

## **TERMS OF REFERENCE (TOR)**

### **THE PREPARATION OF AN ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT OF PROPOSED UPGRADING OF FOUR TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING (TVET) COLLEGES IN MALAWI.**

#### **ZANTCHITO PROJECT - Malawi**

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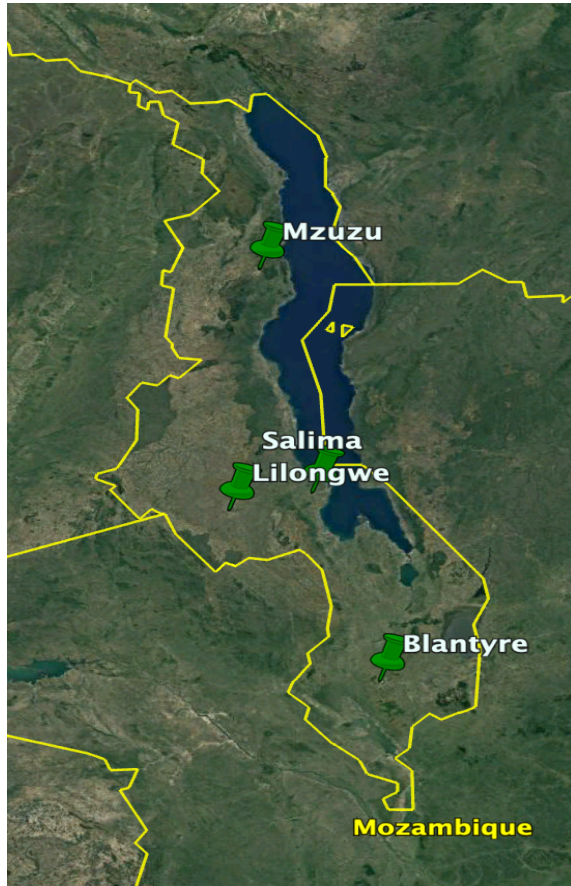
#### **Project Background**

Malawi's skills training provision system is highly fragmented, with multiple private and public providers. The core of the public sector training system consists mainly of programs run by the Technical, Entrepreneurial, and Vocational Education and Training Authority (TEVETA) in seven technical colleges, which provide four-year pre-employment apprenticeship training for those with secondary schooling. Skills training programs are also run by other ministries (including sector-specific training institutions), non-governmental organisations (NGOs), church-run schools, and at firms/enterprises. In addition, traditional apprenticeship is a common form of on-the-job training in the informal sector.

The Government of Malawi has observed that improving skills development through appropriate technical, entrepreneurial, and vocational programming and policy support is one major option that will guarantee an increased number of skilled persons to enhance national employment and competitiveness. As a response to this, the Ministry of Labour (MoL) provided an overall vision for a "modern" Technical Entrepreneurial Vocational Education and Training (TEVET) system led by the government working closely with productive sectors and industries to respond directly to the changing competence and qualification requirements in the labour market. Following the signing of a Financing Agreement between The Government of Malawi and the European Union, the Government's quest for a high-quality TEVET system with tangible and sustainable outcomes that will help Malawi to utilize TEVET as a central pillar in its quest for economic improvement through human capital development may soon be realized.

In this context, Zantchito, a Skills for Job Programme, whose objective is to facilitate skills development improvement through TEVET as a component of enhancing national employment and competitiveness, came on board to support the strengthening and practical implementation of Malawi's (TEVET) policy through a set of effective system appraisals and piloting of sectoral skills development within crucial sectors of the economy such as agriculture, energy, construction, and tourism. The findings, lessons learned, and recommendations of the Final Evaluation of the Skills and Technical Education Programme (STEP) concluded in 2022 have been taken into account to guide the scope of this programme.

The aim of the programme is simply to address the need for skilled professionals and provide decent jobs and self-employment opportunities for young technical and vocational education and training graduates and entrepreneurs, particularly women in Malawi.



UNOPS has been approached to support the government of Malawi and the European Union in delivering the programme of upgrading **four** Technical and Vocation Education and Training (TVET) colleges in Malawi, which are Lilongwe, Mzuzu and Salima Technical Colleges, in addition to the Malawi Institute of Tourism (MIT) located in Blantyre. The map on the left shows the locations of the Training Colleges mentioned.

UNOPS mission is to help people build better lives and countries achieve peace and sustainable development. It often helps the UN and its partners to provide peace and security, humanitarian and development solutions through project implementation, commitment to UN values and private sector efficiency. The organisation has recorded experience in the execution and support of implementation of large-scale infrastructure projects throughout the world and particularly in Africa.

