



THE REPUBLIC OF UGANDA

**MINISTRY OF WATER AND ENVIRONMENT
DIRECTORATE OF WATER DEVELOPMENT
RURAL WATER SUPPLY AND SANITATION**

TERMS OF REFERENCE

FOR

Consultancy Services for the Review and Implementation of Environment and Social Impact Assessment (ESIA), Resettlement Action Plan (RAP) and Source Protection Plan (SPP) for Isingiro District Water Supply System

2022

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ACRONYMS AND ABBREVIATIONS

BoQ	Bills of Quantities
CGV	Chief Government Valuer
DWRM	Directorate of Water Resources Management
ESIA	Environmental and Social Impact Assessment
ESMP	Environmental and Social Management Plan
FSMF	Feacal Sludge Management Facility
GoU	Government of Uganda
MIS	Management Information System
MWE	Ministry of Water and Environment
NEMA	National Environment and Management Authority
NGO	Non-Governmental Organization
NWSC	National Water and Sewerage Corporation
PAP	Project Affected Person
PC	Performance Contract
PIU	Project Implementation Unit
PSP	Public Stand Post
RAP	Resettlement Action Plan
UWA	Umbrella Water Authority
ToR	Terms of Reference
WSPs	Waste Stabilization Ponds
WTW	Water Treatment Works

1.1 INTRODUCTION

The Ministry of Water and Environment (MWE) is developing the Isingiro Rural Water supply and sanitation project funded by the French Development Agency (AFD). The Rural Water Component will cover all unserved villages in Isingiro and will include among others extending water and sanitation services to the refugee settlements and host communities in the District as part of the inclusive strategy of the Government. The overall objective of the Project is to achieve sustainable provision of safe water and sanitation facilities with 100% population access to improved water source by the year 2040. The project will improve the health, living standards and productivity of the population in the project area, regardless of their social status or income, through equitable provision of adequate and good quality water supply and improved sanitation services at acceptable cost and on a sustainable basis.

1.2 Areas to be served under the Rural Water Component

The proposed project intends to construct water supply systems in 21 Sub-counties and 10 Town Councils (TC). These Subcounties are Endinzi, Kashumba, Mbaare, Ngarama, Rugaaga, Rushasha, Kakamba, Bireere, Kabingo, Masha, Nyakitunda, Nyamuyanja, Kikagate, Kabuyanda, Ruyanga, Kamubeizi, Ntungu, Rwangyogyera, Rwentango, Kagarama and Ruborogota. The Town Councils are Isingiro TC, Kabarebere TC, Kikagate TC, Kabuyanda TC, Kamubizi TC, Ruhiira TC, Endinzi TC, Rwamwijuka, Rugaaga and Bugango TC. The estimated target population is currently 538,527 people in 902 villages.

1.3 Objectives of the Rural Water Supply and Sanitation Systems

The water supply and sanitation systems in rural areas are aimed at achieving the following objectives:

- (i) To ensure provision of adequate and safe water in each of the selected sub counties and town councils through development of new water and sanitation infrastructure;
- (ii) To improve the health and living standards of the target population through improved access to clean water and sanitation facilities.
- (iii) To contribute to environmental protection and sustainability of water sources and their catchments through the adoption, promotion, and implementation of efficient source protection strategies and management methods
- (iv) To ensure sustainability of water supply and sanitation services in the targeted project areas through establishment of efficient and effective institutional support systems.

1.4 Major Components of the WSS

The following scope of works are entailed in the project.

- 10 new distribution reservoirs and 7 sumps and 12 new pumping stations,
- 165 km of transmission main (DN110 to DN500), including connections with existing reservoirs.
- 308 km of distribution network (DN90 to DN250), only extension network, including connections to existing distribution network.

1.5 Rationale for the Consultancy

The National Environment Act 2019, section 113 requires that developer of projects set out in schedule 5 to undertake an Environmental and Social Impact Assessment (ESIA) before implementation of the project.

The proposed water supply and sanitation systems in Isingiro district is under category of “Utilization of Water Resources and Water Supply” as well as “Waste Management Facilities” which is listed under the schedule 5 section 4 and 22 respectively of the Act. In addition, the National Environment (Environmental and Social Impact Assessment) Regulations 2020 sets out the process and procedure for undertaking ESIA. Therefore, an Environmental and Social Impact Study (ESIS) is required before the proposed project activities are approved by NEMA for implementation. Therefore, these terms of reference (TORs) have been developed in conformity with the National safeguards policies and framework.

A consultant is therefore required to undertake the implementation of ESIA for the proposed project for water supply and sanitation system in Isingiro District. It’s for this reason that the project seeks to engage a consultant to review and implement the Environmental and Social Impact Assessment, Resettlement Action Plan and Source Protection plan at the project sites.

1.6 Objective of the Consultancy Assignment

The objectives of the assignment are:

- (i) To prepare an Inception report
- (ii) To review the Environmental and Social Impact Assessment (ESIA) and prepare a Project Brief detailing the potential adverse bio-physical and socio-economic impacts in the proposed project area and implement the propose mitigation measures;
- (iii) To review the Resettlement Action Plan (RAP) for the proposed water supply system and to determine anticipated resettlement impacts associated with the construction of the water supply and sanitation system in the project area and put in place, measures to mitigate such impacts; and
- (iv) To implement the Source Protection Plan (SPP) for the scheme.

The consultant shall prepare an Inception Report based on a review of the ESIA and available data/information, prior studies and reports that relate to the water supply system. The consultant shall as well prepare an ESIA, RAP and a SPP for the water supply system.

Details of each of these tasks are given below

3. TASK 1.

4. INCEPTION PHASE

The consultant shall prepare an inception report based on a review of the available data/information, prior studies and reports that relate to the sources and their catchment. The report will include information/analysis related to the type of water source (Boreholes/ production wells) and sanitation, the possible threats to its continued functionality, water resources policies, and other natural resources strategies for the area, the institutional structure managing the source. It involves the consultants familiarizing themselves with the Government of Uganda guidelines for ESIA, RAP, Water Source protection and other relevant policies, legal and regulatory framework.

The policies shall include but not limited to National policies, such as the National Environment Management Policies, National Water Policy, National Wetlands Management Policy, Gender Policy, Child Protection Policy, HIV/AIDs policy.

The legal framework shall include the Constitution of republic of Uganda and other applicable Acts of parliament such as The National Environment Act 2019, National water Act, The Land Acquisition Act, Cap 226, National Forestry and Tree Planting Act, 2003, The Public Health Act Cap 281, The Occupational Safety and Health Act No. 9, 2006, The Physical Planning Act, 2010, The Local

Governments Act, Cap 243, The Employment Act, 2006, The Workers' Compensation Act, 2000 among others, including local development plans and bye laws.

The inception report will also include a summary of the consultant's technical approach and methodology to the assignment, the proposed deployment of the team of specialists and an updated proposed work plan schedules/implementation period and the updated proposed approach as per the initial findings in previous studies done in the area.

Expected Deliverable: Inception report

TASK 2

5. ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT (ESIA)

2.1 ESIA objectives and Principles

The consultant will review the ESIA for the project to determine the project's potential Environmental and Social impacts and implement the proposed measures to mitigate them. The ESIA consultant must work closely with the consultant for Feasibility Study and Detailed Engineering Design.

2.2 Specific Objectives

The aim of the project is to improve water and sanitation services in Isingiro district with minimal impact on the environment and social aspects of the beneficiary population.

The specific objectives of this assignment are therefore:

- 1) To establish the project's potential environmental and social impacts and propose measures to enhance positive impacts as well as mitigate the negative ones;
- 2) To assess the impacts of likely alternatives and advise the design consultant accordingly;
- 3) To determine the actions required by Ministry of Water and Environment and other stakeholders to satisfactorily address the impacts;

2.3 Scope of Work

The Consultancy is expected to include description of;

- (i) Policy, Legal and Regulatory Frameworks,
- (ii) Administrative/Institutional framework
- (iii) Description of baseline environment and social conditions of potentially affected areas, including a detailed environmental and social baseline
- (iv) Description of project's potential impacts, including (direct, indirect and cumulative impacts),
- (v) Identification and analysis of project's potential impacts (positive and negative) and recommendation of feasible measures to avoid, minimize, mitigate, and compensate or offset the negative impacts and severity. Assess the expected effectiveness of the proposed mitigation measures and any residual impacts to be compensated and enhance the positive impacts.
- (vi) Analysis of proposed alternatives identified during the feasibility study,
- (vii) Evidence based meaningful Public consultation/Stakeholder engagement and information disclosure,

- (viii) Impacts on land and water use and rights including any economic displacement or loss of access to natural resources and subsistence resources,
- (ix) Impact assessment on any auxiliary/associated facilities that may be impacted upon by the project,
- (x) Social risk assessment and identification of existing service centers including but not limited to gender issues, vulnerable groups aspects, and labor influx, including social conflict, Sexual Abuse and Exploitation or Harassment (SEA/H), Gender Based Violence (GBV), Violence against children (VAC),
- (xi) Develop chance finds procedures to facilitate the handling of any unknown or known physical cultural resources,
- (xii) Recommend Grievance Redress Mechanism to facilitate the handling of any complaints that may arise during project implementation concerning communities and workers,
- (xiii) Development of an Environmental and Social Management Plan (ESMP) clearly identifying institutional roles and responsibilities for implementing the mitigation measures, including potential gaps in capacity to implement the measures and how such gaps will be addressed,
- (xiv) Development of an environmental monitoring plan with clear monitoring indicators and institutional roles for tracking the implementation of and compliance with the proposed mitigation measures,
- (xv) Inter-Agency coordination

Sections 2.3.1 to 2.3.8 outline the scope in detail.

