

ILBANK
INTERNATIONAL RELATIONS GROUP
TÜRKİYE EARTHQUAKE, FLOODS AND WILDFIRES EMERGENCY
RECONSTRUCTION PROJECT

(TEFWER)

TERMS OF REFERENCE FOR
INDIVIDUAL OCCUPATIONAL HEALTH AND SAFETY (OHS) CONSULTANT

(Ref: TEFWER-IB-IND-OHS-01-RB)

1. Project Background

The Türkiye Earthquake, Floods and Wildfires Emergency Reconstruction Project (TEFWER) will support the ILBANK to support municipalities to undertake urgent repairs, structural strengthening, and if needed demolition/reconstruction, rehabilitation or new construction of damaged municipal owned infrastructure and to put in place measures aimed at increasing disaster preparedness and climate adaptation. The Project will also support rapid response to future disasters through a funded Contingent Emergency Response Component (CERC). All investments will integrate, where feasible, improvements in Energy Efficiency (EE) and opportunities to harness renewable energy, and other design elements aimed at increasing climate change mitigation and adaptation (e.g., increased capacity in storm water pipes, and reducing urban heat island effects). ILBANK will be the Financial Intermediary (FI) for the Project and affected cities will be sub-borrowers, and per standard practice ILBANK will ensure the financial viability of the sub-borrowers.

The Project will be implemented through four components, namely as (1) Green and Resilient Rehabilitation, Reconstruction and Construction of Municipal Infrastructure and Actions to Strengthen Municipal Resilience, (2) Technical Assistance to Support Green, Resilient and Inclusive Cities, (3) Project Management and Operations, and (4) Contingent Emergency Response Component (CERC).

Component 1 will finance demand-driven municipal investments to support green and resilient restoration and reconstruction of damaged municipal infrastructure and actions aimed at increasing municipal response capacity and resilience for wildfires, floods, earthquakes and other disasters. Based on damage sustained and requests received, the investments under this component will include restoration of water and wastewater services, and restored and resilient transport investments. Activities related to expansion of stormwater systems and increased municipal capacity to respond to flood, wildfire and other disasters will build municipal resilience. The component will finance supervision consultancies and civil works.

Component 2 will provision of goods, consulting services, non-consulting services, and Training to develop the institutional and technical capacities of Project Municipalities and Project Utilities to design, supervise and implement investment projects that consider disaster and climate risks, explore options to reduce carbon emissions, improve air quality, and support residents during disaster recovery.

Component 3 will finance provision of goods, consulting services, non-consulting services, Operating Costs and Training to the Borrower's Project Management Unit, in support of Project management and implementation activities, including, inter alia, as relevant, in the areas of engineering, climate change, disaster risk management, urban planning, communications and outreach, compliance with Project requirements, including financial management, procurement, and environment and social, occupational health and safety, and other required technical areas.

Component 4 will support Provision of immediate response to an Eligible Crisis or Emergency, as needed. This Component would include rapid procurement and disbursement procedures to cover emergency response costs (such as contracting emergency works, procurement of goods and services) following an adverse natural event, health crisis or technological disaster. The contingent emergency component would be triggered by an official declaration of an emergency or disaster, in accordance with Türkiye's laws and policies.

To support the management of the ILBANK part under the Project, ILBANK is looking to hire a qualified and experienced OHS Specialist for its Project Management Unit (PMU). The position will be based in Ankara. If required, and with the approval of the ILBANK, the Specialist shall attend the site visits to municipalities/utilities.

2. Scope and Objective

The OHS Specialist will be responsible for identifying OHS risks and defining measures for all project related activities, reviewing relevant project documentation, monitoring implementation of the approved OHS and Community Health and Safety (CHS) management plans and measures, regular reporting to the Bank on monitoring of OHS performance of the Project, including but not limited to the implementation of the Environmental and Social Commitment Plan (ESCP) for the Project¹, status of preparation and implementation of E&S documents required under the ESCP and the Environmental and Social Management Framework (ESMF)² prepared for the project.

