



**The Electricity Supply Corporation of Malawi Limited**

---

**TERMS OF REFERENCE FOR ENVIRONMENTAL SAFEGUARDS  
SPECIALIST**

---

**Country** : Malawi

**Name of Project** : Malawi Electricity Access Project

**Credit No.** : P164331

**Assignment Title** : Consultancy for Environmental Safeguards Specialist

**Reference No.** : MW-ESCOM-159263-CS-INDV

**MAY 2020**

## **1.0 Background**

The Government of Malawi with support from the World Bank is implementing Malawi Electricity Access Project (MEAP) through Ministry of Natural Resources, Energy and Mining and the Electricity Supply Corporation of Malawi Limited (ESCOM). MEAP is a four (04) year project (2020-2024). The Project Development Objective (PDO) is to increase access to electricity services in Malawi. This will be achieved through the implementation of three (03) components of which ESCOM is implementing the following two components:

**Component 1: Grid densification/extension.** This component will finance cost-effective, priority investments in grid electrification by providing electricity supply to beneficiaries/consumers living in close proximity to an existing distribution infrastructure leveraging on a geospatial analysis (already undertaken under a separate assignment) to maximize the number of connections under the financing.

In addition, the project will also support the use of energy-efficient appliances including distribution of free energy-efficient light emitting diode (LED) bulbs to enhance the affordability and reduce household electricity consumption.

### **Component 3: Technical assistance and capacity building**

This will mainly finance activities to support ESCOM to effectively implement Component 1, including support for detailed project design, planning, and supervisory oversight. More specifically the sub-component will finance (i) capacity building and implementation support for the Project Implementation Unit (PIU) in ESCOM related to core functions, including (Financial Management) FM, procurement, safeguards, and monitoring and evaluation; (ii) preparation of a Program Operations Manual informed by a least-cost geospatial roll-out plan; (iii) training at ESCOM's Training facility of ESCOM front line construction supervision management personnel, and private sector contractors for implementing a scaled up on-grid connections program; (iv) mainstreaming more broadly, selective high impact DSM measures; (v) GIS platform for network reticulation planning, design; (vi) System-wide MV feeder- specific upgrading Master Plan through 2030; including affordable new connections fee policy; and (vii) preparation and implementation

of a gender capacity building plan and program, and designing a recruitment, mentoring and leadership development program targeting potential, new and existing female employees at ESCOM.

ESCOM now intends to engage a suitably qualified individual to fill the position of **Environmental Safeguards Specialist (ESS)**. The main responsibility of the ESS will be to organize and coordinate implementation of Environmental Safeguard aspects under the project, including overall management, oversight and monitoring of implementation of environmental measures within the project setup.

## **2. Project Development Objective(PDO).**

The Project Development Objective is to increase access to electricity services in Malawi.

## **3. The Position: Environmental Safeguards Specialist (1 Position)**

The ESS is part of a larger Project Management Team, which comprises the Project Manager, the Project Coordinator and other specialists. The ESS will be responsible for ensuring that deliverables under component One (1) are done consistent with environmental safeguards, which in turn would facilitate compliance of the MEAP and ensure timely implementation of the project. Specifically, the ESS shall be responsible for the day-to-day facilitation and coordination of all activities related with environmental safeguards under the MEAP, including ensuring compliance with safeguard guidelines established in the project's approved and disclosed safeguard instruments including, where applicable, the Environmental and Social Impact Assessment (ESIA), Environmental and Social Management Plan (ESMP), and Resettlement Policy Framework (RPF). The ESS is expected to work in close coordination with particularly the Social Safeguard Specialist, and Social and Gender Inclusion Manager.

The ESS will be a competitively recruited individual consultant who will be working within the Social and Gender Inclusion Department and will be reporting to the Project Manager.

The ESS will, at a minimum, on a monthly basis present a brief progress report to the Project Manager, highlighting a synthesis of progress against planned actions, key challenges, and proposed management decisions. The ESS will assist in this process through supporting the delivery of timely reports.

