



Ministry of Environment

Male', Republic of Maldives.

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Date: 08 January 2019

No: (IUL)438-HRU/438/2019/9

Maldives Clean Environment Project

PROJECT COORDINATOR (PC) – ZONE 2

TERMS OF REFERENCE

A. BACKGROUND

The solid waste management sector in Maldives is under extreme stress due to the country's unique geography and economic structure. The national population of approximately 400,000 people and one million tourists that visit Maldives yearly produce large amounts of waste.

The Maldives faces significant challenges to sustainably manage the 365,000 T of waste generated yearly. The waste management sector needs urgent support to address these challenges. The bulk of the mixed and untreated waste generated in the Male region is transported daily by boat to Thilafushi, an island close to Male, where it is all burned in an uncontrolled manner. Other inhabited islands follow a similar practice of open burning and/or dumping into the open sea. Most resorts send their waste to Thilafushi, but few of them have their incineration and composting facilities. The open burning of waste and sea dumping in inhabited islands across the archipelago releases highly toxic gases that significantly impact air quality and public health, as well as threaten the country's image of environmentally sustainable high-end tourism.

Empirical evidence shows that years of sea dumping of plastics and other waste materials is destroying the coral reefs which are vital for the country's fish stock, local livelihoods and protection against sea level rise. The fisheries sector alone provides for the economic livelihood of 26% of poor households and 11% of total employment nationally. The coral reefs also play a pivotal role for the tourism sector. The country's physical existence is threatened as damaged coral has reduced the reefs protection of the atolls and islands against climate change impacts, particularly sea level rise.

These issues have contributed to the population's demand for improved solid waste management services from the Government and the decentralized administrations responsible for these services. However, service delivery, revenue generation and collection, transportation and disposal have not kept pace with increasing quantities of waste and the national government and the Atoll and Island Councils (ICs) have been unable to effectively address the issues.

The practice of waste management in Maldives began to significantly evolve after the 2004 Tsunami that left some parts of the country devastated and with stockpiles of debris and other post disaster





waste. Prior to this, waste was primarily dumped at sea. The post disaster response compelled the GoM to strategically address sustainable waste management.

In 2014, the Ministry of Environment (ME) created the Waste Management Department, headed by a Director General, under the ministry, directly responsible for national waste policy and coordination. However, it was not until 2015, when the 2007 Waste Management Policy was updated, mandating the ICs with the responsibility for managing waste generated on the islands. Therefore, it was the amended 2015 Waste Management Policy that brought the country into line with international best practice of resting the responsibility for waste management firmly with the local governments and municipalities.

The MEE has updated the Waste Management Policy, which centers on creating Regional Waste Management Centers (RWMC) to serve as treatment and disposal facilities for the waste that the Island Waste Management Centers (IWMC) have collected from their communities.

The recently closed Maldives Environment Management Project (MEMP) focused on solid waste management in Zone II. The proposed project will continue to support the operationalization of the SWM system in this zone and other priority zones. The Government asked IDA for additional support for investments in Zone IV and V. The MEE is currently working on a number of initiatives to roll out the RWMC and IWMC approach, in other regions, and is requesting support of the World Bank and its other traditional Development Partners to support this approach.

The development objective for Clean Environment Project for Maldives is to improve solid waste management in selected zones. This project has five components. 1) The first component, National Solid Waste Management Strategy and Policy, aims to support the government's efforts to address current challenges to effective SWM in the country. It has three sub-components as follows: (i) Solid Waste Management Strategy; (ii) Feasibility Studies and Investment Preparation; and (iii) Institutional Capacity Building. 2) The second component, Regional Waste Management Systems, aims to fully operationalize the Regional Waste Management Centers (RWMC) for Zone II established under Maldives Environmental Management Project (MEMP), and to support the establishment and operation of SWM systems in Zones IV and V based on the feasibility studies conducted under Component 1. It has the following two subcomponents: (i) Regional Waste Management System in Zone II; and (ii) Regional Waste Management System in Zone IV and V. 3) The third component, Island Waste Management Systems, aims to support the government in developing and completing island-level facilities for managing the collection, segregation, on-site treatment, and storage of residual waste until final transfer to the common facility. It has the following two subcomponents: (i) Island Waste Management System in Zone II; and (ii) Island Waste Management System in Zones IV and V. 4) The fourth component, Project Management, aims to strengthen Ministry of Environment (ME's) institutional capacity for project implementation through the establishment and maintenance of a Project Management Unit (PMU) to manage, implement, monitor, and evaluate project activities. 5) The fifth component, Contingency Emergency Response, aims to provide immediate response to an eligible crisis or emergency, as needed.

B. OBJECTIVES OF ASSIGNMENT

The objective of this assignment is to coordinate the operational management of the projects implemented by the MCEP PMU, in accordance with the project documents and as per the bank guidelines in collaboration with the project team and stakeholder agencies to ensure all implementation arrangements of projects are carried out smoothly and on time.





