

The Environmental and Social Specialist "Tax Administration Reform Project in Uzbekistan"

TERMS OF REFERENCE FOR THE ENVIRONMENTAL AND SOCIAL SPECIALIST

Background

With a view to realizing the tasks set for the improvement of the operational efficiency and effectiveness of the tax agency and increase voluntary compliance in Uzbekistan, which is currently one of the priority areas and is supported by normative legal documents of the government, the State Tax Committee initiated the preparation of the new investment project "Tax Administration Reform" by financial cooperation with the World Bank.

The proposed Project would be implemented over a period of five years (from 2022 to 2027), organized around four components, and financed by an International Development Association (IDA) Credit of US\$ 60 million.

The implementing agency is the State Tax Committee (STC) of the Republic of Uzbekistan.

Project Development Objectives

The Project Development Objective (PDO) is to improve the operational efficiency and effectiveness of the tax agency and increase voluntary compliance.

Project description

The project has three technical components and a project management component.

The project includes the following four components:

Component 1 will focus on optimizing and automating core tax administration business processes at the STC.

Component 2 will aim to reduce the informal economy.

Component 3 will aim to strengthen STC's institutional capabilities.

Component 4 is a nontechnical project management component.

Project management

The State Tax Committee (STC) of the Republic of Uzbekistan is the leading executive agency for the Project.

Environmental and Social specialist will be responsible for assessing environmental impacts of interventions of the Project and will also be in charge of overall implementation of the environmental screening and management rules, including inspection and monitoring of environmental compliance at worksites, advising project beneficiaries on environmental questions, coordination the overall environmental monitoring at project level.

The Environmental and Social Specialist will periodically collect information on changes and impact of the project activities and will study the environmental condition of the project area and identify main environmental parameters.

Moreover, the Environmental and Social Specialist will be responsible for the oversight and coordinate community mobilization related work in project and fulfilling other responsibilities as delegated by the Government of Uzbekistan, PIU, STC and WB as required.

Environmental and Social Specialist will also be responsible for assessing social impacts of interventions of the Project and will also be in charge of overall implementation of the social screening and management rules, inspection and monitoring at worksites, advising project beneficiaries on social questions, coordination the overall social monitoring at project level.

Environmental and Social Specialist will periodically collect information on changes and impact of the project activities and will study the social condition of the project area and identify main social parameters.

Job responsibilities:

- Ensuring appropriate measures to safeguard the environment.
- Supervision of Occupational safety and health aspects during the project implementation which include civil works.
- Identification of related activities that may impact on the environment and measures to mitigate such impacts
- Ensuring Contractors introduces all workers to working procedure with hazardous materials (such as asbestos materials, etc.).
- Supervision of Contractors to provide workers with appropriate living conditions: safe water supply, washing conditions, rooms for rest, first aid and etc.
- Ensuring All staff and contractors engaged in any activity with the potential to cause serious environmental harm (e.g. handling of hazardous materials) will receive task specific environmental training.
- Awareness of emergency and spills response provisions.
- Compliance with the social responsibility of stakeholders in the implementation of the project.
- Track, evaluate and report on the progress of the project in the appropriate reports.
- Timely preparation and submission periodic reports (quarterly, annually, etc.) and other necessary progress reports.
- Regularly informing management about progress and unresolved issues.
- Organize necessary events and participate in oversight, monitoring and other missions, meetings and events.
- Participation in the workshops, seminars and other events as may be organized by the World Bank or its partners.
- Other tasks and duties related to the project implementation and as may be considered important and required by the Bank or by the Management of the STC.

Professional ethics:

Possession and demonstration of honesty and high ethical standards at every stage of the project implementation; Display of cultural, gender, religious, racial, national and age sensitivity and adaptability.

Functional responsibilities:

Knowledge of legislative acts in the field of environmental protection in the Republic of Uzbekistan and international treaties and obligations.

Knowledge of legislative acts of the Republic of Uzbekistan, as well as international requirements for labor and health protection.

Demonstrated capacity and experience to assess priorities and manage a variety of activities in a time-sensitive environment and meet deadlines with attention to details and quality.

Excellent communication, presentation, analytical, skills along with strong interpersonal relations and teamwork skills.

Pro-active and highly organized, planning skills, Flexibility, Analytical thinking.

Positive and constructive attitude towards work.

Show openness to change and the ability to manage the difficulties that have arisen.

Planning activities to ensure effective and efficient use of time and resources.

Organizational Learning and Knowledge Management

Technical knowledge on social protection and labor legislation requirements;

Experience in the development and implementation of social policy;

Work actively to continue personal learning and development.

Development and efficiency

Ability to identify problem factors, problem cause research experience and skills;

Be pro-active to potential issues and problem areas that may affect project implementation and will require due resolution steps.

Integrity and efficiency in meeting commitments and achieving results.

Duration of the tasks.

The employment contract will be for the duration of the project implementation (approx..3 years), which will be subject to a one-year probation period.

Reporting

The Environmental and Social Specialist will report directly to the PIU Director.

Qualification

Education	Higher education in a subject area, public health, demography or other similar field.
Requirements	At least 3 years of experience in public / government sector or industry in environment and social areas. Experience in project development and implementation, environment and social, is an asset Experience in complex, large, multi-year international development programs is an advantage. Good computer skills; Oral and written presentation skills.
Languages	Good knowledge of Uzbek and/or Russian languages. Candidates with good knowledge of the English language will be given a preference.

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