

## **TERMS OF REFERENCE**

<b>POSITION:</b>	Environmental Safeguards Specialist (national)
<b>LOCATION:</b>	Suva, Fiji
<b>DURATION:</b>	Full time - 2 years
<b>START DATE:</b>	06 January 2026

### **1. BACKGROUND**

The Government of Fiji (GOF) has applied for financing from the Asian Development Bank (ADB) and the World Bank (WB) for the Critical Bridges Resilience Project (the project). The implementation agency for the project is the Fiji Roads Authority (FRA) and referred to in this TOR as “the Client”. The proposed project would replace four critical bridges (divided into two contract packages<sup>1</sup>) across King’s and Queen’s Roads in Viti Levu (map in attachment). The bridges would be constructed to withstand the impacts of climate change and disasters and would improve rural and urban land transport connectivity, strengthening the resilience of the transport network of Fiji.

A Program Management Unit (PMU) is to be established and under the FRA to assist in the implementation of the Project and to work with the FRA’s safeguards team regarding implementation of other projects and investments. The GOF, through FRA, is seeking to employ an national environmental specialist (NES) to the PMU to assist FRA implement the environmental and social management (ESM) requirements as set out in the Environmental and Social Impacts Assessments prepared for the Project.

### **2. SCOPE OF SERVICES**

The NES will work closely with the international ESM and occupational health and safety (OHS) specialists recruited as part of the supervision consultant (SC), supporting the PMU, to support implementation of ESM aspects of the project in line with the requirements of the GOF and ADB/WB.

The tasks of the NES include the following:

- Become familiar the ESM procedures and processes implemented by FRA on projects.
- As required, support requisite agencies to undertake the Fisheries Impact Assessments (FIA) by the Department of Lands (DOL) and assessment completed and reported by the Department of Fisheries (DOF) and iTaukei Land and Fisheries Commission, and work with FRA to implement the FIA (including payment of compensation if any).
- As per the ESIA’s and as early in implementation as possible, ensure FRA, through consultation with the Ministry of Agriculture and Waterways, DOF and Department of Environment (DOE), commences implementation of the mangrove planting plans and biodiversity management plan prepared for the Project.
- Ensure that the development consent/country clearance issued by the DOE (likely with

---

<sup>1</sup> In the event that one contractor is selected to construct the two packages, they will still need to fulfill the staffing requirements for each contract as per the requirements set out in the ESIA. This will include development and implementation of construction ESMPs for each contract package by the contractor.

conditions) is shared with the contractor(s) so any conditions relevant to construction works can be reflected in their construction and environmental and social management plans (CESMPs).

- Prior to the start of any physical construction (including site establishment activities, clearing and grubbing etc), as required, provide support to the contractor(s) in the development of their CESMPs (including sub-plans and site-specific plans).
- Review, and suggest revision as required, to the CESMPs (including sub-plans and site-specific plans) and implementation checklists proposed to be used by the contractor(s). Ensure the draft CESMP is shared with ADB and WB for review and comment. Upon 'no objection' from ADB and WB, advise the Project Manager that the CESMPs may be approved in writing.
- Prior to start of physical works, assist the contractor(s) to engage an approved service provider to deliver the communicable diseases awareness and prevention program for adjacent communities prior to worker mobilization and for workers upon their mobilization.
- Provide induction of the contractor(s) to the sites. Including (i) ensuring the workers are aware of the Code of Conduct requirements; and (ii) support the contractor(s) to develop the worker records/checklists (as per the Labor Management Procedure and GAP) in which the contractor will record the age, nationality, sex, type of work, type of engagement (casual, part-time, full-time, community etc) and wages paid for each worker, each day. This data will be collated/compiled and reported in each monthly reports (with the checklists being attached as an appendix)
- Prior to relevant works commencing, ensure that the contractor(s) applies for, and obtains, development consent and any other permits as required for aspects of their proposed approach, including but not limited to, workers' accommodation, establishment and operation of quarries or materials extraction sites, water use and/or discharge, waste disposal.
- Work with the ESM and OHS specialists in the SC team to regularly inspect and audit the contractor(s)' implementation of the approved CESMPs. As required, identify matters to be subject to notice to contractor (NTC), corrective action requests (CAR) or instructions to the contractor (ITC) to be issued by the Resident Engineer (as Employer's Representative).
- Work with the social safeguards specialist and gender specialist and the SC to implement the Project's stakeholder engagement plan and to help manage the grievance redress mechanism (GRM) established by the FRA/PMU for the Project.
- Ensure the contractors' CESMPs are updated, as required, to reflect changed work approach or methodology, site conditions or mitigations measures.
- Receive ESM and related training and capacity development that is to be provided by the SC throughout the Project.
- Review the overall results of ESM monitoring. Recommend investigations and recommend corrective actions to ESM processes, as necessary.
- Based on the contractors' monthly reports and results of ESM monitoring (including

training/capacity building, consultations, information disclosure and grievance redress), provide inputs to the PMU's quarterly progress reports (QPR) and prepare semi-annual safeguards monitoring report (SMR) for submission to FRA, GOF and ADB/WB. Ensure that all SMR are disclosed on the FRA's website.

- Assist FRA with the completion of environment safeguards related tasks for other road, bridge and jetty contracts.
- Undertake other related tasks as required by the Project Manager.
- Assist FRA and PMU ensure that all ESM requirements of the GOF, ADB and WB are complied with throughout the project.

