

CARIBBEAN DEVELOPMENT BANK



**NOTIFICATION OF APPROVAL BY THE PRESIDENT
OF A VARIATION OF TERMS AND CONDITIONS:
REHABILITATION AND RECONSTRUCTION LOAN – HURRICANE IRMA –
BRITISH VIRGIN ISLANDS**

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Notified at the Two Hundred and Eighty-Seventh Meeting
of the Board of Directors on September 26, 2019.

<i>Director, Projects Department</i>	<i>Mr. Daniel Best</i>
<i>Division Chief Economic Infrastructure Division</i>	<i>Mr. L. O'Reilly Lewis</i>
<i>Operations Officer Economic Infrastructure Division</i>	<i>Ms. Antonia Hart</i>

SEPTEMBER 2019

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CARIBBEAN DEVELOPMENT BANK

TWO HUNDRED AND EIGHTY-SEVENTH MEETING OF THE BOARD OF DIRECTORS

TO BE HELD IN BARBADOS

SEPTEMBER 26, 2019

PAPER BD 169/17 Add. 1

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In accordance with the authority delegated by the Board of Directors (the Board) at its One Hundred and Eighty-Fifth Meeting (Minute 185.09), the President, on August 21, 2019, approved a variation in the terms and conditions of the Loan approved by the Board on December 14, 2017, pursuant to Paper BD 169/17 (the Project), to permit the Government of the British Virgin Islands to add the Virgin Islands Recovery and Development Agency as an Executing Agency to the Project, on the terms and conditions referred to in the attached Paper.

2. It is a condition of the aforementioned authority that all such decisions of the President be notified to the Board at the next convenient scheduled meeting.
3. The Board is therefore asked to note the approval by the President of the abovementioned variation in the terms and conditions.

MEMORANDUM

**RECOMMENDATION AND APPROVAL BY THE PRESIDENT
OF VARIATION OF TERMS AND CONDITIONS:
REHABILITATION AND RECONSTRUCTION LOAN – HURRICANE IRMA –
BRITISH VIRGIN ISLANDS**

TO: President

FROM: Chairman, Loans Committee

DATE: July 17, 2019

SUBJECT: **Variation in Terms and Conditions: Rehabilitation and Reconstruction Loan – Hurricane Irma – British Virgin Islands – Loan Agreement No. 12/SFR-OR-BVI**

[Dollars (\$) throughout refer to United States dollars (USD) unless otherwise stated]

1. BACKGROUND

1.01 In August and September of 2017, the British Virgin Islands (BVI) suffered significant infrastructural damage as a result of the cumulative effects of floods and hurricanes. To assist in financing recovery, the Board of Directors of the Caribbean Development Bank (CDB) at its Two Hundred and Seventy-Ninth Meeting held on December 14, 2017, considered Paper BD169/17 entitled “Rehabilitation and Reconstruction Loan – Hurricane Irma – British Virgin Islands” (the Original Paper). The Original Paper documented the proposal for a Loan to the Government of the British Virgin Islands (GOBVI). Subsequently, the loan was approved for a total of sixty-five million, two hundred and ninety-one thousand United States dollars (USD65,291,000) towards the recovery, rehabilitation and reconstruction of social and economic infrastructure (the Project) and as a part of the wider Recovery to Development Plan (RDP) of GOBVI.

1.02 The Original Terms and Conditions of the Loan are attached in Appendix 1. At paragraph 11 of this Appendix, the project management arrangements indicated that an independent Investment Development Agency (IDA), once established and found to be acceptable to the Bank, shall have oversight of the Project. In August 2018, GOBVI confirmed the establishment of the Virgin Islands Recovery and Development Agency (RDA) and requested that CDB funding and associated projects be transitioned to the RDA at the earliest opportunity; thus, requesting that the current Implementing Agency, the Projects Unit (PU) of the Ministry of Finance (MOF), be replaced by the RDA. After an Institutional Assessment by CDB and considering the agreements between RDA and PU; it is recommended that rather than replacing the current Implementing Agency, the RDA be added as an Executing Agency to jointly implement the Project as described in paragraph 3.27 of this variation paper.

1.03 The addition of the RDA as an Executing Agency is a variation in project design and scope of a non-substantial nature as project objectives remain unchanged and there is no increase in project cost. Arising from the institutional assessment, the CDB team supports the approval of the variation and considers the RDA a suitable Executing Agency; although the institutional assessment revealed minor capacity gaps. This Paper details the institutional assessment and outlines the justification for the variation. It also identifies capacity gaps and provides recommendations or conditions to be satisfied toward reducing risks to project transition and implementation, if the Project is transitioned.

2. REQUEST FOR VARIATION

2.01 CDB received the request for variation from GOBVI by letter dated August 10, 2018. At appraisal, it was anticipated that the Project would fall under the oversight ambit of the Investment Development Agency once it was established. The purpose of the Agency, as stated by GOBVI, is to allow for the separation of policy, administrative, fiduciary, procurement and fund allocation functions and for value-for-money, transparency and good governance of the recovery activities. CDB acknowledged the establishment of the RDA and its intended purpose in facilitating a separation of recovery activities from other government projects, but required an institutional assessment of the RDA as it was newly established.

3. INSTITUTIONAL ASSESSMENT OF THE RECOVERY DEVELOPMENT AGENCY

3.01 A multidisciplinary team from CDB conducted the institutional assessment of the RDA. Eight areas were examined: (a) Legislative Framework, (b) Governance Arrangements; (c) Organisational Structure, (d) Project Implementing Capacity and Human Resources; (e) Procurement Framework; (f) Financial Management and Controls; (g) Monitoring and Evaluation (M&E) Framework; and (h) Inter-agency Coordination. The assessment found that although there were minor capacity gaps to be addressed, the RDA was adequately staffed and well equipped to undertake tasks associated with the execution of the Project; thus making it a suitable Executing Agency. Stemming from the findings of the assessment, conditions to be satisfied were explicitly stated and will be incorporated into revised Terms and Conditions.

Legislative Framework

3.02 The CDB team assessed the RDA's status and operations under the laws of the BVI. The receipt and use of funds is a primary concern from both a legal and financial standpoint; thus, the critical element of the transfer of funds from CDB to the RDA was evaluated.

Legal Status

3.03 The RDA is a statutory corporation established under the Virgin Islands Recovery and Development Agency Act, 2018 (the Act) to ensure the timely and proper implementation and execution of the RDP. The RDP was developed pursuant to Section 3(1) of the Act for the recovery and development of BVI following the disasters that impacted the territory in August and September 2017. The RDA, funded by the governments of the United Kingdom (UK) and BVI as well as other donors, is governed by the Virgin Islands Recovery and Development Board (the Board), whose members are appointed by the Governor of the Virgin Islands. Pursuant to Section 22 of the Act, the RDA is to be dissolved at the end of five years; unless it is otherwise determined by the Cabinet with the approval of the House of Assembly of GOBVI that there is further need for its services.

Virgin Islands Recovery Trust

3.04 In accordance with Section 15 of the Act, GOBVI established the Virgin Islands Recovery Trust (the Trust) on November 30, 2018 for the purpose of receiving all contributions (including the proceeds from loans) for the recovery and development efforts covered by the RDP. The trustee for the Trust is ATU General Trust (BVI) Limited (ATU or Trustee). ATU is a member of the ATU Group, founded in 1929 and based in Liechtenstein, Europe. Operating in BVI since 1995, ATU is governed by the Financial Services Commission Act (2001) and regulated by the Financial Services Commission of BVI. ATU holds a class 1 trust license under the Banks and Trust Companies Act, 1990. Funds of the Trust are to be applied principally to finance projects and programmes under the RDP. Funds are not to be used to support operational costs of the Government, but are solely for implementing the RDP. The Instrument

of Trust requires a donor to execute a deed of contribution with the Trustee each time a contribution is made to the Trust.

Designated Account and the Transfer of Funds

3.05 A Designated Account (DA) was created by GOBVI in accordance with Section 6.08 of the Loan Agreement for the Project to receive advances from the loan. Disbursements and advances of the loan will be made in accordance with CDB's Guidelines for the Withdrawal of Loan Proceeds (October 2017), as well as CDB's Disbursement Guidelines for CDB Financed Projects, (January 2019). Originally, the loan was expected to be fully disbursed by June 30, 2020. The loan is now anticipated to be fully disbursed by December 31, 2021.

3.06 Loan proceeds are currently disbursed into the DA established with the Ministry of Finance (MOF) of GOBVI. Based on a review of expense reports and bank statements submitted by MOF, CDB staff is satisfied that the DA is being used in accordance with loan requirements. As GOBVI is the borrower, MOF has mandated that loan proceeds be deposited into its accounts to be recorded as part of BVI's central government debt. Due to the need for the aforementioned recording of debt, a direct disbursement of funds from CDB to the RDA would not be possible. It was agreed that the DA remain with MOF, as the Borrower, and that the advance disbursement method continue to be the main modality of the Project proceeds. The MOF will then make an onward transfer of funds to the Trust Fund for access by the RDA.

3.07 The transfer of funds from GOBVI to the Trustee is governed by the Instrument of Trust. Given the interposition of the Trust between MOF and the RDA and the need for transparency in the ultimate flow of proceeds to the Project, CDB will require: that project proceeds be held in a separate account by the Trustee; and that CDB be granted access to the Trustee's financial and bank records relating to the Project. It is therefore proposed that that GOBVI enters into an agreement with the Trustee to: (a) keep CDB's funds in a separate account; (b) grant access to CDB for the audit of the account as required; and (c) obtain CDB's 'No Objection' for any potential investments made with the Project proceeds. The proposed arrangement for the transfer of funds to the RDA is shown in Appendix 2.

Governance Arrangements

3.08 The CDB team assessed the governance arrangements of the RDA. The following areas were examined, specifically: (a) governance framework including lines of authority, separation of functions and accountability; (b) board composition and capacity; and (c) sub-committees.

Governance Framework

3.09 The governance framework for the RDA is centred on three pillars – the Cabinet, Board and the RDA. The Cabinet is responsible for the development of the overarching portfolio that comprises the 'Stronger, Smarter, Greener and Better' vision that informs the RDP. The RDP's strategic framework development provides direction for how portfolios, programs and projects should be prioritised, managed, executed and measured to achieve strategic goals. The Board and the RDA are collectively responsible for the efficient and economic delivery of investments in accordance with the RDP. The Board is responsible for the development of the programme and the Implementation Schedule for the RDP.

3.10 The Implementation Schedule serves as a core document for the Board to engage in dialogue with the Cabinet and House of Assembly on recovery and development in BVI, thereby providing a platform for the government's monitoring of the RDA's performance. The RDA is responsible for Programme and Project Management specific to the development of business cases, outcomes, outputs and activities. A depiction of the strategic framework and description of key stakeholder roles is shown at Figure 1 below.