The ESIA will assess impacts for the ground water abstraction points, water treatment plants, reservoir sites and distribution system as well as the proposed Sanitation facilities. During the assignment, the consultant is expected to work closely with the Consultant for Detail Engineering design.

2.3.1 Policy, Legal and Regulatory Framework

The Consultant will identify policies, laws, regulations and guidelines that are applicable to proposed project for in the country. These shall include the following amongst others:

- (i) National Laws (The National Environment Act, 2019, The Occupational Safety and Health Act, 2006, Refugee Act, 2006, Land Act Cap 227 and Land Acquisition Act, 1965, The Water Act cap 152, The Physical Planning Act 2010, National Tree Planting Act etc. and/or their regulations on environment and social assessment including gender, child labor, GBV.
- (ii) Regional, provincial or communal environmental and social assessment regulations.
- (iii) Legal, policy and regulatory framework for involuntary resettlement of Uganda.
- (iv) Relevant international environmental agreements/conventions to which the country is a party.
- (v) Identify design or operating procedures which the project components must meet to be in compliance with environmental safeguards, such as effluent standards, extraction limits, receiving water quality standards, noise standards and road safety standards.
- (vi) Any legal steps necessary to ensure the effective implementation of the identified environmental protection and impact mitigation measures.

2.3.2 Description of Project Areas

The consultant shall provide a baseline description of the project socio-economic parameters such as land use, water rights and use (communal uses e.g., livestock watering), existing infrastructure, settlement

patterns, population demographics, employment characteristics, local economy and poverty levels, income distribution, public health (Sanitation facilities, waste disposal etc), gender; physico cultural resources (PCR), physical environment such as topography, vegetation, wetlands, open water bodies, land surface, ambient noise; and biological environment such as flora and fauna. The consultant will identify all people and areas that could potentially be affected by the project, including environmentally sensitive and protected areas such as rivers, wetlands, protected areas such National Forest Reserves as well as local conflict resolution mechanism.

As a minimum the consultant shall assess the following areas:

- 1) Locations where the detailed design recommends the development of project infrastructure and potential impact may be experienced.
- 2) Locations where cumulative environmental impacts of water extraction and effluent discharge on the affected water bodies will potentially be experienced and their socio-economic consequences.
- 3) The route of transmission lines from the water sources to their point of discharge, including (but not limited to) a buffer zone of at least 2.0m from the transmission line.
- 4) All areas where the water transmission main is to pass, including (but not limited to) a buffer zone of at least 2.0m from the transmission main.
- 5) The locations that will be potentially directly and/or indirectly affected by the proposed construction works at the new intake and water treatment plant.
- 6) The location of routes and infrastructure that are necessary for the operation of planned intake and water treatment plant.
- 7) The associated facilities that will be affected during the implementation of the project.
- 8) Any area potentially affected by the construction work, including workers campsite, sensitive sites and existing infrastructure.
- 9) Construction material source areas, such as quarries etc.
- 10) Social Risks associated with labour influx i.e., Gender Based Violence (GBV) and Violence Against Children (VAC) and other risks associated with sanitation facilities and auxiliary facilities.

The baseline shall include (but not limited to):

- (i) Socio-economic assessment including: Administrative set up of project area, Population demographics, community structure and employment characters house hold surveys for key characteristics including culture, ethnicity and religion, livelihood and economic activities, housing and settlements, water and sanitations, education and literacy, HIV/AIDs and their health, gender and children rights as well as the special interest groups (elderly, people with disability), peace and security. The consultant shall also include local economy and income distribution, social services e.g., schools and health centres in the area and types of land use, existing social infrastructure, and other complementary services.
- (ii) Land and water use patterns at both the house hold and communal levels and any local management structures (leaders, water and sanitation committees, etc., access roads).
- (iii) Geo-physical Aspects: project specific geology, topography, soils, surface and groundwater hydrological and meteorological studies, as well as geo-morphological aspects such as catchment stability, sediment/erosion management / soil permeability.
- (iv) Water Quality, Air Quality Noise/ Vibration Level: Delineation of the project impact areas (primary and secondary impact areas) as they relate to environmentally and socially sensitive receptors (e.g., schools, hospitals, residential, churches/ religious temples and any other sites of religious, cultural, heritage or aesthetic value etc) should be identified. Methodology for data gathering, sampling, analysis and modeling should be presented. Results of laboratory testing and

interpretation should be compared with the local and international environmental standards. Location maps, figures, graphs and diagrams should be provided for easier understanding. The baseline shall provide a comprehensive assessment of the current status for the environmental variables in the project affected area.

- (v) **Biological Resources (Terrestrial and Aquatic Ecology):** Habitat should be characterized as modified, natural or critical. Any key ecosystem service should be identified and described. The results of the terrestrial and aquatic survey and studies should note any species of conservation concern, including endangered or threatened species, unique or endemic species, migratory and/or restricted range species. Appropriate maps, figures, graphs and diagrams should be provided for easier understanding e.g., land use map of the project area. The baseline shall provide a clear assessment of the status and population of the ecology and biodiversity in the project affected area.
- (vi) Provide maps at appropriate scales to illustrate the general setting of project-related development sites, as well as surrounding areas likely to be environmentally and socially affected. These maps shall include topographic contours, as available, as well as locations of major surface waters, roads, villages/towns, sacred sites parks and reserves, and political boundaries. Also provide, as available, maps to illustrate existing land uses.

Expected output: Report on baseline assessment for the project area.

2.3.3 Description of Project Potential Impacts

This task involves the identification of the project's potential positive and negative E&S impacts (direct, indirect and cumulative). The project's potential impacts are classified as (i) impact of design and planning phase, (ii) impacts of the construction phase and (iii) impacts of the project operational phase and (iv) decommissioning of ancillary/ associated support facilities and restorations. The consultant shall conduct analysis and assessment of the expected impacts, as well as, any other relevant facts. The consultant should describe impacts covering the planning and design, construction, operational and decommissioning phases, and ensure that the risk and impacts are categorized as: Environmental, Occupational Health and Safety (OHS), Community Health and Safety (CHS) and Social, in line with the set Guidelines. Impacts should cover the permanent project works, ancillary works (electricity transmission lines, camp sites, storage yards, damping sites, material sources access routes etc.) and associated facilities if any including decommissioning and restorations as well as other indirect and cumulative areas of impact. This will include but not limited to the following key issues:

2.3.3.1 Potential Impacts of Project Design and Construction Phases

The consultant shall assess the potential construction methods and determine potential positive and negative impacts on the environment and society that are construction related and describe them in the following categories: Environmental, Occupational Health and Safety (OHS), Community Health and Safety (CHS) and Social, in line with the set Guidelines. The impacts covering the permanent project works, ancillary works and associated facilities if any, should for example, include but not limited to:

- i) Potential impacts of influx of labour and other migrants into affected communities should be assessed- this includes potential for social conflict, Gender Based Violence (GBV), Sexual Exploitation and Abuse/Harassment (SEA/H) and Violence against Children (VAC) and social norms and behavior.
- ii) Potential impacts on livelihoods, land uses, water uses, communal resources and community/social aspects, including physical and economic displacement.
- iii) Impact of the project on vulnerable groups.

- iv) Any restriction of access to resources or services during construction period;
- v) Any impact on sensitive/protected areas, e.g., drainage of wetlands, discharges into surface water etc.
- vi) Impacts on the environment due to the extraction of raw materials (quarrying).
- vii) Any changes to flow regimes of watercourses due to construction, e.g., of cofferdams.
- viii) Possible impacts on flow volumes in water courses due to water extraction for building activities.
- ix) Noise and vibration impacts related to construction;
 - x) Impact on community health including communicable diseases,
- xi) Traffic and safety;
- xii) Waste management;
- xiii) Any impacts on the determined environmental and social baseline, e.g., aquatic and terrestrial biodiversity, etc.
- xiv) Any impact on natural resources (soil, trees/forests, etc.) during construction.
- xv) Impacts on existing infrastructure and services facilities (roads, schools, health centers, etc.).
- xvi) Impacts on objects and/or areas of cultural significance.
- xvii) Decommissioning of construction support facilities and restoration activities.

2.3.3.2 Potential impacts of project operational and decommissioning phases

The consultant shall summarize the project process and determine their potential positive and negative impacts on the society and environment. This part of the assignment shall concentrate on operational processes and the decommissioning activities, for example:

- i) Potential impacts on livelihoods, land uses, water use, water rights and community/social aspects (communal uses and rights).
- ii) Impact of raw water abstraction on the proposed source during operation and use of the water supply system.
- iii) Impact of operations related traffic such as vehicles and motorcycles used for operations.
- iv) Impact of sanitation, general waste disposal arising use of chemicals for treating water and general cleaning.
- v) Chemicals used in the water treatment processes and their potential impacts on the environment when disposed.
- vi) Impact on maintenance, specifically address access roads and electricity transmission lines (TLs) if any, water line area restrictions.
- vii) Handling of chemicals within the water supply site such as chlorine that may arise from treatment of water and other potentially harmful materials like fuel that may be used in standby generators.
- viii) Identify potential negative and positive impacts related to decommissioning.

These will be included in the ESIA.

