

Greater Male' Environmental Improvement and Waste Management Project
SWM Trainer
TERMS OF REFERENCE

A. BACKGROUND

The Greater Malé capital region and its outer islands (classified as Zone 3 in the national solid waste management policy) suffer from severe environmental pollution and deteriorating livability because of inadequate collection and haphazard disposal of solid waste. Zone 3 covers 35 inhabited islands, 73 tourist resorts, 14 city hotels, and 177 guest houses, in the North Ari Atoll (Alifu Alifu Atoll), South Atoll (Alifu Dhaalu Atoll), Malé' Atoll (Kaafu Atoll) and Vaavu Atoll, including the capital city of Malé, with a total population of 216,000 (51% of Maldives). Lack of a sustainable system to manage the 774 tons per day of solid waste generated in Zone 3 (results in waste spillage into the ocean, and open dumping and burning of garbage at the 30-year old 10-hectare dumpsite on Thilafushi Island which has no pollution control measures creating a public health and an environmental hazard. Plumes of smoke visible from the capital Malé, the international airport and nearby resorts compromise air quality and pose nuisance to residents and tourists, while leachate and plastics contaminate the surrounding marine environment.

The Government of Maldives is committed to improve the environmental conditions and to strengthen the solid waste management (SWM) system in the country.

The government requested support from the Asian Development Bank (ADB) to implement the “**Greater Malé Environmental Improvement and Waste Management Project**”. The project will establish a sustainable regional solid waste management system in Greater Male by (i) improving collection, transfer, disposal, treatment (using advanced waste-to-energy [WTE] technology), recycling, and dumpsite rehabilitation; (ii) strengthening institutional capacities for solid waste services delivery and environmental monitoring, and (iii) improving public awareness and behaviors in reduce-reuse-recycle (3R). The project will improve climate change resilience and disaster risk management, create a cleaner environment, reduce greenhouse gas emissions, and contribute to reductions in the cost of electricity.

Phase 1: will support improved collection, transfer, dumpsite management and logistics, community-based island waste management systems, institutional capacity for services delivery, and public awareness building activities.

Phase 2: for Zone 3, the government plans to develop a sustainable regional waste management facility on a newly reclaimed 15 hectares land on Thilafushi island adjacent to

the current dumpsite. The facility will include a 500 tons per day waste to energy treatment plant (WTE) including a bottom ash processing plant, a landfill for air pollution control (APC) residues and bottom ash including leachate treatment plant. The project will mitigate greenhouse emissions and will be registered as joint crediting mechanism.

B. OBJECTIVES OF ASSIGNMENT

- Enhance public awareness, behaviour change and community participation in SWM and 3R in the project area (Zone 3). This will include households, local communities, schools, resorts/hotels/guesthouses, tourists, and WAMCO staff towards achieving sustainable SWM (e.g. by promoting maximum waste recovery through reduction, reuse, and recycling and smoother project implementation).
- Strengthen capacity of outer islands in community-based SWM and IWMCs operation and maintenance, targeting minimum 50% women participation.
- Improve institutional and community awareness and capacity in DRR3.
- Implement Gender Action Plan. Support implementation of the gender action plan related to solid waste management activities supported under the project.

C. IMPLEMENTATION STRATEGY

Critical outcomes of the project include increasing institutional capacity for service delivery and implementing public awareness building activities. As a result, a firm specializing in public awareness and community capacity building (PACCB) was engaged for the project, and it has produced: (i) full inception report, (ii) rapid assessment of perceptions and capacity (RAP), (iii) a comprehensive communications strategy and training materials. This new consultant is required to analyse the existing work plan and offer revisions, along with an alternate strategy for delivering the project's outputs on time.

D. OVERALL RESPONSIBILITY AND SCOPE OF WORK

The consultant must provide technical support, develop training materials and facilitate programs according to the thematic areas outlined below.