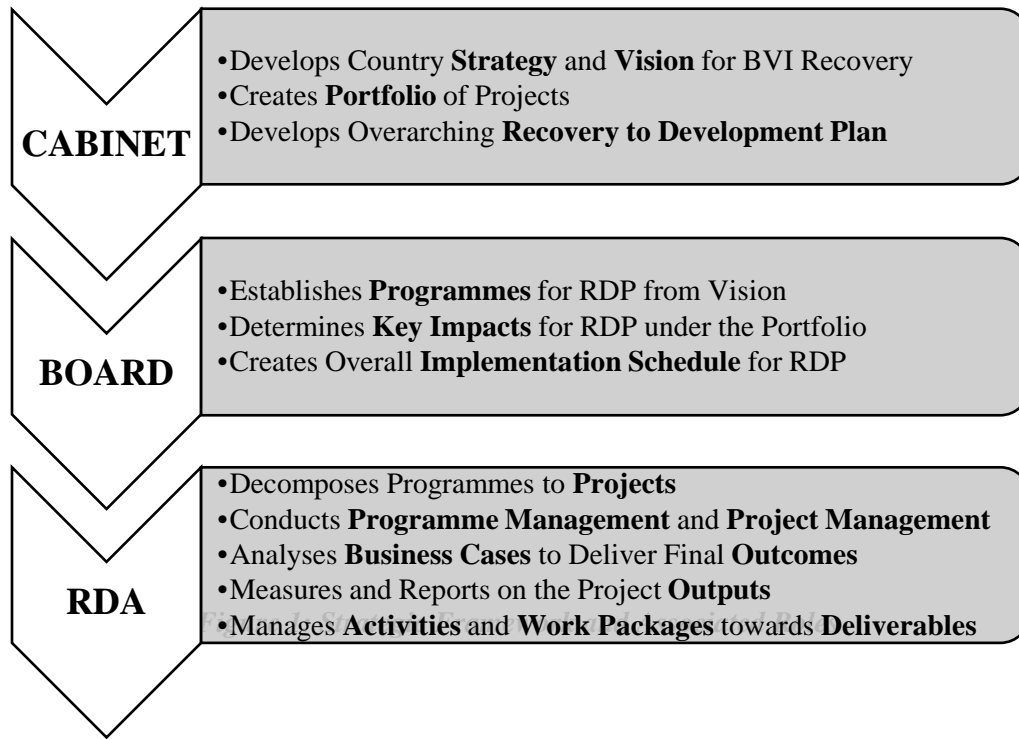


Figure 1: Strategic Framework and Key Stakeholders

Board Composition and Capacity

3.11 The Board appears well constituted and its membership has a diverse background, ranging from entrepreneurship and financial services, to government policy and construction. It consists of nine members who are appointed by the Governor and selected by and/or in agreement with the Premier. Its composition allows for representation and support from the UK Government; the Leader of the Opposition; the Sister Islands; donor and civil society representatives; and private sector stakeholders. The Chief Executive Officer (CEO), an ex-officio Board member, has considerable experience in post-disaster in-country management. The Board is apprised of the activities of the RDA through monthly performance and financial reports, presented by the CEO and Chief Finance Officer (CFO) respectively. The Board meets at least once per month and provides strategic direction through the RDP's Implementation Schedule.

Board Sub-Committees

3.12 The Board is supported by three sub-committees – the Executive, Audit and Risk Management and Human Resources, each led by a Board Member. The Executive committee is a sub-set of the Board, focused on maintaining alignment among stakeholders, the Board, executives and employees, in the pursuit of the Agency's objectives. The Audit and Risk committee was established in January 2019 and is charged with developing a framework for identifying and addressing the Agency's risks across programmes and operational areas. The risk management policy guides the RDA in incorporating a system of continuous improvement in the implementation of its strategies and policies. The Human Resources committee oversees the manpower strategy to ensure that the Agency has adequately skilled personnel to perform critical roles in support of the RDP.

Organisational Structure, Human Resources and Project Implementing Capacity

3.13 The CDB team examined the overall organisational structure and the composition of the main divisions of the RDA. This was done to determine the capacity of the divisions to prepare work and operate towards project execution and completion in an efficient and effective manner. This examination also included the evaluation of documentation such as: (a) strategic plans, missions and objectives that outline priorities; (b) work and operating plans that guide project execution; and (c) procedure manuals that regulate the effecting of activities. These were found to be generally adequate.

Organisational Structure

3.14 The RDA has a staff complement of 30, structured around 3 core divisions specifically: Planning; Operations; and Procurement, which are buttressed by a Support Services Unit. An organisational chart depicting the core team is attached in Appendix 3.

Project Implementing Capacity: Planning Division

3.15 The Planning Division, staffed by eight people, was considered to have adequate human resources and capacity to carry out the functions required for the Project. The academic qualifications of the individuals are appropriate for their roles and duties. The division is responsible for producing conceptual designs and assessing sub-projects in the initial preparation phase. It also consults with ministries and statutory bodies to develop the Statement of Requirements (SoR), Options and Business Cases of the Project process flow. Under the Project, the division will be responsible for: (a) interfacing with consultants to certify that design deliverables are in accordance with the Terms of Reference (TOR); (b) ensuring adequate client engagement with line ministries boundary partners, and any other key stakeholders during the planning and design phase to satisfy the overall SoR; and (c) M&E in accordance with the prescribed Results Monitoring Framework.

Project Implementing Capacity: Operations Division

3.16 The Operations Division staffed by four persons was considered to have inadequate capacity to perform the functions required for the Project. Although the academic qualifications of the individuals are appropriate for their roles and duties, gaps exist that need to be filled to ensure successful project implementation. The Operations Division, with support from the Planning Team, is responsible for preparing the Project Management Plan (PMP) for the sub-projects. Essentially, this PMP decomposes sub-projects into components, activities and work packages that can be more easily measured and managed towards completing deliverables. For the Project, this division will be responsible for: (a) managing the activities of the various components and (b) supervising numerous contracts during the execution of works.

3.17 Examination of the Operations Division revealed gaps in the areas of Contract Management, Engineering, Environmental and Social Safeguards, and Gender Mainstreaming. Of the areas where deficiencies were identified, the potential risks pertaining to the gaps in Contracts Management and Engineering could be mitigated by the recruitment of staff with the requisite skills. It shall, therefore, be a condition precedent to disbursement on those contracts being financed by CDB resources and being managed by RDA, that the RDA assigns a staff member as the Project Coordinator (PC) of the RDA Component (PC, RDA), whose qualifications and experience are acceptable to CDB. It shall also be a condition of the Loan that the RDA recruits a Project Manager and a Project Engineer by September 30, 2019. These individuals will report to the assigned PC, RDA. Financing for the additional positions in the RDA will be covered by the Project, by reallocating the funds originally intended for Project Management Support Consultants for the PU. The duties of the PC, RDA and the TOR for the stated positions are provided in Appendix 4 through to Appendix 6.

Project Implementing Capacity: Environmental and Social Safeguards and Gender Mainstreaming

3.18 It is imperative that CDB-financed projects are delivered within a framework that allows for optimal capacity for: (a) decision making regarding the management of environmental and social impacts and risks; (b) identifying opportunities for environmental and social sustainability and poverty reduction; and (c) advancing gender equality. The assessment of the RDA revealed that there is limited capacity within the RDA to integrate gender and incorporate Environmental and Social Safeguards due to two main factors: (a) the absence of comprehensive environmental, social and gender policy frameworks and procedures for project management; and (b) the lack of technical expertise in environmental and social safeguards management and gender mainstreaming. In addition, there is also limited capacity within GOBVI to assess and manage environmental and social risks and stakeholder engagement in project implementation.

3.19 The United Nations Development Programme (UNDP), in its role as Project Manager for the Project supplemented safeguarding, stakeholder engagement and gender mainstreaming capacity for BVI RRL implementation via the Early Recovery Specialist. With the end of UNDP contract, the void must be addressed in a sustainable manner. In April 2019, UNDP delivered capacity building sessions in gender mainstreaming in disaster contexts and recruited a safeguards consultant to undertake a gap analysis of BVI's current Social and Environmental Safeguard instruments in order to ensure that they are compliant with CDB policies, and work with the relevant departments across GOBVI to systematise their approach. Preliminary findings, show that integrating social safeguards into the present system in the BVI will require more attention than environmental aspects and, thus, validate the findings of the institutional assessment.

3.20 Therefore, it is recommended that the RDA utilise the Environmental and Social Management Framework (ESMF) that is currently being developed, and is to be adopted by GOBVI, to deliver the RRL. It is also recommended that the national Gender Policy be updated and utilised by the RDA in the implementation of the loan. The ESMF will set out the principles, rules, guidelines and procedures to assess the potential environmental and social opportunities, risks and impacts. The updated Gender Policy would provide the framework for ensuring that the experiences of both women and men are an integral part of the Project. Capacity building for representatives across ministries, departments and agencies of the GOBVI as well as the RDA in the operationalisation of the ESMF and the updating of the Gender Policy shall be developed via technical assistance and would be provided by way of a consultancy. In the interim, the tools and policies used by UNDP shall be provided to the RDA to screen sub projects until the requisite capacity is built. The policy frameworks to be developed would align with the associated CDB requirements, specifically the Environmental and Social Review Procedures and Gender Equality Policy and Operational Strategy.

3.21 In order to bolster the technical expertise for environmental and social safeguarding and gender mainstreaming, the RDA will need to recruit additional staff. It shall therefore be a condition of the loan that the RDA recruits a Community Liaison Officer, a Gender and Social Safeguards Specialist and an Environmental Specialist by December 31, 2019, to support the implementation of the sub-projects. These posts will also be financed by the Project through the reallocation of funds and form the remainder of a team that reports to the PC, RDA and will be dedicated solely to the needs of the Project. The TOR for these positions are provided in Appendices 7, 8 and 9. Due diligence will be bolstered during supervision, CDB staff will ensure that adequate measures are being taken to mitigate and manage social risks and gender disparities for the Project. One current precautionary measure is the inclusion of Environmental and Social Management Plans in the contract packages for Consultants and Contractors.

Project Implementing Capacity: Procurement Division

3.22 The Procurement Division is staffed by four persons who are considered to be well-equipped and qualified to perform their required functions. The Division provides support to both the Operations and Planning Divisions, specifically in the development of business cases and the preparation of the PMPs. Contract management is primarily the responsibility of the Operations Division, but the Procurement Division delivers technical advisory services and prepares and submits disbursement requests to the Finance Department. Under the Project, the Division will be responsible for: (i) the procurement related to contracts consisting of goods, works, non-consultancy services and consultancy services as per the guidelines of the CDB, and (ii) providing updates to the procurement plan as project implementation advances.

