

**Kingdom of Cambodia  
Nation Religion King**

**Ministry of Agriculture, Forestry and Fisheries  
Cambodia Agricultural Sector Diversification Project  
IDA Credit No. 6366 KH**

**TERMS OF REFERENCE**

**National Social Safeguards Supervision Consultant**

<b>Project:</b>	Cambodia Agricultural Sector Diversification Project (CASDP)
<b>Duty station:</b>	Ministry of Agriculture, Forestry and Fisheries, Project Coordination Office (PCO) Phnom Penh, Cambodia
<b>Section/Unit:</b>	<b>PCO (located at MAFF)</b>
<b>Contract/Level:</b>	National Consultant
<b>Supervisor:</b>	PCO, Project Manager and Project Director
<b>Mode of Contract:</b>	Rolling annual contract with a probation period of three months. The annual contract may be extended upon satisfactory performance of tasks in the preceding contract as assessed by the project.

**1. General Background**

The Government of the Kingdom of Cambodia has received a Credit of US\$91.01 million from International Development Association (IDA) for the project costs including and the Government's support in form of counterpart financing amounts to US\$10.00 million, including the equivalent of US\$4million in kind contributions, the use of office space, staff costs and utilities expenses, and US\$6 million contributing to the component 2 of public infrastructure support to the total costs of US\$29.32 million would be joint financing with counterpart funding with pro rata basis.

The project will be implemented over a period of six years. Institutional arrangements for implementation will follow the Government's institutional structure, with the Ministry of Agriculture, Forestry and Fisheries (MAFF) in the lead as the executing agency (EA), and including the Ministry of Rural Development (MRD) and the Ministry of Water Resources and Meteorology (MoWRAM) as implementing agencies for the related public infrastructure support. The Ministry of Economy and Finance will oversee the financial services support (subcomponent 1.2). EA and IAs will establish implementation project team(s) (PT) with experts and expertise from direct and relevant technical, administration, environmental and social safeguards, procurement and finance units. Strategic direction and guidance for the management and operation of the project will be provided by a high-level Project Steering Committee, chaired by MAFF. Coordination support for day-to-day planning and implementation will be provided by the Technical Working Group on Agriculture and Water Secretariat (TWG A&W – Secretariat). Roles, responsibilities, and procedures are detailed in the Project Operational Manual (POM). Competitively hired TSPs (firms and NGOs) allocated to specific geographical project areas, will support MAFF in the implementation of subcomponent 1.1. For technical level implementation, the provision of services and infrastructure will follow beneficiaries' guidance as elaborated in the DPIs. POs and SMAs determine and express their needs in DPIs and BPIs, with government institutions (and private service providers) accountable for delivering on public infrastructure and services, while POs and SMAs will hire private service providers for delivering private infrastructure and services.



## **2. Overall Project Management.**

As an executing agency (EA), the Ministry of Agriculture, Forestry and Fisheries (MAFF) is responsible for overall project management/coordination and for the implementation of all four components. MAFF works in close cooperation with technical units of the Ministry of Rural Development (MRD), the Ministry of Economy and Finance (MEF) and the Ministry of Water Resources and Meteorology (MoWRAM) as implementing partners that will take responsibility for the construction/rehabilitation of rural infrastructure. A MAFF-led Project Coordination Office and implementation unit has been established, which has been supported by the Secretariat of the Technical Working Group on Agriculture and Water (TWGAW). The project will operate in 12 targeted of potential provinces and in Phnom Penh. The provinces have been chosen for their suitable agroecological conditions for high-value products, with Phnom Penh as the location of many potentially participating SMAs. Provincial locations are Kampong Chhnang, Battambang, Siem Reap, Preah Vihear, Stung Treng, Ratanakiri, Mondulkiri, Kratie, Tboung Khmum, Kampong Cham, Kandal, and Kampong Speu.

## **3. Objective of the Assignment**

The purposes of this assignment are twofold. Firstly, it aims to provide support to MAFF's Coordination Office and implementation unit to ensure effective application and implementation of the Cambodian government's policies related to social issues, and the World Bank's social safeguards policies. In particular, the assignment aims to ensure the successful implementation of the project's Social safeguards including Resettlement Policy Framework (RPF) and Indigenous People Policies Framework (IPPF), as well as the environmental and Social Management Framework (ESMF). And this assignment is also to provide implementing agencies: MAFF, MRD, MOWRAM and MEF with hands-on supports for RPF implementation, monitoring, reporting and capacity building needs.

