Republic of the Philippines

**DEPARTMENT OF AGRICULTURE**

Philippine Rural Development Project

**Project Support Office (PSO) Visayas Cluster**

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**TERMS OF REFERENCE (TOR)**

**For**

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**SOCIAL SAFEGUARDS OFFICER**

**OBJECTIVE AND SCOPE OF THE SERVICES TO BE PROVIDED**

The **Social Safeguards Officer** will ensure the compliance and implementation of Safeguards policy of the Project under the supervision of the SES Unit Head or the Project Director and work with close coordination to other Components.

**JOB DESCRIPTION / DUTIES AND RESPONSIBILITIES:**

1. Ensures effective installation and implementation of social safeguards framework and processes at municipal, provincial and regional levels;
2. Ensures effective application of Indigenous Peoples Development Framework in all project components and processes
   1. Ensure proper consultation and full participation of Indigenous People specially in securing the Free Prior and Informed Consent and other clearances issued by Indigenous Peoples.
3. Ensures effective application of Land Acquisition Rehabilitation and Resettlement Framework
   1. Ensure proper acquisition and documentation of Right of Way (ROW)
   2. Monitor and follow-up the project affected and displaced person
4. Serves as safeguards advisor to other regional Social Safeguards Specialists/Focal Persons to ensure alignment among all project components on safeguard related issues;
5. Conducts appraisal and review of Feasibility Study, Detailed Engineering Design and Business Plan to check compliance to Social Safeguards Framework and recommend appropriate measures in the Environmental and Social Management Plan;
6. Reviews and monitors the implementation of Abbreviated Resettlement Plan;
7. Coordinates with the concerned M and E Specialists on the status of I-BUILD and I-REAP Subprojects to ensure integration of safeguards policy of the program in the whole project cycle;
8. Leads in the conduct of spot monitoring of subprojects and evaluation of safeguards compliance;
9. Conducts post review of subprojects issued with NOL by the Regional Program Coordinating Office;
10. Prepares and submits timely and regular progress reports indicating status of full compliance with social safeguards framework/policy; and
11. Performs other tasks assigned by the Unit Head, Project Director/Deputy Project Director may assign.

**REQUIRED QUALIFICATION**

1. **Education:**

Bachelors of Degree in Social Science Courses, Sociology, Agriculture, Development Management and related fields of study; preferably with Master’s Degree.

1. **Job Experience/ Skills and Knowledge**
2. Sound technical knowledge in social safeguards processes particularly on Land Acquisition, Rehabilitation and Resettlement Processes;
3. Adequate experience in addressing requirements for safeguards compliance;
4. In depth knowledge of social, environmental and cultural issues affecting the implementation of rural infrastructure subprojects;
5. Capability to provide guidance on negotiation and conflict resolution processes;
6. Innovativeness and effectiveness capability under varying work assignments, conditions and time pressures;
7. Minimum of 4 years of professional experience on Safeguards at Regional or National Level and with experience of resettlement process for rural infrastructure projects;
8. Knowledge on Indigenous Peoples Right Act (IPRA Law), Land Acquisition Processes, Philippine Environmental Laws, Philippine Environmental Impact Statement System and any related local laws and policy;
9. Prior familiarity with World Bank safeguards policies;
10. Knowledge on social impact assessment and able to formulate environmental and social management plan;
11. Possess good oral and written communication skills.
12. Strong interpersonal and ability to work in multidisciplinary teams;
13. Strong inter-organizational management skills in working with other components of PRDP;
14. A drive for results while working with limited supervision and under tight timelines; and
15. Willingness to conduct field travels.

**APPROVED:**

**REMELYN R. RECOTER, MNSA, CESO III**

Regional Executive Director, DA-RFO VI/

Project Director