (REED) Project**

**Terms of Reference for**

**RECRUITMENT OF SOCIAL SAFEGUARD SPECIALIST  
(INDIVIDUAL CONSULTANT)**

|  |   |
|--|---|
| <b>Assignment title</b>                        | Recruitment of Social Safeguard Specialist  |
| <b>Contract ID</b>                             | NP-MOALD-343952-CS-INDV-OPD   |
| <b>Type of Contract</b>                        | Time Based  |
| <b>Assignment duration<br/>Contract period</b> | March 2023 to 15 July 2025  |
| <b>Primary assignment<br/>location</b>         | Project Headquarter (Lalitpur) and with frequent travel in the project command districts and selected Sub-Project Sites, Economic Corridor Offices (ECOs)   |
| <b>Funding source(s)</b>                       | Credit 6787-NP  |
| <b>Contracting entity</b>                      | Rural Enterprise and Economic Development (REED) Project,<br>Hariharbhawan, Lalitpur, Nepal<br>Phone: +977 1 5901736, 5900352, 5900356<br>Website: reed.moald.gov.np<br>Email: procurement.reed@gmail.com |

**(March, 2023)**

## **1. Context and rationale**

The Government of Nepal with assistance from the World Bank is implementing the Rural Enterprise and Economic Development (REED) Project under the Ministry of Agriculture and Livestock Development (MOALD) to stimulate the development of rural enterprises by strengthening market linkages among smallholder producers and players in agricultural commodity value chains; and by strengthening the enabling environment for the development of enterprises in five key economic corridors covering six provinces (Provinces 1, Madhesh, Bagmati, Gandaki, Lumbini, and Sudurpashchim). The economic corridors are:

- a. Mid-hill Highway (Province No. 1, Bagmati and Gandaki)
- b. East-West Highway (Madhesh)
- c. Postal Highway (Madhesh)
- d. Bhalubang-Rolpa Highway (Lumbini)
- e. Mahakali Highway (Sudurpashchim)

The Project will, among others, provide funding for productive partnership & SMEs start-up business plans, upgrading and building demand-driven market centers, value chain related infrastructures and semi-public infrastructures and facilities at local level to support the partnerships and their communities and construct market and export promotion infrastructure in the form of regional market centers and agriculture centers of excellence.

The project has five components: )1) Strengthening Market Linkages through Productive Partnerships; (2) Strengthening the Entrepreneurship Ecosystem in the Federal Structure; (3) Restoring and Strengthening COVID-19-Disrupted Food Supply Chain and Local Economy; (4) Project Management; and (5) Contingent Emergency Response Component. It is designed to support market linkages, enhance the entrepreneurship ecosystem and restore COVID-19-disrupted food and agriculture supply chain.

The Project Development Objective Indicators shows following targets to be achieved during whole project periods:

- Beneficiary interventions - 24,000 numbers (out of which 9,600 female)
- Number of SMEs and agri-tech startups reached - 100 numbers (Out of which 20 female)
- Increase in the average gross value of sales of producer organizations under productive partnerships – 20 percentage
- Increase in the average gross value of sales of producers under productive alliances - Female – 35 percentage
- Jobs created by COVID-19 intervention – 5700 number (out of which 2850 female)

The project areas are 171 municipalities in 6 provinces through which the economic corridor passes. The Office of the Project Director (OPD) and Economic Corridor Offices (ECOs) under MoALD are the project implementing units of the project. The four ECOs are located at Pakhribas, Dhankuta (for Province No. 1 and Bagmati); Bardibas, Mahottari (for Madhesh Province); Butwal, Rupandehi (for Lumbini and Gandaki Province) and Dadeldhura (for Sudurpashchim Province) with 2 focal offices each at Kaski (Pokhara) and Dhulikhel (Kavre)

The OPD is responsible for overseeing the overall implementation of project activities, coordinating with stakeholders, and providing guidance and training to staff of the Economic Corridor. The OPD is led by the Project Director, who is the Joint Secretary heading REED project within Ministry of Agriculture and Livestock Development, and consists of permanent government staff and consultants for different assigned task. The OPD will also be staffed with a Social Safeguards Specialist to support the implementation and management social safeguards, and in particular, the implementation of the

project's Environmental and Social Management Framework (ESMF). OPD is currently seeking to recruit a Social Safeguard Specialist for the OPD.

## **2. Objectives**

The Social Safeguards Specialist will support the Office of the Project Director (OPD) in identifying, assessing and managing social risks and impacts under the project, including activities to support the social safeguard capacity of OPD and Economic Corridor Office (ECOs), and to enhance project quality and compliance with the World Bank's Safeguards policies. The Specialist will also support the OPD in implementing and monitoring gender-related activities under the project. In addition, the Specialist will also be responsible for effective implementation of the mitigation measures prescribed in the ESMF and other related plans/frameworks. Furthermore, the specialist will help in preparing the formats required in collecting the information relating to the project beneficiaries, particularly women, indigenous, and marginalized people.

