

GOVERNMENT OF NEPAL
Ministry of Infrastructure Development (MoID)
Department of Urban Development and Building Construction
Project Coordination Office (PCO)
Babarmahal, Kathmandu

TERMS OF REFERENCE
Social Safeguard Specialist
Project Implementation Support Team (PIST)
Greater Lumbini Area Development Project (GLAD)
IDA Credit No. 7980-NP

September 2026

1. BACKGROUND AND PROJECT CONTEXT

The Government of Nepal, through the Ministry of Infrastructure Development (MoID) and the Ministry of Culture, Tourism and Civil Aviation (MoCTCA), is implementing the Greater Lumbini Area Development Project (GLAD) with financial support from the World Bank (IDA Loan No 7980, US\$85 million).

The Project Development Objective (PDO) is to improve tourism-related infrastructure and services and promote local jobs in the Greater Lumbini Area. The project is organized around three components:

- Component 1: Destination Planning, Local Economic Development and Private Sector Engagement (US\$15 million): finances destination planning, branding and marketing, MSME support, skills development and private-sector engagement.
- Component 2: Critical Tourism Infrastructure Improvements (US\$66 million): finances priority tourism-related infrastructure, including access roads, public amenities, sanitation, drainage and heritage-sensitive site improvements.
- Component 3: Project Management and Coordination (US\$4 million): finances overall project coordination, fiduciary management, procurement, environmental and social (E&S) risk management, monitoring and evaluation, reporting, audits and capacity building.

The project covers four culturally and archaeologically significant Buddhist sites, the Lumbini Master Plan Area (a UNESCO World Heritage Site), Tilaurakot-Kapilvastu, Devdaha and Ramgram collectively forming the Greater Lumbini Buddhist Circuit (GLBC).

The project has been classified as Moderate Environmental and Social (E&S) Risk by the World Bank. Nine of the ten World Bank Environmental and Social Standards (ESS) are relevant to GLAD at appraisal, including ESS1 (Assessment and Management of Environmental and Social Risks and Impacts), **ESS2 (Labor and Working Conditions)**, ESS3 (Resource Efficiency and Pollution Prevention and Management), ESS4 (Community Health and Safety), **ESS5 (Land Acquisition and Involuntary Resettlement)**, ESS6 (Biodiversity Conservation and Sustainable Management of Living Natural Resources), ESS7 (Indigenous Peoples), ESS8 (Cultural Heritage) and ESS10 (Stakeholder Engagement and Information Disclosure). Compliance with these standards throughout the project lifecycle is mandatory under the World Bank's Environmental and Social Framework (ESF) and the project's Environmental and Social Commitment Plan (ESCP).

The project's institutional implementation structure comprises the Project Coordination Office (PCO) under MoID, two Project Implementation Units (PIU-1 under MoCTCA and PIU-2 under MoID) and a Project Implementation Support Team (PIST) embedded within the PCO to provide specialized technical advisory support. The Social Safeguard Specialist is a core member of the PIST and, together with the PIST Environmental Specialist, is responsible for ensuring full compliance with the World Bank's ESF, ESCP and the Environmental and Social Management Framework (ESMF), Stakeholder Engagement Plan (SEP) across all project activities.

2. OBJECTIVE OF THE ASSIGNMENT

The Social Safeguard Specialist will serve as the principal technical resource within the PIST to provide strategic and operational leadership on social risk management across all project components, subprojects and implementing agencies,

working in close coordination with the Environmental Specialist to ensure integrated E&S compliance under the Project's ESMF, ESCP and SEP. Specifically, the Social Safeguard Specialist shall:

- Provide dedicated technical leadership on all social risk management aspects of the GLAD Project, ensuring that E&S instruments are operationalized effectively from project initiation through to closure.
- Lead the implementation, monitoring and adaptive management of the project's E&S instruments, including the ESMF, RAPs, LMP, SEP and GRM ensuring these instruments remain responsive to evolving project risks
- Ensure that community engagement processes are accessible – accounting for language, literacy, disability, and cultural context – and conducted in a manner that is inclusive, culturally appropriate and protective of the rights and interests of all project-affected persons (PAPs), including vulnerable and marginalized groups.
- Serve as the primary interface between the PCO, PIUs, contractors, affected communities and the World Bank on social safeguard matters.
- Engage proactively with DSC design teams during concept and design stages to ensure environmental and social risk considerations are integrated upstream into subproject designs before they are finalized.
- Build the capacity of PCO and PIU staff, as well as contractors, to fulfil their respective E&S obligations under the project.

