

REPUBLIC OF RWANDA

Kigali, 21.03/025  
Ref No: 247/SPIU/025



**RWANDA TRANSPORT DEVELOPMENT AGENCY**  
KG 563 St., Queen's Land House, 1<sup>st</sup> Floor  
P.O Box 6674  
Email: [info@rtda.gov.rw](mailto:info@rtda.gov.rw)  
**KIGALI**

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES - INDIVIDUAL CONSULTANT (IC) SELECTION)**

**Country: RWANDA**  
**Project: RWANDA EMERGENCY CONNECTIVITY RESTORATION (P504023)**

**Reference No.: RW-RTDA-468484-CS-INDV**

**Assignment Title: *Consultancy Services for Social and Environmental Safeguards TA/Technical Advisor.***

Dear Sir/Madam;

**1. Background information**

The proposed Rwanda Emergency Connectivity Restoration (RECOR) Project is a project initiated by the Government of Rwanda in collaboration with the World Bank. This project will be financed through the Crisis Response Window (CRW) for spot maintenance and rehabilitation of the flood-damaged infrastructure, including national and districts road sections, and bridges caused by heavy rainfall that occurred on May 2 and 3, 2023. The Ministry of Infrastructure (MININFRA) through the Rwanda Transport Development Agency (RTDA) has requested the World Bank for the implementation of the Rwanda Emergency Connectivity Restoration Project (RECOR). The RECOR Project involves spot rehabilitation and improvement of 253.7 km of different national roads and 129.8 km of district roads, as well as repair of bridges damaged by the severe floods occurred on May 2-3, 2023. These interventions, spanning six districts, are part of efforts under Component 1 to restore critical infrastructure and reconnect flood-affected areas. These spot improvements will be implemented under different cohorts to effectively the damaged infrastructures at different locations in six districts effectively.

4

The Project Development Objective (PDO) is to restore the connectivity in areas of Rwanda affected by floods and landslides by rebuilding the damaged transport infrastructure in a climate-resilient manner.

## **2. Specific Objectives of the assignment**

- i. To support the updating and preparation of Environmental and Social Risk Management (ESRM) instruments for the RECOR and other bank-funded projects in line with the World Bank Environmental and Social Framework (ESF) and national policies.
- ii. To provide technical guidance for the effective implementation of ESRM instruments, ensuring compliance with environmental and social safeguards requirements throughout the project lifecycle.
- iii. To collaborate with the Environmental and Social Risk Management Specialists within RTDA's SPIU, enhancing their capacity to address environmental and social risks associated with the RECOR project.
- iv. To contribute to the identification, assessment, and mitigation of environmental and social risks and impacts during the implementation of the RECOR project.
- v. To ensure that stakeholder engagement and community participation processes are effectively integrated into the environmental and social risk management approach for the project.
- vi. To provide targeted recommendations and capacity-building support to RTDA to improve the management of environmental, social, health, and safety risks associated with project activities.
- vii. To oversee and monitor the adherence of RECOR project activities to environmental and social risk management standards, including the preparation of reports and actionable recommendations.

**The detailed assignment responsibility, objectives and scope can be found in terms of reference (ToR).**

## **3. Facilities to be provided by the client.**

The Client (RTDA) will provide the Consultant with the following items;

- Liaison and assistance with any information or documents required from RTDA or other agencies which the Client considers essential for the proper and effective execution of his/her duties and functions;
- Provide office facilities and necessary office equipment and supplies to enable the technical Expert to discharge his/her duties;

- Copies of all relevant reports (ESMF, RPF, GBV Preparedness and Response Action Plan, LMP, ESIA, ESMP and RAP,) undertaken by entities concerned in relation to components of the projects.
- RTDA will be responsible for organizing the capacity building/training venues, assuring all training related logistics including catering, providing LCD projector and flipcharts, assign a training coordinator during the training period, and print the training material following receipt of a soft copy of the training material from the consultant
- Transport during fieldwork in selected districts.
- Relevant reference materials, such as existing training modules, sample formats for checklists, grievance reporting, etc.

#### 4. Qualifications and Experience

The main qualifications, competencies and experience required by the TA for an ESHS Risk Management Specialist are summarized below:

- **Education:** MSc or PhD in Social Sciences or Environmental Sciences, Sociology, Psychology, Development studies, environmental engineering, natural sciences, or related fields.
- **Experience:** The expert should have at least ten (10) years of experience in social or environmental safeguards project implementation, preferably with the World Bank, and other Donor's funded projects, including experience in Occupational Health and Safety and management of involuntary resettlement and compensation.
- Demonstrated knowledge and experience working with World Bank safeguards policies and instruments; or with similar standards and policies of other multilateral development institutions is an added advantage.
- Track-record of assessing, managing, and monitoring project-level environmental (and social) risks and impacts, as well as managing implementation of related safeguards, policies guidelines and frameworks, in relation to development projects of a similar scale and technical nature, and prior experience in WB funded projects would be preferred. Familiarity with the WB Environmental and Social Framework (ESF) considered a distinct advantage. Experience for working in the Easter African region and experience in roads construction project will be desirable.
- Experience working with a wide range of stakeholders including NGOs, private sector, international organizations, development partners and/or with the government.

