**REPUBLIC OF TURKEY**

**MINISTRY OF ENVIRONMENT AND URBANIZATION**

**General Directorate of Construction Affairs**

**TURKEY ENERGY EFFICIENCY IN PUBLIC BUILDINGS PROJECT**

**(P162762)**

**TERMS OF REFERENCE FOR ENVIRONMENTAL AND SOCIAL EXPERT**

(Ref: EEPB/WB/MoEU/PIU-IND-01E)

1. **BACKGROUND**

The Ministry of Environment and Urbanization has applied for financing from the World Bank toward the cost of the Energy Efficiency in Public Buildings Project (EEPBP) and intends to apply part of the proceeds for consulting services.

The project investments will focus primarily on the renovation of central public buildings with high energy consumption and shorter pay-back periods. The proposed project would be implemented through two components: (i) energy efficiency investments in central government buildings; and (ii) technical assistance (TA) and project implementation support.

The General Directorate of Construction Affairs (GDCA) under the Ministry for Environment and Urbanization (MoEU) has been delegated to assume overall responsibility for the project. This will include completion of the necessary activities to support project preparation as well as implementation for the five-year project period. In parallel, grant funding has been mobilized from the Clean Technology Fund (CTF) to help analyse the investment needs and potential of the central government buildings.

Through the Energy Efficiency in Public Buildings (EEPB) Project, approximately 500-700 public buildings will be renovated energy efficiently resulting energy savings. As the proposed projects aims to renovate public buildings with the highest energy consumption, the immediate direct beneficiaries would be the public sector as the budgetary savings from the investments, resolution of budgetary constraints for central government buildings associated CO2 emissions reductions as a result of the energy savings (tons of CO2 equivalent) and also users of the public buildings (administrative staff and society) and public communities in the catchment areas of the identified facilities.

The General Directorate of Construction Affairs (GDCA) would establish a project implementation unit (PIU) which would be responsible from overall implementation of the project such as selection of the buildings, procurement of the various contractors (e.g. energy audits, technical designs, renovation works, construction supervision, savings verifications, technical assistance or consultancies, etc.).

Within the framework of the Energy Efficiency in Public Buildings Project, an Environmental and Social Expert (EEPB/WB/MoEU/PIU-IND-01E) will be employed at Project Implementation Unit of the General Directorate of Construction Affairs of Ministry of Environment and Urbanization (MoEU).

1. **OBJECTIVES**

The main objective is to employ an experienced consultant to contribute as the Environmental and Social Expert to provide environmental safeguards/management support for the EEPB Project implementation activities:

1. **SCOPE OF THE SERVICES**
2. Review of the current Environmental and Social Management Framework (ESMF) and make amendments as necessary including but not limited to the inclusion of a grievance redress mechanism;
3. Implementation of the Environmental and Social Management Framework (ESMF) for the two components under the proposed Project: (i) energy efficiency investments in central government buildings; and (ii) technical assistance (TA) and project implementation support;
4. Ensure environmental and social risks are identified, avoided, mitigated and managed throughout project implementation;
5. Support and Technical Assistance for the Project Implementation Unit to include environmental and social assessment and monitoring requirements in the bidding documents for the EE investment measures;
6. Oversee/develop/coordinate implementation of all safeguard related plans;
7. Ensure full disclosure with concerned stakeholders;
8. Provide guidance to Construction Supervision Consultants and Construction Contractors who will be responsible for preparing site specific Environmental and Social Management Plans (ESMP) as detailed in the ESMF (Environmental and Social Management Plans (ESMPs) will be developed on the basis of the checklists provided within the scope of the ESMF for the sub-Projects in the Project. The ESMPs will define the key environmental and social issues, mitigation and monitoring measures and budget indication and institutional responsibilities);
9. Review and provide comments for the site specific ESMPs and ESMP completion reports;
10. Monitor progress in development/implementation of the project ESMPs ensuring that WB and MoEU policy is fully complied with and the reporting requirements are fulfilled including those prepared by external consultants;
11. Work with the PIU staff to ensure reporting, monitoring and evaluation fully address the safeguard issues of the project; assisting in the environmental and social sections of progress and monitoring reports prepared for the Bank, providing a well-documented, evidence-based compliance reports to be incorporated into the project annual reports;
12. Ensure social and environmental grievances are managed effectively, and transparently through the grievance redress mechanisms as detailed in the disclosed ESMF;
13. Prepare and ensure inputs on grievances are reported in project progress reports regularly;
14. Engage and coordinate with other consultant(s) on the communication and citizen engagement activities planned for the engagement of user and employees of the public buildings refurbished under the Project. Ensure their feedback and grievances are also reflected/registered in Project’s GRM.
15. Technical Assistance/ training and Environmental Support will be given to the Consultants who will be hired under the Project for technical designs and construction supervision activities related to the key environmental and social issues expected to arise from the EE investments for the public buildings, most notably in the field of asbestos presence in the buildings, mercury containing fluorescent lamps and potential for presence of lead- based paints in the buildings;
16. Liaise with the MoEU regarding laws, regulations and options for a permanent or interim storage facility in Turkey, which could accept and properly store fluorescent lamps and other hazardous wastes or service points where they can be brought to and disposal options for hazardous waste, in particular asbestos. This also includes licensing requirements for handling of asbestos in Turkey;
17. Travel to project sites as requested by PIU.
18. **REPORTS**