3. SCOPE OF SERVICES

The scope of service of the Consultant will include but not necessarily be limited to the following:

3.1. Inception

- Prepare a detailed workplan to strengthen social risk management and compliance in each project component and activities, in consultation with the PCO Environment and Social (E&S) Focal Person, PIST, Environmental Specialist, DSC within the PIUs and participating municipalities. The workplan should include detailed approaches and methodologies for each component, outlining related tasks, scheduling deliverables and identifying any necessary scope modifications for review, while ensuring that the work plan aligns and integrates with the project objectives, the Environment and Social Commitment Plan (ESCP) and the Environment and Social Management Framework (ESMF).

3.2. Social Screening and Impact Assessment

- Screen all proposed subprojects for potential social risks and impacts using the mandatory E&S screening tools established in the ESMF (POM Annex 4 Social Aspects), prior to their inclusion in the Annual Work Plan and Budget (AWPB).
- Ensure that E&S screening, impact assessment, and instrument preparation are conducted concurrently with engineering design, engaging proactively with DSC design teams at planning and design stages to apply the mitigation hierarchy before design decisions are finalized.
- Lead the preparation or review of subproject-specific E&S instruments, including ESMPs (social components), RAPs, LRPs, VCDPs and IPPs, in coordination with DSC consultants.

- Ensure that social impact assessments adequately address risks related to labor management, SEA/SH, community health and safety, cultural heritage, involuntary resettlement, economic displacement, livelihood impacts, vendor relocation, informal settler relocation and exclusion of vulnerable groups.
- Advise PIUs and DSC firms on the application of the mitigation hierarchy (avoid, minimize, mitigate, compensate) for social risks and impacts.
- Ensure no civil work commences without clearance and implementation of applicable E&S instruments, in accordance with the Environmental and Social Commitment Plan (ESCP).
- Ensure that relevant E&S requirements — including ESMP conditions, labor standards, SEA/SH obligations, and GRM arrangements — are accurately reflected in bidding documents, contractor contracts, project implementation manuals, and subproject appraisal documents prior to their finalization

3.3. Stakeholder Engagement and Community Consultation

- Implement and continuously update the project's Stakeholder Engagement Plan (SEP), including maintaining up-to-date stakeholder mapping, planning consultation events and tracking disclosure obligations across all project sites and adapting it as needed in response to changes in project scope, design, or emerging environmental and social risks
- Facilitate meaningful and inclusive consultations with local communities, women's groups, marginalized groups, indigenous people's communities, religious institutions, Participating Municipalities and other stakeholders in the Lumbini, Tilaurakot, Devdaha and Ramgram project areas and document consultation outcomes systematically.
- Ensure effective participation of women and marginalized groups in participatory decision making, planning and subproject identification and implementation processes.
- Coordinate with PIU-1 and the Training and Facilitating Partner (TFP) on community mobilization, enterprise development consultations and gender-inclusive processes under Subcomponent 1.2 (Local Economic Development).
- Oversee consultations with religious custodians, tradition bearers and community representatives related to heritage-sensitive interventions in the GLBC, in close coordination with the Heritage Conservation Specialist and PIU-1.
- Maintain a consultation log for all engagement activities and prepare summary records for inclusion in project progress reports and World Bank supervision missions.

3.4. Resettlement, Livelihood and Vulnerable Groups

- Lead the preparation and implementation of Resettlement Action Plans (RAPs) for subprojects involving the relocation of informal settlers or vendor displacement, in compliance with ESS5 (Land Acquisition, Restrictions on Land Use and Involuntary Resettlement) and the GLAD's ESMF/RPF.
- Ensure that affected persons, particularly informal settlers, street vendors and daily wage worker are identified early, meaningfully consulted and compensated or assisted in accordance with agreed entitlement matrices described in the RPF/ESMF prior to displacement. Ensure no civil works shall commence on a subproject until compensation has been paid in full and, where applicable, affected persons have been relocated to agreed standards.

