**TERMS OF REFERENCE**

**K-IV ASSOCIATED FACILITY E&S INDEPENDENT MONITORING FIRM**

**Hired under Karachi Water & Sewerage Services Improvement Project (KWSSIP) for Implementation Support to the Resettlement Unit -KWSC**

1. **Introduction**

The Water and Power Development Authority (WAPDA) is executing the K-IV Phase- I Project to transmit additional 260 MGD bulk water to Karachi from Kinjhar Lake to three Reservoirs (R1, R2 & R3) funded by the Federal Government. Government of Sindh (GoS) is extending its cooperation to facilitate the K-IV project by acquiring the land required to lay the system on the proposed alignment. The Karachi Water & Sewerage Corporation (KWSC) is also implementing Reform led Investment Project Karachi Water and Sewerage Services Improvement Project (KWSSIP) through Project Implementation Unit (PIU) – KWSSIP, KW&SC financed by World Bank (WB) and the Asian Infrastructure Investment Bank (AIIB) with counterpart sharing of GOS on 40:40:20 cost sharing basis.

KWSSIP-II ($600 Mn) is about to commence in FY 2025-2026. K-IV Augmentation Project ($245 Mn) is one of the sub projects included for the investment to interconnect the K-IV Phase – I Main Project to the existing water supply network to supply additional water to Karachi. K-IV Phase – I Project is considered to be an "Associated Facility" of the Augmentation project per the World Bank’s Environmental and Social Framework (ESF). All the E&S conditions required for the Augmentation works under KWSSIP-II need to be in compliance with WB ESF requirement and the international best practices.

This necessitates the application of the Environmental and Social Standards (ESSs) to the design, construction, and operation of Phase 1 of the K-IV Mainstream Project, in accordance with the World Bank Environmental and Social Framework (ESF).

Works on Phase 1 of the K-IV Mainstream Project are already in progress, with approximately 60–63% completion as reported by WAPDA. As the executing and implementing agency, WAPDA—along with its consultants—has appointed various contractors for eight different sections of the project and its allied works. The details of these packages and associated activities are listed below:

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| **S.No.** | **Project Component** | **Works involved** |
| 1. | K IV Allied Works | Construction of intake structure, main and guide embankment, five cell conduit and inlet chamber |
| 2. | K IV Intake Works | Construction of access road and infrastructure of pumping complex and staff colony and allied works |
| 3. | K IV Pumping Complex | Engineering Procurement and construction (EPC) Turnkey contract of two pumping stations (130 MGD) each (civil, electrical and mechanical works) |
| 4. | K IV Pipeline 1 | Pressurized Water Transmission Mild Steel (MS) Pipes & Allied Works from RD 0+00 to RD 64+200 |
| 5. | K IV Pipeline 2 | Pressurized Water Transmission Mild Steel (MS) Pipes & Allied Works from RD 64+200 to RD 111+700 |
| 6. | K IV Filter Plant 1 | Construction of R1 Water Filtration Plant and Reservoir (65 MGD) near Pipri/ Eastern Bypass |
| 7. | K IV Filter Plant 2 | Construction of R2 Water Filtration Plant and Reservoir (130 MGD) near Old NEK Filtration Plant |
| 8. | K IV Filter Plant 3 | Construction of R3 Water Filtration Plant and Reservoir (65 MGD) near Hub Dam Road/ Northern Bypass |

An Environmental and Social Review was conducted by the PIU-KWSSIP under AIIB Special Fund (Grant in Aid) through NESPAK – EMC JV as per the WB ESF. The Environmental and Social Review was carried out to determine the nature and extent of all environmental and social areas of concern at K-IV ongoing projects including the Consultancy Contract. The report cleared by the World Bank identifies and justifies appropriate mitigation measures and actions to address the areas of concern, with probable cost estimation for Corrective Action Plan (CAP), including its Addendum, and E&S Gaps in the Contracts, and recommends a schedule for implementation.

