

# Attachment A

## Terms of Reference

### Specific Terms of Reference

#### Project Manager

<b>Position</b>	Project Manager to assist the PMU in the Project Management aspects and reporting of the SPMP.
<b>Background</b>	<p>The Egyptian Government obtained a grant of U.S.\$ 8.1 million from Global Environment Facility "GEF" through The World Bank to finance the implementation of Sustainable Persistent Organic Pollutants Management Project. The Project will be implemented between October 2014 and November 2018 as the grant's scheduled closing date. The EEAA will be the implementing agency and will be responsible for implementing this Project according to the Grant Agreement. The objective of the Project is to assist Egypt to strengthen its technical and management capacity for minimizing exposure to POPs. This would be achieved through activities for the safe storage and disposal of obsolete pesticides and decontamination of PCB containing transformer oils.</p> <p>The Global Objective would be to assist Egypt to meet its obligations under the Stockholm Convention by strengthening its technical and management capacity for minimizing exposure to POPs.</p> <p><b>Component 1: Destruction of High Risk Stocks of Obsolete Pesticide</b></p> <p>Activities under this Component are focused on the environmentally sound disposal of high risk stocks known and inventoried at time of project appraisal, and those that can be identified as high risk stocks through a first level risk assessment. These activities directly support the PDO in the safe packaging, removal, transportation and destruction of high-risk stocks of pesticides, in state-of-the-art facilities overseas, and will provide hands-on experience and expertise for sustainable management of such wastes</p> <p><b>Component 2: Decontamination of PCB-Containing Transformer Oils</b></p> <p>Activities under this Component will focus on the procurement of equipment for de-chlorination and purification of PCB contaminated oils, which will produce oil suitable for reuse in equipment. Ministry of Electricity and Renewable Energy (MOEE)/ Egyptian Electricity Holding Company (EEHC) will have the lead in executing this component</p>

	<p>This project requires contracting a Local Consultant to manage and supervise the Project Management aspects as described in the below responsibilities</p>
<p><b>Responsibilities</b></p>	<ul style="list-style-type: none"> <li>• Managing staff and overseeing the day-to-day activities of the PMU related to the management and implementation of the Project.</li> <li>• Overall supervision of project activity.</li> <li>• Participate and represent the PMU as non-decision-making member in the PSC and serve as secretary of the committee.</li> <li>• Undertake external high level communication.</li> <li>• Prepare, or as appropriate supervise the preparation of, progress reports, annual reports, project completion report and other reports that may be required by the stakeholders</li> <li>• Prepare, or as appropriate supervise the preparation of, annual work plans and budgets and present to the PSC for approval.</li> <li>• Supervise PMU staff in the performance of their respective duties and ensure the efficient functioning of the unit</li> <li>• Represent the PMU and the project in general to national and international audiences in Egypt and internationally.</li> <li>• The Manager will report directly to the Head of Solid Waste sector in Ministry of Environment, which will facilitate resolution of any internal delays to implementation.</li> <li>• Participate in building and implementing the detailed concept and approaches as part of the overall framework and methodology of POP's project.</li> <li>• Lead the development of work plans, workshops and periodical work sessions and meetings for the unit and hold orientation seminar for his team members from the project and Waste sector to clarify the project's objective and methodology.</li> <li>• Identify implementation arrangements and needed resources to implement the project.</li> </ul>