#### **4. Objectives of the Assignment**

The main aim of this assignment is to ensure that all environmental risks and impacts are managed in accordance with environmental safeguards policies of World Bank, and national environmental policies and framework and with reference to IFC EHS and Good International Industry Practice on energy conservation.

#### **5. Duties and Responsibilities**

Working with other team members, the ESS will lead implementation of environmental safeguards instruments, monitoring implementation and compliance by other project implementers in different locations and reporting progress. He/She will also be responsible for spearheading the process of developing Environmental management plans, where necessary, as described in the safeguards instruments including Environmental and Social Management Framework (ESMF) activities. He/ She will report to and work under the overall guidance of the Project Manager.

#### **6. Specific Tasks:**

Specific tasks of the assignment shall include but not limited to:

- i) Review the Project related documentation to better understand the implications of the Project on the environment.
- ii) Lead in implementing Environmental and Social Management Framework (ESMF) considering various types of subprojects.
- iii) Support the environmental screening and categorization process for the subprojects
- iv) Interface with National Authorities in charge of environment and World bank safeguards team to ensure implementation of environmental safeguards, including Contractor's Environmental Management Plans (CEMP, ESIA's, ESMPs) are in conformance with Government and World Bank requirements.
- v) Review Environmental Reports submitted by contractors, ensure adequacy and quality as per contract, and support ESCOM in preparation and submission of the reports to the World Bank.

- vi) Participate in preparation of bid documents for the project and certify that environmental mitigations are incorporated
- vii) Review safeguards instruments prepared by contractors and consultants including ensuring implementation of the same.
- viii) Monitor implementation of environmental instruments in sub projects.
- ix) Facilitate integration of relevant and cross-cutting environmental issues including gender and HIV/AIDs.
- x) Ensure workers health and safety measures are observed.
- xi) Ensure community health and safety measures are enhanced
- xii) Ensure continuous consultation and feedback on environmental issues that are relevant or critical to communities and workers
- xiii) Periodically, carry out the necessary coordination activities for environmental activities and perform related field work as required and submitting clear and concise written reports based on field inspections or regular monitoring.
- xiv) Build capacity of implementers and all relevant stakeholders in implementing, monitoring and reporting environmental safeguards.
- xv) Assist the PIU in day-to-day activities related to the project compliance to environmental safeguards
- xvi) Support PIU in integrating E&S safeguards in its analytic, knowledge, and regulator initiatives.
- xvii) Assist in designing and delivering capacity building activities.
- xviii) Support in the preparation of mid-term reviews, final evaluations, and environmental and social audits.
- xix) Any other tasks assigned by Project Manager to support the project with respect to the environmental issues.

## **7. Location of the Assignment**

The ESS will be based in Blantyre, but will be required to travel regularly and extensively to the project areas across the country and work closely with Project Implementation Unit members and all other relevant stakeholders to ensure that progress follows project plans and that appropriate support is provided for project activities.

## 8. Duration of Contract

The Environmental Safeguards Specialist shall be recruited for a period of four (4) years, but renewable annually subject to satisfactory performance, need and availability of funding.

## 9. Performance Criteria

The following performance criteria will be used to assess the performance of the Environmental Safeguards Specialist at regular intervals and based upon these assessments the contract with ESCOM may be continued or terminated:

- Effective implementation of Environmental management activities in reference of ESMF
- Accurate and comprehensive environmental screening and categorization report
- ~~Provision of a brief description of the project, with emphasis on components with activities that may generate environmental impacts.~~
- ~~Development of checklist and successful implementation of the same during~~ Thorough Inspection of contractors on Safety, Health and Environmental issues, ~~monthly using inspection checklist that will be developed.~~
- Thorough scrutinization of Contractors Environmental Management Plan (CEMP) and advise where necessary.
- Timely and Accurate Contractor's Environmental Reports
- ~~Thorough survey reports. Thoroughly carrying out the required surveys to identify, assessing and quantify~~ing the potential environmental, Health and Safety impacts and risks in the sub-project's intervention zone; in particular the physical civil works programmes the upgrading and reinforcement of the existing and construction of new medium voltage and low voltage extensions as well as service drops and pre-payment meters. ~~The assessments should also include mini/off grid investments that will be financed through financial intermediary.~~
- Sound judgement of a requirement of a project to undergo or conduct Screening, Scoping, Project brief, ESIA, Community Health, EMP, Waste management and Revision of contractors' ESMP and ~~knowing-identifying~~ where to appropriately apply them.

