

## Terms of Reference

### Guyana ASL Project Environmental and Social Safeguards Consultant

#### 1. Project Background

##### Introduction to the Amazon Sustainable Landscapes Program

To support the ecological integrity of this globally significant landscape, the Global Environment Facility (GEF) approved the Amazon Sustainable Landscapes Program (ASL) II, led by the World Bank as the GEF agency, in 2019. The program objective is to improve integrated landscape management and conservation of ecosystems in targeted areas in the Amazon region, and includes child projects in Bolivia, Brazil, Colombia, Ecuador, Guyana, Peru, Suriname. The proposed child project, ***Securing a Living Amazon through Landscape Connectivity in Southern Guyana***, contributes directly to this program. The objective of this child project is to strengthen landscape connectivity through improved management of protected areas and priority wetlands in southern Guyana. This will be achieved through the following four components:

1. *Integrated Protected Landscapes*: the project will focus on the Kanuku Mountains Protected Area (KMPA). It will support strengthening of the KMPA's management, in coordination with the indigenous communities who co-manage, live around and utilize resources of the protected area. Building technical capacities, enhancing infrastructure, and regulating resource use within the PA will be pursued.
2. *Integrated Productive Landscapes*: the project will support the development of an integrated wetland management strategy (IWMS) for the North Rupununi Wetland (NRW) landscape, which incorporates approaches and includes strategies for decision-making, monitoring and enforcement; and activities to support the strategy's implementation including community-based resource monitoring; sustainable use of forest resources, governance and capacity building, livelihoods, and research.
3. *Policies/Incentives for Protected and Productive Landscapes*: the project will support the revision of the PA Act through a legal review and developing recommendations for the Government to address existing gaps.
4. *Capacity Building and Regional Cooperation*: includes monitoring and evaluation, communications, as well as cooperation with the wider Amazon Sustainable Landscapes Impact Program.

#### 2. Consultancy Overview

The proposed GEF project will be executed by the Environmental Protection Agency (EPA) of Guyana and will have the overall executing and technical responsibility of the project. As Lead Executing Agency of the project EPA is responsible for developing the safeguards related documents per the WWF Environment and Social Safeguards Framework (ESSF) and as detailed in the Safeguards Integrated Policies and Procedures (SIPP). WWF's Environment and Social Safeguards Integrated Policies and Procedures include the following standards:

- Standard on Environment and Social Risk Management

- Standard on Protection of Natural Habitats
- Standard on Restriction of Access and Resettlement
- Standard on Indigenous Peoples
- Standard on Grievance Mechanisms
- Standard on Pest Management
- Standard on Cultural Resources
- Standard on Stakeholder Engagement
- Standard on Community Health, Safety and Security
- Guidance Note on Dams and Dam Safety
- Guidance Note on Labor and Working Conditions
- Guidance Note on Gender-Based Violence and Sexual Exploitation, Abuse and Harassment (SEAH)
- WWF Gender Policy and Guidance on Mainstreaming Gender in Environmental Projects (included in separate guidance document)

Based on the preliminary safeguards categorization of the project (B), the objective of this consultancy is to develop an Environmental and Social management Framework (ESMF), a Process Framework (PF) and an Indigenous Peoples Planning Framework (IPPF) for the project in compliance with the ESSF, as detailed in the SIPP. WWF's Standard on Grievance Mechanisms and the Standard on Stakeholder Engagement are also required to be complied with for this project.

The necessary safeguards assessments and/or mitigation plans will be designed based on the findings of the Environmental and Social Safeguards (ESS) Screening. The consultant will have baseline information from the Screening to draw on from an already completed landscape level Screening. This existing screening will need to be tailored to the North Rupununi and Kanuku Mountains area. The consultant/s will complete the screening, which will result in defining the scope of the necessary safeguards management plans by providing a detailed mapping of the indigenous people and local communities at each project site, and a preliminary description of potential environmental and social impacts to be analyzed and specific instruments required by the /standards triggered.

