



Department of Agriculture
**PHILIPPINE RURAL
DEVELOPMENT PROJECT**
Regional Project Coordination Office-10

TERMS OF REFERENCE

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| JOB TITLE | : One (1) Associate Social and Environmental Safeguards Officer |
| OFFICIAL STATION | : RPCO 10, Cagayan de Oro City |
| REPORTING RESPONSIBILITY | : Associate Social & Environmental Safeguards Officer will be directly reporting to the DA PRDP RPCO- Social and Environmental Safeguards Unit |
| JOB TYPE | : Consultancy |
| NATURE OF JOB | : Office and Field work |
| MONTHLY SALARY | : Php 44,000.00/pax |

Background

The Government of the Philippines (GOP) has obtained a loan from the International Bank for Reconstruction and Development – World Bank (IBRD-WB), amounting to FIVE HUNDRED MILLION DOLLARS (US\$500,000) for the purpose of financing the Philippine Rural Development Program (PRDP) to support the Government's effort to reduce poverty among the rural communities in the country. Another loan from the same Bank in the amount of ONE HUNDRED AND SEVENTY MILLION UNITED STATES DOLLARS (\$170,000,000), under Loan Agreement for IBRD Loan No. 8816-PH dated March 2, 2018, for the purpose of providing additional financing to the Project and, specifically with respect to infrastructure development;

The PRDP is a six-year (2013-2018), with extension up to 2024, initiative of the government envisioned to increase farm and fishery productivity and incomes in target areas in all 16 regions of the country. The program seeks to achieve this objective by improving access of farmers and other industry players to a strategic network of infrastructure, market information and support services. Specific investments and interventions are to be implemented under four central components of the program, namely: 1) Investments for AFMP Planning at the Local and National Levels (IPLAN); 2)



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Intensified Building Up of Infrastructure and Logistics for Development (I-BUILD);
3) Investments for Rural Enterprises and Agricultural and Fisheries Productivity (I-REAP);
and 4) Implementation Support to PRDP(I-Support).

Job Description

Ascertain the market, technical, environmental/social, organizational and economic viability of rural infrastructure through appropriate design, quality and timely implementation of subprojects.

Duties and Responsibilities

1. Assist the SES Specialist/SES Officer in the validation, appraisal and review of Feasibility Study/Business Plan and Variation Order to check compliance to the Integrated Environmental and Social Safeguards Framework and recommend appropriate measures in the Environmental and Social Management Plan (ESMP).
2. Assist in the conduct of site validation, appraisal, spot monitoring and post review of selected subprojects and evaluation of safeguards compliance by the LGU, Contractor for infrastructure subprojects and Proponent Groups (PGs) for enterprise subprojects.
3. Assist in the conduct compliance monitoring of Findings, Recommendations and Agreed actions as a result of the subproject site visits.
4. Assist in the conduct of investigation and resolution process of grievance lodged/elevated at PSO level and/or monitor the registry of grievances and resolution of grievance lodged at the RPCO, LGU, PG level / Gather and collate feedback.
5. Serve as trainer or resource person in safeguards related training programs or technical coaching/assistance activities for staff at the PSO, RPCO and LGU level.
6. Monitor and address SES related issues to facilitate disbursement targets.
7. Upload and update the social database of approved subprojects in the MIS.
8. Encode the Compliance Monitoring Checklist in Annex F of IESSF and submit to PSO.
9. Collection of SES Documents of approved Subprojects for disclosure.
10. Provide administrative support to the Unit in the conduct of trainings, workshops, performances assessment and meetings.



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11. Provide administrative support to the Unit such as but not limited to filing of social and environmental documents, maintenance of schedule activities, travel schedule/preparation of travel documents, liquidation, preparation of work and financial plan.
12. Conduct regular consultation, coordination and management meetings among the units and components at the RPCOs, LGUs and PGs in the implementation of the Project and provides feedback and recommendations on how to resolve complex issues.
13. Participated in the conduct of regular SES meeting.
14. Performs other task as maybe assigned by the SES unit Head.

QUALIFICATION STANDARDS AND RATING

Education:

- Graduate of Bachelor's Degree in Social Science, Health, Agriculture, Environmental Science, Environmental Management, Environmental Engineering and related field of study:

Experience Required:

- Minimum of three (3) years of experience in Social and Environmental Safeguards processes a) Consultation and resettlement process, b) environmental and social impact assessment, c) environmental and social management plan for rural infrastructure and enterprise development projects;

Skills:

- With 40 hours related to any Health, Safety and Environmental Trainings (BOSH, COSH, NBOSH, PCO, etc.)
- With 20 hours relevant trainings to any Environmental and Social policies and guidelines Trainings (IPRA Laws, Environmental Laws and Policies for Local and National, etc.)
- Knowledgeable on Philippine Environmental Laws, Philippine Environmental Impact Statement System, and any related local laws and policies, Indigenous People Right Acts (IPRA Law), land Acquisition Processes;
- Must have knowledge of social, environmental and cultural issues affecting the implementation of rural infrastructure and enterprise subprojects;
- Must have knowledge in preparation of Feasibility Study and Business Plan;
- Proficient in written and oral communications;



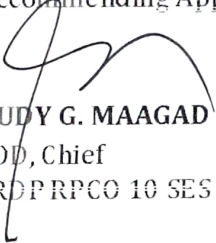
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- Computer literate with proficiency in MS word, excel, and power point;
- Has the ability to manage multiple tasks simultaneously;
- Can work under minimal supervision and under pressure;
- Willingness to conduct field travels.

Recommending Approval:


AUDY G. MAAGAD
FOD, Chief
PRDP RPCO 10 SES Unit Head

Approved by:


CARLENE C. COLLADO, CPA
Regional Executive Director
RPCO Project Director