



UNITED REPUBLIC OF TANZANIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY
MOSHI CO-OPERATIVE UNIVERSITY (MoCU)
CHUO KIKUU CHA USHIRIKA MOSHI



TERMS OF REFERENCE

FOR

**CONSULTANCY SERVICES TO UNDERTAKE ENVIRONMENTAL AND
SOCIAL IMPACT ASSESSMENT (ESIA) FOR THE PROPOSED
CONSTRUCTIONS OF INFRASTRUCTURE FACILITIES FOR MoCU
UNDER HIGHER EDUCATION FOR ECONOMIC TRANSFORMATION
(HEET) PROJECT**

November, 2022

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1.0 BACKGROUND

The Government of the United Republic of Tanzania has received funds from the World Bank under the Higher Education for Economic Transformation (HEET) Project that will be implemented for five years (2021-2026). The Project will be implemented under the Ministry of Education, Science and Technology (MoEST) whereby a number of Higher Learning Institutions (HLIs) will be the beneficiaries. The overall project development objective is to strengthen the learning environments and labour market orientation of programs in priority disciplines of the HLIs. To achieve the objective, priority areas will include construction and/ rehabilitation of infrastructure, upgrading learning resources and equipment, updating curriculum and introducing innovative pedagogical methodologies, promoting applied research and innovation capacity as well as building functional linkages with private sector/industry. Other areas include development of online learning platforms and digital technology applications, establishment of state-of-the-art ICT infrastructure, promoting self-generated income, and building capacity of academic staff and university leadership.

Moshi Co-operative University (MoCU) is among the HLIs that will benefit from this project and it is planned that part of the funds will be used to cover eligible payments for procuring consultancy services for undertaking the Environmental and Social Impact Assessment (ESIA). The ESIA will be conducted to assess the impact of the proposed new infrastructure to be developed at Moshi (Kilimanjaro) and Kizumbi Institute of Co-operative and Business Education (KICoB) in Shinyanga. The new infrastructure to be constructed is presented in Table 1.

Table 1: New Infrastructure at Moshi Co-operative University

S/N	Infrastructure	Location	Capacity (users)	Dimension (SQM)
1.	Academic complex building	Kizumbi Campus	1,810	2,907.00
2.	Student Hostel building	Kizumbi Campus	1,154	2,710.00
3.	Academic building	Moshi Campus	458	1,390.00

However, the Environmental Management Act of 2004 of Tanzania requires project developers to carry out an Environmental Impact Assessment (EIA) prior to project implementation. Moreover, environmental clearance should also be obtained through an Environmental Audit (EA) as per the Environmental Assessment and Audit Regulations of 2005. The Regulations give the mandate to the National Environmental Management Council (NEMC) to oversee the EIA and EA process toward the award of an Environmental Certificate/Permit (EP). ESIA will also be implemented in accordance with the requirements of the World Bank Environmental and Social Framework (ESF), 2018, and the HEET Environmental and Social Management Framework (ESMF). Special reference should be made to the World Bank Environmental and Social Standards (ESS 1, ESS 2, ESS 3, ESS 4, ESS 6, and ESS 10).

In the process of implementing the project, the environmental and social impact assessment will be conducted in compliance with the existing environmental regulations and other regulations of the country. The consultant will be required to conduct the following tasks:

- a) Screening and scoping;
- b) Predict the impact of the project;
- c) Suggest measures for mitigation, and;

- d) Preparing the Environmental and Social Management Plan (ESMP) and Health and Safety Management Plan (HSMP).

Thus, the Terms of Reference (ToRs) are hereby provided to guide potential consultants to conduct ESIA, prepare ESMP and HSMP for the proposed activities, and submit the required reports to NEMC.

2.0 OBJECTIVES OF THE ASSIGNMENT

2.1 Main Objective

The main objective of the assignment is to conduct ESIA for the proposed construction of an academic complex, administration building, and student hostel at the Moshi campus and KICoB in Shinyanga. The purpose is to foresee the cumulative environmental and social effects of the proposed project activities before their actual implementation. Therefore, the study should address the social, economic, and environmental issues associated with the project activities. The study will also provide relevant plans to prevent or minimise adverse impacts, identify organisational capacity and competence needed and monitor the plans' effectiveness.

