

**Loan 3131-BAN: Skills for Employment Investment Program (SEIP)  
Support to Skills Development Coordination and Monitoring Unit (SDCMU)**

**Terms of Reference of  
Environmental Specialist (National)  
Package No. 18 M**

**I. Background of SEIP**

1. The Skills for Employment Investment Program (SEIP) supports the Government of Bangladesh's reforms in skills development according to the 2011 National Skill Development Policy (NSDP), financed by the Asian Development Bank (ADB). It supports large-scale private sector involvement and public-private partnerships, as well as public training centers, to train skilled workers, in order to enhance productivity and meet skills needs in the labor market. The SEIP particularly helps the government to scale-up skilling of new entrants and up-skilling of existing workers that will contribute to higher growth in priority sectors. The impact of the project will be increased income and productivity of the working population aged 15 years and over. The outcome will be increased employment in priority sectors and skills for males and females. There are four targeted outputs that include: (i) market responsive inclusive skills training delivered; (ii) quality assurance system strengthened; (iii) institutions strengthened; and (iv) effective program management.

2. The SEIP is currently preparing tranche 2 project which is aimed at expanding the skilling capacity of public and private training providers and providing mid- to higher-levels skills training programs. For this purpose, tranche 2 project will support public training centers and private industry associations to establish or upgrade training facilities and equipment in existing properties, in order to expand and upscale the quantity and quality of training. The national environment consultant will conduct necessary due diligence and prepare required reports according to guidelines of the government and ADB.

**II. Objective and Purpose of the Assignment**

3. As the SEIP Tranche 2 project will include establishment or renovation of training facilities in several public and private training centers, the consultant will prepare environment due diligence reports for proposed sites, which will include Initial Environment Examination (IEE) reports and Environment Management Plans (EMP) for all proposed sites. The reports will be prepared according to the SEIP's existing Environmental Assessment and Review Framework (EARF), which outlines required steps for IEE and EMP according to government environment regulations and ADB's Safeguard Policy.

**III. Scope of Work**

4. The consultant will work under close supervision of SEIP's Skills Development and Coordination Monitoring Unit (SDCMU) and ADB SEIP project officers. After a review of existing SEIP EARF, the consultant will undertake all required activities and prepare the IEE, EMP, and other tasks. All required activities are undertaken between 15 June and 15 August 2016. All required reports are to be prepared by 15 August 2016, and submitted to SDCMU and ADB.

**IV. Detailed Tasks and/or Expected Output**

5. The consultant will perform the following key tasks:
- i) Review the SEIP document on EARF and prepare specific work plans to conduct IEE and EMP for proposed work sites and any other requirements according to the government environment regulations and ADB Safeguard Policy;
  - ii) Discuss with SDCMU relevant staff on the proposed scope of civil works for training facilities and prepare worksheets for assessments according to EARF;
  - iii) Conduct site visits to proposed sites, such as light engineering and knitwear industry associations for COEs, technical training centers under the Ministry of Expatriates' Welfare and Overseas Employment, where civil works for construction or renovation of training

facilities are to take place, assess the scope of civil works, and conduct necessary consultations with relevant officials;

- iv) Please verify no new land is involved and there is no other land issues involved;
- v) Carry out IEE and prepare reports covering all proposed sites based on the proposed scope of civil works, according to ADB requirements as well as the government's requirements;
- vi) Based on IEEs, prepare EMPs and other mitigation measures, as needed.
- vii) Prepare draft outlines of the required reports by 10 July 2016 and submit for review;
- viii) Prepare complete reports and revise as requested; and
- ix) Undertake any safeguard relevant tasks, as requested.

## **V. Minimum Qualification Requirements**

The consultant will have (i) a masters' degree in environmental science/ environmental engineering or related field from any university/ institution recognized by the government; (ii) 5 years of experience of assessing environmental safeguard issues and preparing environment reports in development projects; (iii) experience in preparing IEE or/and EMPs preferably in ADB financed projects in Bangladesh; (iv) excellent report writing skills in English; and (v) good oral and written communication skills to carry out assignments.

## **VI. Deliverables**

6. The consultant will prepare the following according to specific timelines:
- (i) Specific work plans by 25 June 2016;
  - (ii) Complete all site visits and required consultations by 05 July 2016;
  - (iii) Submit draft outlines of the report by 10 July 2016;
  - (iv) Submit all complete reports by 10 August 2016; and
  - (v) Submit final reports by 15 August 2016 after additional revisions.

7. As for the deliverables, the consultant will report to SDCMU and ADB project officers. For daily tasks under the assignment, the consultant will work from the SDCMU office and coordinate his work activities under SDCMU supervision.

## **VII. Schedule and Places of Assignment:**

8. Duration of the assignment: Estimated 45 (forty five) working days intermittent over a period of 3 months (June 2016 to August 2016), and approximately 5 working days per week.
9. The assignment will be based at Dhaka, Bangladesh with requirement of field visit as per need.

## **VIII. Payment Procedure:**

10. Payment Schedule: The payment of remuneration will be made on monthly basis based on input working days.