

Feed the Future Cambodia Harvest III

Consultant Opportunity and Terms of Reference

Environmental Compliance Consulting Services (Intermittent)

Type: Local consultant based in Cambodia

Location: Some work from home; occasional field visits to various locations in Cambodia

Duration of Assignment: Up to 25 days through September 2023

Project Overview

Harvest III is a five-year, USAID-funded project to promote sustainable, broad-based growth in Cambodia's agriculture sector. An important part of Harvest III's approach is to award grants to private sector actors whose commercial objectives align with the project's goal of advancing competitiveness of Cambodian agriculture, boosting climate resilience, and increasing economic opportunities of women and youth.

Context for the Assignment

Harvest III grantees will be involved in a variety of activities, such as agricultural production and processing, that could be harmful to the environment. Before it awards any grant, Harvest III must consider the possible environmental impact. This involves three main steps:

- **Completion of Environmental Review Form.** Each grant applicant must complete a review form to assess the risk of adverse environmental impact from its activities.
- **Completion of Environmental Review Checklist.** Each grant applicant expecting to be involved in food processing must complete a checklist about its processing activities.
- **Completion of Environmental Mitigation and Monitoring Plan.** Each grantee who is involved in activities that involve a moderate or high risk of adverse environmental impact from its activities must develop a plan showing how it will avoid harm to the environment during the life of its grant.

Objectives

The consultant will provide specialized expertise and advice to Harvest III, its grant applicants, and its grantees to help them fulfill their responsibilities related to sound environmental management. The consultant will carry out these main tasks, intermittently as requested by Harvest III:

- **Environmental Review Forms.** During the grant application process, the consultant will review selected Environmental Review Forms to determine whether the grant applicant has correctly assessed the potential risk of their activities and recommend revisions of the forms as needed.
- **Environmental Review Checklists.** Also during the grant application process, the consultant will review Environmental Review Checklists describing risks related to food processing and recommend revisions of the checklist as needed. He or she may also be asked to assist grant applicants in the completion of the checklist.

- **Environmental Mitigation and Monitoring Plans.** During grant implementation, the consultant will review grantees' proposed Environmental Mitigation and Monitoring Plans to determine whether these plans are appropriate and adequate to avoid negative environmental impact. The consultant will advise Harvest III whether to approve these plans, and assist in the monitoring of grantees' compliance with the plans.

Methodology

The services will be required on an intermittent basis as grant applications are received and as grants are implemented. In general, when the Grants Manager identifies a need for the Consultant's services, she will:

- Provide three to five days' advance notice.
- Describe the task in writing, along with an estimated time required.

Given the time-sensitive nature of the grants application and implementation process, on most occasions, the consultant will be expected to carry out the tasks within a week of receiving the request. The estimated time required to complete each of the main tasks is described below:

Task	Estimated time required	Estimated number of times this service will be required through September 2023	Total estimated time required
Review Environmental Review Form	1-3 hours	10 times	20 hours
Review Environmental Review Checklist	3-5 hours	7 times	28 hours
Review Environmental Mitigation and Monitoring Plan	2-4 hours	10 times	30 hours
Conduct site visit to check compliance with Environmental Mitigation and Monitoring Plan	8-16 hours	10 times	120 hours
Other advisory services as needed	1 hour	2 times	2 hours
Total			200 hours (Up to 25 days)

Outcomes

The main outcomes of the assignment, through September 2023 will be:

- Environmental Review Forms and Environmental Review Checklists that accurately identify risks of negative environmental impacts
- Environmental Mitigation and Monitoring Plans that outline appropriate activities to avoid harm to the environment
- Appropriate monitoring of compliance with planned mitigation activities. (The consultant will not be the sole person checking compliance; project staff will also be involved.)

Deliverables

- Approximately 15-20 short notes with reviews and recommendations of Environmental Review Forms and Environmental Review Checklists
- Approximately 10 reviews of Environmental Mitigation and Monitoring Plans, followed by site visits to check compliance

Required Skills and Qualifications

- Bachelor's degree in agriculture, environmental science, or similar field is required; master's degree preferred.
- Minimum of 7 years working in agricultural development projects.
- Sound knowledge of USAID regulations regarding environmental monitoring and mitigation.
- Prior experience preparing EMMPs preferred.

- Demonstrated ability advising on the environmental implications of development activities.
- Good writing and verbal communication in English.

Reporting Relationships

The consultant will report to the Harvest III Grants Manager. He or she may also work with Harvest III's Sr. Portfolio Manager and Partnership Managers.

How to Apply

Interested candidates are invited to send a CV and cover letter along with short sample of any previous environmental review work by October 21st, 2022, with "Environmental Compliance Consultant" in the subject line. Short-listed candidates will be contacted by October 24th, 2022.