The OHS Specialist will report to the Manager of Environmental and Social Management Unit.

3. Qualifications and Skills

- At least bachelor's degree in Engineering or in acceptable field;
- Minimum seven (7) years' work experience in OHS auditing experience in systems and procedures after obtaining OHS certification according to Turkish legislation;
- Have a certification in OHS related field (A or B Class OHS Expert Certificate issued by Ministry of Labour and Social Security of Türkiye or International Certificate (NEBOSH, OSHA, etc.));
- Have a complete understanding of ISO 45001, Occupational Health and Safety Law No. 6331 and all relevant applicable regulations of Türkiye. ILO Code of Practice, World Bank

¹ https://www.ilbank.gov.tr/storage/uploads/uidb/p176608_tefwer_escp_final_20231010_clean_1708343221.pdf

²

https://www.ilbank.gov.tr/storage/uploads/uidb/ilbank_tefwer_esmf_turkey_earthquake_floods_wildfires_29112_023_wb_feb2024_clean_1708948667.pdf

Operational Policies, World Bank Environmental and Social Standards (ESS), Environmental and Social Framework and respective World Bank Group Environmental, Health, and Safety Guidelines or any other internationally acceptable standard;

- Proficiency in key computer applications (Word, Excel, PowerPoint);
- Fluency in written and oral English and Turkish;
- Ability to travel without restriction;
- Strong interpersonal and communication skills and ability to work in a team environment.

4. Roles and Responsibilities

Within the framework of the Project, the OHS specialist will be assigned in Project Management Unit of the ILBANK to follow up OHS procedures, implementation and other activities in the TEFWER Project and required other OHS related works in PMU.

The Roles and Responsibilities are given below:

- a. Support PMU specialists to define project environmental and social risk level identification through screening process;
- b. Identify/anticipate OHS risks of the Sub-projects and define measures;
- c. Review all the project related documentation such as contractors' and supervision consultants' ToRs, contracts for ensuring that sufficient OHS capacity is ensured and roles and responsibilities regarding implementation, monitoring and supervising and reporting are clearly described in the sub-project specific documentation;
- d. Review all OHS documents/reports/plans (such as Environmental and Social Impact Assessment (ESIA) reports, as Environmental and Social Management Plans (ESMPs), Labor Management Plans, Occupational Health and Safety Plans, Community Health and Safety Plan, Emergency Preparedness and Response Plans, Accident/Incident/Near Miss Reports, etc.) and ensure that those are in line with the WB requirements and ILBANK ESMS, prepare comments/recommendations to the management of the ILBANK PMU and of municipal Project Implementation Units (PIU) and/or relevant parties, and follow-up the implementation.
- e. Ensure the implementation of the policies and standards set by the Turkish Legislation, and the relevant Financial Institutions' Standards (such as World Bank's safeguards policies, Environmental and Social Framework [ESF] including but not limited to World Bank Group's General EHS Guidelines, EHS Guidelines on Water and Sanitation and any other relevant sector specific WBG EHS Guidelines with regards to Occupational Health and Safety, Community Health and Safety, Construction and Decommissioning, International Labor Organization [ILO] Standards) and in line with ILBANK ESMS;
- f. Make sure, in coordination with the work supervisors, that the commitments given in the ESIA's, ESMPs, Occupational Health and Safety Management Plans and respective procedures, all related reports and other relevant management plans (Labor Management Plans, Occupational Health and Safety Plans, Emergency Preparedness and Response Plans, etc.) are finalized, approved and implemented on the field as scheduled;