2.2 Specific Objectives

The following are the specific objectives of the assignment that should be achieved by the consultant:

- a) To undertake environmental screening and scoping study and identify social and environmental issues in the project sites and nearby environment;
- b) To identify, predict and analyse foreseeable social and environmental impacts, both beneficial and adverse, of the proposed project;
- c) To develop cost-effective mitigation measures that aim at eliminating or minimising the potential negative impacts and promote positive ones;

- d) To describe the pertinent regulations and standards governing environmental quality, health and safety, protection of endangered species and land use control at the national and local level, and;
- e) To prepare Environmental and Social Management Plan and Health and Safety Management Plan for construction, operation, demobilisation and maintenance phases of the Project.

3.0 SCOPE OF THE ASSIGNMENT

The Consultant shall carry out the service in accordance with this ToRs including the applicable National Legislations as well as World Bank Environmental and Social Framework (ESF) requirements.

Therefore, the ESIA and development of ESMP, HSMP, and other relevant tools will be in line with the requirements:

- i. The Environmental Management Act Cap 191;
- ii. The Lands Act (1999) and Village Land Acts (1999);
- iii. Occupational Health and Safety Act (2003);
- iv. Urban planning Act (2007);
- v. Public Health Act (2009);
- vi. Fire and Rescue Act (2007);
- vii. The Standard Act (2009);
- viii. HIV and AIDS (prevention and Control) Act No. 28/08 (2008);
- ix. The World Bank Environmental and Social Framework (2018);
- x. The HEET Environmental and Social Management Framework (ESMF);
- xi. The HEET Stakeholders Engagement Plan, and;
- xii. The HEET Resettlement Policy Framework (RPF).

Task 1: Project Registration and Scoping

The Consultant shall submit a duly filled registration form and Project Brief or Scoping Report to the Council as per Regulation 4A of the Environmental Impact Assessment and Audit (Amendment) Regulations, 2018. In scoping, the Consultant shall undertake the following:

- (a) Identify the main stakeholders that will be negatively or positively impacted by the proposed project;
- (b) Identify stakeholder's main concerns regarding the proposed project;
- (c) Identify main project alternatives;
- (d) Identify likely impacts, data requirements, tool and techniques for impact identification, prediction and evaluation;
- (e) Identify project boundaries in terms of spatial, temporal and institutional aspects;
- (f) Ensure that there is adequate stakeholder participation in this and all the other stages of the Environmental Impact Assessment, and;
- (g) Prepare a Scoping Report and terms of reference for the Environmental Impact Assessment of a proposed project and submits to the Council for approval.

Task 2. Environmental and Social Impact Assessment

Task 2.1: Description of the Proposed Project/Project Background

The Consultant shall provide a brief description of the relevant parts of the project using maps of appropriate scale where necessary and include the following information:

- a) Project justification;
- b) Project objectives;
- c) Description of the location of the project;
- d) General site layout, size, and capacity of buildings to be constructed;
- e) Area of influence of the infrastructure works;
- f) Preconstruction activities;
- g) Construction activities;

- h) Schedule of project activities;
- i) Staffing and support;
- j) Facilities and services;
- k) Operation and maintenance;
- l) Activities to be executed;
- m) Building life span, and;
- n) Decommissioning.

Task 2.2: Description of the Physical, Biological and Socio-economic and Cultural Environment of the project area.

The Consultant shall assemble, evaluate, and present baseline data on the relevant environmental characteristics of the proposed study area. These shall include information on any changes anticipated before the project commences, during project implementation, demobilisation period and after ending the construction project. This information shall include:

- (a) **Physical environmental:** This shall cover geology; topography; soils; climate and meteorology; ambient air quality; surface and groundwater hydrology; noise level, existing sources of air emissions; passive ventilation, existing water pollution discharges; and receiving water quality; adherence with green building with respect to using environmentally friendly materials during construction; water harvesting during use and; low maintenance cost;
- (b) **Biological environment:** This should consider flora; fauna; rare or endangered species; ecologically important or sensitive habitats, including parks or reserves, significant natural sites; species of commercial importance; and species with potential to become nuisances, vectors, or dangerous (of project site and potential area of influence of the project);

