

## Terms of Reference (ToR) for Subject Matter Specialist (SMS)-Social

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### 1. PROJECT BACKGROUND:

The Government of Himachal Pradesh (GoHP) is implementing the Integrated Development Project for Source Sustainability and Climate Resilient Rainfed Agriculture (IDP) in the selected Gram Panchayats of the State, with financing from the World Bank. IDP carries forward the ideas and learnings of H.P. Mid Himalayan Watershed Development Project (HPMHWD). This project started in the year 2005 and completed on 31<sup>st</sup> March 2017. HPMHWD exhibited increase in real income by 20.70%, increase in biomass production by 46.25%, increase in yield of Wheat, Maize & Milk by 25.92%, 28.94% and 10.72% respectively. Under Institutional strengthening a total of 3,098 Self Help Groups (SHGs), 6,977, Users Groups and 5,967 Common Interest Groups (CIG) were established. Further details about the project are available at: <http://www.hpidp.org>

The Project will invest in measures in upstream catchment areas to improve sustainable land and watershed management to promote the sustainability of perennial water sources. It will also support continued diversification and commercialization of agricultural value chains in downstream areas by supporting production and value addition including promoting efficient water use thereby increasing the productivity of water in agriculture. It will adopt a spatial approach by (i) applying a landscape approach to individual high-risk micro-watersheds within select river basins in Himachal Pradesh; and (ii) overlaying this with a cluster approach to target value chain investments in specific locations to leverage economies of scale and network externalities. In parallel, the project will develop and demonstrate the application of an analytical evidence base to inform strategic policy choices viz. the trade-offs between alternative water uses and will pilot a new institutional arrangement for addressing complex multi-sectoral concepts such as sustainable landscape management that involves several sectors and multiple Government departments.

### 2. Project Development Objective [PDO]

The PDO is to improve upstream watershed management and increase agricultural water productivity in selected Gram Panchayats in Himachal Pradesh.

<i>Objective</i>	<i>Indicators</i>
To improve upstream watershed management in selected Gram Panchayats (GPs) in Himachal Pradesh	Land area under sustainable landscape management practices
	Area managed for improved soil
	Number of reforms recommended by the institutional assessments that are implemented
To increase agricultural water productivity in selected Gram Panchayats (GPs) in Himachal Pradesh	Share of participating farmers adopting climate smart agriculture practices
	Share of participating farmers adopting climate smart practices that are female
	New farm area brought under higher efficiency irrigation through project support in targeted GPs

	Share of participating farmers who give a rating of “Satisfied” or above on process and realized benefits of project interventions
	Share of participating female farmers who give a rating of “Satisfied” or above on process and realized benefits of project interventions

### 3. COMPONENTS

#### *Component 1: Sustainable Land and Water Resource Management*

This component promotes participatory and sustainable land and water management through financing the planning and implementation of upstream investments in selected micro-catchments. Site-specific Gram Panchayat resource management plans (GP-RMPs) will be prepared within each micro-catchment to specify detailed activities by location and GP. In parallel to the GP-RMPs, a network of hydrological monitoring stations will be established within the watershed to monitor the quality and quantity of water on a continuous basis, to assess the potential impact of project interventions, whilst laying the foundation for future water budgeting, and hydrological modelling to identify the highest priority sites for future activities. Hydrological watershed modelling in conjunction with landscape analysis can help identify the most critical sites to prioritize investments to ensure the greatest impact for source sustainability and water quality. The main implementers and beneficiaries will be Himachal Pradesh Forest Department (HPFD) staff and relevant community organizations such as sub-groups of the GP user groups set up (or strengthened, where appropriate) under the project. This support will lead to improved forest cover (and hence carbon capture), increased water and sediment regulation, reduced erosion, and improved community participation (including women, youth, and disadvantaged groups) in and benefits from sustainable land and water management that are expected to serve as a model for other states through the Lighthouse India approach (see Component 3).

#### *Component 2: Improved Agricultural Productivity and Value Addition*

This component would support interventions in downstream areas where the primary (existing or potential) water use is for irrigation in agriculture. It would seek to augment the use of irrigation as a principle strategy for shifting from low-value cereal production to climate resilient crop varieties, higher-value fruit and vegetable production but would do so with a focus on increasing climate resilience and water productivity to maximize the financial returns for water use. The project will seek to leverage additional support from other government programs and projects, particularly that of the agriculture, horticulture, and animal husbandry departments. Key interventions include infrastructure to increase high-productivity water utilization (drip and sprinkler irrigation) – essential elements of CSA – plus the necessary primary and secondary distribution systems. This component will also support the identification and development of agricultural value chains. In addition to

improving local livelihoods, the proposed activities will reduce pressure on forests and contribute to increased carbon sequestration and reduced erosion.

