



SOLOMON ISLANDS GOVERNMENT

MINISTRY OF MINES, ENERGY & RURAL ELECTRIFICATION

COMMUNITY BENEFITS SHARING PROJECT PHASE 2 (CBSP 2)

Terms of Reference Infrastructure Engineer

Position Title:	Infrastructure Engineer (IE)
Location:	Honiara
Reports to:	CBSP 2 Project Manager
Term:	18 months , potentially renewable based on satisfactory performance and project needs
Probation period:	2 months
Contract type:	Time based
Progression level:	Level 2 per the Project Operations Manual

Introduction

The Project Development Objective is to enable Target Communities to benefit from improved access to and use of basic infrastructure and services, and to operationalize the Community Benefit Sharing Fund (CBSF).

Community Benefits Sharing Project – Phase 2 (CBSP-2) is a follow-on project to CBSP Pilot (P153986) which was implemented by the Solomon Islands Government (SIG) from 2018 to 2023 with the support of the World Bank through a US\$2.8 million Japan Social Development Fund grant. The CBSP Pilot aimed to establish a benefit sharing scheme between Tina River Hydropower Development Project (TRHDP) and the project area communities. The benefits to be shared with these communities are based on an agreed-upon formula between SIG and the dam operator--Tina Hydro Limited (THL)--that will allocate a portion of the annual

revenues from the power generated by the dam for an estimated 30 years after the hydropower facility comes into operation.

The CBSP Pilot established the Community Benefit Sharing Fund (CBSF) institutional arrangements and improved access to electricity and water for selected benefit sharing communities. The CBSP-2 Project will build on and carry forward the results of the Pilot Project by extending basic services equitably to the target communities and fully operationalizing the CBSF. The CBSP-2 is estimated to cost US\$ 5 million and will run from 5 years from 2023 to 2028 and will be implemented by a Project Management Unit (PMU) within the MMERE and by Solomon Islands Electricity Authority (Solomon Power) for Component 2(c), rural electrification.

Purpose

The IE assumes the role of project engineer and manages the Public and Civil works executed under the project, component 2B. The IE is responsible for the Planning, Survey, Design and Packaging of Civil Works contracts, monitoring and quality assurance and assist the Project Officer as the Safety Officer for CBSP. The IE will be engaged under a consulting contract for a limited period of approximately 18 months, with possible extension on a project need basis, and possibly include support to Component 2B, scheduled to start 24 months after project start. Tasks and inputs under this subcomponent will be defined in due course.

Key Results Areas

1. Management, Quality Control, and Performance

- Responsible for the timely planning, and delivery of Component 2B (Rural Road Improvements) outputs and outcomes of the project, specifically the improvement of a community access road to Antioch and Valesala communities and possible other road and small infrastructure interventions
- In liaison with the Project Manager and in close coordination with the Procurement Officer, the IE is responsible for the preparation and packaging of works to be procured under the project component 2B.
- In liaison with the Project Manager and in close coordination with the Water Engineer the IE will participate in planning and delivery of the water subprojects (Component 2A) and where necessary support other project component infrastructure related activities.
- Responsible for the assessment, eligibility screening and prioritisation of project proposals, , cost efficiency and effectiveness assessment, and subsequent advice to the Project Manager
- Responsible for the optimisation of community engagement in the construction of civil works, packaging and advice on procurement method for civil works; Assist the Procurement Officer in the compilation of tender documents
- Responsible for the formulation and monitoring of compliance of the ESCOPs for civil works.

- Assist the Project Officer in the updating of the section of technical and related environmental and social safeguards aspects of the Project Operations Manual (POM); Assist the Project Officer, including consultation with stakeholders and management of environmental and social risks.

Assist the PMU in the preparation of monitoring and quality assurance planning and assist in preparation of baseline surveys (for M&E)

2. Operational and technical

- Prepare work plans for component 2B in all aspects of preparation and implementation of civil works; assist where necessary in the work planning for components 2A and 2C
- Responsible for the planning and preparation of Civil Works contracts including scoping, quantification, scheduling and costing of infrastructure works and related resource inputs.
- Regular monitoring and review of quality assurance procedures of preparation and implementation of Civil works including tendering and contract administration;
- Undertake detailed survey and measurements of project site(s), and install benchmarks and levels for implementation.
- Prepare detailed Bills of Quantity and Cost Estimates of works
- Develop, review and revise as appropriate, work methods and implementation modalities to achieve highest level of quality and optimise community labour uptake and skills transfer.
- Review and package work items for groups to optimise skills transfer.
- Package works for bidding by civil works contractors and/or engagement of community groups.
- Assist the Procurement Officer in the tender process and evaluation of bids;
- Supervise implementation of works
- Establish and report on labour and other resource costs and productivity rates of civil works items.