3.23 Having considered their anticipated additional workload with the Project, and the fact that the Project will be one of many that the Division will be responsible for within the overall remit of the RDP; it is recommended that the division recruit an additional Procurement Officer, financed by and dedicated solely to the needs of the Project. It shall therefore be a condition of the loan that the RDA recruits an additional Procurement Officer by December 31, 2019. The TOR for this position is provided at Appendix 10.

Support Services Division

3.24 The Support Services Division staffed by eight persons, was considered suitable to carry out the functions required for the RDA. The duties of this unit were not tied directly to the day-to-day activities required for the CDB-financed project implementation. However, it was noted that the unit is headed by the CFO, who is legally responsible for reporting to the Board, about the finances of the Agency. The team was satisfied that current systems and procedures of the Division will allow for the generation of reports required for CDB's audit of the Project, separate from the other RDP projects and without duplication of efforts.

Human Resources

3.25 The tasks to be performed by all 30 staff contribute to the overall implementation of the Project. However, there were 4 key management positions with decision-making power to significantly impact the Project outcomes. It shall therefore be a condition of the loan that the key management positions in the RDA of: CEO, CFO, Head of Procurement, Director of Operations or positions of comparable rank, be held by persons whose qualifications and experience are acceptable to CDB. To that end, the RDA shall also inform CDB of all intended appointments to these key positions. A proposed organisational chart showing these key positions as well as highlighting the staff to be recruited is as attached in Appendix 11.

Procurement Arrangements

3.26 As originally approved, the procurement of goods, works and non-consultancy contracts to be financed by the CDB Loan, will be in accordance with CDB's Guidelines for Procurement (January 2006) and the procurement of consultancy services in accordance with CDB's Guidelines for the Selection and Engagement of Consultants (October 2011), subject to the exception to these guidelines approved under DiMSOG (2009) and the waivers previously approved by CDB's Board of Directors (BOD).

Division of Procurement Packages

3.27 With the RDA as an Executing Agency and considering joint implementation, the sub-components and ultimately the procurement packages of the Project will be split between the current PU and the RDA. This split was agreed to by both the PU and the RDA and sanctioned by CDB in an effort to mitigate the

risks associated with disruption and delays. The ongoing procurements for goods as well as relatively advanced procurement processes for consultancy services and works will be retained by the PU. Consultancy service contracts that are in the initial stages of signing and mobilisation will be migrated to the RDA. Procurement of packages that have not yet started will be performed by the RDA. The party responsible for managing individual procurements and contracts is shown in the revised Procurement Plan at Appendix 12.

3.28 The Procurement Plan anticipates 78 packages comprising: 18 Goods, 38 Works and 22 Consultancy Services. The PU will manage 25 packages and the RDA will manage the remaining 53 packages for an approximate project split of 25% to 75% respectively. This ratio also holds true for the summed estimated contract value of the packages. There is no significant overlap between the procurement to be managed by the PU and the RDA. It is expected that the duties of the PU will reduce as the project advances. Of the 25 packages managed by the PU there are: 15 Goods, 3 Works and 7 Consultancy Services. By the end of Q4, 2019 the Goods are expected to be procured and two of the Consultancy Services will end; thus closing 17 packages leaving 8 to be managed by the PU. It is expected that the permanent staff of the PU along with the recruited Project Engineer; will have sufficient capacity to manage the continuing packages. An organogram of the current staff of the PU is shown at Appendix 13.

Financial Management and Controls

3.29 The RDA appears to have adequate policies, procedures and reporting systems in place to govern its fiduciary duties to the Board and GOBVI. However, CDB will need to monitor the effectiveness of these systems during supervision.

3.30 The RDA has made significant efforts in the formulation of policies and procedures to guide its operations. Critical policies such as Human Resources, Bribery and Corruption and Risk Management Policies have been finalised and approved or are awaiting approval. The Financial Management Manual is in final form, while the Contract Management System is in draft form. Draft policies are on track for completion by Q2, 2019. The draft guidelines appear to be comprehensive in scope and fit for use in guiding the agency's operations. The system of internal controls and procedures also appear sufficiently robust to safeguard the interests of all stakeholders.

3.31 Given the early stage of the RDA's operations, it was not possible to make a full assessment of the operational effectiveness of policies, guidelines and controls that have been developed. Continuous validation of the effectiveness of its system of internal controls and procedures would be needed as the RDA's portfolio of projects expands, involving substantial transactions and spend. As part of its operational supervision, therefore, CDB will continue to monitor the adequacy and execution of the RDA's systems and controls.

Financial Reporting Systems

3.32 The RDA's financial architecture meets CDB's reporting requirements to facilitate financial audit of the RRL project. The finance department currently uses proven financial management software, widely used among small and medium-sized businesses for the recording and reporting of financial data. This software provides full online, audit trail capabilities and double-entry accounting functions, and has the capability to support separate project accounting and subsequent preparation of separate project financial statements.

Internal and External Audit

3.33 The RDA has an externally appointed auditor, while the development of the internal audit function is nearing completion. The RDA has contracted an external auditing firm to develop an internal audit framework and charter. It has also outsourced internal audit services in the short term and as at June is in the process of recruiting a staff internal auditor. The on-boarding of the internal audit function (estimated to be completed by Q3, 2019) would support the Audit and Risk Committee of the Board in delivery of its mandate.

Monitoring and Evaluation Framework

3.34 After assessing the M&E policies and procedures of the RDA plus discussing the application of these with the M&E Specialist and supporting staff, the CDB team was satisfied with staff proficiency and convinced that the institution could perform the duties required to report on the Results Monitoring Framework (RMF) of the Project. The RDA presented a comprehensive framework for data collection and project tracking across the wider RDP and demonstrated how the Project's RMF could be fully incorporated without any significant changes. The institution's framework is designed towards:

- (a) collecting data;
- (b) indicating key performance indicators;
- (c) gauging statuses;
- (d) tracking of budgets; and
- (e) reporting on outputs for the relevant stakeholders.

This framework satisfies the existing project Results Monitoring Framework (RMF). Additionally, project-specific data can be extracted for the production of compulsory progress reports. The updated RMF is provided in Appendix 14.

Inter-agency Coordination

3.35 It is customary in CDB-funded projects for a Project Steering Committee (PSC) to be established to facilitate the involvement and oversight of the major stakeholders; thus facilitating Inter-agency Coordination. The team considered the alternative arrangement proposed by the RDA, which creates committees at the sub-project level to engage with key stakeholders. The PSC is to comprise a person from the lead ministry as Chair and representative members from the group of key stakeholders. The regularity of the meetings will be set by the Chair in accordance with project complexity. This proposed arrangement was considered sufficient by the CDB team. It facilitates input from stakeholders and allows for feedback to the required ministries, agencies and boundary partners for activities of the Project, in a manner similar to the traditional PSC.

Disbursement Summary

3.36 December 29, 2017 is a key date on the Project as: the Loan and Grant Agreements were signed; conditions precedent to first disbursement were met; and the first disbursement was made on that date. As at March 4, 2019 a total of USD16,002,711.83 had been disbursed and USD44,288,288.17 remains undisbursed from the Loan. At appraisal, it was estimated that 70% of the funds would have been disbursed by the end of Q2, 2019. However, the pace of implementation has not been as anticipated. A revised implementation schedule has been discussed with the PU and the RDA, which seeks to extend the project duration by a total of 6 quarters to the end of Q4, 2021.

Proposed Implementation Arrangements

3.37 The addition of the RDA as an Executing Agency to the Project will result in two institutions performing project tasks simultaneously and independently. To mitigate the risk of the execution of the Project diverging into two distinct and parallel sub-projects, the CDB team recommends that a clear connection be established. It is recommended that the Financial Secretary (FS) in the MOF be a common connection between the two agencies. In this arrangement, all monthly, quarterly and annual reports for the Project must be submitted to the FS, in addition to the RDA Board, PSC and ultimately the CDB. This will provide another layer of oversight for the Borrower as well as a link where results from the current Implementing Agency and the proposed Executing Agency can be amalgamated as required. Figure 2 shows the hierarchical link as it pertains to the submission of reports.

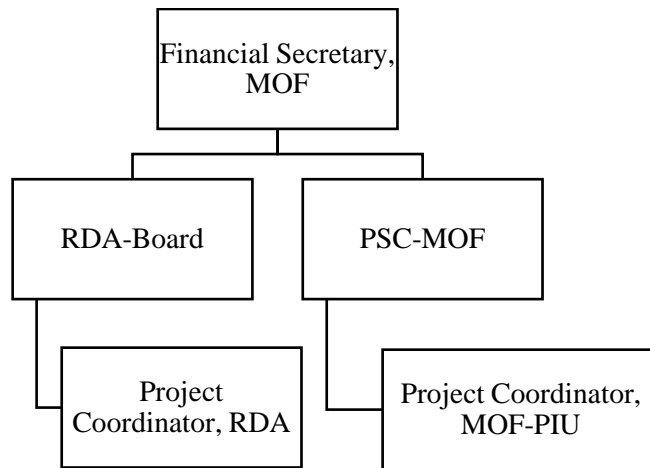


Figure 2: Recommended Reporting Mechanism

4. LOANS COMMITTEE RECOMMENDATION

4.01 Loans Committed considered this proposal on July 17, 2019 and agreed to recommend it for approval of the President.

5. RECOMMENDATION

5.01 It is recommended that the President, pursuant to the authority delegated by the BOD at its One Hundred and Eighty-Fifth Meeting held on May 10, 1999, approve, with respect to the Loan approved by the BOD pursuant to the Original Paper a variation of the terms and conditions of the Loan as set out in the Original Paper - copy attached as Column 3 of Appendix 1 (the Original Terms and Conditions) to permit the addition of the RDA and to give effect to consequential changes to project implementation and project management by substituting Clauses 1, 5, 7, 8, 9, 10, 11, 12, 13 and 18 with the revised sections of the terms and conditions set out in Column 5 of Appendix 1 (the Revised Terms and Conditions); and adding Clause 9A of the Revised Terms and Conditions.

