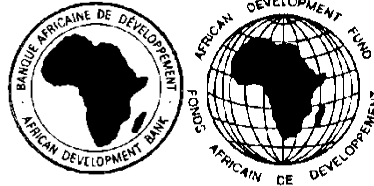




REPUBLIC OF LIBERIA  
National Investment Commission (NIC)  
M&E Professional Building/ UN Drive  
Monrovia, Liberia



**REQUEST FOR EXPRESSIONS OF INTEREST  
(INDIVIDUAL SERVICE – INDIVIDUAL SELECTION)**



**SPECIAL AGRO-INDUSTRIAL PROCESSING ZONE (SAPZ) PROJECT**

**CONSULTANCY SERVICE “ENVIRONMENTAL & SAFEGUARD  
OFFICER FOR THE (LIBERIA) SPECIAL AGRO-INDUSTRIAL ZONE (SAPZ), BUCHANAN  
CITY – GRAND BASSA COUNTRY - LIBERIA”**

**Sector: Agriculture/Industry**

**Financing Agreement Reference: 2100150042703**

**Project ID: P-LR-AA0-009**

**PROJECT BACKGROUND**

The Government of Liberia has received funding from the African Development Bank (AfDB) to implement the Special Agro-Industrial Processing Zone SAPZ Project for a period of five (5) years, (January 2022 to December 2027). The Project development goal is to contribute to inclusive and sustainable agro-industrial development in Liberia, and in the process reduce staple food imports, create jobs, and reduce poverty. The project development objectives are to i) create a better business environment for increased investment in the agro industrial sector, ii) create opportunities for investments at the industrial level and coordinate the integration of small holder farms, and agro processing industry into sustained agro value chains and, iii) improve capacities and skills to benefit from new agribusiness employment and value chain opportunities. The project is structured around three related components; including: a): Support the development of Climate-resilient Infrastructure to attract investments into Agricultural Value addition/industrialization b) Support Business Competitiveness, Enable skills and climate-smart agricultural value chain development and strengthen farmer coordination and c) Strengthen Institutional Capacity, Project Coordination & Management.

The National Investment Commission (NIC) known as the Executing and Implementing Agency (EA) will implement the Special Agro-Industrial Processing Zone (SAPZ) Project. The Project Implementation Unit (PIU) within the National Investment Commission (NIC) will serve, as the project-executing agent comprise of full complement of essential experts.

**POSITION:** Environmental & Safeguard Officer

**LOCATION:** Monrovia, Liberia (with assignment in the field)

**DURATION:** This assignment is for one (1) year with possibility for extension subject to satisfactory performance.

### **ASSIGNMENT OBJECTIVE**

The objective of this assignment is to ensure that the project complies with its environmental and safeguard obligations both the African Development Bank and the Environmental Protection Agency environmental policies, laws and regulations and support the Project Management Team (PMT) in identifying and managing relevant environmental risks and impacts associated to the project implementation.

This includes providing an overall environmental management oversight during the implementation of the project, supporting and advising the client in addressing a variety of environmental and social risks and issues at all the stages of the implementation of the project and in provision of related training/awareness and coordination activities.

### **ENVIRONMENTAL OFFICER SCOPE OF WORK**

#### **I: TECHNICAL GUIDANCE AND COORDINATION**

- Provide technical guidance for the Implementing institutions of the project and others stakeholders on environmental and social risks management and compliance to the African Development Bank's Environmental and Social Guidelines and Policies including its relevant Operational Safeguards (OSs).
- Provide technical guidance to implementing agencies/partners of sub-projects and monitor the implementation of ESMPs and RAPs, ensuring their implementation is satisfactory and consistent with the relevant environmental laws of Liberia and the African Development Bank Environmental and Social Guidelines and Policies;

- Support the efficient coordination with Project implementing institutions and project Management Team (PMT) staff regarding Environmental and Social Management Framework (ESMF) and environmental and social considerations to be taken into account in the sub-project preparatory activities;
- Assist in the preparation of terms of reference for relevant studies for the project and, coordinating with Project Management Team, selected contractors or staff to ensure that studies are carried out adequately thus meeting national and donor requirements;
- Support environmentally sustainable community development by ensuring that the project incorporate measures necessary and sufficient to avoid, minimize, abate, and where appropriate, offset any adverse impacts to people and the environment;
- Advise in the coordination and delivery of trainings on related issues including environmental health and public safety and requirements for project staff and other relevant stakeholders in the field;
- Advise on strategies for strengthening implementation of environmental risk management measures;
- Initiate and undertake environmental and social due diligence prior to commencement of works and liaise with contractors to address pertinent community-related issues;
- Participate in periodic Field supervision mission to monitor and ensure compliance with environmental and social safeguard polices throughout the project lifecycle and prepare periodic reports of the activities and submit to Project Coordinator.

