

Annexure-I

Job Title: Environmental & Social Safeguards Nodal Officer (ESNO) – CITIIS

Background:

CITIIS 2.0, the second phase of the CITIIS program, was approved by the Union Cabinet on May 31, 2023 with an outlay of Rs. 1866 crore. CITIIS 2.0 will be financed through a EUR 200 million bilateral loan from AFD and KfW and a technical assistance grant of EUR 12 million from the European Union. The program envisages to support competitively selected projects promoting circular economy with focus on integrated waste management at the city level, climate-oriented reform actions at the State level, and institutional strengthening and knowledge dissemination at the National level.

Guidelines for the CITIIS 2.0 program can be accessed through:
<https://citiis.niua.in/web/sites/default/files/2023-10/CITIIS%202.0-%20Operational%20Guidelines.pdf>

Responsibilities:

The ESNO shall be directly responsible for overseeing the project's environmental & social safeguard management and related aspects. The ESNO will be a part of the CITIIS 2.0 city program team and support its activities including programmatic and operational aspects. The responsibilities of the incumbent shall include, but will not be limited to:

- Carrying out the screening of identified project components/sub-projects for environmental and social risks, including gender risks, environmental and social screening and categorization of sub-projects, following due diligence process and ensuring appropriate mitigation measures;
- Identifying the scope of impact assessment and overseeing the preparation of the Environmental and Social Impact Assessment (ESIA), Environmental and Social Management Plan (ESMP), Resettlement Action Plan (RAP), Livelihoods Restoration Plan (LRP), Waste-pickers Integration Plan (WIP) and Gender Action Plan (GAP) as per the National/State/Local regulations as well as the CITIIS 2.0 E&S guidelines;
- Assisting the timely updating and implementation of the CITIIS E&S Management Framework (ESMF) to comply with applicable National/State/Local regulations, World Bank E&S Standards (WB ESS), and applicable EHS Guidelines, at the program and sub-projects levels and ensuring proper management of integrated waste management projects;
- Assisting with proactive identification of potential risks and adverse impacts on environmental sustainability and safeguards and advising the project team on social and environmental aspects, particularly labour issues, mitigation plans, and institutional development strategies;
- Ensuring that the ESIA and ESMP project reports confirm the status of regulatory compliance with the World Bank and National regulations/guidelines/laws;

- Establishing and maintaining a Grievance Redressal Committee (GRC) at the city level;
- Obtaining approvals from the CITIIS PMU at NIUA and the required clearances from State governments/local government/any other as necessary prior to the launch of procurement processes for works and contracts. The ESNO will also ensure that the approved ESIA/ ESMP and RAP annexed to the procurement process and contract documents awarded to contractors;
- Ensuring the implementation of the RAP(relocation and full compensation) prior to the initiation of civil works, with special consideration for compensation and assistance to vulnerable groups;
- Ensuring the implementation of the ESMP and GAP during the project cycle;
- Updating information continuously, and as required, on the PAPs, local community and other stakeholders, on the construction works, E&S impacts, and implementation of the mitigation measure, and maintaining the grievance redressal mechanism and committee (GRC);
- Preparing reports (monthly, quarterly, and annual, field monitoring) on the safeguard risks for all sub-projects and ensuring that timely measures are taken;
- Undertaking regular field visits for environmental and social safeguards investigation during the project cycle to assess compliance and report on the same;
- Attending E&S safeguards trainings and workshops conducted by the CITIIS PMU.

Reporting:

The ESNO shall report directly to the Project Coordinator, under the overall guidance and supervision of the CEO, Smart City SPV. Additionally, the ESNO will be required to follow the instructions of and attend meetings organized by the Environmental & Social Safeguards Specialists at the CITIIS PMU (National Institute of Urban Affairs).

Skills and Qualifications:

- Postgraduate or equivalent level, preferably with a focus on Environmental Management, Environmental Science, Ecology & Biodiversity Management, Environmental Engineering, Sustainable Development or a related field from a recognized university or institute
- Minimum 5 years of professional experience with at least 3 years in the assessment and management of environmental and social impacts
- Familiarity with tools and methodologies for environmental and social risk assessment in the context of project formulation, implementation and monitoring

- Experience with environmental safeguarding and related aspects of the waste-to-energy/solid waste management sector is an added advantage
- Understanding of World Bank E&S Standards (WB ESS) and applicable EHS Guidelines as well as National laws and regulations
- Understanding of environmental & social safeguard policies and reporting systems of bilateral /multilateral development agencies such as World Bank, ADB, AFD, KfW
- Ability to synthesize and analyse diverse E&S-related data and information and preparing high-quality, professional and timely reports
- Self-driven with a high degree of responsiveness and proactivity
- Excellent communication and interpersonal skills

Remuneration: CEO of the SPV may determine the remuneration, considering the prevailing local industry standards for the position.

Duration: The positions shall be hired for a minimum of 3 years.

Annexure- II

Job Title: Public Engagement Officer(PEO) – CITIIS

Background

CITIIS 2.0, the second phase of the CITIIS program was approved by the Union Cabinet on May 31, 2023 with an outlay of Rs. 1866 Crores. CITIIS 2.0 will be financed through a EUR 200 million bilateral loan from AFD and KfW and a technical assistance grant of EUR 12 million from the European Union. The program envisages to support competitively selected projects promoting circular economy with focus on integrated waste management at the city level, climate-oriented reform actions at the State level, and institutional strengthening and knowledge dissemination at the National level.

Guidelines of the CITIIS 2.0 program can be accessed through:
https://citiis.niua.in/web/sites/default/files/2023-10/CITIIS%202.0-%20Operational%20Guidelines_.pdf

Responsibilities

The PEO shall be directly responsible for overseeing the project's stakeholder engagement, communication and visibility related aspects. The PEO will be a part of the CITIIS 2.0 city program team and support in activities including programmatic and operational. The responsibilities of the incumbent shall include, but will not be limited to:

- Develop a Stakeholder Engagement Plan (SEP) of the project in accordance with the guidance note issued by the CITIIS PMU at the National Institute of Urban Affairs;
- Facilitate the deepening of partnership platforms and networks across the city, and coordinate outreach events to ensure continuous citizen participation, consultation and feedback for the project;
- Develop creative knowledge products (IEC material including print & digital brochure, newsletter, videos, other user-friendly information, education and communication material) based on requirements targeting different stakeholders with clear dissemination plan;
- Plan and manage events as required, including hiring of event management agency where applicable;
- Liaise with media agencies to ensure coverage of project activities;
- Develop content and update the social media, websites, newsletters, press releases and any other distribution channels to deliver the project content and ensure visibility;

- Ensure the branding guidelines of the CITIIS program are strictly adhered to and met across all digital and print communication, including branding of assets built under the CITIIS program;
- Attend trainings and workshop conducted by the CITIIS PMU.

Skills and Qualifications

- Post graduate or equivalent level preferably with a focus on mass communication, journalism, social work, development studies or related fields from a recognized university or institute;
- Minimum 5 years of professional experience with at least 3 years in the government/development sector;
- Experience of working on waste management projects will be an added advantage;
- Ability to draft clearly and concisely, ideas and concepts in written and oral form; specific skills in writing press releases and articles/stories for print and electronic media;
- Ability to synthesize diverse information and preparing high quality, professional and timely reports;
- Self-driven with a high degree of responsiveness and proactivity;
- Excellent communication and interpersonal skills.

Remuneration: CEO of the SPV may determine the remuneration, considering the prevailing local industry standards for the position.

Duration: The positions shall be hired for a minimum of 3 years.