## **3. Scope of Services**

The scope of service of the consultant shall include but shall not necessarily be limited to the following:

- Support OPD and ECOs to undertake social screenings for sub-project activities as per the project's ESMF and support the completion of any environmental and social impact assessments (ESIA) and environmental and social management plans (ESMP) as per the World Bank and GoN requirements.
- Prepare Monitoring and supervising plan and framework/formats of the project activities to ensure that projects are implemented in line with ESMPs, SEP and other social safeguard plans/framework prepared for the project and provide periodic reporting on the implementation of activities to the Office of the Project Director and to the World Bank as required per the ESMF.
- Prepare Indigenous community development plans (ICDP) as required, following guidance provided in the Indigenous People Policy Framework (IPPF) to ensure that indigenous, disadvantaged or vulnerable groups have access to development benefits resulting from the project.
- Ensure the implementation of Resettlement Policy Framework (RPF) policies, processes and procedures for dealing with the involuntary resettlement impacts of the ground activities of the Project.
- Proactively provide additional support and as required and requested by the Project Director.
- Capacitate and empower the staff of OPD and ECOs offices to design, implement and resolve the social safeguard issues as per the requirements of the World Bank and the GoN.
- Ensure that meaningful stakeholder and community consultations mechanism is established and is undertaken in line with the SEP. This includes ensuring that indigenous groups, women and other vulnerable groups, such as Dalits and those with disabilities, are represented in consultations and disclosing project-related information in a manner that is culturally appropriate and accessible to all the stakeholders.
- Ensure that project's grievance redress mechanism (GRM), as envisaged in the SEP, is established and effectively receiving, addressing, resolving and documenting grievances. This includes implementation of special provisions to deal with sensitive complaints and supporting the preparation of periodic GRM reports.
- Liaise with the Environmental Specialist within the OPD to ensure that project activities are being undertaken in line with COVID-19 related occupational health and safety (OHS) standards.
- Undertake a periodic review of the ESMF, ESMP and SEP to ensure it reflects up-to-date information, and incorporate revisions and updates where required
- Support the detailed design of activities under the project which support a gender-sensitive approach, as well as ensuring that these gender-based activities are implemented, monitored and reported. Identified activities include targeted outreach to women through the outreach strategy and mobilization, female-friendly temporary activities, and life-skills training inclusive of modules to address women-specific challenges.

- Design and deliver orientation and capacity building including knowledge sharing and training on the ESMF and World Bank safeguards, including in relation to OHS, COVID-19 guidelines and (SEA/SH), with relevant staff including OPD, ECOs, contractors, and other relevant government officials.
- This will also include orientation and training on gender-related objectives and outcomes of the project, gender-related activities and targets, and on a general awareness on gender and inclusion, and mitigating against sexual exploitation and abuse and sexual harassment (SEA/SH to relevant project stakeholders).
- Support the preparation and delivery of a beneficiary satisfaction assessment on project activities.
- Maintain regular communication with relevant project staff of OPD and ECOs, World Bank and other stakeholders to help report on project activities including implementation of ESMFs, ESMPs, SEP and other social safeguard plans/frameworks.
- Ensure that disaggregated data (gender, caste, ethnicity) are collected and maintained in the project PMIS system and the information is reported.
- Manage any other unanticipated project-related social issues that may emerge during implementation of the project in a socially and culturally appropriate manner.
- Any other tasks related to the assignment assigned by the Project Director to support the implementation of project activities.

#### 4. Reporting and Deliverables

The Consultant shall delivery the following output to the project as follow:

- **Inception report:** consisting of the desk review as indicated above withlist of high risk sub-projects, well defined methodology and site visit plans etc(within 15 days from the date of the contract period)
- **Field visit reports:** It will include, but not limiting, to type of environment and social issues associated with the production/manufacturing process and land availability, other complexities and the detail plan for collecting the samples
- **A concise final report:** depicting key activities and accomplishments of the consultant during the contract period with recommendations.

The Social Safeguards Specialist will report to the Project Director of REED project and will submit deliverables in line with the ESMF and other project requirements. The consultant also needs to report Senior Officers and other concerned project staff in regarding the accomplishment of his/her assignment. The Consultant shall prepare and submit all necessary reports (monthly, quarterly, and other reports) as prescribed by ESMF and the OPD.

#### 5. Consultant qualifications and expertise required

- Candidate should have Minimum Master's Degree in a relevant social science (arts/ anthropology, sociology, social development, law, agriculture) or other related discipline with minimum 8 years of overall experience and minimum 5 years' specific experience in the field of social safeguards and/or social development.
- Experience of working with of WB's E&S risk management policies, ESF and ESS and other international experiences
- A minimum of one year of working experience in similar World Bank funded agriculture project will be an asset
- Experience in and/or knowledge of Nepal's social protection sector preferred
- Experience working in the field of gender and social inclusion.

- Experience working with the World Bank and/or demonstrated knowledge of World Bank safeguards policies.
- Strong written and verbal communication skills in both Nepali and English

#### **6. Duration of the Service**

The consultant will be assigned for about 25-person month over the project period, i.e. 15 July, 2025 with a provision of renewal of contract, in case of satisfactory performance and requirement of the service. The consultant is expected to work full time during office hours be based at OPD with occasional visits to the ECOs and project areas and within Nepal on project related matters

#### **7. Selection of the Consultant**

The consultant shall be selected based on the Individual Consultant Selection method set forth in World Bank's Procurement Regulations for IPF Borrowers, fourth edition November 2020.

#### **8. Facilities and logistics to the consultant by the Client:**

The consultant will be provided with the office space, internet facilities, and office furniture. Necessary stationery, printing and copying facilities will also be provided by the Client. Necessary computer/laptop need to be managed by the Consultant.