4

- A strong sense of partnership and ability to work independently with limited supervision.
- Ability to establish priorities, plan, coordinate, and monitor own work plan.
- **Communication skills:** Have very good communication skills (written and verbal), including report writing and presentation skills, in English; a good knowledge of French as well as Kinyarwanda will be considered an advantage.
- **Management skills:** Have well-developed planning and organization skills and a good ability to work productively in a team environment of diverse backgrounds;
- **Other skills:**
  - (i) Quantitative and analytic skills,
  - (ii) Working knowledge of Microsoft programs (Excel, Word, PowerPoint, SPSS),
  - (iii) Ability to manage priorities and be detail-orientated within a dynamic, fast-paced environment,
  - (iv) Work in a team environment to determine and or review ideas to find solutions to problems,
  - (v) Ability to work independently with little or no supervision while maintaining a high level of efficiency and still upholding a team mentality.
  - (vi) Excellent analytical, planning, organizing and reporting skills;
  - (vii) Strong management skills, particularly ability to provide strategic direction and technical supervision;
  - (viii) Reliable and responsible personality and capacity to work under demanding professional circumstances and in an international environment;

## 5. Location and Duration of the assignment

The Technical Advisor on project Social and Environmental Risk Management will be recruited initially for a period of 2 years with the possibility of time extension based on performance, and availability of funds, or any other period as may be subsequently agreed by the parties in writing. The assignment shall be performed in Kigali/Rwanda with frequent site visits to Districts.

## 6. Reporting and payment

The Consultant shall report to the SPIU Coordinator. At the start of the assignment, the consultant will have to submit his/her capacity building methodology that should be updated or adjusted in accordance with the reality on ground. The updated/adjusted capacity-building methodology will be submitted along with monthly reports to the

client. The payments will be made on monthly basis based on verifying the Monthly report of works performed and approval by the SPIU coordinator. The report of the works done should be provided within 15 days after the end of each reporting month.

### **7. Mode of application and application deadline**

Interested consultants are requested to submit their Expression of Interest via E-procurement system **by the date and time indicated** in E-procurement system via [www.umucyo.gov.rw](http://www.umucyo.gov.rw)

The Expression of Interest should be accompanied by **their CVs, copies of academic and professional certificates.**

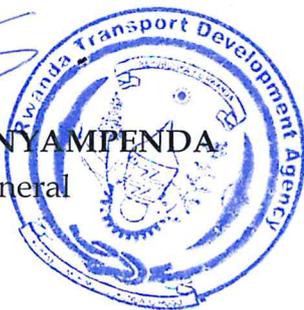
The applicant should provide:

- (i) Full time contact mail address and mobile phone numbers;
- (ii) Contact details of his/her Clients/Employees in the last 5 years and
- (iii) Names of three referees and their contact mail addresses including mobile/cell telephone numbers.

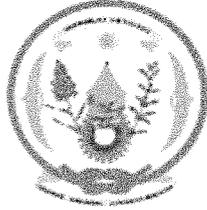
**N.B: Submission of expression of interest via other channels apart from that indicated above shall not be considered.**

To be able to submit an expression of interest, consultants who are not registered in E-procurement system, are advised to register through [www.govca.rw](http://www.govca.rw) .

  
**Imena MUNYAMPENDA**  
Director General



**THE REPUBLIC OF RWANDA**



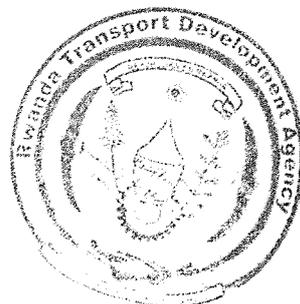
**RWANDA TRANSPORT DEVELOPMENT AGENCY  
(RTDA)**

**RWANDA EMERGENCY CONNECTIVITY PROJECT  
(RECOR)**

**TERMS OF REFERENCE AND SCOPE OF SERVICES  
FOR  
SOCIAL AND ENVIRONMENTAL SAFEGUARDS TA/ TECHNICAL  
ADVISOR FOR RECOR AND OTHER BANK-FINANCED PROJECTS**

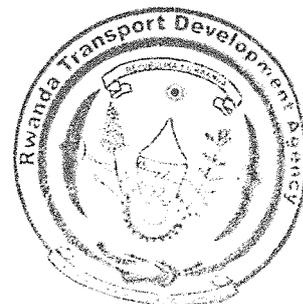
MARCH 2025

MR  
0



# TABLE OF CONTENTS

TABLE OF CONTENTS .....	1
1 BACKGROUND .....	1
2 OVERVIEW OF THE ASSIGNMENT .....	3
3 OBJECTIVE OF THE ASSIGNMENT .....	4
3.1 GENERAL .....	4
3.2 SPECIFIC.....	4
4 DUTIES AND RESPONSIBILITIES .....	5
5 DESIRED QUALIFICATIONS AND EXPERIENCE .....	10
6 LOCATION AND DURATION OF THE ASSIGNMENT .....	11
7 FACILITIES, DATA TO BE PROVIDED BY THE CLIENT .....	12
8 KEY DELIVERABLES.....	12
9 PAYMENT MODALITIES.....	13
10 OTHER ADMINISTRATIVE INFORMATION.....	13



