

TERMS OF REFERENCE (TOR)
Senior Rural Infrastructure Engineer
Project Coordination and Management Unit (PCMU), MEF (EA),
Cash for Work Program for Rural Development
And Livelihood Enhancement Project

12 person months (Intermittence Basis)

Objective and Scope of the Assignment

The Senior Rural Infrastructure Engineer, through the effective leadership over the Project technical teams of Technical Officers/ Engineers at national and sub-national level; and effective coordination with all Implementing Agencies involved will be responsible for the professional oversight of engineering aspects of quality, cost, quantity and scope, time and safety control of the Sub-Projects' work at the target provinces contracted under the Project components, following the Project procedures. The Consultant will work closely with the staff of PCMU (MEF), along with respective teams of PIUs (MRD, MAFF, MoWRAM & EDC) and of PPIUs at Provincial Departments of Rural Development (PDRD), of Agriculture, Fisheries & Forestry (PDAFF) and of Water Resources and Meteorology (PDOWRAM). The Consultant will report to the Project Manager and the Project Director.

Minimum Qualification Requirements

Qualified civil engineer having a minimum of Bachelor's Degree in civil engineering or its equivalent and at least 8 (eight) years of professional experience. The Consultant is required to have at least 5 (five) years of public sector project experience in the design; managing construction and supervision of small and medium scale rural roads, irrigation system schemes and rural infrastructure development and rehabilitation with similar responsibilities, as mentioned below. Working experience with the Government Implementing Agencies/ Ministries in a professional support capacity and with rural communities, will be an advantage.

The position will be based at the MEF/ PCMU office in Phnom Penh with periodic field supervision visits to the Sub-Projects implemented in targeted provinces under the Project components. The input will be for 12 months, from August 2017 to October 2018.

He/she will be responsible for:

- (i) ensuring provision to IAs, including PIUs and PDs/ PPIUs support, advice, guidance and all documents necessary for the successful project implementation;
- (ii) reviewing and recommending approval of the proposed Sub-Projects Lists; as well as the project requirements and contracting parameters under the Project Component 3; comments and reports submitted from PDs/ PPIUs and PIUs;
- (iii) ensuring efficient technical support in preparation and update of the Project Operations Plan; Financial and Procurement Plans; conducting coordination, problems-solving, monitoring and control of the project implementation and progress in contracted Sub-Projects' works in accordance with the Project plans;
- (iv) in close cooperation with PIUs and PDs/ PPIUs coordinating the conduct of field visits, site inspections and spot-checks at the Sub-Projects; Civil Works and Water Pumping Stations access to power supply contracted in targeted provinces, as necessary in order to supervise and induce the implementation process;
- (v) ensuring effective coordination in supervision and verification of certifying completion of part or all of the contracted Sub-Projects' works; and the implementation of Contracts under the Project Component 3; as well as in assistance with the Work Contracts and

other specific contracts along with the Variation Orders reviews and timely preparation of recommendations and decisions required to avoid delays in the approval process;

- (vi) ensuring efficient technical support in the review and recommendation of approval of the cash payment release from PCMU Project Account due following the requests submitted from PDs/ PPIUs through PIUs, as appropriate; as well as in reviewing the approval of contract agreements, as required;
- (vii) ensuring efficient support in coordinating investigation of irregularities, variations/ changes, delay and Force Majeure cases reported in contracted Sub-Projects' works; and in the implementation of other activities contracted under the project;
- (viii) coordinating technical support in preparation of designs, cost estimates, bills of quantities and contracting documents for the procurement of Sub-Projects' civil works identified for implementation under the Project components;
- (ix) ensuring efficient technical support in the review and recommendation of approval of the Requests for Payments, Invoices and Interim Payment Certificates (IPC) due under the CW Contract Agreements submitted from PDs/ PPIUs and PIUs;
- (x) coordinating technical support in preparation and issuance of the Consolidated Project Progress Reports; the Project Completion and Outcome Evaluation Report; and provide other necessary reports to as defined subsequently;
- (xi) maintaining records, correspondence, and diaries; and provide the Client/ Employer with complete records and reports within the area of responsibility;
- (xii) assisting the EA and the IAs with the updating as necessary and implementing use of its manuals and guidelines for project planning, implementation and procurement and ensuring these are all in line with RGC guidelines on these subjects;
- (xiii) ensuring the efficient provision of on the job training to the staff members of PIUs and PDs/ PPIUs in civil works for rural infrastructure development including construction of rural roads and irrigation system schemes, along with other aspects of professional engineering skills;
- (xiv) undertaking any other activities, as necessary within the area of responsibility, following the instructions from the Project Manager and the Project Director.