- Prepare and supervise implementation of Livelihood Restoration Plans (LRPs) for livelihood-affected groups, coordinating with PIU-1 MSME and enterprise development activities where relevant.
- Ensure preparation of Vulnerable Community Development Plans (VCDPs) for subprojects with potential exclusion or disproportionate impacts on women, persons with disabilities, Dalit communities, indigenous groups (Janajati), or other marginalized populations, in compliance with ESS1, ESS5, ESS7 and ESS10.
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- Regularly verify and report on the status of resettlement entitlement disbursements, livelihood restoration progress and RAP/LRP implementation milestones.
- Upon completion of all resettlement activities, prepare and submit a RAP Completion Report for each subproject confirming delivery of full entitlements, resolution of outstanding grievances, and implementation of livelihood restoration measures.

3.5. Gender, Inclusion and SEA/SH Risk Management

- Mainstream gender and social inclusion across all project activities, ensuring that the project design, implementation and monitoring actively promote and ensure women's meaningful participation in planning, construction employment, enterprise development and benefit access.
- Lead the preparation and implementation of SEA/SH Action Plans as part of site-specific ESMPs, including codes of conduct for workers, SEA/SH referral pathways to pre-identified GBV service providers and targeted awareness-raising activities.
- Ensure that contractors' codes of conduct and labor management requirements explicitly address the prohibition of SEA/SH, workplace harassment, non-discrimination, child labor and forced labor and verify their implementation during site supervision.
- Monitor the functioning of the SEA/SH-responsive GRM, ensuring complaints are handled confidentially and in accordance with survivor-centered principles, with gender-disaggregated tracking of complaints, referrals and resolution outcomes.

3.6. Labor Management and Occupational Health and Safety

- Implement the project's Labor Management Procedures (LMP) under ESS2, covering direct workers, contracted workers and community workers engaged under the project.
- Verify contractors' compliance with labor standards including prohibition of child and forced labor, fair wages, regular rest and non-discrimination through fortnightly site inspections and documentation reviews.
- Ensure that Occupational Health and Safety (OHS) plans are prepared by contractors and enforced at all civil works sites, with particular attention to worker safety in sensitive heritage site environments.
- Monitor labor influx risks and associated community impacts – including SEA/SH risks- at construction sites and ensure mitigation measures specified in ESMPs are in place prior to commencement of works.
- Oversee the establishment and functioning of a dedicated labor grievance redress mechanism (GRM) for all project workers — distinct from the project/community GRM — as required under ESS2.

3.7. Grievance Redress Mechanism (GRM) Management

- Operationalize and maintain the project GRM in accordance with the Stakeholder Engagement Plan (SEP) and ESF requirements, ensuring it provides multiple, accessible and anonymous uptake channels, is gender-responsive, culturally appropriate and multi-lingual (Nepali and relevant local languages) with a dedicated and confidential mechanism for labor and SEA/SH related grievances..
- Ensure grievances are acknowledged, processed, resolved within stipulated service standards defined in the SEP, with complainants informed of the progress and outcomes at each stage.
- Escalate unresolved, complex, or SEA/SH-related grievances to the Project Director and World Bank, following agreed escalation protocols
- Ensure that GRM maintains a documented record of all feedback provided, including cases where complaints were deemed ineligible
- Prepare and submit quarterly GRM performance reports disaggregated by gender, nature of complaint and resolution status, closure rate, including analysis of systemic issues and recommendations for improvements

3.8. Compliance Monitoring, Reporting and Supervision

- Conduct regular site supervision visits to all active civil work sites across the GLBC to verify E&S compliance, including ESMP/RAP implementation, resettlement and relocation progress, OHS adherence and labor standards.
- Support contract management by verifying that E&S obligations embedded in contractor contracts are being met, documenting instances of non-performance, and advising the PCO on appropriate contractual remedies where non-compliance is identified.
- Review and clear DSCs monthly social compliance reports, site photographs and OHS records, and provide written feedback on gaps and corrective actions required..
- Prepare quarterly Social Compliance Reports for the PCO and World Bank, covering ESMP status, RAP/LRP progress, LMP compliance, GRM data, SEA/SH measures and stakeholder engagement outcomes.
- Lead the social sections of semi-annual project progress reports and respond to World Bank's E&S queries during supervision missions.
- Participate in and prepare social compliance inputs for mid-term reviews and end-of-project evaluations, including documentation of lessons learned;
- Flag any E&S non-compliance or stop-work situations to the Project Director for immediate corrective action and document measures taken.
- Maintain an ESCP compliance tracker mapping all social commitments to implementation status and timelines, and share updates with the World Bank at agreed intervals.