### 3. Tasks

The Consultant is expected to undertake the following tasks:

- Assist WWF-Guianas (Guyana) in creating a project-level ESS screening.
- Coordinate with the Government of Guyana's EPA, WWF-Guianas (Guyana), WWF GEF Agency (including its Safeguards Specialist), the lead consultant, and the Gender consultant for the general planning and development of the ESMF, and the associated documentation necessary for the project submission to the GEF.
- Develop a work plan, including interviews or other consultation mechanisms.
- Create an outline of the type of primary and secondary data that needs to be collected for the development of the ESMF, including its PF and IPPF. This includes the development of any questionnaires, surveys or interview tools that would enable data collection on the ground.
- Closely working with WWF-Guianas (Guyana) and the EPA on the organization of consultations with local communities, in line with the ESMF including its PF and IPPF requirements. Particular attention will be paid to the engagement of IPs in the consultative processes.

- All national and WWF COVID protocols for field visits must be complied with during this consultation process. Adjustments for in-person or remote consultations will be made depending upon the current local policies.
- Liaising with any other local stakeholders that may be relevant for the development of the ESMF including its PF and IPPF.
- With all the primary and secondary information obtained, carry out an analysis of the situation and write the Environmental and Social Management Framework for the project, which will include the elaboration of the Process Framework and the Indigenous Peoples Planning Framework as well as a Grievance Redress Mechanism. This document details the processes that will allow communities to identify and manage the potential negative impacts of project activities.
- Identify and recommend environmental and social mitigation activities that are appropriate in the implementation of the project.
- Provide a list of related environmental and social indicators that must be included in the Monitoring and Evaluation (M&E) plan.
- Ensure compliance with WWF and government policies and best practices, from the environmental and social approach, are included in the project design, incorporating lessons learned from past projects.
- Carry out a process of review and validation of the work, to ensure that the Environmental and Social Management Framework meet the needs of various stakeholders and the requirements of WWF and the Government of Guyana.

#### 4. Deliverables

1. ESS Screening for the North Rupununi District and Kanuku Mountains PA
2. Environmental and Social Management Framework
3. Stakeholder Engagement Plan
4. Process Framework
5. Indigenous Peoples Planning Framework
6. Any necessary annexes
7. Consultation Log and Summary of Consultations
8. Grievance Mechanism (to be included in the ESMF)

#### 5. Management and Reporting Arrangements

The consultant will report to WWF-Guianas (Guyana) and the consultant will work closely with the Gender Consultant on relevant topics. In addition, the consultant should work in close coordination with the WWF GEF Agency's Safeguards Specialist and WWF GEF Project Manager, and may coordinate with, EPA-, and WWF-Guianas (Guyana).

Start Date: As soon as position is filled

Duration: The Consultancy work will start in December 2021 and terminate on April 15, 2022. Should the consultant not be able to travel for field visits due to regulations or risks associated with COVID-19 or for other purposes, the consultant will work with the Project Design team to find suitable alternatives to gathering the necessary information.

## 6. Qualifications

- Masters degree in social science (anthropology, sociology) or related field, and experience of at least 8 years in the field.
- Familiarity with conservation, natural resources management (including wetlands resources is a plus) and social issues.
- Experience in developing ESMFs, IPPFs and PFs for large publicly funded projects.
- Demonstrated experience working with national and local governments, Indigenous Peoples and issues related to natural resource restriction issues such as no-take zones;
- Experience should include at least 4 years of working with the funding requirements of multilateral funding institutions and banks such as the GEF, GCF, WB and other international organizations;
- Experience working in Guyana required, knowledge of the existing governance structures within Guyana and the greater Amazon landscape preferred;
- Familiarity with the social, political and cultural norms, challenges and risks in Guyana, particularly the Rupununi Region; and
- Fluent in English.