R

i

f

g

2

**TERMS OF REFERENCE AND SCOPE OF SERVICES FOR  
SOCIAL AND ENVIRONMENTAL SAFEGUARDS TA/ TECHNICAL ADVISOR**

## **1 BACKGROUND**

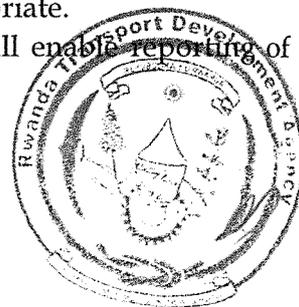
The proposed Rwanda Emergency Connectivity Restoration (RECOR) Project is a project initiated by the Government of Rwanda in collaboration with the World Bank. This project will be financed through the Crisis Response Window (CRW) for spot maintenance and rehabilitation of the flood-damaged infrastructure, including national and districts road sections, and bridges caused by heavy rainfall that occurred on May 2 and 3, 2023. The Ministry of Infrastructure (MININFRA) through the Rwanda Transport Development Agency (RTDA) has requested the World Bank for the implementation of the Rwanda Emergency Connectivity Restoration Project (RECOR). The RECOR Project involves spot rehabilitation and improvement of 253.7 km of different national roads and 129.8 km of district roads, as well as repair of bridges damaged by the severe floods occurred on May 2-3, 2023. These interventions, spanning six districts, are part of efforts under Component 1 to restore critical infrastructure and reconnect flood-affected areas. These spot improvements will be implemented under different cohorts to effectively the damaged infrastructures at different locations in six districts effectively.

The Project Development Objective (PDO) is to restore the connectivity in areas of Rwanda affected by floods and landslides by rebuilding the damaged transport infrastructure in a climate-resilient manner. Thus, the Project will finance such spot rehabilitation, maintenance and repairing activities under four components, which include:

- **Component 1:** Improving physical infrastructure to connect districts affected by floods to finance three sub-components related to national road, districts roads and bridges, covering the design, supervision and monitoring and the spot rehabilitation works of the damaged infrastructures;
  - *Sub-component 1.1: Rehabilitation of national roads:* The subcomponent will finance (i) Consultant services for technical studies, supervision, and monitoring of works, and (ii) rehabilitation or reconstruction of about 253.7 km of the national roads in a climate-resilient manner.
  - *Sub-component 1.2: Rehabilitation of district roads:* The subcomponent will finance (i) Consultant services for technical studies, supervision, and monitoring of works, and (ii)

rehabilitation or reconstruction of about 129.8 km of the districts roads in a climate-resilient manner.

- *Sub-component 1.3: Rehabilitation of bridges*:. The subcomponent will finance (i) Consultant services for technical studies, supervision, and monitoring of works, and (ii) rehabilitation or reconstruction of about 20 bridges in a climate-resilient manner.
- **Component 2: Environment and social risk management, Community Engagement and awareness campaigns**, which focused on financing Land acquisition and cash compensation cost for project affected persons, Livelihood restoration for PAPs, Risk mitigation, community, and stakeholders' engagement, and Road safety measures;
  - **Land acquisition and cash compensation cost for project affected persons**. The project will finance with IDA funds, the land acquisition for impacted persons along the road sections and bridges. The project will finance cash cost related to RAP implementation including compensation fees for project affected persons (PAPs).
  - **Livelihood restoration for PAPs**. The project will finance small investments to restore deteriorated roadside livelihood means for the local communities.
  - **Risk mitigation, community, and stakeholders' engagement**. The activity will allow engagement with local communities living along the damaged infrastructures and discuss grievance redress through awareness workshops.
  - **Road safety measures**. Road safety activities will comprise training and awareness campaigns for school children, motorbike and truck drivers, local communities, and other road users in the project area. Safety measures will include enforcing speed limit and the use of personal protection equipment by construction.
- **Component 3: Implementation support, monitoring, capacity building to finance project management and incremental operating, Technical Assistance and Institutional support, and Monitoring and evaluation**.
  - **Project management and incremental operating costs** It is related to the management of the project and salaries of competitively recruited experts fully dedicated to the project, as well as travel expenses and other incremental operating costs of the Single Project Implementation Unit (SPIU) at RTDA, and the MINEMA.
  - **Technical Assistance and Institutional support** This activity will support capacity building of the staff of the SPIU of RTDA, MININFRA, and MINEMA involved in the project implementation, to enhance and broaden their skills in technical, safeguards, procurement, financial management and project management fields as appropriate.
  - **Monitoring and evaluation (US\$0.10 million)**. This activity will enable reporting of the project implementation progress and its impacts; and



