

THE UNITED REPUBLIC OF TANZANIA



**TANZANIA ELECTRIC SUPPLY COMPANY LIMITED
(TANESCO)**

TERMS OF REFERENCE (TOR)

FOR

**PROVISION OF CONSULTANCY SERVICES FOR
SAFEGUARDS AND GENDER SUPPORT INCLUDING
CAPACITY BUILDING ON SAFEGUARDS AND
GENDER ISSUES**

Tender No.: PA/001/2022-23/HQ/C/06

Borrower Bid Ref.: TZ - TANESCO-294469-CS-QCBS

Project Name: P163572; Tanzania – Zambia Transmission
Interconnector Project (TAZA)

Client: Tanzania Electric Supply Company Limited (TANESCO)

Country: United Republic of Tanzania

Issued on: 04th April, 2023

1. INTRODUCTION

The Tanzania – Zambia Transmission Interconnector Project (TAZA), involves the construction of 400 kV double circuit transmission line and associated substations from Iringa through Kisada, Mbeya and Tunduma to Sumbawanga. The TAZA project is intended to extend the 400 kV Backbone Transmission Investment Project (BTIP) to interconnect the transmission grids of Tanzania and Zambia from Tunduma substation to the border with Zambia to create the first high voltage link between the Eastern Africa Power Pool (EAPP) and the Southern African Power Pool (SAPP) for bi-directional regional power trade. It will also strengthen the capacity of TANESCO to become an operating member of SAPP, and to actively participate in intra- and inter-pool power trade among EAPP and SAPP member countries. In addition, the Project will advance regional integration between Eastern and Southern Africa, while accruing tangible economic benefits to Tanzania through enhanced power supply options and increasing revenues from power trade.

The TAZA project is financed by the International Development Association (IDA); *Agence Française de Développement* (AFD), and the European Union (EU), and it involves the construction of approximately 620km of 400kV Iringa-Kisada-Mbeya-Tunduma-Sumbawanga (IKMTS) double circuit transmission line and the associated substations works at Iringa, Kisada, Mbeya, Tunduma, and Sumbawanga. Further, an approximately 4km 330kV double circuit transmission line (constructed for 400kV but energized at 330kV) will be constructed from Tunduma substation to the Zambian border. The 400/330kV Tunduma substation, which is proposed to have three (3) 400/330kV auto-transformers and associated switchgear, will be financed separately from the rest of the project through the EU grant. The EU funding will also finance the 4km 330kV transmission line from Tunduma substation to the Zambian border.

TAZA project has three components of financing agreement between WB and Government of Tanzania to which all the project activities are derived from and PIU must adhere to, Component 1-Transmission Infrastructure Extension; Component 2 - TANESCO Transmission System Readiness for Interconnection and Corporate Commercial Management; and Component 3 – Project Implementation Support and Capacity Building.

To ensure proper implementation of TAZA project and for TANESCO and other project Stakeholders to properly perform their role environmental, socially and gender issues, there is need for technical supporting in overall implementation of gender equality, environmental, and social management oversight during project implementation. Also, to provide capacity building to TANESCO PIU personnel and other project stakeholders on safeguards and gender issues. Capacity Building is required to impacts PIU safeguard team and overall PIU team, project contractors and other stakeholders with appropriate knowledge, skills and expertise in relation to overall management of safeguards and gender issues.

TANESCO using TAZA project fund needs to engage a consultant that will support TANESCO on implementation of gender issues, environmental and social issues during project implementation and provision of capacity building on environmental and social and gender issues.

1.1 RATIONALE FOR CONSULTANCY SERVICES TO SUPPORT IMPLEMENTATION OF SAFEGUARDS AND GENDER ISSUES

Implementation of the World Bank financed TAZA project is on-going. TANESCO would like to retain the services of a reputable consulting firm or consortia/team of consultants to support the supervision and implementation of ESMP and Monitoring Plan, Implementation of Resettlement Action Plan (RAP) and Land acquisition processes, assessment, mitigation and monitoring of project-related gender equality, environmental and social risks and impacts and undertake capacity building of staff at TANESCO and other relevant sector agencies. The consulting firm shall provide technical support to TANESCO for the overall supervision and implementation of gender equality, environmental, and social management oversight during project implementation, to ensure compliance with the agreed four-year gender action plan for TAZA and relevant national policies and the World Bank's Operational Policies and related standards.

2. OBJECTIVE OF THE ASSIGNMENT

The objective of the assignment is to support TANESCO in overall supervision and implementation of gender equality and environmental and social management oversight and conduct capacity building during the implementation of the project. The Consultant shall support preparation, implementation and monitoring of gender equality and environmental and social related activities as outlined in the project's Gender Action Plan and the Environmental and Social Instruments which include: i) Stakeholder Engagement Plan (SEP); ii) Environmental and Social Impact Assessment (ESIA); iii) Environment and Social Management Plan; iv) Birds and Bats Study; v) Wildlife Corridors Management Plan; vi) Gender Based Violence Action Plan (GBV Action Plan); vii) Grievance Redress Mechanism (GRM) viii) Resettlement Policy Framework (RPF); and ix) Resettlement Action Plan (RAP).