The approved CAP, including its Addendum, addresses the shortcomings of the resettlement and land acquisition issues in line with the World Bank’s Environmental and Social Standard (ESS) 5: Land Acquisition, Restrictions on Land Use, and Involuntary Resettlement. The CAP aims to ensure that Project Affected Persons (PAPs) receive fair compensation, offered alternative livelihoods, and resettlement assistance per best international practices.

To implement the CAP in letter and spirit, an experienced firm to be engaged to periodically monitor, evaluate and report on CAP – RP, including its Addendum, and E&S Gaps to be in strict compliance with national laws and WB ESF. A Resettlement Unit (RU) has been established to implement the requirements outlined in CAP and E&S Review - Gap Analysis disclosed on PIU website.

1. **Objectives and Scope of Consultancy Services**

As per the requirement of the Resettlement and Rehabilitation (R&R) Policy 2022 of Government of Sindh and in line with the requirements of CAP -RP KIV Main document, the executing Agency KW&SC through its Resettlement Unit (RU) KWSC intends to engage and Independent Monitoring Consultant (IMC) that will be hired through PIU KWSSIP to carry out the third-party monitoring, evaluation, validation, and reporting of the World Bank’s approved CAP and E&S Review - Gap Analysis document. The IMC will be responsible for assessing the implementation status and progress of the Corrective Action Plan (dated -May 2024), including its Addendum (dated April 2025)– Resettlement Plan (CAP–RP) and the Environmental and Social Review Gap Analysis (dated –June 2024) for the K-IV Main. This engagement will be aligned with the requirements of the World Bank’s Environmental and Social Framework (ESF).

The IMA will monitor and evaluate the effectiveness of these measures, identify and recommend measures for any deviation from the intended outcomes, in a timely manner. The IMC will provide recommendations for improvement, whenever and wherever applicable, with the ultimate goal of achieving the desired results in terms of environmental, social and resettlement management.

IMA is also expected to identify and report potential social risks enabling RU KWSC to undertake mitigation measures well in time.

1. **Scope of Services**

Prepare a Monitoring and Evaluation Plan for Third-Party Monitoring for review and approval by the RU KW&SC and WB. The plan should clearly define Work Breakdown Structure (WBS) activities, identify and schedule key E&S Key performance indicators and methodologies to be applied in the collection and analysis of data;

1. **Independent Monitoring for Environmental & Social Review – Gap Analysis of K IV Mainstream Project**

* Periodically validate the status of E&S related HR available with the Supervision Consultants and the Contractors as agreed between KWSC and WAPDA
* Assess and report on whether the KIV main project has developed and implemented relevant E&S performance management tools including Environmental & Social Management Plans (ESMPs), Occupational Health & Safety Plans (OHS Plans), Labor Management Plan (LMP), Gender Action Plan (GAP), Stakeholder Engagement Plan (SEP) and other relevant documents per the Consultant’s TOR as per the World Bank ESF.
* Analyze stakeholder engagement both qualitatively and quantitatively.
* Validate that stakeholder consultations are being carried out with relevant stakeholders during the implementation phase of the project, in line with the SEP requirements. The firm shall advise whether any additional public consultation or disclosure of information is required to ensure equal opportunity and inclusive engagement.
* Assess and validate that information disclosure sessions with the public are in line with the SEP requirements. Recommend actions required in case of failure.
* Validate that the gender-sensitive stakeholder engagement, particularly for vulnerable groups, has been effectively conducted and documented in line with the WB ESF.
* Monitor, evaluate, validate and report that the Sindh Environmental Protection Agency (SEPA) regulations, and the conditions put forth in the SEPA NOC are complied with by the K-IV Main Project Contractors and Consultants.
* Submit compliance status and specify gaps in the project regarding Environmental & Social aspects.
* Conduct Environmental Monitoring as per the requirements of SEPA and submit compliance reports to SEPA.
* Review and validate implementation status of enhanced resource management, pollution prevention, and community health and safety measures, as proposed in the revised and approved ESIA
* Validate the trees planted as per the requirement of ESIA
* Monitor and report to the RU KWSC for any shortfall in compliance to the requirement of E&S Gap by the Consultants & Contractors of KIV Main Project
* Review and report on the quality and consistency of the monthly E&S progress reports submitted by contractors and consultants.
* Check the resources hired at the contractor and the consultant level areas per the Gap analysis requirements.
* Validate that Project GRM is in place and effective and suggest necessary enhancement measures, subject to further public consultations and disclosure, Also, verify on ground, the status of implementation of GRM, level of awareness of the citizens within the project impact area on the existing GRM, common issues raised, resolution of each registered case and level of satisfaction of citizens on the GRM.
* Review the efficacy of environmental and social management staffing at the contractor/supervision consultant levels as per the requirements of Gap report and to ensure that environment and social staff is qualified, adequate and in place.
* Conduct periodic surveys or interviews to assess the satisfaction levels of communities and stakeholders regarding the subproject implementation and services. Identify areas for improvement and recommend measures to meet the needs and expectations of the community.
* Identify corrective and preventive actions and present a concrete set of recommendations to identify areas of improvement along with the guidelines if doing so to ensure further improvement in project effectiveness and efficiency.
* Maintain proper and concise records of the identified issues, actions taken, and outcomes.
* Any other relevant task assigned by PD – RU and as come apparent necessary throughout the supervision activities. Report any unanticipated impact during the monitoring.