- (c) **Socio-economic and cultural environment:** This shall include but not limited to population and land use. Special attention should be paid to the status of acquisition and suitability of the location; planned development activities and community structure; employment; levels and distribution of income, goods, and services; recreation; public health, gender issues including special needs of the disadvantaged groups, the prevalence of HIV/AIDS, and cultural/historic perspectives. Likewise, the following aspects should be considered:
- i. Gender-Based Violence (GBV), including sexual exploitation and abuse and workplace sexual harassment. The Consultant shall assess the GBV risks at the country, district, and project level in relation to the proposed construction work;
 - ii. Consultations regarding GBV shall be conducted only with key stakeholders (NGOs, CBOs, governmental authorities). Stakeholder consultations should never directly ask about individual experiences of GBV. Rather, they should focus on gaining an understanding of the experiences of women and girls in the project location/area, including wellbeing, health, and safety concerns. Furthermore, the Consultant shall suggest appropriate mitigation measures for the observed GBV. The Consultant shall also propose GBV mitigation measures in relation to the labour influx and construction-related issues of HEET;
 - iii. The Consultant shall also develop a mechanism (Grievance Redress Mechanism) to enable affected stakeholders to raise grievances with the Project and seek redress when they perceive negative impacts arising from project activities;
 - iv. The Consultant shall also assess the project-related risks and include in ESIA information on poverty levels in the intervened area, potential risks of labour influx (in terms of absorption

- capacity of external workers in the project area and ratio of the influx of workers vis-à-vis community members/resident of the project area, amount of works and difficulties to supervise);
- v. The Consultant shall provide a guide to be used during the design stage and implementation in respect of movement within designed buildings structures to cement student's concentration and lessen harassment as well as bullying of students, and;
 - vi. The Consultant shall analyse and provide a guide on the impact of roving in the project and surrounding areas to ensure that students are safe to move to and from designated classes and accommodation areas.

Task 4: Legislative, Policies, Administration Framework

The Consultant shall describe the pertinent regulations and standards governing environmental quality, health, and safety, protection of sensitive areas, protection of endangered species, and land use control at international, national, regional, and local levels. The Consultant shall undertake a review of policies, legislation, and administrative framework within which the environmental management of the proposed construction of the projects will be carried out.

The assessment shall also consider the World Bank Environmental and Social Framework which describes Environmental and Social Standards applicable to the HEET project. The analysis shall also provide a clear description of the linkage between the functions of the relevant institutional or administrative frameworks in Tanzania and the proposed project undertakings. The Consultant shall assess the capacity of the project implementing entities to manage environmental and social issues under the project. On the social side, the Consultant shall assess among others the institutional arrangements for

dealing with child abuse and Gender Based Violence (GBV), Grievance Redress Mechanism (GRM) as well as promoting stakeholders' involvement and specifying their respective roles and responsibilities.

Task 5: Identification, Analysis, and Assessment of Potential Impacts

The Consultant shall identify, analyse and assess the environmental and social impacts of the proposed construction and operation of the University. The Consultant shall distinguish between positive and negative impacts, direct and indirect impacts, and immediate and long-term impacts. Identify impacts that are unavoidable or irreversible. Wherever possible, describe impacts quantitatively, in terms of environmental components affected (area, number), environmental and social costs, and quality of available data, explaining significant information deficiencies and any uncertainties associated with the predicted impacts.

The significance of impacts of the proposed construction of the projects shall be assessed, and the basis of this assessment shall be specified. The Consultant should take into consideration existing by-laws, national and international environmental standards, legislation, treaties, and conventions that may affect the significance of identified impacts. The Consultant shall use the most up-to-date data and methods of analysing and assessing environmental and social impacts. Uncertainties concerning any impact shall be indicated.

Therefore, the Consultant shall identify, assess and provide possible mitigation measures for potential negative environmental and social impacts of the project. Also, the Consultant shall be required to provide guidance on environmental and social management. The Consultant shall propose green elements or features of the building to be incorporated in the design of buildings, construction, and post-construction phases to minimise potential

negative impacts to the environment. The Consultant shall also analyse all occupational health and safety issues likely to arise as a result of the construction and operations of the proposed buildings.

