



GOVERNMENT OF ASSAM
PUBLIC WORKS ROADS DEPARTMENT
OFFICE OF THE CHIEF ENGINEER (EAP), FATASIL AMBARI, GUWAHATI - 25
Email id: as-ce.asbip@assam.gov.in

No. CE/EAP/ASBIP/22/2022/6

Dated: Guwahati, 9th February, 2023

The Office of the Chief Engineer (EAP), PWRD, Assam invites applications for the following purely temporary contractual positions for the PMU in the office of the Chief Engineer (EAP), PWRD, Fatasil Ambari, Guwahati-25. The interested eligible candidates who are citizens of India having the required qualifications and experience, indicated in the Terms of Reference against each position, may apply accordingly in the prescribed format for short listing. The shortlisted applicants who fulfill the eligibility criteria shall be called for an interview. The prescribed application format and detailed qualifications and experience as per the Terms of Reference (ToRs) is provided in 'documents notification' section in the APWRD e-portal: <https://www.apwd.in>

Sl. No.	Name of the Position	No. of Positions
1	Senior Environmental Specialist	1
2	Junior Environmental Specialist	1
3	Occupational, Health & Safety Expert	1
4	Social Management Specialist	1
5	Labour Compliance Specialist	1
6	Gender Specialist	1

The duly filled up application form in prescribed format along with necessary attachment and the signed ToR shall be submitted online in the email: as-ce.asbip@assam.gov.in on or before **25th February, 2023**. The shortlisted candidates shall be called for an interview within one week from the last date of submission of application. However, the final date of interview shall be published in APWRD e-portal: <https://www.apwd.in>

The candidates are requested to furnish their email id and contact nos. so that the shortlisted candidates can also be informed of the date and place of interview.

(Paban Terang)

Chief Engineer (EAP), PWRD, Assam
Fatasil Ambari, Guwahati-25




APPLICATION FORM FOR THE POSITION OF.....

1. Full Name of the candidate (In Block Letters):
2. Father's/Husband' s Name :
3. Mother's Name :
4. Gender:
5. Marital Status :
6. Nationality :
7. Permanent Postal Address (attach a copy of evidence):
8. Police Station:
9. Current Address:
10. Mobile No.:
11. Mobile No. (WhatsApp messenger) :
12. Email ID :
13. Passport No. (If available) (attach a copy):
14. Date of Birth (attach a copy of evidence)(dd/mm/yyyy):
(The age of the candidate must be below 55 years as on 01.02.2023)
15. Age (As on 1st February '2023) : ____Years ____ month(s)
16. Current Designation:
17. Current Employer's Full Address with contact email and phone number:
18. Expected consolidated monthly remuneration for the position:
19. Educational Qualification (attach a copies of certificates):



Sl.	Examination	Subject	Year of Passing	Name of College	Name Board/ University	Class/ Percentage of marks obtained
1.	Graduation					
2.	Post graduation					
3.	Others (if any)					

20. Training details relevant to the position applied (attach copies of certificates):

Sl.	Title of the Training program	Duration of Training	Training organized by
1.			
2.			
3.			

21. Total Professional Experience : ____ Years ____ month(s)

22. Details of Professional Experience (Starting from latest **) (attach copies of experience certificates):

Sl.	Designation	Organization	From (mm/yyyy)	To (mm/yyyy)	Summary of Services provided

** Attach latest salary certificate.

23. Write a brief note describing why would like to be associated with us : (Maximum 250 words)

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24. Languages proficiency: (please tick ✓)

Sl.	Language	Read	Write	Speak

25. Computer proficiency :

Sl.	Program/Software/Applications	Excellent	Good	Average

26. Names and Addresses of two persons from whom we may seek reference about you:

(The two persons must not be related to you and must have interacted with you for more than 2 years in a Professional and/or academic capacity during the last 5 years)

Sl	Name of the person & designation (if any)	Address	Phone no	E-mail id
1.				
2.				

27. Do you have any criminal or corruption charges against you? (If yes furnish details)

28. Have you ever been arrested, indicted or summoned into court as defendant in a criminal proceeding or convicted, fined or imprisoned for the violation of any law? (If yes furnish details)

29. Have you ever been discharged or forced to resign from any position? (If yes furnish details)

Declaration: I certify that the statements furnished by me in this application are true, complete and correct to the best of my knowledge and belief. Permission is hereby given to the Chief Engineer (EAP), PWRD, Assam to make such investigations as are necessary on the information given above. I understand that any misrepresentation or fraudulence or material omission made herein or in any other document requested by Chief Engineer (EAP), PWRD, Assam would render dismissal and termination of my candidature/ service/contract apart from other penal action as per the law.

