

Albanian Road Authority  
**Building Resilient Bridges Program**  
*Phase 1 of the*  
*Multi-Phase Programmatic Approach*

**TERMS OF REFERENCE**

**for**

**Selection of an Individual Social Specialist for the Project Implementing Team (PIT)**

**1. Background**

The Government of Albania (GoA) through the Ministry of Finance and Economy (MoFE) and Ministry of Infrastructure and Energy (MoIE), seeks Funding for the “Building Resilient Bridges” (BRB) Program, from the World Bank (the Bank). The proposed program is designed to enhance the overall performance of bridges in Albania and provide support to ARA to increase its capacity in managing road and bridge infrastructure. Based on ARA’s 2018 inspection survey, over 30 bridges have reached or approached the end of their useful life, are at immediate risk of failure, and require major rehabilitation, upgrade, or full reconstruction. Albania’s bridge infrastructure is also highly vulnerable to climate change and natural disasters. The findings of the studies prepared confirm the urgency for interventions to enhance the resilience of Albania’s road and bridge infrastructure to climate change and natural disasters.

Bridges are identified as key infrastructure, particularly vulnerable to climate events, and neglected due to the higher investments required for their improvement. In this context, the proposed program will finance the rehabilitation, upgrade, or reconstruction of priority bridges and structures of the National Road Network (NRN), to enhance their operational performance, safety and resilience to climate and geological hazards events exacerbated by climate change. In addition, to ensure the sustainability of the investments, the program will finance technical assistance and capacity-building activities to improve the capacity of ARA to manage the bridge and culvert assets while reducing the gender employment gap in the road construction sector. The program will have two phases (phase 1 up to 10 bridges and phase 2 up to 20 bridges) to be implemented at the overall period of the program of 8 years, and each phase will have a maximum length of 4 and 5 years respectively.

**2. Overview of the Project’s ES Risks and their Management**

Potential environmental impacts will be primarily substantial for the upgrade/replacement of the bridges but with local impacts, and for the bridges that require rehabilitation, potential environmental impacts will be moderate, local, and typical for civil works. All impacts are expected to be addressed in the E&S due diligence appropriate to the project and site-specific risks. High-risk activities are not expected to be financed under the project.

As the exact locations and scope of the works are not yet defined for all the bridges with certainty the borrower prepared the ESMF. Proportional to the site-specific risks, the borrower will prepare the Environmental and Social (E&S) instruments.

Proportionally to the risks and impacts of the activities the site-specific E&S instruments are expected to be prepared:

- Environmental and Social Management Plan (ESMP) checklists for typical rehabilitation activities

- ESMP and Environmental Impact Assessment (EIA) for reconstruction

- Environmental and Social Impact Assessment (ESIA), full-fledged or partial, will be required for significant upgrades/replacements of bridges, with changes in design and dimensions as well as for the construction of new bridges and supporting infrastructure

- Stand-alone Cultural Heritage Management Plan (CHMP) or annexed to ESIA/ESMP, will be prepared for site-specific works that might have an impact on cultural heritage
- Biodiversity protection measures will be carried out as a part of site-specific ESIA and ESMP
- Site-specific management plans for waste management, hazardous materials management, and pollution prevention as a part of the contractor ESMP, ESMP checklist, or ESIA
- Traffic Management Plan prior to work commencement
- Community health and safety impacts will be addressed in site-specific ESIA and ESMPs

The most probable social risks of the project will be potential traffic disruptions for the community, which will be managed through the application of the measures as per the Environmental and Social plans prepared for the project.

Citizen engagement. The project will organize community consultations to discuss the project with the interested and affected and surrounding communities. Interested citizens and communities will be invited to present their views about the proposed projects.

### **3. Project Management Structure**

The Albanian Road Authority (ARA) will be responsible for project implementation. The ARA has a well-established track record in managing World Bank-funded transport projects, including the RRMSP (closed in December 2022).