6. APPROVAL

6.01 The abovementioned variation is approved.

Signed by: W^m Warren Smith
President

August 27, 2019
Date

SUPPORTING DOCUMENTATION

Appendix 1	Original Terms and Conditions and Revised Terms and Conditions
Appendix 2	Proposed Arrangements for the Transfer of Funds
Appendix 3	Recovery and Development Agency Core Team
Appendix 4	Duties of the Project Coordinator
Appendix 5	Draft Terms of Reference – Consultancy Services for a Project Manager
Appendix 6	Draft Terms of Reference – Consultancy Services for a Project Engineer
Appendix 7	Draft Terms of Reference – Consultancy Services for a Community Liaison Officer
Appendix 8	Draft Terms of Reference – Consultancy Services for a Gender and Social Safeguards Specialist
Appendix 9	Draft Terms of Reference – Consultancy Services for an Environmental Specialist
Appendix 10	Draft Terms of Reference – Consultancy Services for a Procurement Officer
Appendix 11	Proposed Organisational Chart
Appendix 12	Revised Procurement Plan
Appendix 13	Organogram of the Project Unit – Ministry of Finance
Appendix 14	Revised Results Monitoring Framework

ORIGINAL TERMS AND CONDITIONS OF LOAN AND REVISED TERMS AND CONDITIONS OF LOAN

No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
1	Parties	Bank: Caribbean Development Bank; Borrower: Government of the British Virgin Islands	1	Bank: Caribbean Development Bank; Borrower: Government of the British Virgin Islands <i>Executing Agency: Recovery and Development Agency (RDA)</i>	
2	Amount of Loan	The Bank agrees to lend to the Borrower an amount not exceeding the equivalent of sixty-five million two hundred and ninety-one thousand United States dollars (USD65,291,000) (the Loan) comprising: (i) an amount not exceeding the equivalent of sixty million two hundred and ninety-one thousand United States dollars (USD60,291,000) from the Bank's Ordinary Capital Resources (the OCR Portion); (ii) an amount not exceeding the equivalent of five million United States dollars (USD5,000,000) from the Bank's Special Funds Resources (the SFR Portion).	2	No change	
3	Purpose	The purpose for which the Loan is being made is to assist the Borrower in financing: (a) the rehabilitation and reconstruction of critical social and economic infrastructure in BVI's roads, water and sewerage, ports, governance, education and national security sectors; (b) the provision of technical assistance in design and construction supervision services; and (c) institutional strengthening for psychosocial support and disaster mitigation.	3	No change	
4	Repayment	OCR Portion: Repayment shall be made in sixty-eight (68) equal or approximately equal and consecutive quarterly instalments commencing five (5) years after the date of the Loan Agreement.	4	No change	
		SFR Portion: Repayment shall be made in sixty (60) equal or approximately equal and consecutive quarterly instalments commencing five (5) years after the date of the Loan Agreement.			

No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
5	Interest	Interest shall be payable quarterly as follows: (i) at the rate of three decimal eight zero percent (3.80%) p.a. (variable) on the OCR Portion withdrawn and outstanding from time to time; (ii) at the rate of one percent (1%) p.a. on the SFR Portion withdrawn and outstanding from time to time.	5	Interest shall be payable quarterly as follows: (i) at the rate of four decimal eight zero percent (4.80%) p.a. (variable) on the OCR Portion withdrawn and outstanding from time to time; at the rate of one percent (1%) p.a. on the SFR Portion withdrawn and outstanding from time to time.	Interest changed to reflect current interest rate
6	Commitment Charge	A commitment charge at the rate of one percent (1%) p.a. shall be payable on the amount of the OCR Portion unwithdrawn from time to time. Such charge shall accrue from the sixtieth (60 th) day after the date of the Loan Agreement and shall be payable quarterly.	6	No change	
7	Disbursement	The Bank shall have received an application for first disbursement of the Loan by December 31, 2017 or such later date as may be specified in writing by the Bank. The Loan shall be disbursed up to June 30, 2020 or such later date as may be specified in writing by the Bank. Except as the Bank may otherwise agree, the Loan shall be used to finance the components of the Project allocated for financing by the Bank as shown in the Project Cost, Financing and Phasing Plan for the Project up to the respective limits specified therein. The Loan shall not be used to meet any part of the cost of the Project which consists of identifiable Taxes. The Borrower shall conduct an annual audit of the Project, including an audit of the DA, in accordance with the Consultancy Services - Audit of the Reconstruction and Rehabilitation Project .	7	The Bank shall have received an application for first disbursement of the Loan by December 31, 2017 or such later date as may be specified in writing by the Bank. The Loan shall be disbursed up to <u>December 31, 2021</u> or such later date as may be specified in writing by the Bank. Except as the Bank may otherwise agree, the Loan shall be used to finance the components of the Project allocated for financing by the Bank as shown in the Project Cost, Financing and Phasing Plan for the Project up to the respective limits specified therein. The Loan shall not be used to meet any part of the cost of the Project which consists of identifiable Taxes. The Borrower shall conduct an annual audit of the Project, including an audit of the DA <u>and the account created by the Trustee for the proceeds of the Loan</u> , in accordance with the Consultancy Services - Audit of the Reconstruction and Rehabilitation Project .	The terminal disbursement date has been changed from June 30, 2020 to December 31, 2021. In addition to conducting an annual audit of the DA, the Borrower must also conduct an annual audit of the account created by the Trustee.

No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
		Except as the Bank may otherwise agree, disbursements shall not exceed in the aggregate seventy-two decimal eight percent (72.8%) of the cost of the Project		Except as the Bank may otherwise agree, disbursements shall not exceed in the aggregate seventy-two decimal eight percent (72.8%) of the cost of the Project.	
8	Procurement	<p>The Borrower shall comply with the procurement requirements set out in the Procurement Plan. Any revisions to the Procurement Plan shall require the Bank's prior approval in writing.</p> <p>With respect to the selection of sub-consultants and experts and for the supply of goods required by UNDP, UNICEF and PAHO to perform their services under the consultancy services for engagement of project management teams to supplement the PIU; and consultancy services for training in the provision of psychosocial services to children and families, teachers, health workers, social workers and representatives of Non-Governmental Organisations, country eligibility shall be extended to all countries.</p>	8	<p>The Borrower <i>and the Executing Agency</i> shall comply with the procurement requirements set out in the Procurement Plan. Any revisions to the Procurement Plan shall require the Bank's prior approval in writing.</p> <p>With respect to the selection of sub-consultants and experts and for the supply of goods required by UNDP, UNICEF and PAHO to perform their services under the consultancy services for engagement of project management teams to supplement the PIU; and consultancy services for training in the provision of psychosocial services to children and families, teachers, health workers, social workers and representatives of Non-Governmental Organisations, country eligibility shall be extended to all countries.</p>	The Executing Agency has been added to this clause and UNICEF has been removed.
9	Conditions Precedent to First Disbursement	<p>With respect to the selection and engagement of consultants required in connection with the Project implementation, the applicable financial limit shall be \$550,000.</p> <p>Prior approval of both the Secretary of State of the Government of the United Kingdom and the Legislative Council of the Project Country for the Loan. PC shall have been assigned.</p>	9	<p>With respect to the selection and engagement of consultants required in connection with the Project implementation, the applicable financial limit shall be \$550,000.</p> <p>Prior approval of both the Secretary of State of the Government of the United Kingdom and the Legislative Council of the Project Country for the Loan. PC <i>for the PIU Component</i> shall have been assigned.</p>	The section has been revised to reflect that the PC for the PIU Component must be assigned.
	Conditions Precedent to Disbursement in respect of the RDA Component		9A	<p><u><i>The Bank shall not be obliged to disburse or permit the disbursement of any amount in respect of the RDA Component until:</i></u></p> <p>(1) <u><i>the Borrower has furnished or caused to be furnished to the Bank, evidence acceptable to the Bank, that the Borrower has entered into an agreement with the Trustee to:</i></u></p>	<u>This is a new clause.</u>

No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
				<p>a. <u>keep the proceeds of the Loan transferred to the Trust in a separate account;</u></p> <p>b. <u>grant the Bank access to the Trustee's financial records relating to the Loan; and</u></p> <p>c. <u>obtain the Bank's prior approval for any investment of the proceeds of the Loan; and</u></p> <p>(2) <u>the Executing Agency has furnished or caused to be furnished to the Bank, evidence acceptable to the Bank, that the PC for the RDA Component has been assigned.</u></p>	
10	Project Implementation / Execution	Except as the Bank may otherwise agree, the Borrower shall implement the Project through the PIU of MOF.	10	Except as the Bank may otherwise agree, the Borrower shall implement <i>the PIU Component of the Project</i> through the PIU of MOF.	Requirements for the execution of the RDA Component included.
		Except as the Bank may otherwise agree, the Borrower shall: carry out the Project at all times with due diligence and efficiency, with management personnel whose qualifications and experience are acceptable to the Bank and in accordance with sound technical, environmental, administrative, financial and managerial standards and practices; and institute and maintain organisational, administrative, accounting and auditing arrangements for the Project, acceptable to the Bank.		<u>Except as the Bank may otherwise agree, the Borrower shall execute the RDA Component of the Project through the Executing Agency.</u>	
		The Borrower shall by December 31, 2018, or such later date as the Bank may agree, provide the Bank with a copy of the report on the review of the performance of the DDM and disaster management plans and policies and, in particular, the specific measures that will be taken to ensure an increased resilience of the Project Country.		Except as the Bank may otherwise agree, the <i>Borrower and the Executing Agency</i> shall: carry out the Project at all times with due diligence and efficiency, with management personnel whose qualifications and experience are acceptable to the Bank and in accordance with sound technical, environmental, administrative, financial and managerial standards and practices; and institute and maintain organisational, administrative, accounting and auditing arrangements for the Project, acceptable to the Bank.	

