

TERMS OF REFERENCE

For Consultancy Services for WWF-Pakistan and ILO's Project 'International Labour and Environmental Standards Application in Pakistan's SMEs'

Objectives:

WWF-Pakistan has started a project with International Labour Organization (ILO) on the compliance of labour and environmental standards in SMEs sector named " 'International Labour and Environmental Standards Application in Pakistan's SMEs' in the SMEs sector of Pakistan funded by EU.

The programme's **Overall Objective** is to support the economic integration of Pakistan into the global and regional economy by increasing exports and competitiveness through improved compliance with labour (Component 1) and environmental (Component 2) standards through two Specific Objectives focusing on the (i) public-sector and (ii) private sector. *The programme's overall Specific Objective* is to support the enforcement, implementation and compliance with the International labour and environmental standards (ILES) by public and private sector in Pakistan.

WWF-Pakistan is seeking consultancy services of some consultant/s for the activities of ILES project. The Consultant/company will be implementing following tasks but will not be limited to :

1. Conduct Performance Analysis of 18 SMEs from the target sectors.
2. Training of 18 target SMEs from both, the Textile and Leather sectors.
3. Extending support to 38 SMEs for Implementation of Smart Environmental Management Practices (SEMPs)
4. Conduct Post Audit in 10 SMEs
5. Development of Integrated Framework for MEAs and National Environmental Standards
6. Ensure availability of the technical resource person on demand of WWF-Pakistan for 04 Events

SCOPE OF WORK AND EXPECTED OUTPUTS:

The Consultant/company will be responsible for the delivery of the tasks assigned by WWF-Pakistan. The consultant will be bound for executing the duties as mentioned in the TORs. The contractual period will be from 25th November 2017 – 15 November 2018.

- Obtain consent from the selected SMEs for working and implementation of Smart Environmental Management Practices (SEMPs) in their premises
- Identify and review key Smart Environmental Management Practices (SEMPs) around the world, existing National Environmental Legislation and International Environmental Standards and Multilateral Environmental Agreements (MEAs)
- Perform Industrial Audits of selected 18 SMEs focussing on specific Environmental Concerns [including water, wastewater, solid waste and air emissions], Production Inefficiencies [including resource utilization and utilities consumption] and Energy Concerns [including thermal energy, electrical energy and compressed air].
- Manage and maintain all the data pertaining to aforementioned environmental aspects.
- Update WWF-Pakistan about the progress of the project on regular basis **(Weekly basis or when need be)**
- Prepare audit reports of 18 SMEs (covering Water, Energy, Noise Pollution and Solid Waste)
- Draft customized recommendations for compliance on water and energy stewardship, safe use and management of hazardous chemicals and pollution mitigation
- Prepare comprehensive content for the training of SMEs
- Conduct Training of the concerned SMEs staff
- Maintain and share the list of key staff from the selected SMEs, attendance sheets from on-job training sessions and pictures with WWF-Pakistan.
- Facilitate capacity building of ISO-14001 implementation at the industrial level
- Provide technical support to 38 SMEs for the implementation of Smart Environmental Management Practices (SEMPs).

- Provide documentation for the technical support for implementation of SEMP's i.e. field visit reports signed by SMEs, Technical correspondence for implementation phase i.e. sizing, material selection, vendor selection etc., pictorial evidences, implementation specific training,
- Preparation of template for post-audit report in consultation with WWF-Pakistan
- Perform post-audits in those 10 SMEs where performance analysis is already done to assess the scale of the implementation of SEMP's in the target SMEs and their economic and environmental impacts.
- Prepare post-audit reports.
- Literature survey for Integrated Framework for Multi Environmental Agreements and National Environmental Standards
- Ensure availability of the technical resource person on demand of WWF-Pakistan
- Participate in other project-related meetings, events and sessions during the time of the engagement.
- Organize and co-ordinate field visits for donors or relevant authorities.
- Prepare content of Dissemination and Communication Material
- Facilitate dissemination of the communication material.
- Collaborate with WWF-Pakistan ILES teams for Field visits

Note: The Consultant/company will be performing audits in the same Industries in which ILO will be performing/implementing Labour standards

The consultant/company will be given contract on deliverable basis.

Requirements:

- The team lead should have a degree in BSc. Engineering in the relevant subject with more than 15 years of working experience with the Industrial sector or MSc. Engineering in the relevant subject with 10 years of working experience with the industrial sector.
- The organization/consultant company should be a registered organization
- The company/consultant should have at least 10 years of past experience with engagement of Industrial associations.

- Have minimum experience of 10 years for conducting environmental audits