The Consultant shall be guided by the Project Appraisal Document (PAD), Project Implementation Manual (PIM), TAZA's four-year gender action plan, the existing national regulations and the World Bank's Operational Policies and related standards to undertake monitoring and supervision of safeguards implementation. In addition, the Consultant shall be required to provide necessary capacity building to TANESCO and various stakeholders to improve the implementation, management, supervision and monitoring of environmental and social risks and impacts. This includes staff training on techniques for development and Implementation of ESMP using World

Bank Policy; development and implementation of Environmental and Social Management Framework (ESMF) under WB Policy and standards; development and implementation of Resettlement Action Plan (RAP) using WB Environmental and Social Standards (ESS 5); and technics and aspects to be monitored as far as Environmental and Social Monitoring is concerned for Ongoing TAZA projects in class and TAZA Project Site Workshops.

3. SCOPE OF WORK

The Consultant shall be required to support TANESCO to perform the following tasks:

a) Developing and implementing an Environmental and Social Management System (ESMS) for TANESCO based on ISO 14001: 2015

- i) Review and improve the draft Environmental and Social (E&S) Policy for TANESCO and set objectives and targets consistent with the E&S Policy.
- ii) Define roles and responsibilities for persons responsible for implementation of the ESMS and include the relevant budget.
- iii) Develop specific document control procedures and templates to ensure quality of data entry for the ESMS system.
- iv) Develop operational control procedures for operations that are associated with the identified environmental and social aspects of TANESCO's daily operations and those of their approved Contractors and Suppliers.
- v) Work closely with the Monitoring & Evaluation Specialists to develop a monitoring system which will enable performance evaluation and review of the ESMS for continuous improvement.
- vi) Define performance monitoring indicators and how to measure them to assess performance of the ESMS.
- vii) Identify appropriate trainings required for the persons responsible for the ESMS implementation in order for the ESMS to operate smoothly
- viii) Carry out awareness trainings on the ESMS for both TANESCO and other relevant staff of project Contractors and Suppliers.
- ix) Undertake other necessary measures that will ensure the developing and smooth implementation of the ESMS.

b) Develop and implement Occupational Health and Safety Management System (OHSMS) for TANESCO based on ISO 45001

- i) Review and improve draft TANESCO Occupational Health and Safety (OHS) Policy of 2019.
- ii) Develop an emergency response management plan in case of infrastructure breakdowns, especially near roads or residential areas. The developed Emergency response plan shall be displayed and adhered in case of emergency, drawings and lay out of the respective project site is required.
- iii) Work closely with the Monitoring & Evaluation Specialist to develop a monitoring system which will enable performance evaluation and review of the OHS system for continuous improvement.
- iv) Define performance monitoring indicators and how to measure them to assess performance of the OHS system.
- x) Identify appropriate trainings required for the persons responsible for the **OHSMS** implementation in order for the **OHSMS** to operate smoothly
- xi) Carry out awareness trainings on the **OHSMS** for both TANESCO and other relevant staff of project Contractors
- v) Undertake other necessary measures that will ensure the developing and smooth implementation of the ESMS.

c) Monitor and supervise implementation of the project's environmental and social risk management instruments

This shall include the following:

- i) Work closely with TANESCO Safeguard PIU staff, TANESCO individual consultants hired under the project and other project stakeholders to establish appropriate monitoring, tracking, and reporting procedures for environmental and social issues.
- ii) Monitor and report on implementation of the project's environmental and social risk management instruments monthly and quarterly.
- iii) Support TANESCO to supervise and implement the ESMP, SEP, RAP, GRM and the GBV Action Plan.
- iv) Oversee and report, on a monthly and quarterly basis, on Contractors' compliance with the Contractors Environmental and Social Management Plans (CESMPs) and other project safeguards requirements.
- v) Establish mechanisms to promote regular reviews of environmental and social risks.

- vi) Hold regular review meetings and prepare monthly, quarterly and annual environmental and social safeguards reports, as set forth in the environmental and social risk management instruments, and submit to TANESCO and the World Bank.
- vii) Support implementation of social and environmental audits, on a monthly basis, for all project components, review and comment on audit and monitoring reports, and take necessary actions to address audit and monitoring issues raised by the World Bank and other stakeholders.
- viii) Support in updating of ESMPs and other environmental and social project documents to incorporate emerging issues which were not covered in originally approved ESMP.

d) Support the design/redesign and implementation of the grievance redress mechanism (GRM) on environmental, social and gender issues

- i) Support TANESCO to implement project's Grievance Redress Mechanism (GRM) as described in the **SEP, GBV Action Plan and RAP, and ensure that it is operationalized in a timely manner and functions adequately to meet stakeholder needs throughout the life cycle of the project.**
- ii) In collaboration with the PIU team Monitor and report on the performance of the grievance redress mechanism for all project subcomponents as per the framework outlined in the ESMP, SEP, RAP and GBV Action Plan.
- iii) Ensure public complaints relating to project implementation are addressed and adequately documented within the timelines outlined in the SEP and GRM.

e) Support the implementation of the Gender Based Violence (GBV) Action Plan

- i) Propose mechanisms to prevent, respond to, mitigate, and monitor compliance using standardized guidelines to mitigate risks of GBV, VAC, and SEA/SH in line with WB GBV good practice note and the GBV Action Plan particularly those associated with labour influx, resettlement and compensation payment, empowerment, and child protection, due to the project.
- ii) Support the preparation and implementation of TANESCO's Code of Conduct and the implementation of the Addendum to the Contractor's Code of Conduct: Gender Based Violence (GBV) and Child Abuse/Exploitation Code of Conduct that outlines acceptable and unacceptable behaviour and consequences for GBV and Violence Against Children (VAC), Sexual Harassment (SH) and Sexual Exploitation and Abuse (SEA). On GBV and Codes of Conduct. The Consultant **will be required to** support on implementation of GBV Action Plan/Program.
- iii) Develop and implement capacity building on Gender Based Violence (GBV) and Codes of Conduct. The capacity building will also include Contractors.

