

**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 received 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 (EEPBP) 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 CO<sub>2</sub> emissions reductions as a result of the energy savings (tons of CO<sub>2</sub> 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 (EEPBP/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). The consultant will report to the PIU Coordinator.

**2. OBJECTIVES**

The objective is to employ a consultant to contribute as the Environmental and Social Expert to provide safeguards management support for the EEPBP Project implementation and monitoring activities:

### **3. SCOPE OF SERVICES**

- a) Implementation and review of the Environmental and Social Management Framework (ESMF) under the Project;
- b) Ensuring environmental and social risks are identified, avoided, mitigated and managed throughout project implementation through preparing evidence-based progress monitoring reports for the Bank,
- c) Include environmental and social assessment and monitoring requirements in the bidding documents for the EE investment measures;
- d) Oversee/develop/coordinate implementation of all safeguard related plans;
- e) Ensure full disclosure with concerned stakeholders;
- f) Provide guidance to Construction Supervision Consultants and Construction Contractors who will be responsible for preparing site specific Environmental and Social Management Plans (ESMP),
- g) Review site specific ESMPs and ESMP completion reports of the renovated buildings prepared by the Consultants,
- h) Monitor and report 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;
- i) Ensure grievances are managed effectively, and transparently through the grievance redress mechanisms and reported regularly;
- j) Engage with and coordinate 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.
- k) Provide training 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 and liabilities (including on health and safety) expected to arise from the EE investments for the public buildings.
- l) Provide guidance on options for a permanent or interim storage/disposal facilities for fluorescent lamps, asbestos and other hazardous wastes.
- m) Travel to project sites as necessary.
- n) Carry out other technical studies and assignments as requested the PIU Project Coordinator

### **4. REPORTS**

The Consultant shall submit monthly 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.

### **5. DURATION OF THE SERVICES**

The services will be required preferably on a full-time basis. The Consultant is expected to commence work from August 2020, with two months' probation period and a renewable (January 1<sup>st</sup> – December 31<sup>st</sup>) 1-year contract, if performance is satisfactory.

## 6. QUALIFICATION REQUIREMENTS

- The consultant should be a university graduate of environmental engineering or any other discipline relevant, an MS degree is an asset;
- The consultant should have minimum 5 years' general work experience and minimum three-year experience in environmental and/or social safeguards, ideally including environmental and social impact assessment, environmental management, familiarity with the preparation of ESMF, ESIA, ESMP documents, preferably involving international donors,
- Knowledge and experience on managing social issues preferably in building and energy sector,
- Previous experience with citizen engagement strategies, human rights and gender issues,
- Knowledge and experience on conducting stakeholder consultations, engagement with public authorities, representatives of public sector,
- 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 is an asset;
- Fluency in written and oral English and Turkish,

## 7. 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" from the World Bank.

## 8. APPLICATION

Curriculum vitae (CV) in English in the format given below 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 August 20, 2020; 5:00 p.m. local time.

Ministry of Environment and Urbanization  
General Directorate of Construction Affairs  
External Investments Department

Attn: Gökhan Karagözlü

Mustafa Kemal Mahallesi Eskişehir Devlet Yolu (Dumlupınar Bulvarı) 9. km. No: 278 Kat: 2

Çankaya / Ankara

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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:

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**EDUCATIONAL BACKGROUND**

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**PROFESSIONAL EXPERIENCES**  
**(Employment Record)**

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**Language Proficiency** :

1.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

2.	Excellent	Good	Poor
Reading			

Writing			
Speaking			

3.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

**Computing Knowledge :**

Experience in:

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**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