Appendix 3

Terms of Reference
Environmental and Social Consultant
Project Implementation Unit (PIU)

Central Asia Water Efficiency Cooperation Project (CAWEC)

1. General information

The Central Asia Water Efficiency Cooperation Project (CAWEC) (the Project) is funded by the International Development Association (the World Bank) and implemented by the Executive Committee of the International Fund for Saving the Aral Sea (EC-IFAS).

The Project aims to promote climate-resilient investments and strengthen the capacity of regional institutions for water resource management in Central Asia. The Project constitutes a phase of the Multiphase Programmatic Approach Program and consists of three parts *(transboundary project identification; outreach and digitalization for regional water management and climate resilience; institutional strengthening and scaling-up potential)* and is aimed at strengthening and expanding cooperation between the countries of the region in the Aral Sea Basin.

To ensure effective implementation of the Project, a Project Implementation Unit (PIU) will be established that includes an Environmental and Social Consultant ("Consultant").

The Consultant provides implementation support to the Project on environmental and social issues in accordance with the following documents:

1. Financing Agreement (Central Asia Regional Cooperation Project on Water Efficiency Improvement under Phase 3 of the Multiphase Programmatic Approach) between the International Development Association and EC-IFAS (Grant Agreement);
2. Environmental and Social Commitment Plan (ESCP) and its requirements;
3. Project Operations Manual (POM);
4. Labour Management Plan (LMP) and Stakeholder Engagement Plan (SEP);
5. World Bank (WB) Environmental and Social Framework (ESF), including applicable Environmental and Social Standards (ESSs) ;
6. Applicable national law;
7. Approved plans;
8. of these Terms of Reference, and any additional requests that may arise, determined by the Director or Project Coordinator

2. Objective of the task:

1. To ensure effective and integrated support of the Project implementation on environmental and social issues;

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2. To ensure that risks to environment and society, including relevant vulnerable groups are appropriately assessed and good practices are effectively integrated into the overall Project implementation.
3. To build capacity in member countries' water resources management and irrigation sectors regarding environmental and social issues;
4. Work towards implementing principles and standards of International and Industry Best Practice and promoting sustainable practices in the water resources management and irrigation sectors.

3. Location

Main place of work – Republic of Kazakhstan, Astana, E-179 street, house 1, position 40.

In connection with the transfer of the IFAS Chairmanship to the Republic of Uzbekistan from January 1, 2027, the Consultant ensures timely and complete transfer of environmental and social documentation newly created during the first half of 2027 to the PIU in the Republic of Uzbekistan, as well as provides the necessary consulting and organizational support in the process of transferring functions and obligations under the Project.

4. Period of service

The duration of the contract is approximately 10 months from the date of signing the Grant Agreement. The contract extension can be implemented subject to availability of funding, satisfactory evaluation of the Consultant's performance and the need for further implementation support, including cases when the PIU in the Republic of Uzbekistan is not completed as planned.

5. Subordination and interaction

Consultant is a member of the PIU and reports directly to the PIU Director and Project Coordinator.

In the course of his/her duties, the Consultant will carry out working interactions with the following organizations and individuals on environmental and social issues:

1. PIU specialists and consultants;
2. EC-IFAS;
3. World Bank Group;
4. Regional Steering Committee (RSC);
5. relevant government authorities;
6. Project beneficiaries and participating institutions from the Central Asian states;
7. MPA and other National Project teams and their consultants;
8. experts, consultants, suppliers and contractors engaged under the Project;
9. auditors, authorized state bodies and other control structures within the framework of the Project.

The consultant will ensure effective communication between stakeholders on environmental and social issues.