Task 6: Stakeholder Consultations and Community Involvement

The assessment shall establish the level of consultation of the affected stakeholders before designing the project, and the level of involvement in the running and maintenance of the project facilities. This is crucial for both environmental and project sustainability. The assessment will provide a framework for coordinating the environmental impact assessment with other government agencies, obtaining the views of affected groups, and keeping records of meetings and other activities. All stakeholders interested and/or affected parties shall have the opportunity to present their concerns regarding the proposed construction works and the views of the public shall be solicited and incorporated in the main ESIA Report.

The Consultant shall identify and consult all the relevant stakeholders at the national, regional, district, and local levels. These include affected groups, Government Agencies, local NGOs, and other interested parties in order to obtain their views regarding the proposed works. The Consultant shall pay special attention to the disadvantaged groups such as people with disabilities, the elderly, and women that may be affected by the proposed project. All consultations undertaken for this ESIA at all levels shall be documented and presented in the Environmental Impact Statement (EIS) including the methodology used for consultations. Photographs, minutes of the conducted meetings, names, and signatures of consulted stakeholders shall be provided in the ESIA.

Task 7: Mitigation Measure

The Consultant shall suggest cost-effective measures for minimizing or eliminating adverse impacts of the proposed construction and operation of the projects. The costs of implementing these measures shall wherever possible be estimated and presented. If compensation is recommended as one form of mitigation, the Consultant shall identify all the names, identification card(s), and physical addresses of the people to be compensated. The Consultant shall suggest mitigation measures to address GBV and propose a Grievance Redress Mechanism (GRM) to enable affected stakeholders to raise grievances with the Project and seek redress. The rationale is to cut down lengthy litigations which may delay implementation. Proposed mitigation measures and cost estimates shall be grouped in separate Bills of Quantities (BoQ) for the projects and should also include the cost of supervision for the implementation of mitigation measures (if any). A draft report supporting this implementation shall be prepared on time and submitted for filing.

Task 8: Environmental and Social Management Plan (ESMP)

The Environmental Management Plan focuses on three generic areas namely the implementation of mitigation measures; institutional strengthening and training; and monitoring. The Consultant shall prepare the ESMP to include the proposed work program, budget estimates, schedules, staffing and training requirements, and other necessary support services to implement the mitigation measures. Institutional arrangements required for implementing this management plan shall be indicated. The cost of implementing the monitoring and evaluation including staffing, training, and institutional arrangements must be specified. The Consultant shall also prepare detailed arrangements to monitor the implementation of mitigation measures and the impacts of the project during construction and operation.

Also, the Consultant shall include in the plan an estimate of capital and operating costs as well as a brief description of other required inputs including:

- a) Mitigation measures for the identified impact with a timeline for its implementation, responsibilities for executing measures;
- b) Indicators for measuring success Occupational Health and Safety measures;
- c) Community safety measures;
- d) Traffic management procedures;
- e) Labour management procedures;
- f) Construction camps management, and;
- g) Construction waste and trash management.

Task 9: Health System Management Plan (HSMP)

The Consultant shall prepare a Health System Management Plan (HSMP) which shall include the proposed work program, budget estimates, schedules, staffing and training requirements and other necessary support services to implement the mitigation measures. Institutional arrangements required for implementing this management plan and policy shall be indicated. The cost of implementing the monitoring and evaluation including staffing, training and institutional arrangements must be specified. Moreover, the Consultant shall prepare detailed arrangements to monitor the implementation of mitigating measures and the impacts of the projects during construction and operation and include an estimate of capital and operating costs; occupational health and safety plan; community health and safety plan; and description of other required inputs.

The Health and Safety Management Plan must detail reasonably practicable measures to eliminate or minimise risks to the health, safety and welfare of workers, contractors, visitors, and anyone else who may be affected by the

operations. The Health and Safety Management Plan must be prepared in accordance with the World Bank Group EH&S Guidelines.