The Consultant shall submit quarterly progress reports summarizing the monthly safeguards activities, problems encountered in the implementation of ESMF and site-specific ESMPs during the subject month and activities planned for the next two months.

1. **DURATION OF THE SERVICES**

The services will be required on a full-time basis. The Consultant is expected to commence work from December 2019, with two months’ probation period and a renewable 1-year contract, if performance is satisfactory.

1. **QUALIFICATION REQUIREMENTS**

* The consultant should be a university graduate of Environmental Engineering or any other discipline relevant for the scope of services required;
* The consultant should have at least 10 years work experience and minimum 5 years’ experience in environmental and social safeguards, ideally including environmental and social impact assessment, human rights and gender issues, citizen engagement, preferably involving international donors;
* Proven experience in applying the standards and evaluation benchmarks of the World Bank Group (World Bank Safeguards, IFC Performance Standards, EHS Guidelines), the EU and the Equator Principles;
* Previous experience in developing and/or implementing environmental and social safeguard strategies for organizations, government or projects;
* Knowledge and experience on managing social issues, familiarization with citizen engagement strategies and gender issues would be preferable,
* Knowledge and experience on facilitating stakeholder meetings, engaging with public authorities, representatives of employees and users of public buildings
* Familiarization with the ESMF, ESIA, ESMP documents;
* Fluency in written and oral English and Turkish,

1. **METHODOLOGY**

The consultant will be hired on the basis of the World Bank’s “Procurement Regulations for IPF Borrowers” (July 2016, revised November 2017 and August 2018) (“Procurement Regulations”). The contracted consultant will function as Environmental and Social Expert of GDCA's PIU in Ankara. The contract will be signed between the General Directorate of Construction Affairs of MoEU or his designee and the consultant. The recruitment of contract shall be a subject to “No objection” of the World Bank.

1. **APPLICATION**

Curriculum vitae (CV) in English together with a one-page application letter must be delivered to the address below in person or by e-mail, indicating the title and the reference code of the applied position in the subject line. The deadline for application is September 23, 2019; 5:00 p.m. local time.

Ministry of Environment and Urbanization

General Directorate of Construction Affairs

Department of Project

Attn: Esra Turan Tombak

Harbiye Mahallesi Çetin Emeç Bulvarı No:5 Kat:4 Çankaya / Ankara

Tel: 0312 480 08 10/ 449

Fax: 0312 480 08 20

E-mail: yigmenerji@csb.gov.tr

web-site: https://kamuenerji.csb.gov.tr

CURRICULUM VITAE

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Staff** | | **:** |  |
| **Profession** | | **:** |  |
| **Date and Place of Birth** | | **:** |  |
| **Civil Status** | | **:** |  |
| **Home Address** | | **:** |  |
| **Phone** | **home** | **:** |  |
| **mobile** | **:** |  |
| **E-Mail** | | **:** |  |
| **POSITION APPLIED** | | **:** |  |

**KEY QUALIFICATIONS**

Specific experience in:

**EDUCATIONAL BACKGROUND**

**PROFESSIONAL EXPERIENCES**

**(Employment Record)**

**Language Proficiency :**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | Excellent | Good | Poor |
| Reading |  |  |  |
| Writing |  |  |  |
| Speaking |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 2. | Excellent | Good | Poor |
| Reading |  |  |  |
| Writing |  |  |  |
| Speaking |  |  |  |

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| --- | --- | --- | --- |
| 3. | Excellent | Good | Poor |
| Reading |  |  |  |
| Writing |  |  |  |
| Speaking |  |  |  |

**Computing Knowledge :**

Experience in:

**Membership of Professional Societies :**

**References and transcripts : AVAILABLE UPON REQUEST**

**Certification**

I, the undersigned, certify that to the best of my knowledge and belief, this biodata correctly describes myself, my qualifications and my experience.

Signature Date