- iv) Support and supervise implementation of GBV, VAC, SEA and SH prevention and response awareness raising and capacity building trainings to PIU, Contractors, government officials, the community and other stakeholders in TAZA project.
 - v) Ensure that contractors prepare gender responsive Labour Influx Plans with appropriate mitigation measures for any potential GBV risks.
 - vi) Support GRMs and local government structures to confidentially respond to reported instances of GBV and VAC and to refer survivors to existing community or government service providers that provide health services, legal aid, and psychosocial support.
 - vii) Support prevention of GBV, SEA, SH and VAC in the project area using relevant Information, Education and Communication (IEC) materials.
- f) Conduct capacity building to TANESCO staff, project stakeholders and ensure adequate public consultations during project implementation**
- i) Undertake staff training and other sector stakeholders on techniques for Development and Implementation of safeguards documents (ESMF, ESIA, ESMP, RPF, RAP, SEP, OHS etc.) by using World Bank Environmental and Social Standards (ESS).
 - ii) To provide classroom and on-the-site trainings to Officers and Project Managers on issues of Land acquisition, Resettlement Action Plan, Environmental and Social Sustainability, Occupational Health and Safety (OHS) and Geographic Information System Management (GIS).
 - iii) Identify other training and capacity building needs of TANESCO staff and other stakeholders involved in the implementation of the project and conduct the necessary safeguards training.
 - iv) Ensure adequate public consultation and community participation, **paying special attention to the needs of persons with disabilities, the elderly, female headed households, and other project affected persons who are members of vulnerable groups**, during the implementation of Environmental and Social Risk Management instruments, and during monitoring of environmental and social impacts.
- g) Provide overall guidance, supervision and technical support for the implementation of TAZA's four-year gender action plan.**

The Consultant shall implement the following tasks:

- i) Conduct a capacity needs assessment (CNA) of gender responsible staff in TANESCO, women and men employees (women leaders, senior management at all levels including department or unit heads and women technical staff; selected women employees) on gender equality and women empowerment aspects.

- ii) Based on the findings of the CNA, design and develop five individual tailored capacity development training materials (training manual, facilitator guide and power point presentation) for gender responsible staff; for women leaders; for women technical staff; for TANESCO senior management including department or unit heads and for women employees (e.g.; assertiveness and communication skills or relevant skill development training)
- iii) To Empower Women Engineers in the Energy Sector Through Entrepreneurship.
- iv) Roll out capacity building training programs for senior management, TANESCO gender responsible staff, women leaders and technical staff
- v) Based on needs identified in capacity needs assessment and referring national as well as international best practices of mentorship program for women; develop mentorship program with full content that can meet the existing needs of TANESCO women leaders, women technical staff, emerging women leaders and young women professionals.
- vi) Development of roadmap for implementation of TANESCO women employee's mentorship program, scholarship program and internship program
- vii) Based on the roadmap, provide capacity support and technical backup to TANESCO gender unit, HR department and gender responsible staff during the implementation of internship program, TANESCO women employee's mentorship program, scholarship program.
- viii) Recommend relevant staff to lead and supervise implementation of TANESCO mentorship program for women leaders, technical staff, emerging women leaders and young women professionals.
- ix) Support TANESCO to build sustainable partnership with higher educational institutes; ERB and IET-WC towards effectively and timely implementing internship and scholarship program.
- x) Develop and implement a tailored mentorship and coaching program for selected women leaders and technical staff in TANESCO.
- xi) Based on the context of TANESCO draft institutional gender equality strategy and facilitate endorsement from the senior management for implementation
- xii) Desk review and revise TANESCO's Human Resource Policy from gender perspective and ensure the policy is gender responsive (e.g. ensure integration of 10 – 30% quota; affirmative action measures for internal promotion; professional development opportunities; guidance on the integration of gender KPIs in job descriptions of leaders/managers/department heads); and facilitate endorsement of the policy
- xiii) Arrange and lead sensitization training workshops on TANESCO's gender equality strategy and revised human resource manual for selected key staff (gender responsible staff at all levels, HR responsible staff at all levels, department/unit heads and the management group at all levels)

- xiv) Based on the contextual situation of TANESCO and using the reference of WB GBV Good Practice Note; develop institutional GBV prevention and response policy, including the code of conduct and GRM
- xv) Collaborate with the TAZA PIU Gender Specialist to coordinate institutional GBV prevention and response sensitization capacity building training for selected key staff (gender responsible staff at all levels, HR responsible staff at all levels, department/unit heads and the management group at all levels)
- xvi) Support TANESCO gender responsible staff and Gender Specialist in designing and disseminating GBV prevention and response knowledge products/communication materials (brochures; leaflets, posters etc.)
- xvii) Provide technical support to TANESCO, design and introduce institutional gender responsive planning, M&E, reporting system and support systematic implementation (including development of gender responsive planning checklist, indicators, templates to collect sex disaggregated data, database system to collect and maintain TANESCO capacity building programs under TAZA gender action plan etc.) Work closely with TANESCO HR department and establish data collection and management system to collect, monitor and evaluate new recruits, newly promoted staff, incoming interns, interns who completed services, women employees in scholarship program, women employees who attended short term training program etc.
- xviii) Arrange and lead capacity building training on gender responsive planning, M&E, and reporting system for selected key staff (gender responsible staff at all levels, HR responsible staff at all levels, planning, M&E and reporting staff at all levels department/unit heads and the management group at all levels)
- xix) Arrange benchmarking visit to other power utilities who have succeeded to implement safeguards and gender issues, for the purpose of capacity building for PIU team responsible for safeguards and gender issues and other key stakeholders in TANESCO.