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6. Scope of Work and Responsibilities

6.1 General Roles and Responsibilities:

1. Identify and address environmental and social issues arising during Project implementation;
2. Compliance with applicable national laws and World Bank Group rules, procedures and standards;
3. Participation in the preparation of the Project Operation Manual (POM) in terms of its competence;
4. Review of the Project Procurement for Development Strategy (PPSD), Environmental and Social Commitment Plan, (ESCP), Stakeholder Engagement Plan (SEP), as appropriate;
5. Preparation of Environmental and Social Management Plan (ESMP) where applicable,
6. Preparation of reports as appropriate.
7. Liaise and engage with National Project PIU Environment and social safeguard teams

6.2. Environmental, Ecological and Safety Issues:

1. Identify and manage environmental and social issues arising during Project implementation:
2. Coordinate and oversee the preparation of the SESA, including providing technical guidance, reviewing the methodology and deliverables, ensuring adequate consideration of environmental baseline conditions, alternatives, cumulative and transboundary impacts, biodiversity and ecosystem services, and proposed mitigation measures, and facilitating the integration of relevant SESA recommendations into project activities and technical studies;
3. Coordinate and undertake environmental screening of relevant project activities, including technical assistance, feasibility and pre-feasibility studies, and preliminary technical assessments for potential future investments, to identify environmental risks, including downstream impacts, and determine the need for appropriate environmental assessments and mitigation measures in accordance with applicable Environmental and Social Standards (ESSs);
4. Provide support for the management of consultants engaged in carrying out environmental and social assessments, where applicable;
5. Acting as a link between PIU specialists/consultants, National Project teams, contractors, communities and relevant local authorities on environmental issues of the Project;
6. Ensuring the conduct of environmental due diligence for each subproject, including screening, risk assessment and ensuring mitigation and relevant instruments thereof are included in bid documents and sub-contracts;
7. Stakeholder Engagement – support implementation of the Stakeholder Engagement Plan (SEP), including grievance mechanisms;

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8. Liaising with National Project PIUs on stakeholder engagement and GRM issues, including coordination and cooperation between the projects;
9. Reporting incidents to the World Bank as per section E of the ESCP.
10. Monitoring and reporting – monitoring of environmental and social performance, preparation of reports to the WB and national authorities;
11. Coordination support for review of environmental and social assessment documents and collaboration with WB to obtain "No objection" opinion;
12. Coordinate and collaborate with government agencies, beneficiaries, contractors, consultants, and affected communities on managing environmental and social risks
13. Ensuring that relevant Project activities and technical studies technical studies incorporate applicable environmental requirements under the ESCP and recommendations of the SESA, particularly concerning water-use efficiency, environmental flows, aquatic and riparian ecosystems, biodiversity conservation, and cumulative and transboundary environmental impacts, as appropriate to the nature and scope of the activities;
14. Preparation of additional technical guidance, as needed, to support ESCP to strengthen achievement with environmental standards;
15. Propose additional support measures or resources required for the Project to be implemented in achievement with WB environmental and social standards;
16. Development of training plans and training on environmental issues during Project implementation and related works for employees, contractors and other stakeholders, as per section E of the ESCP;
17. coordinating and facilitating public consultation in the preparation of ESCP instruments;
18. Updating and revising environmental sections of project documents as needed;
19. Assisting the Project Coordinator in preparation of information materials on the Project, including presentations and descriptions of the Project;
20. oversee the implementation of the communication strategy and dissemination of information on the Project, including the Project website, publications, etc., and with the applicable National Projects;
21. Review Terms of Reference for technical assistance, feasibility studies, preliminary designs, and other relevant project-financed activities to ensure that applicable World Bank Environmental and Social Standards are adequately incorporated, including requirements for environmental risk assessment, analysis of alternatives, mitigation measures, and consideration of potential downstream environmental impacts;
22. Review draft terms of reference for Project procurement to ensure their inclusion of Safeguard considerations according to WB guidelines and project documents (Aide Memoires, Environmental and Social instruments and reports, etc.);
23. Advising PIU/Agency staff on the Project's environmental requirements and providing them with necessary information (including local, national and international environmental standards and requirements for obtaining

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permits/licenses, contracts, letters of intent, etc.) and organizing environmental trainings;

24. Monitor the implementation of applicable environmental commitments under the ESCP and relevant environmental management instruments, including environmental screening outcomes and integration of environmental requirements into technical studies. Document implementation progress, identify outstanding commitments and environmental risks, recommend corrective measures, and report regularly to the Project Coordinator and the World Bank in accordance with the project's reporting requirements;
25. Coordinate environmental and water resource management activities with other partner projects to avoid duplication and overlap, and share lessons learned, including with applicable National Projects
26. Review of outputs and outcomes of WB and other donor-implemented projects (both completed and ongoing), particularly in terms of practical application of knowledge, methods and approaches to environmental management, e.g. impacts of linear infrastructure on migration routes (animals and nomadic people).

