



Government of the Federated States of Micronesia
Department of Finance & Administration
P.O Box PS158 Palikir, Pohnpei FM 96941

**REQUEST FOR EXPRESSIONS OF INTEREST
(INDIVIDUAL CONSULTING SERVICES)**

**FEDERATED STATES OF MICRONESIA
DIGITAL FSM PROJECT (P170718)**

Grant No.: IDA-D5560

Assignment Title: CIU Environmental Specialist

Reference No.: FM-DOFA-442673-CS-CDS

The Federated States of Micronesia (FSM) has received financing from the World Bank (WB) toward the cost of the Digital FSM Project, and intends to apply part of the proceeds for consulting services.

The Environmental Specialist will be responsible for environmental support and outputs, and the environmental risk management of Projects. The role will also be the key focal point for environmental and social risk management on World Bank-funded projects. The person will coordinate the work required to complete project preparation, appraisal, implementation and closure tasks for environmental risk management. The Environmental Specialist will also be responsible for engagement with national and state stakeholders and World Bank task teams, providing capacity building to CIU and PIU teams and supporting the CIU Program Manager with strategic issues relating to the environmental risk management of the portfolio. Due to the evolving nature of the portfolio, the responsibilities and priorities may change.

The detailed Terms of Reference (TOR) for the assignment can be found at the following websites and can also be obtained from the email address listed below: <https://dofa.gov.fm/vacancies>, and is also attached to this Request for Expression of Interest.

The Department of Finance and Administration now invites interested individuals ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (**Provide Cover Letter and attach Curriculum vitae (CV) with description of experience in similar assignments, provide at least two (2) reference emails, etc.**). The criteria for selecting the Consultant are:

Mandatory Requirements

- a. Bachelor degree in Environmental Science, Environment Engineering, Environment Management, Natural Resource Management, Environment Planning, or similar.

- b. At least 10 years relevant experience in the assessment and management of impacts from infrastructure projects in small island states or in similar landscapes. This must include both the preparation of impact assessments and the implementation of management plans, using good international practice approaches
- c. At least three year's demonstrable experience with the World Bank safeguards policies/ ESF or equivalent development partner policy implementation.
- d. Demonstrated experience working on infrastructure projects as an environmental specialist using Good Industry International Practice (GIIP) for environmental risk management, preparing impact assessments, audits and / or supervising construction. GIIP includes development partner policies and standards (eg. IFC, World Bank, ADB, UN), standards prepared by international agencies or industry groups (International Hydropower Association, AS/NZS Standards, American National Standards) or equivalent country safeguards systems.
- e. Experience with health and safety risk management for infrastructure projects, including the application of international standards and/or development partner standards.
- f. Demonstrated ability to prepare work plans, manage projects and / or programs, allocate and manage resources, use project management tools and write clear and concise reports in English.
- g. Strong communication skills and demonstrated ability to build teams, networks and relationships with private sector and government stakeholders.

Desirable Requirements

- a. Experience working in the pacific island countries, preferably in the Northern Pacific Islands States and/or similar remotely located islands.
- b. Experience working within multi-sectoral and multicultural teams.
- c. Accreditation or certification to a recognized scheme such as Certified Environmental Practitioner or Institute of Environmental Management and Assessment.

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the **World Bank's Procurement Regulations for IPF Borrowers Fifth Edition, September 2023** ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

Further information can be obtained at the address below during office hours **0800 to 1700 hours**.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) on or before **5:00 p.m. Friday, December 12th, 2024**.

FSM Department of Finance and Administration
 Attn: Kwame Shiroya
 P.O. Box PS-158
 Palikir, Pohnpei, FM 96941
 Tel: (691-320-2639
 email: kwame.shiroya@dofa.gov.fm And CC: ciu.dofa@gov.fm

Terms of Reference

BACKGROUND

The Federated State of Micronesia (FSM) is among the most vulnerable nations in the world. It is highly exposed to adverse effects from climate change and natural hazards which can result in disasters that affect its entire economic, human, and physical environment and impact its long-term development agenda.