3. Safeguards

- Liaise closely with the Project Officer in the screening of environmental and social risks and the preparation of Environmental and Social Management Plans, as per the ESMF.
- Manage the use of Environmental and Social Codes of Practice (ESCOPs), to be included in bidding and contract documents and completed by contractors.

4. Reporting

- Develop and update detailed 3-month work-plans for the Component 2B, and as relevant other Component 2 activities.

- Provide inputs to quarterly progress reports detailing tasks undertaken, progress in relation to targets, status of work activities, financing, capacity building, issues encountered and plans for the following six-months.
- Other reports, or inputs to consolidated reports, reasonably requested by the PMU, the Client, and the World Bank.

Functional Relationships

Internal

- Project Manager – CBSP2 PMU
- Project Officer – CBSP2 PMU
- Procurement Officer – CBSP2 PMU
- Other PMU staff and consultants

External

- Civil Works Contractors / Community Groups
- Service providers and suppliers
- Client representatives
- World Bank Task Team members

Direct Reports.

Positions reporting to the Consultant stated below are indicative but may vary over time and with changes in the scale or structure of the PMU operations.

- Civil Works Contractors
- Service providers and suppliers
- Community Groups

Financial Delegation

- Nil

Person Specification

Qualifications

- Bachelor degree or higher diploma in civil engineering or related field;

Experience

- Experience working closely with government institutions and managing lower level

technical staff;

- Experience in the area of implementation of labour based civil works;
- Preferably Five (5) years of work experience in public works or road engineering;
- Relevant experience with small contracting in infrastructure development;
- Relevant experience with contractor training and community group training and skills transfer;
- Relevant experience with procurement of small civil works and community based executed works;

Skills/Knowledge/Behaviours

- Solid understanding of community and public works, and development issues generally;
- Strong team leader skills and experience in coordinating design, preparation and implementation of civil or public works programs, and managing technical staff;
- Excellent reporting and communication skills in the English language; Fluent Solomon Pijin
- Outcome oriented, focused and flexible

Consultant’s Reporting Obligations and Outputs.

The Consultant is accountable for achieving the following Deliverables/Outputs, tabulated below. The Consultant’s performance will be assessed at least annually, and before any contract renewal or end of a probation period.

Deliverables/Outputs	Schedule/Deadline
Inception Report with overall plan for inputs	1 week after signing of contract
Report of field survey and technical assessment of proposed Antioch community access road works and validation of any other small road and infrastructure interventions and target communities	1 month after signing of contract
Completion of road design, quantification, costing and works schedule for Antioch community access road including other recommended interventions	2 months after completion of field survey report
Completion of ToRs for civil works contractors	2 weeks after completion of design and costing
Assist Project and Procurement Officer, PMU with the Tender documents and process including the civil contractor’s selection process	1.5 months after completion of civil contractor ToRs

Deliverables/Outputs	Schedule/Deadline
Preparation of civil work contracts, contract instructions, variation procedures, payment milestones and certificates, completion certificates.	2 weeks after issuing of civil contractor award notice
Reporting and M&E	
Achievement of interim- and final-result indicators related to component 2B and to relevant parts of component 2 under the project's Results Framework	Ongoing during the contract term
Progress reports detailing tasks undertaken, progress in relation to targets, status of work activities, cost estimates, actual labour and other resource inputs (measured), issues encountered and update of rolling plans for the following 3-months	Quarterly
Quality assurance reviews of all systems, procedures, external service providers, civil / public works contracts and labour engagement arrangements	Ongoing during the contract term
Assist Project Officer and provide monitoring of works and ensure compliance to Environmental and Social Codes of Practice (ESCOPs),	Ongoing during the contract term
Updating of the section of technical and related environmental and social safeguards aspects of the Project Operations Manual (POM) and the ESCOPs	As per the project results framework and work plan
Management of component 2b GRM, grievance documentation, reporting and assisting Project Officer and CLO with the resolution and outcomes	Ongoing during the contract term
Completion of Works	
Contract completion report reviewing progress against objectives, key issues, lessons, and results.	One month before the contract term ends