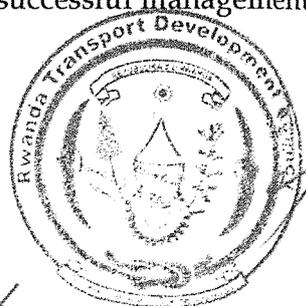
**Component 4: Contingency Emergency Response. This component will allow for swift reallocation of credit proceeds from the other components to provide immediate emergency recovery support following an eligible crisis or emergency.**

## 2 OVERVIEW OF THE ASSIGNMENT

Due to the nature and type of the project, which is planned and prepared in an emergency situation and involves spot rehabilitation and improvement of flood damaged national and district roads and 20 bridges that traverses through 6 districts, as well as with the limited knowledge about exact scale, and design of project investments, most impacts being site-specific, temporary and predictable, the limited institutional capacity of the implementing institution (RTDA) in managing environmental, and social safeguards and health and safety risks associated with the proposed project during the implementation period, and general implementation challenges. The potential adverse impacts that will be generated due to the implementation of this project activities are expected to be few in number, site-specific, temporary, reversible, and readily addressed and managed with the application of mitigation measures stipulated in the appropriate environmental and social risk management (ESRM) tools and other applicable international best management practices.

Based on the nature, scale and type of the project, the risk rating for both project environmental and social management is substantial. This rating is due to the adverse environment and social impacts and risks that will emanate from the implementation of the project activities and the existing limited ability of RTDA in the environmental, and social safeguards and health and safety risk management. To manage these environmental and social risks and impacts emanating from the implementation of the project, the ESF instruments aligned with the World Bank ESF, and national policy will be prepared and disclosed.

As per the National and Bank's ESF, the implementing agency (RTDA) is required to have a competent E&S specialist who are responsible to prepare, if require and implement the project ESF instruments, as well as to monitor and supervise the management of anticipated environmental and social risks arise from the implementation of the project during project implementation period. Thus, RTDA, as the main RECOR project implementing institution is fully responsible to be ready and committed to develop, properly designed and implemented the ESF instruments and ensure the development of strong, constructive, and responsive relationships among stakeholders, which are important for the successful management of a project's environmental and social risks.



Cognizant of the proposed Rwanda Emergency Connectivity Restoration (RECOR) Project (P504023) financed by the World Bank, the World Bank Environmental and Social Framework (ESF) will be applied throughout the project implementation cycle of the proposed Rwanda Emergency Connectivity Restoration (RECOR) Project. The delivery of Environment, Social, Health and Safety (ESHS) requirements, including those covering Waste Management, Occupational and Public Health and Safety, Traffic Management, Water Resource Management, Storm water and Drainage Management, Labor Influx; Gender-Based Violence (GBV); Sexual Exploitation and Abuse (SEA); and Violence Against Children (VAC) the Prevention and Response Action Plan, shall be one of the obligations of the works Contract covered under the prices quoted for other Bid Price schedules items.

To ensure robust handling of safeguard issues and full compliance with World Bank Environmental and Social Framework (ESF), including ESS1, ESS2, ESS3, ESS4, ESS5, ESS6, ESS8, and ESS10, this Terms of References (ToR) is focused on hiring of a national or international Technical Advisor (TA) with specialized expertise in environmental and social safeguards during implementation of the proposed Rwanda Emergency Connectivity Resilience Project (RECOR). The TA will be responsible to ensure the development of the Environmental and Social instruments to be in good order, with adequately capturing all subproject ESRM issues. . In addition, the TA should collaborate closely with RTDA's environmental and social safeguards team on the RECOR project, as well as with works supervision firms and contractors in the field. The duties and responsibilities of the TA, which will be hosted under RTDA will also include capacity building and delivering TA outputs effectively. The detailed roles and responsibilities of the TA are discussed in the below section.

### 3 OBJECTIVE OF THE ASSIGNMENT

#### 3.1 General Objective

The Environmental and Social Technical Advisor is required to provide technical assistance and support to the RECOR implementing entities (RTDA) with the updating/preparation and implementation of RECOR project ESRM instruments, which focusses on contributing the attainment of the overall the RECOR objective. The Technical Adviser (TA) Specialist will be also be required to closely work with environmental and Social Risk Management Specialist under RTDA -SPIU, mainly with those dedicated to the RECOR project to deliver the proposed assignment by focusing on environmental and social risk management aspects.

#### 3.2 Specific Objectives

- i. To support the updating and preparation of Environmental and Social Risk Management (ESRM) instruments for the RECOR and other bank-funded projects in line with the World Bank Environmental and Social Framework (ESF) and national policies.