2.3.4 Analysis of potential impacts of the project and determination of mitigation measures

For all identified expected negative impacts of the project, categorized as: Environmental, Occupational health and Safety (OHS), Community Health and Safety (CHS) and Social, and covering the permanent project works, ancillary works and any associated facilities, appropriate measures for the mitigation of impact shall be proposed and listed. For all positive expected impacts, appropriate enhancement measures shall be proposed. The proposed mitigation and enhancement measures, institutional arrangements,

budget and schedules as well as monitoring shall also be included in the Environmental and Social Management plan (ESMP) e.g., restoration of wetlands, site control to prevent encroaching, etc.

Based on the work undertaken in sections 2.3.2 and 2.3.3, the consultant shall produce an environmental and social analysis of the following:

- i) Significant positive and Negative impacts.
- ii) Direct and indirect impacts.
- iii) Immediate, medium-term, long-term and cumulative impacts.
- iv) Identify impacts that are unavoidable or irreversible (residual impacts) including compensation or offset where applicable.

Whenever possible, the consultant shall describe the impacts quantitatively, in terms of environmental and social costs and benefits and assign economic values where feasible. The consultant shall characterize the extent and quality of available data, explaining significant information deficiencies and any uncertainties associated with predictions of the impact. If found necessary, the consultant shall provide guidelines for further studies to obtain missing information. Special attention should be given to:

- i) The extent to which the water source will be impacted by the abstraction of water. For water source abstraction, the length that will be significantly impacted shall be stated.
- ii) Projected quantitative changes in beneficial uses, such as fisheries (species composition, productivity), recreation and tourism (visitor-days, overnights, expenditures), and waters available for portable supply, irrigation, and industrial use.
- iii) Sanitation and public benefits anticipated.

2.3.5 Analysis of Alternatives

The consultant shall briefly describe and evaluate the design alternatives that were examined during the feasibility and pre-design study of the proposed project and identify other alternatives that would achieve the same objectives. The concept of alternatives extends to the following:

- (i) Siting and Design
- (ii) Technology selection
- (iii) Operation and maintenance procedures for the proposed systems.

The consultant shall compare the alternatives in terms of:

- (i) Potential environmental and social impacts, on land and energy requirements
- (ii) Impacts on the population and their livelihood
- (iii) Estimated capital and operating costs
- (iv) Reliability and sustainability under local conditions
- (v) Institutional, training, and monitoring requirements

The description shall indicate which impacts are irreversible or unavoidable and which ones may be mitigated, compensated or offset. To the extent possible, costs and benefits of each of the alternatives shall be quantified, incorporating the estimated costs of any associated mitigating measures. The alternative of not constructing the project should be included to demonstrate environmental and social conditions without the project being implemented. The section should clearly state the reasoning of why the selected sites, designs and operating regimes were selected as the best alternatives.

2.3.6 Stakeholder Consultations

The consultant shall carry out consultations with stakeholders and regulatory institutions to ensure meaningful participation and involvement. The consultant shall also recommend stakeholder engagement measures during construction and operations and consider measures for participatory monitoring and service performance feedback.

(i) Stakeholder mapping and identification

The consultant shall undertake stakeholder identification, mapping and analysis to define groups or individuals, that may be affected by the project, those that may have interest in the project and those who might negatively or positively influence the project outcomes. Special consideration will be given to stakeholders that may be disadvantaged or vulnerable. The stakeholder mapping and analysis will facilitate effective involvement and participation in the project processes and activities.

The consultant should clearly indicate strategies and tools that will be used in stakeholder mapping and analysis.

(ii) Public consultation and disclosure

Consultant will ensure that consultations are meaningful and inclusive of all stakeholders, including but not limited to, PAPs, beneficiaries, vulnerable groups, minorities, refugees, institutional stakeholders, NGOs etc. All data should be gender disaggregated.

The consultant shall undertake a stakeholder analysis at the initiation phase and develop a Stakeholder Engagement Plan (SEP). Stakeholders should be mapped and presented in a well-structured matrix outlining both the level of impacts / risks they are likely to be exposed to / face and their degree of influence. The SEP shall be followed during the consultancy period to address all stakeholders with interest or influence in the project, and those to be affected by the project. The consultation process and its results are to be documented and reflected in the final ESIA report, including copies of the original records of meetings, written communication and meeting minutes. The documentation, printed materials, or power point presentations used for public consultation and stakeholder engagement activities should be included as attachments to the final ESIA report.

(iii) Inter-agency coordination and public consultation

The consultant shall assist the client in coordinating the ESIA with relevant agencies, consult with groups likely to be affected by the proposed project, and with local NGOs on the environmental and social aspects of the proposed project. The ESIA consultant shall work closely with the design team that will provide data on the proposed project and in turn address environmental concerns that would arise out of ESIA consultancy.

Consultations shall be organized for all issues identified as being of material interest to the public. In particular, the consultant shall organize stakeholder consultations concerning the shared use of water resources and their associated catchments. Here the consultant shall identify key stakeholders, provide ample notice and information prior to consultations, identify meeting locations that all stakeholders can reach with reasonable effort, and otherwise reasonably facilitate the public consultations and participation that are free and informed.

The client, with the assistance of the consultant, shall provide relevant information to affected groups in a timely manner prior to consultation. The material shall be in a form and language that is understandable and accessible to the groups being consulted. The consultant shall maintain a record of the public consultations and the records shall indicate the following:

- (i) Means other than consultations used to seek the views affected stakeholders (e.g., surveys)
- (ii) List of attendees, their affiliation, and contact address.

- (iii) Date and location of the consultation meetings.
- (iv) Summary minutes and photographs of consultative meetings.
- (v) Provide a list of issues raised in the context of the ESIA and responses provided along with information on how they were incorporated into the Project design and mitigation measures.

2.3.7 Development of an Environmental and Social Management Plan (ESMP)

The consultant shall review the proposed mitigation measures to manage the potential impacts of the Project including auxiliary/associated works during construction and operation phases of the project, auxiliary/associated works of the projects and discuss costs, timing, monitoring, and institutional responsibilities for the mitigation measures as well as the institutional enhancement and training requirements to implement them. The ESMP of this project shall include among others the following issues:

- (i) Institutional arrangement, roles and responsibilities
- (ii) ESMP matrices. The overall restructure of the matrices should distinguish different project phases, water supply and sanitation activities clearly;
- (iii) Environmental and Social Monitoring and Evaluation Plan (including key performance indicators)
- (iv) Capacity building and training plan
- (v) Implementation schedule and cost estimates, which may be incorporated into the ESMP matrices
- (vi) Reporting, including regular project ESHS performance reporting, accident and incident reporting
- (vii) Other E&S tools such as chance-find procedures, code of conduct, ESHS specifications to be included in bidding document, as relevant
- (viii) Proposed Mitigation measures (mitigation hierarchy in E&S impacts assessments i.e., avoid, minimize, achieve restoration targets, etc) for each impact
- (ix) The ESMP shall also consider community health and safety measures including for emergency response to accidental events as appropriate
- (x) Stakeholder engagement and communication during construction and operations.
- (xi) Grievance Redress Mechanism for community and PAPs
- (xii) Grievance Redress Mechanisms for contractors' workers to address labor and issues related to working conditions.
- (xiii) Location, type and scope of catchment management and source protection measures
- (xiv) Labor influx management during projection execution period, including potential for social conflict, Gender Based Violence (GBV) risk mitigation and interventions to prevent Violence against Children (VAC).
- (xv) ESMP should recommend development of Contractor's ESMPs.

The consultant shall prepare a detailed plan to monitor the implementation of mitigation measures and the impacts of the project during rehabilitation/construction and operation. The plan should include an estimate of capital and operating costs and a description of other inputs needed to implement the plan, such as training and institutional strengthening. The monitoring plan shall also include social and environmental parameter to be monitored, the key stakeholders to be involved, the frequency of the monitoring and source of data, budget requirement.

The consultant shall review the authority and capability of institutions at local, regional and national levels and, if appropriate, recommend steps to strengthen or expand them so that the ESMP may be implemented effectively. The recommendations may extend to inter sectoral arrangements, management procedures, training, staffing, and financial support.

An outline of the contents of the ESMP will be included in the projects' operational manual and along with environmental and social protection clauses for contracts and specifications in the bills of quantities (BOQs) and construction and operating contracts.

2.3.8 Institutional roles and responsibilities

The consultant shall document institutional roles and responsibilities of the different stakeholders in the project during preparation, construction and operation; clearly outlining their respective tasks/mandates. The consultant shall propose any additional stakeholder that could have been left out but is considered useful to the project to be brought on board and shall go ahead to clearly define the mandate of such a stakeholder.

The Ministry of Water and Environment is responsible for this project. It will oversee the entire preparation and implementation of the ESIA through its Directorates of Water Development, Water Resources Management and Environment Affairs with a dedicated Project Support Team. It will also be responsible for reviewing of the ESIA document before submission to NEMA. The ministry will train the existing staff as part of the support team to back up consultants in implementation of the project activities.

National Environment Management Authority (NEMA) will review and approve the ESIA report and in liaison with Isingiro District Environment Office shall undertake environmental monitoring during project implementation to ensure compliance with environmental standards and regulations, and guide in the process of environmental and social audits.

Ministry of Lands, Housing and Urban Development shall review and approve the Resettlement Action Plan for each water supply systems and sanitations facilities in the District.

2.3.9 Grievance Redress Mechanism

To resolve conflicts expeditiously so as to get the project's implementation moving without serious impediments the consultant shall propose procedures for grievance management. In order to ensure transparency, justice, accountability and good working conditions, the consultant shall establish a community GRM with clear objectives and a well-defined mandate. The consultant shall propose modalities upon which aggrieved stakeholders shall submit grievances relating to the project and highlight the need for grievance register, complaints recording steps and formation of grievance redress committees.