The technical resources developed by the consultant will be targeted at island leaders that are connected to the island councils, non-governmental organizations, IWMC etc. And could be delivered through formalized and short programmes. The focus of these programs will involve intense training and activities targeted around themes such: (i) SWM principles and benefits (ii) SWM Chain (iii) 3R and its benefits (iv) Composting (v) Sustainable SWM Operations for local communities and (vii) Marketing of compost/recyclables with a focus on the benefits of a circular economy to local communities

Curricular and training activities for advanced SWM programs must be undertaken and the content for these programmes must be targeted at key implementing agencies of the project including but not limited to WAMCO, MoECCT, PMDSC, and other relevant stakeholders and should include (i) SWM collection process (iii) IWMC equipment operation, management and maintenance (iii) IWMC end products quality requirements (iv) composting and process

management (v) ensuring continuity with recyclable markets (vi) service delivery and IEC (vii) managing hazards, risks, health & safety in SWM and IWMC Operations.

Key responsibilities of the consultant are:

The consultant will be responsible for planning, designing and implementing capacity development activities in the Greater Malé Area and outer islands of Zone 3 region in consultation with WAMCO and MOE. She/he will:

- a. use communications tools and strategies to effectively train Greater Male' and outer island communities through on-ground activities and approaches;
- b. develop and implement public awareness, behavior change, and community engagement programs aligned with the national waste management campaign — 'Fasgandu' in coordination with the Ministry of Environment, Climate, and Technology, Atoll Councils, and relevant Islands Councils.
- c. lead the formation of community groups, particularly women's groups and engage with them regularly to build their social leadership skills and provide them best practices for sustainable SWM and IWMCs operations;
- d. conduct basic and advanced trainings and other adequate capacity development activities on community SWM and IWMCs operation and maintenance in all Project outer islands;
- e. regularly travel to outer islands and conduct basic and advanced trainings and other adequate capacity development activities on community SWM and IWMCs operation and maintenance in all outer islands, visit households to create awareness and understand the practices of waste management, visit schools, businesses and other relevant stakeholders to collaborate (if required) and conduct engagement sessions
- f. coordinate with the international SWM consultant and other SWM trainers in designing and implementing capacity development strategies in all Project outer islands, and developing a SWM and IWMCs operational and maintenance manual/checklist;
- g. liaise with WAMCO, local NGOs, MOE and CBOs to engage and involve them in SWM related activities;
- h. assist in formative research and community skills/capacity gap;
- i. assist IWMCs and SWM operation handover to communities, liaising with PMDSC;
- j. review existing materials developed as part of the project for factual inaccuracies, data discrepancies with regard to SWM and 3R methodologies;
- k. support and assist PMU in any project related work and render full support in any outsourced work related to PACCB works

E. DELIVERABLES

The consultant's output shall be based on the following key deliverables and timeline.

Deliverables and Reporting Requirements			
Output	Description	Deliverable	Timeline
1	Develop an inception report with comprehensive training needs and requirements identified as per project outputs and Gender Action Plan (GAP)	Inception Report	<p>Within a period of thirty (30) days from the date of signing the contract.</p> <p>Trainings must commence within thirty (30) days from the approval of the work plan.</p>
	Produce a detailed implementation plan with a schedule for delivering the trainings and capacity building programs. Special consideration must be given to train the specified number of participants, and must be conducted in all islands in Zone 3 (32) and Greater Malé Area (4) as outlined in the project's outputs		
2	Develop training toolkits for approved capacity building/trainings in SWM and IWMC operations in Greater Malé and outer islands	Training Toolkits produced for the thematic areas identified and approved for delivery	To produce three (3) toolkits every ninety (90) days upon approval of training areas
3	Develop a detailed IWMC operation and maintenance manual as outlined in the project's outputs	IWMC Operation and Maintenance Manual	Within 6 months from the date of signing the contract
4	Facilitate trainings in Greater Malé and Outer Islands according to the approved schedule	Toolkit and materials developed in an approved format for each training programme	To be submitted and approved five (5) days prior to each training session.
		Photographic evidence of all trainings	To be submitted within five (5) days of completion of training
		Pre- and Post-Test results of all trainings	
		Sex-Disaggregated data of all trained participants/ attendees	

5	Report to the PMU on the overall deliverables, work plan progress, success and impact of the trainings conducted	Quarterly Report in an approved format	To be submitted before the end of the first week of the following quarter
6	Prepare a Progress report on work plan progress, and all materials produced and approved must be attached as final products to this report.	Progress Report describing accomplishment of fifty percent of the activities outlined in the agreed approved Implementation Plan.	Six (6) months from the date of signing the contract