4. DELIVERABLES AND IMPLEMENTATION SCHEDULE

The expected deliverables are shown in Table 1.

Table 1 Deliverables

SN	Deliverable	Timeframe from date of contract effectiveness	Minimum contents / requirements
1	Inception report	1 st month	The Inception Report will summarize the consultant's understanding of the assignment and methodology for fulfilling the requirements of the assignment. The Inception Report will include an updated work plan and implementation strategy, schedule, supervision and reporting

SN	Deliverable	Timeframe from date of contract effectiveness	Minimum contents / requirements
			mechanisms, resource planning and allocation strategy, and strategy for communication with the Employer and relevant project stakeholders.
2	Environmental and Social Management System (ESMS) document	2 nd month – 7 th month 7 th month -24 th month	The ESMS shall include updated policy, E&S capacity of the institution, procedures of evaluating and monitoring E&S risk, consultation and reporting. Implementation of the ESMS based on the ESMS document
3	<p>In support of the GBV Action Plan, the following shall be the deliverables;</p> <p>(i) A Draft and final mechanism report.</p> <p>(ii) Code of Conduct Document.</p> <p>(iii) Sensitization brochures, leaflets, posters for the awareness and GBV, VAC, SEA and SH workshops reports.</p> <p>(iv) Institutional GBV, SH, SEA and VAC prevention and response Policy</p>	<p>2nd month to 3rd month</p> <p>3rd month to 4th month</p> <p>5th Month to 24th month</p>	<p>(i) Develop a mechanism to prevent, respond to, mitigate, and monitor compliance using standardized guidelines to mitigate risks of GBV and VAC, in line with WB GBV good practice note and the GBV Action Plan.</p> <p>(ii) Prepare and implement TANESCO`s Code of Conduct and the implementation of the Addendum to the Contractor`s Code of Conduct: Gender Based Violence and Child Abuse/Exploitation Code of Conduct that outlines acceptable and unacceptable behaviour and consequences for GBV and Violence against children (VAC).</p> <p>(iii) Prepare and supervise implementation of GBV prevention and response awareness raising and capacity building trainings to PIU, Contractors, government officials, the community and other stakeholders in TAZA project.</p> <p>The expected number of participants for sensitization workshops on GBV prevention;</p>

SN	Deliverable	Timeframe from date of contract effectiveness	Minimum contents / requirements
	<p>(v) roadmap document for the implementation of internship and scholarship programs and coaching program for women engineers</p> <p>(vi) Legal framework developed (policy, COC, GRM),</p>		<ul style="list-style-type: none"> • PIU staff – 20 • The community – 300 • Other Stakeholders – 100
4	Occupational Health and Safety Management System document	<p>4th month – 8th month</p> <p>9th month – 24th month</p>	<p>The OHS shall include policy, OHS capacity of the institution, procedures of evaluating and monitoring OHS risk; consultation and reporting.</p> <p>The system shall include the Safety inspection checklists, risk assessments, emergency response plan, training program and documentation system, internal audit policy and schedule, list of laws and Health and Safety Regulations for compliance etc.</p> <p>plementation of the OHSMS.</p>
5	Environmental and Social Risk Management instruments including: Safeguards templates, guidelines, good practice processes, checklists, etc.	<p>3th month – 9th month</p> <p>9th month – 24th month</p>	<p>It shall focus on environmental issues and concerns and to ensure that social dimensions are adequately considered.</p> <p>Operationalization of safeguard templates, guidelines, processes and checklists</p>
6	Monthly and Quarterly Progress monitoring reports covering all safeguards aspects	2 nd month – 24 th month	Status of different works packages and progress achieved over the reporting period. This shall be submitted within two (2) weeks of following month after each quarter.
7	<p>Developed and implemented Capacity building trainings, workshops programs and reports</p> <p>The deliverables will include but not limited to:</p>	2 nd month – 24 th month	Developing and implementation of capacity building programs. Shall assess the training and capacity strengthening needs of TANESCO personnel to be associated with the development of Environmental and Social management systems, including safeguard documents. Other issues

SN	Deliverable	Timeframe from date of contract effectiveness	Minimum contents / requirements
	<p>Capacity need assessment (CAN).</p> <p>Tailor made capacity building materials (manuals, Power point presentations, facilitators guide, etc.)</p> <p>Awareness materials including brochures, leaflets, posters, etc., for community, staff, contractors and other stakeholders.</p> <p>Capacity building programs on</p> <ul style="list-style-type: none"> i) GBV, VAC, SEA, SH ii) ESMP implementation and monitoring iii) OHS iv) SEP v) World Bank ESSs vi) Land acquisition and Resettlement Action Plan implementation according to WB ESS 5 vii) Environmental and Social Safeguard tools and their applicability <p>training for selected women leaders and managers,</p> <p>trainings for women technical staff programs</p> <p>List of support to be given to institutions on GBV prevention and response</p>		<p>are on GBV, Gender, etc. as shown on the list of deliverables</p>
8	<p>Report on Capacity needs assessment and gap analysis on Gender Equality and HR department to deal with psychological issues.</p>	<p>2nd month to 3rd month</p>	<p>The Report shall include clear approaches and identify crucial areas for inclusion of noticeable gaps.</p> <p>The report shall provide reasons supporting recommendations as well as outline the assumptions and risks that could affect the success of the proposed capacity-building program.</p>