### ***Component 3: Institutional Capacity Building for Integrated Watershed Management***

The long-term objective of this component is two-fold: firstly, to support a more comprehensive and holistic approach to managing the state's water resources while recognizing competing uses both within HP and downstream in other states, in particular Punjab; secondly to facilitate better alignment of institutional mandates for Integrated Watershed Management (IWM) and strengthen the HPFD's institutional structure and capacity for improved service delivery. In the short term, this component will focus on building the institutional capacity of the HPFD as the key government institution responsible for managing roughly two-thirds of the state's land area and identifying possible future reforms through a comprehensive IWM institutional assessment. It will also produce and share knowledge on these critical topics through a Lighthouse India approach.

### ***Component 4: Project Management***

The objective of project management component is to facilitate overall coordination, implementation, and management of the project at State Project Management Unit (SPMU), District Project Management Unit (DPMU) and Assistant Project Management Unit (APMU) levels.

The project implementation relies on a management and governance structure from the State down to the Gram Panchayat level, with clear-cut roles and responsibilities for staff members at each level. All staff positions will be filled during the pendency of the project with qualified people. This component will support the strengthening of the institutional capacity and knowledge management of the project implementing entity SPMU for the implementation and management of the project. This would include the establishment of the SPMU and 10 DPOs, and 10 APOs for supervision of project activities etc. The implementation arrangements will cover the details regarding financial management, disbursement and procurement, which are covered in subsequent chapters.

## **4. SCOPE OF ASSIGNMENT**

**1. Environment and Social Management Framework.** Based on the Environment and Social Assessment (ESA) exercise conducted during project preparation, the project has prepared an Environment and Social Management Framework (ESMF) that lays down practical measures, mechanisms, procedures and management plans to screen, avoid, manage and mitigate any potential environment and social risks and impacts arising from project interventions. The IDP ESMF comprises i) procedures for screening, avoidance, mitigation and management of Environment and Social Risks and Impacts, including negative list; ii) environment and social management plans (ESMPs) and technical measures on Forestry, Soil and Water Conservation, Agriculture and Allied Activities; iii) Labor Management Procedures (LMP); iv) Community Health and Safety Guidelines; v) Resettlement Policy Framework; vi) Tribal Development Framework; vii) Stakeholder Engagement Plan (SEP); viii) Integrated Pest and Nutrient

Management Plan; ix) Biodiversity Management Plan; x) Cultural Heritage Procedures; xi) as well as an overall Environment and Social Commitment Plan (ESCP). ESMF also summarises implementation arrangements at state, district and block level, and plans for capacity building, monitoring and reporting on ESMF.

2. **Job Responsibility**. The HPIDP state project management unit (SPMU) includes the position of a suitably qualified, full time, Subject Matter Specialist (SMS) on Social Development. The SMS (Social Development) will be responsible for implementation, supervision, monitoring and reporting of the social strategies, processes and action plans included in the Environment and Social Management Framework ESMF, ESCP, ESMP and the Project Implementation Plan (PIP), including interventions related to social inclusion, social mobilisation, community participation, gender, social accountability and grievance redressal. SMS (Social) will lead and manage the team of social extension officers and community mobilisers in ensuring mainstreaming and scaling up of the ESMF and Social Strategies across the project area.