C. OVERALL RESPONSIBILITY

The overall responsibilities of the Project Coordinator include, but are not limited to the following:

1. Operational management of the project component in accordance with the Financing Agreements and Operations Manuals of the Project to produce the envisaged outputs;
2. In collaboration with the Project Team and Stakeholder agencies, ensure all implementation arrangements of activities of the project component are carried out smoothly;
- 1) Identification and resolution of implementation problems, with the guidance of the Project Team and Project Manager;

D. SPECIFIC TASKS

Major tasks will include, but not be limited to the following:

The work of the Project Coordinator will include the following tasks, among others:

1. Provide overall Coordination/Supervision to the Contractors and/or Consultants and ensure timely delivery of the project outputs in accordance to the contract agreements.
2. Coordinate the activities of the PMU staff handling the project component to ensure the timely delivery of services to the Projects;
3. Visit project sites periodically and report back on the status of site activities to the management.
4. Ensure information, reports and other documentation requested by the Project Manager for review and/or for presentation to Steering and Technical committees are provided in a timely manner;
5. Ensure all relevant information, documents, financial and technical reports are made available for review during review missions, by independent reviewers and/or review by other relevant Authorities of Government of Maldives.
6. Coordinate and collaborate with island/atoll officers within the project area to support island waste management implementation activities including but not necessarily limited to:
 - Community mobilization;
 - Island and atoll waste management planning;
 - Island Waste Management Plan for all the inhabited islands. The final plans must be approved by the Environmental Protection Agency (EPA)
 - Procurement of local contractors
 - Island and atoll waste management training
7. Coordinate and collaborate with the Communications and M&E Specialists to ensure the timely dissemination of project performance and waste management component progress to island, atoll and community stakeholders
8. Identification and resolution of implementation problems, with the guidance of the Project Manager.





9. Any other work-related tasks assigned by the Project Manager.

E. QUALIFICATIONS AND EXPERIENCE

To be eligible for consideration for this position the candidate must meet the following criteria:

1. Minimum Bachelor's degree in a field relevant to the assignment.
2. Must have professional work experience of at least Four (04) years with experience in managing at least three (3) major construction projects with substantial management/supervisory responsibilities.
3. Minimum of two (2) years' experience in donor assisted development projects.
4. Involvement with World Bank assisted project will be an advantage
5. Work experience in delivery of waste sector projects will be an added advantage.
6. Knowledge and understanding of technical, commercial and legal aspects of procurement of donor - financed projects would be an added advantage.
7. Should have strong leadership, management and communication skills in presenting, discussing and resolving difficult issues and have ability to work efficiently and effectively with a multidisciplinary team.

The successful Candidate must be willing to work for extended periods without direct supervision and travel routinely to islands within the catchment.

In addition, the individual's reputation of integrity and impartiality routed in independent from third parties shall be considered.

The short-listed candidate will be requested to participate in personal interviews and submit the names and contact details of personal referees who can attest to their ability.

The successful candidate must understand the objectives and delivery mechanisms of the projects portfolio. He/she must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative in his/her broad field of actions.

F. REPORTING REQUIREMENT

1. Report directly to the Project Manager (PM) on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Client.
2. The Project Coordinator should report to work on week days from 0800 – 1600 hours other than public holidays and provide services to the Client for an average of 40 hours a week. Remuneration for less than 8 hours work per day will be on a pro-rata basis and is required to work additional hours to complete the assigned tasks on a daily basis.
3. The Project Coordinator shall ensure that all the covenants and outputs are delivered on time, in accordance with the requirements of Client and respective donor agencies.
4. The Project Coordinator is required to report to work in official attire.





G. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is **36** months from the commencement of the works with potential extension based on performance and need. The successful candidate is expected to commence the services in **February 2019**.

H. REMUNERATIONS

Monthly remuneration from the project will be **MVR 28,800.00**.

I. SELECTION CRITERIA

The Project Coordinator will be selected based on the following criteria:

| Selection Criteria | Weightage (%) |
|--|---------------|
| Relevant academic qualification(s) | 40 |
| Experience in similar works/ assignments | 30 |
| Interview | 30 |

J. SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

- Office space and other facilities such as computers will be provided to the Monitoring and Evaluation Specialist as required.
- Local transport for official travel between Male', inter-Atolls and inter-islands and food and accommodation for the trips will be provided from the projects.
- **Leave Entitlement:**

Unplanned Leave:

- a). The Consultant may take up to ten (10) working days of paid leave per annum or pro rata as may be agreed by the client for medical reasons or emergencies. If the duration is more than two consecutive days, a medical certificate specifying the nature of the consultant's illness and recommended duration of leave issued by a licensed medical practitioner must be submitted on the first day back at work.
- b). The Consultant may take up to ten (10) working days of paid leave per annum or pro rata as may be agreed by the client for Family Responsibility reasons or emergencies.

Planned Leave: The consultant may take up to twenty (20) working days of paid leave per annum or pro rata as may be agreed by the Client.

K. APPLICATION

Interested applicants may submit their application in a sealed envelope indicating the following:

- Letter of Expression of Interest (EOI)