Provisions should be made to provide health and safety orientation training to all new employees to ensure they are apprised of the basic site rules of work at/on the site and of personal protection and preventing injury to fellow employees. Training should consist of basic hazard awareness, site-specific hazards, safe work practices, and emergency procedures for fire, evacuation, and natural disaster, as appropriate.

Provisions should be made for Visitors to worksites to be provided with a site induction prior to entering and must be escorted at all times while on site. This induction must include details of site hazards, provision of necessary PPE and emergency procedures. Visitors are not permitted to access to areas where hazardous conditions or substances may be present, unless appropriately inducted.

4.0 REPORT FORMAT AND STRUCTURE

The contents and the structure of the Environmental and Social Impact Assessment Report should be in accordance with the Environmental Impact Assessment and Audit Regulations of 2005 and its Amendment (2018), the World Bank Environmental and Social Framework requirements, the Environmental Act and the World Bank Environmental and Social Standard requirements (ESS 1). The Non-Technical Executive Summary should be a brief stand-alone document both in English language showing the main findings, conclusions and recommendations. All reports shall be written in English and submitted in hard and soft copy initially as draft which shall be finalised to accommodate clients' and Stakeholders comments.

In summary, the ESIA Report shall also address direct, indirect, induced and cumulative impacts of the Project. The report shall be submitted to NEMC as well as the World Bank for approval and certification. In this regard, environmental procedures (from registration, scoping, preparation of ESIA, review, to issuing of an EIA certificate) as provided by NEMC shall apply. Apart from adhering to structure and content, the report shall have an attachment in a summary form, with respect to public consultations carried out, ToRs which guided preparation of the ESIA and drawings for the project component. The Consultant shall adhere to the format of reports as provided by NEMC online system, which is presented in Table 2.

Table 2: Reporting Format

S/No.	Type of Report	Report Format	Hard Copies per Site	Soft copies
1.	Project Brief/Screening	A4 (MS Word/Excel)	3	1
2.	Scoping Report	i. A4 (MS Word/Excel) ii. A3 Technical Drawings	3	1
3.	Draft Environmental and Social Impact Assessment Report	i. A4 (MS Word/Excel) ii. A3 Technical Drawings	7	1
4.	Final Environmental and Social Impact Assessment Report	i. A4 (MS Word/Excel) ii. A3 Technical Drawings	3	1

Communication Requirement

All official communications regarding the project work shall be addressed to the Project Coordinator at the MoCU

5.0 QUALIFICATION, EXPERIENCE, ROLE AND RESPONSIBILITIES OF THE CONSULTING FIRM

The Consulting firm should be registered with NEMC as Environmental Expert and should have at least 5 years' experience in conducting EIA/EA/ESIA studies. The Firm must have undertaken at least three (3) Environmental Impact Assessment assignments in the last five (5) cumulative years and above. Experience in design and environmental systems construction and installation is a necessary requirement. Supporting documents of at least three (3) assignments of similar nature executed by the firm within the previous five (5) years is vital.

HEET project comprises various projects in Moshi and KICoB. Each project shall be designed (where applicable) and supervised independently, hence entailing concurrent activities. A Consultant firm or teams are permitted to participate in tendering for any of HEET projects. However, it shall be mandatory for each consulting firm to present sufficient qualified manpower/ professionals with supporting evidence for each project tendered since the projects will run simultaneously. Failure to demonstrate capacity in terms of assigned staff for various projects will lead to disqualification.

The Consultant's proposal should offer a detailed description of the quality assurance system and how the firm will support experts on duty with all required logistics. Also, the Consultant will be required to have an adequate number of specialists in all technical fields as described in the subsequent sections.

The timing and inputs of each professional staff member shall be in accordance with the agreed program for the delivery of services and appropriate to the project. The Consultant shall employ only such key staff whose curriculum vitae or certificates or professional registration have been reviewed and approved by authorising bodies and thereafter MoCU. Staff employed must be available throughout the assignment and capable of providing the desired expertise in the disciplines described in subsections 5.1 to 5.4. Moreover, there should be a clear and realistic breakdown of all staff involved in the assignment in terms of actual man-days and their respective engagement costs. The Consultant shall provide supporting documents for key staff participation in a specific previous assignment including the actual contract sum (value) of the assignments they managed.

