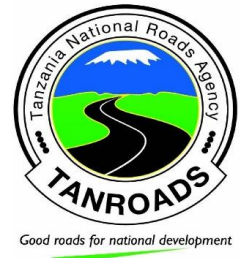




THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF WORKS



TANZANIA NATIONAL ROADS AGENCY

**MSIMBAZI BASIN DEVELOPMENT PROJECT
CONSTRUCTION OF JANGWANI BRIDGE**

**TERMS OF REFERENCE
FOR**

**TERMS OF REFERENCE FOR RECRUITMENT OF SOCIAL SPECIALIST TO
SUPPORT IMPLEMENTATION OF JANGWANI BRIDGE PROJECT**

December 2023

TERMS OF REFERENCE FOR RECRUITMENT OF SOCIAL SPECIALIST TO SUPPORT IMPLEMENTATION OF JANGWANI BRIDGE PROJECT

1.0 INTRODUCTION

The Government of the United Republic of Tanzania has received financing from the International Development Association (IDA) in the form of Credit toward the cost of Msimbazi Basin Development Project (MBDP) which among others covers construction of Jangwani Bridge and associated infrastructures.

Tanzania National Roads Agency (TANROADS) under the Ministry of Works and Transport is responsible for implementation of Jangwani Bridge project. The project is being implemented using one Works Contract and one Supervision Consultancy Contract.

In order to ensure sustainable implementation of Jangwani Bridge project in relation to the World Bank Environmental Social standards, in particular, the World Bank Environmental and Social Framework (ESF), TANROADS intends to apply part of the proceeds of this credit to eligible payments under the Contract to finance the recruitment of a Social Specialist, for enhancing capacity in implementation of the Environmental and Social Commitment Plan (ESCP) for the MBDP.

2.0 OVERALL OBJECTIVE OF ASSIGNMENT

The overall objective of the assignment is to carry out day to day implementation of the project Environmental and Social Commitment Plan (ESCP), subproject Environmental and Social Management Plans (ESMP), Health and Safety Management Plans (HSMP), Stakeholder Engagement Plan, Environmental and Social Management Framework, Stakeholder Engagement Plan (SEP) for Jangwani Bridge project. The specialist shall coordinate with Social Specialist on ESF implementation activities/responsibilities for MBDP. This work will involve carrying out timely and efficient monitoring of the implementation of the ESCP, and environmental and social management actions for the project.

3.0 SCOPE OF ASSIGNMENT FOR THE SOCIAL SPECIALIST

The Social Specialist shall ensure TANROADS complies with the provisions of all social related instruments required under the ESF and referred to the Environmental and Social Commitment Plan (ESCP), such as the Stakeholder Engagement Plan (SEP), Labor Management Procedures, Vulnerable Groups Planning Framework, and Resettlement Planning Framework and Environmental and Social Management Framework (ESMF), which have been prepared for the Project and with specified timelines in the documents, as well as other specific instruments such as Environmental and Social Impact Assessments (ESIAs), GBV Action Plan,

Environmental and Social Management Plans (ESMPs) and Resettlement Action Plan (RAP).

The Scope of the Social Specialist shall include the following activities: -

- (i). To ensure the project specific Environmental and Social studies (e.g. ESIA, ESMP and RAP) adequately address project social impacts and risks and to propose up-to-date mitigation measures, monitoring, institutional arrangement as well as mitigation costs, in accordance with the World Bank ESF;
- (ii). To review Management Strategies & Implementation Plans (MSIP) to be submitted by bidders and ensure that MSIP adequately address the impacts and risks identified in ESIA, ESMP and RAP.
- (iii). To Ensure project specific tools such as Contractor ESMP, GRM, LMP and Worker Code of Conduct, SEP, VGPF and GBV/SEA Action Plan are prepared, implemented and timely and adhered on site;
- (iv). To follow up day to day implementation of the ESMP, HSMP and ESMF, ESCP, LMP, GBV Action Plan, and other relevant E&S instruments, for the project and report on monthly basis as per requirements of the World Bank;
- (v). To follow up the implementation of mitigation measures for project social impacts and risks as proposed in the ESMP and other relevant E&S instruments, and ensure these are adequately adhered to by Contractor(s) and also suggest for adaptive management of proposed project changes or unforeseen circumstances. The agreed adaptive management process is set out in the ESCP.
- (vi). To follow up the preparation of site specificESIAs, ESMPs, RAPs, and HSMP for the project and ensure these are approved by TANROADS for implementation by Contractor throughout the project cycle;
- (vii). To review and comment on the Monthly, Quarterly and Annual Reports for project, which are submitted by Contractors and Supervision Consultants;
- (viii). To follow up on proper management of social aspects of natural resource use, cultural heritage, and community health and safety in line with the ESF for project;
- (ix). To follow up on the necessary assessments, recommendations and analysis and ensure these are undertaken by the Contractor(s) and Consultants during project implementation as recommended by authorities; including the assessment and management of gender, labour, community health and safety, resettlement and other social issues.

