

**DRAFTED
TERMS OF REFERENCE**

Assignment Title:	National Consultant for Environmental and Social Risk Management (Part-time)
Project Name:	Cambodia Nutrition Project (CNPI & II)
Assignment Location:	National Committee for Subnational Democratic Development Secretariat, Phnom Penh
Assignment Duration:	1 year (result based, depending on agreed performance schedule)
Assignment Type:	Individual
International recruitment:	No

1. PROJECT OBJECTIVES AND COMPONENTS

The Ministry of Health (or hereafter MOH) and the National Committee for Subnational Democratic Development Secretariat (or hereafter NCDDS) are the implementing agencies (IA) for the Cambodia Nutrition Project I (CNP-I), a five-year Multi-donor Grant project (2019-2024). NCDDS is the sole implementing agency for CNP-II with the extended date from 2024 to 2026. The Project Development Objective (PDO) of the CNP-I and CNP-II is *to improve utilization and quality of priority maternal and child health and nutrition services for targeted groups in Cambodia.*

The project will finance ‘priority maternal and child health and nutrition services’, a subset of interventions drawn from the MOH Investment Case (IC) for Reproductive Maternal New born Child and Adolescent Health and Nutrition (RMNCAH-N) in Cambodia. These priority services are aimed at reducing neonatal mortality, improving maternal and child nutrition, and improving routine immunization coverage. The priority services were defined in accordance with the expectation of the Royal Government of Cambodia (RGC) to converge interventions with known effectiveness to increase sustainability and efficiency of RMNCAH-N financing.

The project has three components: Component 1: Strengthening the Delivery of Priority Health Services and Component 3: Ensuring an Effective and Sustainable Response implemented by Ministry of Health, while Component 2: Stimulating Demand and Accountability at the Community Level implemented by NCDDs.

Component 2 finances community-based interventions in the seven priority provinces to stimulate demand, increase utilization of facility-based priority services, and encourage the adoption of improved RMNCAH-N behaviours. Component objectives are to: i) strengthen the links between the sub-national authorities, the public health providers, and

the citizens; (ii) create demand and increase access to priority health and nutrition services; and (iii) strengthen public sector commitment and accountability to improve the availability and quality of priority health and nutrition services; and (iv) use performance-based grants to improve (Sub-National Authority) SNA delivery and sustainable financing of relevant social service activities linked with the project's priority services. Under CNP-II, the targeted groups include pregnant and lactating women and children in the first 1,000 days of life living in nine priority provinces such as Mondul Kiri, Ratanak Kiri, Kratie, Stung Treng, Preah Vihear, Kampong Chhnang, Koh Kong, Pursat, and Banteay Meanchey provinces.

CNP-I and CNP- II were prepared under the World Bank safeguards Policies and the Environmental and Social Framework (ESF) respectively. Launched in October 2018, the ESF introduced enhanced environmental and social standards across World Bank-financed operations and incorporate additional measures which have been adopted by activities being implemented by the NCDD-S under the CNP-I and CNP-II. These include stakeholder engagement, labour and working conditions, Occupational Health and Safety (OHS), community health and safety. Since this position is expected to provide technical support on environmental and social management across relevant components being implemented by the NCDDS, the consultant shall be responsible to address environmental and social policy requirements in line with the ESF.

Key environmental and social instruments which have been adopted as the main reference to ensure environmental and social compliance under CNP-I and CNP-II include:

- Environmental and Social Management Plan (ESMP) under CNP-II, which is an upgraded version of the Environmental Management Plan under CNP-I
- Indigenous Peoples Planning Framework (IPPF) under CNP-II, which has been upgraded based on the IPPF under CNP-I
- Stakeholders Engagement Plan (SEP) under CNP-II
- Environmental and Social Commitment Plan (ESCP) under CNP-II

In this context, the NCDDS is seeking a qualified National Consultant for Environmental and Social Risk Management to support the assigned NCDDS safeguards focal points at the national and subnational levels in the implementation, monitoring, and reporting on issues and compliance with the provisions of the ESMP, IPPF, SEP and ESCP applicable under CNP-I and CNP-II , for a period of 12 months or 60 working days per year. Although CNP-I and CNP-II are technically inter-related and complementary, separate environmental and social reporting may be required for each operation.

2. KEY RESPONSIBILITIES

This position will be part-time. Under the overall supervision of the Project Manager, the National Consultant for Environmental and Social Risk Management will report directly to the Project Manager and work closely with the NCDDS' Environmental and Social Safeguards focal points. H/She will work in close collaboration with the project team, relevant government officials of NCDDS, project management consultants and the World Bank. It is important to note that the national environmental and social Risk Management consultant will work in close coordination with project management consultants and other national consultants.

