

**PT. Sarana Multi Infrastruktur (Persero)**  
**Geothermal Energy Upstream Development Project (GEUDP)**

**Terms of Reference for Social Specialist (Project Management Unit)**

**Introduction**

The Government of Indonesia is setting up a government-sponsored exploration drilling program in partnership with the World Bank under the Geothermal Energy Upstream Development Project (GEUDP). PT. Sarana Multi Infrastruktur (PT SMI) will be the implementing agency for the program based on the assignment from The Ministry of Finance of The Republic of Indonesia. From the technical point of view, The Ministry of Energy and Mineral Resources (Ditjen EBTKE and Badan Geologi) will take part actively in the program. The project will be funded by Clean Technology Fund (CTF) and Global Environment Facility (GEF) administered by The World Bank.

The program will be focused on green field areas in eastern part of Indonesia, based on a request from the Ministry of Energy and Mineral Resources (MEMR). This activity is being carried out to accelerate renewable energy development in Indonesia and to promote sustainable development in energy sector. Four to five projects are expected to be financed under this program and including project activities such as geo scientific surveys, environmental and social studies, infrastructure development, drilling, and well testing.

PT. SMI will establish a project management unit (PMU) based in Jakarta to assist the implementation agencies in project implementation. The PMU will ensure operational compliance with project manuals and the World Bank policies, as defined in the Grant Agreement, Project Appraisal Document, Project Implementation Manual (PIM), Environmental and Social Management Framework and applicable government policies. The PMU will also be responsible for ensuring effective inter-ministerial coordination between Ministry of Finance (MoF) and Ministry of Energy & Mineral Resources (MEMR), local government, as well as providing technical and coordination support to the Joint Committee during project implementation. The PMU, through the Exploration Project Manager (EPM), will also be responsible to manage and supervise the Exploration Site Team which will be established and based in specific projects location.

The PMU will be led by Head of PMU, supported by a Project Manager with two Deputies for Operational and Planning/Administration. The PMU will include a team of specialized staff responsible for project management, procurement and contract management, financial management, project control, environmental safeguards and social safeguards.

This position will be part of the PMU.

## **Objectives of the Assignment**

The objectives of the assignment include:

1. Provide overall social management oversight during the implementation of GEUDP, supporting and advising the PMU and PT SMI Environmental and Social Safeguard (ESS) team in addressing a variety of social issues at all the stages of the implementation of the GEUDP and in social related training/awareness raising and coordination activities.
2. Provide expert advice to PMU and EPM with regard to the social assessments, mitigation assessments and plans, public consultations plans, and strategies; and plans related to social issues based on thorough analysis of national legal and institutional frameworks and project impacts, so as to ensure compliance of the projects with the Environmental and Social Management Framework (ESMF).
3. Monitor operations on site to ensure that site teams and contractors comply with social safeguards.
4. Coordinating closely with the counterparts and stakeholder related to his/her duties.

The Social Specialist will report to the Operational Deputy of the PMU. The successful applicant will work with the EPM, other personnel within the PMU and PT SMI Environmental and Social Safeguard (ESS) division, and have frequent interactions with World Bank staff.

## **Duties and Responsibilities**

Under the supervision of the Operational Deputy of the PMU, the Social Specialist will work closely with the EPM, PT SMI ESS division and other related departments of PT SMI in relation to all social aspects of the project. This will include, but not limited to:

- a. Prepare technical guidance, tools and notes of social safeguards related to geothermal drilling activities, including associated infrastructure construction activities, based on the Environmental and Social Management Framework (ESMF);
- b. Undertake social screening for each sub-project as soon as conceptual technical design and scope have been defined and help preparing relevant social safeguard instruments, such as Land Acquisition and Resettlement Action Plan (LARAP) and Indigenous Peoples Plan (IPP) following guidance in the Resettlement Policy Framework (RPF) and Indigenous Peoples Planning Framework (IPPF) respectively;
- c. Supporting Liaison Officer to closely coordinate with relevant government institutions, civil society organizations and local community related to land acquisition and resettlement process, as well as indigenous peoples issues;
- d. Closely coordinate with technical colleagues for timely preparation of social safeguard instruments for sub-projects, as necessary (depending on screening outcome);
- e. Draft terms of references to undertake social assessments for complex and new activities and obtain necessary clearances from the World Bank and/or designated project approving agencies;

- f. Support the management of the consultants hired to undertake social assessments, where applicable, and provide coordination support
- g. Review subproject and activity plan, design, cost, and bid documents to ensure social issues and mitigations are incorporated;
- h. Carry out site supervisions during implementation of subprojects and activities, and provide feedback to the EPM and Head of PMU.;
- i. Conduct evaluation of ESMF Compliance.
- j. Obtain necessary clearances as per the safeguards instruments;
- k. Support to develop, organize and deliver social training programs and workshops for the stakeholder, contractors, field supervision staff and other implementing agency officials as needed, on safeguard requirements and their management;
- l. Support PMU and other partners to undertake public consultation during the preparation of safeguards instruments as defined by the safeguard frameworks and Project Implementation Manual;
- m. Ensure public complaints relating to sub-project implementation are addressed with corrective action and adequately documented;
- n. Organize review meetings with the safeguards officers of the PMU and PT SMI ESS division and visit project sites to monitor implementation of the social safeguards instruments;
- o. Prepare monitoring reports, in collaboration with the PMU and PT SMI ESS division as set forth in the social safeguards instruments;
- p. Ensure community participation in the process of planning, management and monitoring of social impacts of sub-projects;
- q. Communicate with vendors, contractors, and subcontractors for necessary social safeguard compliance
- r. Draft terms of references for social audits for all project components and obtain clearances;
- s. Support the EPM and the PT SMI Site Manager in responding to periodic requests from local communities for community support programs.
- t. Produce report in a manner understood by non-technical people for effective dissemination purpose. Produce relevant summary documents in both English and Bahasa Indonesia for dissemination in international and local levels;
- u. Undertake other duties as per the requirements of the project or as directed by Project Manager.

In performing the above-mentioned tasks, the Social Specialist shall be guided by the Project Implementation Manual (PIM), ESMF, the World Bank Safeguard Policies and other applicable project guidelines.

### **Qualification Criteria**

This assignment requires an Individual Consultant with the following qualifications and experience as:

- a. A minimum of seven years' work experience in social development and social safeguards.
- b. A Bachelor degree in a relevant technical field such as social development, social studies, sociology, anthropology or related fields.
- c. Working experience in safeguards implementation in projects financed by the World Bank or other International Financing Agency is highly desirable.
- d. Working experience on infrastructure projects in general is highly desirable.
- e. Ability to read and write excellent English, and produce project reports in English for regular and continuous presentations
- f. Ability to communicate in Bahasa Indonesia
- g. Ability to guide and deliver the range of safeguards management activities required by the project.
- h. Ability to interact with staff in the relevant implementing agencies.
- i. Effectiveness in analyzing and resolving project implementation issues.
- j. Familiarity with the relevant Government procedures and regulations.
- k. Working experience with a wide range of stakeholders, NGO, international organizations, and GOI agencies in the national and local level will be an advantage.
- l. High level of computer literacy, including Word, Excel, email and the internet.
- m. Strong communication skills and good interpersonal relations.

### **Duration**

This position will be for a one (1) year period and is expected to start mid of September 2017. The assignment can be extended as needed subject to the satisfactory performance of consultant.