- g. Following and evaluating the OHS monitoring checklist reports received periodically from the PIUs;
- h. In line with internationally recognized OHS standards, develop minimum operating standards on OHS. Establish Key Performance and Core Compliance indicators for monitoring and evaluating the OHS performance of the Projects;
- i. Closely monitor implementation of the approved OHS and Community Health and Safety (CHS) measures in line with the project's approved standards through regular communication and site visits, meetings with the relevant stakeholders, reviewing the periodic reports from the construction sites, follow up with the municipalities on the monitoring findings, non-compliances, trainings etc.
- j. Examine the accident/incident/near miss investigation reports and Root Cause Analysis Reports, check the appropriateness of the measures taken regarding these reports, their applications in the field and the records where these processes are documented, ensure recording and investigation of accident/incident/near miss to be comply with the national requirements and the WB standards and in line with ILBANK ESMS;
- k. Support the PMU for the preparation of Progress Reports, Monitoring and Evaluation Activities within the scope of the Project in line with the financial institutions' safeguards and in line with ILBANK ESMS;
- l. Conduct regular field visits for the project monitoring and visit municipalities/utilities for the assessment of the OHS and CHS issues of the Project and the management of OHS issues, if any; assist/participate in audits/monitoring missions conducted by the Bank/Financial Institutions; or the any other authorities including the Ministry of Environment, Urbanization and Climate Change and Ministry of Labor and Social Security;
- m. Design, initiate and ensure the implementation of an incident reporting mechanism to enable Contractors and Consultant Firms to collect and collate incident reports and analyze data on work-related incidents. Produce periodic statistics on OHS incidents analyze trends and recommend focused strategies/measures to prevent work related non-compliances and incidents from re-occurring. Develop accident reviews procedures, forms, and guidelines;
- n. Provide written guidance for contractors on how to undertake risk assessments, rating and prioritizing OHS risks and hazard control plans for the highest risks;
- o. Review the contractors' OHS systems and procedures (such as OHS Management Plans (OHSMP), Works Methods Statements (WMS) and Risk Analysis etc.) to meet the Applicable HS Standards; and
- p. Conduct "on-the-job" or specific trainings on the OHS issues related to the project scope requested by ILBANK and ensure PMU and PIU teams are well aware of Project's OHS and CHS standards.

5. Duration and Location of Employment

The services will be required on a full-time basis. The Individual OHS Consultant is expected to commence work from April 2026, with two months' probation period and a renewable 1-year contract, if performance is satisfactory.

The position will be based in ILBANK Headquarter as a member of the Project Management Unit and the OHS Specialist will be expected to travel to civil works sites, other relevant sites and municipalities under the project throughout project implementation. The current closing date of the project is September 30, 2026. An extension of 18 months to the current project closing date is expected.

6. Reports

The Consultant shall prepare, update technical parts of all progress reports and comment on any activity reports due to WB. He/she will fill in detailed time sheets on his/her activities and comply with his/her contract's requirements in terms of payment/time justification in the context of high accountability under IBRD financing. The reports prepared by the consultant will be submitted to ILBANK PMU.

7. Methodology

The consultant will be hired in accordance with the World Bank's "Procurement Regulations for IPF Borrowers (November 2020) (Procurement Regulations)", i.e. as per the selection method, namely Selection of Individual Consultants. The contracted position will be the Occupational Health and Safety (OHS) Expert of ILBANK PMU in Ankara. The contract will be signed between the ILBANK Department of Financial Institutions and Investor Relations or his designee and the consultant.

8. Application

The application should include **a CV in the following format in English.**

Attn: Mr. Turhan Atakan GÜLYURDU, Manager of Contract Coordination Unit

ILBANK Directorate General

Department of International Operations

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ANNEX I
CURRICULUM VITAE

Name of Staff :
Profession :
Date and Place of Birth :
Civil Status :
Home Address :
Phone **home** :
 mobile :
E-Mail :
POSITION APPLIED :

KEY QUALIFICATIONS

Specific experience in:

-
-
-
-

EDUCATIONAL BACKGROUND

-
-
-
-

PROFESSIONAL EXPERIENCES
(Employment Record)

-
-
-
-

Language Proficiency :

1.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

2.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

3.	Excellent	Good	Poor
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Reading			
Writing			
Speaking			

Computing Knowledge :

Experience in:

-
-
-
-

Membership of Professional Societies :

References and transcripts : AVAILABLE UPON REQUEST

Certification

I, the undersigned, certify that to the best of my knowledge and belief, this biodata correctly describes myself, my qualifications and my experience.

Signature

Date