1. **Independent Monitoring Agency (IMA) for Corrective Action Plan – Resettlement Plan of K IV Mainstream Project**

The IMA will be responsible for the following core areas of validation and monitoring:

**Validation of Data Collection and PAPs Records**

* Independently verify the list of Project Affected Persons (PAPs), including:
  + Residential, commercial, and community/religious structure owners and operators, along with the identification and documentation of their entitlements and compensation status as part of the implementation process.
  + Accuracy of CNICs, contact details, and categorization.

**Monitoring Stakeholder Engagement & Consultations**

* Observe public consultations conducted by the CAP Implementation Firm and assess compliance with ESS10 and gender sensitivity.
* Verify if vulnerable groups (women, differently abled, minorities) were adequately consulted and represented.
* Review stakeholder engagement reports and consultation logs submitted by the CAP Firm.

**Validation of Resettlement and Livelihood Restoration**

* Monitor compensation disbursement processes and ensure that:

Monitor implementation progress of CAP activities, including compensation payments, livelihood restoration measures, relocation assistance and vulnerable group support.

* + Payments are made to verified PAPs only.
  + Payment processes are transparent and documented.
* Validate that special measures for vulnerable PAPs are in place and functioning.
* Verify compliance with CAP RP provisions and timelines.

**3.4 Grievance Redress Mechanism (GRM) Oversight**

* Assess the operational status and effectiveness of GRM committees at local and RU levels.
* Verify the availability of multiple access channels and PAP awareness of the mechanism.
* Review a sample of grievance cases to assess timeliness, fairness, and resolution outcomes.
* Advise on ways to improve implementation of the GRM if gaps are identified.
  1. **Process Monitoring and Institutional Coordination**
* Monitor coordination between PD RU- KWSC, PD PIU-KWSSIP, PIU (K-IV) WAPDA, PIU (KIV), GOS and the CAP Firm.
* Identify any implementation bottlenecks related to inter-agency collaboration or documentation and report any unanticipated impact during the monitoring
* Any other relevant task assigned by PD - RU
* Provide feedback with practical recommendations to the Project Director – RU, based on monitoring and assessment findings, to enhance implementation of the CAP, its Addendum, and the E&S Gap Analysis. The feedback should highlight necessary adjustments or corrective actions to improve compliance, address identified gaps, and ensure achievement of environmental and social objectives.

1. **Expected Duration of the Assignment**

The assignment will be carried out over a period of twelve (12) months, with the possibility of extension based on project needs.