- ii. To provide technical guidance for the effective implementation of ESRM instruments, ensuring compliance with environmental and social safeguards requirements throughout the project lifecycle.
- iii. To collaborate with the Environmental and Social Risk Management Specialists within RTDA's SPIU, enhancing their capacity to address environmental and social risks associated with the RECOR project.
- iv. To contribute to the identification, assessment, and mitigation of environmental and social risks and impacts during the implementation of the RECOR project.
- v. To ensure that stakeholder engagement and community participation processes are effectively integrated into the environmental and social risk management approach for the project.
- vi. To provide targeted recommendations and capacity-building support to RTDA to improve the management of environmental, social, health, and safety risks associated with project activities.
- vii. To oversee and monitor the adherence of RECOR project activities to environmental and social risk management standards, including the preparation of reports and actionable recommendations.

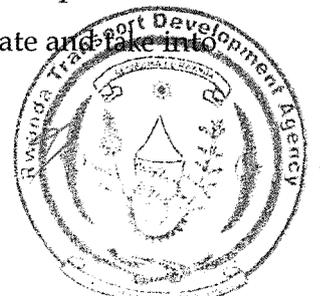
#### 4 DUTIES AND RESPONSIBILITIES

To attain the objectives of the assignment, the TA will support the management of environmental and social risk and impacts of the Project activities through undertaking the following activities:

- i) Environmental and social framework (ESF) instruments: review and update**
  - a) Review and recommend improvements as well as work with the respective E&S specialists under SPIU, Consultant and Contractor in the preparation and updating of the project ESF instruments, including ESMF, RPF, GBV Preparedness and Response Action Plan, LMP, ESIA, ESMP, RAP, CESMP and MSIPs for Rwanda Emergency Connectivity Restoration (RECOR) Project, and any other project financed by the Bank.
  - b) Updating the Resettlement Action Plans (RAP); including conducting a social-economic analysis to understand the social-economic aspects of affected people; undertaking gender analysis to understand key aspects needing focus during project implementation; working with certified national land valuers during the valuation of affected assets and preparation of compensation, resettlement plans and livelihood restoration measures.
  - c) Ensure that key activities of the Project comprising technical assistance (TA), including updating/preparation of environmental and social risk management instruments stated in the ESCP and other, such as SEP, ESMP, ESMF, Gender Based Violence/SEA Plan, LMP, etc.; undertake institutional capacity building and implementation support pursuant to terms of references (ToRs) acceptable to the World Bank and duly incorporate and take into

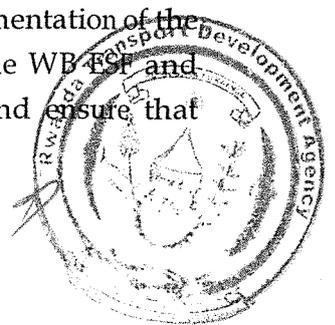
*Handwritten mark*

*Handwritten signature*



consideration the objectives & principles of the WB ESSs in order to ensure that activities and outputs are consistent with the World Bank ESF and satisfactory to the Bank

- d) Develop, review and update checklists, reports, manuals and other safeguard documents for Rwanda Emergency Connectivity Restoration (RECOR) Project.
- e) Provide technical support to RTDA in monitoring the implementation of prepared ESF instruments and in assessing the project environmental and Social Impact Assessment in case it is needed for road projects throughout the project life cycle. This assessment is very useful to ensure that the environmental and social impacts and risks are identified, avoided, minimized, reduced, or mitigated, as stated in the project ESF instruments.
- f) Preparation and implementation of Social Risk Management Plans during implementation of Projects.
- g) Support consultants hired for the preparation of environmental and social risk management instruments (ESMPs, SEP, GBV/SEA Plan, ESMF, RAP, LMP, etc.) to deliver the stated instruments timely as per the agreed ToRs.
- h) Ensure that draft ESF instruments prepared/updated by consultants will be presented on consultative meetings/workshops with relevant stakeholders to ensure acceptance of the instruments, including the incorporation of comments provided by stakeholders.
- i) Provide advice on administrative measures and actions required for ensuring compliance with requirements set regarding environmental issues and measures prior to the validation and implementation of the project activities.
- ii) **Inclusion of the safeguards aspects into the project designs**
  - a) Advise and participate in project teams to help develop operational designs and mechanisms to assess social opportunities, impacts, constraints and risks related to both World Bank-supported operations, develop and evaluate proposed technical solutions, and assist in the preparation of documentation, supporting reports, annexes, etc.
  - b) Ensure project interventions follow participatory approaches and are gender sensitive during all project cycles; planning, implementation and during operational phases.
  - c) Ensure the grievance redress mechanism is reinforced, its sustainability and development of the records keeping of GRM data
  - d) Ensure the environmental risks and impacts associated with the implementation of the project activities are addressed starting from an early stage as per the WB ESF and GoR's environmental policy and legal frameworks requirements, and ensure that



proper communications related to environmental risks and impacts management across the project implementing entities and other stakeholders are maintained throughout the project cycle as well.

