South-Eastern Corridor Road Asset Management Project

(SECRAMP)

(P149279)

Terms of Reference (ToR) for Conducting

Environmental and Social Audit

August 2024

1.0: Project Overview:

The Government of Liberia (GoL) is implementing the South Eastern Corridor Road Asset Management Project (SECRAMP), which involves the rehabilitation of the 100km Ganta-Tappita Road Section: Lot 1: Ganta-Saclepea 39km (financed by the GOL)) and Lot 2: Saclepea-Tappita 61km (financed by LRTF/IDA).

The contracts consist of the permanent works and the relevant temporary works for upgrading to bituminous surfaced road standards on the existing road from Ganta to Tappita. The entire section of the corridor (100 km) will be developed in a design-build-and-transfer model with financing from the World Bank, the National Road Fund of Liberia (NRF), the Liberia Reconstruction Road Trust Fund (LRTF), and oversight from the Ministry of Public Works/Infrastructure Implementation Unit (MPW/IIU).

The entire ongoing project has three main components. The project development objective is that the components will finance specialized technical assistance, training, works, goods, consulting and non-consulting services, and operational expenses, as detailed below.

Component 1: **Road Improvement and Maintenance Works:** This component will help maintain and restore at least 100 kilometers of the Ganta-Zwedru Road corridor. Included in the project scope are constructing two lanes with paved widths of 3.75 meters and 1.5 meters, including all necessary bridges, culverts, street furniture, and drainage. In cities and villages, there will be 1.5-meter-wide, paved block sidewalks for pedestrians on both sides, with concrete side drains running parallel.

Component 2: Safety on the Road: Aspects of the Government of Liberia's Road Safety Action Plan will be implemented, and improvements to road infrastructure safety throughout the project corridor will be funded by the project. This element will additionally assist the MOT and the MPW in carrying out the tasks allocated to them in the Road Safety Action Plan, such as creating and approving laws and regulations pertaining to traffic safety, assessing the climatic risk of the road network, institutional strengthening pertaining to road safety, and capacity building. The undertaking will fund the creation and management of road safety curricula that incorporate gender perspectives in cooperation with academic institutions both domestically and abroad. The undertaking will collaborate with other development partners to comprehensively address issues related to road safety.

Component 3: Building Capacity and Strengthening Institutions: This component will pay for operating expenses, support for educational institutions, and capacity building for the road sector's institutional reform process. This entails assisting with the IIU's transition into a fully functional road agency, operationalizing the NRF and developing the staff's capacity, managing the road sector's environmental and social safeguards (including citizen engagement, SEA mitigation and

response, and grievance redressal), climate resilience, and maintenance. Additionally, the component will increase the government's capacity to oversee concessions pertaining to transportation infrastructure. In order to maximize the development impact on the impoverished, capacity building in this sector will concentrate on regulating private infrastructure, organizing investment plans, and fortifying concessions' connections with the national economy.

The work includes investigation, survey, design, and construction of the road to a design standard with asphalt concrete surfacing and the corresponding structures and protection works, supplemented with a compatible environmental plan.

2.0: Project Description:

The Ganta to Tappita road project is found in the south-eastern corridor of Liberia in Nimba County. The project road is accessed via Monrovia, Kakata, Gbarnga, Ganta, Saglepie, and Tappita. The project start point, Ganta, is found about 250km from Monrovia. The project road length from Ganta to Tappita is about 100km.

The Project Road traverses through major towns, villages, and junctions along the road, namely: Ganta, Flumpa, Yarsonnoh, Karnwee, Saglepie, Gbanquoi, Massaquoi, Logle, Gleyepea, Wati, Kahnpie, Kpetu, Loyee, Kpaytuo, Kehnpee, Kahnwein, Lorsor, Suatu, Korpa, Graie, Zuolay, Puo, Korlay, Siunge, Zeongehn, Volay, Miller, Kenpea, and Tappita. The existing road width is generally in the range of 6m to 12m.