Considering its vast experience in the implementation of various infrastructure projects, UNOPS has been approached to support implementation of the programme in the following categories;

- Providing new buildings for the training centres where appropriate
- The supply, delivery and installation of quality equipment
- The development of a maintenance programme

To further provide an understanding of the scope of works being proposed and the four CoVEs, and the subsequent identification of potential or feasible impact, here below is a summary of these works to be undertaken in the respective institutions.

Table 1: Proposed construction and rehabilitation works, in summary form

LOT 1 - Lilongwe Training College	LOT 2 - Mzuzu Training College	LOT 3 - Salima Training College	LOT 4 - Malawi Institute of Tourism
<ul style="list-style-type: none"> <li>• Construction of Double Storey Building with Reception, Waiting Area, Offices, Classrooms, Computer Lab, workshop, library, washrooms etc.</li> <li>• Construction of outdoor bay workshop</li> <li>• Construction of 1No. Septic tank and soak pit</li> <li>• Foul water drainage</li> <li>• Solar power for office and lighting (limited battery backup)</li> <li>• Relocation of existing services; electrical feeder pillar including cabling</li> <li>• Decommissioning of existing septic tank: dislugging, demolition of structure and backfilling of the area</li> <li>• Site clearance and levelling including cutting of tree and carting away debris</li> <li>• Landscaping</li> <li>• Fresh water reticulation on site</li> <li>• Storm water drainage</li> <li>• Electrical reticulation on site</li> </ul>	<ul style="list-style-type: none"> <li>• Construction of Double Storey Building with Reception, Waiting Area, Offices, Classrooms, lecture theatre, workshop, Laboratory, washrooms etc.</li> <li>• Construction of outdoor bay workshop</li> <li>• Stores container</li> <li>• Construction of 1No. Septic tank and soak pit</li> <li>• Foul water drainage</li> <li>• Solar power i.e panels and inverter only</li> <li>• Relocation of existing services; power line</li> <li>• Decommissioning of existing septic tank: dislugging, demolition of structure and backfilling of the area with selected fill</li> <li>• Landscaping</li> <li>• Fresh water reticulation on site</li> <li>• Storm water drainage</li> <li>• Electrical reticulation on site</li> </ul>	<ul style="list-style-type: none"> <li>• Construction of Indoor Hull Assembly with Workstation Area</li> <li>• Construction of 3 No. Storerooms (Boat Building, Marine Mechanics and Shipping and Maritime Stores)</li> <li>• Construction of Electrical and Fuel Systems Building</li> <li>• Construction of Science and Materials Lab Building</li> <li>• Construction of Engine Repair Building</li> <li>• Construction of 2No. classroom Building</li> <li>• Student Toilets</li> <li>• Shower/Changing Rooms</li> <li>• Workstation/ Bench Working Area</li> <li>• Outboard Motor Testing Area</li> <li>• Construction of a Slipway/Jetty extending from the Hull Assembly to the Lake</li> <li>• Foul Drainage including Construction of Manholes, 1No. Septic Tank and Soak pit</li> <li>• Fresh water reticulation on site</li> <li>• Storm water drainage</li> <li>• Electrical reticulation on site</li> </ul>	<ul style="list-style-type: none"> <li>• Construction of an Administration Block with Offices; Reception; General Stores; etc.</li> <li>• Construction of a Clinic/Sick Bay</li> <li>• Construction of Demonstration Kitchen, Practical Kitchen, Dry Stores, Freezer Room, Lockers, Changing room and Toilets</li> <li>• Construction of Male and Female Toilets</li> <li>• Construction of a Blockwork Boundary wall for the learning area</li> <li>• Waste Disposal Area</li> <li>• Foul Drainage including Construction of Manholes, 1No. Septic Tank and Soak pit</li> <li>• Site clearance and levelling</li> <li>• Fresh water reticulation on site</li> <li>• Storm water drainage</li> <li>• Electrical reticulation on site</li> </ul>

The activities relating to rehabilitation and provision of new buildings for the training centres, as illustrated in Table 1 above, are likely to generate environmental, social, health and safety risks and impacts, which will require appropriate mitigation measures implemented to avoid adverse effects on the surrounding environment and to the local community. As a result, the stakeholders for this programme, identified the need to conduct a full Environmental and Social Impact Assessment (ESIA) which must be done consistent with the European Union safeguards requirements and in line with the existing and applicable local legislation. The major reasons for this is to ensure appropriate mitigation measures for each of the respective impacts

identified, are appropriately costed and embraced for implementation by the construction company, to ensure smooth execution of these works with minimal disturbance to the surrounding environment and the local community. The ESIA will generate project level Environmental and Social Management Plan (ESMP) framework, which the Contractor shall use to prepare site specific Contractor Environmental and Social Management Plan (CESMP). The CESMP is expected to cover site specific issues to ensure sustainable execution of this programme.