- e) Carry out the necessary coordination activities with RTDA, MININFERA, MINICOM, Consultants, Contractors, REMA, RDB, RSB, and other relevant institutions, and ensure that the ESF instruments prepared for the project are implemented and monitored in compliance with the WB ESF/ESSs, the GoR's policies and legal frameworks.

### iii) Project supervision

- a) **Monitoring and Compliance:** Monitor the implementation of the Contractor's Environmental and Social Management Plans (ESMPs) and Management Strategies Implementation Plans (MSIPs) to ensure compliance with environmental, social, and safety standards. Provide technical assistance in developing key performance indicators (KPIs) on Environmental, Social, Health, and Safety (ESHS) to be integrated into works contracts for effective enforcement and monitoring. Develop standardized checklists for ESMP and ESHS monitoring, auditing, and reporting, to be used regularly across all ongoing road construction projects. Review the ESHS aspects of contractors' works contracts to establish clear indicators for penalties in cases of non-compliance.
- b) **Safeguards Implementation:** Oversee the implementation of ESMPs, Resettlement Action Plans (RAPs), and ensure the satisfactory completion of RAP implementation prior to the commencement of works, with a focus on mitigating both environmental and social risks.
- c) **Implementation and Monitoring of Prevention, Response, and Emergency Preparedness Plans:** Ensure the implementation of Prevention and Response Action Plans (PRAPs) prepared by contractors to address labor influx, Sexual Exploitation and Abuse (SEA), Sexual Harassment (SH), and Violence Against Children (VAC) across all selected districts and project lots, while also monitoring the implementation of Emergency Response Plans (ERPs) to manage environmental, social, and safety risks in the event of project-related incidents.
- d) **Vulnerability Monitoring:** Assessment of targeted livelihood restoration interventions that can be integrated into the project design and implementation, considering the prevailing socio-economic conditions of Project-Affected Persons (PAPs). This includes monitoring the livelihood restoration of vulnerable individuals impacted by project activities, ensuring their prioritization in employment opportunities and access to other project benefits. Additionally, environmental safety in resettlement sites will be taken into account to promote sustainable and inclusive development.
- e) **Stakeholder Engagement:** Review, monitor, and report on the implementation of the Stakeholder Engagement Plan (SEP) prepared by the SPIU Rwanda Emergency Connectivity Restoration (RECOR) Project, ensuring alignment with environmental and social frameworks.
- f) **Code of Conduct:** Ensure that contractors adhere to the Codes of Conduct signed by companies, managers, and employees during construction and maintenance phases, covering environmental compliance, safety protocols, and social responsibility.
- g) **Grievance Mechanisms:** Review the functionality of the Grievance Redress Mechanisms (GRMs) and support Grievance Redress Committees (GRCs) in assisting displaced

*Handwritten initials: R et a*

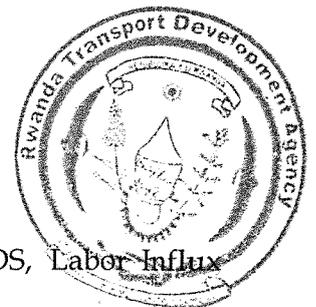


persons to improve or restore their livelihoods and standards of living, while resolving any environmental and social grievances.

- h) **Participation and Reporting:** Actively participate in relevant environmental, social, and safety technical meetings and missions. Prepare and share detailed meeting notes/reports with the SPIU Coordinator and project implementing agencies.
  - i) **Risk Management Integration:** Ensure the integration of environmental, social, and safety risk management procedures within the implementing agency (RTDA). Provide regular and comprehensive reports to the SPIU Coordinator for submission to Senior Management under RTDA, MININFRA, and other stakeholders.
  - j) **Non-Compliance Resolution:** Collaborate with the SPIU Coordinator and relevant parties to resolve environmental, social, and safety issues in cases of non-compliance. Where necessary, prepare a time-bound corrective action plan with clear follow-up actions for compliance.
  - k) **Incident Reporting:** Notify the SPIU Coordinator of any project-related incidents or accidents with potentially significant adverse effects on the environment, communities, public, or workers. Provide technical assistance in the incident investigation (RCA), development of a Safeguards Corrective Action Plan (SCAP), and training on job risk assessment.
  - l) **Follow-Up Monitoring:** Conduct regular follow-up monitoring to ensure that proposed environmental, social, and safety risk mitigation measures are implemented effectively and in accordance with established plans.
  - m) **Capacity building:** Conduct a capacity needs assessment for PIU, consultant, and contractor safeguards staff, develop a capacity-building plan, and deliver training sessions based on identified needs. Identify relevant certification courses for the PIU team to enhance practical skills and strengthen safeguards implementation.
- a) of

#### iv) Training and capacity building

- a) Design training materials (in coordination with the World Bank) and provide/ conduct safeguards training to the RTDA/MININFRA safeguards team, contractors and other relevant stakeholder:
  - ESHS guidelines,
  - land acquisition,
  - resettlement best practices,
  - Grievance redress mechanism,
  - construction site traffic management plan,
  - stakeholder engagement
  - social risk management, such as GBV, SEA, VAC, HIV/AIDS, Labor Influx Prevention, etc.
- b) Prepare and coordinate in and out of Country capacity building training plan and its implementation