SN	Deliverable	Timeframe from date of contract effectiveness	Minimum contents / requirements
	Training plan document on gender equality.	2nd month to 3 rd month	<p>The needs assessment shall include the HR department's involvement in methods of dealing with psychological issues affecting employees and propose effective mechanism.</p> <p>The Training plan document shall include at minimum the following sections:</p> <ol style="list-style-type: none"> a) Summary of training needs analysis; b) Training syllabus and Training schedule; c) Teaching approach (e.g.: interactive, passive, lectures, site visits); d) Training manual, containing at minimum the classroom presentations; e) Training materials in English language; f) Procedure for pre and post training evaluation. g) List and short description of reference material. h) The Consultant should be in a position to provide Certificates upon completion of the training
	Training reports	3 rd month to 24 th month	<p>The training shall include but not limited to classroom presentations, case studies and site visits to relevant project locations, offices, governing bodies, people of interests and other relevant stakeholders.</p> <p>All the attendees shall be provided with training materials in electronic and paper version.</p> <p>There shall be training sessions for different groups with participants not exceeding 40 participants per session.</p> <p>The estimated number of participants is indicated hereunder;</p> <ul style="list-style-type: none"> • Management members – 120

SN	Deliverable	Timeframe from date of contract effectiveness	Minimum contents / requirements
			<ul style="list-style-type: none"> • Women Engineers – 100 • PIU team, Senior Officers and Engineers – 180 • Other TANESCO employees & project stakeholders - 150
	Revised HR Policy and Gender Equality Policy	2 nd month to 3 rd month	The consultant shall; (i) Review TANESCO HR Policy to be gender responsive & facilitate its endorsement. (ii) Develop Gender Equality Policy
	Framework Document for Women Mentorship & Development program	2 nd month to 3 rd month	<p>The consultant shall prepare a Framework document for Women Mentorship with full content that can meet existing needs of TANESCO women leaders, women technical staff, emerging women leaders and young women professionals.</p> <p>The Framework should include a Strategy for implementation of TANESCO women employee's mentorship program, scholarship and internship program</p>
	Reports on successful accomplishment of sensitization and awareness workshops.	2 nd month to 24 th month	With the Gender Responsive staff, the consultant shall jointly plan and conduct sensitization and awareness workshops on Gender Equality Policy and Women Mentorship & Development Program across TANESCO, prepare and submit report on the sensitization and awareness workshops conducted.
9	Institutional Gender Responsive Planning, M&E and reporting Framework document	2 nd month to 3 rd month	Design and introduce an institutional gender responsive plan, M&E reporting system and support systematic implementation (including development of gender responsive planning checklist, indicators, templates to collect sex disaggregated data etc.),
	Present Data collection and Management system	2 nd month to 3 rd month	Improve data collection and management system in TANESCO HR that collect, monitor and evaluate new recruits, newly promoted staff, incoming interns, interns who completed services, women

SN	Deliverable	Timeframe from date of contract effectiveness	Minimum contents / requirements
			employees in scholarship program etc.,
	A Training Plan	2 nd month to 3 rd month	Prepare a plan for capacity building programs on gender responsive planning, M&E, and reporting system for selected key staff
	Progress Reports on accomplishment of capacity building programs on M & E on Gender Responsive Planning and Reporting	3 rd month to 24 th month	In collaboration with the Gender Specialist, M&E specialist and HR person, co-organize and conduct capacity building on M&E programs on gender responsive planning, M&E, and reporting system for selected key staff and submit a report
10	Final Report (Completion Report)	25 th month	It shall focus on providing the evaluation and assessment of the assignment with recommendations. The report will be furnished to the client in Three (3) Hard Copies and in soft copy (In editable) and PDF format not later than ten (10) days after completion of the assignment.

5. QUALIFICATIONS OF THE FIRM AND THE TEAM

The Consultant is required to have the following experience:

- (i) At least ten (10) years' experience in management and implementation of gender equality, environmental and social safeguards preferred on linear infrastructure power projects financed by multilateral development institutions, including Environmental and Social Management Plan (ESMP) implementation, Resettlement Action Plan (RAP) implementation, Gender Based Violence (GBV) and Violence Against Children (VAC) supervision and monitoring and occupational health and safety aspects. **Practical knowledge and experience in relation to World Bank standards is highly desirable.**
- (ii) At least five (5) years` experience in providing capacity building on techniques for development and implementation the gender issues, environmental and social safeguards documents on WB and other international financier standards.
- (iii) Experience in consultancy services related to development and monitoring of environmental and social management systems and instruments, occupational health and safety management system, **resettlement, stakeholders' engagement, grievance redress mechanism (GRM) on environment, social and gender issues** supported with at least two (2) similar assignments

preferred in large linear infrastructure power projects financed by multilateral development institutions.

- (iv) Must have carried out at least four (4) assignments of linear infrastructure power projects.
- (v) Preferred experience in at least two (2) linear infrastructure power projects financed by multilateral development institutions. The preferred linear infrastructure power projects financed by multilateral development institutions must be of voltage level of 220kV and above.