- (x). To supervise the Contractor(s) and Consultant (s) social project implementation as guided by the ESCP and ESMF, and in-line with specific ESMP and HSMP, and throughout the project cycle;
- (xi). To monitor and co-ordinate effective implementation and compliance with the World Bank ESF and related World Bank standards, including through visits to inspect project sites, and prepare monitoring reports on projects' social management plan, procedures and their effectiveness;
- (xii). To review schedule of Contractor(s) works and proactively provides timely notification to the key stakeholders and the general public prior to the execution of construction works;
- (xiii). In collaboration with Environmental Specialist for the project, to monitor contractor compliance with worker occupational health and safety, including use of adequate Personal Protective Equipment as provided under national law and the ESF.
- (xiv). Preparing monitoring reports on monthly basis on the implementation of ESMP, LMP, SEP, GBV Action Plan, RRAPs, Management grievances and other project E&S instruments relevant projects according to national law and the World Bank ESF. Reports shall include concerns raised by stakeholders, potential interested and affected parties, and will propose mitigation measures
- (xv). To prepare project completion report as per requirement of the WB and the Client.

4.0 QUALIFICATIONS AND EXPERIENCE REQUIRED

The desired attributes for the position are as follows: -

a) Education:

- (i). A college/university degree in Sociology, Community Development, Social anthropology, development studies, or a related discipline.
- (ii). A Master degree in the Social sciences related to the above disciplines or a related field is an advantage.

b) Professional experience:

- (i). He/She must have at least five (5) years' cumulative experience in addressing social issues, resettlement in development projects which should include working with donor funded project such as the World Bank.

- (ii). He/She must have participated in preparation of Social Impact Assessments and Resettlement Action Plans (RAP), the preparation and monitoring of the implementation of Social Management Plans (SMPs); Stakeholder Engagement Plans, and GBV Action Plans, and Labor Management Plans for donor funded.
- (iii). Experience in stakeholder engagement and information disclosure, preparing and implementing Grievance Redress Mechanisms (GRM) and dealing with Gender Based Violence (GBV) issues. Experience preparing and implementing GBV/Sexual Exploitation and Abuse (SEA) and Sexual Harassment (GBV/SEA/SH) Action Plans and related work is expected for this position.
- (iv). Experience working with vulnerable groups, including persons with disabilities, women, and other historically marginalized communities. Professional experience or knowledge of environmental and community health and safety issues related to roads and other infrastructure projects is an added advantage.

c) Language and regional experience requirements:

- (i) Must have a working experience of at least three (3) years in developing countries; and
- (ii) Proficiency in written and spoken English and Swahili Language is mandatory.

5.0 FACILITIES TO BE PROVIDED BY THE EMPLOYER

The Employer will provide the following facilities to the Social Specialist:

- (i). Office accommodation including office furniture and equipment;
- (ii). Work-related transport to project sites;
- (iii). Relevant information and documents necessary for proper execution of the assignment
- (iv). Required agreed remunerations

6.0 DURATION OF ASSIGNMENT

6.1 Duration

Duration of assignment will be 36 Months with possible extension if need arises.

6.2 Termination

Notwithstanding Sub-Section 6.1 above, the Contract may be terminated any time before expiry of the duration of the assignment, in accordance with provisions of Employment and Labour Law Act No. 6 of 2004 of the United Republic of Tanzania.

7.0 RESPONSIBILITIES OF SOCIAL SPECIALIST

The Social Specialist shall be responsible for the following: -

- 7.1 All information, data and reports obtained from TANROADS shall be treated as confidential.
- 7.2 All plans, specifications, designs, reports, other documents and software prepared by the Social Specialist for TANROADS under this Contract shall become and remain the property of TANROADS, and the Social Specialist shall, not later than upon expiration or termination of this Contract, deliver all such documents to TANROADS.
- 7.3 Arranging and paying for his/her own accommodation and daily local transport to and from his duty station.

8.0 REPORTING

- 8.1 The Social Specialist shall report to the Project Manager responsible for Jangwani Bridge Project under the Directorate of Projects.
- 8.2 The Social Specialist will prepare a brief report in each month, summarizing activities performed by him/her in monitoring implementation of ESMP, LMP, SEP, GBV Action Plan, RAPs; the report shall be in a format to be agreed by the Project Manager.

9.0 LEAVE AND WORKING HOURS

9.1 Working Hours

- 9.1.1 Ordinary working period starts from 8:00 AM to 4:30 PM commencing Monday to Friday excluding public holidays;
- 9.1.2 The Social Specialist will be expected to work on reasonable extra time when need arises at no additional payment; the Social Specialist's remuneration shall be deemed to cover for such overtime.

9.2 Leave

- 9.2.1 The Social Specialist will be entitled to twenty-eight (28) days paid annual leave during the assignment.

10.0 PAYMENT TERMS

- 10.1 The Social Specialist's salary is negotiable but will not be more than the estimated value per month. A monthly lump sum amount of remuneration per month will include all his overheads, social charges and other associated costs including local transportation within Dar es Salaam and insurance premium costs.
- 10.2 The Social Specialist shall be responsible for all taxes and duties applicable

as per the Government of Tanzania rules and regulations.

10.3 In case of travel requirements outside TANROADS HQ and within Tanzania for project-related assignments, the Social Specialist shall be paid travel expenses in line with the Government rules and procedures.

10.4 Payment to the expert in respect of remuneration will not be adjusted for inflation for the duration of assignment.

11.0 DUTY STATION

Dar es Salaam (TANROADS HQ offices), Tanzania with field visit as per requirement. (There is a possibility of TANROADS HQ Offices to move to Dodoma mid-way the Contract).