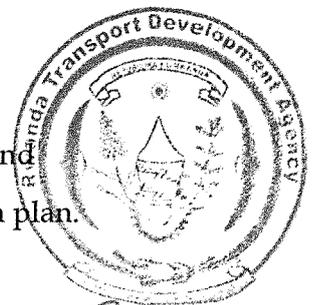


- c) Capacity building and coaching of Districts Environmental and Social Safeguards team and community members of grievance committees to prepare and implement safeguards plans (RAP implementation, GRM monitoring and social risk management plans) and grievance redress mechanisms.
- d) Ensure gender transport aspects of the support the implementation unity prepare gender- sensitive transport campaign through planning on gender budget statement (GBS) of that fall into the ministry of infrastructure
- e) Regularly compile and disseminate environment and social risk management-based practices in form of safeguards implementation progress reports, news bulletin and publication of newspapers articles whenever possible.
- f) Engage in preparation, organizing and delivering capacity building training activities in relation to the implementation of the ESRM instruments targeting the implementation agency (RTDA) of the project, MININFERA, REMA, and other relevant stakeholders.

Analyse the need for additional capacity building for the involved institutions and actors, design/update a training plan for the implementing agencies, and implement it accordingly.

**v) Reporting**

- a) Prepare and submit regular monitoring reports on the environmental, health and safety (ESHS) performance of the Project, including the ESCP, status of preparation and implementation of E&S documents required under the ESCP and project grant agreement to the SPIU Coordinator and World Bank
- b) Compile quarterly, biannual, and annual reports on environmental and social risk management and related issues as part of the project Periodic ESHS report
- b) Submit to RTDA monthly progress reports covering safeguards aspects of the project (using the project set indicators) including:
  - Any project ESF instruments, ESMP, ESMF, or RAP implementation issues
  - Summary of the project handling of the grievances (RAP, RPAP, CESMP, ERP,etc.)
  - Implementation of the Traffic management plan (TMP),
  - Observations on boundary marking and protection strategy
  - Status of all required consents and permits
  - Observations on compliance with the OHS management plan and
  - Observations on compliance with the water resource protection plan.



Handwritten marks at the bottom of the page, including the number '12' and several illegible scribbles.

b) Draft long-term community integration plan (CIP) in transport in the key aspects of integration such as:

- Integrating the transport system!
- Integrating transport and land use!
- Integrating transport and other planning!
- Integrating across levels of planning and jurisdictions.
- preparation of the guidelines on community needs in transport or related opportunities like social infrastructure (schools, markets, agricultural produces collection centers,
- Elaboration of the integrated transport plan through community consultation of the projects beneficiaries in all the categories (people with disability)

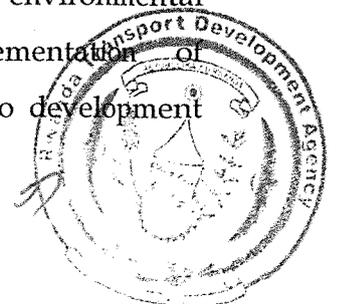
vi) Other tasks

- Advise RTDA management on major sensitive matters relating to Safeguard issues;
- Take up any additional related tasks as directed by the SPIU Coordinator.
- Etc.

## 5 DESIRED QUALIFICATIONS AND EXPERIENCE

The main qualifications, competencies and experience required by the TA for an ESHS Risk Management Specialist are summarized below.

- **Education:** MSc or PhD in Social Sciences or Environmental Sciences, Sociology, Psychology, Development studies, environmental engineering, natural sciences, or related fields.
- **Experience:** The expert should have at least ten (10) years of experience in social or environmental safeguards project implementation, preferably with the World Bank, and other Donor's funded projects, including experience in Occupational Health and Safety and management of involuntary resettlement and compensation.
- Demonstrated knowledge and experience working with World Bank safeguards policies and instruments; or with similar standards and policies of other multilateral development institutions is an added advantage.
- Track-record of assessing, managing, and monitoring project-level environmental (and social) risks and impacts, as well as managing implementation of related safeguards, policies guidelines and frameworks, in relation to development

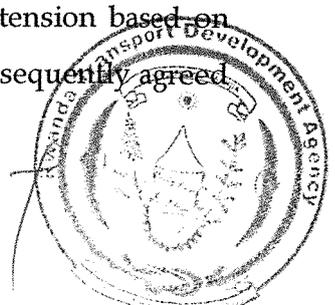


projects of a similar scale and technical nature, and prior experience in WB funded projects would be preferred. Familiarity with the WB Environmental and Social Framework (ESF) considered a distinct advantage. Experience for working in the Easter African region and experience in roads construction project will be desirable.