**Commented [JLT1]:** This portion is for DOE and can not fall under the scope of the ESS in ESCOM

**Formatted:** Strikethrough, Highlight

- ~~Sound and t~~Timely Identification and Assessment of environmental risks that are anticipated due to the implementation of Malawi Electricity Access project and suggest policies, procedures, processes and measures that should be applied in order to address the anticipated environmental risks and impacts.
- ~~Effectively research the relevant national environmental laws and policies. The findings will present the Legal Framework which reviews the national laws governing environmental laws.~~
- Effectiveness of stakeholder consultations
- Minimized community conflicts and disturbances to project activities
- Quality and timeliness submission of relevant documentation and periodic reports

#### **10. Deliverables**

- Summary periodic reports highlighting critical outstanding issues requiring Management attention
- Monthly, quarterly, and annual reports to be submitted to the Management as a follow-up on the implementation and monitoring of the sub-projects' environmental safeguards activities vis-à-vis the respective ESMPs, ESGs, EMPs, RAPs, Process Framework, and GRM(s), as well as any other issue that is encountered with regard to social safeguards
- Minutes or reports of meetings held throughout the project with various stakeholders including PAPs and Community Leaders.
- Complete database of key Environmental issues encountered during the project and measures taken to address them.
- Complete database of all landed properties complete with all relevant ownership documentation.

#### **11. Qualification and Experience**

Candidates should have minimum master degree in Environmental Science, Environmental Engineering or Environmental Management, and at least 7 years of professional experience in the field of environmental assessments and management, conversant with multilateral donor agency requirements on E&S safeguards effective implementation and their management.

The candidate should also have:

- i) Proven experience in implementing international environmental safeguards policies/standards on projects financed by International Financial Institutions such as the World Bank, AfDB, ADB, EU etc.;
- ii) Familiarization with the ESMF document, its requirement and implementation during execution of distribution lines construction and extension or similar nature work in the past;
- iii) Knowledge of specific gender issues in renewable energy and sensitivity to local culture and traditions in Sub-Sahara Region or related environment;
- iv) Strong and demonstrated capacity for organization, management with excellent reporting and coordination skills;
- v) Strong leadership, technical competence and professional skills for timely implementation, coordination and management of activities;
- vi) The candidate should be able to legally work in Malawi.

## **12. Required Competences**

- Understanding of assignment objectives, effective planning of activities and ability to adjust to changing circumstances.
- Ability to build capacity and train various stakeholders;
- Should have demonstrated leadership skills in working effectively with contractors and communities in implementing effective consultation programs with project affected communities and other related stakeholders.
- Ability to work in a team, develop synergies and establish effective working relations with various stakeholders;
- Full and fluent command of English, including the ability to set out a coherent argument in English in writing, presentations and group interactions.
- Strong interpersonal and communications skills, resourcefulness, initiative, tact and ability to cope with any situation;
- Good working knowledge of Windows-based computing programs, and electronic communication.
- Good report writing skills;
- Proficiency in Microsoft Applications including Excel, PowerPoint and Word.



- Strong attention to detail and thoroughness in work product.
- Ability to multi-task.
- Ability to work in a team and independently with minimal supervision.
- Ability to work with tight deadlines and deliver exceptional results.
- Openness to change and ability to receive/integrate feedback;

### **13. Facilities to be provided by the Client/Employer**

The following shall be provided by the Client/Employer: -

- Office space,
- Furniture and office equipment,
- Communication and internet facilities.
- For all field related assignments, the Project shall provide PPE, transport and other expenses (per diems etc.) related to the field work.