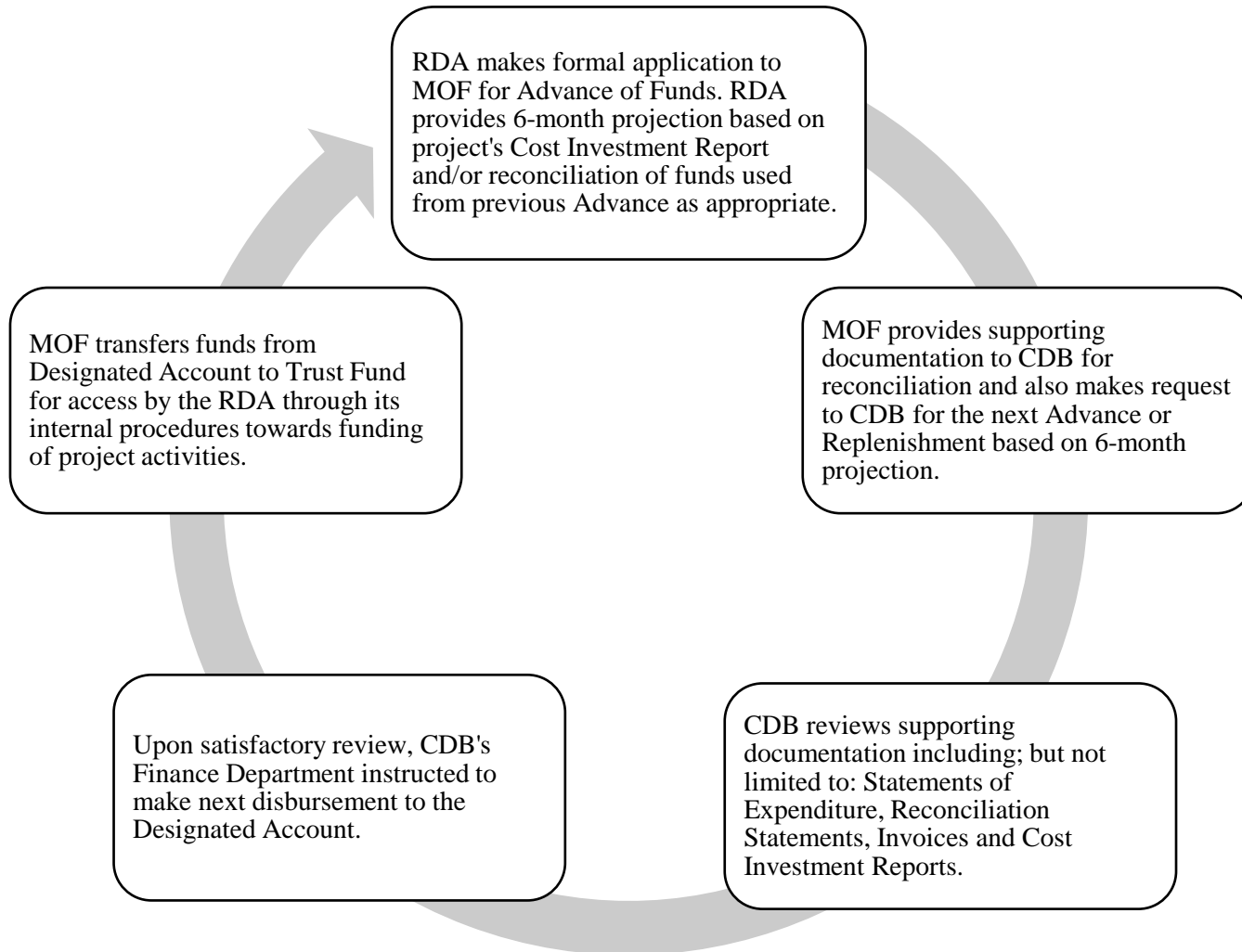
No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
		The Borrower shall obtain all such approvals, permits and licenses as may be required for the implementation of the Project.		<u>The Executing Agency shall for the duration of the Project appoint and/or maintain in the following positions or positions of comparable rank and responsibilities (including acting positions) persons with qualifications and experience acceptable to CDB:</u>	
				<p>(a) <u>Chief Executive Officer</u></p> <p>(b) <u>Chief Financial Officer</u></p> <p>(c) <u>Head of Procurement</u></p> <p>(d) <u>Director of Operations</u></p> <p><u>To that end, the Executing Agency shall inform the CDB of all appointments which it proposes to make to the abovementioned positions.</u></p> <p><u>The Executing Agency shall by December 31, 2019, or such later date as the Bank may agree, have a fully established and resourced Internal Audit function.</u></p> <p>The Borrower shall by <u>December 31, 2019</u>, or such later date as the Bank may agree, provide the Bank with a copy of the report on the review of the performance of the DDM and disaster management plans and policies and, in particular, the specific measures that will be taken to ensure an increased resilience of the Project Country.</p> <p>The Borrower <u>and the Executing Agency</u> shall obtain all such approvals, permits and licenses as may be required for the implementation of the Project.</p>	
11	Project Management	The Borrower shall assign, as PC for the Project, the Director, PIU. The PC shall report to the PS, MOF and shall have the duties and responsibilities set out in the Project Management Duties and Responsibilities . The qualifications and experience of any person(s) subsequently appointed as PC shall be acceptable to the Bank.	11	The Borrower shall assign, as PC for <u>the PIU Component of the Project (PC PIU)</u> , the Director, PIU. The PC <u>PIU</u> shall report to the PS, MOF and shall have the duties and responsibilities set out in the Project Management Duties and Responsibilities for the PIU Component . The qualifications and experience of any person(s) subsequently appointed as PC <u>PIU</u> shall be acceptable to the Bank.	PSC to oversee only the PIU Component.

No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
		<p>The Borrower shall, by January 31, 2018, or such later date as the Bank may agree, constitute a PSC to facilitate the involvement and oversight of the major stakeholders of the Project. The PSC shall comprise representatives of MOF, MOCW, MOE, MOH, DDM, the Town and Country Planning Department, the Ministry of Natural Resources and Labour and the PC. The PSC shall be chaired by the PS, MOCW with PC as Secretary.</p> <p>IDA, once established, or such alternative entity, which is acceptable to the Bank, shall have oversight of the Project.</p>		<p>The Borrower shall, by January 31, 2018, or such later date as the Bank may agree, constitute a PSC to facilitate the involvement and oversight of the major stakeholders of the <i>PIU Component</i> of the Project. The PSC shall comprise representatives of MOF, MOCW, MOE, MOH, DDM, the Town and Country Planning Department, the Ministry of Natural Resources and Labour and the PC <i>PIU</i>. The PSC shall be chaired by the PS, MOCW with PC <i>PIU</i> as Secretary.</p> <p><i>The Executing Agency shall, for the duration of the Project, assign as PC for the RDA Component (PC RDA), a member of its staff with qualifications and experience acceptable to the Bank, who shall have the duties and responsibilities set out in the Duties and Responsibilities of the Project Coordinator for the RDA Component. The qualifications and experience of any person(s) subsequently appointed as PC RDA shall be acceptable to the Bank.</i></p> <p>IDA, once established, or such alternative entity, which is acceptable to the Bank, shall have oversight of the Project.</p>	<p>Requirements for project management of the RDA Component included.</p> <p>Section containing the reference to IDA deleted.</p>
12	Engagement of Consultants	The Borrower shall, in accordance with the procurement procedures applicable to the Loan, select and engage consultant(s) to provide the following:	12	The Borrower shall, in accordance with the procurement procedures applicable to the Loan, select and engage consultant(s) to provide the following:	Consultancy Services for Project Management Services removed.
		(a) Consultancy for the Training and Provision of Psychosocial Services to Children and Families, Teachers, Health Workers Social Workers and Representatives of Non-Governmental Organisations.		(a) Consultancy for the Training and Provision of Psychosocial Services to Children and Families, Teachers, Health Workers Social Workers and Representatives of Non-Governmental Organisations.	RDA to engage a Community Liaison Officer, and Environmental Specialist, a Gender and Social Safeguards Specialist and a Procurement Officer by December 31, 2019.
		(b) Consultancy Services for Engagement of Project Management Team to Supplement the Project Implementation Unit.		(b) Consultancy Services for Engagement of Project Management Team to Supplement the Project Implementation Unit.	

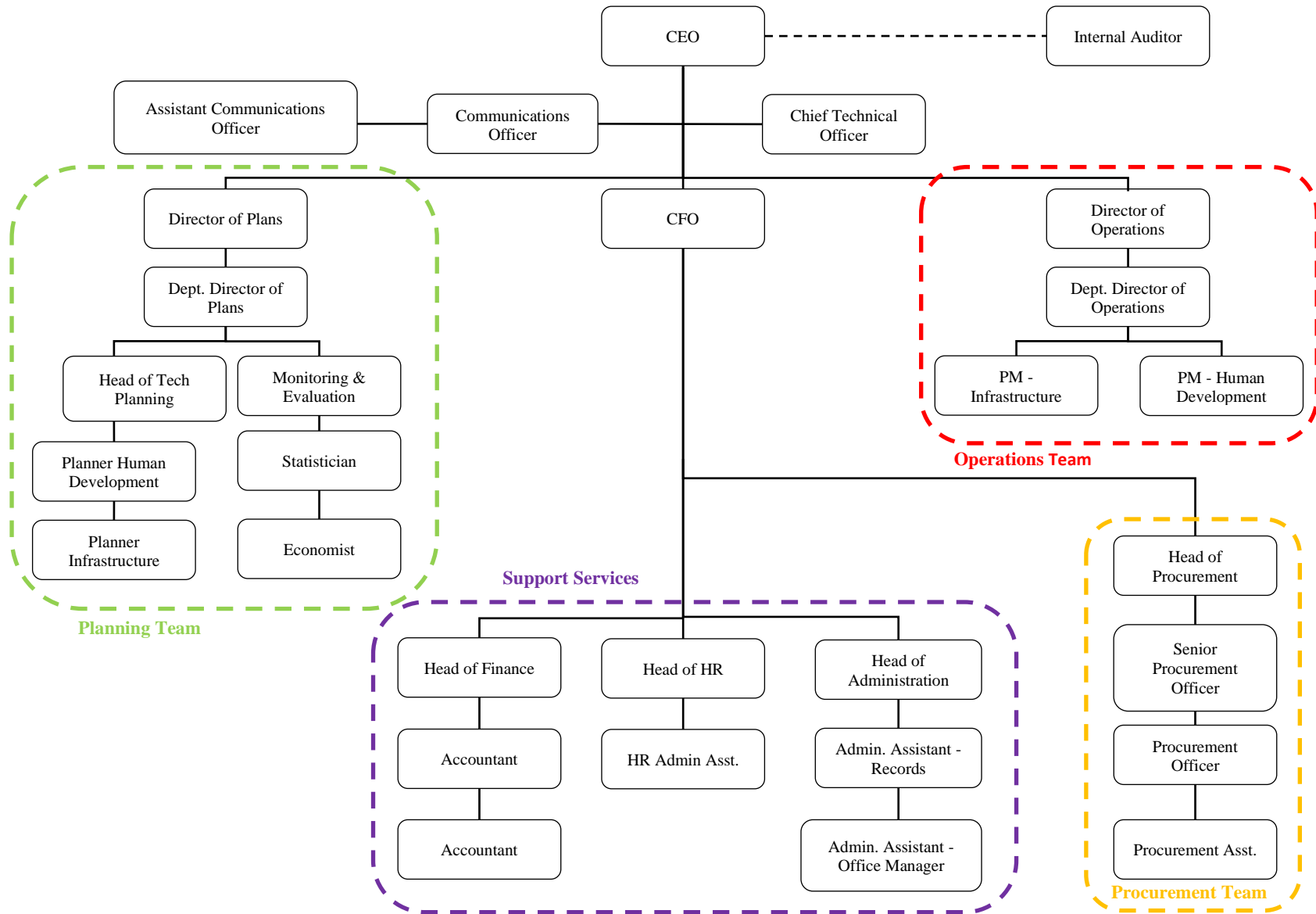
No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
		<p>(c) Consultancy Services for Engagement of a Community Liaison Officer.</p> <p>(d) Consultancy Services for Engagement of an Auditor.</p> <p>(e) Consultancy Services for Project Management Services.</p> <p>The Borrower shall implement such recommendations arising out of the consultancies, as may be acceptable to the Bank.</p>		<p>(c) Consultancy Services for Engagement of an Auditor.</p> <p><u>The Executing Agency shall, by September 30, 2019, or such later date as the Bank may agree, in accordance with the procurement procedures applicable to the Loan, select and engage consultant(s) to provide the following:</u></p> <p>(a) <u>Consultancy Services for a Project Manager;</u> <u>and</u> (b) <u>Consultancy Services for a Project Engineer.</u></p> <p><u>The Executing Agency shall, by December 31, 2019, or such later date as the Bank may agree, in accordance with the procurement procedures applicable to the Loan, select and engage consultant(s) to provide the following:</u></p> <p>(a) <u>Consultancy Services for Engagement of a Community Liaison Officer</u></p> <p>(b) <u>Consultancy Services for an Environmental Specialist</u></p> <p>(c) <u>Consultancy Services for a Gender and Social Safeguards Specialist; and</u></p> <p>(d) <u>Consultancy Services for a Procurement Officer</u></p> <p>The Borrower <u>and the Executing Agency</u> shall implement such recommendations arising out of the consultancies, as may be acceptable to the Bank.</p>	
13	Engagement of Contractors	The Borrower shall, in accordance with the procurement procedures applicable to the Loan, select and engage contractors to carry out the works to be financed by the Loan.	13	The Borrower <u>and the Executing Agency</u> shall, in accordance with the procurement procedures applicable to the Loan, select and engage contractors to carry out the works to be financed by the Loan.	Executing Agency included.
14	Maintenance	The Borrower shall keep the buildings, works and other infrastructure financed from the Loan, or cause the same to be kept, in good repair and condition and shall provide the financial and other resources required to adequately maintain the infrastructure financed from the Loan.	14	No change	