The consultant shall further propose a Grievance Redress Mechanisms for contractors' workers to address labor and issues related to working conditions constituted by elected workers representatives among other project staff.

6. TASK 3

7. RESETTLEMENT ACTION PLAN (RAP)

The consultant is to prepare a RAP for the WSS project in order to address physical and/or economic displacement resulting from project activities. This is aimed at establishing the projects' social and economic impacts, resulting from acquisition of land for the project as well as proposing mitigation measures of the impacts of land acquisition and or resettlement. The RAP shall be aligned with the relevant Ugandan regulations.

3.1 Specific Objectives of the RAP

The objectives of the RAP will include the following:

- a. Identifying and supporting options to minimize resettlement and economic displacement that can be included in Project planning and design, construction and operation.
- b. Determining the scope and magnitude of social and economic impacts resulting in the permanent or temporary acquisition of land and displacement of people.
- c. Propose the methodology for land acquisition and resettlement and prescribe eligibility criteria for compensation
- d. Assisting displaced people in their efforts to improve their livelihoods and standards of living or at least to restore them to the previous situation.
- e. Providing people with opportunities to participate in the design and implementation of the resettlement program.
- f. Avoiding or minimizing adverse social and economic impacts and provide actionable mitigation measures for the impacts
- g. Determine scope and magnitude of impact on assets/infrastructure on the impacted land;
- h. Conduct inclusive and meaningful stakeholder consultations.

The RAP will determine the extent of involuntary resettlement impacts associated with the project (including all ancillary and associated facilities) and put in place measures to mitigate those impacts. In addition, it shall involve carrying out consultations with relevant stakeholders, including potentially affected persons, to obtain their views and suggestions regarding social impacts of the proposed project and agree on the measures to cover the losses. The outcome of the consultation will be reflected in the RAP report and incorporated into the project design as appropriate. The results of the consultations will be made available to all relevant stakeholders, including the project potentially affected persons.

The RAP will capture the following key aspects:

- 1) The extent of the planned project and auxiliary/associated works land acquisition or displacement of persons.
- 2) Documentation of views and concerns raised by stakeholders and potentially affected persons regarding the development and implementation of the RAP and action points for concerns raised.
- 3) Applicable laws and regulations, analysis of gaps with respect to OP4.12 and the measures included in the RAP to address them.
- 4) Social Economic baseline information and project impacts detailing the project affected persons and communities by household and their losses.
- 5) The proposed compensation measures with options identified and discussed with affected people (Entitlement Matrix), including compensation for all land users (even if not title holders), full

replacement value for lost assets, livelihood restoration measures and measures to address restriction of access to resources at the HH and community levels

- 6) The agreements reached and the way forward.
- 7) Social Assessments on vulnerable groups.
- 8) Stakeholders' engagement.
- 9) Costs and Budget including compensation costs, livelihood restoration activities, community development plans, and monitoring activities (as may be applicable).
- 10) Monitoring and reporting arrangements both during the project and post project implementation in order to assess the efficiency and effectiveness of the RAP process.
- 11) Implementation Schedule in relation to overall project implementation.
- 12) RAP implementation arrangements, citing agencies and their responsibilities and detailed roles and responsibilities while making recommendations where some agencies have been and specific capacities to staff.
- 13) A review of existing grievance measures, gaps and recommendations for project grievance mechanism.

3.2 Scope of Work

The RAP study shall be based on the land required to implement (construction and work space) for permanent and temporary use for the project activities and auxiliary/associated works. The study shall be informed by the selected alternative sites and routes in Feasibility Study and Detailed Engineering Design Report as well as recommendations from Environmental and Social impact Assessment.

The scope of work will include developing clear RAP methodology to be used in valuing losses to determine their replacement value and a description of proposed types and levels of the required compensation. It will present a definition of affected persons and the criteria for determining their eligibility for compensation and resettlement assistance. An entitlement matrix defining compensation packages and other resettlement measures including livelihood restoration that will assist each category of eligible persons. Resettlement measures should be prepared in consultation with affected population and should be framed in the overall approach of livelihood restoration and development.

In addition, the RAP will clearly explain how the settlement and compensation measures will be handled. This includes details of information flows, money transfer to affected people, paperwork and sign off for compensation package approval. An important part of this process is establishment and dissemination of cut-off date after which people moving into the project will not be eligible to receive benefits under the project. The cut-off date must be communicated in writing and amply disseminated in a culturally appropriate manner to the affected people.

Other key tasks to be covered in the RAP include (i) Socio-Economic studies and project impacts, (ii) Policy and legal frameworks and gap analysis, (iii) Scope of Land/Property Survey and Valuation and (iv) Resettlement measures. Sections 3.2.1 to 3.2.4 indicate in detail the expected works.

3.2.1 Socio-Economic Studies and project impacts

The socio-economic studies should be conducted with the involvement of Potentially Affected People (PAPs). The mainstay of the report will be based on the census survey and socio-economic studies that include:

1. The current occupants and an inventory of the assets they are likely to lose (rights and/or access to), or that are affected by the project, to establish a basis for the design of the resettlement program;
2. The PAPs identified by categories, the inventory of their losses in terms of the physical assets lost, such as farms, grazing land, forest or woodlots, etc., using the number of PAPs negatively affected. For example:
 - (i) Nos. who will lose residential or commercial land with structures.
 - (ii) Nos. who will lose residential or commercial land only.
 - (iii) Nos. who will lose part of, or all of, their structure.
 - (iv) Nos. who are tenants in the affected structure.
 - (v) Nos. who have leases on certain buildings or structures.
 - (vi) Nos. who will lose standing crops and trees.
 - (vii) Nos. who will lose access to land to raise subsistence crops
 - (viii) Nos. of inhabitants in townships who will lose structures, both permanent and temporary.
 - (ix) Nos. of industries, e.g., milk cooling plants, cotton or coffee stores, ginneries, and mines affected (if any).
 - (x) Loss of public infrastructure and other community or shared land, natural resources or assets.
 - (xi) Nos. of PAPs with permanent land use rights, marginally and severely affected.
 - (xii) Others, e.g., the vulnerable, etc.

Note: all of the above include rights holders and users with customary rights as well as those with no legal claim.

The consultant will define persons to be affected based on specified criteria for determining their eligibility for compensation and other assistance, including relevant cut-off dates, disaggregated data on PAPs by categories of loss, with specific reference of loss. These should be guided by the relevant policy and legal frameworks. Tables may be used for presentation of data.

The socio-economic studies shall also recommend appropriate livelihood restoration strategies and community development action plans for the PAPs. The consultant may use data collected during the feasibility by the design consultant and collect additional data on social-economic characteristics of the project affected people together with the census and inventory of assets. To provide for the socio-economic environment of the area, secondary data may also be included.

The socio-economic studies should document standard characteristics of the households and communities affected, including descriptions of rights and assets, production systems, labour, and household organization, and baseline information on livelihoods (including, as relevant, production levels and income derived from both formal and informal economic activities) and standards of living (including health status) of the population to be affected by the project activities, the magnitude of the expected loss of assets (total or partial), and the extent of the effect (physical or economic) with respect to the different income streams.

The study shall contain detailed information on vulnerable groups or persons, for whom special provisions may have to be made, especially in the event that relocation is required. In the report, the consultant should outline the criteria used to identify vulnerable persons.

The consultant shall make provisions to update information on the affected people's livelihoods and standards of living at regular intervals.

In addition, studies need to be conducted that describe the following:

- i) Land tenure, use and transfer systems, including an inventory of common property, natural resources from which people derive their livelihoods and sustenance, non-title-based systems (including grazing, use of forest and swamp areas) governed by locally recognized land allocation mechanisms, and any issues raised by different tenure systems in the project area.
- ii) Patterns of social interaction in the affected communities, including social networks and social support systems, and how they will be affected by the project. For example, specific community groups like SACCOS or farmer groups that could be disrupted as a result of project implementation?
- iii) Public infrastructure and social services that will be affected. Based on the findings of the socio-economic survey, the consultant should conclude whether the project will have a significant impact on access to social services like water sources and health centres.
- iv) Social and cultural characteristics of communities to be affected, including a description of formal and informal institutions (e.g., community organizations, ritual groups, non-governmental organizations) that may be relevant in the consultation or to the design of the resettlement activities, or offer opportunities for synergies in implementation. These should be particularly considered for livelihood restoration activities in areas where similar undertakings by districts and other development partners exist.

3.2.2 Policy and Legal Framework

The consultant shall analyze the legal framework and document the findings. The work should cover the following:

- 1) The scope of the power of eminent domain and the nature of compensation associated with it, in terms of both the valuation methodology and the timing of payment.
- 2) Applicable legal and administrative procedures, including a description of the remedies available to displaced persons in the judicial process and the normal time frame for such procedures and any available alternative dispute resolution mechanism that may be relevant to resettlement under the project.
- 3) Relevant law (including customary and traditional law) governing land tenure, valuation of assets and losses, compensation and natural resource usage rights (land and water), customary personal law related to displacement and environmental laws and social welfare legislation.
- 4) Laws and regulations relating to the agencies responsible for implementing resettlement activities.
- 5) Gaps, if any, between local laws covering eminent domain, resettlement and the mechanisms to bridge such gaps.
- 6) Any legal steps necessary to ensure the effective implementation of resettlement activities under the project including, as appropriate, a process for recognizing claims to legal rights to land – including claims that derive from customary law and traditional usage.

3.2.3 Scope of Land/property survey and Valuation

The methodology to be used in valuing losses to determine their replacement cost, and a description of the proposed types and levels of compensation shall address the requirements of Ugandan law. Details of what ought to be done among others in (a) property survey and (b) valuation are outlined in sections below.