The Consultants Team shall comprise of the following key staff:

- (i) Team Leader/Project Manager
- (ii) Environmental Specialist
- (iii) Environmental and Social Management Systems (ESMS) specialist
- (iv) Occupational Health and Safety management system (OHSMS) specialist
- (v) Biodiversity Specialist
- (vi) Birds specialist
- (vii) Wildlife specialist (mammals)
- (viii) Social Specialist, with expertise in stakeholder engagement and resettlement implementation
- (ix) Gender and Gender Based Violence Specialist
- (x) Gender Equality and Women Employment Specialist
- (xi) Gender and M&E Specialist
- (xii) Legal Expert
- (xiii) Psychologist
- (xiv) Communications Specialist

The qualification and experience requirements of the key staff are indicated in Table 2.

Table 2 Qualification and Experience of the Key Staff

SN	Key Staff	Qualifications	Role
1	Team Leader / Project Manager	<ul style="list-style-type: none"> • A minimum of Master's Degree in the appropriate natural resource's management/ social discipline/ environmental engineering/ environmental management and monitoring. • At least ten (10) years' experience in project management of similar works including demonstrated field experience in managing and resolving construction-related E & S 	Overall responsibility for the assignment, mobilizing and organizing the team and delivering quality outputs

SN	Key Staff	Qualifications	Role
		<p>issues (including occupational health and safety issues).</p> <ul style="list-style-type: none"> • At least ten (10) years' experience in environmental and social risk management. • Knowledge of the relevant Government procedures and regulations, and permitting processes related to social risk management. • Highly developed people management skills, including demonstrated cross-cultural communication skills. • Excellent oral and written communication skills in English language. 	
2	Environmental Specialist	<ul style="list-style-type: none"> • A minimum of Bachelor's Degree in Environmental Sciences, Natural Resources Management or a related field. • At least seven (7) years' experience conducting environmental and social impact assessments for development projects financed by the World Bank. • Demonstrated knowledge of the relevant Government procedures and regulations, and permitting processes related to environmental risk management. • Experience working with a wide range of stakeholders including NGOs, international organizations, and Government agencies at national and local levels. • Excellent oral and written communication skills in English language. 	Technical lead on environmental aspects
3	Environmental and Social Management Systems (ESMS) specialist	<ul style="list-style-type: none"> • A minimum of Bachelor's Degree in Engineering, Environmental Science, Environmental Management or any related equivalent field. He/she must have EMS experience with ISO 140001 Certification. • At least five (5) years working experience in Environmental Management Systems (EMS) of similar works including experience in supervision, inspection, audit and monitoring. • Demonstrated knowledge of national and international EMS contexts. 	Technical lead on EMS aspects.
4	OHS Specialist	<ul style="list-style-type: none"> • A minimum of Bachelor's Degree in Engineering, Occupational Health and Safety, Environmental Sciences and Management, Industrial Hygiene with 	Technical lead on OHS aspects.

SN	Key Staff	Qualifications	Role
		<p>NEBOSH certification or any related equivalent field.</p> <ul style="list-style-type: none"> • At least five (5) years working experience in OHS management of similar works including experience in supervision, inspection, audit and monitoring. • Demonstrated knowledge of national and international OHS contexts. 	
5	Biodiversity Specialist	<ul style="list-style-type: none"> • A Minimum qualification of a Bachelor's degree in natural resources or environmental sciences or its equivalent with 10 years of relevant experience, including experience in biodiversity protection for similar liner projects. 	Technical lead on biodiversity protection in accordance with project safeguards management plans.
6	Birds specialist	<ul style="list-style-type: none"> • A Minimum qualification of a Bachelor's degree in ornithology or its equivalent with 10 years of relevant experience in birds' protection for similar power projects. 	Technical lead on birds' protection in accordance with project safeguards management plans.
7	Wildlife Expert (Mammals)	<ul style="list-style-type: none"> • A Minimum qualification of a bachelor's degree in wildlife studies or natural resources or its equivalent with 10 years of relevant experience in for similar scale linear project (e.g. power projects, roads, etc.). 	Technical lead on wildlife protection in accordance with project safeguards management plans.
8	Social Specialist	<ul style="list-style-type: none"> • A minimum of Bachelor's Degree in Social Sciences, Sociology, Social Work and Social Administration, Law, Development studies or related fields. • At least seven (7) years' working experience in social development and social safeguards, including experience in managing social risks and impacts for large infrastructure projects. • Demonstrated knowledge of the relevant Government procedures and regulations, and permitting processes related to social risk management. • Experience working with a wide <u>range of stakeholders including NGOs, local communities, persons with disabilities and other members of vulnerable groups,</u> international organizations, and Government agencies at national and local level. • Experience in way leaves acquisition and the process of compilation and implementing Resettlement Action Plans for infrastructure projects. 	Technical lead on social aspects