No.	Subject	Original Terms and Conditions of Loan (Paper BD 169/17)	No.	Revised Terms and Conditions of Loan	Comments
15	Designated Account	<p>The Borrower may, for the purposes of the Project, open and maintain a DA at a commercial bank or other financial institution in the Project Country, acceptable to the Bank, on terms and conditions acceptable to the Bank. Where a DA is established, the DA shall be operated in accordance with the Terms and Conditions for the Operation of the Designated Account.</p> <p>The Borrower shall establish, and during the implementation period of the Project maintain, adequate internal controls for the proper operation of the DA, including the use of statement of expenditure prepared and certified by the Borrower, in form and substance acceptable to the Bank, to support all payment applications.</p> <p>The Borrower shall retain the statement of expenditure and supporting documentation for inspection and verification and shall permit the Bank or its nominee to perform an annual performance audit of the DA and all disbursements made against the statement of expenditure in relation to the Project.</p>	15	No change	
16	Additional Funds	The Borrower shall be responsible for meeting any amount by which the total cost of the Project exceeds \$89,653,000.	16	No change	
17	Counterpart Contribution	The Borrower shall contribute to the Project as follows: \$24,062,000.	17	No change	
18	Reports and Information	Except as the Bank may otherwise agree, the Borrower shall furnish or cause to be furnished to the Bank, in such form or forms as the Bank may require, the reports listed in the Reporting Requirements , not later than the times therein specified for so doing.	18	Except as the Bank may otherwise agree, the Borrower <i>and the Executing Agency</i> shall furnish or cause to be furnished to the Bank, in such form or forms as the Bank may require, the reports listed in the Reporting Requirements , not later than the times therein specified for so doing.	Executing Agency included

PROPOSED ARRANGEMENT FOR THE TRANSFER OF FUNDS



RECOVERY AND DEVELOPMENT AGENCY CORE TEAM



DUTIES OF THE PROJECT COORDINATOR

1. The PC will be responsible for coordinating and monitoring all aspects of the implementation of the Project. The PC will report to the CEO through the Director of Operations, RDA. Supplementary consultants will be engaged to support the PC as required for the Project. The PC will be an ex-officio member of the RDA's Project Committees. The PC's duties will include, but will not be limited to:

- (a) preparing and submitting to GOBVI and CDB, quarterly work plans for the Project;
- (b) directing and supervising the day-to-day operations of the Project, guided by the project documents and the annual work plans;
- (c) ensuring that stakeholders are kept informed about the progress of the Project, including work schedules of contractors and consultants in all components;
- (d) reporting on M&E in a manner consistent with the Project's M&E Framework;
- (e) supervising all components, including ensuring that activities and procurement schedules are carefully planned and executed and that there is adherence to CDB's procurement procedures;
- (f) developing close working relationships with all Project participants and stakeholders (including, but not limited to consultants, government agencies, private sector entities) to achieve a shared vision of the Project and its objectives;
- (g) representing GOBVI in dealings with consultants, contractors and suppliers;
- (h) involving and reporting on participation by community members and other stakeholders in implementation of the Project;
- (i) maintaining oversight of the administration of works, goods and consultancy contracts;
- (j) ensuring that, where appropriate, public notices regarding project implementation matters are disseminated in the media and distribution of notices in the communities;
- (k) monitoring the performance of mechanisms for the airing of public grievances;
- (l) ensuring preparation of monthly reports on the social and environmental monitoring of the Project, compliance with the Environmental Social and Management Plan (ESMP) by the Contractor(s), the adequacy of supervision of the ESMP by the Engineering consultant(s), data on the social and environmental indicators in the M&E framework, public grievances, and public consultations. The reports should include discussion and analysis of observed direct and indirect impacts on stakeholders including differential gender impacts, effects on livelihoods, disruption of social life, safety. Data and information should be disaggregated by gender;
- (m) submitting to CDB, quarterly reports on the investment cost of the Project in the format shown in the Reporting Requirements presented in CDB's Appraisal Report or in such form or forms as may be specified by CDB within four weeks after the end of each quarter, commencing with the quarter following PC's assignment;

- (n) preparing and expediting the submission to CDB of claims for disbursement/reimbursement with regard to all components financed from the Loan in accordance with CDB's policies and procedures;
- (o) preparing the annual consolidated budget, controlling the budget and introducing safeguards acceptable to CDB to prevent funds and assets misuse;
- (p) maintaining accounts on project-related expenditure and disbursement activities;
- (q) advertising for, and assist in, the selection and engagement of the various consultants for the various components of the Project;
- (r) ensuring that all contractual obligations are adhered to and make all necessary arrangements to ensure implementation meets projected targets;
- (s) submitting to CDB, within the stipulated timeframe reports on implementation of all components of the Project as referred to in the Reporting Requirements contained in CDB's Appraisal Report, including monthly progress reports on all aspects of Project implementation and reporting on formal community participation in implementation of the Project Completion Reports (PCR).
- (t) liaising with CDB on all relevant technical, financial and administrative aspects of the Project;
- (u) preparing and submitting to CDB a PCR by the deadline specified in the Reporting Requirements contained in CDB's Appraisal Report;
- (v) keeping the register of goods acquired and services contracted, in a database that includes information on:
 - (i) the services and/or activities contracted;
 - (ii) the conditions of the contracts and their money value;
 - (iii) the schedule on which the partial and/or final disbursements will be made; and
 - (iv) the state of such commitments and the register of the Project's income and spending.
- (w) recording in the register of contracts, the activities related to each contract (start date, reports presented, reimbursements requested, payments made);
- (x) preparing complete and up-to-date information on details of Project income and expenditure, in order to keep accounting registers in accordance with the accounting plan adopted; and
- (y) submission of monthly implementation progress reports to GOBVI and CDB, or as otherwise required, including reports that may be required to inform GOBVI and CDB of progress.

DRAFT TERMS OF REFERENCE

CONSULTANCY SERVICES FOR A PROJECT MANAGER

1. BACKGROUND

1.01 On September 6, 2017, the British Virgin Islands (BVI) suffered extensive damage and widespread devastation from the passage of Hurricane Irma. The territory was further impacted by Hurricane Maria on September 20, 2017. These hurricanes followed the torrential rainfall event over the period August 7 and 8, 2017. All social and economic sectors suffered substantial impacts due to these events. Essential services such as health, social services, telecommunications, electricity, water, sewerage and waste management systems were, and continue to be, severely compromised.

1.02 The Government of the British Virgin Islands (GOBVI) formally applied to the Caribbean Development Bank (CDB) for financing for a project to assist in the recovery, rehabilitation and reconstruction of social and economic infrastructure to overcome the cumulative damaging effects of floods, Hurricane Irma and Hurricane Maria. The scope of the Project will include, among other things, the rehabilitation and reconstruction of critical social and economic infrastructure, such as roads, water and sewerage, docks, schools, education and other public buildings. Information and Communication Technology Equipment for various sectors and school supplies are also included in the scope, along with the provision of technical assistance for a climate risk and vulnerability assessment and design and contract supervision services, along with psychosocial support to targeted groups. Implementation of the Project will be led by a Project Coordinator (PC) assigned by the Recovery and Development Agency (RDA).

1.03 The RDA now proposes to engage the services of a Project Manager (PM) to provide additional support to the PC in the management of project implementation.

2. OBJECTIVE

2.01 The objective of the services is to achieve timely and effective implementation of the project scope by providing project management support to PC. The services primarily, but not be limited to, oversight of a defined scope of infrastructure activities.

3. SCOPE OF SERVICES

3.01 In the conduct of these services, the PM shall cooperate fully with PC, RDA and all other key stakeholders including GOBVI agencies involved in the development and implementation of the Project. Mentorship of assigned GOBVI counterpart staff in all aspects of the services will be required.

3.02 The services to be provided include, but are not limited to, the following:

- (a) facilitating the procurement of the Engineering Consultants and construction contracts;
- (b) expediting the submission to CDB claims for disbursement/reimbursement;
- (c) liaising with CDB on all technical and administrative aspects of the CDB portfolio;
- (d) preparing and submitting to CDB, a Quarterly Report on the Investment Cost of the projects under implementation in the form specified by CDB, within two (2) weeks after the end of each calendar quarter, commencing with the quarter following the commencement of the assignment;

- (e) keeping separate accounts for project-related expenditures and disbursement activities;
- (f) submitting to CDB, within two (2) weeks after the end of each month, the monthly reports prepared by the Engineering Consultants;
- (g) submitting to CDB, reports on the indicators in the Design and Monitoring Framework;
- (h) preparing reports for and recording minutes of meetings of the various sub-project committee meetings;
- (i) submitting to CDB, Completion Reports within three (3) months after the date of issue by the Engineering Consultants of a certificate of practical completion of the works; and
- (j) preparing and submitting to CDB, Project Completion Reports, within three (3) months after practical completion of the works.