## **II: ENVIRONMENTAL AND SOCIAL MANAGEMENT**

- Develop and implement systems and procedures for environmental due diligence under the project and ensure their adequacy and compliance at all levels;
- Develop and implement management processes including screening sub-projects, public consultation, analysis of alternatives and other environmental concerns;
- Examine and evaluate all activities proposed by individual sub-projects to assess the potential environmental and social risks or impacts and propose mitigation measures needed;
- Ensure that environmental and social risk management compliance conditions are incorporated into project bidding documents, and that a process exists for ensuring that mitigation measures will be taken by contractors;

- Assist with the screening and application of mitigation measures, contracting language, and environmental plans for individual sub-projects;
- Work with Project Coordinator to ensure that financial resources are available to support environmental risk management processes, including assessments, training programs and analytical support;
- Ensure adequate and up-to-date environmental documentations and records are in place and adequate documentations of stakeholders' consultations;
- Review of documents related to safeguards instruments such as ESIA's and accompanying Environmental and Social Management Plan (ESMP), Resettlement Action Plan (RAP), etc. as required.

### **III: MONITORING AND INSPECTION**

- Lead in the conduct of monitoring and reporting against environmental management provisions, evaluating relevant AfDB's environmental and Social Guidelines and Policies compliance, highlighting environmental and social issues not addressed, and providing recommendations corrective measures;
- Conduct field appraisal along with project staff and review of sub-project specifications, setting and site conditions to ensure that environmental aspects are appropriately addressed in planning, contracting and environmental mitigation plans;
- Conduct field supervision, monitoring and inspection of individual sub-projects to ensure compliance with the mitigation measures identified;
- Periodically report on on-going works, planning efforts, compliance and other aspects requiring attention, and;
- Assist Project Coordinator in review and preparation of the environmental aspects of project reports as necessary.

### **IV: REPORTING**

The Environmental & Safeguard Officer will report directly to the Project Coordinator and will be required to produce monthly and quarterly reports.

### **QUALIFICATION**

- A candidate must have significant experience in the field of environment and social impact assessment in rural development projects in Africa. He/ She must have a

master's degree (M.Sc. MA) or equivalent in the field of environmental or related fields. A PhD in a relevant field is of added advantage;

- With At least 5 years' experience in the field of environmental and impact, including climate risk assessment and management, most of which spent working in Africa;
- Prior experience with the Bank or another multilateral institution is of an added advantage, as well as experience in the different stages of development project cycle;
- Proficiency in computer applications (MS Word, Excel) and a laptop and excellent writing skills;
- Ability to work effectively and independently with minimum supervision.

## **EXPERIENCE**

- He/she must have the relevant experience in environmental and social safeguards issues, environmental management, environmental assessment, environmental monitoring and compliance, public consultations.
- Previous experience nationally, internationally, and working in West Africa is desirable.
- He/she must have proven experience of at least 5-10 years in the field of environmental management, governance, natural resource management, environmental and social impact assessment, including climate risk assessment and management.
- Demonstrated knowledge of the African Development Bank's Environmental and Social Guidelines and Policies/Operating Safeguards (OSS).
- He/she should be familiar with the environmental guidelines and regulations of the Government of Liberia and the African Development Bank Integrated Safeguards System policies, which govern the environmental assessments requirements.
- Additional experience in dealing with environmental and social risks issues as well as knowledge, preparation and implementation of relevant instrument including Environmental and Social Impacts Assessment (ESIA), Environmental and Social Management Plan (ESMP), Environmental and Social Commitment Plan (ESCP), Resettlement Action Plan (RAP), Grievance Redress Mechanism (GRM) related to construction projects).
- Demonstrated skills and direct work experience in conducting public consultations, public hearings, participatory research methods (including observation, surveys),

participatory rural and urban appraisals, participatory poverty assessments, participatory monitoring and evaluation, and grievance redress mechanisms.

The NIC now invites eligible individuals to indicate their interest in providing the Services. Interested person(s) must provide information indicating that they are qualified to perform the services (CV's, description of similar assignments, experience in similar conditions, availability of appropriate skills, etc.).

Selection will be based on qualifications and experience stipulated above:

Eligibility criteria, establishment of a short list and the selection procedure shall be in accordance with the African Development Bank's "*Procurement Policy and Methodology for Bank Group Funded Operations*" (BPM), dated October 2015", which is available on the Bank's website at <http://www.afdb.org>. Please note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

The estimated duration of services is (12 months) subject to renewal based on satisfactory performance.

Expressions of interest must be delivered in hardcopy or by email to the address below and clearly marked "EXPRESSION OF INTEREST for ENVIRONMENTAL & SAFEGUARD OFFICER" on or before 14:00 pm Local time Monday, July 15, 2024. Only shortlisted candidates will be contacted.

All communication shall be addressed to:

**Hon. Melvin Sheriff, Sr.**  
**Executive Director**  
**National Investment Commission**  
**M&E Professional Building**  
**Sekou Touré Ave. UN Drive Tel: +231 777 544842**  
**Email: [msheriff@investliberia.gov.lr](mailto:msheriff@investliberia.gov.lr)**  
**Monrovia, Liberia**

With Attention to:

**Mr. Andrew Anderson**  
**Project Coordinator**  
**National Investment Commission**  
**M&E Professional Building**  
**Sekou Touré Ave. UN Drive Tel: +231 886 976983**  
**Email: [aanderson2024@gmail.com](mailto:aanderson2024@gmail.com)/ [aanderson@investliberia.gov.lr](mailto:aanderson@investliberia.gov.lr)**

**Monrovia, Liberia**

Copy:

**Mr. Boimah Gibson  
Procurement Officer**

**Email: [boimahgibson@gmail.com](mailto:boimahgibson@gmail.com)**