The Building Resilience Bridges program will be implemented with the support of a Project Implementation Team (PIT) within the ARA which will be comprised by Project Coordinator, Procurement Specialist, Financial Specialist, Environmental Specialist, Social Specialist, Monitoring and Evaluation and other supporting staff and consultants. The PIT is expected to be supported by the ARA's departments in terms of (a) planning/budgeting the annual funds; (b) technical and engineering expertise and subsequent approval of designs, specifications, bidding documents, contractual aspects of works, goods, and services financed by the project; and (c) hand/takeover processes and procedures of deliverables from project activities.

### **4. Objective of the Assignment and Scope of Services**

The Specialist will serve as the Social Specialist for the BRB Project. The Specialist will be an integral part of the Project Implementation Team (PIT) housed at the ARA. The Specialist will assume primary responsibility to ensure that all Project activities at all Project sites are carried out in compliance with the Environmental and Social Management Framework (ESMF) of the Project, other relevant Project documents, the World Bank's Environmental and Social Framework (ESF) and its 10 ES Standards (ESS), as well as applicable and relevant policies and regulations of Albania.

Specifically, the Consultant will be responsible for the following tasks:

- Ensure the Project and all its sub-projects are implemented in accordance with the World Bank's Environmental and Social Framework (ESF), as well as with accordance with all social standards instruments produced for current and future sub-projects, including Resettlement Action Plans (RAPs), Environmental and Social Impact Assessments (ESIAs), Environmental and Social Management Plans (ESMPs) and sub-management plans, site-specific Environmental and Social Management Plans (SESMPs), Labor Management Procedure (LMP), and Stakeholder Engagement Plans (SEPs).
- Conduct social screening of all the specific sub-projects to ensure all potential social impacts are identified and addressed under applicable RAPs/ESMPs and implemented prior and during civil works. Ensure that vulnerable and disadvantaged groups are identified, and differentiated measures are taken to protect them for being disproportionately affected by the project and ensure their equal participation in project benefits.

- Draft RAPs for future sub-projects during project implementation
- In coordination with ARA staff and Social Specialist support implementation of all project RAPs and produce periodic reports on progress and implementation performance;
- Liaise with local authorities and inform them of commitments under RAP provisions and ESF requirements for all sub-projects and ensure there will be no reputational risks to the implementing agency and the World Bank ;
- Establish, maintain and manage all procedures related to the proper functioning of the Grievance Mechanisms (GMs) for the (i.) project affected parties, and other stakeholders, and (ii.) project workers; in accordance with SEP and LMP. Both GM will be adapted to be able to receive and address complaints related to sexual exploitation and abuse (SEA) and sexual harassment (SH). Manage maintenance of an up-to-date GMs logs for stakeholders and project workers. This includes collecting information from the field, logging and analyzing this information, as well as following up on any questions, comments and complaints, as necessary, monitoring the closure of grievances and reporting to project management and stakeholders; Establish, maintain and manage any other procedures related to social incidents, including reporting and participation in route/cause analysis, recommendations to address identified issues.
- Oversee social incident/non-compliance investigations.
- Maintain awareness of regulatory changes and inform PIT relevant personnel
- Manage implementation of the procedures and management plans related to socio-economic impacts, gender, SEA/SH, social inclusion, grievance mechanism, community health and safety.
- Together with Environment Specialist, support the development of all social and environmental standards instruments to be produced for future sub-projects during implementation, oversee their approval by the World Bank, and organize and conduct public consultations on drafts prior to their final disclosure;
- Contribute, as relevant regarding social development aspects, to the development of detailed engineering designs for future sub-projects, to be developed during project implementation;
- Maintain business cooperation, requesting, collecting and analyzing information on social issues received from all parties involved in project implementation;
- Submit regular information on project implementation progress with regards to social issues to PIT, Ministry and the World Bank;
- Report regularly as part of the project report to be submitted to the World Bank on all aspects related to social development and social issues (including key project indicators), consistent with the principles and standards of the ESF. This includes but is not limited to: visual inspections/screening, status of implementation of any RAP, LMP, SEP, ESMP sub-management plans, SEA/SH, communication with the beneficiary population, GRM, etc.
- Monitor on a daily basis, contractors' performance under the project to ensure contractors' compliance with RAPs, ESIA's, ESMPs, and SEMP's, LMP, SEP, and other relevant site-specific instruments, and in accordance with the ESF as well as applicable national laws, regulations and standards;
- Ensure that procurement documents include all necessary requirements to be consistent with ESF requirements, with special focus on social elements. Specifically, ensure that language on contractors' social responsibilities is included in bidding documents and reflected in project contracts, and that awareness measures are conducted on these measures for contractors (as well as sub-contractors, where relevant).
- Provide corrective actions to social monitoring concerns and findings. Track corrective and preventive actions taken in response to internal and external audit/inspection findings.