1. **Professional Qualifications and Key Experts**

The professional qualifications of key personnel are:

| **Experience of Personnel:** | | |
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| **Position** | **Qualification and Experience** | **Person Months** |
| Team leader (Senior Resettlement and Social Development Specialist) | * Master's degree in a relevant field (e.g., social work, social sciences, sociology). * At least 10 years working experience as a development and execution expert * At least ten (10) years of experience in land acquisition and resettlement planning and implementation. * Confirmed experience in community development activities, preferably in implementing income generating activities and strategies. * A proven track record in Resettlement, livelihood restoration, development, planning and implementation; * Knowledge of the WB ESF or other IFI-s E&S risk management frameworks * Demonstrated experience in monitoring and evaluation (M&E) of resettlement activities and social development programs * Understanding of working with marginalized and vulnerable communities, their issues and concerns; * Excellent organizational and time management skills; * Demonstrated leadership and technical abilities to communicate ideas verbally and in writing. * Outstanding communication, interpersonal and leadership skills. | 12 (full time) |
| Community Engagement Expert | * A bachelor's or master's degree in a relevant field (e.g., gender studies, social sciences, international development). * At least 7 years’ experience working with, and confirmed knowledge of, community-based organizations, NGOs and other civil society organizations operating at the local level; * Building and maintaining positive relationships with community members and stakeholders * Understanding and respecting cultural differences is key to successful * Managing community engagement projects, including planning, implementation, and evaluation. * Have an understanding of community development principles and practices * Ability to analyze data and report on community engagement activities, including progress and outcomes * An excellent communicator and have the ability to tailor message to different audiences. * Familiarity with socio-economic conditions in underprivileged areas and marginalized communities. * Expertise in working with differently abled and vulnerable groups; * Experience in conducting workshops, meetings and FGDs with communities, elderly and influential groups; * Fluency in Sindhi is an advantage. | 08 (intermittent) |
| Environmental and Health & Safety Expert | * Master’s degree in Environmental Sciences, Environmental Engineering, or a related field. * Additional qualification / certifications in OHS will be preferred * Minimum of seven (7) years of professional experience in environmental assessment, planning, and compliance. * Knowledge of the WB ESF or other IFI-s E&S risk management frameworks * Proven experience in conducting Environmental and Social Impact Assessments (ESIA), Environmental Management Plans (EMP), and monitoring activities for infrastructure or donor-funded projects. * Familiarity with national environmental legislation and international environmental safeguard policies, particularly World Bank and other multilateral development banks. * Demonstrated experience in preparing documentation and ensuring compliance with environmental safeguards in accordance with project requirements. * Knowledge of environmental monitoring tools, data collection techniques, and reporting protocols. * Ability to work collaboratively with multidisciplinary teams and stakeholders, including government agencies and contractors. * Strong analytical, organizational, and report writing skills | 12 |
| Gender Expert | * Master’s degree in Gender Studies, Sociology, Social Work, or a related discipline. * Minimum of 7 years of demonstrated experience in integrating gender considerations into resettlement, social safeguards, or development programs. * Proven expertise in gender-sensitive planning, gender impact assessments, and formulation of Gender Action Plans (GAPs). * Strong experience in addressing risks related to Sexual Exploitation and Abuse / Sexual Harassment (SEA/SH), prevention of Gender-Based Violence (GBV), and facilitating inclusive stakeholder engagement. * Demonstrated ability to design and implement gender awareness campaigns, training sessions, and capacity-building initiatives at community and institutional levels. * Familiarity with the World Bank’s Environmental and Social Framework (particularly ESS1, ESS4, and ESS10), as well as national gender policies and frameworks. * Proficiency in collecting, analyzing, and reporting gender-disaggregated data and indicators for monitoring and evaluation purposes. * Strong communication and facilitation skills to effectively engage with both male and female community members, especially vulnerable and marginalized groups. | 08 (intermittent) |
| Monitoring and Evaluation Expert | * At least have experience of 5-7 years of M&E on different projects and ate least have experience of Resettlement Plan implementation in two projects. * Have a deep understanding of M&E principles, including data collection, analysis, and reporting. Familiar with different M&E frameworks and methodologies, such as logical frameworks, results-based management, and participatory monitoring. * Data analysis skills, including the ability to design and implement surveys, conduct focus groups and interviews, and use statistical software to analyze data. * Be responsible for managing M&E activities, including planning, implementation, and reporting * Be an excellent communicator, both in writing and in person. Be able to explain complex data and findings in a clear and accessible manner and build relationships with stakeholders and team members. * Should be familiar with different types of data collection tools and methods, such as surveys, questionnaires, and interviews. Be able to use different software tools to analyze and visualize data * Be able to identify and address data quality issues and ensure that data is accurate, complete, and reliable * Be able to design and implement program evaluations, including impact evaluations, process evaluations, and outcome evaluations | 12 (full time) |
| Legal Expert | * A bachelor's or master’s degree in Law (LL.B or LL.M) with specialization in Environmental Law, Land Laws, or a related field. * At least 10 years of demonstrated experience in legal advisory roles, particularly in environmental compliance, land acquisition, and resettlement projects. * Strong knowledge of national and provincial environmental laws, land acquisition regulations, and social safeguard policies, including the Sindh Resettlement and Rehabilitation Policy 2022. * Familiarity with international environmental and social safeguard frameworks (e.g., World Bank, ADB, IFC). * Experience in contract review, regulatory compliance, and legal due diligence for infrastructure or development projects. * Proven ability to handle dispute resolution and stakeholder engagement on legal matters. * Ability to work effectively in a multidisciplinary team and multicultural environment. | 6 (during CAP Implementation) |

