

## **TERMS OF REFERENCE**

<b>Position:</b>	3 Provincial GIS, Safeguard and Environmental Advisors
<b>Project Title:</b>	Land Allocation for Social and Economic Development Project II (LASED II)
<b>Budget Line:</b>	Credit 5807-KH
<b>Duty Station:</b>	One Advisor base at LASED II Kratie One Advisor base at LASED II Kampong Thom and Tbong Khmum One Advisor base at LASED II Kampong Chhnang and Kampong Speu
<b>Duration:</b>	Three years contract (subject to satisfactory annual performance review with three months of probation).
<b>Basis:</b>	Individual Consultancy Contract

### **A. Background:**

The National Committee for Sub-National Democratic Development (NCDD) is mandated as the overall program authority and through its Secretariat (NCDDS) is responsible for policy formulation and program coordination. The NCDD Secretariat, responsible for overall three-year Implementation Plan (IP3) program management and coordination. Commune Social Land Concessions is strongly support to Social Land Concessions Program which contributed to commune administration management law.

The LASED II is a project to support the implementation of the Royal Government's Social Land Concessions (SLC) Program to distribute state private land to the landless and land-poor through social land concessions to improve livelihood of poor households and vulnerable groups through Commune Based Social Land Concession. Under the overall authority the Ministry of Land Management, Urban Planning and Construction (MLMUPC), the General Directorate of Housing (GDH) is responsible for implementing the LASED II.

The objective of LASED II is to improve access of project beneficiaries to agricultural and other rural resources, infrastructure and services in project communities. The project will be achieved by:

- Strengthening community groups to better identify and prioritize technology and infrastructure investments;
- Financing priority productive and social community infrastructures; and
- Scaling up agricultural and livelihood support activities.

### **B. Implementation of LASED II respects the following principles:**

- Promote good governance and rule of law;
- Support and strengthen the land reform and decentralization and de-concentration agenda of the Government;
- Encourage civic engagement;
- Prevent environmental degradation;
- Promote transparency and accountability; and
- Ensure sustainable growth.

The General Directorate of Housing (GDH) which based in the Ministry of Land Management, Urban Planning and Construction (MLMUPC) is an Implementing Agency. Under project design documents GDH is responsible for the overall coordination, infrastructure development, land policy application, capacity building and management and monitoring and evaluation of project.

NCDDS is responsible for the overall coordination and management of the project, with responsibility for the procurement and financial management aspects. NCDD delegates most operational responsibilities to Provincial Authorities in the participating provinces. A limited set of operational tasks are performed at national level by the NCDDS's divisions. These responsibilities include:

- Overall project financial management;
- Overall procurement;
- Contract administration;
- Monitoring and evaluation;
- Preparation of Annual Work-Plans and Budgets; and
- Preparation of Annual Reports.

The General Directorate of Agriculture (GDA) is supporting agriculture-based livelihood systems (LASED II Sub-Component 1.3), being responsible for the planning, coordination and implementation of agriculture support activities and quality assurance of goods and services that are provided to project beneficiaries. The GDA is also responsible for coordinating and tapping the technical expertise of other technical departments within the MAFF, including engagement and supervision of required national technical consultants and third party service providers/delivery organizations (e.g. NGOs) to support the implementation of sub-projects. Together with the Provincial Department of Agriculture, they are responsible for the planning, and coordination and implementation of agriculture support activities and quality assurance of goods and services that would be provided to project beneficiaries. LASED II will be implemented over a period of 5 years (2016-2021) in 5 target provinces such as Kratie, Kampong Thom, Tbong Khmum, Kampong Chhnang and Kampong Speu.

As part of the project implementation LASED II team has to support Provincial Technical Working Group to map and screen the SLC proposals from Communes; map-out the existing land uses; demarcate the site boundary; produce environmental management plan of the site and site layout for residential and agricultural land. LASED II Project is therefore seeking to develop Geographic Information Systems (GIS) capacity at the National and Provincial level to meet the project demands.

### **C. Specific Tasks**

The Provincial GIS, Safeguard and Environmental Advisors will support the mapping and data base management requirements for LASED II project in relation to geographic locations of project sites, existing topographic features and related attributes data in terms of population and poverty mapping. Specific tasks for GIS, Safeguard and Environmental Advisors will include the following:

- a. Produce the location map of the proposed site to facilitate consultations discussions as part of the screening process.
- b. Refine the location map as the process proceeds and the site is demarcated and occupations mapped.
- c. Produce environmental management plan of the project site highlighting existing environmental concerns.
- d. Produce residential and agricultural land layout reflecting consensus emanating from commune consultations.
- e. Produce scenario site plans reflecting other social elements such as population growth and impacts of other developments.
- f. Maintain comprehensive data base of maps and attribute data to provide trail audit of the site developments reflecting land identification, mapping, classification, surveying, and registration processes.

### **D. Additional Tasks related to Social and Environmental Safeguards**

1. Read and understand social and environmental safeguards;
2. Review and revise guidelines of social and environmental safeguards;
3. Cooperate with line departments to ensure that the social and environmental safeguards is conducted at the SLC sites with the participation from relevant stakeholders;
4. Review and filing social and environmental safeguards documents;
5. Report on social and environmental safeguards to the Project Director, Project Coordinator through LASED II Provincial Project Manager;
6. Review land acquisition documents in LASED II Target Communes which impact highland people on site inspections of cases that appear following the Commune/Sangkat PIM Procedures;
7. Cooperate with line departments to study social and environmental safeguards impact;
8. Cooperate with line departments to establish concept notes to ensure sustainability of natural resource conservation areas;
9. Cooperate with line departments to study on social and environmental safeguards for infrastructure's sustainable development;
10. Study on impact of indigenous people in SLC sites;
11. Monitor and evaluation of the social and environmental safeguards activities;
12. Prepare and conduct training to relevant stakeholder in SLC site on Natural Resource Conservation;
13. Overview and monitor ongoing issues for sustainability of infrastructures and other supplies which have been procured and supplied by LASED II (e.g. schools, health posts, access tracks, household start-up packages, water wells, etc).

#### **E. Skills requirement**

The Provincial GIS and Environmental Advisors should have the following skills:

- a. A relevant education background in GIS or a related discipline, and/or combination of appropriate experience;
- b. Competency in GIS is required and experience with Arc products would be an added advantage;
- c. Competence in computer skills and knowledge of databases, spreadsheets word-processing and computer-aided-design (CAD);
- d. Understanding of Cambodia Land Law; and other regulation frameworks related to LASED II Project;
- e. Good presentation, communication and facilitation skills, demonstrated listening skills in a multi-stakeholder context;
- f. Proven planning, management and reporting skills; and
- g. Proven capacity to work in diversified, multidisciplinary teams, and ability to work with various governmental and non-governmental agencies;

#### **F. Reporting**

The GIS, Safeguard and Environmental Advisor will report to LASED II provincial Project Manager. He will contribute to project reporting and produce other reports as required by LASED II Project Director, LASED II Project Coordinator and Provincial LASED II Project Manager.