3.9. Capacity Building and Institutional Strengthening

- Conduct capacity needs assessments to identify priority training gaps and tailor the capacity building program on a continuous and adaptive basis throughout the project lifecycle.
- Design and deliver E&S orientation and refresher training for PCO, PIU-1 and PIU-2 staff, Participating Municipality focal points, DSC Social Safeguard Specialists and contractor supervisors.
- Build the capacity of Participating Municipalities in social screening, community engagement, GRM management and reporting on E&S indicators.

- Review and provide technical inputs to TORs for DSC Social Safeguard Specialists and social compliance-related consulting assignments
- Provide technical guidance on E&S implications of changes in subproject design, scope, or implementation modality, in consultation with the World Bank.

3.10. World Bank Coordination and Disclosure

- Prepare E&S disclosure packages for new subproject instruments (ESMPs, RAPs, VCDPs, IPPs) for in-country and World Bank website disclosure, in compliance with the Environmental and Social Commitment Plan (ESCP).
- Maintain a complete disclosure log for all project E&S instruments.
- Serve as the primary technical counterpart for World Bank Social Safeguard Specialists during implementation support missions, annual reviews and mid-term reviews.

3.11. Reporting and Documentation

- Prepare semi-annual E&S Monitoring Reports for submission to the World Bank, covering RAP implementation status, GRM case log, consultation records, labor monitoring findings and gender/social inclusion data.
- Prepare briefing notes and data summaries for World Bank supervision missions and follow up on aide-mémoire action points related to social compliance.
- Maintain organized and accessible records of all social documentation, including consultation records, GRM registers, RAP implementation data and site visit reports.
- Prepare the Project Completion Social Report, documenting project-wide social outcomes, GRM resolution rates, resettlement outcomes and lessons learned

3.12. Additional Duties and Advisory Support

- Provide timely and high-quality technical advisory support to the PCO Director, PIU Heads and the PIST Team Leader on all social risk management issues arising during project implementation, including unforeseen site conditions, contractor disputes on social obligations and regulatory compliance challenges.
- Advise on the environmental and social implications of any proposed changes in project scope, design, or implementation arrangements. Coordinate with the World Bank on any required updates to ESMPs, the ESMF, SEP or the ESCP.
- Work in close coordination with the Environment Specialist to ensure a fully integrated, holistic approach to E&S risk management. Collaborate on issues spanning both environmental and social dimensions, including community health and safety (ESS4), resettlement impacts, vulnerable group protections, gender-based violence (GBV) risk management and SEA/SH prevention in construction camps.
- Perform any other social risk management related duties that may be reasonably required by the PIST Team Leader and PCO Director in support of GLAD's overall implementation objectives.

4. KEY DELIVERABLES

The following deliverables are required from the Social Safeguard Specialist during the assignment period. All deliverables shall be submitted in English (and Nepali where specified), reviewed and accepted by the PIST Team Leader and PCO Director and shared with the World Bank as required under the ESCP.