SN	Key Staff	Qualifications	Role
		<ul style="list-style-type: none"> • Experience in preparation of code of ethics or conduct and policies will be added advantage • Excellent oral and written communication skills in English language. 	
9	Gender and gender Based Violence Specialist	<ul style="list-style-type: none"> • Minimum Bachelor's Degree in Social Work, Development Studies, Psychology, Law or any other related Social Sciences course. • At least seven (7) years' experience working on GBV issues in East Africa, including GBV prevention, child protection, labor and working conditions. • Knowledge and experience of GBV prevention and response measures in a Tanzanian/Zanzibar context. • Demonstrated knowledge and understanding of international best practice on GBV response and relevant national policies and regulations. • Experience in preparation of Codes of Conduct, GBV training materials, and operationalisation of GBV reporting mechanisms through GRMs. • Fluent in written and spoken English as well as fluency in Swahili will be an added advantage. • Demonstrated experience in preparation of code of conduct and policies will be added advantage • Demonstrated experience in providing sensitization and training on issues of GBV, VAC, SEA and SH 	<p>Responsible for day-to-day activities related to management of GBV and VAC and other social risks.</p> <p>Responsible to develop institutional GBV prevention and response Policy, and GRM</p> <p>Lead GBV prevention and response sensitization trainings for selected TANESCO staff as indicated in the SoW</p> <p>Develop follow up mechanisms for GBV prevention and response at all project levels and at all sites</p>
10	Gender equality and women employment specialist	<ul style="list-style-type: none"> • Minimum Bachelor's Degree in Gender and Development, Social Development or related Social Science fields with a minimum 7 -year relevant experience • Experience in gender strategy/ policy development, gender equality and women empowerment programs, women employment program and capacity building on gender equality is required • Relevant experience in providing high level technical support, program design and advisory support for gender equality interventions in energy and infrastructure sector (or similar sectors) in Africa region is required 	<p>Responsible to lead and support implementation of all capacity development programs; development of gender equality strategy; revision of TANESCO HR policy, lead endorsement of revised HR policy and gender equality strategy</p>

SN	Key Staff	Qualifications	Role
		<ul style="list-style-type: none"> • In-depth experience working directly with project teams and interacting with governments/public sector entities on gender and social issues in Tanzania or East Africa is desirable • Demonstrated knowledge and understanding of international best practice • Practical experiences in designing capacity building training, coaching and mentoring • Fluent in written and spoken English as well as fluency in Swahili will be an added advantage. • Willingness to travel to remote areas as needed. • Experience in the energy and infrastructure sectors in developing countries is a plus 	
11.	Gender Monitoring & Evaluation Specialist	<ul style="list-style-type: none"> • Minimum Bachelor's Degree in Gender and Community Development, Rural development or related fields with a minimum 7 years' relevant experience • Experience in developing institutional gender responsive planning, M&E and reporting system • In-depth experience in providing capacity support for governments/public sector entities on gender and social issues in Tanzania or East Africa is desirable • Ability to develop tools for collecting sex disaggregated data as well as creating system to maintain data management • Demonstrable knowledge and understanding of international best practice on gender responsive planning, M&E and reporting • Fluent in written and spoken English as well as fluency in Swahili will be an added advantage. • Willingness to travel to remote areas as needed. • Experience in the energy and infrastructure sectors in developing countries is a plus • Demonstrated ability to review and analyse reporting, M&E data for gender development activities 	Responsible to lead gender responsive M&E support to improve and strengthen TANESCO system
12	Legal Expert	<ul style="list-style-type: none"> • Minimum Bachelor's Degree in Law. 	Lead on all legal aspects relating to

SN	Key Staff	Qualifications	Role
		<ul style="list-style-type: none"> At least seven (7) years' experience in handling issues of involuntary resettlement as evidenced from similar works, promotion of legal rights and literacy for survivors of GBV/VAC. Fluent in written and spoken English as well as fluency in Swahili will be an added advantage. 	compensation, resettlement, grievance/dispute redress, and land acquisition Legal counselling and referrals for legal aid support
13	Psychologist	<ul style="list-style-type: none"> Minimum Bachelor's Degree in Psychology, sociology or social work relevant disciplines. At least seven (7) years' experience working on psychological issues in East Africa. Experience in counselling and mentoring. Interpersonal skills and stress management skills Fluent in written and spoken English as well as fluency in Swahili will be an added advantage. 	Responsible to assessing HR department's involvement in dealing with psychological issues affecting employees and propose effective mechanism.
14	Communications Specialist	<ul style="list-style-type: none"> A minimum of Bachelor's Degree in Journalism, Mass Communication, Public Relations or Development Communication. At least five (5) years' experience in managing public and development communications. Extensive knowledge of safeguards issues in Africa is an added advantage. Excellent oral and written communication skills in English and Kiswahili languages. 	Responsible for communication and public relations with all project stakeholders

6. ESTIMATED LEVEL OF EFFORT FOR THE KEY EXPERTS

The envisaged input of the Consultant is 87 man-months. However, this level of effort is only indicative and not binding and, as such, the Bidders are required to derive the necessary level of effort as per the proposed methodology.

SN	Key Expert	Total Personal Man-Month	
		No	Field Office
1.	Team Leader / Project Manager	1	3
2.	Environmental Specialist	1	10
3.	EMS specialist	1	6
4.	OHS specialist	1	10

SN	Key Expert	Total Personal Man-Month	
		No	Field Office
5.	Biodiversity specialist	1	8
6.	Birds specialist	1	6
7.	Wildlife Expert (Mammals)	1	6
8.	Social Specialist	1	10
9.	Gender Based Violence Specialist	1	8
10.	Gender Equality and Women Employment Specialist	1	6
11.	Gender and M&E Specialist	1	5
12.	Legal Expert	1	2
13.	Communications Specialist	1	4
14.	Psychologist	1	3
Total Person-month			87

15. DURATION OF THE ASSIGNMENT

The assignment is expected to be undertaken over a period of twenty-four (24) months from the date of contract signing. The contract may be renewed or extended beyond the twenty-four (24) months depending on need and/ or performance.

16. IMPLEMENTATION ARRANGEMENTS

The Consultant shall report to the Overall Project Manager (OPM) of the TANESCO Implementation Unit and work very closely with all staff in the Unit, and shall require to interact extensively with various stakeholders during implementation of the assignment.