The Southeastern Corridor Road Asset Management Project is being implemented under the World Bank Old Operation Policy (Safeguard) with a risk Category of “B”. The 100km corridor was divided into two sections:

- Lot 1: Ganta-Saclepea, 39km (financed by GOL) at 53% completion, and
- Lot 2: Saclepea-Tappita, 61km (financed by LRTF/IDA) at 46.8% completion as of June 2024, respectively.

3.0: Objectives:

The overall objectives of the environmental and social audit assignment are to assess the project compliance with applicable laws and regulations, occupational health and safety, labor practices, and functionality of the Grievance Redress Mechanism at the construction sites, worker camps, and any other related sites under the project, identify and mitigate potential environmental and social impacts, and enhance the overall sustainability of the project.

The assignment shall also include the assessment of the contractor's ESMPs to identify constraints, if any, during implementation, document best practices, if any, and suggest measures for effective implementation and monitoring.

The specific objectives are as follows:

1. **Environmental Impact Assessment (EIA):** Evaluate the project's activities to determine their environmental impact. Assess the effectiveness of existing measures to mitigate adverse impacts.
2. **Social Impact Assessment (SIA):** Assess the social impacts of the project's activities on local communities, including livelihoods, health, and cultural heritage. Identify positive contributions and potential negative impacts.
3. **Health and Safety:** Evaluation of health and safety measures during construction and operation. Consideration of potential impacts on worker safety and public health.
4. **Traffic and Accessibility**: Assessment of the project's impact on local traffic patterns and accessibility, and strategies for minimizing disruptions to local communities.
5. **Performance Indicators and Metrics**: Develop and apply relevant environmental and social performance indicators and metrics to assess the project's overall sustainability performance.
6. **Employee Training and Awareness:** Assess the level of environmental and social awareness among employees, evaluate the effectiveness of training programs, and recommend improvements.
7. **Benchmarking and Comparative Analysis:** Compare the project's environmental and social performance with industry benchmarks and best practices, and identify areas for improvement based on comparative analysis.
8. **Compliance Assessment:** Evaluate the project’s compliance with relevant environmental and social laws, regulations, and international standards. Identify areas where the organization may be at risk of non-compliance and recommend corrective actions.
9. **Risk Identification and Management:** Identify potential environmental and social risks associated with the project activities. Assess the significance of identified risks and their potential impact, and develop strategies for mitigating and managing identified risks to prevent adverse impacts**.**
10. **Performance Assessment:** Evaluate the effectiveness of existing environmental and social management systems and policies, and assess the project's performance in achieving its environmental and social objectives and targets.
11. **Stakeholder Engagement:** Assess the effectiveness of the project's engagement with relevant stakeholders, including local communities, NGOs, and regulatory bodies, and identify opportunities to enhance stakeholder engagement and address concerns.
12. **Impact Assessment:** Evaluate the actual and potential environmental and social impacts of the project's activities, products, or services, determine the significance of identified impacts, and recommend measures for their reduction or elimination.

13. **Continuous Improvement:** Recommend improvements to the project's environmental and social management practices and develop action plans for continuous improvement in environmental and social performance.
14. **Capacity Building:** Identify areas where the project's staff may need additional training or capacity building to improve environmental and social management, and provide recommendations for enhancing the project capacity in these areas.
15. **Transparency and Reporting:** Assess the transparency of the project's reporting on environmental and social performance and recommend improvements to enhance the accuracy and completeness of environmental and social disclosures.
16. **Documentation and Recordkeeping:** Ensure that the project maintains proper documentation and records related to its environmental and social performance; verify the accuracy and completeness of relevant records.
17. **Legal and Regulatory Compliance:** Verify compliance with all applicable environmental and social laws, regulations, and permits, identify any instances of non-compliance, and recommend corrective actions.
18. **Community Impact:** Evaluate the impact of the project's activities on local communities and recommend measures to enhance positive contributions and address any negative impacts on communities.
19. **Reporting and Documentation**: Document findings, observations, and recommendations in a comprehensive audit report and ensure transparency and clarity in reporting, with a focus on actionable recommendations.
20. **Validation and Verification:** Validate findings through discussions with relevant stakeholders and verify the accuracy of data and information obtained during the audit process.
21. **Non-GBV and GBV-SEA/SH GRM Functionalities:** Assess the effectiveness of the GRM in resolving grievances and implementing corrective actions. Evaluate whether the resolutions are fair and appropriate. Review the documentation and record-keeping practices associated with the GRM. Evaluate if the records are accurate, complete, and maintained in a secure manner. Evaluate the timeliness of the GRM process. Assess how quickly grievances are acknowledged, investigated, and resolved.