3.2.3.1 Property Survey for PAPs and Community

The property survey shall:

- 1) Establish the names and particulars of the affected persons, size of land and ownership status, sizes of other properties, such as houses, to assist the valuation team in computing the values of affected properties. The PAPS should be located on strip maps.
- 2) Obtain cadastral and other relevant information to identify property owners and other persons that are likely to be affected by the project.
- 3) Document the damage to crops of PAPs, including photographic evidence.
- 4) The data obtained should be clearly cross-referenced in the valuation roll and strip maps

3.2.3.2 Valuation

Valuation shall be in accordance with the set-out scope of work and should address the following points:

- 1) Identify the project affected persons (owners and users) using procedures approved by the Chief Government Valuer (CGV and to carry out detailed valuation of all land, properties, and livelihoods affected by the project. This will provide the basis for compensation/resettlement.
- 2) Compile land acquisition and resettlement costs for areas that PAPs are to be resettled (for both lands to be vacated and host area), if any.
- 3) Ensure the data collection during valuation is done on forms acceptable to the CGV and the process is properly witnessed by the client.
- 4) Ensure that all PAPs and their affected property are photo documented. This is for easy identification during disclosure and payments.
- 5) The valuation exercise shall be witnessed by staff of the project implementing agency or its appointed agent. The project implementing agency or its appointed agent will sign the valuation exercise, together with the consultant and a representative of the local council.

The valuation data base is to be supplied as an electronic document in software determined by the MWE. One hard copy each for the client and the consultant shall also be produced.

3.2.4 Compensation and Resettlement Measures

The consultant should define persons to be affected based on specified criteria for determining their eligibility for compensation and other assistance. These should be guided by the policy and legal frameworks previously discussed with the understanding that in case of gaps and the provision most favorable to the PAP shall apply.

A description shall be produced of the packages of compensation and other resettlement measures tailored to each category of eligible PAPs these includes communal entitlements and livelihood restoration where applicable. The consultant must ensure that an entitlement matrix is produced and resources are allocated efficiently and effectively and, in addition to being technically and economically feasible, the resettlement packages should be compatible with the cultural preferences of the PAPs and prepared in consultation with them. Particular interest shall be paid to components in the following sections.

3.2.4.1 Site Selection, Site Preparation and Relocation

If found necessary, suggest alternative relocation sites while clearly stating the site selection criteria. As a minimum, this should address:

- 1) Institutional and technical arrangements for identifying and preparing relocation sites, whether rural or urban.
- 2) The combination of productive potential, location specific advantages and other factors shall at least be comparable to the advantages of the old sites.
- 3) An estimate of the time needed to acquire and transfer land and ancillary resources.
- 4) Any measures necessary, for example adequate sensitization and information dissemination, to prevent land speculation or influx of ineligible persons at the selected sites.

- 5) Procedures for physical relocation under the project, including timetables for site preparation and transfer.
- 6) Legal arrangements for regularizing tenure and transferring titles to re-settlers.
- 7) Consultation and compensation of host communities
- 8) Acceptability of new sites to PAPs

3.2.4.2 Community Participation

To ensure that the RAP is efficient and effective, an inclusive, meaningful consultations with stakeholders and project affected persons is of utmost importance and the RAP should include:

- 1) A description of the strategy for consultation with and participation of re-settlers and hosts in the design and implementation of resettlement activities, if any, to develop a stakeholder engagement plan.
- 2) A summary of the views expressed and how these views were taken into account in preparing RAP.
- 3) If applicable, a review of the resettlement alternatives presented and the choices made by affected persons regarding options available to them, including choices concerning relocation sites, compensation and resettlement and livelihoods restoration assistance. This, for example, concerns choices on relocating as individual families versus relocating as parts of pre-existing communities or kinship groups in order to sustain existing patterns of group organization as well as retaining access to cultural property (e.g., places of worship, pilgrimage Centres, and cemeteries).
- 4) Institutionalized arrangements through which affected people can communicate their concerns to project authorities throughout planning and implementation, and measures to ensure that vulnerable groups such as, the landless, people with disabilities, elderly persons, the extremely poor, women and children are adequately represented.

3.2.4.3 Grievance Redress Mechanism (GRM) Procedures

Affordable and accessible procedures for settlement of disputes arising from resettlement measures, including compensation, should be developed. The grievance mechanisms should take into account the availability of judicial recourse, community and traditional as well as other existing dispute settlement mechanisms. The assignment will include identification of affordable and accessible procedures for settlement of complaints related to the planning and implementation of resettlement activities. This includes establishing procedures for recording grievances and response times for resolution of problems and assignment of requisite personnel including their telephone contacts/email addresses. The GRM also needs to include the mechanism for receiving and responding to GBV/SH complaints taking into account confidentiality and a survivor centered approach. Separate from the community GRM, the project will include under the contractor's environment and social management plans (CESMPs) requirements to establish workers GRMs to include elected workers representatives.

The consultant shall identify agencies responsible for implementing these procedures and take into account community and traditional dispute settlement mechanisms as well as the availability of judicial recourse.

3.2.4.4 Organizational Responsibilities

The organizational framework for implementing resettlement should be clearly outlined. This includes:

- 1) Identification of agencies responsible including their staffing with roles and responsibilities for delivery of resettlement measures and provision of services.

- 2) Arrangements to ensure appropriate coordination between agencies and jurisdictions involved in implementation.
- 3) Any measures needed to strengthen the implementing agencies' capacity to design and carry out resettlement activities, including technical assistance.
- 4) Provisions for the transfer of responsibility for managing facilities and services provided under the project to local authorities or the re-settlers.
- 5) Consideration of whether MOUs and budget transfers are needed to ensure performance of different parties

3.2.4.5 Implementation Schedule

An implementation schedule shall be prepared. The schedule is to cover all resettlement activities, from preparation to implementation, and should state target dates for the achievement of expected benefits to the re-settlers and hosts. The schedule should indicate how the resettlement activities are linked to the implementation of the overall project.

3.2.4.6 Costs and Budget

Tables shall be produced that show itemized cost estimates for all resettlement activities, including allowances for inflation, implementation and monitoring of the RAP and other contingencies and timetables for expenditures. Further sources of funds and arrangements for timely flow of funds should be indicated. The Consultant should note that the funding for the RAPs will be the responsibility of Government of Uganda.

3.2.4.7 Monitoring and Evaluation

The purpose of monitoring and evaluation is to report on the effectiveness of the implementation of the RAP, covering physical resettlement, disbursement of compensation and effectiveness of public consultation, amongst others. Monitoring and purposeful evaluation will be key factors for the successful resettlement activities.

Monitoring and evaluation will be undertaken by independent monitors as part of the project implementation works. The monitors will be selected on criteria that are considered appropriate by the funding agency and, therefore, the consultant shall prepare a proposed monitoring and evaluation framework for RAP implementation, including:

- 1) A Management Information System (MIS) for capturing compensation data for monitoring and evaluation purposes.
- 2) A plan for monitoring and evaluation of the compensation package with indicators for measuring implementation performance, impacts and outcomes.
- 3) Involvement of the affected persons in the monitoring process.
- 4) The period monitoring and evaluation shall cover after completion of activities.
- 5) A review of the baseline survey results.
- 6) The compensation complaints / grievance redress committee.
- 7) Identification of alternative land for resettlement and farming.
- 8) Adherence to compensation payment schedule.
- 9) Movement and support of the PAPs and, in particular, the situation of small and marginal landholders, unskilled labourers, mobile vendors, migrant populations, ethnic minorities, women, children, and the elderly and disabled persons.
- 10) Reporting requirements for making the results of the monitoring work useful for subsequent projects.

- 11) The plan shall provide for reviews of the regular progress reports to the implementing agency by stake holders at national level and at local levels.
- 12) Indicators of livelihood restoration and their achievement.

3.2.4.8 Approval and Disclosure of the RAP

The Consultant shall submit all the draft RAP report for review and consideration by the client (MWE) and any emerging comments shall be addressed by the consultant. If satisfied with draft RAP report the MWE will submit the report for clearance by the Government of Uganda (Chief Government Valuer (CGV)). Once approved, RAP shall be disclosed to PAPs and stakeholders with translation into local language in a culturally appropriate manner in the MWE website for implementation. The consultant shall also document the means and methods that will be used to disclose the RAP locally in a culturally appropriate manner.

3.2.4.9 RAP Implementation

In the course of the implementation of the RAP, should it be realized that there are omissions (previously known to the consultant) in the approved RAP which complicate the implementation process, a supplementary RAP shall be prepared by the consultant.

8. TASKS 4

9. SOURCE PROTECTION PLANS (SPPs)

The objective of the sub-component is to preserve the quantity and quality of the water at the planned water sources. The key tasks will involve; water source and catchment protection, creating awareness on climate change, resilience and environmental management, promoting environmentally friendly practices, restoration of degraded ecosystems in the project areas, promoting and supporting tree planting at catchment, institutional and household level, and identification and gazettement of fragile ecosystems and conducting regular environmental monitoring, auditing and inspection to ensure compliance.

The preparation and implementation of the WSPP will be guided by the Framework and Guidelines for Water Source Protection of Ministry of Water and Environment (*Volume 2: Guidelines for Protecting Piped Water Sources*). Furthermore, the specific EHS guidelines for water and sanitation shall be followed.