### 3. **Detailed Scope of Work and Activities**

- a. **Human Resources**. Facilitate engagement and deployment of staff, consultants and resource persons needed for implementation of the ESMF, ESCP and other social strategies of IDP, especially the social extension officers (SEOs) and the community mobilisers (CMs); Management and supervision of SEOs and CMs.
- b. **ESMF Operational Guidelines**. Work with state and district teams to integrate ESMF and social development related processes, mechanisms and templates in the community operations manual (COM), GPRMP guidelines, grants manual (GM), operations and maintenance investment fund (OMIF) guidelines, project implementation plan (PIP) and MIS; provide operational guidance and support to project staff, SEOs and CMs; Based on HPIDP's existing ESMF/ESMPs, prepare and disseminate additional guidance, advisories, notifications, operating procedures/manuals and resource material needed to facilitate ESMF implementation;
- c. **Training and Capacity Building**. Based on the operational plans/guidelines mentioned in paragraph b above, plan and implement training and capacity building activities on ESMF and social strategies for the SEOs, CMs, FEOs, resource persons, Trainers, project staff, PRIs, watershed communities, contractors; Prepare and implement suitable training modules and schedules; Engage Suitable Trainers and Training Agencies;
- d. **Operationalise and Scale Up ESMF processes**. Implement ESMF related mechanisms, processes, templates and reporting arrangements in GPRMPs, Individual and Group Grants, OMIF, and ESMPs; Establish a mechanism for preparing, reviewing and approving ESMPs under GPRMPs, Grants and OMIF. Lead preparation and implementation of ESMPs through SEOs, FEOs and CMs;
- e. **Implementation of Social Risk Mitigation Measures**. Implementation of social risk mitigation measures identified under the ESMPs, Labor Management Procedures (LMP), Community Health and Safety Guidelines, Resettlement Policy Framework,

Tribal Development Framework and Stakeholder Engagement Plan (SEP) through the SEOs, FEOs and CMs.

- f. Field Supervision and Implementation Support. Provide implementation support to SEOs, FEOs, CMs, field staff, resource persons and community institutions on implementation of ESMF and ESMP actions; Undertake monthly field visits to project areas to supervise ESMF implementation and identify implementation bottlenecks and field constraints and recommend necessary changes in mechanisms and processes.
- g. Stakeholder Engagement. Assist the SPMU in maintaining productive and responsive relationships with key project stakeholders and partners, and directly manage the implementation of the stakeholder engagement plan and the Environment and Social Commitment Plan (ESCP). Conduct of actions and interventions agreed under the Environment and Social Commitment Plan (ESCP).
- h. Grievance Redressal. Establishment of Grievance Redress Procedures and Mechanism in project areas; Reporting and Monitoring of Grievance Redressal under IDP.
- i. Communication. Support preparation of ESMF and social mobilisation related IEC material and support its adoption and dissemination.
- j. Coordination with Bank's Task Team. Maintain regular communication with Bank's ESF Specialists and for technical and operational assistance, progress reporting and facilitation of Banks six-monthly supervision missions.
- k. Monitoring and Reporting. establish and maintain a monitoring and reporting system for ESMF implementation progress, and integrate with project MIS and monthly progress reporting; take lead in supervising ESMF related studies, reviews, presentations and surveys; report on key ESMF reporting indicators to HPFD; Prepare Annual Actions Plans, Budgets, Consolidated ESMF progress reports and other documentation required by the SPMU;

## **5. ESSENTIAL QUALIFICATIONS**

Master's degree in Social Sciences and Humanities, including Social Work, Social Development, Rural Development/Management, Development Studies/Management, Forestry Management, Gender or equivalent from a recognized university.

At least 5 years' experience of implementing social development strategies related to social mobilisation, community development, social inclusion, tribal development, participatory resource management, gender and women's economic empowerment in agriculture, forestry, watershed, rural development projects

### **Desirable Professional Work Experience:**

- At least 3 years' experience as state level team leader in an externally aided or state or national government programme.
- At least 3 years' experience of working with rural communities in Himalayan States.
- Familiarity with the Agriculture, Horticulture, Rural Development and Social context of Himachal Pradesh

- Familiarity with English, Hindi, Pahari/ Himachali languages.

## **6. COMPUTERSKILLS**

Subject Matter Specialist (SMS) must have experience of using internet based applications, using and working with basic computer applications with advanced word processing/spreadsheet including MS PowerPoint and other related applications.

## **7. DUTY STATION & TRAVEL REQUIREMENTS**

The services of Subject Matter Specialist (SMS) may be taken anywhere in the Project area with headquarter at Solan. The Social Dev Specialist will be required to undertake monthly field-visits in discharging the key tasks and responsibilities mentioned above, and as per the project requirements.

## **8. DURATION**

The assignment will be initially for a period of one year. The contract may be renewed from time to time, if the performance of the appointee is satisfactory and depending upon the requirement in the Project.

## **9. REPORTING & PERFORMANCE REVIEW**

The Social Dev Specialist will report to the Project Director of HPIDP. The work and performance of the Social Development Specialist shall be reviewed by Chief Project Director and Executive Director or any authorized officer of IDP.