

TERMS OF REFERENCE
SCALING UP RESILIENT INFRASTRUCTURE PROJECT
SENIOR IT CONSULTANT

Background

The Republic of Serbia, Public Investment Management Office (PIMO), has received funds for Scaling Up Resilient Infrastructure Project realization, provided by Japan, under Multi Donor Trust Fund for Mainstreaming Disaster and Climate Risk Management in Developing Countries, GFDDR Grant no. A7621, administered by International Bank for Reconstruction and Development/International Development Association (“World Bank”).

Scaling Up Resilient Infrastructure Project is part of the realization of the National Disaster Risk Management Program, specifically Component 3 - Structural and non-structural risk reduction measures, and is aligned with the National Disaster Risk Management Action Plan.

Serbia’s National Disaster Risk Management Program (NDRMP) was approved in December 2014. NDRMP is aimed at supporting the Government of Serbia to build a comprehensive program for disaster resilience, showing commitment to changing the Government’s approach to address disaster and climate risk. The NDRMP is fully aligned with the Sendai Framework 2015–2030 which was adopted by United Nations (UN) Member States on March 18, 2015 at the Third UN World Conference on Disaster Risk Reduction in Japan.

As a part of NDRMP, Scaling Up Resilient Infrastructure Project is support for Recipient in developing a system to incorporate risk information in sector investment planning with focus on risk infrastructures, which is practically the basis for a development of a risk management policy.

The Project consists of the following parts:

Component 1: Institutional Building and Capacity Strengthening

Component 2: Developing Risk-informed Investment Planning Platform

Component 3: Piloting Risk-informed Investment Planning Platform

In order to achieve objectives of the Scaling Up Resilient Infrastructure Project, the recipient of the grant, PIMO, intends to engage a Senior IT Consultant.

Objective of the Assignment

The objective of the assignment is to ensure the incorporation of risk-informed investment planning into the regular processes under the responsibility of local authorities in Serbia. This objective stems from the requirements stipulated in the new DRM legislation (Law on Natural and other Hazard Risk Reduction and Emergency Management, November 2018).

To this end PIMO intends to hire a Senior IT Consultant (hereinafter: the Consultant) with strong experience in software design and implementation, including e-learning and with the knowledge of the relevant Serbian DRM legislation framework. The Consultant has to have the ability to communicate technical knowledge and expertise into a policy environment, and “translate” technical requirements to end users and vice versa. The Consultant should also have research interest in the

areas of risk management and software design and experience in writing the Terms of Reference (ToR).

Scope of Work

The Consultant shall provide the following services:

- Prepare well documented and feasible TOR for Software Development of Disaster Risk Reduction Investment Planning (DRRIP) Platform, including e-learning component and technical specifications for Hardware and System Software for DRRIP Platform.
- Monitor and control execution of contracts related to Software Development of DRRIP Platform and Hardware and System Software for DRRIP Platform. Based on the collected information, the Consultant shall prepare reports on contract execution and, if necessary, issue recommendations for improvement in contract implementation.
- Work closely with the Public Investment Management Office (PIMO) and the World Bank Team, as a key IT advisor to the Beneficiary (Public Investment Management Office) in this Project. It means that the Consultant will participate in preparation of ToRs and technical specifications, and will perform a technical supervision and monitoring of Project activities.

Reporting

Consultant shall deliver the following documents and reports:

- 1 ToR for Software Development of Disaster Risk Reduction Investment Planning (DRRIP) (including an e-learning component) Platform.
- 2 ToR and Technical Specifications for Hardware and System Software for DRRIP Platform.
- 3 Technical review of Design and technical specification of the future Risk Register Platform.
- 4 Monthly Reports on realization of planned activities (including attached drafted and/or approved documentation), monitoring and controlling of contracts execution (IT related components), where accomplished progress and potential proposals for improvement shall be described.
- 5 Final progress report.

Consultant shall submit above reports and documents to the authorized Project Coordinator.

Qualification Requirements

- 1 At least Master's Degree in Electrical Engineering or Computer Science
- 2 At least 15 years of professional working experience
- 3 At least 10 years of professional working experience in software design and development
- 4 Excellent oral and written communication skills in English

- 5 Research interest in the areas of risk management and ICT (with published articles/research papers in reputable sources) will be considered as an advantage

Following competences will be considered as a distinctive advantage:

- Experience in writing, reporting, preparation of TOR, reports and other project documents;
- Strong working knowledge of software design, business process analysis and project management;
- Knowledge of e-learning concepts and design of learning management systems, including knowledge of instructional design/preparation of e-training materials;
- Proven ability to collaborate with other team members and contribute productively to the team's work and output;
- Working experience/participation in realization of the World Bank administered projects.

Duration of the assignment

Consultant will be engaged approximately 75 working days in period August 2019 - June 2020.