5.1. Team Leader

The Team Leader shall have a minimum of Master Degree in Environment, Environmental Engineering, Natural Resources Management or related field and with at least five (5)-years of practical working experience in undertaking ESIA studies in building works or other related projects. In addition, the team leader must be familiar with the Tanzania Government Environmental laws and regulations, and the World Bank's safeguard policies and procedures. She/he must have served in similar capacity in design of environmental systems and installations in at least three (3) projects of which two (2) must be in the past five years and such projects should be of similar magnitude and complexity.

The Team Leader must have excellent communication skills, be fluent in written and spoken English and should be certified with NEMC and possess a valid EIA/EA/ESIA practice certificate issued by NEMC. The Leader must present supporting documents/ evidence of ESIA studies undertaken or

ongoing and his contribution or his/her role in the respective projects. Responsibilities of the team leader include but not limited to;

- a) Coordinate the day-to-day activities of an assessment team and provide advice, support and direction to deliver
- b) State significant project assessments and determinations consistent with applicable legislation, policy and procedures.
- c) State significant projects quickly and effectively to ensure the completion of all assessments with the relevant benchmark period.
- d) Produce high quality work on a wide range of planning matters, including the preparation of well written reports and effective conditions of consent.
- e) Identify complex, sensitive and emerging issues, and review and develop policy to improve the assessment process and guide the assessment of the merits of projects.

5.2 Environmental Engineer

The Environmental Engineer must possess a minimum of a Bachelor Degree in Environmental Engineering. Must have at least three (3) years of cumulative practical working experience in undertaking ESIA studies in building works and sites related to environmental management in infrastructure development projects. Experience in environment assessment and management issues in tropical countries is mandatory in order to ensure that the proposed EIA is applicable to construction works in a particular site.

- a) She/he must have served in similar capacity in design of environmental systems and installations in at least three (3) projects of similar magnitude and complexity. Supporting documents of his/her actual involvement in such projects is necessary. The Environmental Engineer must have excellent communication skills, be fluent in written and spoken English and should be certified with NEMC holding a valid

EIA/EA/ESIA Practice Certificate issued by NEMC. The Environmental Engineers responsibility will include but not limited to;

- b) Conducting and evaluating Environmental Impact Assessments and Environmental Management Plans ESIA, Development of environmental and social management systems;
- c) Prepare ESMP, within the project site in compliance with local legislation, NEMC and the WB;
- d) Conducting climate change studies, remediation studies; and
- e) Development of proposals for the Environmental & Social Compliance Team.

5.3 Sociologist

The Sociologist must possess a minimum of a Bachelor Degree in Sociology with at least five (5) years of cumulative practical working experience in undertaking related ESIA studies and supervising social safeguard in building construction works. Also, she/he must be well versed with preparation of reports such as ESIA/ESMP with excellent communication skills, fluent in written and spoken English. She/he must have served in similar capacity in the development and implementation of at least three (3) projects of similar magnitude and complexity. Experience in preparation/facilitation consultations and in World Bank Projects will be added advantage. Supporting documents of his/her actual involvement in such projects are necessary.

Relevant experience in preparation of ESIA reports for construction projects which follow specific relevant standards of World Bank Group EHS Guidelines including adverseness to the Equal Employment Opportunity principles and the Ethnic Affairs will be an added advantage.

5.4 Gender/GBV Specialist

A holder of a Master Degree in development, gender, international relations, political science, public administration, sociology, anthropology, or any other relevant social science. She/he shall have at least five (5) years of relevant experience working on gender and GBV related issues and with operational experience; She/he shall have relevant work experience on GBV prevention, mitigation and/ response and a good understanding of all areas; experience on case management is an added value. She/he shall have experience in conducting gender analysis for public policies and defining activities to close gender gaps.

