

Government of Nepal
Ministry of Forests and Environment
Department of Forest and Soil Conservation
FEDERAL WATERSHED MANAGEMENT RESOURCE CENTER
Kulekhani, Makawanpur

Gandaki Basin Climate Resilient Project (GBCRP)



Terms of Reference (TOR)

for

*Hiring of Environment & Social Safeguard Officer (ESSO)
for Safeguard Compliance, Screening, Monitoring, and Support to Climate-
Resilient Project Implementation under the Gandaki Basin Climate Resilient
Project (GBCRP) at Federal Watershed Management Resource Center
(FWMRC), Kulekhani*



F/Y: 2082/83



POSITION TITLE: ENVIRONMENT & SOCIAL SAFEGUARD OFFICER (ESSO)

Number of Position: One (1)

Duration: Initially for the current fiscal year (2082/83), extendable based on performance and FEO Kulekhani needs.

1. BACKGROUND


Gandaki Basin Climate Resilient Project (GBCRP) is a seven-year initiative funded by the Green Climate Fund (GCF) with a total budget of USD 32.7 million, including USD 27.4 million in GCF grant and USD 5.3 million in co-financing from the Government of Nepal. The project is being implemented by the International Union for Conservation of Nature (IUCN) as the GCF Accredited Entity, in partnership with the Department of Forest and Soil Conservation (DoFSC) under the Ministry of Forests and Environment (MoFE), and the National Trust for Nature Conservation (NTNC) as executing entities.

The project aims to enhance the climate resilience of vulnerable communities and ecosystems within the Gandaki River Basin (GRB), which is home to more than 2.4 million indigenous people representing over 40 ethnic groups. The GRB is highly susceptible to the impacts of climate change, including increased rainfall intensity, floods, landslides, and droughts, disproportionately affecting women, Dalits, and marginalized communities who are highly dependent on natural resources.

GBCRP targets 19 districts across Bagmati, Gandaki, and Lumbini provinces and is structured around three key components: (i) Community Resilience, (ii) Ecosystem Resilience, and (iii) Climate Governance. It promotes a sustainable river basin approach through the integration of engineering measures and Nature-Based Solutions (NbS) such as bioengineering, bamboo check-dams, and vegetative restoration to address land degradation and climate vulnerabilities.

Field-level implementation of the project is undertaken through two Field Execution Offices (FEOs) established under the Department of Forest and Soil Conservation (DoFSC): the Basin Management Centre (BMC) in Kaski and the Federal Watershed Management Resource Center (FWMRC) in Kulekhani, which functions as one of the designated FEOs. The FWMRC, Kulekhani is responsible for implementing project activities across nine districts, namely Makwanpur, Chitwan, Nawalpur, Tanahu, Lamjung, Gorkha, Dhading, Nuwakot, and Rasuwa, in coordination with local stakeholders and executing partners.

To ensure that project activities comply with national environmental and social safeguard policies as well as GCF and IUCN Environmental and Social Management System (ESMS) and requirements, the FEO in Kulekhani is recruiting an **Environment & Social Safeguard Officer (ESSO)** to coordinate environmental and social assessments, facilitate community engagement, support grievance redress mechanisms, and monitor safeguard compliance throughout project implementation.


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2. JOB DESCRIPTION

The Environmental and Social Safeguard Officer (ESSO) will be responsible for leading the environmental and social safeguard activities of GBCRP at the field level. This includes the following activities: (i) conducting Environmental and Social (E&S) screening of all subprojects based on the exclusion criteria and IUCN's ESMS screening checklist, as outlined in the Project Environmental and Social Management Framework (ESMF); (ii) preparing and incorporating the findings of the rapid social analysis into the Rapid Social and Environmental Assessment (RSEBA) report; (iii) preparing the E & S screening report; and (iv) developing site-specific Environmental and Social Management Plans (ESMPs) and other relevant environmental assessments, as required by the laws and regulations of the Government of Nepal (GoN), the Project ESMF, and the IUCN ESMS.

The ESSO will also ensure the meaningful inclusion of vulnerable and marginalized groups, supports in the Free, Prior and Informed Consent (FPIC) process, coordinate stakeholder consultations, and manage grievances in line with project protocols. The officer is expected to work in close consultation and coordination with the Project Environmental and Social Safeguard (ESS) Consultant and the Watershed Management Officer (WMO) of Field Execution Office (FEO) to align safeguard actions with overall project implementation.


The ESSO will further support field implementation teams, monitor safeguard compliance with both Green Climate Fund (GCF) and Government of Nepal (GoN) standards, and contribute to regular reporting, documentation, and analysis of safeguard-related issues, including community feedback. The role requires strong coordination with technical staff, implementing partners, local authorities, and beneficiary communities to ensure the environmental and social sustainability of all project interventions.

3. ACADEMIC QUALIFICATION:

Bachelor's Degree in Environmental Science, Environmental Engineering, or a related field from a recognized university.

4. PROFESSIONAL EXPERIENCE:

- Minimum 2 years of experience in environmental and social safeguard assessments, including:
 - Environmental and social screening of project sites,
 - Preparation and implementation of Environmental and Social Management Plans (ESMP),
 - Conducting Rapid Social and Environmental Assessment (RESA),
 - Preparation or review of Brief Environmental Studies (BES) and Initial Environmental Examinations (IEEs) as required.