4.1 Purpose for developing a source protection plan

The purpose of the assignment is to identify the potential risks to the quality and quantity of the water and to identify feasible solutions and bring together stakeholders to agree on a plan in a way that is beneficial to all. To achieve them, the consultant will identify target areas in the district for improved management of water catchments, describe project interventions for improving water quality and to ensure reliability of water quantity, analyze current land use, assess alternative income generating activities, assess existing monitoring efforts including roles and responsibilities of parties, identify potential risks together with stakeholders/communities and beneficiaries and formulate control measures to address the identified threats to the water source catchment areas.

The consultant is expected to develop a plan that will facilitate protection of the water quality, ensure that the water quantity can meet demands and to support the livelihood of the local community members. The plan will therefore help to:

- Identify the potential water quality contamination risks/threats from land use activities within the catchment area.
- Recommend control measures to manage these potential risks and threats while recognizing the current land use rights.
- To carryout situational analysis and develop a source protection plan for the existing and new water systems.

The consultancy shall be undertaken through various tasks with key deliverables as detailed below:

4.2 Situational Analysis

The main objective of this task is to identify the likely water source protection problems to be addressed; identify threats and pathways including the future developments that may have an impact on the water source, set the objectives for the water source protection and to identify the conditions needed to make water source protection successful. Thus, the consultant will carry out a detailed situational analysis to bring out relevant water and land use rights challenges and how they will potentially impact the

functionality of the water source. The analysis should include defining the catchment for the water source (both surface water and groundwater).

The consultant will collate all relevant information about the water source and its catchment. This will include (but not limited to) land area: land use and habitat types and areas; water features: streams, rivers, lakes, artificial canals/drainage channels, reservoirs, pipelines, soils, geology and aquifers: climatology, hydrological, and environmental monitoring stations, and data, sanitation coverage data (to get an idea of likely impact from untreated sewage), planned future activities, registered water permits/ waste discharge permits (to identify potentially competing water abstractions and potential point source pollution sources).

The consultant will also list other Water sources/Water Source protection plans developed within the catchment that will be thoroughly reviewed and evaluated in subsequent tasks. The consultant should take into account the available information already collected by Ministry of Water and Environment, DWRM and other stakeholders about the site. Assessment of Ministry of Water and Environment capacity to undertake implementation of source protection measures shall also be made as well as analysis of current institutional and legal framework for water use and rights.

Expected Deliverable: *Situational Analysis report for the catchment: Digital catchment base map for the site at scale of 1:5000. The map should include the situational information in different layers such as land patterns, pollution and land degradation hot spots, land ownership and legal classification (such as protected areas), key stakeholders among others.*

4.3: Technical Analysis

The main objective of this task is to fully understand the water and land use challenges and how they relate to the functionality of the water source. In order to create a short-list of legal, physical, educational or social actions that can be undertaken to improve the protection and performance of the water source. The consultant will also identify threats (biological, chemical, radiological, livelihood, water level, physical, flow), establish for each threat identified, one or more pathways through the environment of the catchment by which the threat could feasibly affect the water source, and identify hot spots.

The consultant will then broadly identify possible control measures and the social, economic, financial, and institutional implications of the prioritized measures, identify opportunities for improving livelihoods and reducing poverty especially in the upstream catchment, and identify options for protection zones.

Expected Deliverable: *Technical Analysis report for the water source: A water balance model for the source and the production wells. Map for the site at a scale of 1:5000 indicating the threats, hot spots, possible control measures and buffer zones.*

4.4: Stakeholder identification and engagement

The main objectives of this task are to sensitize, inform and build trust with all stakeholders about the water source protection and what their obligations and opportunities are, to fully understand the people and organizations that influence or are influenced by the proposed Water Source Protection plan and propose appropriate engagement strategies to work out the most likely ways of effectively aligning stakeholder interests to the need of water source protection plan.

The consultant will therefore identify and engage for feedback the following categories of key stakeholders: (i) individuals, water users, rights holders (land/water), communal groups and other organizations that should be contacted within the catchment of the water source and downstream of the water source. (ii) Local Government Councils in the catchment area of the water source to build support and legitimacy. It is important to engage with political leaders as well as technical officers. The consultant will sensitize, inform and build trust with all stakeholders about the water source protection and what their obligations and opportunities are. He/she will carry out a detailed stakeholder analysis to understand the people and organizations that influence or are influenced by the proposed water source protection plan. She/he will work out the most likely ways of aligning stakeholder interests to the need of water

source protection plan in parallel. She/he will conduct sensitization meetings in Isingiro with local governments and other stakeholders. Stakeholders from the wider catchment or source protection area will be invited to attend meetings so that they are kept updated on the progress of work. It will be necessary to facilitate the *establishment of a stakeholder Water Source Protection committee* and to organize site visits and short training sessions to improve understanding and appreciation of the challenges and opportunities by stakeholders.

The results from the stakeholder and technical analyses will be used to identify the stakeholders whose activities are likely to do most harm to the new water source based on which the ESIA will propose mitigation measures and where opportunities exist to tackle both poverty and catchment degradation.

Expected Deliverable: Stakeholder Engagement plan and report

4.5: Resource Mobilization Analysis

The main objective of this task is to establish what human, technical and financial resources are available to implement water source protection. To produce a realistic and workable Water Source Protection plan, it is critical to build partnerships between individuals and organizations so that the prioritized measures can be implemented successfully. This discussion needs to start early in the process as it will influence both technical analysis and forms part of the trust building associated with stakeholder engagement. The consultant will identify possible forms of resources available for water source protection such as in-kind contributions, resources from infrastructure budgets and will also identify alternative sources of direct and indirect financial contribution to protection of the water sources such as those from projects that may have overlapping catchment areas with various stakeholder groups.

Expected deliverable: Resource mobilization reports for each of the villages.

4.6: Water Source Protection Plans (WSPPs)

The main objective of this task is to get an agreed water source protection plan that shall be submitted to Ministry of Water and Environment and all relevant authorities. This plan shall act as reference for implementation and monitoring and to get actions allocated to organizations and individuals, supported with an overall estimate of time and cost. The plans developed shall also clearly outline priority measures that Ministry of Water and Environment can implement at area level and measures applicable to other relevant parties.

The consultant shall prepare Water Source Protection plans that will be used to protect the quality and quantity of water sources. The plans shall be clear, specific and concise and detailed social, economic, technical, financial, and institutional implications of the proposed measures in the plans, the consultant shall prepare bills of quantities as a separate document for all activities identified in the source protection plan. Basing on the feedback from the technical analysis, the consultant shall facilitate a discussion on the type and size of protection areas that may need to be implemented, defining their boundaries for possible gazetting if necessary. The rules and bylaws governing activities within the proposed gazetted protection areas will have to be stipulated and a communication mechanism for disseminating this information should be clearly spelt out. The plans will also include a schedule for implementation of the detailed measures/actions with their attendant costs (both capital and maintenance).

The consultant will develop plans in consultation with stakeholders and conduct stakeholder meetings to discuss the draft Water Source Protection plans and agree on the measures contained therein as well as the roles and responsibilities of the different stakeholders, timeline, milestones and cost estimates for implementation of the identified measures. The plans shall also include monitoring and evaluation framework. The Water Source Protection plans will be finalized based on the input received from stakeholders.

Expected Deliverable: Final report and agreed water source protection plan with fully developed Bills of Quantities for measures identified/activities proposed.

The developed source protection plans shall be acceptable by Ministry of Water and Environment.

4.7: Environmental and Social Screening and Scoping of WSPP.

The consultant will carry out a scoping and screening of the identified source protection measures/activities detailed in the SPPs to identify major social and environmental issues that may be caused by the proposed activities and establish if there is need for any detailed investigations to determine and assess the potential risks and impacts. The Consultant will carry out the initial screening through site visits and use the Environmental and Social Screening Form contained within the ESMF to determine the required level of environmental and social assessment and the appropriate safeguards instrument to be prepared. The screening should consider environmental and social values and issues, and the screening report should establish the environmental and social baseline for the source protection areas.

Based on the findings of screening and scoping, and coupled with situational analysis report, the Environmental and Social Assessment tools and RAP for the SPP shall be determined, in consideration of the National safeguards requirements.

***Expected Deliverable:** Environmental and Social Screening and Scoping Report for the identified water source protection activities/measures*

4.8: Preparation of Environmental and Social (E&S) Brief (Simplified ESMP)

The consultant will review an Environmental and Social (E&S) Brief for the activities detailed in the Source Protection Plans (SPPs). The E&S Brief will consist of (i) a scoping and screening of the nature of the project activities in the project area (results of the screening report in 4.7), (ii) an assessment of any potential impacts, as well as (iii) proposal for mitigation measures on potential impacts. The aim is to ensure that all E&S concerns and related mitigation measures are integrated into the planning process at an early stage. Special consideration in the E&S briefs should be on any protected and/or ecologically sensitive areas, areas with major degradation, vulnerable groups, or livelihoods at risk, etc. Aspects to consider include, but not limited to:

- Potential impacts on land and water rights, livelihoods, land uses, at the household and communal levels, and community/social aspects.
- Impact of the project on vulnerable groups.
- Occupational health and safety
- Community health and safety,
- Waste management,
- Social conflict management
- Any restriction of access to resources or services during construction and post construction period;
- Any impact on sensitive/protected areas, e.g., drainage of wetlands.
- Noise and vibration impacts related to construction;
- Traffic and safety;
- Any impacts on the sensitive environmental and social baseline, e.g., aquatic and terrestrial biodiversity, schools etc.
- Any impact on natural resources (soil, trees/forests, etc.) during development.
- Impacts on existing infrastructure and services facilities (roads, schools, health centers, etc.).
- Impacts on objects and/or areas of cultural significance.
- Potential impacts on community cohesion

The consultant will carry out an assessment of the SPPs and related project areas (water sources and their catchment areas) to identify social and environmental concerns that must be considered in the planning process. For all identified expected negative impacts of the project, appropriate measures for the mitigation of impact shall be proposed and be included in the Environmental and Social Brief.