- Experience working with a wide range of stakeholders including NGOs, private sector, international organizations, development partners and/or with the government.
- A strong sense of partnership and ability to work independently with limited supervision.
- Ability to establish priorities, plan, coordinate, and monitor own work plan.
- **Communication skills:** Have very good communication skills (written and verbal), including report writing and presentation skills, in English; a good knowledge of French as well as Kinyarwanda will be considered an advantage.
- **Management skills:** Have well-developed planning and organization skills and a good ability to work productively in a team environment of diverse backgrounds;
- **Other skills:**
  - (i) Quantitative and analytic skills,
  - (ii) Working knowledge of Microsoft programs (Excel, Word, PowerPoint, SPSS),
  - (iii) Ability to manage priorities and be detail-orientated within a dynamic, fast-paced environment,
  - (iv) Work in a team environment to determine and or review ideas to find solutions to problems,
  - (v) Ability to work independently with little or no supervision while maintaining a high level of efficiency and still upholding a team mentality.
  - (vi) Excellent analytical, planning, organizing and reporting skills;
  - (vii) Strong management skills, particularly ability to provide strategic direction and technical supervision;
  - (viii) Reliable and responsible personality and capacity to work under demanding professional circumstances and in an international environment;

## 6 LOCATION AND DURATION OF THE ASSIGNMENT

The Technical Advisor on project Social and Environmental Risk Management will be recruited initially for a period of 2 years with the possibility of time extension based on performance, and availability of funds, or any other period as may be subsequently agreed.



by the parties in writing. The assignment shall be performed in Kigali/Rwanda with frequent site visits to Districts.

## 7 FACILITIES, DATA TO BE PROVIDED BY THE CLIENT

The Client (RTDA) will provide the Consultant with the following items;

- Liaison and assistance with any information or documents required from RTDA or other agencies which the Client considers essential for the proper and effective execution of his/her duties and functions;
- Provide office facilities and necessary office equipment and supplies to enable the technical Expert to discharge his/her duties;
- Copies of all relevant reports (ESMF, RPF, GBV Preparedness and Response Action Plan, LMP, ESIA, ESMP and RAP,) undertaken by entities concerned in relation to components of the projects.
- RTDA will be responsible for organizing the capacity building/training venues, assuring all training related logistics including catering, providing LCD projector and flipcharts, assign a training coordinator during the training period, and print the training material following receipt of a soft copy of the training material from the consultant
- Transport during fieldwork in selected districts.
- Relevant reference materials, such as existing training modules, sample formats for checklists, grievance reporting, etc.

## 8 KEY DELIVERABLES

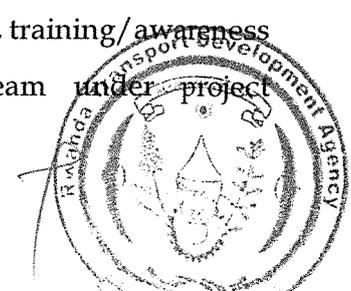
The Consultant shall report to the SPIU Coordinator. At the start of the assignment, the consultant will have to submit his/her capacity building methodology that should be updated or adjusted in accordance with the reality on ground. The updated/adjusted capacity-building methodology will be submitted along with monthly reports to the client.

The specific deliverables from the TA Consultant's services are:

- i. A concise environmental risk management work plan as per the ToR;
- ii. Environmental, Social, Health and Safety Risk Management training/awareness materials, including training modules, training/awareness plan, training/awareness reports delivered to the RECOR project Safeguards Team under project

MR

Handwritten initials and marks.



implementing entity (RTDA), districts staff; the Staff of the contractors and Consultants, and other relevant stakeholders;

- iii. A succinct regular ESRM implementation progress report, including a Monthly, Quarterly, Annual periodic ESHS reports and final report in hard copies (2 copies) and electronic copies in MS Office format outlining the outcome of the TA to RTDA, on job training and training sessions on safeguards in procurement, contract management and administration, conducted for consultants, contractors, Districts and RTDA staff. Every submission to the client will be copied to the World Bank Task Team Leader(s);
- iv. Support and feedback provided on draft deliverables of individual consultants/firms hired for ESRM instruments preparation; and
- v. D draft mission agendas, discussion notes, presentations; etc.

The consultant will be working day to day with the social and environmental safeguards specialists to be appointed by RTDA. The Consultant will also conduct on-job training for RTDA Social and Environmental safeguards staff, and shall carry out regular meetings with the safeguards team, as need be.

## 9 PAYMENT MODALITIES

During negotiations, the client will agree with the consultant on the monthly payments based on monthly professional remuneration and subsistence allowances, and eligible reimbursable costs.

## 10 OTHER ADMINISTRATIVE INFORMATION

The Consultant will be required to bring his/her own computer/laptop, and possess required software installed. Reimbursable costs shall be paid only upon provision of valid justifications, or receipts (supporting documents proving the expenses). In case the consultant spent nights outside of Kigali while on duty, the public fees rate for Division Managers at RTDA will be applied and paid to him/her in accordance with laws and regulations in place.

