

**Philippine Rural Development Project  
Social and Environmental Safeguards**

**SOCIAL SAFEGUARDS OFFICER**

**TERMS OF REFERENCE**

The **Social Safeguards Officer** will ensure the compliance and implementation of Safeguards policy of the Project. Specifically, the Social Safeguards Officer will be tasked to undertake the following:

1. Ensure effective installation and implementation of the Integrated Environmental and Social Safeguards Framework (IESSF) and processes at municipal, provincial and regional levels with emphasis on the following Social Safeguards policies;
  - a. Ensure effective application of Indigenous Peoples Development Framework in all project components and processes
    - i. 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.
  - b. Ensure effective application of Land Acquisition Rehabilitation and Resettlement Framework
    - i. Ensure proper acquisition and documentation of Right of Way (ROW)
    - ii. Assess whether the consultation process, full disclosure of information and offer of compensation are executed properly and full participation of affected persons and the community ensured during review of subprojects and issuance of safeguards clearance
    - iii. Monitor and follow-up the project affected and displaced person
    - iv. Review and monitor the implementation of Resettlement Action Plans (RAPs)
2. Serve as safeguards advisor to the Regional Project Coordinating Offices (RPCO) and Local Government Units (LGUs) Safeguards Specialists and/or Focal Persons to ensure alignment among all project components on safeguard related issues;
3. Conduct appraisal and review of Feasibility Studies, Business Plans, and Variation Order needing No Objection Letter (NOL) to check compliance to the Integrated Environmental and Social Safeguards Framework and recommend appropriate measures in the Environmental and Social Management Plan (ESMP);
4. Assist the Social Safeguards Specialist in the conduct of site validation, spot monitoring of selected subprojects and evaluation of safeguards compliance by the LGU, Contractor for infrastructure subprojects and Proponent Groups (PGs) for enterprise subprojects;

5. Serve as trainer or resource person in safeguards related training programs for technical staff at the RPCO and LGU level;
6. Participate in the conduct of investigation and resolution process of grievance lodge/elevated at PSO level;
7. Conduct regular consultation, coordination and management meetings among the units and components at the PSO and with the RPCO, LGU in the implementation of the Project and provides feedback and recommendations on how to resolve complex issues;
8. Coordinate with the concerned M&E unit and RPCOs on the status of I-BUILD, I-REAP and NRM subprojects on the updating of database, compliance monitoring reports, tracking of implementations of SES instruments to ensure integration of safeguards policy of the Project in the whole project cycle;
9. Consolidate, prepare and submit timely and regular progress reports indicating status of full compliance with the Integrated Environmental and Social Safeguards Framework;
10. Participate in the conduct of regular SES meeting
11. Perform other tasks as Unit Head, Project Director/Deputy Project Director may assign.

### **Core Competencies**

1. Sound technical knowledge in social safeguards processes particularly on Land Acquisition, Rehabilitation and Resettlement Processes;
2. Adequate experience in addressing requirements for safeguards compliance;
3. In depth knowledge of social, environmental and cultural issues affecting the implementation of rural infrastructure subprojects;
4. Capability to provide guidance on negotiation and conflict resolution processes;
5. Innovativeness and effectiveness capability under varying work assignments, conditions and time pressures.

### **Qualification Requirements**

1. Experience on safeguard implementation covering Subproject's (Social and Environmental Safeguards) review for approval and implementation supervision
2. 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;
3. Prior familiarity with World Bank safeguards policies;
4. Knowledge on social impact assessment and environmental and social management plan;
5. Posses a strong academic background, preferably Bachelors Degree holder in Social Science Courses, Sociology, Agriculture, Agribusiness Management, Development Management and related fields of study;
6. Possess good oral and written communication skills.

**In addition, the applicant should have:**

1. Strong interpersonal and ability to work in multidisciplinary teams;
2. Strong inter-organizational management skills in working with other components of PRDP;
3. A drive for results while working with limited supervision and under tight timelines;
4. Willingness to conduct field travels.

**Reporting Responsibility**

The Social Safeguards Officer will be directly reporting to the Social and Environmental Safeguards Unit Head and close coordination with the other Component. Social Safeguards Officer will be based at the Project Support Office Luzon A in San Fernando, Pampanga.


The consultant shall provide on a monthly basis, a written accomplishment report.

Prepared by:



**ELMA S. MANANES**  
Deputy Project Director, PRDP-PSO Luzon A

Approved by:



**DR. ANDREW B. VILLACORTA, CESO III**  
RED DA-RFO 3 and  
Project Director, PRDP-PSO Luzon A