

TERMS OF REFERENCE

Dominica Housing Recovery Project

Job Title: Consultant to develop an Environmental¹ and Social Management Framework (ESMF) with a Resettlement Policy Framework (RPF).

GENERAL DESCRIPTION

1. Hurricane Maria hit the island of Dominica on September 18, 2017, with catastrophic effects. Hurricane Maria made landfall as a category 5 storm (Saffir-Simpson scale), with winds exceeding 170 miles per hour (mph). Hurricane Maria was one of the most rapidly intensifying storms in recent memory, strengthening from a Category 2 to Category 5 hurricane in less than 12 hours. According to official sources, thirty persons lost their lives and 34 persons were declared missing². The Prime Minister declared a State of Emergency on September 20, 2017.
2. The World Bank currently has a portfolio of three programs covering immediate response and post-disaster recovery support in Dominica, namely (i) the US\$10 million Contingency Emergency Response Component (CERC) of the ongoing World Bank-supported (US\$38 million) Disaster Vulnerability Reduction Project (DVRP) (P166540) which is an unconditional cash transfer program to provide immediate support to commercial and small farmers and to aid in the recovery of small and micro enterprises; (ii) the US\$40 million Housing Recovery Project (HRP) (P166537) which will contribute both to the recovery of housing for households affected by Hurricane Maria and improve the application of resilient building practices in the housing sector; and (iii) the (*US\$29.50 million ??*) Agricultural Livelihoods and Climate Resilience Project which addresses the first phase of agricultural sector's recovery. Each project has a Project Implementation Unit (PIU) housed within its respective line Ministry. The PIUs are responsible for the timely implementation and execution of the programs.
3. A stand-alone Implementation Support Team (IST) will be established under the Ministry of Finance (MoF) and will be a shared resource for these World Bank-funded projects, and will provide specialized procurement, safeguards and fiduciary support to the respective PIUs. The PIUs will coordinate and work closely with the IST, drawing on the resources and expertise housed within. The IST staff will mentor and train the staff of the PIUs to build capacity within the ministries. This aligns with the GoCD's directive of strengthening in-house capacity for project implementation and execution.
4. To ensure consistency in identifying, avoiding, minimizing, mitigating and managing the adverse environmental and social impacts that are likely to arise as a result of the

¹ Note that throughout this document the word Environment includes Occupational Health and Safety (OHS).

² Information as of November 8, 2017

implementation of the multiple reconstruction projects, the Project will develop an Environmental and Social Management Framework (ESMF). The ESMF will promote the integration of environmental and social aspects into the decision-making process of all stages related to planning, design, execution, operation and maintenance of sub-projects, by identifying, avoiding and/or minimizing adverse environmental and social impacts early-on in the project cycle.

OBJECTIVES

The Consultant will be responsible for drafting the Environmental and Social Management Framework (ESMF) to be implemented by the Environmental Safeguards Officers and the Social Safeguards Officers of the PIUs, with guidance and oversight from the IST. The ESMF will guide environmental and social safeguard activities throughout all WB-funded projects in Dominica. The ESMF will be developed in line with World Bank policies, procedures, and World Bank Group Environmental and Health and Safety Guidelines (ESHGs) and will also include a Resettlement Policy Framework³

The development of the RPF is in fulfilment of the World Bank's Policy on Involuntary Resettlement (OP/BP 4.12) whose objectives are that:

- Involuntary resettlement and land acquisition will be avoided where feasible, or minimized, by exploring all viable alternatives.
- Where it is determined that resettlement and land acquisition cannot be avoided, resettlement and compensation activities should be conceived and executed as sustainable development programs with the full involvement and participation of the displaced persons.
- Displaced and compensated persons will be assisted in their efforts to improve their livelihoods and standards of living or at least to restore them, in real terms, to pre-displacement levels or levels prevailing prior to the beginning of the project implementation, whichever is higher.

With respect to the Housing Recovery Project, no resettlement is expected to occur. What is required in terms of the RPF, as an input to the ESMF, is:

- a screening checklist to ensure that no physical displacement occurs and avoid economic displacement and/or compensate should it become necessary.
- a format and procedures for preparing Abbreviated Resettlement Action Plans in the cases of economic displacement

³ https://www.ifc.org/wps/wcm/connect/Topics_Ext_Content/IFC_External_Corporate_Site/Sustainability-At-IFC/Policies-Standards/EHS-Guidelines

KEY RESPONSIBILITIES

The Consultant will perform the following tasks:

- Consult with representatives from the Ministry of Housing, the Ministry of Planning, and other relevant ministries to ascertain the prospective environmental and social risks and respective mitigating measures associated with the projects;
- Detail the environmental management procedures associated with the Projects' administrative structures, management systems, and implementation strategies;
- Ensure consistency and alignment among obligations, responsibilities, procedures and deliverables of environmental and social nature;
- Ensure that the obligations, responsibilities, procedures and deliverables of the Environmental Specialist are in line and consistent with those defined in the Operations Manual;
- Review the national environmental regulatory system, to understand, in particular, but not limited to, any potential environmental licenses, permits and authorizations that may be required for each housing work;
- Identify when specific subprojects require a specific ESMP inclusive of descriptions of how mitigation will be planned and implemented, trigger conditions and responsible parties;
- Develop procedures for identifying the works contract subject to retroactive financing (under Component 2), and that, therefore, will require an ESMP;⁴
- Summarize the bio-physical environment and environmental settings where projects will be built;
- Summarize the likely typical environmental impacts of the type of construction works that will be carried out during the Project implementation, in all project phases (site selection/ site preparation/site clearing; installing construction camps; construction works; closure of construction and dismantling.);
- Develop the following procedures:
 - Screening methodology and checklists for all types of proposed civil works (housing activities) to identify relevant environmental and social issues and risks, as well as environmental enhancement opportunities for each civil works activity, and to determine relevant national requirements related to environmental, health, and safety management, as well as the applicability of the World Bank's Operational Policies on Environmental Assessment (OP/BP 4.01), Physical Cultural Resources (OP/BP 4.11), Pest Management (OP/BP 4.09), Indigenous Peoples (OP/BP 4.10), and Involuntary Resettlement (OP/BP 4.12).

⁴ Any works contract subject to retroactive financing (under Component 2) requires a finalized and published ESMP before the commencement of works. The ESMP should be sent to the World Bank for review and should be disclosed in-country

- Develop the eligibility and exclusion criteria and reflect it on the screening process to ensure that some sub-projects would be excluded on environmental (e.g. the activities involving significant conversion or degradation of critical natural habitats, or projects to be built on areas of known risks of natural disasters, such as earthquakes, landslides and floods) and social grounds (e.g., on lands where resettlement will be needed or was performed);
 - A template for site-specific Environmental and Social Management Plans (ESMPs) based on the typical impacts identified, to be completed and customized for each house based on the results of site screening to specify the siting, design, demolition/land clearing, and construction management requirements for construction of houses and other physical activities.
 - Procedures, roles, and responsibilities for carrying out and approving site screening templates and site-specific ESMPs, ensuring that the siting, designs, plans, specifications, and implementation plans reflect the environmental screening outcomes and ESMP requirements and are compliant with applicable World Bank safeguard policies and also meet relevant policies/acts, strategies/rules and regulations of the GoCD.
 - Generic safeguard supervision/monitoring form developed for housing and rehabilitation works to record compliance with the ESMP. The form will be administered by the PIU with support of the TACs.
- Develop timeline for periodic reporting aligned with the projects' reporting systems;
 - Detail how the safeguard provisions will be implemented, monitored, sampled, evaluated and reported;
 - Develop the projects' review and approval processes, and establish integrated safeguard provisions in the subproject cycles
 - Identify and follow-up on relevant safeguard performance indicators;
 - Develop rubric for the review of the structure of the implementing agencies, and determine quality of environmental provisions, and of staff available for implementation; and mechanisms for addressing identified deficiencies;
 - Develop the materials for the Environmental specialists at the PIU to provide orientation and training to TACs;
 - Develop materials to be used to provide environmental awareness information and dissemination to recipients of the grants (groups to be identified).

QUALIFICATIONS AND EXPERIENCE

- Preferably a Master's degree or equivalent environmental, social sciences, natural resources management or related scientific discipline;

- Minimum – a Bachelor of Science degree in environmental or social sciences;
- At least 8 years of extensive working experience in environmental or social safeguards, natural resource and environmental management, policy development;
- Active involvement in international environment and social safeguard application is advantageous.

SPECIFIC KNOWLEDGE

- Knowledge on World Bank Safeguard policies, procedures and practice is desirable;
- Knowledge of local Social Development and Environmental Legislation;
- Knowledge of MS Office (Word, Excel, PowerPoint).

REQUIRED SKILLS AND SPECIALIZED TECHNIQUES

- Proactive skills and ability to respond effectively to deadlines and high-pressure situations;
- Track record of successfully working with governments on environment, social safeguards, sustainable development agenda is preferable;
- Ability to design/prepare project safeguard plans and tools;
- Report writing skills;
- Fluency in English language with strong written, oral communication and listening skills;
- Advanced computer (PC) skills, including Microsoft Office or related software;
- Good Communication, interpersonal skills and time management.

DELIVERABLES

The Consultant will prepare an Inception Report and a Draft ESMF which includes an RPF, which will be disclosed on the Government web pages of Housing and Planning and the WB's InfoShop. Following the consultation, the Consultant will submit the final product, two weeks after the consultation.

LOCATION AND DURATION OF THE CONSULTANCY

The consultancy will be carried out over a period of 6 weeks, with a minimum of 3 weeks worked in Dominica. An inception report and work schedule is to be prepared during the first week of the consultancy.

EXPRESSION OF INTEREST

Interested applicants should submit their CV and a letter of motivation / application stating suitability for the position on or before June 15, 2018 to the Permanent Secretary of the Ministry

of Planning, Mrs. Gloria Joseph (psplanning@dominica.gov.dm) with a copy to Dr. Kyra Paul (kibeauty@hotmail.com) and hrp@dominica.gov.dm.