4.0: Scope of the Assignment:

The broad scope of the service assignment is as follows:

1. Review the ESIAs, ESMPs, and EPA permits for the projects, including the documents prepared by the contractors for both projects and associated ancillary facilities (quarries, asphalt plants, borrow pits, and crusher & blasting activities), and identify the key mitigation measures, monitoring requirements, and parameters during the construction phase.

2. Examine the records and documentation relating to impacts, actions taken to manage them, and aspects of performance. i.e., more specifically, to review the reports prepared by the consultant teams' safety experts and environmental and social specialists for the IIU/MPW projects, World Bank Aide Memoires, and other related documentation. Specifically, review the implementation status of recommendations and mitigation measures regarding design aspects of the civil works against the latest Aide Memoire, Annex.
3. Review previous audit reports and the implementation status of its corrective actions.
4. Conduct site observations at locations where construction activities are underway and at contractor facilities to check that occupational health and safety and social measures and controls are operating as described and intended.
5. Conduct interviews with management and line staff of the contractors' personnel and local workers dealing with the implementation of the projects and the relevant personnel of the IIU/MPW to corroborate information and probe areas of concern.
6. Assess the major health and safety non-compliances and propose corrective actions.
7. Assess the coordination between IIU and monitoring consultants in supervising the contractors.
8. Assess the efficacy of monitoring the implementation of the environmental and social management plan and identify shortcomings, if any, and areas for improvement.
9. Review the contractor's quarry blasting procedures and relevant permits to ensure compliance with these documents and applicable regulations. This review should include an assessment of the impact of the contractor's blasting activities on communities within the vicinity of the quarries. Assess the conformance of safeguard policies triggered on the projects (OPs).
10. Prepare and present the findings (draft report) to the IIU/MPW and other stakeholders. The report shall highlight constraints, if any, during implementation; best practices, if any; areas requiring improvement in terms of the implementation of mitigation measures indicated in the management plans; the extent of effective monitoring by the monitoring consultant, etc.; and suggest measures for effective implementation and monitoring of the management plans. The audit report will be prepared based on a review of the above document, site observations, compliance with the statutory requirements, and interviews with stakeholder groups.
11. preparation of the final report with applicable appendices, etc., after approval of the findings of the draft report by the IIU/MPW.

5.0: Legal and Regulatory Framework:

The preparation of this environmental and social audit shall be conducted within the context and requirements of the relevant national regulatory and institutional framework and the World Bank safeguard policy (OPs).

The Environmental and Social Audit will trigger a few of the World Bank's Operational Policies (OPs) listed below:

1. Environmental Assessment (OP 4.01): Requires assessment of potential environmental impacts of projects.
2. Natural Habitats (OP 4.04): Aims to protect natural habitats and promote sustainable development.
3. Physical and Cultural Resources (OP 4.11): Protects physical and cultural resources from adverse impacts of projects.
4. Involuntary Resettlement (OP 4.12): Focuses on minimizing displacement and ensuring that affected individuals are compensated.
5. Access to Information Policy: Promotes transparency by ensuring relevant project information is disclosed to stakeholders.