F. QUALIFICATIONS AND EXPERIENCE

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

Prior work experience

Experience	Minimum requirement
Experience in urban municipal services such as SWM, drinking water and sanitation, health services and similar	3 years
Teaching/Training experience	3 years

Inter-personal skills

- Ability to build strong relationships with key community groups and community members
- Flexible approach to work and a willingness to adapt to changing needs and requirements and manage multiple workstreams

Education and technical skills:

- Completion of an MQA Level 7 degree in environmental science/ social sciences
- Sound knowledge of written and oral English and Divehi language.

G. REPORTING REQUIREMENT

- The SWM Trainer will report to the Information Education and Communication Specialist and/or the Project Manager of the Greater Male' Environmental Improvement and Waste Management Project (Ministry of Environment, Climate Change and Technology).
- The SWM Trainer will be evaluated by the Environmental and Social Safeguards (ESS) Specialist at the Greater Male' Environmental Improvement and Waste Management Project (Ministry of Environment, Climate Change and Technology).

- The ESS Specialist will provide technical assistance and input for all training materials, and all submitted materials must have their approval.
- The SWM Trainer has the option to work remotely however they must deliver all outputs within the specified timeline, physically attend all relevant meetings, and facilitate all scheduled engagements in Greater Malé and outer islands in Zone 3 in person.

H. SCHEDULE FOR THE ASSIGNMENT

The duration of the assignment is **12** months from the commencement of the work with potential extension of 6 months based on performance

I. COST ESTIMATE AND PAYMENT SCHEDULE

Cost Items	Amount in MVR
Remuneration	MVR. 360,000.00

Payment Schedule

Output	Weightage (%)	Total Expected Deliverables	Unit
1	10	1	Report
2	30	6	Training Tool kits
3	10	1	IWMC Operation and Maintenance Manual
4	25	36	Trainings Conducted (materials, pre-/post-test results, photographic evidence)
5	10	4	Quarterly Report
6	15	2	6 Month Progress Report

NOTE

- The consultant must submit a financial proposal with the implementation plan for the delivery of all planned activities. The total sum quoted must be all-inclusive and include all cost components required to timely execute the deliverables outlined in the TOR, including communication costs, printing costs, and any other applicable costs to be incurred by the consultant. No consultant should incur expenses without express authorization from the employer.
- All devices including those used for photography, videography, recording and IT equipment, and any other device required for delivery of services should be provided by the consultant.

J. SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

- Subject to availability, the consultant will have access to meeting rooms and training halls on the employer's facilities as required. The consultant is required to complete the assignment using their own devices and equipment.
- Where required, the employer will liaise with other government institutions and relevant stakeholders for approvals related to the implementation of the outputs.

- Local transport for official travel between Male, inter-Atolls and inter-islands and DSA for the trips will be provided from the project.

K. SELECTION CRITERIA

The position will be selected based on the following criteria:

Selection criteria	Weightage (%)
Education, training, and skills qualifications pertinent to the assignment	30
Prior work experience in similar assignments and conditions, working with communities on SWM, 3R, outreach, capacity development, education and training	40
(Interview) Evidence of good inter-personal and communication skills, and motivation for the assignment.	30

L. APPLICATION

Interested applicants may submit their proposal either in a sealed envelope OR by email to the below mentioned address, with the following:

- Letter of Expression of Interest (EOI)
- CV that demonstrates that the applicant is qualified to perform the services (including appropriate skills, work experience from similar assignments, and inter-personal skills and motivation for the job)
- Copy of National Identification Card
- Attested copies of Educational Certificates (copies taken from with accredited original certificates)

M. SUBMISSION

Interested applicants may submit their proposals either in a sealed envelope OR by email on or before the time provided in the advertisement to the following address:

Ministry of Environment, Climate Change and Technology
 Green Building, Handhuvaree Hingun, Maafannu
 Male', 20392, Republic of Maldives
Email: zone3wte@environment.gov.mv
Contact Number: 3018300