

Host and Rohingya Enhancement of Lives Project (HELP)
Department of Public Health Engineering (DPHE)
Terms of Reference (TOR)
Position: Social Development and Hygiene Promotion Consultant
Package no. SD-7

Background

The Government of the People's Republic of Bangladesh (GoB) has received a grant and credit from the International Development Association (IDA) to finance the Host and Rohingya Enhancement of Lives Project (HELP). The project is being implemented by the Department of Public Health Engineering (DPHE) under the Ministry of Local Government, Rural Development, and Cooperatives (MLGRD&C).

The Project Management Unit (PMU) is tasked with overseeing the project to ensure that funds are utilized efficiently, exclusively for their intended purposes, and in full compliance with the Borrower's obligations. To support effective Social Development and Hygiene Promotion issues, DPHE intends to allocate a portion of the grant and credit to engage a Social Development and Hygiene Promotion Consultant, in accordance with the World Bank Procurement Regulations.

Objective

The main objective of the services of the Social Development and Hygiene Promotion Consultant (hereafter referred as 'The Consultant') are to:

- oversee and coordinate on social safeguards compliance during project implementation;
- Provide support in ensuring the quality of environmental and social screening/reports/documents prepared by the contractors/consultants/field level officials and finalize those through PMU;
- monitor proper implementation of ESMP and Resettlement Action Plan (RAP) (if applicable) and other site-specific plans;
- consolidate information and prepare reports as required;
- manage contractual obligation on social safeguard,
- provide training to the contractor and field level staff, PIU and relevant HQ level stakeholder, and guide Social Team and personnel under the design and supervision (D&S) firm for preparation and provision of the trainings;
- provide Social and environmental relevant supports to the Community Development & Hygiene Promotion Firms and Supervision & Monitoring firms to be engaged for the Project.
- provide technical Support to PMU on ensuring social safeguard compliance; and
- Oversee and coordinate activities on hygiene promotion and effective use of IEC, BCC materials developed under the project.

Key Tasks/ Responsibilities

Overall coordination and supervision on social safeguards

While PD has overall responsibilities of the project including safeguard, the Consultant will be responsible for providing support in completing all activities/tasks, its quality control and overall coordination associated with social safeguard with field based Social Consultant, officials, PMU and other stakeholders.

Review and endorsement of social screening

The Consultant shall review and endorse the social portion of the Environmental and Social (ES) screening reports /instruments/documents, prepared by the social team/personnel from Monitoring and supervision firm and any of the above which was prepared by the contractor, and subsequently reviewed by the environmental team/ personnel from design and supervision firm. When the screening result indicates the specific physical intervention is likely to require the detailed assessment for further

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investigation on the potential impacts and likely mitigation measures would be required, the Consultant shall provide technical guidance to the team carrying out the tasks. In addition, the Consultant will coordinate with PMU as necessary on the further actions required based on the outcomes.

Support and supervision of SMP/RAP/IMP implementation

ESMP implementation is the responsibility of Contractor and Social team/ personnel of M&S Firm have the responsibility of ensuring ESMP implementation at the field. The Consultant will consult with the social team regularly and as necessary regarding the issues on ESMP implementation. For high-risk physical intervention, during pre-construction, the Consultant shall review the detail project designs/site plan and conduct site investigation to check if the necessary social mitigation measures are planned and to advice any additional mitigation measures required. For high-risk operation, the Consultant will regularly visit the sub-project sites with Social Consultant to monitor the implementation of ESMP and provide input to prepare sub-project specific monitoring report.

Hygiene Promotion

Support and identify key hygiene practices to be addressed and sectors of population with whom to engage and to develop appropriate communications strategies to promote safe hygiene practices - including the development of the capacity to do so.

Support to identification of needs for effective handwashing and hygiene practices; and support DPHE to develop plans to address these needs.

Support the identification of needs for effective menstrual health and hygiene practices; and support DPHE to develop plans to address these needs.

Assist the PMU & RPMU to endorse the hygiene messages and methodologies for building awareness in the field level.

Support DPHE to share information on hygiene promotion-specific situation with other implementation agencies.

Provide technical support to the firms for site selection of different WASH activities through addressing poverty, gender, inclusion, socially in advanced vulnerable community in respect of religious, profession, cast, poor- rich, male-female, etc. to raise their voice and participation in decision making.

Management of contractual obligation on social safeguards

The Consultant shall support to ensure the safeguard obligation of the project will be duly reflected into the legal agreement with contractor. Such obligation would include implementation of ESMF, RPF and sub-sequent site-specific safeguard instruments. The Consultant will approve the contractor's ESMPs.

The Consultant with assistance from the social team/ personnel of M&S Firms and in coordination with PMU and RPMU, shall lead to address safeguard related non-compliance issues of contractors according to the project specific non-compliance rectification procedures.

Training Provision and support

The Consultant shall lead the trainings related to social safeguard to raise the capacity of contractor, field level staff and other relevant stakeholders to implement and monitor the ESMPs and any other application site-specific documents/instruments. The Consultant shall also guide social team/ personnel of M&S Firm for preparation and provision of the trainings. The training plan both at the HQ and field level will be approved by the Consultant through PMU/ RPMU.