### **Objective of the ESIA**

The objective of the ESIA is to draw up a framework to ensure that environmental and social risks and impacts of the proposed works under this programme are identified to the extent possible and respective mitigation measures provided and costed, for smooth implementation. The scale and extent of the envisaged environmental and social risks and impacts should be based as much as possible on quantitative data rather than qualitative assessment. The consultant shall, therefore, carry out a Quantitative Risk Assessment (QRA) for this assignment, based on internationally accepted methodologies and practices for the conduct of an ESIA. The ESIA shall guide the decision makers of the project based on understanding of its environmental and social consequences to facilitate the protection, restoration and enhancement of the environment.

### **Institutional Arrangements**

The ESIA Consultant shall closely work with UNOPS Malawi Country Office which is in charge of this programme, during the technical assessments and scheduling of community consultations as well as other assignments as may be dictated during the development of the ESIA. The Consultant will constantly be guided by the safeguards policy and procedure requirements of the European Union, to ensure adherence to these international standards. Additionally, incorporation of Malawian national policies applicable to this project, must be considered as well. These may include the National Constitution of the Republic, the Umbrella National Development Planning Instrument, the National Growth and Development Strategy (MGDS) and various other sectoral policies that may be deemed relevant to this project. Various strategies to implement international conventions on sustainable development, climate change, etc. and the Good International Industry Practice, must also be considered during the exercise.

### **Scope of the ESIA**

The scope of services to be undertaken by the Consultant shall include the following tasks.

1. **Detailed Desk-top Review** - The Consultant is to review all existing documentation, and any previous ESIA, RAP and ESMP reports. The consultant shall request from the respective institutions.. They shall further undertake a detailed study of the proposed assignment and the related activities.
2. **Task 1: Description of the baseline environment** – The Consultant shall ensure they completely understand the proposed interventions in the respective TVET sites to comprehensively undertake baseline assessments. The Consultant shall collect, collate, analyse and present baseline information on both biophysical and social environments in the areas targeted for the proposed works as indicated in Table 1. The Consultant will be careful to ensure the areas discussed in Table 2 are thoroughly covered, in order to inform the design and the contractor on the existing ground conditions. Thus, Table 2 below provides the areas to be covered, **at a minimum**, during the baseline studies of the four CoVE sites.



Table 2: Minimum Baseline environment for discussion

CoVEs	Biophysical Environment	Social Environment and utility services
All the four selected Colleges	Focus on soils, topography, land cover, bedrock and geology, climate and long-term climate projects, existing air quality and hydrology in the respective sites.	<p><b>Discuss;</b></p> <p>a) population (both current and projected) in the four targeted areas,</p> <p>b) existing land uses, socio-economic activities</p> <p>c) planned private sector and public sector development activities,</p> <p>d) community social structure, employment and labour market.</p> <p><b>Electrical Power Infrastructure</b></p> <p>Point out and discuss, in each case, the existing electrical power infrastructure in the vicinity of the project area and the conditions surrounding connection of power to the existing infrastructure. Discuss any challenges observed. Also remember to point out if there will be any disturbance to the existing power infrastructure by the project, including the current positioning of generator sets and feeder pillars where these exist and how they will be impacted by the proposed interventions.</p> <p><b>Water &amp; Sewer Utility Connections</b></p> <p>Point out and discuss, in each case, the existing water and sewer reticulation system. Discuss challenges observed. Also remember to point out if there will be any disturbance/disruptions to the existing services such as septic tanks, by the project.</p> <p><b>Drainage system and the Management of Solid and Liquid Waste</b></p> <p>Point out and discuss existing conditions regarding the drainage system, generation, management and disposal of solid and liquid waste in the respective sites. If waste oils are generated by existing socio-economic activities in the area, state so, including how the waste oils are being managed.</p>
	<p>Biological environment, including presence of flora and fauna types and a characterisation of their diversity.</p> <p>Since the sites are brown fields, there may not be presence of endangered species, but it will be important to affirm this position or otherwise discuss what is obtaining on the ground. Also look</p>	<p>Discuss sources and distribution of income, cultural + religious sites and properties, vulnerable groups in targeted project areas, etc.</p> <p>Be sure to discuss existing economic activities in the area;</p> <ul style="list-style-type: none"> <li>• Forms of socio-economic activities in the area by gender</li> <li>• Any possible labour influx</li> <li>• Any form of disturbance likely to happen with the implementation of this project.</li> <li>• HIV /AIDS issues</li> <li>• GBV issues, etc.</li> </ul>