4. COMMENTS BY THE CONSULTANTS

4.01 The consultant is required to make any comments on, and suggestions for, improvements to these Terms of Reference. The financial implications, if any, of these recommendations should be indicated in the Financial Proposal.

5. CONSULTANTS' QUALIFICATIONS AND EXPERIENCE

5.01 Prospective candidates should have a minimum of the following qualifications:

- (a) a Masters Degree or equivalent in Civil Engineering, Construction Management with a minimum of 15 years' experience in the management and implementation of civil engineering projects; or
- (b) a Bachelors Degree or equivalent in Civil Engineering, Construction Management or Project Management with a minimum of 20 years' experience in the management and implementation of civil engineering projects. Project Management Certification will be considered an asset.

6. DURATION OF THE CONSULTANCY

6.01 The consultancy is expected to be conducted over a period of approximately 24 months.

DRAFT TERMS OF REFERENCE

CONSULTANCY SERVICES FOR A PROJECT ENGINEER

1. BACKGROUND

1.01 On September 6, 2017, the British Virgin Islands (BVI) suffered extensive damage and widespread devastation from the passage of Hurricane Irma. The territory was further impacted by Hurricane Maria on September 20, 2017. These hurricanes followed the torrential rainfall event over the period August 7 and 8, 2017. All social and economic sectors suffered substantial impacts due to these events. Essential services such as health, social services, telecommunications, electricity, water, sewerage and waste management systems were, and continue to be, severely compromised.

1.02 The Government of the British Virgin Islands (GOBVI) formally applied to the Caribbean Development Bank (CDB) for financing for a project to assist in the recovery, rehabilitation and reconstruction of social and economic infrastructure to overcome the cumulative damaging effects of floods, Hurricane Irma and Hurricane Maria. The scope of the Project will include, among other things, the rehabilitation and reconstruction of critical social and economic infrastructure, such as roads, water and sewerage, docks, schools, education and other public buildings. Information and Communication Technology Equipment for various sectors and school supplies are also included in the scope, along with the provision of technical assistance for a climate risk and vulnerability assessment and design and contract supervision services, along with psychosocial support to targeted groups. Implementation of the Project will be led by a Project Coordinator (PC) assigned by the Recovery and Development Agency (RDA).

1.03 The RDA now proposes to engage the services of a Project Engineer (PE) to provide additional support to the PC in the management of project implementation.

2. OBJECTIVE

2.01 The objective of the services is to achieve timely and effective implementation of the project scope by providing engineering and project management support to PC for the Project. The services are primarily, but may not be limited to, oversight of a defined scope of infrastructure activities.

3. SCOPE OF SERVICES

3.01 In the conduct of these services, the PE shall cooperate fully with PC, RDA and all other key stakeholders including GOBVI agencies involved in the development and implementation of the Recovery and Rehabilitation Project. Mentorship of assigned GOBVI counterpart staff in all aspects of the services will be required. The services to be provided include, but are not limited to, the following:

- (a) assisting the PC with the selection and engagement of engineering or construction consultants;
- (b) assisting the PC with the supervision of the engineering consultants, including review of the monthly and project completion reports prepared by the Engineering Consultants;
- (c) field visits and assessments of construction interventions to ensure compliance with specifications;
- (d) advising PC on technical aspects and costs variations of construction;

- (e) assisting PC with the management and administration of the construction contracts; and
- (f) any other duties assigned by PC in order to contribute to the effectiveness and efficiency of the unit.

4. COMMENTS BY THE CONSULTANTS

4.01 The consultant is required to make any comments on, and suggestions for, improvements to these Terms of Reference. The financial implications, if any, of these recommendations should be indicated in the Financial Proposal.

5. CONSULTANTS' QUALIFICATIONS AND EXPERIENCE

5.01 Prospective candidates should have a minimum of the following qualifications:

- (a) a Masters Degree or equivalent in a civil engineering discipline, Project Management, Construction Management or related subject together with a minimum of five years' experience in engineering design and supervision, including project implementation; or
- (b) a Bachelors Degree in civil engineering and a minimum of eight years of suitable experience in engineering design and supervision, including project implementation. Expertise in Project Management and/or work experience with a multilateral agency would be an asset.

6. DURATION OF THE CONSULTANCY

6.01 The consultancy is expected to be conducted over a period of approximately 24 months.

DRAFT TERMS OF REFERENCE

CONSULTANCY SERVICES FOR A COMMUNITY LIAISON OFFICER

1. BACKGROUND

1.01 On September 6, 2017, the British Virgin Islands (BVI) suffered extensive damage and widespread devastation from the passage of Hurricane Irma. The territory was further impacted by Hurricane Maria on September 20, 2017. No section of the economy has been spared from the devastation. Essential services such as health, social services, telecommunications, electricity, water, sewerage and waste systems have been and continue to be severely compromised.

1.02 The Government of the Virgin Islands (GOVI) formally applied to the Caribbean Development Bank (CDB) for a loan to assist in financing a project for the recovery, rehabilitation and reconstruction of social and economic infrastructure (the Project) resulting from the cumulative effects of floods occurring on August 7, 2017, Hurricane Maria and Hurricane Irma.

1.03 Project activities focus, *inter alia*, on the rehabilitation and reconstruction of critical social and economic infrastructure in BVI's roads, water and sewerage, road, ports, governance, education and national security sectors and the provision of technical assistance in design and construction supervision services.

1.04 Infrastructure design and works after a disaster directly influence the recovery of communities and households as well as their sense of well-being. Reconstruction and rehabilitation projects that strive for resilient recovery of the wider society might also interfere with individual's /households' recovery efforts. Such effects would be differently felt by households based on their gender, age, disability, religion, ethnicity and other socio-economic categories. It is therefore, critical to keep communities engaged in all stages of such projects to determine their specific needs, inform them of the initiatives and seek their inputs. Such mechanisms for information exchange should be complemented with systems for airing grievances and having them resolved. In addition, an influx of labour can be expected for the execution of the Project as the country is too small in size to provide the respective human capital. This bears several risks related to the transmission of sexually transmitted infections (STIs) and Human Immune/Acquired Immune Deficiency Syndrome (HIV/AIDS), transactional sex work and fractures in community cohesion. Integrating gender/social and community engagement perspectives is therefore, essential to enhance the development effectiveness of the infrastructure components

2. OBJECTIVE

2.01 The objective is to facilitate the participation of communities in the planning, design, implementation and monitoring phases of infrastructure projects, integrating social and gender considerations into the Project, while managing stakeholders and liaising with the affected communities in a socially-inclusive and gender-responsive manner.

3. SCOPE OF SERVICES

3.01 The consultant will perform all work and analyses to accomplish the abovementioned objective. The scope of services therefore, covers all necessary activities, whether or not a specific activity is stated in the Terms of Reference. Specifically, the consultant will execute the following components:

- (a) Assist in organising community meetings with representation from different social, ethnic, gender, groups, persons with disabilities, elderly, etc., to participate in the various stages of the project activities.
- (b) Work in collaboration with the Gender and Social Safeguards Specialist and Environmental Safeguards Specialist to lead the review and updating of the GOBVI's draft minimum standards for a Code of Conduct for workers and contractors for interacting with communities (containing clear guidance as regards relating with community members including prohibition of harassment, sexual harassment and sexual interference with minors which have not reached age of consent, as well as any disturbing behaviours, for example noise at night) and sensitise all stakeholders on the code of conduct. The minimum standards for the Code of Conduct must clearly outline that contractors need to have sanction mechanisms for non-compliance in place and that the Code of Conduct must be signed by contractors' workers and sub-contractors' personnel and be visible at work places.
- (c) Liaise with the local faith-based groups, charities, private sector and other local groups to increase their engagement in all Recovery and Development Agency (RDA)-implemented sub-projects of the Rehabilitation Reconstruction Loan (RRL) projects.
- (d) Support the Gender and Social Safeguards Specialist in his/her lead function of sensitisation and of the RDA on the interlinkages between infrastructure works and gender, including design aspects but also risks such as Gender-Based Violence (GBV) and the transmission of STIs, HIV/AIDS and Sexual Exploitation and Abuse.
- (e) Identify project issues that will impact different groups of stakeholders and ensure stakeholder issues, needs and concerns are reflected in project design including through facilitating stakeholder engagement with contractor(s) during design and implementation phases.
- (f) Work with the RDA's Monitoring and Evaluation Specialist to ensure a socially inclusive Monitoring and Evaluation Framework.
- (g) Identify opportunities for local communities to contribute time, labour, and skills into RRL projects.
- (h) Train RDA personnel in stakeholder and community engagement and effective communication.
- (i) Finalise – together with the committee of focal points – a gender-sensitive and socially-inclusive Stakeholder Engagement Plan (SEP) with a view to identifying and documenting:
 - (i) stakeholders, including groups such as women, persons with disabilities, the poor, for whom English is a second language;
 - (ii) stakeholder engagement programme (for example, information to be disclosed, timing, format and communication methods and stakeholder consultation methods);
 - (iii) schedule for the various stakeholder engagement activities;

- (iv) monitoring and evaluating community participation; and
- (v) venues for stakeholder engagement activities;
- (j) Establish mechanisms to act as the interface between the project management teams, contractors and local community representatives.
- (k) Assist the establishment of Community Participation Groups (CPGs). These CPGs should consist of residents (women, men, youth, older people, people with disabilities and other vulnerable groups), entrepreneurs, micro and small medium-sized enterprises, to identify and address social, economic and/or environmental concerns and opportunities. The objectives of the CPG include:
 - (i) keeping community members informed on matters related to implementation including unexpected disruptions;
 - (ii) anticipating and preparing for any inconveniences that could emerge; and
 - (iii) facilitating the reporting to the Project Coordinator (PC), and the committee of focal points, on matters of concern to residents and the business community
- (l) Implement – together with the committee of focal points – the SEP.
- (m) Monitoring of the SEP. This should take into consideration the following indicators:
 - (i) targeted stakeholders by project sector, sex, age and disability wherever possible;
 - (ii) households to be affected by the Project, including references to both direct and indirect impacts; and
 - (iii) the composition of at least one CPG for each sector, detailing the breakdown of representatives, including counterpart stakeholders from GOVI. This should include, but is not limited to:
 - (aa) the profile of the members such as sex (males/females), age cohort (youth, elderly), disability status (disabled versus nondisabled), residential location, and business/community group represented; and
 - (bb) the frequency of meetings and procedures for conducting meetings, documenting discussions held and decisions taken.
- (n) Review communication materials prepared by the RDA Communications Department to ensure that communications products and processes are socially inclusive.
- (o) Monitor gender, age cohort-related¹, non-English speakers, disability and cultural responsiveness of the communication plan.