Public Consultation/GRM

The Consultant shall coordinate consultation necessary during preparation and implementation of the project. The consultant will coordinate with Environment Consultant and communication consultants while planning and conducting the consultations. Such consultation includes consultation during preparation on safeguard instruments and construction and operation of each investment.

S/he will ensure the quality of public consultation at the field level and will reflect the concern in the project implementation. The Consultant is also responsible to review and take necessary actions on the complaints received through the project GRM in coordination with Social and Environmental Safe guard Officer of the PMU and PD.

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Technical Support to PMU:

When necessary and required by PMU, the Consultant shall provide technical support related to social safeguard to PD through Social & Environmental Safe Guard Officer. Such support would include coordination with other governmental organizations, donors, strategies to address major safeguard issues and complaints, handling grievances and enhancement of safeguard capacity of PMU.

Key Qualifications:

Academic Qualifications and Professional Experience of the Consultant:

a) Educational Qualification

The Consultant must have a Master degree in any discipline of social science or other relevant fields from recognized reputed university.

b) Experience

- At least 10 years of experience in any government/semi government/donor organization in this field
- Should have minimum 5 years of working experience in World Bank/ development partner fund operating project as Social Development Specialist/Social Scientist, Social Planner or related field,
- Experience on awareness building programs focusing hygiene promotion.
- Expertise in the project area is preferred.
- Prior experience preparing one or more Social Impact Assessments (SIAs), Social Management Plans (SMPs), Resettlement Action Plans (RAPs), Influx Management Plans (IMPs) or Social Management Frameworks (SMFs) in accordance with World Bank Safeguard Policy requirements is a plus.
- Preference will be given to candidates with experience working on projects or funds related to Forcibly Displaced Myanmar Nationals (FDMN).
- Excellent verbal and written communication skills and report writing capacity in both Bangla and English.

Duration of the Assignment

The Consultant shall perform the Services for 42 months or project closing date, whichever is earlier. However, the duration will depend on performance of the individual in this position.

Institutional Arrangement

The position is full-time, based in Cox's Bazar, with periodic extensive visits to Bhasan Char, Noakhali. The role includes providing support to the Regional Project Management Unit (RPMU). The PMU will provide necessary assistance (like office accommodation, computer, logistic services, consumables and other things or related services) to the Consultant in carrying out his/her scheduled activities under the project. The PIU will also provide necessary assistance to carry field trips - when necessary.

Reporting Obligations

- I. Prepare Monthly activity plan and submit to concerned authority in last week of every month for the next month.
- II. Prepare Quarterly activity Report in time and share with M&E consultant to incorporate in quarterly progress report of the project accordingly.
- III. Provide necessary assistance in finalizing E&S screening report of every sub-project activities through PMU.
- IV. Any other reports as required by PMU and according to the scope of works.

Source of Funding

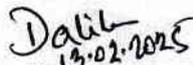
The project is jointly financed by the Government of Bangladesh (GoB) and the International Development Association (IDA).

Mode of Payment

Payments will be made on a monthly basis, subject to the submission of a valid invoice by the consultant.

Selection Method

The consultant will be selected and contracted in accordance with the "Individual Consultant (IC) – Open" selection method outlined in the World Bank Procurement Regulations for IPF Borrowers, as updated in September 2023.


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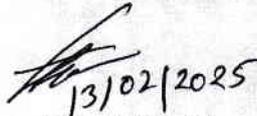
(Dalila Afroze)

Executive Engineer, Arsenic Management Division &
Member, ToR Committee, DPHE.


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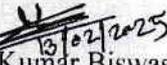
(Md. Shafikul Alam)

Executive Engineer, Ground Water Division &
Member, ToR Committee, DPHE.


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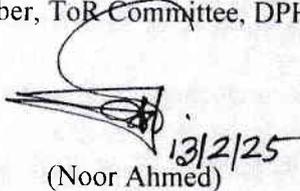
(Sharmistha Debnath)

Executive Engineer, Design Division &
Member, ToR Committee, DPHE.


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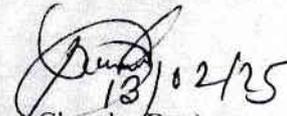
(Shikhar Kumar Biswas)

Executive Engineer, SIR Division &
Member Secretary, ToR Committee, DPHE.


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(Noor Ahmed)

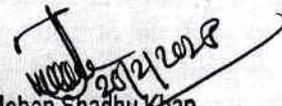
Project Director, DPHE
Host and Rohingya Enhancement of
Lives Project (HELP) &
Convener, ToR Committee, DPHE.


13/02/25

(Bidhan Chandra Dey)

Superintending Engineer, Ground Water Circle,
Project Director &
Convener, ToR Committee, DPHE.

Approved


13/02/2025

Tushar Mohon Shadhu Khan
Chief Engineer

Department of Public Health Engineering
Govt of Bangladesh, Dhaka.