6.0: Methodology

The Environmental and Social Audit shall include the following methods and approaches, listed below, considering the unique aspects of road projects:

1. **Desk Review:** The consultant shall conduct a comprehensive review of relevant documents, including policies, commitment and management plans, procedures, permits, contract documents, reports, and any other relevant document related to environmental and social performance under the project.
2. **Legal and Regulatory Compliance Assessment:** The consultant shall review GOL and the Bank’s environmental and social laws, regulations, and standards to assess the project's compliance status, identify any gaps, and recommend corrective actions.
3. **Site Visits:** The consultant shall visit selected sites, facilities, quarries, plants, camps, and the entire project locations to observe operations and assess on-the-ground environmental and social practices. The consultant shall also engage with site personnel to gather insights and address any specific concerns.
4. **Stakeholder Engagement:** The consultant shall conduct interviews and surveys with key stakeholders, including local communities, employees, regulatory authorities, and non-governmental organizations. The consultant shall also assess the effectiveness of existing communication and engagement processes.
5. **Data Collection and Analysis:** The consultant shall utilize quantitative and qualitative data collection methods to gather information on environmental and social performance and analyze the collected data to identify trends, patterns, and areas for improvement.
6. **Interviews and Focus Groups**: Conduct interviews and focus group discussions with employees, management, and other stakeholders to gather insights on environmental and social practices.

6.1: Stakeholder Engagement Strategy:

The consultant shall develop a stakeholder engagement strategy for conducting this environmental and social audit and should include the following elements:

1. **Stakeholder Analysis:** Identify all stakeholders who may be affected by the project or facility being audited, including local communities, non-governmental organizations, and government agencies.
2. **Early Engagement**: Involve stakeholders early in the audit process to gather their input and address any concerns they may have.
3. **Consultation and Participation**: Develop a plan for consulting and involving stakeholders in the audit, including holding interviews, workshops, and public meetings.
4. **Information Sharing:** Provide stakeholders with information about the audit process, including its objectives, scope, and expected outcomes.
5. **Feedback Mechanisms**: Establish mechanisms for stakeholders to provide feedback on the audit process and its findings.
6. **Reporting:** Ensure that the audit report is made available to all stakeholders and that their input is reflected in the report.

7.0: Reporting and Documentation:

The primary objective of the reporting and documentation phase is to communicate the findings, observations, and recommendations of the environmental and social audit in a transparent, accurate, and accessible manner, with a focus on actionable recommendations. The Report should be done separately, for Lot-1 and Lot-2. Below are the outlines of the requirements and expectations for the preparation and presentation of the comprehensive audit report.

Report Structure: The audit report shall be structured in a clear and organized manner, comprising, but not limited to, the following key sections:

1. Executive Summary
2. Introduction
3. Scope and Objectives
4. Methodology
5. Findings
6. Conclusion
7. Recommendations
8. Appendices

7.1: Outputs and Deliverables

1. **Inception Report** (with timelines for audit site visits, interviews, questionnaires, checklists, etc.) within 5 days from the issue of the work order.
2. **Separate Draft Reports for Lot-1 and Lot-2,** encompassing the observations relating to the audit within 7 weeks from the issue of the work order.
3. **Separate Final Reports for Lot-1 and Lot-2,** after incorporating the suggestions of the IIU/MPW and the Bank, if any, within 10 weeks from the issue of the work order.

8.0: Client's Inputs

The client shall assist the consultant by providing all necessary documentation for the easy implementation of the required services.

9.0: Assignment Duration

The total duration of the assignment will be ten (10) weeks.

