

Annexure-1

Terms of Reference for Social Development Specialist

Key Qualifications: Minimum of a Master's Degree in Social Sciences.

Experience: Minimum 5 years work experience out of which 2 years in highway projects preferably funded by organization such as ADB, World Bank etc. The applicant should have served as Social Development and Gender Specialist for highway projects funded by organizations such as Asian Development Bank (ADB), World Bank (WB) etc. Experience in preparation and implementation of SIA/RAP would be important.

Estimated person-months: 1(One) Year (Full Time) with review and periodical extension for 2 Years.

Objectives: The consultant will prepare all documents related to SIA/RAP in conformity with the RFCTLARR Rules, 2016 and Social Safeguard Planning activities and to ensure completion of high quality planning documents as per social safeguard guidelines and frameworks of respective Funding Agencies, Government of India rules & procedures on behalf of PWD, Government of Rajasthan (GoR).

Key responsibilities:

The consultant shall assist in finalization of Resettlement Action Plan and Social Assessment for assigned project road(s).

Specific responsibilities of the Social Development Specialist are but not limited to the following:

1. Initiate and review the Terms of Reference to conduct the Social Assessments and support in hiring of the SIA Units.
2. Review and finalization of social safeguard instruments including SIA cum SMP/RAP documents. Also review other analytical tools required for investment design and implementation, to ensure incorporation of social development and management measures.
3. Prepare Gender Action Plan, Communication Strategy Action Plan, Capacity Building Plan, Labour Standard Plans, Livelihood Restoration Plan, GRM processes and Monitoring & Evaluation which are a part of the Resettlement Policy Framework and corridor specific SIA cum SMP/RAP.
4. Review progress of consultations with stakeholders conducted by SIA Units in each corridor.
5. Organize consultations and review progress with Contractor, SIA Units, implementing agency to ensure the minimization of induced impact and implementing of mitigation measures.

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6. Assess risks and opportunities for affected people. Accordingly, advise and/or provide inputs in the investment design and operations that consider opportunities, impacts, constraints and risks associated with social.
7. Prepare the Terms of Reference for implementation of Resettlement Action Plan/Social Management Plan.
8. Implementation of e-RAP Tool. Ensure that SIA Units are using the e-RAP during the SIA and RAP implementation process to capture real-time data from the field. Monitor the progress of activities and provide any support needed by the SIA Units w.r.t. the use of the e-RAP. Must also conduct field-visits to cross-verify the status of preparation and distribution of ID cards, preparation of micro-plans, adoption of income restoration measures by the SIA Units, among other activities.
9. Review and facilitate approval of micro-plans, budget release and disbursement for implementation agency.
10. Identify strategies and options to restore livelihoods and quality of life of PAPs, particularly women PAPs, women headed households and those from SC and ST communities.
11. Review the organizational structure and assess the institutional capacity of executing agency to implement the resettlement plans and other social development-related measures and recommend improvements required before the start of land acquisition.
12. Conduct Training and Workshops of SIA Units, Project Management Units (PMU's), Project Implementation Units (PIU's) and Implementing Agency every 2 months for knowledge sharing and capacity building to improve institutional capacity and the social outcomes of the project.
13. Coordinate with Contractor and Implementing Agency on addressing health-related issues such as sexually transmitted diseases, security and safety of vulnerable groups, particularly women & children and impact of labour influx on host community.
14. Prepare monthly and quarterly reports on social development themes. Track progress of activities undertaken by SIA Units on "real-time" basis using e-RAP.
15. Ensure the timely submission of work plans, monthly/quarterly reports, outputs and other deliverables to Project Director and ADB/WB for review, as appropriate.

Travel Requirements: The Social Expert may be required to undertake field-visits and tours as per the project requirements with prior approval of Project Director.