- Provide guidance and direction to PIT personnel for achieving compliance with all applicable ESF social standards and requirement;
- Inform PIT personnel about the need to update ESF instruments if necessary, in the course of implementation of the Project, as well as in case of the national legislation changes.
- Ensure that project affected and beneficiary communities and stakeholders, and all actors involved in project implementation (project technical staff, contractors, local governments, etc.) are made aware of the social requirements of the project under ESIA, ESMP, SEP and LMP.
- Liaise with stakeholders and consultations on safeguard issues including cooperation and coordination with the local population, local institutions and civil society organizations, and review of their requests, appeals and complaints if any;
- Together with others, plan, organize and implement stakeholder engagement activities as per SEP in a timely and effective manner.
- Participate in all project meetings between PIT and contractors, in representation of social and resettlement issues at such meetings (this is crucial to keep social standards in the daily information flow and decision-making processes);
- Carry out analysis and contribute to the quarterly progress reports on environmental and social issues and ESCP to be submitted to the World Bank.
- Ensure close cooperation with the World Bank representative on gender / social development issues within the framework of the project in terms of consultation and information on the progress of the project;
- Perform other qualified duties as assigned in this ToR.

## **5. Reporting**

The Consultant will work as part of the PIT at ARA. The Social specialist will directly report to the PIT's project coordinator. The Consultant will work in close cooperation with PIT members and other relevant stakeholders to ensure that the project is managed efficiently and in compliance with the objectives of the Project Appraisal Document (PAD), Loan Agreement and Project Operational Manual (POM).

## **6. Duration of the Assignment**

The Consultant will work in the ARA premises in Tirana on full time basis during the assignment time. The initial duration of the assignment is 12 months, with 3 months of probation period, from contract signing and/or entry into force of the contract. Based on satisfactory performance the contract will be renewed for the entire duration of the program.

## **7. Client's Contribution**

The Client will provide office space and equipment, internet connection, and means of communication, required for the Consultant to perform the tasks assigned.

## **8. Qualifications**

- Master's Degree in social development, sociology, social studies, or related fields in the social sciences, with a minimum of 5 years' work experience in a social development field;
- Specific work experience (not less than 3 years) with projects financed, in whole or in part, by international organizations or other international donors;
- Experience with the World Bank's ESF or similar environmental and social policies of IFIs would be considered an advantage;
- Good computer skills, all Microsoft Windows office applications.
- Good written and communication skills in English, especially writing and reading skills.
- Strong commitment to social inclusion, community engagement, and socially responsible project management.

- Demonstrated ability to work within a large team and engage with team members of different technical background.
- Proven experience and ability to effectively engage and communicate with diverse stakeholders including citizens of diverse backgrounds, communities, civil society organizations, local government, civil works contractors, government agencies, etc.
- Analytical thinking and problem-solving skills.

## **9. Evaluation Criteria**

Applicants that fulfill the qualification requirements will be further evaluated based on the below criteria:

- a) General Qualification – 30 points
- b) Adequacy for the assignment – 60 points
- c) Language – 10 points

## **10. Selection**

The service will be selected under the provisions of the World Bank Procurement Regulations for Borrowers under Investment Project Financing” dated July 1, 2016, revised on November 2017, August 2018, and November 2020, based on the method of Selection of Individual Selection (IC) under time-based contract.