6.3. Social development and gender issues:

1. Developing and implementing procedures and operational processes to ensure effective mitigation measures to mitigate social impacts the Stakeholder Engagement Plan (SEP), and the Labor Management Procedures (LMP);
2. Support in preparation and implementation of site-specific environmental and social risk management tools in accordance with WB E&S standards;
3. Implementation of the Environmental and Social Commitment Plan (ESCP);
4. Identify disadvantaged and vulnerable individuals and groups and assess barriers that may limit their access to information, consultations, project benefits and the grievance mechanism. Prepare and monitor differentiated engagement measures, including accessible formats, appropriate languages, targeted outreach, suitable venues and timing, gender-sensitive facilitation and, where appropriate, separate consultations for women and other groups whose views may otherwise not be adequately represented.
5. Provide advice and guidance, and carry out necessary consultations, together with National projects where necessary, to ensure inclusion of vulnerable and marginalized rural populations in Project activities;
6. Provide guidance on social development issues and review planning processes, implementation agreements (e.g., memoranda of understanding), user association charters, etc. to ensure consistency and good practice across the Project and relevant National Projects;
7. Development of training materials on social risk management and gender-based violence/sexual exploitation and abuse/sexual harassment (GBV/SEA/SH) and delivery of training for PIU staff and contractors on WB social and gender standards;
8. Establish and facilitate stakeholder engagement in accordance with the Stakeholder Engagement Plan (SEP)

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9. Support the establishment, disclosure and operation of:
   (a) the project-level grievance mechanism under the SEP and ESS10; and
   (b) the worker grievance mechanism under the LMP and ESS2.
   Ensure that both mechanisms maintain appropriate registers, service standards, referral and escalation procedures, confidentiality arrangements, monitoring indicators and reporting protocols, while protecting complainants against retaliation.

10. Coordination of GRM implementation at all levels including with relevant National Projects, maintenance of the Project complaints database and reporting on the effectiveness of the mechanism
11. Review and document complaints based on field reports;
12. Monitor and report on the management of social impacts and risks identified during Project implementation, including compliance with the ESCP, SEP and LMP, and provide recommendations to the Project management on how to address them in accordance with WB standards;
13. Support implementation and periodic updating of the LMP, including classification and management of direct, contracted and primary-supply workers, terms and conditions of employment, non-discrimination and equal opportunity, prohibition of child and forced labor, worker Codes of Conduct, occupational health and safety, worker grievance arrangements, and monitoring of consultants', contractors' and subcontractors' compliance with ESS2.
14. Screen all project-supported studies, plans and future investment concepts for potential land acquisition, restrictions on land use, impacts on access to natural resources, and physical or economic displacement. Ensure that any proposed voluntary arrangement is genuinely informed, documented and free of coercion, and does not adversely affect people who do not agree to participate. Where ESS5 impacts may occur, ensure consistency with the SESA, ESS5 and the applicable national-project RPF procedures.
15. Support implementation and monitoring of SEA/SH prevention and response measures, including Codes of Conduct, awareness raising, confidential reporting channels, mapping and maintenance of referral pathways, and survivor-centered procedures. Ensure that the GRM can safely receive SEA/SH complaints without recording unnecessary identifying details and that only anonymized, non-identifiable information is included in routine reporting.
16. Revision of project documents (e.g., Project Operation Manual) wherever required to ensure social development aspects are adequately addressed
17. Supporting dissemination activities of the Communication Strategy, including the organization of seminars, consultations, and other participatory events as well as providing social and institutional input into the preparation of informational materials and selection of appropriate methods of engagement with vulnerable groups.

