**Environmental and Social Management Framework and Process Framework**

**Terms of Reference**

**Background**

XXXXXX

**Introduction**

**XXXXXXX**

**Objective and Rationale for the Assignment**

The proposed project has triggered the following WWF’s safeguards policies.

**Environment and Social Risk Management:** Yes….XXXXX

**Natural Habitat:**

**Indigenous People**:

**Involuntary Resettlement:**

**Pest Management:**

**Specific Requirement of the ESMF**

The overarching goal of the ESMF is to improve decision making and to ensure that the activities under the proposed project are environmentally and socially sound and sustainable.

More specifically, the objectives of this ESMF are:

* To assess the potential environmental and social impacts of the proposed project, whether positive or negative, and propose mitigation measures which will effectively address these impacts;
* To inform the Government and WWF GEF Agency of the potential impacts of different anticipated activities, and relevant mitigation measures and strategies;
* To establish clear directives and methodologies for the environmental and social screening of activities to be financed by the project;
* To identify potential environmental policies, legal and institutional framework pertaining to the whole proposed GEF project.

The ESMF shall clarify environmental mitigation principles, organizational arrangements and design criteria to be applied to sub-projects to be prepared during project implementation. Subproject Environmental and Social Impact Assessments (ESIAs) consistent with the policy framework will be subsequently submitted to WWF for approval after specific planning information becomes available. The expected output is a report that provides basic information about the scope of adverse environmental impacts to be induced by project operations; mitigation and monitoring actions to be taken; and cost implications.

The Consultant will prepare an ESMF applicable to the project over its time frame. It is understood that the ESMF should cover the various activities of the project.

The following tasks describe the most important tasks under this study.

1. ***Environmental and Social Screening and scoping***

The initial stage of the Consultant’s intervention will be the scoping of the project’s field of influence, activities and impacts that will have to be studied in the Framework. The consultant will have to propose options for the creation of an environmental and social screening, evaluating, and supervising mechanism within the project management unit, which ensures that funded projects/sub-projects are environmentally and socially sound and sustainable and that any adverse environmental consequences are recognized early in the project’s cycle. This study is expected to develop an environmental and social screening and reporting section using a simple environmental and social criteria checklist format.

1. ***Analysis of Environmental and social Impact Issues***

Identify specific types of projects and associated environmental and social impacts that might require separate environmental and social assessment in relation to location, project size, and other site-specific factors.

1. ***Baseline Data***

The Consultant will describe and give an overview of the current environmental and situation of the Government of XXXX’s [insert project geography here]. The following elements will be surveyed:

1. Physical environment: geology; topography; soils; climate and meteorology; ambient air quality; surface and ground water hydrology.
2. Biological environment: flora; fauna; rare or endangered species; sensitive habitats, including parks or preserves, significant natural sites, etc.
3. Socio-economic environment: land use, land tenure and land titling and human settlements.
4. ***Policy and Regulatory Framework***

The Consultant will analyze the existing environmental and social policies and legislation, including directives for environmental and social impact assessment, and assess needs for strengthening of such relevant policies and regulations in [insert country here].

The Consultant will also analyze sector specific policies, laws and regulations that have environmental and social implications. The sectoral investment planning process, in terms of objectives, methodology and procedures for review and approval of plans and projects, should be carefully reviewed. The Framework should assess whether environmental and social issues are adequately covered by current procedures.

1. ***Institutional Framework***

Strengthening of institutions and building of capacity to mitigate and monitor the environmental and social impacts of the project and its sub-projects activities will be essential. The framework will address institutional tasks and cover the project process from initiation and reviews to monitoring during project implementation.

There is to a need to examine in-house capacity of the Executing Agency department to adequately supervise and monitor the project environment and social safeguards instrument during project implementation.

***vii. Analysis of Environmental and Social Impact Issues***

This section will identify and assess the major environmental and social impacts of the potential activities to be financed by the project.

vii***. Analysis of Alternatives***

The ESMF should consider alternatives associated with the sector policy, natural resources use, type of interventions planned, and methodologies for rehabilitation and construction.

***ix. Development of Management Plan to Mitigate Negative Impacts***

The ESMF should recommend feasible and cost-effective measures to prevent or reduce significant impacts to acceptable levels. Estimate the impacts and costs of those measures, and of the institutional and training requirements to implement them. Prepare a management plan including proposed work programs, budget estimates, schedules, staffing and training requirements, and other necessary support services to implement the mitigating measures. Develop an integrative/participatory environmental and social monitoring plan to ensure that the environmental and social impacts will be effectively mitigated. Institutional responsibility for mitigation and monitoring should be clearly specified and articulated.

***X****.* ***Public Consultation***

Public consultation is an integral part of the Environment and Social Assessment process and should follow FPIC and other WWF policies on consultation. Since the ESMF is conducted before most of the sub-project decisions are made, the most feasible form of consultation may be with target communities, community heads, Community Based Associations, key Community-Based facilitators (CBFs, i.e. religious leaders), local NGOs, scientific experts, relevant government agencies and the private sector.

**Specific Requirement of the Process Framework**

A Process Framework (PF) describes the process by which affected communities participate in identification, design, implementation and monitoring of relevant project activities and mitigation measures. The purpose of this PF is to ensure participation of Project Affected People (PAP) while recognizing and protecting their interests and ensuring that they do not become worse off as a result of the project. Specifically, the PF will:

* Describe activities that may involve new or more stringent restrictions on use of natural resources in the project area.
* Establish the mechanism through which the local communities can contribute to the project design, implementation and monitoring.
* Identify the potential negative impacts of the restriction on the surrounding communities.
* Describe the mitigation measures required.
* Describe the grievance procedure or process for resolving disputes to natural resource use restrictions.
* Describe the participatory monitoring arrangements with neighboring community members.

The intent of the framework is to ensure transparency and equity, in the planning and implementation of activities by the project. This framework would detail the principles and processes for assisting communities to identify and manage any potential negative impacts of the project activities. Since the exact social impacts will only be identified during project implementation, the Process Framework will ensure that mitigation of any negative impacts from project investments through a participatory process involving the affected stakeholders. It would also ensure that any desired changes by the communities in the ways in which local populations exercise customary tenure rights in the project sites would not be imposed, but should emerge from a consultative process.

The process framework would define the key steps for participation of key stakeholders, in particular local communities in project related activities and decisions, namely through social screening, community orientation and mobilization, mapping of local level or community resources and their utilization, development of investment plans at the village level and mitigation of possible social impacts, participatory monitoring and feedback, conflict resolution, etc. It would also define institutional arrangements for implementation of the participatory framework, including staffing, training and capacity development.

**Outputs of the Consultancy**

1. ***Draft ESMF and a Process Framework*** will be discussed with Department of Agriculture and Forests and WWF US and the Project Team. (15 days)
2. ***A Final ESMF including a Process Framework*** Final reports should be prepared after incorporating feedbacks and comments received from implementing government ministry, WWF US and the Project Team (10 Days)

**Duration**

The duration of the consultancy work shall be XXX days. The Consultancy work will start on XXXXXXX and terminate on XXXXXXX. The report should be in English [insert any other languages here].

**Management and reporting arrangements**

The consultancy work will report to the XXXXXXXXX and the consultant will work closely with the WWF US GEF Agency’s Lead Safeguards Coordinator Anushika Karunaratne.

**Profile and qualifications of the consultancy**

The service of a firm/consultant will have experience of at least 15 years; experience in the preparing environment baseline and social assessment studies such as ESMFs and/or other Environment Assessments, Process Frameworks instruments recognized by the WWF, WB, ADB and other GEF project agencies. Good knowledge of written English.