The Consultants key personnel who are not based in Dodoma/Dar es Salaam (i.e., international staff) shall expected to travel to Tanzania at least once every two months during implementation of the assignment. At least two of the Consultant's key staff must be local, i.e., based in Tanzania, and shall require to travel more frequently to the project areas.

When overseas travelling is required in order to carry out the capacity building, the consultant shall be required to inform the client of travel arrangements six (6) weeks before travelling so the client can make necessary travel arrangements for his staff.

The client shall pay for his staff travelling expenses and day to day allowances during their stay overseas, meanwhile the consultant shall be responsible for all expenses related to training delivery including hiring of venue (s) and its associated amenities, training materials, travel arrangements from/to hotels and venue(s) etc.

This arrangement shall also be applicable when training is carried out locally (client's country). At least two overseas trainings for PIU Safeguard staff (Environmental, Social and Gender) shall be carried out during implementation of capacity building programs as per tailor made programs with visits to power utilities.

TANESCO will provide staff with different area of discipline relevant to assignment from time to time whenever required for capacity building. TANESCO staff will work closely with the consultant in coordination of know-how gap identification, capacity building coordination, site visits, and liaising with other institutions whatever necessary.

17. CLIENT'S INPUT TO THE ASSIGNMENT

The OPM and Staff of the TANESCO Implementation Unit will provide the following input to the assignment:

- a) Provide overall supervision and support to the Consultant's team, including making day-to-day decisions required for successful implementation of the assignment, reviewing and approving deliverables, etc.
- b) Facilitate cooperation amongst the key project stakeholders, including the Ministry of Energy (MoE), government agencies responsible for safeguards issues, project Consultants, Contractors, project affected persons and other relevant stakeholders.
- c) Provide the necessary documents including the Project Implementation Manual, World Bank Safeguards Instruments, Tanzania Safeguards policies and guidelines, relevant studies, maps and other documents pertinent to the assignment.

The Client will give the Consultant the following documents which have been prepared and disclosed by TANESCO (i) Stakeholder Engagement Plan (SEP); (ii) two Environmental and Social Impact Assessment reports (ESIAs); (iii) Environment and Social Management Plan; (iv) Birds and Bats Study; (v) Wildlife Corridors Management Plan; (vi) Gender Based Violence Action Plan (GBV Action Plan); (vii) Resettlement Action Plan (RAP) for portion of Iringa-Kisada-Mbeya and (viii) Resettlement Policy Framework (RPF) for portion of Mbeya-Tunduma-Sumbawanga; (ix) TAZA four year gender action plan, (x) Draft Environmental Policy, (xi) OHS policy of 2008 and updated OHS policy of 2019 and (xii) Contractors' Occupational Health and Safety Guidelines of 2014. The client will also give the Consultant the most recent version of the draft Resettlement Action Plan (RAP), which has yet to be finalized and disclosed

The documents that have been publicly disclosed can be found on the World Bank's and TANESCO's websites <https://tanESCO.co.tz/index.php/investments/environment-report?own=0> and will guide performance of this assignment.

18. PAYMENT TERMS

The indicative payment schedule is as follows:

- a) 10% of contract price upon submission and acceptance of inception Report.
- b) Phase 1: 40% of contract price (Capacity Building and deliverables submission).
 - i) 10% of contract price upon submission and acceptance of gap analysis on Environmental, Social and gender issues and delivery of CNA
 - ii) 5% of Contract price upon submission and acceptance of ESMS document, rolling out of the system and ensure the system is running smoothly
 - iii) 15% Contract price upon submission and acceptance of the following deliverables:
 - Development of institutional GBV Prevention & Response Policy (including Code of Conduct and GRM)
 - Revised HR Policy
 - Gender Equality Policy & its Framework
 - Development road map and rolling out of Women Mentorship program
 - M&E and Reporting framework including capacity building for relevant staff
 - Rolling out of different capacity building trainings for different target groups (senior management, women leaders/managers, women technical staff)
 - Delivery of acceptable capacity building programs together with their training materials and awareness brochures, leaflets and posters
 - Environmental and Social Risk Management instruments including: Safeguards templates, guidelines, good practice processes, checklists, etc.
 - iv) 5% of Contract price upon submission and acceptance of OHSMS document, rolling out of the system and ensure the system is running smoothly
 - v) 5% of contract price upon submission and acceptance of Report on accomplished Capacity building trainings and workshops; i.e. Environmental, Social and Gender issues
- c) Phase 2: 40% of contract price (Supervision on Environmental, Social and gender issues)
 - i) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects (Environmental, Social and gender issues). This will be for **first** quarterly.
 - ii) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects. (Environmental, Social and gender issues). This will be for **second** quarterly.

- iii) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects. (Environmental, Social and gender issues). This will be for **third** quarterly.
 - iv) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects. (Environmental, Social and gender issues). This will be for **fourth** quarterly.
 - v) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects (Environmental, Social and gender issues). This will be for **fifth** quarterly.
 - vi) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects. (Environmental, Social and gender issues). This will be for **sixth** quarterly.
 - vii) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects. (Environmental, Social and gender issues). This will be for **seventh** quarterly.
 - viii) **5%** of Contract price upon submission of progress monitoring reports covering all safeguards aspects. (Environmental, Social and gender issues). This will be for **eighth** quarterly.
- d) 10% of contract price upon submission and acceptance of Final Report (Completion Report)