Date :
Place :

Signature of the Candidate

IMPORTANT Notes:

1. Candidates shall complete this application in not more than 8 pages **strictly** as per the above format, along with self attested copies of testimonials/certificates (not more than 12 pages), evidencing that he/she is qualified to perform the services. **The complete application along with certificates/testimonials shall not be more than 20 (twenty) pages or else the application may not be considered.**
2. **While self attested copies of all the relevant certificates/testimonials needs to be submitted along with the application, candidates are to note that applications without self attested copies of certificates/testimonials relating to Educational Qualifications and Trainings shall be rejected.**

Assam Resilient Rural Bridges Program (ARRBP)

Terms of Reference

Occupational, Health & Safety Expert

Engagement of Occupational, Health & Safety Expert (Consultant) to office of the Chief Engineer (EAP), Public Works Roads Department (PWRD), Assam on contractual basis

1. Background

The Government of India on behalf of Government of Assam has applied for financing from the World Bank in the form of a loan toward the cost of **Assam Resilient Rural Bridges Program (ARRBP)**. The Program Development Objective (PDO) is to enhance inclusive connectivity and resilience of bridges in Assam, whilst strengthening the Assam Public Works Roads Department's roads and bridges management capability. The project intends to support (a) bridges maintenance; (b) bridges widening; (c) distressed bridges replacement; (d) timber bridges replacement; (e) new bridges construction; and (f) institutional development activities (institutional reorganization, systems engineering, and human capital building). The bridge works include the construction of approach roads and connectivity to the closest road network. The bridges are spread on rural roads network under the jurisdiction of APWRD and priority village roads. Truck and bus stops connected by the bridges are also part of the project.

The program is envisaged to be implemented in a period of 6 years. Under the program, the PWRD Assam will maintain/construct/upgrade 1099 number of bridges including approach road and connectivity to road network as a smart, resilient and safe bridges. Key environmental risks and impacts in bridge works, anticipated to occur largely during the construction phase and within existing footprints, are: (i) cutting of mature trees within the Proposed Right of Way (PROW)(ii) health and safety of workers and communities within the PROW and along the transport routes of construction supplies, materials and equipment; (iii) settlements exposed to noise, vibration, air pollution and safety risks; (iv) siltation and sedimentation of waterways; (v) land acquisition within the PROW; (vi) physical displacement of houses, mosques, temples, madrasa and graves etc.

The PWRD seeks to carry out an Environmental and Social Assessment (ESA) and develop E&S instruments for the ARRBP through a Consultancy Firm to address E&S risks and impacts in the proposed ARRBP. The ESA for the project will be carried out in accordance with the World Bank's new Environmental and Social Framework (applicable from October 1, 2018) and applicable GOI/Govt. of Assam social and environmental requirements to prepare the relevant documents.

The PWRD Assam has established a Project Monitoring Unit (PMU) for strategic guidance and Project Implementation Units (PIUs) for coordination, implementation and other support functions for smooth function of ARRBP.

PWRD now intends to engage a Occupational, Health & Safety Expert under ARRBP on full time contractual basis. The Occupational, Health & Safety Expert shall be a part of the core team of PMU and work on behalf of the PWRD on all OHS management requirements under ARRBP.

2. Objectives and Scope of Services:

The overall aim of the services is to

2.1 Work on behalf of the PWRD on all OHS requirements under ARRBP following the requirements of the WBG General Environmental Health and Safety (EHS) Guidelines and National guidelines, and monitor work of OHS agency and contractors commissioned for OHS measures.

3. Task of the Expert:

The services of the expert shall include but not limited to the following tasks:

Task 1: Ensure that OHS requirements in accordance with Environmental and Social Impact Assessment (ESIA)/ Environmental and Social Management Plan (ESMP), WBG General Environmental Health and Safety (EHS) Guidelines, ESS2 on Labor and Working Conditions and included in the Labor Management Procedures as applicable for ARRBP, ILO Guidelines and other internationally accepted OHS requirements are incorporated in the Bidding Document and contractor's requirements for preparing and implementing OHS plans.

Task 2: Assess and carry out inspections on site to determine hazardous situations/accident prone sites or activities and create, implement and enforce safety instructions that reduce the risk of accidents. S/he should be familiar with and determine which instructions are necessary for the job site and how to enforce them.

Task 3: Provide support to build the capacity of PMU and PIUs in assessing and managing environmental and social risks and impacts (particularly health and safety related), including through the development and delivery of OHS and CHS capacity building activities and training. Also includes identifying training and capacity building needs of contractors on OHS implementation plan, within resources available under the projects.

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Task 4: Ensure that the Contractors abide by the OHS provisions in contracts, ESMF, ESIA/ ESMP during the execution of construction works.

Task 5: Ensure that fair working conditions are provided to workers through implementing following activities:

- i. provide awareness-raising programs for workers at construction sites informing them about their opportunities, rights and duties.
- ii. ensure that workers are fully aware of the insurance facilities provided under the contract and facilitate claims arising out of injuries, disabilities and death.
- iii. Enforce strictly the provisions of use of labor cards.
- iv. Provision of equal pay for both the men and women for equal volume of works performed.
- v. Provide training on OHS, community health and safety, environmental impacts and mitigation measures to the Contractors including contractors' workers.

vi. Provide support in investigating and resolving worker-related complaints and grievances.

