



Republic of the Philippines
Department of Agriculture
PHILIPPINE RURAL DEVELOPMENT PROJECT
National Project Coordination Office
4th Floor, DA Building, Elliptical Road, Diliman
Quezon City 1100, Philippines

TERMS OF REFERENCE

ASSOCIATE SOCIAL AND ENVIRONMENTAL SAFEGUARDS OFFICER RPCO SES-UNIT

BACKGROUND

The Government of the Philippines (GOP) has received a loan from the International Bank for Reconstruction and Development (IBRD or the "Bank"), specifically under Loan Agreement for IBRD Loan No. 8421-PH dated September 8, 2014 in an amount equivalent to FIVE HUNDRED ONE MILLION TWO HUNDRED FIFTY THOUSAND UNITED STATES DOLLARS (US\$501,250,000) for the purpose of part-financing the Philippine Rural Development Project (PRDP), and 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 scale up the original Project.

The development objective of the Project is to increase rural incomes and enhance farm and fishery productivity in targeted areas in all the 16 regions of the country. It is envisaged to promote more inclusive rural development by supporting smallholders and fisher-folk to increase their marketable surpluses, and by improving access to markets. The PRDP would also support reforms in the planning, resource programming and implementation practices of the DA. It will facilitate the integration and financing of priority local investments derived from the DA's agricultural and fisheries modernization plans which have been developed using a value chain approach, and through a consultative process with local stakeholders. The Project will be implemented over a period of six years (2014 to 2020).

Specific investments and interventions are implemented under four (4) central components of the Project enumerated and briefly described as follows:

Component 1: Local and National Levels Planning (I-PLAN). This component supports the implementation and mainstreaming of the DA's AFMP planning framework, thereby providing an operational platform for integrated technical support service delivery at the local and national levels. At the regional and local levels, regional AFMPs are being developed taking into account spatial and value chain analysis and using tools for vulnerability and suitability assessment, participatory resource analysis. The local AFMPs shall build on the success of local governments in the implementation of their own development plans.

Component 2: Infrastructure Development (I-BUILD). A network of strategic rural infrastructure is being established, linking priority value chains in targeted Project areas that are identified through the regional AFMPs. By the end of the Project, the component will be able to establish an improved access to strategic and climate-resilient rural infrastructure and facilities that primarily benefit target beneficiaries. These rural infrastructures include farm-to-market roads (FMRs), bridges, communal irrigation systems (CIS), potable water systems (PWS), production and post-production facilities and other infrastructure such as fish landings, fish sanctuary/Protected Area guardhouses, among others.

Component 3: Enterprise Development (I-REAP). This aims to strengthen and develop viable rural agro- industries through investments in the appropriate segments of efficient value chains of key agricultural and fishery products in targeted Project areas. Specifically, I-REAP is designed to: (i) increase productivity and marketability of agriculture and fishery products through increased access to information and support services; and (ii) increase farm and fishery household incomes through engagement in value-adding activities.

Component 4: Project Implementation Support (I-SUPPORT). Providing overall operational support to the implementation is the I-SUPPORT component that ensures efficient and effective delivery of the Project transactions in terms of financial management, procurement, monitoring & evaluation, geotagging, social and environmental safeguards and grievance redress mechanism. It leads in the introduction of innovations and reforms towards more effective and efficient administrative support system in Project implementation, mainly working through the existing DA bureaucracy. At the national level, the National Project Coordination Office (NPCO) is established at the DA Central Office to steer the overall implementation of the Project. Four (4) Project Support Offices (PSOs) have been established to support the implementation in the main islands of the country (2 in Luzon, 1 in Visayas and 1 in Mindanao). A Regional Project Coordination Office (RPCO) is formed and functioning in each Regional Office of the DA to focus on the implementation of the Project in the region.

SCOPE OF THE ASSIGNMENT

Under the general supervision of the Social and Environmental Unit Head, the Associate Social and Environmental Safeguards Officer shall provide i) technical assistance by ensuring the compliance and implementation of Safeguards Policy and adhere to the general procedures and guidelines of the World Bank (WB) in order to ensure quality output of project interventions; ii) administrative support by performing coordination function and in-charge of maintenance of safeguards database, and document control.

DUTIES AND RESPONSIBILITIES

The Associate Social and Environmental Safeguards Officer obligates to undertake and perform the following task in I-SUPPORT SES Unit PRDP-RPCO:

1. Conduct initial checking on the completeness, correctness and consistency of documents with submitted Feasibility Studies and Business Plans concerning SES compliance prior endorsement to PSO
2. Assist the SES Officer in the validation, appraisal and review of Feasibility Study/Business Plan and Variation Order needing WB, NPCO and PSO Objection Letter or 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);
3. Assist the SES Officer in the i) site validation, appraisal and on the ground verification of safeguards compliance of proposed subprojects; ii) participate and discuss safeguards requirements during procurement activities (pre-procurement, pre-bidding and pre-construction meeting); iii) monitoring and inspection of safeguards compliance by the LGU, Contractor for infrastructure subprojects and Proponent Groups (PGs) for enterprise subprojects during implementation; and iv) and post-evaluation safeguards measures of completed subprojects;
4. Maintenance of regional-wide safeguards database (i.e. social database, web-based GRM, disclosure of SES documents) and assist in the preparation of progress reports;
5. Coordinate with the concerned M&E Unit on the status of subprojects on the updating of database, disclosure of SES documents, compliance monitoring reports, tracking of implementations of SES instruments to ensure integration of safeguards policy of the Project in the whole project cycle;
6. Provide administrative support to the Unit in conduct of trainings, workshops, performance assessment and meetings;
7. Provide administrative support to the Unit such as but not limited to filing of social and environmental documents, maintenance schedule of activities, travel schedules/preparation of travel documents, liquidation, preparation of work and financial plan; and
8. Perform other relevant tasks as assigned by the SES Unit Head.

REQUIRED EXPERTISE AND QUALIFICATIONS

A. Education and Relevant Experiences

- Graduate of Bachelor's Degree in Social Science Courses, Agriculture, Environmental Science, Engineering, Development Management, Management and related field of study;
- Minimum of two (2) years of professional working experience related to safeguards and with knowledge on a) consultation and resettlement process, b) environmental and social impact assessment, and c) environmental and social management plan for rural infrastructure and enterprise development projects;
- With at least two (2) years of experience in any development - related preferably with experience in foreign-assisted projects.

B. Knowledge, Competencies and Skills

- With relevant experience in social and environmental safeguards processes;
- Knowledgeable on Philippine Environmental Laws, Philippine Environmental Impact Statement System and any related local laws and policies, Indigenous Peoples Right Act (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 the preparation of Feasibility Study and Business Plan;
- Proficient in written and oral communications;
- Computer literate with high 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.

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