## **4. Terms of Reference and Scope of Work**

The consultant shall assist with all activities related to the RPF requirements, ESMF and IPPF. The Consultant is to provide professional technical services to help ensure Social Safeguards compliance during the agriculture and infrastructure design and implementation phases. Specifically, the Consultant will be responsible for the following tasks:

- (a) Ensure the provisions of social safeguards instruments of the project are integrated in the Project and sub-project implementation, monitoring and reporting arrangements; and liaise with the World Bank task team to proactively ensure adequate integration of social safeguards consideration;
- (b) Provide technical oversight for the screening of sub-projects identified under the project, ensuring the screening process complies with the project safeguards instruments; and advice on the site-specific safeguard instruments required such as the sub-project Social Safeguard Management Plan.
- (c) Provide technical oversight, guidance and quality control for the preparation of needed social safeguards requirements for sub-projects, including screening for sub-projects and preparation of site-specific social related instruments;
- (d) Assess the capacity for safeguards screening, implementation, and supervision/monitoring of safeguard focal points and other relevant staff in the implementing agencies; define a comprehensive training plan; provide on the job training and supervision particularly in the preparation and implementation of adequate social safeguards instruments including ESMP;
- (e) Support the design, preparation, and implementation of the Social Safeguard Training Program for the Project coordinating as necessary with safeguards capacity building initiatives taking place;
- (f) Coordinate and collaborate with line ministries, EAs/IAs and other agencies involved in Land Acquisition and Resettlement (LAR) activities.



- (g) Advise line ministries, EAs/IAs and other agencies to conduct consultation with affected households and local authorities during the preparation of the Detailed Resettlement Plan (DRP).
- (h) Coordinate with EA/IAs to , implementing public consultations, development of resettlement sites and other resettlement activities required to implement the approved RF; prepare a voluntary land contribution report
- (i) Coordinate with the Social Safeguards focal points to collect impact inventory information (IOL).
- (j) Collaborate with Social Safeguards focal point to prepare the project safeguards instruments such as sub project screening, Resettlement Activities Report (RAP), Resettlement Summary Report (ARAP), Indigenous Peoples Plan Report (IPP) and Voluntary Land Donation Report (VLD). and submit to line ministries, EAs/IAs and other agencies for reviews;
- (k) Assist and Coordinate with EA/IAs for preparing AWPB for social safeguard activity
- (l) Assist the implementing agencies with the review of contractors' proposals regarding social safeguard requirements and identify gaps not covered by the proposed mitigation and social safeguard measures and/or budget;
- (m) Advise implementing agencies on stakeholder and community engagement, including grievance redress mechanism (GRM) establishment to ensure the effectiveness of the GRM;
- (n) Ensure that World Bank recommendations on Social safeguards implementation are taken up and reported;
- (o) Coordinate with the social safeguard focal points and engineers to review and clear contractor's ESMP of sub-project;
- (p) Supervise the Contractor's performance, and handling of site-specific environmental and social issues, and provide corrective instructions if needed;
- (q) Prepare periodical social safeguard monitoring reports, including reports on ESMP implementation status and prepare statement of social safeguards supervision during the implementation phase; and
- (r) Consultant be responsible for awareness raising activities (demand side of the project – maybe to join the team in explanation basic social and environmental requirements for subprojects) to farmers, cooperatives etc, training provided to microfinance institutions (partnered for this project)
- (s) Other tasks as required by the project.

## 5. Reporting

The consultant will report directly to the Chief of Safeguards Unit at PCO and Project Manager delegated authority, Project Director and will work closely with Social safeguard focal points of the implementing agencies, and other relevant technical officials of the project teams at MRD, MoWRAM and MEF. The Consultant will be based at MAFF. The Consultant shall bring his or her own laptop to carry out the assignment.

## 6. Qualifications required

**The National Social Safeguards Consultant shall have the following qualifications:**

- (a) At least a Bachelor's degree in social safeguard management, social science, or related fields;

- (b) Minimum 5-year experience regarding to the compliance of social safeguards policies including social safeguard risks management
- (c) Experience in moderating and facilitating group discussions in public preferred
- (d) Excellent written and oral communication skills in English and Khmer languages
- (e) Knowledge and experience of working with social safeguard policies of the World Bank and/or Asian Development Bank preferred.