No.	Deliverable Description	Timing
D-1	Baseline review of all project safeguard instruments (ESMF, RAPs, SEPs, GRM), identification of gaps and action plan.	Month 1
D-2	Revised and operationalized SEP consistent with ESS10, inclusive of vulnerable and marginalized groups.	Month 2
D-3	Documented GRM procedures, roles, register templates, escalation matrix and training plan for PCO/PIU staff.	Month 3
D-4	Status of RAP/LMP implementation, GRM case log, community consultation records, gender disaggregated data and corrective actions.	Every 6 months
D-5	Site-specific RAPs or ARAPs for sub-projects involving land acquisition or livelihood disruption, consistent with ESS5.	As needed per sub-project
D-6	Compliance monitoring reports covering direct workers, contracted workers and community workers.	Quarterly
D-7	Documented records of stakeholder meetings, FGDs and public disclosures (minutes, attendance, photos).	Ongoing / Monthly
D-8	Status update on gender-specific activities, women's participation in consultations and GBV prevention measures.	Semi-Annual
D-9	Comprehensive audit of ESS compliance across all project components and sub-projects, with recommendations.	Annual
D-10	Briefing notes, safeguard status updates and data inputs for World Bank supervision missions.	As scheduled
D-11	Summary of training sessions conducted for PCO, PIU and contractor staff on social safeguards.	Bi-Annual
D-12	Final social safeguard compliance report documenting project-wide social outcomes and lessons learned.	Month 46-48

5. REQUIRED QUALIFICATIONS AND EXPERIENCE

Eligibility:

- Master's degree in Sociology or relevant equivalent discipline (eg. Social science, social development, anthropology, gender studies etc)

- Minimum of ten (10) years of professional experience in social development/ safeguard practice/ monitoring and compliance for infrastructure development projects.
- At least five (5) years of social safeguards experience on World Bank/ Asian Development Bank/ other donor funded infrastructure projects.
- Excellent written and spoken communication skills in English as well as Nepali.

Professional Experience

- Demonstrated experience in social impact assessment/ social safeguard management/social development/ safeguard monitoring and compliance or relevant experience for any infrastructure development projects.
- Experience of preparation/implementation of RAPs/LRPs/ ESMPs (social components)/Vulnerable Group/IP Plans/ SEPs/SIA/SMP/GRM/ or other social safeguard instruments for urban/municipal infrastructure projects such as roads/drainage/sewerage/solid waste/community buildings etc. Familiarity with Nepal's social and cultural context, particularly communities in the Lumbini zone, is a strong advantage.
- Experience as Social Safeguard Expert within a Project Management Consulting Service or Implementation Support Team
- Experience as a consultant within World Bank/ADB-financed or any other development partners-financed infrastructure development projects.

Computer and Language Skills

- Demonstrated ability to communicate complex social safeguard requirements clearly and effectively to government officials, contractors, local communities and international donors.
- Strong facilitation and presentation skills for training workshops and stakeholder engagement events.
- Excellent written and spoken communication skills in English as well as Nepali.
- Capable in using Microsoft Excel and Word.

6. DURATION OF ENGAGEMENT AND WORKING ARRANGEMENTS

6.1. Duration of Assignment

The Consultant will support the Client for 528 days on intermittent basis over the project duration till April 30, 2031 AD (expected project closing date), subject to satisfactory performance review. The Client reserves the right to terminate the contract if the Consultant's services are deemed unsatisfactory.

The primary duty station is the GLAD Project Coordination Office (PCO), Kathmandu, Nepal. The expert shall undertake regular field visits to the Greater Lumbini Area (including Lumbini, Kapilvastu, Devdaha and Ramgram), participating municipalities and PIU offices as required by implementation needs.

The specialist's performance will be formally evaluated semi-annually by the PIST Team Leader in consultation with the PCO Director, with evaluations linked to deliverable acceptance, compliance with assignment terms and quality of technical output.

6.2. Indicative Phasing

Phase	Period	Input Level	Focus Areas
Phase 1: Inception & Setup	Within 2 months of contract signing	Maximum 1 months	Prepare Inception Report: E&S workplan, field schedule & capacity assessment, Review ESMF social instruments, Orient PIUs on social screening.
Phase 2: Design	Within 3-18 months of contract signing	Maximum 4 months	Lead screening of Year 1 & Year 2 subprojects, classify risk & determine instruments Review & clear site-specific ESMPs ESCoPs & CHMPs prepared by DSC specialists, facilitate community consultations, Operationalize GRM.
Phase 3: Active Construction	Within 12-54 months of contract signing	Maximum 18 months	Monitor ESMP implementation issue corrective action notices, Supervise RAP implementation, Monitor SEA/SH action plans & manage peak construction-phase grievances, maintain GRM log & trend analysis
Phase 4: Completion & Handover	Last month before project closure	Maximum 1 months	Final compliance inspections confirm full ESMP closure before works sign-off Submit comprehensive, End-of-Assignment Report with recommendations for project legacy