	out for presence of any ecologically-sensitive biomes and habitats on the proposed project sites.	
<b>Also ensure to look at the specific areas as follows which must be discussed in the sub sections mentioned above.</b>		
Salima Technical College	In addition to the baseline environmental conditions above, ensure to assess baseline conditions of a section of lake Malawi which is close to the project area and might be affected during the implementation of the project. Any local community access challenges during project implementation since the area will be barricaded for safety and probably permanent.	
Malawi Institute of Tourism	<p>The Consultant must bear in mind that this site will bring in a lot of student activity to a quiet environment. Therefore, comprehensive assessment of what impacts the project may bring in this area, during actual implementation of the proposed interventions, must be conducted and the impacts identified appropriately recorded together with respective mitigation measures to manage the whole process. The Consultant will be careful to ensure stakeholder engagement is a success in this area.</p> <p>The Consultant will take note of the existing environmental conditions in the area, especially the risk of having incidents of rock falls, considering the area has steep topography and could result in future incidents.</p> <p>The Consultant to take note of one major stakeholder, the Malawi Broadcasting Corporation during the stakeholder engagement, who is a key neighbour and resident on site with significant telecommunication installations.</p>	

**3. Task 2: Review of legislative and regulatory frameworks** - The Consultant shall identify and describe the pertinent regulations, policies, laws and standards. The focus will be on laws and regulations governing the environmental quality, community health and safety, protection of sensitive areas, construction standards, land use zoning standards, as well as national social protection laws. The consultant will also identify and characterise the existing institutions in the country that are relevant for the project. The Consultant shall also state how the project activities shall comply with the identified regulations.

- Analysis of alternative - examination of feasible alternatives to the extent possible, including alternative ways of dealing with environmental and social impacts, to cushion environmental, social, health and safety impacts likely to occur. Ensure to document the rationale for selecting the particular course of action proposed and ensure to establish site ownership of all the training centres including areas being taken up by the proposed interventions, to avoid land conflicts. Please note that there will be limited alternatives regarding the project due to the nature of the project, but this should be stated in the document.

**4. Task 3: Determination of impacts of project facilities and activities –**

**Environmental assessment:** The Consultant shall be required to firstly conduct screening of the projects to determine the type of safeguards triggered and the risk level of the projects. Thereafter, the Consultant shall analyse and describe all significant changes that are likely to be brought about by the implementation of the proposed works given in Table 1. These would encompass environmental, ecological, social, health and safety risks and impacts likely to occur as a result of the proposed interventions, and which are likely to bring about changes in the baseline environmental and social

settings around the respective TVET centres. The Consultant will make a prioritization of all concerns identified and differentiate between short-, medium-, long-term impacts, as well as cumulative impacts during construction, operation and decommissioning phases of the project. The Consultant shall also identify both temporary and permanent impacts. A detailed outline and discussion of specific conditions that might affect the environment and are unique to the type of facility should be provided. The consultant will also highlight any positive environmental and social outcomes that may be achieved as a result of the interventions to be implemented, in the respective TVET centres.

UNOPS does recognise the need for a proactive approach to ensure that environmental and social considerations are taken into account during the early stages of strategic decision-making by promoters so as to have a real influence on the choice of alternative developments. As a result, the Consultant shall ensure to cover the following, depending on what safeguards will be triggered following the E&S screening of each TVET centre. Some of the issues to consider are as follows;

