



**TERMS OF REFERENCE**  
**CONSULTANT COMMUNITY LIAISON OFFICER**

**GOVERNMENT OF GRENADA**  
**GEOTHERMAL RESOURCE DEVELOPMENT PROJECT**

**1. BACKGROUND**

1.01 The Government of Grenada (GoG) wishes to progress the development of a geothermal power plant in Grenada by undertaking exploration drilling of a geothermal prospect. This follows the completion of a comprehensive geothermal pre-drilling surface exploration programme in 2015, funded by the Governments of New Zealand and Japan. The exploratory work has provided strong indications that a geothermal system of a type suitable for power generation is to be found in Grenada. Exploration drilling is necessary to test the conceptual models of the geothermal system and verify the existence, temperature, permeability and extent of the resource.

1.02 The Government has expressed a desire to advance the project by undertaking exploration drilling in the geothermal prospect area using grant funds, with the first phase likely to comprise a slim-hole exploration campaign of up to three wells. This will allow the Government to delineate and gazette a geothermal resource area and then assign the development rights to this area to a legal entity through a process of competitive bidding. This legal entity would then complete the drilling required, develop the steam field, build and operate the power plant.

1.03 A Geothermal Development Roadmap has been prepared which outlines the major steps, timelines and budget requirements to realise a geothermal power plant in Grenada. A Project Coordinator, Geothermal Energy (PC-GE) is required to develop the project and implement necessary works to achieve the Government's objectives. The procurement process for this Coordinator has commenced. It is also considered that a Community Liaison Officer (CLO) is required to build awareness about geothermal energy development, nationally and to engage on a continuous basis with the communities targeted for the physical exploration and development, in an effort to build ownership and strengthen relationships between the project and the communities.

**2. INSTITUTIONAL ARRANGEMENTS**

2.01 The Geothermal Project Management Unit (GPMU) will be responsible for undertaking the necessary activities to advance the project towards the goal of drilling deep geothermal exploration wells. The Unit will be located in the Energy Division of the Ministry of Finance and Energy and is expected to have a close working relationship with other Government Departments and agencies in order to effectively manage the Government's contributions. This will include establishing a working group to ensure that all relevant agencies are consulted, and their contributions considered in a timely manner.

2.02 The GPMU is expected to be a focal point for international development organisations and bilateral cooperation. It will be able to draw on the services of external geothermal technical advisors and will need to cultivate relationships with financing and other agencies that could support delivery of a GE programme.

2.03 The GoG is applying for funding to establish up to two full time staff for a term of two years. They will oversee the preparation, bidding and execution of an exploration drilling program, infrastructure development, other associated activities, and also to build awareness and engage with affected communities.

## Role of GPMU

- (a) Co-ordinate all geothermal-related activities across Government agencies and managing Government contributions through the establishment of a working group.
- (b) In collaboration with the international partners, develop a project budget, schedule and resource plan setting out key milestones to achieve a drilling start date of end-2018.
- (c) Prepare a procurement plan in collaboration with relevant Government departments for the goods and services necessary to facilitate a drilling programme.
- (d) In co-ordination with the Energy Division, develop an information, education and communications strategy for engagement with affected landowners, and wider stakeholder community to improve understanding of geothermal energy.
- (e) Identify sources of funds and expertise necessary to deliver the project and support GOGP in the process of accessing financing and satisfaction of agency requirements.
- (f) Collaborate with Government Departments and Statutory Bodies to facilitate the granting of relevant permits for drilling; including the completion of Environmental and Social Impact Assessments to international standards as required.
- (g) Support the procurement of services to upgrade infrastructure, access water for drilling and contract drilling services, through collaboration with stakeholders, as required.
- (h) Support the testing of geothermal wells, publication of results and development of approaches to advance the drilling project.

### **3. COMMUNITY LIAISON OFFICER'S KEY RESPONSIBILITIES**

3.01 The CLO is expected to continuously engage with the communities surrounding the exploration drilling sites, to share information about the proposed drilling, respond to concerns and general build awareness about geothermal energy development at a national level.