## 7. Submission Requirements

All candidates interested in applying for this consultancy should submit, **no later than December 10, 2021**, a detailed application proposal including:

- A curriculum vitae detailing their experience in relation drafting Environmental and Social Safeguards Frameworks; Stakeholder Engagement Plans, Indigenous Peoples Plans and Process Frameworks;
- An analysis of and comments on the Terms of Reference, including a proposed chronogram of activities;
- A detailed budget proposal (Financial proposal) which takes into account the financial conditions specified in this TOR and specifies the honorarium (daily rate) as well as any other costs.
- A sample of previous deliverable/s (either ESMF, IPPF, GAP, SEP, etc.)

Submissions should be emailed to Juliana Persaud - [jpersaud@wwf.gy](mailto:jpersaud@wwf.gy), with the subject clearly stating **Guyana ASL Project Environmental and Social Safeguards Consultant**, no later than December 10, 2021.

## Annex 1: The ESMF

The Environmental and Social Management Framework (ESMF) is a framework instrument that examines safeguards issues and impacts of the project and/or a series of sub-projects. It will ensure that adverse environmental and social impacts are avoided or appropriately mitigated and/or compensated for. The objective of the ESMF is to propose mitigation measures identified during the screening and due diligence visits to mitigate any potential negative social and environmental impacts triggered by the Project. The ESMF will include the following sections:

1. **Executive Summary.** Includes a brief summary of every chapter of the ESMF.
2. **Introduction.**
3. **Project Description.** Describes the project components, outcomes, outputs and activities. Includes a brief background on the need for the project.
4. **Project Area Profiles** describing the geophysical, biological, socioeconomic conditions. This should include information on:
  - a) **Indigenous Peoples and Local Communities in the project sites.** This will include information on indigenous peoples and local communities, their dependency on the natural resources of the area, socio-economic context, political, formal and informal governance structures, and cultural, religious, and sacred sites (tangible or intangible) at or related to the project sites.
  - b) **An environmental and social baseline** to monitor the effectiveness of mitigation measures; social baseline to be disaggregated between relevant social groups (e.g., vulnerable groups, indigenous people, etc.); studies to include demographic profiles, population mapping, poverty assessments, SEAH risks, disaggregated socio-economic indicators by sex, age, etc. (e.g., natural resource dependence, social inclusion, etc.)
5. **Environmental and Social Policies, Regulations and Guidelines:** An analysis of the legal national framework for addressing social and environment impacts and a gap analysis between the national framework and WWF's ESSF (SEAH policies in collaboration with Gender Consultant)
6. **Institutional Arrangements.** Describes who is responsible for safeguards and how the project's institutional arrangement will support safeguards.
7. **Anticipated Environmental and Social Impacts and Mitigation Measures**
8. **An assessment of environmental and social risks** including risk matrix specifying likelihood and magnitude of each impact issue;
9. **Identified mitigation measures** presented with budget, implementation schedule and organizational responsibilities;
10. **Procedures for the Identification and Management of Environmental and Social Impacts:** Development of other safeguard tools as required by the due diligence and screening of the project and the respective safeguards policies triggered;
11. **Guidelines for ESMP Development** that include specific recommendations for measures that will enhance gender equity and prevent, address and eliminate SEAH risks. The component on gender equity and SEAH should be designed in consultation with the Project's Gender Consultant.
12. **Process Framework (PF)** (see section below)
13. **Indigenous People Planning Framework (IPPF)** (see section below)
14. **Grievance Redress:** Development of a project-level grievance mechanism which is gender-responsive, accessible and includes specific procedures for SEAH-related grievances that are survivor-centered;
15. **Capacity Building**
16. **Disclosure**

**17. Monitoring:** A list of key environmental and social indicators are identified and mainstreamed into the results framework and included in the project M&E plan.