- **Biodiversity conservation:** Most sites are brownfields and therefore may not present species with a very rich population. However, for sites where some amount of vegetation may be disturbed, such as the Lilongwe Technical College, the Consultant will have to discuss status and the impacts associated with such flora during the implementation of the proposed interventions.
  - **Cultural heritage** impacts are not expected but the Consultant is advised to be on the lookout during the assessment process.
  - **Labour and working conditions concerns:** The Consultant shall analyse and describe all labour and working conditions concerns brought about by activities during all the phases of the project. Some of these issues may be brought up during the stakeholder engagement process. The Consultant shall make recommendations on corrective and remedial measures to be implemented under the environmental and social management plan (ESMP).
  - **Community health and safety concerns:** The Consultant shall assess potential community health and safety concerns including traffic safety, universal access (such as potential impeded access for the community as may be the case for Salima Technical College), possible water pollution, water-related diseases, hazardous materials, security risks, and emergency preparedness. This should cover both the communities surrounding the TVET centres receiving the proposed interventions. The Consultant is further reminded to analyse gender impacts as well.
  - **Physical & economic resettlement concerns:** Ensure to document a detailed description of the potential physical and economic resettlement impacts, especially access restrictions (temporary and permanent), including a thorough presentation of the environmental and social elements such as setting, activities, duration, stakeholders (including project-affected parties and potential vulnerable groups such as informal settlers), etc. Initial UNOPS field assessments revealed that some centres such as Salima TC may have access restriction issues. The Consultant will need to assess these sites adequately with comprehensive consultations of the relevant stakeholders.
5. **Task 4: Recommendations for environmental and social impact mitigation** - The Consultant shall recommend actions to minimize or reduce to acceptable levels of adverse environmental, social, health and safety impacts as well as proposals to maximize socio-economic benefits which culminates into improvement of Malawi's economy through human capital development.
6. **Task 5:** Prepare a final ESIA study that will comply with national legislation and also complying with the funder's safeguards requirements as well as Best Industry International Practice. Remember to include the various E&S tools relevant for the execution of these interventions, as annexes to the ESIA document. E&S tools such as templates for Incident Reporting, etc.

7. **Task 6:** Complete Environmental and Social Impact Assessment Report for each Location shall be produced in English language.
8. **Task 7:** Submission of the certificate of approval for the ESIA.

### **Public Consultation**

The Consultant shall identify relevant stakeholders and further undertake meaningful and inclusive stakeholder engagement with all the identified stakeholders. This is a very important stage of the assessment process to fully comprehend what socio-economic impacts that the project may bring and possible mitigation measures against each of the identified impacts. It is always important to ensure that the majority of the identified stakeholders support the interventions proposed, for smooth implementation of the same. The Consultant shall therefore ensure that all public consultations and stakeholder engagement are managed with careful regard to the national requirements and funder's requirements, including the International Labour Organisations requirements.

### **ESIA Consultancy Duration**

The consultancy shall be completed within 8 weeks after signing of the contract.

### **Reference Documents Available**

- The Final Evaluation Report of the Skills and Technical Education Programme (STEP), 2022. This report can also be accessed online as well.
- Conceptual Design Report prepared by UNOPS for proposed interventions in the respective TVET centres
- Multidisciplinary Site Assessment Report conducted by UNOPS
- European Union's approach to environmental sustainability.

Can also be accessed using this link below;

(<https://www.eib.org/en/press/news/environmental-and-social-safeguards>)

### **UNOPS Team Composition**

UNOPS has a team of specialists (UNOPS KEMC) who are and continue work on this project, including specialists to review the ESIA documents, whom the Consultant is at liberty to seek clarifications during the environmental assessment process of this project.

On the next page are the maps showing locations of project sites for ease of reference.

**1. Lilongwe Technical College – Layout Map**

Location	Lilongwe District
Coordinates	14° 0'27.36"S 33°47'4.63"E



*Google earth image showing the site for new structures in Lilongwe Technical College*



## 2. Mzuzu Technical College – Proposed COVE Site – Layout Map

Location	Mzuzu District
Coordinates	11°26'12.18"S 34° 2'6.37"E



*Google earth image showing the site for new structures in Mzuzu Technical College*