No.	Stage	Duration (Weeks)	Activities
1	Project Planning and Initiation (this should include regulatory Review)	2	• Define audit objectives and scope, and engage stakeholders. • Develop an inception report, including an audit plan, identify key areas, and allocate resources. • Assess and understand applicable environmental and social regulations.
2	Data Collection	1	• Conduct site visits, gather environmental and social data, and engage with communities.
3	Stakeholder Engagement	1	• Hold public consultations, engage with local communities, and gather feedback.
4	Data Analysis	1	• Analyze the collected data, assess environmental and social impacts, and identify key findings.
5	Audit Report Drafting	2	• Prepare the initial draft of the audit report, including findings and recommendations.
6	Internal Review	1	• Conduct an internal review of the draft report, address feedback, and make necessary revisions.

7	Stakeholder Communication	1	• Present audit findings to stakeholders, address questions, and gather additional feedback.
8	Final Report (Regulatory Submission)	1	• Finalize the audit report, incorporating all feedback and revisions. • Submit the final audit report to relevant regulatory bodies, if required.
	Total Duration	**10**	

9.0: Audit Team:

The composition of the Environmental and Social Audit Team is shown below. The qualification requirements for each consultant are also provided below:

Key Staff (To be evaluated)

1. The **Project Manager or Lead Auditor** is responsible for developing and overseeing the audit plan and schedule, coordinating activities among team members, communicating with stakeholders and project leadership, and ensuring the timely completion of the audit. The role requires a bachelor's or master's degree in environmental science, Social Sciences, or a related field. He / She must have 7 years of experience in environmental and social auditing, leadership and project management skills. Two (2) years of experience as Team Leader, Lead Auditor and/or project manager. Three (3) of the Seven (7) years must be on Donor funded projects.

2. The **Environmental Specialist** conducts site visits to assess environmental conditions, collects and analyzes data on air and water quality, soil, and biodiversity, identifies potential environmental risks and impacts, and recommends mitigation measures. Qualifications include a bachelor's or master's degree in environmental science, Social Sciences, or a related field. He / She must have 5 years of Experience as an Environmentalist. Two (2) years of Experience working as an environmentalist on donor funded projects. Two (2) years of work Experience as an Environmental Auditor. certification in environmental auditing (e.g., CEA, CEM), strong analytical and problem-solving skills,

3. The **Social Specialist** engages with local communities and stakeholders, assesses the social and cultural impacts of the project, identifies potential social risks and opportunities, and recommends social management and community engagement strategies. The role requires a bachelor's or master's degree in environmental science, Social Sciences, or a related field. Must have five (5) years of experience as a social worker. Two (2) years of working experience as a Social Safeguards Specialist. Must have Two (2) years of experience

working with the World Bank Social instruments and ES requirements. Certification in social auditing (e.g., SA8000), excellent communication and interpersonal skills.

4. The **Health and Safety Specialist** evaluates potential health and safety risks associated with the road project, recommends measures to protect workers and nearby communities, and assesses compliance with health and safety regulations. A bachelor's degree in occupational health and safety, environmental health, or a related field. Must have five (5) years of experience as a Health and Safety Specialist. Must have Two (2) years of experience working with the World Bank Social instruments and ES requirements. is often required, along with relevant certifications such as Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH).

   Note: All four (4) key staff are to be actively engaged for the entire 12-week duration of the assignment.

Support Staff

Support Staff may include:

1. The **Civil Engineer/Infrastructure Expert** reviews project design and construction plans, assesses the impact of construction activities on the environment and communities, and identifies engineering solutions to minimize environmental and social impacts. A bachelor's or master's degree in civil engineering, structural engineering, or a related field is typically required.

2. The **Community Engagement Coordinator** addresses community concerns and feedback, facilitates the flow of information between the project team and stakeholders, and requires a degree in community development or a related field, strong interpersonal and communication skills, and experience in community engagement.

3. The **Data Analyst** organizes and processes environmental and social data, creates visualizations and reports for the audit team, and assists in identifying trends and patterns in the data. Qualifications include a Bachelor's or Master's degree in data science or a related field, proficiency in data analysis tools, and an understanding of environmental and social data metrics.