



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

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, 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.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website 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)/ Resume with description of experience in similar assignments, provide at least two (2) refers and their contact details i.e. email addresses, etc.)**. The criteria for selecting the Consultant are:

Mandatory Requirements

- a. Bachelor's 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.

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. (Pohnpei time) Friday, July 25th, 2025**.

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

Assignment:	CIU Environmental Specialist
Client/Employer:	Central Implementation Unit (CIU), Department of Finance & Administration (DOFA)
Duration:	Twelve (12) months, extendable upon mutual understanding and annual performance for the duration of project (5 years).
Location:	Palikir, Pohnpei – Federated States of Micronesia
Expected date of Start:	September 2025

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 several projects throughout the four island states of the nation. Specifically, through World Bank financing, the Government of the FSM has eleven (11) active projects within the FSM portfolio as follows:

1. Pacific Regional Connectivity Program 2: East Micronesian Cable Project (EMC).
2. Project for Strengthening Public Financial Management (PFM).
3. Sustainable Energy Development and Access Project (SEDAP).
4. Digital FSM.
5. Prioritized Road Investment and Management Enhancement Project (PRIME).
6. Strategic Climate-Oriented Road Enhancements Project (SCORE).
7. Skills and Employability Enhancement Project (SEEP).
8. Pacific Regional Oceanscape Program – 2nd phase for Economic Resilience (PROPER) Project.
9. FSM Strengthening Public Financial Management II Project (Phase Two)
10. Access and Renewable Increase for Sustainable Energy (ARISE)
11. Implementation Capacity for Transformative Results (IMPACT) 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. Among other staff, the CIU will include one international Environmental Specialist (this position), and one international social specialist, to be responsible for environmental and social risk management of all World Bank funded projects

The FSM Government is undertaking a major step towards improving project design and implementation supported by the World Bank under the Implementation Capacity for Transformative Results (IMPACT)) Project. The primary objective is to strengthen institutional capacity and enhance technical skills in World Bank financed operations projects. The position of Environmental Specialist will be initially funded by the Digital FSM project and thereafter by the IMPACT project once it becomes effective.

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.

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 is 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 stakeholders,

conduct site visits and compliance inspections, participate in meetings, and any other activities required 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 matrices.
- Prepare Environment and Social Management Framework, Environmental and Social Impact Assessments, Environment and Social Management Plans, 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 specialist 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 E&S officers. 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, 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, and project E&S frameworks and instruments. 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

- h. Bachelor's degree in Environmental Science, Environment Engineering, Environment Management, Natural Resource Management, Environment Planning, or similar.
- i. 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
- j. At least three year's demonstrable experience with the World Bank safeguards policies/ ESF or equivalent development partner policy implementation.
- k. 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.
- l. Experience with health and safety risk management for infrastructure projects, including the application of international standards and/or development partner standards.
- m. 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.
- n. Strong communication skills and demonstrated ability to build teams, networks and relationships with private sector and government stakeholders.

Desirable

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

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 (Environmental section) to semester report.	Quarterly

Key Performance Indicators

Performance Indicator	Audience	Purpose And Description	Frequency	Target	Data Source
Organize E&S sensitization sessions	Project Managers and Project Implement Unit staff	To ensure that the project teams are aware of the Environmental and Social aspects of the project – AWP, bidding documents etc	Twice a year	2	Sensitization session agenda, presentation and signed attendance sheets
E&S risk review meetings	WB E&S team	To ensure that the WB team is up to date with all E&S risks for the portfolio	Monthly	11	Minutes and agreed actions.
Provide input into the social section of the semester	PIU	Provide update on the contribution of the consultant to the PIU on the E&S component of the semester report	Every 6 months	2	Approved semester report

Monthly Progress Report - before 5 working calendar of each month	Program Manager / Assistant Secretary	Description of activities accomplished during the reporting period	Monthly	11	Submitted monthly report
Onboarding session	New Project Managers and Project Implement Unit staff	To provide a general overview of the E&S guidelines for World Bank funded projects	As and when required		Onboarding presentation

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.