### 3. Salima Technical College: Lakeshore Campus – Layout map

Location	Salima District
Coordinates	13°43'27.00"S 34°37'25.78"E

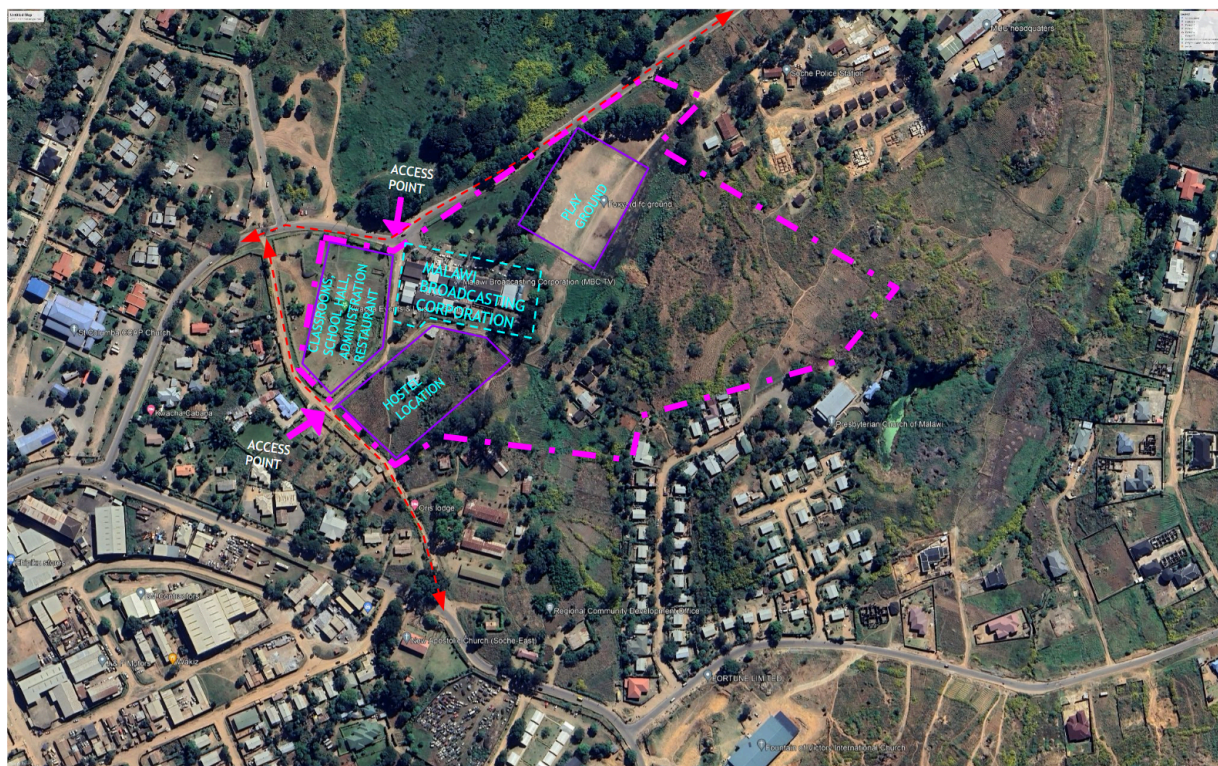


*Google earth image showing the site for new structures in Salima Technical College*



#### 4. Malawi Institute of Tourism (Blantyre) - Layout map

Location	Blantyre District
Coordinates	13°43'27.00"S 34°37'25.78"E



*Google earth image showing the site for new structures in Malawi Institute of Tourism*

## 1. Expected products

The Consultant is expected to produce **Four (4) ESIA reports as per the below lots**

- i. Lilongwe Technical College, Lilongwe (LTC),
- ii. Mzuzu Technical College, Mzuzu (MTC),
- iii. Salima Technical College, (STC)
- iv. Malawi Institute of Tourism, Blantyre (MIT).

Each report shall contain and address all tasks as detailed in the scope above and shall be in the following format:

- A. A project introduction (one paragraph - background of this document)
- B. A list of standards, guidelines and codes of practice adopted
- C. Summary of consultant results per site
- D. Recommendations and conclusions per respective site
- E. Appendices per respective site

Additionally, for a complete format of the ESIA, ensure to make reference to the local regulations as well as section 31 of the handbook - Annex 7 - Environmental\_and\_social\_practices\_handbook\_en.pdf (k)

## 2. Other General Notes

- The ESIA investigation is to be conducted in accordance with relevant safeguards policy and procedure requirements of the European Union, to ensure adherence to these international standards and incorporation of Malawian national policies applicable to this project. **The consultant is to list all standards, guidelines and codes of practice considered during the survey in their report.**
- All field operations are to be supervised and directed by a qualified and experienced ESIA Expert.
- After completion of the field works, all temporary installations shall be dismantled and removed from the site.
- The consultants shall ensure that all his staff and workers are equipped with Personal Protection Equipment (PPEs) & other site safety measures before they are allowed to site.
- The consultants shall safeguard his equipment, personnel and all other resources from vandalism and harm at his/her own cost. The cost of all safety measures
- Internationally practised measures shall **not** be quoted separately but will be deemed covered in the bid price. A breach of any of the safety measures can lead to the termination of the contract.