

TERMS OF REFERENCE

Contract			
Project	CAREC Corridors 1 and 3 Connector Road Project		
Expertise	Sociologist		
Source	National	Category	Independent IC
<p>Objective/Purpose of the Assignment:</p> <p>The key objective of the assignment is to perform sociological monitoring in implementation of the CAREC Corridors 1 and 3 Connector Road Project and other projects in feasibility/processing stages implemented by the Project Implementation Unit (PIU).</p> <p>Scope of Work:</p> <ul style="list-style-type: none"> • Ensure project(s) social safeguards performance compliance with the ADB's Safeguard Policy Statements (SPS) and relevant Kyrgyz laws and regulations covering land acquisition and resettlement, project performance targets/indicators set in approved safeguards documents under each project, as well as in accordance with the guidance documents such as Grant/Loan Agreement, Project Administration Memorandum, etc. • Serve as the main interlocutor on social safeguards and resettlement issues between PIU, MOTC and ADB, including submission of reports and provision of information, both as required and upon request. • Coordinate and support the international design, supervision, and construction consultants, on all matters related to Project Safeguards issues. • Provide inputs to TOR for national and international social safeguards consultants to be hired under the different projects in various stages (feasibility, design, supervision, and construction) of the Project as needed. • Ensure timely conduct of impact assessments, preparation, and implementation of LARPs, Corrective Action Plans, Social Due Diligence Reports. • Ensure that all LAR-related surveys (Detailed Measurement Survey (DMS), census, Social-economic Survey (SES) etc.), valuation are properly implemented by national and international social safeguards consultants under each project. • Maintenance of business cooperation, requesting, collecting, and analyzing information on social issues received from all parties involved in project preparation and implementation. • Assistance to consultants in project monitoring, assessment of social and economic impacts in preparing project monitoring reports on all key indicators. • Bears personal responsibility for proper notification and consultation of project affected persons and communities on LARP preparation and implementation activities. • Agree with the PIU management and finance department upon ensuring timely allocation of the LARP compensation funds. • Submission of information on project implementation progress and its outcomes to PIU, MOTC and other stakeholders on a regular basis, including the preparation of a quarterly social monitoring report and Semi-annual Social Monitoring Report for each Project (with assistance from consultants) for ADB's review and approval no later than the 15th of the month following the reporting period. • Identification of problems and challenges encountered during project implementation (provision of information on potential and already emerging difficulties in the social sphere, unanticipated impacts occurred, expected and possible complaints from the local community and proposals for mitigation of such issues). • Definition of MOTC success in achieving the targets and goals, identification of required social impact level, lessons learned and recommendations for improvement. • Daily monitoring of consultants' performance under the project regarding timeliness of reports submission and compliance of these reports with TOR in terms of social issues. 			

- Daily monitoring of contractor's performance under the project regarding the submission of reports and control of these reports' compliance in terms of social issues.
- Data analysis and design of specific activities on monitoring and evaluation for purposes of achieving the action plan outcomes and general outcomes of the Project.
- Coordination of the LARP preparation and implementation process: review of the LARP preparation work plans, ensuring that the safeguard tasks described in the work plans are properly interrelated with engineering tasks and overall project implementation schedule, and ensuring the LARP is implemented in line with the agreed policy principles.
- Ensure that all safeguard documents produced by Consultant and Contractor (e.g., DDR, valuation report, LARP, compliance report etc.) are accurate and prepared in line with the Kyrgyz Republic laws and ADB Safeguard Policy Statement (SPS).
- Liaison with stakeholders and consultations on safeguard issues including cooperation and coordination with the local population, local institutions and civil society organizations, and review of their requests, appeals and complaints if any.
- Advise the PIU and MOTC on the issues of expropriation (if any).
- Review the complaints and grievances of the affected people and civil society organizations by developing and maintaining functional Grievance Redress Mechanism in all ADB-funded projects, ensuring that all complaints lodged to the EA and ADB are addressed in a manner acceptable to both the national legislation and requirements of the ADB SPS (including the proper recording and reporting of GRM cases under the monitoring reports).
- Drafting normative and legal acts related to the Land Acquisition and Resettlement Plan, especially to land acquisition and compensation payments.
- Conduct public consultations on resettlement, land acquisition and compensation, as well as the social impact of the Projects and the surveys necessary for the preparation and implementation of the Projects.
- Advise Project Affected Persons (APs) on the requirements of ADB's Safeguards Guidelines, the Financial Agreement, the Land Acquisition and Resettlement Plan, and other KR laws.
- Review and clearance of draft contracts for land acquisition and payment of compensation for property acquisition and loss of income.
- Visit periodically project sites to address issues related to land acquisition and resettlement, as well as on complaints of APs.
- Monitoring and facilitating the work of the evaluator on the Loss Assessment Report for affected households.
- Coordinate and support work of supervision consultant and contractor on involuntary resettlement related matters.
- Participation in all project meetings between Client and Contractor, and representation of social and resettlement issues at such meetings (this is crucial to keep safeguards in the daily information flow and decision-making processes).
- Participation in all project meetings between PIU and ADB during the ADB missions, and representation of social and resettlement progress and issues at such meetings.
- Carrying out other official assignments by the ADB PIU Head and ADB PIU Coordinators.

Output/Reporting Requirements:

Sociologist will be reporting to Head PIU and his Coordinators.

Qualifications and Experience:

- Higher education in social sciences or allied social science.
- General work experience in the relevant area (not less than 7 years).
- Specific work experience (not less than 3 years) in international organizations, and organizations financed by international donors as sociologist and/or land acquisition

and/or resettlement specialist in Kyrgyz Republic.

- Work experience in carrying out social surveys, land acquisition and/or resettlement activities and monitoring of IFI financed projects on social safeguards related matters;
- Familiarity with the ADB's Safeguard Policy Statement and other safeguards policies of International Financial Institutions is required.
- Excellent analytical and communication skills.
- Ability to work effectively with others in a teamwork environment.
- Good computer skills, all Microsoft Windows office applications.
- Knowledge of Kyrgyz and English language is required.

Places of Assignment:	Days/Months	Estimated Dates
Principal place of services is the PIU office at the Ministry of Transport and Communications of the Kyrgyz Republic with intermittent visits to the construction sites when required.	12 months Trial period - 2 months	Commencement of Services is scheduled to _____, 2023 subject to approval of the ADB. The contract is effective till December 31, 2023.
Total contract period (state if Intermittent)	-	-