6.3. Equipment and Logistics

The PCO shall provide the Social Safeguard Expert with access to a dedicated workspace within the PCO office in Kathmandu with internet connectivity, relevant project documentation and logistical support for field missions to the Greater Lumbini Area. The consultant shall be responsible for providing personal computing equipment software and professional reference materials necessary for the execution of the assignment

7. REPORTING REQUIREMENTS

The Social Safeguard Specialist will be embedded within the Project Implementation Support Team (PIST) and will operate within the following reporting and coordination framework:

- The specialist reports directly to the PIST Team Leader on all matters of technical performance workplan progress and deliverable submission.
- The PIST Team Leader reports to the PCO Director who holds overall authority for GLAD project coordination and implementation oversight under MoID.
- The specialist shall not issue public statements, media communications or official correspondence with the World Bank on behalf of the project without prior written authorization from the PCO Director.
- External coordination responsibilities include regular engagement with the Department of Archaeology (DoA) UNESCO Nepal Office Lumbini Development Trust (LDT) Ministry of Forests and Environment, DUDBC, Lumbini

Province Environment Departments, Participating Municipalities and other statutory or regulatory bodies as required.

- On a day-to-day basis the specialist will work in close collaboration with the Environment Safeguard Specialist, other PIST Technical Specialists and the designated Environment Officers in PIU-1 (MoID) and PIU-2 (MoCTCA).

7.1. Coordination with the Design and Supervision Consultant (DSC)

- The specialist will maintain regular technical liaison with the Design and Supervision Consultants (DSCs) deployed at project sites on matters relating to ESMP and CHMP preparation review clearance and construction-phase monitoring.

7.2. Coordination with Participating Municipalities

For Sub component 2.2 (c) activities the expert shall provide technical advisory support to the four Participating Municipalities (Devdaha Kapilvastu Lumbini Sanskritik and Ramgram) through PIU-2. This includes review of small-scale design proposals field visits to municipal infrastructure works and provision of technical guidance notes and standard drawings to support municipal engineers. Municipal-level coordination shall be managed in consultation with PIU-2 to maintain clear accountability lines.

7.3. Interaction with the World Bank

For World Bank social safeguard matters the specialist will work under the direction of the PCO Director and PIST Team Leader and will participate in World Bank supervision missions respond to safeguard information requests and facilitate environmental due diligence site visits as required.

7.4. Language and Format

All reports technical review opinions and formal correspondence shall be prepared in English. The PCO may request that certain capacity-building materials be translated into Nepali. Standard report formats shall be agreed in the Inception Report.

8. EVALUATION CRITERIA

A minimum technical score of 70 out of 100 is required for a candidate to be considered technically qualified. The evaluation criteria are attached to annex-1.

9. APPLICATION REQUIREMENTS

Interested candidates must submit the following documents:

- Curriculum vitae (CV) of not more than 8 pages including educational qualifications with graduation years, professional experience with project descriptions and input duration and competencies against the criteria attached in annex-1.
- Cover letter (maximum 2 pages) describing the candidate's motivation approach to social safeguard work and specific experience relevant to GLAD Project requirements.

10. SELECTION PROCESS

The Social Safeguard Specialist will be selected through the Individual Consultant Selection (ICS) method in accordance with the World Bank Procurement Regulations for IPF Borrowers (as amended) and the GLAD project's PPSD.

11. PAYMENT

- The contract amount will be as per the negotiation between the Project Coordination Office and the Consultant. The contract will be based on a time-based remuneration arrangement.
- The remuneration shall be calculated on a per-day basis, based on 8 working hours per day. In the event that the Government of Nepal revises the standard working hours from 8 hours to 7 hours per day, the remuneration rate shall be revised.
- The Consultant shall be eligible to claim payment on a monthly basis, based on the actual number of days worked during the respective month and upon submission and approval of the required timesheet/invoice and supporting documents.
- Reimbursable expenses, incurred by the expert beyond the agreed fees, will be settled on an actual cost basis upon submission of complete supporting documentation
- The consultant shall be responsible for all applicable taxes and duties, including income tax, as per the government rules and regulations.

