Government of the People's Republic of Bangladesh
Ministry of Local Government, Rural Development and Cooperatives
Local Government Division

Improvement of Urban Public Health Preventive Services Project
(World Bank financed Urban Health, Nutrition and Population Project, IDA cr. 7402-BD)

Terms of Reference (ToR)
for
Social Specialist (National)

1.0 Background

The Government of the People's Republic of Bangladesh ("GoB") has received a credit from the International Development Association ("IDA") for implementation of "Urban Health, Nutrition and Population Project", implemented by the Ministry of Health and Family Welfare ("MoHFW") and the Ministry of Local Government, Rural Development & Cooperatives ("MOLGRD&C"). The Project has two components – the Second Component is being implemented by the Local Government Division ("LGD") under the Project Name – "**Improvement of Urban Public Health Preventive Services Project**("UPHPSP")". The main goal of the Project (Component 2) is to develop systems and capacities of LGD, City Corporations and Municipalities (i.e., called "Pourashava") for delivering public health preventive services such as vector (mosquito) control, outhouse medical waste management, mitigating air and sound pollution and climate change effects on public health, behavior change communications to promote healthy lifestyles and creating awareness as well as community-driven interventions for addressing non-communicable diseases ("NCD"). The geographical areas of the project are Dhaka North City Corporation ("DNCC"), Dhaka South City Corporation ("DSCC"), Chattogram City Corporation ("CCC"), Savar Municipality ("SM") and Tarabo Municipality ("TM") areas.

The UPHPSP (i.e., Component 2) will support delivery of environmental health and preventive services primarily in the above mentioned locations through: (a) development and implementation of a comprehensive strategy for integrated vector surveillance and management, including capacity building and institutional strengthening of local bodies; (b) support for behavior change communication and outreach interventions in the citizens of the urban areas, including for air and noise pollution effects among the stakeholders; (c) tree planting for climate change; (d) revision and/or development and implementation of strategy, arrangements, practices, guidelines, policies, and standards for outhouse medical waste management ("MWM"); and (e) support for day-to-day administration, management, monitoring, and coordination of the project, including financial management, procurement, monitoring and evaluation ("M&E"), citizen engagement, and environmental and social ("E&S") management.

An Environmental and Social Management Framework (ESMF) has been prepared to identify the potential environmental and social risks and impacts of project activities (both Component 1 and Component 2) and propose a set of suitable mitigation measures to manage these risks and impacts. It maps out the national laws and regulations and the World Bank policies appliable for the project, and describes the principles, approaches, implementation arrangements, and environmental and social mitigation measures to be followed.In this regard, a Stakeholder Engagement Plan (SEP) has been prepared and will be followed throughout the project's life cycle. The SEP is a live document and canbe revised as necessary if changing project context requires so with clearance from the World Bank.Human and Occupational Resources Management Procedures (HORMP) has also been prepared for the project corresponding to the requirements of labor management procedures (LMP) under ESS2 of World Bank's ESF. The purpose of this HORMP is to facilitate planning and implementation of the project by identifying the main labor requirements and risks associated with the project, and to determine the resources necessary to address project labor issues.

The LGD is the lead implementing agency of the Project (Component 2). The LGD is establishing a Project Management Unit ("PMU") headed by a Project Director. He will be assisted by one Deputy

CamScanner

Project Director ("DPD"), other Project staff and outsourced staff including a team of twelve (12) individual consultants. The PMU will be responsible for core project management functions and the coordination of Project activities implemented by three city corporations and two municipalities. The team of consultants will assist the PMU and report to the Project Director.

The LGD intends to apply a part of the proceeds of this credit to hire a Social Specialist for the project as an individual national consultant.

2.0 Objective of the Assignment

The main objective of this consultancy assignment is to assist the LGD in carrying out project activities in accordance with the requirements of the World Bank Environmental and Social Framework (ESF), ESMF, Environment and Social Commitment Plan (ESCP), HORMP, and the SEP for the projectand ensuringenvironmentally and socially sustainable development by avoiding, minimizing, reducing or mitigating the adverse environmental and social risks and impacts of the project through regular engagement of citizens and stakeholders in project activities and awareness program to protect public health from unnecessary hazards.