***Expected Deliverable:** Environmental and Social Brief (Simplified ESMP) for the identified water source protection activities/measures.*

10. 5. ORGANIZATION OF THE ASSIGNMENT

5.1 Qualification of the Firm

The consultancy firm should have the following minimum requirements;

1. Certificate of incorporation, valid trading permit, or any other applicable certificate/ permits
2. Evidence of Tax clearance
3. And any other mandatory requirements for a firm to provide services to the Government entity in Uganda
4. At least 10 years of similar consultancy experience in related environmental and social assessments and RAP; with evidence of at least 5 ESIA and RAP assignments completed.
5. Evidence of availability of required experts for the assignment (attach signed CVs and copies of academic credentials)

5.2 Contractual Arrangements

The contract for this assignment shall be lump sum but the consultant shall be paid in installments based on deliverables.

5.3 Logistical setup and staffing

Within the technical proposal, the consultant shall elaborate on the envisaged logistical setup and deployment of appropriate skills for the execution of the assignment. The consultant shall present the staffing schedule in a manner that clearly shows the stage, activity and duration where each of the proposed team members is planned to be involved on the project. Figure 5 is the proposed organogram reflecting the line management setup of the proposed team, an updated organogram by the consultant shall be part of the proposal and the inception report.

The Consultant Firm will be expected to name the overall Team Leader to carry out day to day management of the project teams. The consultant is free to propose additional skills as are deemed necessary to execute the assignment within their stated methodology. The experts indicated in Tables 1 are considered as a minimum.

Table 1: ESIA, RAP and Source Protection Experts

No.	Expert	Minimum relevant experience (years)	Minimum Staff input (month)
1	Environmental Specialist/Team Leader	10	12
2	Sociologists	10	18
3	Hydrogeologist	15	06
4	Water/Wastewater Specialist	10	08
5	GIS specialist	10	03
6	RAP Specialist	10	12
7	Surveyor	10	03
8	Valuer	10	03
9	Economist	10	08
10	Legal Expert	10	06
11	Natural Resource Specialist	10	18
	Total		97

5.3.1 Key personnel for the consultancy

The consultant shall provide all the personnel necessary for the completion of the study. The following key personnel shall be included as a minimum requirement for the consultant's personnel:

1. **Environmental Specialist / Team Leader:** Master's degree in environmental sciences/ engineering or other relevant natural and biological sciences from a reputable institution. The candidate must have minimum of 10 years working experience in environmental management related assignments with at least 7 years' specific experience in conducting ESIA on infrastructure development projects for Government/Multi international organizations in a developing country. Knowledge on good international industry practice with respect to Environment, Health and Safety (EHS) is required. The candidate should also demonstrate experience with National environmental and social policies. The person shall be a NEMA registered environmental practitioner.
2. **RAP Specialist:** A Bachelor's degree (BSc) in surveying or land economics, social sciences/development studies, or equivalent related discipline, a Masters' Degree in any of the above fields from reputable institution is an added advantage. The candidate should have at least 10 years relevant experience in RAP preparation and implementation for infrastructure projects for Government/Multi international organizations in a developing country.
3. **Sociologist:** A Bachelor's degree in any social sciences, development studies or related field. A master's degree in a related field is an added advantage with a minimum of 10 years of relevant experience in community mobilization, stakeholder engagement, social inclusion, gender, social assessment. The candidate should have specific experience of 5 years in managing resettlement/mitigation or social impact assessment related to infrastructure development projects for Government/Multi international organizations in a developing countries.
4. **Hydrogeologist:** A Bachelor's degree in geology or hydrogeology or other relevant discipline. Master's degree or equivalent in hydrogeology/water resources planning or a related field is an added advantage with 15 years general experience. 10 years' specific experience in groundwater resources

planning and assessment, groundwater investigations, catchment planning, water balance and water resources assessments for piped water systems, source protection. Experience in assessing impacts from water storage by watercourse impoundments, groundwater abstraction, and effluent discharges from water and sanitation projects, on the water source/receiving water. Experience as hydro-geologist on not less than 3 previous projects similar in scale and content to this one. Particular in hydrogeological assessments. Experience in implementation of projects in Sub-Saharan Africa.

5. **Water/Wastewater specialist:** A Bachelor's degree in water / environmental engineering/ Environmental Management or other relevant discipline. Master's degree in a relevant discipline will be added advantage. Minimum of 10 years working experience 5 years of hands-on experience in the management of water supply and wastewater projects.
6. **GIS Specialist:** The specialist must have a degree or post graduate degree in Geographical Information Systems (GIS) or land use planning or mapping or Surveying. He/she should have experience of at least 10 years in using applications such as ArcView and associated packages for production of maps using appropriate technologies such as GPS. Experience in conducting ESIA is an added advantage.
7. **Valuer:** Bachelor degree in Land and/or Development Economics or surveying or an equivalent. Minimum of 10 years working experience. Must be registered with Surveyors Registration Board (SRB) with valid practicing permit. 7 years' relevant experience in valuation for compensation on infrastructure development projects in Uganda.
8. **Surveyor:** Bachelor's degree (BSc) in Surveying or other relevant discipline. Minimum of 10 years working experience in cadastral and topographic surveying among others. Must be registered with Surveyors Registration Board (SRB) with valid practicing permit. 5 years' experience in surveying works with at least 3 previous water supply projects in Uganda.
9. **Legal Expert:** At least Bachelor's degree (BSc) in Law and a Post graduate diploma in legal practice, Minimum of 10 years working experience with 5 years' specific experience in handling issues of involuntary resettlement as evidenced from similar works carried out.
10. **Economist:** At least a Bachelor's degree (BSc) in Economics, preferably environmental economics. Minimum of 10 years working experience with 7 years' specific in environmental management systems, cost benefit analysis.

5.4 Capacity Building and Training

The Consultant shall work with and train designated staff with the aim of developing capacity and knowledge transfer. Training will include key areas related to the assignment such as aspects of ESIA, RAP, and SPP. The training measures are aimed at improving the performance of the designated technical staff. The Consultant should propose training topics in the technical proposal which will be further defined during consultative meetings with respective entities. For tendering purposes, the tentative number of individuals to be trained is Twenty (20) at district level.

The proposal shall include the proposed approach and methodology for the knowledge transfer throughout the assignment, the proposed training obligations of the consultant, the type and duration of training activities to be undertaken, the optimum number of participants in each training, methodology for monitoring and evaluation of trainees, and any post training support and resources.

The consultant shall submit a capacity building and training report at the end of the assignment to the client.

6. DURATION OF THE ASSIGNMENT

The assignment is expected to be completed in a period of Eighteen (18) months. The consultant shall establish a detailed work program within the time period. The estimated staff time inputs should be provided in accordance with the consultant's professional judgment and knowledge of the local conditions and needs. The consultancy assignment has three components to be executed concurrently within the 18 months as follows:

- i. Review and Implementation of Environment and Social Impact Assessment (ESIA)
- ii. Review and Implementation of Source Protection Plan (SPP)
- iii. Review and Implementation of Resettlement Action Plan (RAP)

7. REPORTING AND MEETING REQUIREMENTS

7.1 Reporting requirements - General

The Consultant will report to a contract manager appointed by the Ministry of Water and Environment. The contract manager shall be communicated to the consultant during the inception meeting of the consultancy. The Consultant shall submit the reports/deliverables to:

Contract Manager
Plot 22/28 Port Bell Road, Luzira
Kampala, Uganda

The consultant will be required to deliver a hard copy of each of the reports as shown in **tables 2, 3 & 4 below**;

Note: we require that for smooth and easy communications all the communication should be in writing.

7.2 Reporting requirements – Specific Reports

The consultant will be required to produce and submit the following principal reports and documents in the quantities and timing indicated in tables 4, 5 and 6. At each reporting stage, the consultant shall also be required to submit to MWE an electronic copy, using software specified by the client. The hard copies will be prepared in DIN A4 format, except for plans and drawings which should be prepared in DIN A3 format. The reports should be clearly labelled i.e., title of the study indicated, for easy identification and documentation purposes. All reports shall be prepared in English language.

In addition, all data collected during the assignment shall be availed on request by the client at any stage of the project. The Client will provide comments on each report within two (2) weeks of submission, and the consultant will only proceed thereafter

Table 2: ESIA Reporting Requirements

NO.	Description	Timing in months from starting date	No. of hard copies	Electronic copies to Ministry of Water and Environment
1	Inception Report	1	3	Word Excel (All table)
2	Draft Reviewed ESIA for the WSS	3	3	Word Excel (All tables) CAD (all drawings)
3	Final reviewed version of the ESIA Report for the WSS	6	3	Word Excel Power point (All tables) CAD (all drawings)
4	Implementation report for ESIA for the WSS	12	3	Word Excel (All tables) CAD (all drawings) ArcView GIS (maps, location of extents of environmental and social impacts etc.) Photos (documentation of sites, etc.)