12. CONFLICT OF INTEREST

The expert shall not hold any direct or indirect financial interest, including as shareholder employee or sub-consultant in any firm or entity bidding for or holding a civil works goods or consulting services contract under the GLAD project. He/she shall not provide advice or services to contractors the DSC or any other parties whose activities are subject to technical review under this assignment. Any actual or potential conflict of interest must be disclosed immediately in writing to the Project Director. The World Bank's conflict of interest and anti-corruption guidelines shall apply throughout the contract period.

13. CODE OF CONDUCT AND ETHICAL STANDARDS

The Social Safeguard Specialist shall adhere to the highest standards of professional and ethical conduct throughout the assignment including:

- Strict confidentiality of all project information community disclosures and grievance records.
- Impartiality and objectivity in the assessment and reporting of safeguard compliance.
- Sensitivity and respect in all community engagement activities particularly with indigenous communities women and vulnerable groups.
- Zero tolerance for sexual harassment discrimination or exploitation in all professional interactions.
- Compliance with the World Bank's Anti-Corruption Guidelines and applicable GoN integrity norms.
- Mandatory disclosure of any emerging conflict of interest to the Team Leader and PCO management.
- Commitment to the GBV prevention principles embedded in the project's Codes of Conduct.

14. PERFORMANCE EVALUATION

The performance of the Social Safeguard shall be formally evaluated by the Team Leader/Project Director on annual basis, using the following performance dimensions:

- Timeliness and completeness of deliverables as specified in this ToR and the agreed Workplan.
- Technical quality and clarity of design review opinions and field inspection reports.
- Effectiveness of collaboration within the PIST and with PIU-2 and Participating Municipalities.
- Quality and impact of capacity-building activities delivered.
- Contribution to achieving the project's infrastructure-related results indicators.

A formal performance rating shall be recorded in the consultant's file. Continuation of the contract at annual intervals shall be subject to satisfactory performance ratings. A score below the agreed minimum threshold may result in contract termination with appropriate notice.

Annex-1

S.N.	Evaluation Criteria	Marks
1	Eligibility Criteria	
	Master's degree in Sociology or relevant equivalent discipline (eg. Social science, social development, anthropology, gender studies etc)	
	Minimum of ten (10) years of professional experience in social development/ safeguard practice/ monitoring and compliance for infrastructure development projects.	
	At least five (5) years of social safeguards experience on World Bank/ Asian Development Bank/ other donor funded infrastructure projects.	
	Excellent written and spoken communication skills in English as well as Nepali.	
2	General Experience	50
2.1	Professional experience in social development/ safeguard practice/ monitoring and compliance for infrastructure development projects.	20
	10 years of experience=14 marks, each additional year of experience=2 marks (maximum 6 marks)	
2.2	Demonstrated experience in social impact assessment/ social safeguard management/social development/ safeguard monitoring and compliance or relevant experience for any infrastructure development projects.	30
	1 project=21 marks, each additional project=1.5 marks (maximum 9 marks)	
3	Specific Experience	50
3.1.	Experience of preparation/implementation of RAPs/LRPs/ ESMPs (social components)/Vulnerable Group/IP Plans/ SEPs/SIA/SMP/GRM/ or other social safeguard instruments for urban/municipal infrastructure projects such as roads/drainage/sewerage/solid waste/community buildings etc	30
	1 project=21 marks, each additional project=3 marks (maximum 9 marks)	
3.2.	Experience as Social Safeguard Expert within a Project Management Consulting Service or Implementation Support Team	10
	1 project=7 marks, each additional project=1.5 marks (maximum 3 marks)	

3.3.	Experience as a consultant within World Bank/ADB-financed or any other development partners-financed infrastructure development projects.	10
	1 project=7 marks, each additional project=1 mark (maximum 3 marks)	
	Total	100

Notes:

1. All experience gained after the completion of the qualifying Master's degree will be considered for evaluation.
2. Assignments of less than 3 months duration shall not be taken into consideration for evaluation.
3. If more than one consultant secures equal scores, the consultant with more experience in criteria 3.1 shall have preference for final selection. Similarly, the second, third preferences shall be given to criteria 3.2, 3.3 respectively.
4. Minimum marks for selection=70