In recognition of these risks, international development agencies are working with the FSM national and state governments to implement a number of projects throughout the four island states of the nation. Specifically, through World Bank financing, the Government of the FSM has eight (8) active projects within the FSM portfolio. The eight active projects include:

1. P130592 Pacific Regional Connectivity Program 2: East Micronesian Cable Project (EMC).
2. P161969 Project for Strengthening Public Financial Management
3. P165183 Sustainable Energy Development and Access Project (SEDAP).
4. P170718 Digital FSM.
5. P172225 Prioritized Road Investment and Management Enhancement Project (PRIME).
6. P170173 Strategic Climate-Oriented Road Enhancements Project (SCORE).
7. P176965 Skills and Employability Enhancement Project (SEEP).

Three projects under preparation:

- Pacific Regional Oceanscape Program – 2nd phase for Economic Resilience (PROPER) Project
- Access and Renewable Increase for Sustainable Energy (ARISE)
- FSM Strengthening Public Financial Management II Project

WORLD BANK SAFEGUARDS POLICY/ENVIRONMENTAL AND SOCIAL FRAMEWORK

The World Bank portfolio in FSM is managed under a dual system of the World Bank Safeguards Policies and World Bank Environmental and Social Framework (ESF). The portfolio reflects the global transition from the old Safeguards Policies to the new Framework. The first seven projects in the list above are at various stages of implementation, with all projects designated Category B under the World Bank's Operational Policies. The remainder of the projects listed above, and all future projects, are prepared and implemented under the ESF.

IMPLEMENTATION ARRANGEMENTS

To support the implementation of World Bank projects, the Department of Finance and Administration (DoFA) Division of Investment and International Finance (DIIF) has established a Central Implementation Unit (CIU).

The objective of the CIU is to centrally house positions that are required across the portfolio, which includes: procurement, financial management, social and environmental risk management, monitoring and evaluation, and communications. Centralizing these roles provides for in country full time specialists/advisors; achieving its aims to strengthen coordination and consistency across the portfolio, harmonization with country processes and increase capacity building of FSM national and State citizens.

All projects have a Project Implementation Unit (PIU) located within the implementing Department/Division for the project comprising at least a full time Project Manager, project officer and relevant technical and support specialists.

Currently, the CIU Safeguards team consists of a Social Safeguards Specialist and an Environmental Safeguards Specialist. The CIU is planning on recruiting a Social and an Environment officer in a bid to expand the team. The Environmental Specialist will be responsible for coordinating tasks, resources and outputs across the portfolio to ensure compliance with World Bank and FSM laws, policies and standards relating to environmental risk management.

The Environmental Specialist will report to the CIU Program Manager. The role will work collaboratively with the rest of the CIU team to deliver the required inputs and outputs to projects and the overall portfolio. The Specialist will liaise and exchange information with the Social Safeguard Specialist and also collaborate with the other experts within the CIU.

SCOPE OF WORK

The Environmental Specialist will be responsible for environmental support and outputs, and the environmental risk management of Projects. The role will also be the key focal point for environmental and social risk management on World Bank-funded projects. The person will coordinate the work required to complete project preparation, appraisal, implementation and closure tasks for environmental risk management. The Environmental Specialist will also be responsible for engagement with national and state stakeholders and World Bank task teams, providing capacity building to CIU and PIU teams, supporting the CIU Program Manager with strategic issues relating to the environmental risk management of the portfolio. Due to the evolving nature of the portfolio, the responsibilities and priorities may change.

The portfolio includes a number of activities that will require robust environmental risk management oversight. Responsibilities include but are not limited to the duties outlined below.

ENVIRONMENTAL RISK MANAGEMENT ACTIVITIES

The Environmental Specialist is expected to contribute to day-to-day environmental risk management for projects in the portfolio. The Environmental Specialist will contribute to the following at project level:

- Project Operations Manual – Prepare and update the environmental risk management inputs for Project Operations Manuals.
- Environmental Risk assessment. The specialist responsible for assessment of environmental risk in line with World Bank Environment and Social Framework (ESF) and projects safeguard instruments. For this the specialist will engage project stakeholder's, site visit, participate in meetings and any other for the assessment. The Specialist shall participate in project progress, decision making and other tasks relating to the effective delivery of the Project and the effective approaches to managing environmental risks.
- Provide timely advice to the Project teams Implementing Agencies, DoFA and other key stakeholders on any major environmental issues for which urgent measures are needed.
- Prepare environmental risk management instruments.
- Develop Environmental screening reports, risk matrix's
- Prepare Environment and Social Management Framework, Environmental and Social Impact Assessments, Environment and Social Management Plan, Environmental and Social Commitment Plans, Environment and Social Codes of Practice, audits and any other instruments, for project appraisal and/or during project implementation. This includes preparing risk assessments, collecting relevant data, preparing environmental instruments, conducting field work, preparing terms of reference for consultants, supervising consultants, and contributing to the project design. This work will be completed in close coordination with the Social Specialist, E&S officers and any other team at CIU and PIU.
- Provide ongoing support for project implementation, including screening of new or amended activities. This includes implementation of approved environmental and social management plans and any other safeguard instruments (as approved during project preparation) throughout the life of the project and could include project monitoring and auditing, site visits, engagement with project PIU, identification and management of unanticipated risks, participation in project missions, engagement with stakeholders (including World Bank teams), and reporting and management of incidents. This work will be completed in close coordination with the Social Specialist and E&S officers and any other team at CIU and PIU.
- Incident Management – Manage the response to environmental, health and safety incidents and major non-compliances with permits, project instruments, state or federal laws, and World Bank Safeguards Policies or Environmental and Social Framework in collaboration with the Social Specialist and 1 E&S officer. Support the relevant PIU to manage environmental incidents on any Project.
- Permitting – in consultation with project teams identify and apply for environmental permits as necessary to ensure all federal and state laws and regulations are followed.
- Review terms of reference Bid Documents, and Contractor ESMPs and any other documents – Ensure all Environment and Social requirements required for the civil works/tender documents are included as required by World Bank Environment, Health and Safety Guidelines, project's E&S frameworks. Provide advice to Project Managers as to the capacity of shortlisted Contractors to comply with the project instruments,

including the ESMP, Stakeholder Engagement Plan (SEP), and Labor Management Plan/Procedure (LMP). Review the Contractor's ESMP and support the Project Manager to recommend for clearance to the World Bank.

- Lead in preparing Environmental requirements in the terms of reference for the consulting services, Technical Assistances, bidding documents and any other procurement. The requirements are to be aligned with WB's Environmental and Social Management Framework and guidelines. Review proposals to ensure sufficiently qualified staff and adequate resources are included. Review and comment on outputs/deliverables to ensure environmental risk management is adequate.
- In addition to the duties as Environmental Specialist, i.e., being responsible for all environmental aspects of the portfolio, this role will be responsible for coordination between the environmental and social technical components, with the Social Specialist taking the technical lead on all social aspects. The following coordination activities are required to be undertaken:

COORDINATION OF WORLD BANK ENVIRONMENTAL AND SOCIAL PORTFOLIO

- Program Management – Prepare and manage a work plan that covers the portfolio risk management actions, timelines, milestones, critical paths using a variety of project management tools. This should include activities at the project and portfolio level. Update on a monthly basis and report to the CIU Program Manager.
- Project Annual Work Plans – Contribute to the inclusion of environmental and social risk management activities in the annual work plans for each project in the portfolio. Identify tasks, activities, milestones, outputs and resources for each Project and associated timeframes. Support the Project Manager and CIU Program Manager to identify and allocate resources (consultants, staff, funds, equipment) to ensure all tasks and activities can be completed in the period of the work plan. Coordinate with the CIU's Social Specialists and any other staffs as required.
- Assist in the Recruitment and Management of additional and/or specialist Environmental and Social Consultants – Scope the work required and prepare terms of reference for individual and firm consultants. This may include technical, or specialist services associated with the preparation of instruments (e.g. Environmental and Social Impact Assessments, Land Due Diligence Reports), provision of monitoring or surveying services, consultation services etc. Review and evaluate proposals from consultants. Manage the quality and timeliness of consultant's work, to World Bank, DoFA, Implementing Agencies and relevant FSM government standards. Technical review of draft and final deliverables. Coordinate reviews by World Bank task team.
- Stakeholder Engagement, Consultations and Disclosure – The Environmental Specialist is to assist the Social Specialist to work constructively and maintain relationships with key stakeholders such as State EPA's, World Bank, relevant Federal and State Departments and local and national NGO's. The purpose is to build capacity and awareness raising of the World Bank portfolio and the application of the ESF and to strengthen in-country safeguards systems.