Table 3: RAP Reporting Requirements

NO.	Description	Timing in months from starting date	No. of hard copies	Electronic copies to Ministry of Water and Environment
1	Approved RAP methodology	3	3	Word Excel (All table) CAD (All drawing)
2	Reviewed RAP Report for the WSS	9	3	Word Excel (All table) CAD (All drawing)
3	RAP implementation Report for the WSS	18	3	Word Excel (All table) CAD (All drawing) Arcview GIS (Location of extents of environmental and social impacts)

The consultant shall prepare and submit an inception report, followed by the Environmental and Social Scoping report, draft ESIA and draft RAP report to the client. The client shall review the draft reports and provide approval/clearance before submission of the draft final ESIA report and Draft Final RAP to NEMA and the Chief Government Valuer respectively for approval.

Table 4: Reporting Requirements for Source Protection

No.	Description	Timing in months from starting date	No. of hard copies to	Electronic copies to Ministry of Water and Environment contact
1	Situational Analysis report	2	3	Word, Excel (All table), GIS and CAD (All drawings)
2	Technical Analysis report	3	3	Word, Excel (All table), GIS and CAD (All drawings)
3	Stakeholder Engagement report	6	3	Word, Excel (All table), GIS and CAD (All drawings)
4	Resource Mobilization report	9	3	Word, Excel (All table), GIS and CAD (All drawings)
5	Draft Source protection	12	3	Word, Excel (All table), GIS and

No.	Description	Timing in months from starting date	No. of hard copies to	Electronic copies to Ministry of Water and Environment contact
	report			CAD (All drawings)
6	Final Source protection plan	15	3	Word, Excel (All table), GIS and CAD (All drawings) ArcViewGIS shape files for catchments, map layouts (Location of extents of environmental and social impacts etc).
7	Report for the implementation of water source protection activities/measures.	18	3	Word Excel (All tables) CAD (all drawings) ArcView GIS (maps, location of extents of environmental and social impacts etc.) Photos (documentation of sites, etc.)

The consultant shall prepare and submit a draft SPP to the client. The client shall review the draft SPP and provide approval/clearance. The team from Rural Water and Sanitation Department shall work hand in hand with the Directorate of Water Resources Management regarding this assignment.

7.2.1 Summary of Deliverables

The key deliverables under this assignment are:

1. Inception Report
2. All the 6 (six) reports listed under table 2, 3 and 4 shall be prepared for the water supply system in Isingiro district.
3. Capacity building training report

7.2.2 Reporting Format for ESIA report

The consultant will review and implement the Environmental and social impact assessment report and design mitigation measures as well as preliminary cost estimates. The report should be organized in formats below;

- 1) Cover Page (Title of the proposed project, Location, Name, Address and information of the developer)
- 2) Table of content
- 3) Declaration by ESIA team and their details
- 4) List of acronyms
- 5) Executive Summary
- 6) Introduction
- 7) Policy, Legal and Administrative/Institutional Framework.
- 8) Description of the Proposed Project.
- 9) Description of methodology and techniques used in the assessment and analyses of project impacts,
- 10) Baseline conditions of the physical, biological and socio-economic environment of the project area, including results of relevant studies and other geophysical and geotechnical studies.

- 11) Description/Assessment of the Environment and social impacts of project activities.
- 12) Analysis of Alternatives.
- 13) Environmental and Social Impacts and Mitigation Measures.
- 14) Chance finds procedure to facilitate the handling of any unknown or known Physical Cultural Resource(s).
- 15) Grievance Redress Mechanism to facilitate the handling of any complaints that may arise during project implementation.
- 16) Environmental and Social Management Plan (ESMP) matrices detailing measures for addressing potential negative environmental and social impacts of the project. In addition, the ESMP should clearly identify institutional arrangement, roles, responsibilities implementation schedules and costs in addressing the mitigation measures that will be proposed in the ESIA, including capacity building requirements; and
- 17) Propose an E&S Monitoring Plan with clear monitoring indicators and institutional roles to be used in tracking the implementation and compliance of the proposed mitigation measures;
- 18) List project stakeholders and propose stakeholder engagement strategies with requisite estimated costs
- 19) Inter-Agency and Public/NGO Consultation.
- 20) List of References.
- 21) Appendices:
 - i. The Environmental and Social Impact Assessment team.
 - ii. Approved Scoping Report/Terms of Reference
 - iii. Land title/agreements
 - iv. Records of Stakeholder meetings
 - v. Data and Unpublished Reference Documents.
 - vi. Map, drawing and pictorial complement, especially to convey information on the project affected area and proposed project activities
 - vii. Chance Finds Procedure
 - viii. Grievance Redress Mechanisms for workers' and communities
 - ix. Monitoring check-lists

7.2.3: Reporting format for a Resettlement Action Plan

A Resettlement Action Plan (RAP) shall have the following as a minimum

- 1) Executive Summary
- 2) Property census and surveying (individuals, HH and community levels)
- 3) Property valuation
- 4) Socio-economic surveys
- 5) Analysis of alternatives to minimize displacement
- 6) Analysis of institutional and legal framework
- 7) Entitlement options and income and livelihood restoration measures
- 8) RAP implementation institutional framework
- 9) RAP implementation schedule
- 10) Record of stakeholder consultations
- 11) Grievance redress framework
- 12) Monitoring and evaluation framework
- 13) RAP costs and budgets
- 14) List of References.
- 15) Appendices:

- i. The strip maps
- ii. Valuation roll
- iii. Entitlement matrix

The consultant will in addition include a Monitoring and Evaluation plan to guide various stakeholders during monitoring and evaluation of RAP implementation processes particularly disbursement of compensation money and public involvement, it will also entail evaluating effectiveness of the grievance management process and long-term impacts of the project.

7.2.4: Reporting format for Source Protection Plans

The consultant shall follow framework and guidelines for water source protection; Volume 2: Guidelines for Protecting piped water sources, developed by DWRM when coming up with the source plans and shall have the following as a minimum;

- 1) Executive summary
- 2) Water source description summary
- 3) Aims, objectives, activities and monitoring for the plan
- 4) Threats, risks and control measure
- 5) Environmental and Social impacts and respective measures including integration in the ESMP and RAP
- 6) Action plan summary
- 7) Resource mobilisation
- 8) Financial plan summary
- 9) Evidence base
- 10) Monitoring framework
- 11) Institutional arrangement and linkages for WSPP
- 12) References
- 13) Appendices

The Guidelines for Protecting piped water Sources can be accessed at

<https://mwe.go.ug/sites/default/files/library/Vol.%202%20-%20Guidelines%20for%20Protecting%20Piped%20Water%20Sources%20-%20FINAL.pdf>

7.3: Meeting Requirements

Following the submission of Inception report, the consultant will avail appropriate personnel for review meetings with the client and the design consultant during the entire project period. The review shall be for the purposes of:

- 1. Assessing progress
- 2. Obtaining signoffs on proposals made to the design consultant in respect of minimizing project impacts on the environment.
- 3. Exchanging information and data relevant for the successful accomplishment of the entire assignment.

The nature of the meetings, locations (e.g., Site, Ministry of Water and Environment offices, and Consultant's offices) and agenda shall be agreed upon by the consultant's and client's project managers in agreement with the design consultant. Cognizant of the COVID 19 pandemic, the physical meetings/workshops will allow a limited number of participants, while the majority will be allowed to join the meetings through online platforms.

For ensuring organizational and Stakeholder wide appreciation and ownership of the proposed recommendations, the consultant shall be required to organize coordination workshops for presentation of key reports after each project milestone to a representative group of stakeholders that is to be agreed with the client and provide stakeholder feedback to improve project design. The Consultant will further be required to include a provisional sum to meet costs of holding the workshops. The Client will pay the Consultant based on actual and approved expenditure of the Consultant's budget (for workshops) which will have been discussed and agreed to prior to commencement of the Consultancy. The basis for payment of participants by the Consultant will be full participation for the entire duration of the workshop together with an authentic invitation letter of the participant.

A minimum of four workshops is proposed and shall include project inception and presentation of draft reports for ESIA and RAP and SPP. These workshops will be organized by the client while the consultant shall budget and facilitate them. At each workshop, the consultants will make Power Point presentations, provide concise background documents for discussion and prepare workshop reports to document the proceedings.

In addition to the national workshops, the consultant will be expected to conduct informal stakeholder engagement sessions (workshops, meetings, etc.) throughout the duration of the assignment.

The costs of holding national workshops and stakeholder consultations must be included in the consultant's proposal.

8. DATA, SERVICES AND FACILITIES TO BE PROVIDED

8.1 Data and Services to be provided by the Client

The client will provide the following data, reports and maps in the custody of the client and will assist the consultant in obtaining other relevant information and materials from government institutions and state authorities as far as possible. Key references will include but not limited to;

- 1) Feasibility study report for the water supply system
- 2) Approved ESIA for the system
- 3) Preliminary engineering design report for the WSS
- 4) Framework and Guidelines for Water Source Protection (MWE, 2013)

In addition, the consultant shall have full access to information and draft reports produced by the design consultant for purposes of the project.

The information, data, reports, etc., will be available for the consultant's unlimited use during execution of the proposed services.

8.2 Services and Facilities to be provided by the Consultant

In carrying out this assignment, the consultant shall provide the following services, among others, which should be duly provided for in the consultant's proposal:

- 1) Suitable office space and furnished for the consultant's team engaged on the assignment.
- 2) Office supplies, as required for the period of services.
- 3) Utility services and costs.
- 4) Long term accommodation for the consultant's staff while in Uganda and hotel accommodation for short term experts.
- 5) Subsistence (or per diem) payments for official travel for consultant's staff.

- 6) Secretarial and administrative support staff.
- 7) International and local telephone services for official communication only.
- 8) Transport for the period of the assignment
- 9) The Consultant will also procure additional maps, aerial photographs, meteorological and geological data for use on the project if identified by the consultant and deemed necessary.