TERMS OF REFERENCE (TOR)

GEOGRAPHIC INFORMATION SYSTEM (GIS) DATA OFFICER
PSO South Luzon Cluster

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

The PRDP would like to invite the services of an individual for the position of **Geographic Information System (GIS) Data Officer.** The individual to be hired will be engaged to provide services, inputs and support to the Program's implementation and capacity-strengthening activities for the PRDP. The following are the works to be accomplished and the qualifications of individual to be hired for the Program:

DUTIES AND RESPONSIBILITIES

The GIS Data Officer shall assist the Project in ensuring efficient and effective implementation of the geomapping tools and protocols.

The specific tasks are as follows:

1. Participate in mentoring of DA staff from the NPCO/PSO/RPCO as well as other NGAs NGOs and stakeholder (as may be needed) on GGU tools such as the Applied Geotagging Technology (AGT), Unmanned Aerial Vehicle (UAV) System and Expanded Vulnerability and Suitability Analysis (e-VSA);
2. Provide & consolidate spatial data gathered for geographic presentation/analysis and incorporate to portal (web or offline database), documents and reports;
3. Assist the project in gathering, analyzing, and integrating spatial data from staff or field work and determine how best the information can be displayed using GIS;
4. Provide reports, certification and other documents (e.g., billing, monthly, quarterly, semi-annual and annual) to be submitted by the NPCO/PSO/RPCO to DA Management, World Bank, oversight agencies and others;
5. Provide review of the submitted Google Earth files vis-à-vis Economic and Financial Analysis, Detailed Engineering Design and Business Plan;
6. Assist the project in organizing and facilitating periodic project implementation assessment and planning sessions (Quarterly, Mid-Year and Year-End);
7. Recommend improvements in the Geo-mapping and Governance tools and procedures over time during implementation; and
8. Other duties that may be deemed necessary by the Management.

REQUIRED EDUCATION & QUALIFICATION

A. Education & Relevant Experience

1. Graduate of social sciences, development, geography, engineering, comput science or ICT related field;
2. At least two (2) years of relevant experience in the field preferably governme works;
3. Demonstrate experience in implementing Geo-mapping systems and tools i multi- faceted program as well as using Management Information Systems (MI

B. Knowledge, Competencies & Skills

1. Knowledge of basic mapping and cartographic concepts, mapping symbols standards, GIS concepts, mathematical concepts, research methods, database des principles, basic graphic arts principles, customer service principles;
2. Skills in MIS web development using PHP Frameworks, Agile/Scrum, HTML5, and SWIFT/IOS is an advantage;
3. Ability to prioritize and organize, work well under stress, meet deadlines;
4. Ability to be flexible and adapt to constant change;
5. Ability to perform field work and travel when required;

6. Strong interpersonal skills to assist and communicate with staff;
7. Significant working experience with research institutes and universities as well as government bodies is an advantage; and
8. Excellent oral and written communication skills, including the ability to write technical reports.

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