**18. Detailed Budget.**

## Annex 2: Content of the Process Framework

The Process Framework will describe the project and how restrictions of access to natural resources and measures to assist affected communities will be determined with the participation of affected communities. The Framework will identify vulnerable groups and describe what special procedures and measures will be taken to ensure that these groups will be able to participate in, and benefit from, project activities. Vulnerable groups are groups that may be at risk of being marginalized from relevant project activities and decision-making processes, such as groups highly dependent on natural resources, forest dwellers, Indigenous Peoples, groups or households without security of tenure, mentally and physically handicapped people or people in poor physical health, and the very poor. The Process Framework will include the following elements:

- 1. Project background:** The Framework will briefly describe the project and local context, how the project was prepared, including the consultations with local communities and other stakeholders, and the findings of any social analysis or surveys that informed design. It will describe project activities and potential impacts from these.
- 2. Participatory implementation:** This section will detail the participatory planning process for determining restrictions, management arrangements, and measures to address impacts on local communities. The roles and responsibilities of various stakeholders and the methods of participation and decision-making should be described; decision-making may include the establishment of representative local structures, the use of open meetings, and involvement of existing local institutions. Methods of consultation and participation should be in a form appropriate to local needs and customs.
- 3. Criteria for eligibility of affected persons:** The Framework will describe how the local communities will participate in establishing criteria for eligibility for assistance to mitigate adverse impacts or otherwise improve livelihoods. In cases with significant consultations and social analysis during preparation, these criteria may be included in the Framework. However, in most cases they will be developed, or at least refined, during implementation. This would typically be done as part of a participatory social assessment process described above. The eligibility criteria would determine which groups and persons are eligible for assistance and mitigation measures. In addition to community decision making and input, this will often include a baseline and cut-off date of prior use. The criteria may also distinguish between persons utilizing resources opportunistically and persons using resources for their livelihoods, and between groups with customary rights and non-residents or immigrants.
- 4. Measures to assist the affected persons:** The Framework will describe how groups or communities will be involved in determining measures that will assist affected persons in managing and coping with impacts from agreed restrictions. The common objective is to improve or restore, in real terms, to pre-displacement levels, their livelihoods while maintaining the sustainability of the park or protected area. However, in some circumstances affected communities may agree to restrictions without identifying one-for-one mitigation measures as

they may see the long-term benefits of improved natural resource management. They may also forego practices in place of obtaining more secure land tenure and resource use rights.

5. **Conflict resolution and complaint mechanism:** The Framework should describe any special considerations within the Project-level Grievance Mechanism that relate specifically to the processes for addressing grievances raised by affected communities, households or individual regarding the agreed restrictions, criteria for eligibility, mitigation measures and the implementation of these elements of the Process Framework.
6. **Implementation Arrangements:** The Framework should describe the implementation arrangements. The roles and responsibilities concerning project implementation of different stakeholders, including the grantee, affected communities, and relevant government agencies, will be described. This includes agencies involved in the implementation of mitigation measures, delivery of services and land tenure, as appropriate and to the extent that these are known at the time of project preparation.
7. **Monitoring and evaluation arrangements** will also be described in the Framework, with more specific details for the Plan of Action designed during implementation. The Framework should include a budget for its implementation.

### Annex 3. Content of the Indigenous Peoples Planning Framework

The IPPF should embody the following elements:

1. The IPP Framework will briefly describe the project and local context, how the project was prepared, including the consultations with local communities and other stakeholders, and the findings of any social analysis or surveys that informed design. It will describe project activities and potential impacts from these.
2. A short introduction to the vulnerable, marginalized and Indigenous Peoples who might be affected by the project, including their ethnicity, demographics, socioeconomic situation, legal and customary rights to the land and natural resources within and around the project area, sex-disaggregated land uses, etc.);
3. The potential positive and adverse effects of the project on the Indigenous Peoples;
4. A plan to carry out social assessments for such programs/subprojects in partnership with the Indigenous communities;
5. A framework to ensure Free, Prior and Informed Consent (FPIC) processes with the affected IP's communities at each stage of the preparation and implementation of the project for activities that have the potential to impact them;
6. Institutional arrangements (including capacity building where necessary) for screening project-supported activities, evaluating their effects on IPs, preparing IPPs, and addressing any grievances;

7. Monitoring and reporting arrangements, including mechanisms and benchmarks appropriate to the project; and
8. Disclosure arrangements for IPPs to be prepared under the IPPF.