

**REPUBLIC OF TÜRKIYE**  
**MINISTRY OF ENVIRONMENT, URBANIZATION AND CLIMATE CHANGE**  
**Urban Transformation Presidency**

**CLIMATE AND DISASTER RESILIENT CITIES PROJECT**  
**(P173025)**

**TERMS OF REFERENCE**  
**FOR AN**

**OCCUPATIONAL HEALTH AND SAFETY SPECIALIST**  
**for IZMIR**  
**(REF: TCDRCP-INDV-OHS--02)**

**Background**

The Ministry of Environment, Urbanization and Climate Change has applied for financing from the World Bank to finance the Climate and Disaster Resilient Cities Project and intends to apply part of the proceeds for consulting services. The implementation period will end on October 31, 2028. Financed by the proceeds of the Loan Agreement signed between the Ministry of Treasury and Finance and World Bank, the Project holds a budget of EUR 330.500.000.

The project development objective is to increase access to seismic and climate resilient housing, municipal infrastructure and services in selected provinces in Türkiye, and to respond promptly and effectively in the event of an Eligible Crisis or Emergency. The project will support the development of a pilot program to support the roll out of the urban transformation strategy that also addresses key policy and sector bottlenecks through technical assistance and capacity building.

The project will be implemented through five components, namely as (1) Institutional strengthening to enable conditions for urban resilience, (2) Expanding access to resilient housing, (3) Investments in climate and disaster resilient municipal infrastructure, (4) Project management, monitoring, and evaluation; and (5) Contingent emergency response component.

Component 1: Institutional strengthening to enable conditions for urban resilience: Component 1 will provide technical assistance to MoEUCC and metropolitan municipalities of the selected local pilot provinces as well as additional municipalities vulnerable to disaster risks, to strengthen their capacity to develop, implement, and monitor green and resilient urban transformation programs.

Component 2 – Expanding access to resilient housing. This Component will provide demand-side support for resilient housing in the Project provinces by financing sub-loans at below-market conditions for eligible owners to retrofit or reconstruct their housing or commercial units in risky residential or mixed-use buildings to meet resilient building code and energy efficiency standards. The objective of this new financial product is to address the issue of limited affordability and access to finance for a specific niche market segment that is not served through the existing mortgage market (i.e., owners of risky housing units who cannot afford seismic retrofitting or reconstruction of their property) with the aim to save lives.

Component 3 – Investments in climate and disaster resilient municipal infrastructure. This Component will support ILBANK to on-lend loans (in Euro) with longer maturities and lower interest rates than the comparable domestic market to eligible utilities of Project metropolitan municipalities to undertake infrastructure investments that increase resilience against the impacts of climate-related and/or other disaster hazards. ILBANK will be the Financial Intermediary (FI) for this Component, and the utilities of Project metropolitan municipalities will be sub-borrowers.

Component 4a and b – Project management, monitoring, and evaluation. This component will have two sub-components that finance consultant and non-consulting services, goods, training, and operating costs as required by ILBANK and MoEUCC to implement the project per Bank policies and guidelines, including but not limited to monitoring and evaluation, reporting, procurement, financial management, and disbursement, environmental and social management, grievance redress mechanisms, as well as communication and outreach activities especially for Component 2 to ensure potential beneficiaries, in particular women and lower-income households, are aware of the resilient housing program and its benefits. This Component will also support MoEUCC's annual assessments of how the new mechanism to support resilient housing retrofitting or reconstruction under Component 2 is performing to identify adjustments and course-correction during implementation as needed.

Component 5 – Contingent emergency response component. This Component is included in accordance with OP/BP 10.00 (Investment Project Financing), paragraphs 12 and 13, for contingent emergency response through the provision of immediate response to an Eligible Crisis or Emergency, as needed. It will allow the GoT to respond promptly and effectively to an eligible emergency or crisis, that is a natural or human-made disaster or crisis that has caused or is likely to imminently cause a major adverse economic and/or social impact by requesting a rapid reallocation of project funds.

Project locations: Tekirdag, Kahramanmaras, Izmir, Manisa and Istanbul will be the pilot locations for the Project. These provinces are geographically dispersed across Turkey and represent a large segment of the population, including two of the largest cities in the country (Istanbul and Izmir).

The implementation of the project will follow World Bank's (WB) fiduciary, environmental, and social policies and national requirements.

Urban Transformation Presidency (UTP) established a Project Management Unit (PMU) which is responsible for managing the overall implementation of the Components 1, 2, 4a, and 5 of project.

UTP's PMU, will hire a supervision consultancy firm (with experience, qualifications, and terms of reference acceptable to the Bank) for the supervision of the environmental and OHS issues associated with the implementation of the Project's construction activities at project locations. It is expected that the OHS specialist hired according to this TOR will be in constant communication with the supervision consultancy firm throughout project construction activities.