6.0 ESTIMATED TIME FOR KEY INPUTS OF PERSONNEL

The estimated total staff input shall not exceed 90 days (3 months). The Consultant is expected to propose the optimum number of Person/Man Days. The desirable distribution of professional Person- Days is provided in Table 3:

Table 3: Distribution of Professional Person- Days

S/N	Key Personnel Staff (Positions)	Number of Staff	Maximum Man Days
1	Team Leader	1	20
2	Environmental Engineer	1	30
3	Sociologist	1	10
4	Gender/GBV Specialist	1	6
TOTAL (Days)			66

7.0 IMPLEMENTATION SCHEDULE FOR CONDUCTING ESIA STUDY

ESIA process and reporting will follow the provision of Environmental Guidelines for Tanzania (2005) and its Amendment (2018), the World Bank Environmental and Social Framework requirements, the Environmental Act and the World Bank Environmental and Social Standard requirements (ESS 1.) The total duration of the ESIA Study shall not exceed 90 days. The ESIA

detailed implementation plan showing key activities to be conducted are presented in Table 4.

Table 4: Implementation Plan

SN	Activities Planned	Duration (Days)
1.	Signing date of Contract	1
2.	Preparation of Registration Forms, Scoping Report and ToR for carrying out a detailed study	14
3.	Comments by Clients on the scoping report and filling the NEMC registration Form	4
4.	Effecting comments from the Client	1
5.	Decision by NEMC	7
6.	Preparation and Submission of Draft ESIA Report to Client including ESMP and Detailed Monitoring Framework	27
7.	Comments by Client on the Draft of the ESIA Report	4
8.	Effecting the comments from the Client	4
9.	Submission of Draft ESIA Report to NEMC and World Bank	1
10.	ESIA Report Revision by NEMC (NEMC will also conducts its verification and organize Technical Advisor Committee to be attended by Consultant and Client)	7
11.	Revision of the Report (addressing NEMC and Technical Advisor Committee comments)	2
12.	Comments from Client	1
13.	Effecting comments from the Client and World Bank	1
14.	Submission of final ESIA Report to WB and NEMC including ESMP and detailed Monitoring Framework	1
16.	Decision by the Minister and WB	14
17.	Issue of Certificate	1
	Total days	90

8.0 PAYMENT ARRANGEMENTS

The Consultant should clearly indicate the costs of each activity when submitting their financial proposal. Payment to the Consultant will be made by milestones of each activity. Payments shall be effected after submission of the report of activities and deliverables mentioned in Table 5.

Table 5: Payment Arrangements

S N	Milestones (deliverables)	Payment (% excluding VAT)
1.	Project brief/ Scoping report including terms of reference and Registration Forms submitted to NEMC (Deliverable: Accepted scoping report, NEMC stamped ToRs for conducting detailed ESIA study issued by NEMC, Registration of the Project by NEMC)	20%
2.	Draft Environmental and Social Impact Statement (EIS) (Deliverable: Comments from NEMC on ESIA report attended and accepted by NEMC and World Bank).	40%
3.	Final Environmental and Social Impact Assessment Report after incorporating WB and NEMC comments (Deliverable: Evidence of report accepted by World Bank)	20%
4.	Upon receiving certificates from NEMC (Deliverable: Issuing of ESIA Certificate by NEMC). Final payments shall be made after receipt of the EIA clearance certificate issued by NEMC and clearance of the report by the WB.	20%

9.0 DUTIES AND RESPONSIBILITIES OF THE CLIENT

The MoCU University shall be responsible for the following:

- a) To provide the World Bank Environmental and Social Framework (2018); the HEET Environmental and Social Management Framework (ESMF); the HEET Stakeholders Engagement Plan, Pre-assessment document; and Project Object Model;
- b) To provide competent staff only when required by the Consultant;
- c) To provide relevant data or information required by the Consultant, so as to facilitate review and preparation of the ESIA report;
- d) To introduce Consultant into the project site through the management;
- e) To monitor timely delivery and the quality of services offered by the Consultant;
- f) To undertake procurement procedures in the appointment of environmental consultant for ESIA study;
- g) To attend the site verification exercise when conducted by NEMC;
- h) To review the scoping report and Environmental Impact Statement for improvement or comments before being submitted to NEMC and WB;
- i) To provide relevant background documentation and studies (if any);
- j) To make necessary arrangements for facilitating the work of the Consultant; and
- k) To attend Technical Advisory Committee (TAC) on ESIA report evaluation.