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- Experience in implementing (GESI (Gender Equality and Social Inclusion) sensitive strategies is desirable.
- Prior involvement in climate adaptation or community-based natural resource management projects is preferred.

Additional Preferences:

- Experience working with vulnerable or marginalized communities, including women, Dalits, and indigenous groups.
- Strong skills in documentation, reporting, and safeguard monitoring.
- Possession of a valid two-wheeler driving license and access to a personal vehicle – preferred.
- Ownership of a personal laptop for efficient field and office work – preferred.
- Ability to work independently in remote and time-bound project environments.

5. MAJOR DUTIES AND RESPONSIBILITIES:

a) Environmental and Social Screening & Assessment


- Identify and validate the subprojects in line with Project Operation manual.
- Conduct environmental and social screening of proposed project sites.
- Carry out site-specific RSEBA.
- Identify potential risks and mitigation measures and ensure alignment with project objectives and safeguard standards.

b) Environmental and Social Management Plan (ESMP) Preparation and Monitoring

- Prepare ESMPs for individual project interventions and monitor their implementation at field level.
- Ensure that ESMPs address occupational health, safety, environmental protection, and social inclusion measures.
- Follow IUCN safeguard policies and government guidelines throughout the safeguard process.

c) GESI Integration and Inclusion

- Ensure integration of Gender Equality and Social Inclusion (GESI) considerations in all stages of planning and implementation.


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- Work with local stakeholders and committees to promote inclusive participation and equitable benefit sharing.
- Support identification of vulnerable households and recommend measures for their inclusion in project benefits.

d) Grievance and Complaint Mechanism (GCM)

- Supports to functioning of Project's GCM in coordination with local authorities and implementing partners.
- Maintain records of grievances received and support timely resolution in line with GCF and GoN policies.
- Ensure GCM documentation is shared and aligned with the central safeguard team.

e) Field Monitoring and Compliance


- Monitor safeguard compliance during implementation of project activities including civil works and nature-based interventions.
- Verify that recommended mitigation measures are being effectively implemented in the field.
- Prepare checklists and reports documenting compliance and key observations.
- Coordinate with the WMO and Project ESS Consultant to share field findings and incorporate corrective actions if required.

f) Capacity Building and Community Consultation

- Organize and facilitate awareness events, FPIC processes, and training on environmental and social safeguards.
- Build the capacity of local communities and field teams on safeguard issues including environmental management, social inclusion, and grievance handling.

g) Coordination and Reporting

- Coordinate with the WMO of FEO, technical teams, and implementing partners (DoFSC, IUCN, NTNC) for integration of safeguards in planning and implementation.
- Maintain regular communication with the central Project ESS Expert to ensure alignment of field activities with the overall safeguard strategy.
- Prepare periodic reports on safeguard screening, ESMP implementation, GESI integration, and GRM outcomes.
- Provide timely inputs for donor and government reporting requirements related to safeguards.


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h) Documentation and Knowledge Management

- Maintain proper documentation of safeguard assessments, consultations, grievance records, and field monitoring visits.
 - Contribute to knowledge products, lessons learned, and best practices related to safeguards and social inclusion.
- i) Perform any other safeguard-related tasks assigned by the Chief of FWMRC or designated project supervisors, aligned with the needs of GBCRP.

6. DUTY STATION AND TRAVEL REQUIREMENTS:

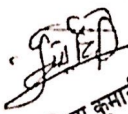
- Primary duty station: FEO Kulekhani /other areas within the GBCRP area as assigned.
- Frequent travel: Required to target districts for safeguard assessments, monitoring, and consultations.

7. SELECTION CRITERIA:

- Proven experience in implementing environmental and social safeguard measures in development projects.
- Sound knowledge of national and international environmental and social safeguard policies, including IUCN and GCF and GoN frameworks.
- Strong skills in community engagement, consultation, and communication with diverse stakeholders, including vulnerable groups.
- Relevant academic qualifications in environmental science, social science, natural resource management, or related fields.
- Overall performance during the selection interview process.

8. REMUNERATION AND OTHER FACILITIES

- The remuneration for the ESSO shall follow the prevailing Government of Nepal scale for equivalent positions.
- Applicable taxes will be deducted as per GoN rules.
- Travel and daily allowances (TA/DA) will be provided as per project guidelines during field visits.
- No additional benefits such as gratuity, pension, insurance, or other allowances shall be provided beyond the agreement.


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9. APPLICATION SUBMISSION PROCEDURE

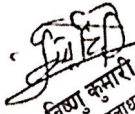
Interested and eligible candidates are requested to submit the following documents by 19th August:

- A cover letter indicating interest and availability.
- Updated Curriculum Vitae (CV) with contact details.
- Copies of academic certificates and citizenship.
- Experience and training certificates.
- Bank voucher showing the payment of an application fee of NPR 1200 deposited into the Government of Nepal revenue account at Nepal Bank Limited (Account No. 0010100000001001001, Office Code: 329013201, Revenue Title No.: 14224).

10. Submission Email / Address:

Submit electronically to: info@fwmrc.gov.np

Or, hard copy at: Federal Watershed Management Resource Center (FWMRC), Kulekhani, Makwanpur during office hours.


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