3.0 Scope of Services

The Social Specialist will closely work with the PMU staff, consultants, outsourced staff, and stakeholders to help implement the projectsuccessfully together. The Specialist will review the project E&S documents, namely ESMF, HORMP, SEP and ESCP along with Development Project Proforma ("DPP"), the Financing Agreement, the Project Appraisal Document, and other Project documents to better understand the roles, responsibilities and scope of services under the Project. The scope of work theSpecialist will include, but are not limited to, the following tasks.

Task 1: The Social Specialist will undertake to perform the services with the highest standards of professional and ethical competence and integrity and try his/her best efforts to achieve the desired goal and objectives of the project.

Task 2: The Social Specialist will review the project'sESMF and identify the activities relating to Component 2 of the main project and implement the activities in accordance with the guidance given in the Environment and Social Management Plan (ESMP). If required, the Social Specialist will update the ESMP based on specific activity(ies) under this project and inform the World Bank for such changes, addition or deletion and disclose the revised ESMP through the LGD's website to the stakeholders.

Task 3: The Social Specialist will review the SEP update it (if required) for Component 2 of the main project in order to identify and assess all stakeholders for the project (i.e., Component 2)based on project objectives and goal, disclosethe procedures for stakeholder engagement and consultation, carry out periodic stakeholder engagement (i.e., workshop, focus group discussion, survey, training program, participatory appraisal, one to one meeting, formal meeting, public meeting, correspondence, web-based communication, project leaflet, social media, online channel, etc.) as per the SEP and update the SEP based upon the feedback of the stakeholder engagement as and when required.

Task 4: The Social Specialist will review and update the HORMP, which outlines the way in which the workers of the contractor(s) and the service provider(s)will be managed, in accordance with the requirements of national law and the World Bank's ESF and provide emphasis on labor management in building construction contract and outhouse waste management service contract.

Task 5: The Social Specialist will prepare an Action Plan for Gender, Disability and Gender-Based Violence (GBV) in accordance with the national law and the World Bank's ESF and relevant other standards, all proportionate to the risks and impacts of the project and implement this Action Plan throughout the project lifecycle including application into relevant contracts.

Task 6: The Social Specialist will assistin implementing all activities/tasks related to social issues as identified in the ESCP.

CamScanner

Task 7: The Social Specialist will assist the PMU in screening and assessing the social related issues in accordance with the ESMF and addressing and implementing those issues during the project period.

Task 8: The Social Specialist will ensure the social obligation of the contractors/ suppliers/ service providers as mentioned in the respective Contract Agreement, monitor the application of contractors' ESMP, especially issues with employment of child and forced labor, OHS issues and GBV, and monitor the social compliance of the contractors/ suppliers/ service providers including training of workers for safety measures and uses of personal protective equipment (PPE).

Task 9: The Social Specialist along with other specialist/expertwill regularly supervise, monitor and ensure proper management (i.e., segregation, recycling, disinfection, proper disposal etc.) of outhouse medical waste by the Service Provider and the implementation management of larvicide/adulticide based on social impacts and submit the reports to the PMU on monthly basis.

Task 10: The Social Specialist along with the Environment Specialist will assess the environmental and social risks and impacts arising from (i) poor labor and working environment, (ii) occupational health and safety of project workers, (iii) noise, vibration and dust pollution, (iv) water pollution by the chemical used for vectors (mosquito) control, develop mitigation measures and create awareness among the stakeholders through various social tools.

Task 11: The Social Specialist will prepare an Accountability and Response Framework that procedures how to respond to allegations of Sexual exploitation and abuse (SEA)/sexual health (SH), ensure the grievance redressal system, and raise and disseminate information on SEA/SH among the project beneficiaries and stakeholders.

Task 12: The Social Specialist will carry out regular consultations with stakeholders and citizen and continue to engage them as an integral part of the project throughout the project implementation period, receive feedback from them and take appropriate measures through the grievance redressal system, and report back to the citizens to close the matter.

Task 13: The Social Specialist will develop simple screening matrix to evaluate safeguard aspects, collect data on social and environmental aspects and maintain a database for information and further analysis, monitor and evaluate social safeguard issues based on set indicators,prepare and submit periodic reports on the implementation status including mitigation measures as per the social instruments developed under the project.

