

Tamil Nadu Urban Habitat Development Board
Terms of Reference for Environmental Specialist

A. Background

Tamil Nadu Urban Habitat Development Board [TNUHDB] has adopted the Environmental Management Framework (EMF) to ensure that the TNUHDB's housing project interventions lead to environmentally sustainable outcomes and to provide a systematic approach for TNUHDB towards environmental management. From perspective of implementation of the EMF, support under this project may include, inter-alia, (i) development of an environment guidelines for all TNUHDB projects including definition and implementation of environmental criteria to be adopted; (ii) capacity building and training of TNUHDB's Environmental Team and relevant TNUHDB Engineers to administer the environment guidelines, for all affordable housing projects under its purview; (iii) setting up a training cycle – including training needs assessment, structuring and implementing of training programs, and structuring and implementing other capacity building programs including certificate courses – on improved environmental management; and (iv) extending the prevailing Tamil Nadu Pollution Control Board's Green Award for Residential Associations to affordable housing projects, promoting the scheme and encouraging participation.

The Environmental Management Framework [EMF] is expected to lead to effective project development and implementation, including upfront climate resilience and disaster risk considerations in design and addresses construction-related environmental impacts and ensures proper O&M.

B. OBJECTIVE

To ensure effective implementation and monitoring of EMF and to support and work closely with the Environmental Team at the Project Management Unit [PMU] including the one (1) Environmental Consultant that is already assigned to the PMU Environmental Team.

Presently, Tamil Nadu Urban Habitat Development Board has seven Circles, wherein six Circles are implementing PMAY-HFA-AHP. One (1) Environmental Specialist, will look upon PMAY-HFA-AHP projects.

C. SCOPE OF WORK

The environmental specialist will be responsible for EMF implementation and monitoring in line with the requirements of national regulatory framework and state regulatory framework for the housing projects those approved under PMAY-HFA-AHP on and after 51st CSMC meeting. They must support work on safeguard requirements as required by the World Bank.

The environmental specialist will ensure environmental safeguards consideration in project design, construction and operation of the PMAY-HFA-AHP project, to avoid/minimize adverse environmental impacts and meet the accepted performance indicators. They shall review the site screening reports, prepare /update site specific Environmental Management Plan [EMP] on the basis of the Environmental Clearance conditions, site requirements and the provisions of Environmental Framework and submit those EMPs for incorporating them in tender documents. They will review and track submission of Bi-Monthly monitoring reports & their compliance and submit them upon compiling the reports to Environment Team of the PMU.

The environmental specialist will assist in capacity development and institutional training relevant to World Bank requirements in Environmental & Social policies, etc. The environmental specialist will also conduct field verifications and consultations as part of project due diligence and monitoring.

The environmental specialist will work in close coordination with the PMU Environmental Consultant, and other staff of the Environmental Team, as well as the PMU social team and with CDOs, C.O.s, Animators, and under the overall direction of the Joint Managing Director, TNUHDB.

D. DETAILED TASKS

The following are the detailed tasks for the Environment Specialist:

- To support the PMU in preparing and/or updating, reviewing, and finalizing safeguard documents (including but not limited to) EMF, environmental impact assessment (EIA), environmental management plans (EMP) safeguards compliance report, time bound environmental safeguards corrective action plans and environmental audits of the proposed project in line with World Bank requirements.

- Identify, select and screen project site in compliance with the site selection criteria as stipulated in the Resilient Urban Design Framework [RUDF] and List of land parcel to be avoided as stipulated in EMF.
- Conduct regular site visits for overseeing compliance with environmental safeguards.
- Work closely with design teams to include environmental considerations in subproject location, design and technical specifications.
- Identify and obtain statutory environmental clearance/permissions/approvals required for subprojects.
- Include standards/conditions, if any, stipulated in regulatory clearances, consents in the subproject detailed design.
- Conduct environmental baseline surveys including assessment of hazards and risks the projects may pose to the environment and people.
- Prepare site specific EMPs or environmental due diligence report (DDR), as required by country's environmental legal frameworks and World Bank's Environment & Social Framework [ESF], and submit to PMU for approval.
- Update site specific EMPs to reflect any changes in project during detail design / implementation;
- Calculate and provide to relevant team members the indicative costs to implement package-wise EMPs, environmental monitoring programs, awareness programs, etc
- Ensure that relevant provisions of the EMP are fully included in tender and contract documents (for all contracts, include and the site specific EMP in bids and relevant costs and clauses are included in the contract and bill of quantities).
- Review and approval of the Bi-Monthly Monitoring report submitted by the Contractor to the Executive Engineer of the division concerned.

- To consolidation Bi-Monthly Monitoring report, compliance for site specific EMPs by the Contractors into quarterly progress reports and submission to PMU.
- Ensure implementation and compliance of EMP by contractors.
- Establish GRM at divisional level; coordinate grievance redress process, ensure registration, relevant records, support information dissemination, etc., and appropriate records are kept and ensure timely actions by all parties; report to PMU
- Conduct training and capacity building activities (workshops, hands-on trainings, visits etc.) to contractors and field level staff in EMF and EMP implementation.
- Undertake internal monitoring and supervision and record observations throughout the project preparation and implementation period; identify issues that require intervention of senior TNUHDB management in consultation with the PMU.
- Ensure contractors follow their obligations as prescribed in the EMF and EMP.
- Submit periodic monitoring reports to the PMU, who will then submit these to the World Bank.
- Ensure adherence to with the national regulatory requirements and other safeguard requirements as per World Bank policies.
- Prepare monthly implementation performance monitoring reports for TNUHDB internal management and quarterly progress / monitoring reports for the World Bank; reports should clearly identify deviations in environmental performance, if any, and corrective and preventive actions taken or being taken.

E. REQUIRED QUALIFICATIONS AND EXPERIENCE AT MINIMUM

- A minimum of FIVE years' work experience in environmental management, environmental safeguards, Environment Health and Safety [ESH] in project implementation.
- M.Sc./M.Plan/M.E/M.Tech in a relevant technical field such as Environmental

Management, Environmental Science, Environment Planning, Environmental Engineering from a reputed university

- Prior experience working in the housing/urban development sector will be an advantage.
- Prior experience in World Bank and/or ADB funded projects will be an advantage

F. Duration:

The appointment to the post will be on Contract basis, initially, for a period of two years and likely to be extended based on the performance.

G. Professional Competencies Required at Minimum:

- Ability to read and write Tamil and English and produce project reports in Tamil and English.
- Ability to guide and deliver the range of safeguards management activities required by the project throughout design, construction and operations of a project.
- Ability to interact with staff in the relevant implementing agencies and in-line departments.
- Effectiveness in analyzing and resolving project implementation issues.
- Familiarity with the relevant Government procedures and regulations.
- High level of computer literacy, including Word, Excel, email and the internet.
- Strong communication skills and good inter personal relations.