3.02 The CLO will:

- (a) Produce gender responsive community profiles of the demographic, socio-cultural, economic, environmental and institutional situation (including possible physical cultural property, natural habitats and biodiversity conservation areas) of each community identified and targeted for geothermal development.
- (b) Develop a stakeholder engagement plan (SEP). The SEP is to be dynamic and should be updated periodically, as necessary and will ultimately form part of the Environmental and Social Impact Assessment for the drilling activity. SEP will cover:
  - (i) stakeholder identification, and analysis to be undertaken;
  - (ii) stakeholder engagement program (e.g., information to be disclosed, format and communication methods; stakeholder consultation methods);
  - (iii) schedule for the various stakeholder engagement activities; and
  - (iv) grievance response mechanisms.
- (c) Implement a broad-based Information, Education and Communications Strategy (IEC Strategy) through local and national consultations.
- (d) Promote constructive partnerships and communication between the GoG and the communities on issues relating to project development, implementation and monitoring, with the key responsibility for implementing community engagement activities.

- (e) Contribute to stakeholder's organisation and participation at all relevant levels, in accordance with the diverse needs of stakeholders (particularly women and young persons) through participatory assessments, institutional mapping exercises; focus group discussions; community meetings and national consultations. Accurate record keeping of these engagements is required.
- (f) Produce timely feedback inclusive of recommendations, to GoG on relevant issues, opportunities and challenges identified by community members during project development, implementation and monitoring.
- (g) Produce timely feedback to the community members and other relevant stakeholders on project implementation and monitoring, including issues, challenges, implementation timelines and decisions made by the GoG in accordance with agreed protocols.
- (h) Establish and operationalise a Grievance Response Mechanism through participatory consultations among local communities, relevant stakeholders and GOCR, identifying potential grievances or project risks and their mitigation actions.
- (i) Contribute to stakeholder participation at all relevant levels in accordance with the diverse needs of stakeholders (particularly women and youth) through participatory assessments, institutional mapping exercises, focus group discussions, community meetings and national consultations.
- (j) Assist the PC-GE, as required, to achieve the overall project objectives, particularly in the gathering of baseline data with the Community Profiles for assessment of ESIA's.
- (k) Contribute to a capacity development plan for the transfer of knowledge to counterparts during the assignment.
- (l) Contribute to awareness of the community and workers' health and safety directly associated with the drilling project and targeted communities.

#### **4. KEY DELIVERABLES**

4.01 As part of the fulfilment of these responsibilities, the CLO shall deliver the following, based on schedule to be established:

- (a) Gender responsive community profiles for each community identified and targeted for the GE Programme.
- (b) SEP.
- (c) IEC Strategy.
- (d) Records of community engagements held under the grievance response mechanism.
- (e) Periodic progress report, including key performance indicators to be established with MOFE, and acceptable to CB.
- (f) A capacity development plan for the transfer of knowledge.

#### **5. DURATION**

5.01 The consultancy is expected to last not more than 24 months from the date of contract signing.

#### **6. REPORTING**

6.01 CLO will be located in the GPMU, MOFE, and will report to the PC-GE.

6.02 The CLO will furnish monthly and quarterly reports as required, providing details of activities completed under the SEP and IEC Strategy.

## **7. QUALIFICATIONS AND EXPERIENCE**

7.01 The CLO must be a citizen or bona fide resident of CDB or IDB member countries. He/she must have a strong client-orientation and inter-personal skills with proven ability to work cooperatively with diverse groups and stakeholders and should possess the following minimum qualifications:

- (a) A post-graduate degree or equivalent qualification in the sociology, anthropology, community development or other relevant discipline.
- (b) Sound knowledge of communication, education and information strategies for public awareness campaign development and implementation.
- (c) A minimum of ten years' relevant experience encompassing stakeholder engagement practice, gender-responsive approaches, community development practices, and social research using participatory research methods and approaches.
- (d) Ability to transfer knowledge and skills and experience of developing capacity development plans.
- (e) Fluency in English (oral and written).