The consultant is expected to provide hands-on and continued capacity building to the environmental and social safeguard focal points of NCDDS and sub-national level focal points on the overall environmental and social management as elaborated in the ESMP, IPPF, SEP and ESCP. These include risk screening, planning of risk management, inclusive stakeholder engagement, implementation of relevant measures, monitoring and reporting, including grievance settlements are performed in line with the requirements set forth in the above instruments. Specific responsibilities include:

- Assisting the NCDD-S safeguard focal points to develop annual workplan and budget for environmental and social management across relevant components, outlining relevant activities and requisite resources to address their specified duties and responsibilities and performance objectives.
- Collaborating and coordinating with other National Consultants for the project both at the national and sub-national levels, and if necessary, with other contact persons at the Ministry of Health (MoH).
- Assisting the NCDDS in the preparation and facilitation of environmental and social training materials on relevant topics in the ESMP, IPPF, SEP and ESCP and provide training and coaching to the safeguard focal points at national and sub-national levels.
- Assisting the NCDDS safeguards focal points on day-to-day environmental and social management including risk screening, review of annual workplans with regards to environmental and social risk management, development of technical guidelines and toolkits to support the implementation of the project's ESMP, IPPF, SEP and ESCP, including relevant review and updates of these instruments as applicable.
- Assisting the NCDDS safeguards focal points in monitoring compliance of the requirements set forth in the project's ESMP, IPPF, SEP and ESCP across implementing stakeholders. This includes periodic field supervision and review of progress reports.

- Assisting the NCDDS safeguards focal points in preparation and consolidation of quarterly, semi-annual and annual environmental and social reports in a timely manner. These reports shall form part of the overall project's progress reports.
- Assisting the project to ensure that the established Grievance Redress Mechanisms (GRM) are functional and implemented. These include ensuring that grievance logs are timely and adequately recorded and maintained, that the progress reports include the types and status of complaints, identification of outstanding complaints and resolution plans, stakeholder engagement, including collaboration with other agencies if complaint settlements are beyond the project's scope. The consultant shall also ensure FGRM performance indicators are integrated into the project performance, monitoring, and reporting system.
- Assisting NCDDS safeguards focal points to promptly (within 24 hours) notify the Bank of any incident or accident related to the project activity. Such incident or accident include COVID-19 clusters due to project activities, workplace accidents leading to severe injuries and/or fatalities, allegations of Sexual Exploitation and Abuse/Sexual Harassment (SEA/SH), Violence against Children (VAC) and allegations of medical malpractices associated with project activities. Provide sufficient detail regarding the incident or accident, indicating immediate measures taken and/or those that are planned to be taken to address it. Prepare a report on the incident or accident and propose any measures to prevent its recurrence.
- Assisting NCDDS safeguards focal points to ensure inclusive engagement and meaningful participation of Indigenous Peoples in line with the IPPF.
- Assisting the project and safeguards focal points in preparing other site-specific instruments, where relevant and required.
- Assisting NCDDS to include environmental and social risk management in bidding package(s) where relevant. This includes inclusion of Environmental, Social, Health and Safety (ESHS) requirements in the Terms of Reference, procurement bidding documents, work specifications, etc.
- Other relevant duties as requested by the project manager and as agreed with the consultant.

3. SPECIFIC DELIVERABLE:

- Annual work plan on environmental and social management and corresponding budget for Project Manager's approval.
- Environmental and social training plan on relevant topics in the ESMP, IPPF, SEP and ESCP. This includes training materials, agendas, proposed list of participants, training delivery modality, etc.
- A series of capacity building (training sessions) on relevant topics in the ESMP, IPPF, SEP, and ESCP to relevant stakeholders, including key personnel in the

NCDD-S, project consultants and Subnational Administrations (SNA), etc. at least twice per year.

- Quarterly and semi-annual reports on the overall environmental and social management and compliance in accordance with the requirements in the ESMP, IPPF, SEP and ESCP for submission to the NCDD-S. These reports shall be submitted in a timely manner and prior to Implementation Support Mission (ISM) and will inform the overall project’s progress reports.
- Presentations on the overall environmental and social management under activities being implemented by the NCDD-S prior to the ISM. These shall include progress on the ESMP, IPPF, SEP and ESCP implementation and outstanding actions, challenges, issues, and recommendation for improvement.

4. QUALIFICATIONS

Education	<ul style="list-style-type: none"> • Master’s Degree in Social Development or Environmental Management, or Natural Resource Management, or Sociology, Anthropology, or Community Development, or Development Studies or Public Health or other related fields.
Experience	<ul style="list-style-type: none"> • At least 5 years of professional experience in social risk management, environmental management, social sustainability issues in development projects, including indigenous peoples / ethnic groups, gender sensitivity, the inclusion of vulnerable groups, stakeholder consultation, citizen engagement, and grievance redress management. • Experience in working with government agencies or local communities is a must.
Competency	<ul style="list-style-type: none"> • Familiarity in one of these areas: community-led development, public health, nutrition, or environmental and social risk management is a must. • Sound understanding of the Cambodian Environmental Impact Assessment regulations, and multilateral development banks’ environmental and social safeguards is desirable.
Other	<ul style="list-style-type: none"> • Ability and willingness to travel to and work in remote areas.
Language Requirements	<ul style="list-style-type: none"> • Proficiency in Khmer and English (orally and in writing).