## **OBJECTIVES**

The main objective is to employ an experienced Occupational health and safety (OHS) specialist for GDIUTS's PMU to assist in the project implementation activities as follows:

### **1. SCOPE OF THE SERVICES**

- a. The specialist shall support PMU specialists in defining project' activities occupational, health and safety risk levels through the screening process and the project exclusion criteria;
- b. The specialist shall be in constant communication with the OHS consultancy firm hired by GDIUT's PMU about OHS and environmental issues, reports, implementation arrangements etc.
- c. The specialist shall identify/anticipate OHS risks of the Sub-projects and define measures;
- d. The specialist shall ensure that the assigned consultancy firm for OHS issues delivers the supervision reports timely, and that the reports include adequate information on the implementation of the OHS provisions per the ESMPs checklists for the construction activities implemented by the contractors.
- e. The specialist shall review all the project related documentation such as contractors' and supervision consultants' ToRs, contracts for ensuring that sufficient OHS capacity and roles and responsibilities regarding implementation, monitoring, supervision and reporting are clearly described in the sub-project specific documentation;
- f. The specialist shall review all OHS related documents/reports/plans (such as Environmental and Social Impact Assessment (ESIA) reports, Environmental and Social Management Plans (ESMPs), Labor Management Plans (LMP) Occupational Health and Safety Plans, Accident/Incident/Near Miss Reports etc.) and ensure that those are in line with the WB requirements. Prepare comments/recommendations to the PMU's management, and follow up on the implementation;

- g. The specialist shall provide technical support to contractors to ensure adequate implementation of the Occupational Health and Safety Management Plan;
- h. The Specialist shall ensure that all project activities have been adequately addressed pursuant to the World Bank Environmental and Social Framework, and the World Bank Group's General Environment, Health, and Safety Guidelines with regards to Occupational Health and Safety, and Community Health and Safety.
- i. The specialist shall ensure that relevant training is provided by contractors to their workers through a review of training records and relevant training documentation;
- j. The specialist shall supervise the contractor's compliance with Project requirements on-site and through contractor's monitoring reports;
- k. The specialist shall conduct field visits to subproject's sites to monitor the activities to be implemented in the scope of (Environmental and Social Management Framework) ESMF and province based ESMPs to be prepared;
- l. The specialist shall provide guidance and support during the preparation and implementation of the ESMP Checklists to be prepared by the sub-project contractors in terms of quality of the said documents, and ensuring the adequacy of the sub-project Environmental, Safety, Health, and Social (ESHS) personnel of the Contractors who shall continuously implement the ESMP Checklists at sub-project site;
- m. Ensure that any incident or accident is promptly notified to the Bank, and a related report is prepared including proposed measures to address it and prevent its recurrence;
- n. Examine the accident/incident/near miss and ensure they are correctly recorded by contractor and supervisors and investigation reports and Root Cause Analysis Reports, along with a corrective action plan that complies with the national requirement and WB standards, is prepared and implemented;
- o. Produce periodic statistics on OHS incidents, analyze trends, and recommend focused strategies/measures to prevent worksite-related non-compliances and incidents from re-occurring. Develop accident procedures, forms, and guidelines;
- p. The Specialist shall contribute to the ongoing activities of the PMU;
- q. The Specialist shall be responsible for documentation of the reports related to OHS issues from the site and consultant firm hired by MoEUCC through

- the information system provided by MoEUCC;
- r. The Specialist shall perform any other project tasks assigned by the Project Manager;
  - s. The Specialist shall contribute to the preparation of the quarterly progress reports on the implementation of the Environment and Social Management Plans (ESMP) and regular reports on labor issues, etc.

A detailed list of services will be provided to the OHS Specialist upon a contract of employment.

## **2. REPORTS**

The Specialist shall submit monthly progress reports at the end of each month summarizing the monthly OHS activities, problems encountered in the implementation of Occupational Health and Safety Management plan during the subject month and procurement activities planned in the next two months.

## **3. DURATION OF THE SERVICES**

The services will be required on a full-time basis based in Ankara for the entire duration of the project. The Specialist is expected to commence work with two months' probation period and a renewable 1-year contract, if performance is satisfactory.

## **4. QUALIFICATION REQUIREMENTS**

- At least a bachelor's degree in Engineering, Architecture or other technical fields
- Minimum 5 years of work experience as an Occupational Health and Safety (OHS) specialist in construction projects
- Experience in OHS assessment and management in projects financed by International organizations such as the World Bank or other international donors is preferable,
- Have a certification in OHS related field (A or B Class OHS Certificate of the Ministry of Labour and Social Security of Turkey)
- Having an International Certificate (NEBOSH, OSHA, etc.) will be an asset
- Have a complete understanding of Occupational Health and Safety Law No. 6331, Labour Law No.4857, Social Security and General Health Insurance Law No. 5510 and all relevant applicable regulations of Turkey, ILO Code of Practice, World Bank Operational Policies, Environmental and Social Framework and respective World Bank Group Environmental, Health, and Safety Guidelines or any other internationally acceptable standards
- Excellent interpersonal and communications skills

- Fluency in written and oral Turkish. Good command of English is a plus
- Proficiency in key computer applications (Word, Excel, PowerPoint)
- Strong interpersonal and communication skills and ability to work in a team environment
- Ability to travel without restriction

## 5. METHODOLOGY

The consultant will be hired following the guidance of World Bank's "Procurement Regulations for IPF Borrowers" – November 2020 ("Procurement Regulations"). The contracted position will be the OHS Specialist of GDIUTS's PMU in Ankara. The contract will be signed between the General Directorate of Infrastructure and Urban Transformation Services of MoEUCC or his designee and the specialist.

## 6. 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 November 30, 2024; 18:00 p.m. local time.**

Ministry of Environment, Urbanization and Climate Change  
Urban Transformation Presidency  
Department of External Financing  
Attn:  
Mustafa Kemal Mah. 2082. Cadde No: 52 Kat: 11  
Çankaya / Ankara  
Tel: 0312 410 77 07  
E-mail: donusumpyb@csb.gov.tr  
web-site: kentseldirenclilik.csb.gov.tr

**SAMPLE 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