



Department of Agriculture  
**PHILIPPINE RURAL DEVELOPMENT PROJECT**

**TERMS OF REFERENCE (TOR)**

**RURAL INFRASTRUCTURE ENGINEER**  
**Project Support Office ( PSO)**

**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 Rural Infrastructure Engineer shall serve as coordinator for specific regional cluster I-BUILD operations. The RIE overall function covers administrative and technical support to the RPCO's concerns in terms of meeting the overall cluster targets vis a vis the I-BUILD component objectives.

The RIE shall report directly to the PSO I-BUILD Head.

#### **DUTIES AND RESPONSIBILITIES**

1. Assists the I-BUILD Unit in providing regular monitoring reports for the assigned regional cluster operations;
2. Conducts checking on the completeness and consistency of documents on the submitted technical proposals, bid evaluation reports and variation orders needing PSO, NPCO and WB OL or NOL. The documents shall be based from a checklist of requirements per sub-project type;
3. Conducts validation and field appraisal of critical SPs with other units concern;
4. Attends scheduled joint technical review of submitted FS and submission of review reports covering the detailed engineering design and plans, program of works, technical specifications, quality plan, inspection and test plan, minimum materials testing requirement, operation and

- maintenance plan, manpower and equipment utilization schedule and bar chart and S-curve for the issuance of NOL 1;
5. Attends conduct of pre-construction meeting, pre-bid conference, as-stake survey, pre-final and final inspection as a resource person and witness;
  6. Conducts monthly inspection of all activities of on-going sub-projects and identify issues and problems relative to the five (5) quality assurance elements specified in the infrastructure quality monitoring and durability system (IQMDS) and provide appropriate surveillance and audit reports to the RPCOs;
  7. Conducts at least monthly validation of contractor's accomplishments or statement of work accomplishments (SWA) as member of the Joint Inspection Team (JIT) to facilitate billing to include coordination with other units in the compliance of environmental and social safeguards and geo-tagging;
  8. Participates in regional, cluster, and NPCO coordination meetings, planning workshops to provide feedbacks and conduct timely, appropriate technical sessions along implementation of subprojects;
  9. Acts as the regional cluster point person for the institutionalization of the operation and maintenance scheme of the Project;
  10. Assists the Unit in program facilitation during trainings; and
  11. Performs other task as maybe assigned by the PSO I-BUILD Head.

## REQUIRED EDUCATION AND QUALIFICATION

### A. Education and Relevant Experiences

1. Licensed Civil engineer or agricultural engineer
2. Minimum of five (5) years working experience in performing similar and related works

### B. Knowledge, Competencies and Skills

1. Attended at least 48 hours relevant trainings.
2. Had been involved in the preparation of engineering technical documents (*Program of Work, Detailed Engineering Design and Estimates, Engineering Plans, etc.*).
3. Proficient in written and oral communications.
4. Knowledgeable of the harmonized procurement guidelines of the WB and RA 9184.
5. Computer literate with high proficiency in MS word, excel, and power point.
6. Ability to work with stakeholders on multiple levels including non-government organizations, people's organization, donors, media groups, religious groups and local government units.
7. Proven organizational skills and ability to manage multiple tasks simultaneously.
8. Can work independently and result oriented.
9. Willing to travel extensively within the island cluster assignment most of the time or even on a short notice

PREPARED BY:

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**ENGR. CRISTY CECILIA P. POLIDO**  
I-BUILD Component Head

APPROVED BY:

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**ENGR. ARIEL T. CAYANAN**  
Undersecretary for Operations and  
National Deputy Project Director