



**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](mailto:as-ce.asbip@assam.gov.in)**

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

Dated: Guwahati, 9<sup>th</sup> 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](mailto:as-ce.asbip@assam.gov.in) on or before **25<sup>th</sup> 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

  
09/02/23

**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 1<sup>st</sup> 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 Bridge Programme (ARRBP)

## Terms of Reference for Social Management Specialist

### **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 and Roads Department's roads and bridges management capability. The project intends to support (a) reinforced cement concrete (RCC) bridges maintenance; (b) RCC bridges widening; (c) RCC bridges replacement; (d) timber bridges replacement; (e) new bridges construction; and (f) institutional development activities (institutional reorganization, systems reengineering, 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 roads 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 around 4 years. Under the program, the PWRD Assam will construct/upgrade 1099 number of bridges including approach road and connectivity to road network as a smart, resilient and safe bridges. Key social risks and impacts in bridge works, anticipated to occur largely during the construction phase and within existing footprints, are: (i) health and safety of workers and communities within the PROW and along the transport routes of construction supplies, materials and equipment; (ii) land acquisition within the PROW; (iii) 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 ASBIP.

PWRD now intends to engage the following key Social Experts under ARRB on full time contractual basis for a period of 4 (four) years. The key experts shall be a part of the core E&S team of PMU and work on behalf of the PWRD on all social management requirements under ARRB following the requirements of the World Bank's Environment and Social Framework-ESF, and National Laws.

## **1. Objective and Scope of Work:**

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

- I. Lead and anchor implementation of social development activities under the program and report on their outcome throughout the program.
- II. Support strengthening of institutional capacities and reporting on social risk management for which (a) prepare and deliver training annually (social inclusion, gender, participatory planning, citizen engagement, land management, grievance management, and other relevant themes on social) for PWRD and partner agencies; (b) develop procedures for acquiring land required for sub-projects; (c) firm up indicators to track social development outcomes, to be incorporated in the MIS system for monitoring and reporting.
- III. Ensure that due diligence of social risks is carried out at site level. This includes conducting of social risks screening of potential sites, prior to approving and embarking on project activities that may have significant adverse social impacts. Review the social management plans, and any other plans prepared by consultant/s and ensure that they are incorporated in the Bid documents, supervise and monitor its implementation.
- IV. Support adoption of ICT tool to track land acquisition/negotiated settlement procedures on real time basis to provide land free from encumbrances prior to civil works.
- V. Coordinate with contractors, PWRD field staff and communities, during sub-projects' implementation, for avoiding, reducing and minimising any construction related social impacts and inconveniences to the communities.
- VI. Coordinate suo-moto disclosure of project related information in an appropriate format to comply with the requirements of the Right to Information Act and at appropriate locations for the communities.
- VII. Disclose all project social management documents on PWRD website.
- VIII. Ensure periodic stakeholder consultations and citizen feedback are undertaken during the planning, preparation and implementation stage of the program.
- IX. Prepare monthly report on Grievance Management System which will cover disaggregated data on number registered, resolution, escalation, closure with the given time frame.
- X. Monitor and report on the court cases on program related grievances, if any.
- XI. Coordinate with Gender and Labour Compliance specialists at the PWRD to implement the program.

- XII. Prepare quarterly progress reports on social management.
- XIII. Engage monthly with World Bank mission for guidance and coordinate field visits etc. for supervision missions.

## **2. Experience and Qualification Requirement of the Consultant**

- Master's degree in sociology/anthropology/ social work.
- At least 7 years of professional experience of working in the related field of Social Development/Management etc.
- Fluency in Assamese and English and workable knowledge of local dialects of Assam.
- Working knowledge of computer.

## **3. Facilities to be provided to the Specialist:**

- i The PWRD shall provide office space to the Specialist in the office while in Guwahati at the O/o The Chief Engineer (EAP), PWRD, Assam, ARR&TI Campus, Fatasil Ambari, Guwahati-781025. The Specialist shall on his own arrange for his travel (airfare, taxi, lodging and boarding) while in tour to sites and the expenditures for the same will be reimbursed by the office.
- ii. The consultant shall on his own arrange for travels on official duty (outside Guwahati) and will be reimbursed for the same at actual.
- iii. The PWRD will expediently provide/ facilitate necessary documents, manuals and reports required by the consultant to perform his tasks.

## **4. Contract Duration:**

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

## **5. Deliverable:**

- i. The Specialist shall submit Monthly Report of the tasks carried out by 2nd week of every month.
- ii. The Specialist shall submit the reports as per format and required of the World Bank.

## **6. Institutional Arrangement**

The Consultant will work under direct guidance of the Chief Engineer (EAP) cum Project Director (PD),ARRBP. She/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 Govt. of Assam Norms.