1. **TIMELINES & DELIVERABLES**

The deliverable for the subject assignment as enumerated below shall be submitted by the Consulting Firm to RU KWSC for review and monitoring purposes and for payment processing. Electronic/soft copy shall also be submitted to Resettlement Unit (RU) KWSC .

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| **Sr. No** | **Deliverable** | **Timeline** |
| 1 | **Inception Report** comprising of rationale and understanding of the work as per TOR, data collection tools and analysis methodology to perform the assignment, including separate monitoring checklists for Environmental and Social Aspects, templates Quarterly Progress Reports, Work Plan within the specified time lines, and Proposed Organogram inclusive of Team Lead, Key Experts and Non-Key Experts (enumerators, monitors etc) | After two weeks of the signing of contract before the regular monitoring starts  **Total Report -1** |
| 2 | **Monthly Progress Reports** for the compliance of  (i) Environmental and Social Review – Gap Analysis KIV Main Project (ii) CAP – RP KIV Main Project. | Within 1 week of completion of each month of monitoring period  **Total Reports - 12** |
| 3 | **Quarterly Progress Reports** for E&S Compliance of all Sub-Projects under Implementation. Each Quarterly Progress Report must include an assessment of the capacity and operational efficiency of the E&S team members of the Supervision Consultant and Contractor based on pre-defined criteria and make recommendations for improvement/modifications where necessary | Within 2 weeks of completion of each quarter reporting period  **Total Reports – 4** |
| 4 | **Final Evaluation Report** covering entire duration of this consultancy contract of E&S monitoring highlighting overall environmental and social compliance of individual sub-projects, assessment of consultants and contractors responsible for project execution and supervision. Clear recommendations highlighting any short-comings and improvement measures must be included | Within 11 months of commencement of contract  **Total Report- 1** |

*Note: The reports will be based on projects' progress during the assignment period of 12 months, with monthly and quarterly deliverable covering any progress on specified projects and resultant implications during the review period.*

1. **REPORTING REQUIREMENT**

Reports will be submitted in following sequence:

1. Four (4) copies of every report will be submitted to Resettlement Unit KWSC for initial review and comments.
2. Four (4) copies of all Draft Final Reports will be submitted to RU KWSC for approval.
3. Four (4) copies of all Final Reports along with editable soft copies as specified below will be submitted to the RU KWSC KW&SC after incorporating final comments as Approved Final Report.

**All reports shall be submitted in:**

1. Hard copies and soft copies to KWSC and RU for comments.
2. In Draft and Final versions with an executive summary.
3. Digital Format/soft copies (MS Word and pdf-format, MS Excel and pdf- format) [editable formats].
4. **Client’s Input and Counterpart Personnel**

(a) Services, facilities and property to be made available to the Consultant by the Client: N/A

(b) Professional and support counterpart personnel to be assigned by the Client to the Consultant’s team: Project Director Resettlement Unit