- Training and Capacity Building – Develop and maintain an environmental and social capacity building plan for the FSM portfolio in conjunction with the E&S officers at CIU/PIU and the Social Specialist. Provide on-going mentoring, on-the-job training, formal training events, knowledge sharing and awareness raising, on such topics as: the World Bank Safeguards Policies and ESF, implementation of environmental and social instruments, roles and responsibilities of team members and stakeholders. Capacity building may be for the benefit of junior and / or local environmental and social team members, PIU team members, Implementing Agency staff, State EPAs, relevant Federal and State Departments and local and national NGO's. Update and report on capacity building activities and outcomes to the CIU Program Manager every 6 months.
- Support the Social Specialist with the implementation of Project Grievance Redress Mechanisms (GRM) – In coordination the CIU Social Specialist and Project Managers, support the management and closure of grievances and complaints where they have been escalated from the PIU.
- Prepare for and attend mission meetings with the World Bank, contribute to the review of the mission Aide Memoire.
- Prepare for and attend other meetings as required with Project Managers, CIU, PIU, DOFA, Implementing Agencies and other external agencies.

QUALIFICATION, SKILLS AND EXPERIENCE REQUIREMENTS

Mandatory

- a. Bachelor degree in Environmental Science, Environment Engineering, Environment Management, Natural Resource Management, Environment Planning, or similar.
- b. At least 10 years relevant experience in the assessment and management of impacts from infrastructure projects in small island states or in similar landscapes. This must include both the preparation of impact assessments and the implementation of management plans, using good international practice approaches
- c. At least three year's demonstrable experience with the World Bank safeguards policies/ ESF or equivalent development partner policy implementation.
- d. Demonstrated experience working on infrastructure projects as an environmental specialist using Good Industry International Practice (GIIP) for environmental risk management, preparing impact assessments, audits and / or supervising construction. GIIP includes development partner policies and standards (eg. IFC, World Bank, ADB, UN), standards prepared by international agencies or industry groups (International Hydropower Association, AS/NZS Standards, American National Standards) or equivalent country safeguards systems.
- e. Experience with health and safety risk management for infrastructure projects, including the application of international standards and/or development partner standards.
- f. Demonstrated ability to prepare work plans, manage projects and / or programs, allocate and manage resources, use project management tools and write clear and concise reports in English.
- g. Strong communication skills and demonstrated ability to build teams, networks and relationships with private sector and government stakeholders.

Desirable

- a. Experience working in the pacific island countries, preferably in the Northern Pacific Islands States and/or similar remotely located islands.
- b. Experience working within multi-sectoral and multicultural teams.
- c. Accreditation or certification to a recognized scheme such as Certified Environmental Practitioner or Institute of Environmental Management and Assessment.

ANNEX B: CONSULTANT’S REPORTING OBLIGATIONS

List Of Reports, Schedule of Deliveries, And Period of Performance

Period of Performance

The expected contract duration is 12 months; extension of this position may be considered and will be dependent upon satisfactory performance and availability of funding.

Activity	Frequency
Provide Environmental Safeguards capacity building, mentoring and people management on the ESF training and awareness raising for implementing agencies, the CIU and key stakeholders	At least twice (2) sessions in a financial year
Develop, update and provide training and awareness raising on the standard operating procedures for Environmental Safeguards (jointly with the CIU team);	At least twice (2) sessions in a financial year
Develop training and capacity development plan/s for Environmental Safeguards; the PIUs and other relevant stakeholders	At least once in a financial year
Contribute to the semester project reports prepared by the Project Implementation Units for the World Bank funded projects.	As and when required
Prepare and submit incident reports to Project Implementation Units to submit to the World Bank.	As and when required
Undertake Environmental Risk Assessment of each project and update monthly risk report (as part of the progress report).	Monthly
Progress report.	Monthly
Input (<i>Environmental section</i>) to semester report.	Quarterly

Data, Local Services, Personnel, And Facilities to Be Provided by The Borrower

The recruited individual will be provided with all relevant project documentation and workspace.

Institutional And Organization Arrangements

The Environmental Specialist will be located full time in Palikir, Pohnpei State and perform his/her duties in the FSM. Travel within FSM will be required.

The Government of the FSM will provide office space, general office supplies and office equipment.

Timing: The expected contract duration is 12 months; extension of this position may be considered and will be dependent upon satisfactory performance and availability of funding.