### **3. EXPERTISE REQUIREMENTS**

The consultant shall be a resident of Fiji and have the following experience and qualifications:

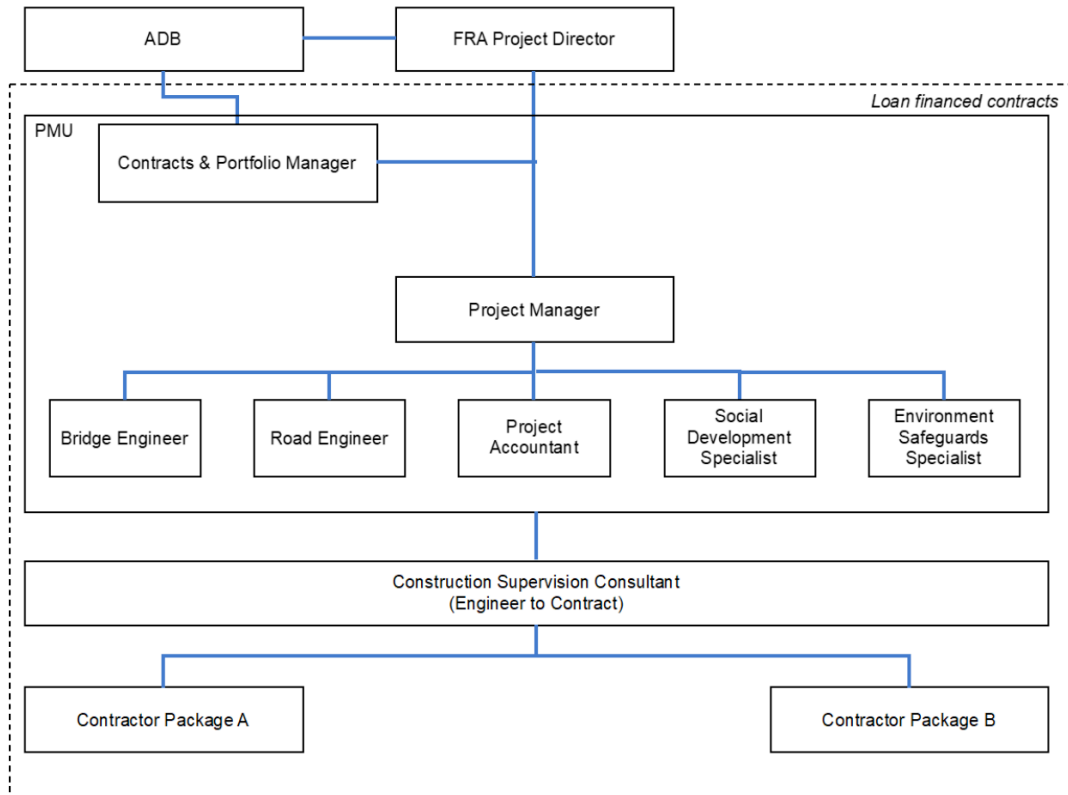
- Relevant tertiary qualification (environmental science, environmental engineering or environmental planning) from a recognized institution, or equivalent relevant operational qualification, preferably in ESM in construction .
- At least ten years (10) work experience in environmental assessment and management (including monitoring) of infrastructure projects.
- Demonstrated ability to write operational reports for senior government officials and public disclosure.
- Have excellent verbal, written and presentation communication skills in English.
- Have necessary cross-sectorial skills, knowledge and ability to work with team members and stakeholders from different technical backgrounds.
- Knowledge of and technical experience in the infrastructure sector.
- Ability to work as part of a team and without supervision.
- Experience and/or working knowledge of donor funded projects.
- Experience working as an environment specialist on infrastructure projects in one or more Pacific nations.

The consultant is required to be based full-time in Suva (Fiji) for the full contract duration (except for any leave period).

### **4. IMPLEMENTATION ARRANGEMENTS**

The implementing agency for the project is the FRA. The Project Manager will lead the PMU and will report to FRA in coordination with the Contracts and Portfolio Manager. The consultant will be required to report to the Project Manager and work with the PMU social safeguards and gender specialists and participate in meetings with the PMU, FRA, ADB and WB, supervision consultant (SC) and contractor(s) to ensure that project objectives are met.

ADB's Project Administration Manual (PAM) and WB's Project Operations Manual (POM) guide day to day implementation and covers all aspects such as program/project management, procurement, financial management, contract management, ESM, GAP implementation and other aspects of the project.



ADB = Asian Development Bank, FRA = Fiji Roads Authority, PMU = project management unit.  
Source: ADB.

## 5. FACILITIES, SERVICES AND MATERIALS

- Facilities will be provided for the PMU by FRA including an office, desk space, and office materials.
- At least initially the consultant is expected to provide their own laptop and mobile phone.
- FRA will make available to the consultant all necessary documents and will assist in making appropriate appointments with all relevant government offices, institutions, contractors or service providers.

## 6. CONFLICTS OF INTEREST

- The consultant, or the firm if the consultant works for a consulting firm, cannot perform the function of Construction Supervision Consultant (a separate function and contract financed by the project).

# Project Map

## FIJI CRITICAL BRIDGES RESILIENCE PROJECT Project Sites

