

ORISSA COMMUNITY TANK DEVELOPMENT & MANAGEMENT SOCIETY

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Terms of Reference
for the Post of
District Level Engineering Consultant
In
Orissa Community Tank Management Project

1. Background:

The Government of Orissa in partnership with Government of India has initiated a project to repair and rehabilitate approximately 900 minor irrigation tanks having a command area of 40 ha to 2000 Ha and covering 1.20 lakh ha across the state of Orissa with funding from World Bank. Tank irrigation is one of the oldest methods of irrigation in Orissa. The State has 28,303 tanks approximately, including tanks of the Government and Private Sector (GoI, Minor Irrigation Census, 2001). About 3646 of these tanks are relatively large with an irrigation capacity of 5.47 million hectares. These 3646 tanks irrigate between 40 ha to 2000 ha of land and are managed by the Chief Engineer (MI). The Orissa Community Tank Development and Management Society (OCTDMS) has been formed under the Department of Water Resources, Government of Orissa and will implement the Orissa Community Tank Management Project (OCTMP). The project envisages execution through primary and secondary institutions from the State Project Unit to the Community Level Groups with facilitation of Support Organizations.

2. Objectives of the Project:

The overarching objective of the project is for ***selected tank based producers to improve agricultural productivity and water users associations to manage tank systems effectively.*** In order to do so the underlying objectives of the project include:

- ***Strengthening community-based institutions to assume responsibility for the tank system improvement and management:*** This would include, inter alia, development of human resources, formation and/ or strengthening of local institutions for tank improvement and management, and developing mechanisms whereby the needs of the traditionally vulnerable stakeholders can be addressed.
- ***Tank System Improvements:*** This would include physical investment in tank systems. The actual rehabilitation work required would be determined for each tank system individually with an upfront 'Tank Improvement and Management Plan' prepared in consultation with tank users prior to undertaking any investments. In general, interventions are likely to address deficiencies in feeder channels, tank bund and structures, and the water distribution systems.

- **Livelihoods support services for tank system users:** This would include promotion of farmer interest groups, agricultural research and extension support through public agencies and private sector providers as appropriate, and facilitation of market linkages for agricultural producers /groups (including fisheries and livestock products).
- **Project Management:** The objective of this component is to ensure smooth implementation of project activities, monitoring of project implementation progress and outputs/ outcomes achieved, and learning from project experience. Major activities under this component would include: (i) setting up and supporting project management units at the state and district levels, (ii) project MIS, (iii) internal monitoring, evaluation and learning, (iv) services of an external M & E agency to be engaged as consultants for the duration of the project; and (v) information and communications support including establishment of project website and documentation of project experience and its dissemination into the wider development community (v) Finance and Procurement.

3. Organization and Implementation Structure:

The overall responsibility for project implementation and coordination rest with the Orissa Community Tank Development and Management Society (OCTDMS) which have been established to serve as a coordinating agency for tank rehabilitation in the state. The Governing body of the OCTDMS is chaired by the Agriculture Production Commissioner and includes representatives of various line departments and civil society. The OCTDMS consist of a State Project Unit (SPU) and about 21 District Project Units (DPUs). All the activities of OCTMP are to be implemented at three levels: State Level, District Level and Tank Level. Both the SPU and DPUs would have six cells each –

- Institution Strengthening Cell,
- Technical Cell,
- Livelihoods Cell,
- Monitoring, Evaluation Learning and Cell,
- Finance and Procurement Cell,
- Communication, Information Dissemination and Disclosure Cell.

At the State level there would be a State Level Steering Committee to guide and review the activities of the OCTDMS, work on policy issues and coordination. At the district level there would be a District Level Steering Committee (DLSC) headed by the Chairman (District Collector) for reviewing the work and guiding the DPU as well as coordinating with line departments. The District Project Director of the District Project Unit would be the Member Secretary of the (DLSC). At both the district and state level, OCTMP would be supported by the Line Departments. At the Tank Level, the Pani Panchayat is the nodal implementation partner and the Support Organisations would facilitate implementation processes.

4. Objectives of the Assignment are:

The objective of engaging a District Level Engineering Consultant is to support the District Project Director of the District Project Unit of OCTMP and advise team members during

preparation, implementation, and supervision of project activities on engineering aspects. The project activities include:

- Preparation of tank improvement management plan (TIMP)
- Execution of quality works following the World Bank Guidelines
- Coordination of various project activities during implementation to expedite and optimize the resources.
- Oversee budget plan and costing.

5. Scope of work:

A consultant will be assigned to each district project unit and would be required to:

- Support during preparation of TIMP:
 - Participate in walkthrough surveys along with department officials & WUAs to identify the deficiencies in the system,
 - Prioritization of work components,
 - Advise field engineers in design aspects, preparation of detailed estimates and specifications, preparation of bid documents etc as per World Bank guidelines.
 - Ensure that the works are in compliance to the observations of Dam Safety Expert panel and inclusion of the remedial measures.
- Support during execution
 - Prepare Timeline chart for tank improvement plan in order to monitor the execution and coordinate other activities in the tank.
 - Oversee both the construction and quality control aspects and advise the construction and quality team to ensure the quality of works.
 - Accompany the 3rd party quality control agency to conduct requisite tests with the Testing Equipment available in the Mobile Testing laboratory' or conduct test with the equipment available at site/ Lab at nearest place. In case of any deficiency observed, he should ensure that the rectification is done.
- Ensure the coordination of engineering activities with other activities during preparation and implementation.
- Any other item as required during the execution

6. Final Deliverables:

The Consultant shall furnish his observations and action taken reports to District Project Director every month. At the end of working season, the consultant shall compile a comprehensive report covering the following and submit to the District Project Director.

- No. of various tests conducted.
- OK Cards and their summary report
- Completed Embankment registers
- Implementation of guidelines and specifications.
- A summary of field visits to works, covering his observations, comments, status of compliance of field Engineers and over all monitoring of assessment of Quality of work.

7. Essential Qualifications:

Qualification	Experience
Graduate/Post Graduate in Civil Engineering/ Water Resources Development/ Irrigation Engineering or equivalent	<ul style="list-style-type: none"> • Should have minimum of 10 years of post qualification experience in the field of civil engineering and project supervision • Should have at least 2 years of experience working in the Irrigation Sector. • Experience in project planning, monitoring and supervision is desirable • Experience of working with the Govt. agency and external funding agencies is desirable. • Knowledge on land acquisition and R&R is preferable • Computer skills in MS Office and AutoCAD are preferable

8. Obligation of Technical Consultant

As District Level Engineering Consultant, he is required to provide assistance, co-operate and work as a team with other experts, associates, internal or external, involved with the implementation of Orissa Community Tank Management Project at designated DPU. He will work efficiently and diligently and to the best of his ability and to the satisfaction of the Project Director, OCTDMS. The Consultant shall submit monthly and quarterly reports to the District Project Director, OCTDM for review and monitor the progress and performance.