Task 14: The Social Specialist will ensure social safeguard measures in applying technology including larvicides/adulticides covering social, economic, demographic, cultural and other related social aspects.

Task 15: The Social Specialist will prepare a social safeguard plan for research, technology transfer for vector and out house medical waste management as well as mitigation of effects of air and sound pollution and climate change on public health.

Task 16: The Social Specialist will develop Occupational Health and Safety Plan (OHP) and Community Health and Safety Plan (CHSP) (if not covered in other social instruments) for the project and implement those plans with the relevant stakeholders after identifying and screening social issues for each project site.

Task 17: The Social Specialist along with other specialists/experts will provide training on social and environmentalknowledge, mechanism for developing various social tools, use of the tools, mitigation measure techniques, determination of social benefits and costs, hygiene promotion for health and environment and awareness building program, etc. (i.e., Module 9 as suggested as part of the core training in the DPP) to the staff of City Corporations, Municipalities and project staff.

Task 18: The social specialist will assist the project management in setting up and running project grievance management (GM), especially in relation to stakeholder management, labor management and SEA/SH risk mitigation and management. S/he will produce regular monitoring report on project GM which will be shared with the World Bank.

CamScanner

Task 19: The SocialSpecialist will assist the PMU in preparing reports, documents, factsheets or similar instruments for discussion and decision in the Project Implementation Committee (PIC) and the Project Steering Committee (PSC) meetings and the World Bank Supervision Mission meetings.

Task 20: The SocialSpecialistwill contribute to the preparation of the project completion report ("PCR") from his/her respective areas.

Task 21: The Social Specialist will carry out any other task relating to social sector management of the Project, City Corporations and Municipalities (as cited in the Project) as and when required or assigned by the PMU.

4.0 Reporting and Deliverables

The Social Specialist will prepare and submit the following reports/documents on a one-time and/or recurrent basis to the Project Director and the PMU for his/her duties and responsibilities.

(a) Inception report within one (1) month of the effectiveness of his/her contract.

(b) Reports and/or Documents as mentioned in Paragraph 3.0 as and when required.

(c) Any other reports relating to social safeguard management.

5.0 Duration of the Assignment

The duration of the assignment for the Social Specialist will be [48] calendar months. The Project duration is estimated up to 30 June 2028. The duration of the assignment may be increased or decreased depending upon the performance of the Social Specialist, the needs and budget allocated for the Project and the duration of the Project. The PMU will carry out performance assessments of the incumbent on an annual basis. The satisfactory performance of the Social Specialist will ensure the continuation of the contract.

6.0 Academic Qualifications and Experiences

The Social Specialist must have at least Master'sDegree in Social Science (Sociology, Anthropology, Social Welfare, Social Works). The Social Specialist should have at least twenty (20) years of general work experience, of which ten (10) years in the role of a SocialSpecialist in development partner/GOB assisted development projects.The incumbent should have practical experience in formulating, assessing, and reviewing social safeguards compliance documents and monitoring and stakeholder consultations including training and workshop/seminar. The incumbent should have practical experience in an urban context for at least one (1) project funded by any development partner. The incumbent should have high level of proficiency in written and spoken English, report writingand computer literacy and skills.The incumbent should have experience of working in a team environment.

7.0 Institutional Arrangement

The SocialSpecialist will carry out his/her responsibilities and duties under the general supervision and guidance of the Project Director. He/she will report to the Project Director in close collaboration with other officials/consultants of the Project. He/she will work in a team environment and assist each other in their respective field in the PMU in achieving the project objectives. The duty station will be at the PMU established in Dhaka city.

8.0 Facilities and Services to be provided by the PMU

The PMUwill provide the necessary office accommodation, office equipment and furniture, stationery, data, information, documents in connection with the Project and other logistic services in operating a good office. The PMUwill provide transportation facilities for field trips.

9.0 Selection Method

The SocialSpecialist will be selected following the Selection of Individual Consultants as set forth in the in accordance with the World Bank Procurement Regulations for IPF Borrowers, Fourth Edition, November 2020 (the "Procurement Regulations"), the Public Procurement Act, 2006 and the Public Procurement Rules, 2008 (together the "National Procurement Laws").

CamScanner