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6.4. Support for transfer to PIU in the Republic of Uzbekistan

Taking into account the transfer of the Chairmanship of IFAS from the Republic of Kazakhstan to the Republic of Uzbekistan from January 1, 2027, and the establishment of the PIU under the EC-IFAS in the Republic of Uzbekistan:

1. ensuring the systematization and preparation of documentation for transfer;
2. Provide advice and organizational support for the transition of environmental and social functions;
3. Supporting the continuity of environmental and social performance of the Project during the transition period.

7. Expected Results:

1. Development, coordination, consideration, submission, amendment, if necessary, of documents on social and environmental issues in accordance with the approved Work Plan and decisions of the RCMP;
2. Development and implementation of applicable documents and procedures with the WB Operational Policies, Environmental and Social Standards (ESCP, SEP, SESA, LMP), as well as with applicable national legislation;
3. Development of applicable training materials and delivery of training programs including ESF, Project documents, and GBV/SEA/SH;
4. Reporting on capacity building activities and their results in a timely manner;
5. Coordination plans and reports on engagements with the relevant stakeholders, and National Projects;
6. Timely and constructive interaction with the WB, obtaining necessary approvals and decisions;
7. Timely appraisal of environmental and social complaints and feedback, in accordance with WB procedures and periodic updates to the WB;
8. Monitoring, documenting, and reporting on the impacts, risks, and outcomes of the Project;
9. Provision of advice on environment and social issues, stakeholder engagement and institutional processes of the Project.
10. Complete electronic archive of E&S documentation including spatial information.

8. Performance indicators:

1. Ensuring reports and procedures meet World Bank requirements and with environmental and social standards;
2. Compliance with rules, procedures and standards set by the World Bank (reporting, monitoring, environmental and social requirements, etc.);
3. Effective stakeholder engagement and successful problem resolution
4. Required documents have been prepared in a timely manner, (updated), agreed and submitted and necessary consultations have taken place;
5. developed documents and procedures comply with World Bank policies, environmental and social standards, as well as applicable national legislation;
6. Monitoring and evaluations to the maximum extent possible;

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7. Early identification and flagging of risks and challenges;
8. Providing clear, structured, and understandable reports, free of ambiguity and gaps.

9. Eligibility Requirements

Education:

University degree in environment management, social sciences, anthropology, or related fields (having an advanced degree will be an advantage).

Certificate in Environment and Social Safeguards of a donor agency.

Work experience:

At least five years in environmental management, social development, safeguards, or applicable related fields;

At least two years in projects financed by international organizations;

Experience in the water and/or agricultural sector in the region; and Experience in working with International Financial Institutions (IFI) are welcome.

Experience with social and environmental assessment and screening of technical assistance or infrastructure-related studies;

Experience in stakeholder engagement and vulnerable-group analysis;

Practical experience establishing or operating project and worker grievance mechanisms;

Professional skills and knowledge in the field of:

1. Identification and due diligence in environmental and social risks assessment and mitigation;
2. Spatial mapping and interrogation of spatial data of environment and social issues and hotspots;
3. General Environmental and Social Requirements of International Financial Institutions, including World bank ESF
4. Experience in participatory assessments and planning, stakeholder analysis, and quantitative and qualitative methods for data collection, and preparation of relevant documents, analysis and reports;
5. Knowledge of livelihood impacts, economic displacement and resettlement frameworks;
6. Carrying out training activities (as well as developing relevant materials e.g., guides, presentations, etc.) for different audiences (rural population, civil servants and specialists, non-governmental organizations);
7. Experience in water sector, climate adaptation or regional cooperation projects;
8. Experience in the IFAS system will be an advantage;
9. confident proficiency in MS Word, Excel, PowerPoint;
10. Experience with GIS is advantage.

Language requirements

Fluency in Russian (oral and written);

Knowledge of English.

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