Task 6: Prepare and update periodically the project plan on occupational health safety.

Task 7: Providing technical support to supplier, builders, PMU and PIUs personnel in effective planning, designing, and execution of all planned OHS and community health and safety related activities in sub-projects.

Task 8: Train and support Site engineers on the application of OHS related standards and activities as well as CHS aspects.

Task 9: Coordinate and interact with PMU and the PIUs for the necessary arrangements of OSH and CHS - related activities in periodic maintenance and upgrading works.

Task 10: Supervise and assure quality of data collection, provide OHS information to update the Construction Site Monitoring (CMS).

Task 11: Undertake frequent visits to project sites /accompanying other team members and officials and help to identify and recommend remedial measures for enhancing health and safety performance of the project.

Task 12: Provide guidance and support to contractors in complying with activities as stated in the OHS requirements and Guidelines to be implemented as part of ESMPs, draft OHS policies, prepare site safety work plan and costs estimates, provide guidance/support for preparing and or forming an incident/accident reporting line, project site inspection checklist and create awareness materials.

Task 13: Work with environmental and social specialists to carry out community engagement and consultation, and specifically create awareness about the health and safety concerns related to works and labour influx.

Task 14: Develop necessary OHS and CHS awareness materials to be distributed.

Task 15: Assist in documenting good practices, report preparation, videos and other relevant materials from the projects and districts as knowledge sharing materials.

Task 16: Assist M&E officer to carry out research and development as per requirement.

Task 17: Monitor OHS and CHS practices in contractor's labour camps and construction site in project districts.

Task 18: Recommend and identify gaps in improving implementation of OSH Guidelines by contractors, PMUs and PIUs.

Task 19: Supporting and proposing measures to minimize the risk of COVID transmission among workers and with the community. This will include working with the PMU/PIUs to ensure that project workers adhere to COVID-prevention protocols and other measures in order to minimize the risk of viral transmission between workers and with the community, such as ensuring social distancing on project sites and maintaining standards of hygiene and sanitation.

Task 19: Perform other OHS- and CHS-related duties as assigned by the supervisor.

Task 20: Any other task assigned by the PD/PIU.

4. Facilities to be provided to the Consultant:

- 4.1 The PWRD shall provide office space to the Consultant in the office while in Guwahati at the O/o The Chief Engineer (EAP), PWRD, Assam, ARR&TI Campus, Fatasil Ambari, Guwahati-781025. The consultant shall on his own arrange expenses for his official travel as per the CE (EAP)'s directions (airfare, taxi, lodging and boarding) and will be reimbursed for the same at actual.
- 4.2 The consultant shall on his own arrange for official travels and expenses (outside Guwahati) and will be reimbursed for the same at actual.
- 4.3 The PWRD will facilitate interaction with stakeholder departments such as Environment & Forest, Revenue, etc. in connection with the assignment.
- 4.4 The PWRD will expediently provide/ facilitate necessary documents, manuals and reports required by the consultant to perform his tasks.

5. Contract Duration:

Duration of this consultancy services will be initially for 12 months and likely to be extended for the entire duration of the program as per requirement.

6. Deliverable:

- 6.1 The consultant shall submit Monthly Report of the tasks carried out by 2nd week of every month.
- 6.2 The consultant shall submit the OHS reports as per format and required of the World Bank.

7. Institutional Arrangement

The Occupational, Health & Safety Consultant will work under direct guidance of the Chief Engineer (EAP) cum Project Director (PD), ASBIP. S/he will report directly to the CE (EAP) or a senior official entrusted by the CE (EAP) and will work with close collaboration with other officials/ subject matter specialists deployed at the Project Implementation Units (PIUs). For payment purpose, working days and hours shall be as per government of Assam norms.

8. Experience and Professional Requirement of the Consultant:

8.1 Educational Qualifications: The consultant should have Bachelor degree in occupational health and safety or related scientific or technical field (engineering, risk assessment, etc.)

Preferable: Master degree in occupational health and safety or related scientific or technical field (engineering, risk assessment, etc.)

Qualifications in first aid will be an added advantage. Certification in Occupational Health and Safety Standards or as a registered health professional may be considered an advantage.

8.2 Work Experience: Minimum of 7 years relevant work experience especially in the area of OHS in construction and industry works in the supervision of high-risk projects.

Preferable: Working experience as an Occupational health and safety specialist in World Bank funded project or in other multilateral Bank funded projects will be preferred. Demonstrated knowledge of World Bank safeguard policies and/or World Bank ESSs, and WBG EHS Guidelines. Working and/or practical knowledge of OHS Standards such as ILO or ISO or OSHA or any internationally accepted standards.

8.3 Language Proficiency: The consultant will be required to have Assamese, Hindi and English Language proficiency (speaking, reading, and writing).