¹ This includes children (under 18 years); youth (15-24 years), working age (15-64 years) and elderly (over 64 years)

- (p) Support the RDA in finalising the grievance redress mechanism, that is, a process for receiving, evaluating, and addressing project related complaints and grievances from affected communities at the level of the Project, based on best practices, and in educating community about the use of the mechanism. Public education and awareness-raising on the functioning, rights and responsibilities under the grievance mechanism shall be conducted to improve the effectiveness of the mechanism in order to reduce social, environmental, economic, and cultural impacts on stakeholders while achieving the objectives of the Project. This shall include awareness raising about the minimum standards for the Code of Conduct.
- (q) Support the government RDA in the monitoring of the grievance mechanism and regular reporting to CDB, taking into consideration the following indicators:
 - (i) number and type of grievances received in total, disaggregated by sex, age, disability, sector, country of origin, if applicable;
 - (ii) average time to resolve grievances, by category of grievance;
 - (iii) reasons for non-resolution of grievances disaggregated by sex, age, disability, sector, country of origin of origin, if applicable; and
 - (iv) trend analysis related to grievances received disaggregated by sex, age, disability, country of origin of origin, if applicable.
- (r) Act as the interface between the community and the RDA officials to present the views and grievances of the community.
- (s) Develop community monitoring mechanisms which could include spot checks, social audits and beneficiary satisfaction survey.
- (t) Provide timely feedback to the community members on project implementation, concerns raised or important decisions taken in accordance with agreed stakeholder engagement protocols.

4. TIMING AND QUALIFICATIONS

4.01 The assignment will be conducted over a period of 3 years (200 person days), 120 days during the first year and 40 days per year in the second and third years.

4.02 The Community Liaison Officer (CLO) should possess the following:

- (a) Masters level or Bachelor's degree with equivalent experience, in social work, social psychology, sociology, international development, facilitation and negotiation, community economic development, anthropology, public policy or other related field.
- (b) Minimum of five years' relevant practical experience encompassing stakeholder engagement practice, community development, and/or social and gender research using participatory approaches including qualitative research techniques (surveys, focus groups, workshops, mediation, facilitation); and

- (c) Minimum of five years' experience in community research and participatory community development.

4.03 Assets and experience should include:

- (a) experience in organising communities, developing and applying tools for incorporating community inputs into projects and facilitating regular exchange of information;
- (b) experience in social inclusion issues;
- (c) experience in public policy planning and outreach activities; and
- (d) experience in the preparation of communication strategies and materials.

5. REPORTING REQUIREMENTS AND DELIVERABLES

5.01 The consultant will report to the RDA.

5.02 The CLO will submit the following deliverables:

- (a) Inception report about methodology, implementation plan and monitoring and evaluation framework for the assignment two weeks after the commencement of the assignment.
- (b) Communication materials on ongoing projects to create public awareness of the projects with timeline, costs and expected role of communities in the planning, implementation and monitoring.
- (c) Quarterly progress reports. Progress on implementation of the stakeholder engagement plans by sector if appropriate, at least two weeks prior to the implementation of any given phase/by sector of the Project, inclusive grievances lodged. Information should include data such as:
 - (i) community fora held by type;
 - (ii) social mitigation measures implemented and level of stakeholder satisfaction;
 - (iii) monitoring and evaluation of the social and gender sensitivity and cultural appropriateness of the communication plan;
 - (iv) number of consultation meetings and other public discussions (fora, focus groups) conducted within a reporting period. The reporting period will be defined in the framework (for example, monthly, quarterly, or annually);
 - (v) percentage of vulnerable groups (for example, women, without disabilities, youth and migrant workers) participating in consultations by reporting period;
 - (vi) number of grievances received within a reporting period and number of those resolved within the prescribed timeline, disaggregated by sex and age of the person laying the complaint; and

- (vii) number of project-related communication materials published and or broadcast in the national media.
- (d) Minimum standards for a code of conduct for workers and contractors for interacting with communities.
- (e) Final Report on completion of the assignment.

BUDGET

USD

Items	Total
Consultants	211,000
General Support	25,000
Contingencies	23,600
Total	259, 600

DRAFT TERMS OF REFERENCE

CONSULTANCY SERVICES FOR A GENDER AND SOCIAL SAFEGUARDS SPECIALIST

1. BACKGROUND

1.01 On September 6, 2017, the British Virgin Islands (BVI) suffered extensive damage and widespread devastation from the passage of Hurricane Irma. The territory was further impacted by Hurricane Maria on September 20, 2017. No section of the economy has been spared from the devastation. Essential services such as health, social services, telecommunications, electricity, water, sewerage and waste systems have been and continue to be severely compromised.

1.02 The Government of the British Virgin Islands (GOBVI) formally applied to the Caribbean Development Bank (CDB) for a loan to assist in financing a project for the recovery, rehabilitation and reconstruction of social and economic infrastructure (the Project) resulting from the cumulative effects of floods occurring on August 7, 2017, Hurricane Maria and Hurricane Irma.

1.03 Project activities focus, *inter alia*, on the rehabilitation and reconstruction of critical social and economic infrastructure in BVI's roads, water and sewerage, road, ports, governance, education and national security sectors and the provision of technical assistance (TA) in design and construction supervision services.

1.04 Infrastructure design and works after a disaster directly influence the recovery of communities and households as well as their sense of well-being. Reconstruction and rehabilitation projects that strive for resilient recovery of the wider society might also interfere with individual's/households' recovery efforts. Such effects would be differently felt by households based on their gender, age, disability, religion, ethnicity and other socio-economic categories. In addition, an influx of labour can be expected for the execution of the Project as the country is too small in size to provide the respective human capital. This bears several risks including those related to gender-based violence (GBV), the transmission of sexually transmitted infections (STIs) and Human Immune /Acquired Immune Deficiency Syndrome (HIV/AIDS), transactional sex work and a decline in community cohesion. Integrating gender perspectives and mitigation of social risk are therefore, essential to enhance the development effectiveness of the infrastructure components.

1.05 The services of a Gender and Social Safeguards Specialist are required to provide additional support to the Project Coordinator during project implementation.

2. OBJECTIVE

2.01 The objective is to provide TA to facilitate the integration of social safeguards and mainstream gender into the Project.

3. SCOPE OF SERVICES

3.01 The consultant will perform all work and analyses to accomplish the abovementioned objective. The scope of services therefore covers all necessary activities, whether or not a specific activity is stated in the Terms of Reference. Specifically, the consultant, who will be based within the Social Development Department will, work closely with the Community Liaison Officer (CLO) and Environmental Safeguards Specialist to execute the following components:

- (a) Work in collaboration with the CLO and Environmental Safeguards Specialist to review and revise the minimum standards for a national code of conduct for workers and

contractors for interacting with communities (containing clear guidance as regards relating with community members including prohibition of harassment, sexual harassment and sexual interference with minors which have not reached age of consent, as well as any disturbing behaviours, for example noise at night) and sensitise all stakeholders on the code of conduct. He/she will ensure that the minimum standards for the Code of Conduct clearly outline that contractors need to have sanction mechanisms for non-compliance in place and that the Code of Conduct must be signed by contractors' workers and sub-contractors' personnel and be visible at work places.

- (b) Provide definitions for gender-related terminologies to ensure standardisation.
- (c) Provide training on and support the development of a gender-sensitive monitoring and evaluation framework for the Project
- (d) Design, in collaboration with the CLO and Environmental Safeguards Specialist, and lead in the delivery of social safeguards training to the Recovery and Development Agency (RDA).
- (e) Provide day-to-day support to the RDA for screening of Rehabilitation Reconstruction Loan sub-projects.
- (f) Design and deliver, in collaboration with the CLO and Environmental Safeguards Specialist, training to project management team on the minimum standards for a code of conduct and the interlinkages between infrastructure works and gender, including design aspects and risks such as GBV and the transmission of STIs and HIV/AIDS, sexual exploitation and abuse; social safeguards in projects funded by international financial institutions (IFIs), including as detailed in the national the Environmental and Social Management Framework (ESMF), and opportunities for engagement of women.
- (g) In collaboration with the CLO, lead training to affected communities on the social safeguards and interlinkages between infrastructure works and gender, including design aspects and risks such as GBV and the transmission of STIs and HIV/AIDS.

4. TIMING AND QUALIFICATIONS

4.01 The assignment will be conducted over a period of 100 days over a period of 12 months year from December 2019 to December 2020.

4.02 The Gender and Safeguards Specialist should possess the following:

- (a) Master's level Degree in Sociology, or Gender studies or related field;

4.03 Assets and experience should include:

- (a) Demonstrated experience in mainstreaming gender into infrastructure projects.
- (b) At least 10 years of experience related to Gender and Social and Environmental standards and impact assessment in an international development context;
- (c) Experience developing and conducting training related to Gender and Social safeguards applied to recovery processes.

- (d) Demonstrated experience with GBV, sexual harassment and sexual exploitation and abuse
- (e) Experience in working with recovery and reconstruction settings.
- (f) Experience in working with social safeguards in projects funded by IFIs.
- (g) Experience with the work of IFIs and/or other multilateral, bilateral and civil society development partners.
- (h) Familiarity with the Caribbean Development Bank's Gender Equality Policy and Operational Strategy and Environmental and Social Review Procedures would be an asset.

5. REPORTING REQUIREMENTS AND DELIVERABLES

5.01 The consultant will report to the RDA.

5.02 The Gender and Social Safeguards Specialist will submit the following deliverables:

- (a) Inception report including methodology, implementation plan and monitoring and evaluation framework for the assignment two weeks after the commencement of the assignment.
- (b) Draft training materials within four weeks of commencement of the assignment.
- (c) Input to minimum standards for the Code of Conduct within five weeks of commencement of assignment
- (d) Final training materials and minimum standards for the code of conduct within eight weeks of commencement of assignment
- (e) Delivery of at least six workshops in gender mainstreaming and social safeguards management from month four to nine of the assignment
- (f) Draft updated national gender policy within six months of commencement of assignment
- (g) Final updated national gender policy within nine months of commencement of assignment
- (h) Monthly progress reports on delivery on all work in line with the approved Work Plan.
- (i) A final report within two weeks of completion of the assignment.

BUDGET
USD

Items	Total
Consultants	98,250
General Support	10,000
Contingencies	10,825
Total	119,075

DRAFT TERMS OF REFERENCE

CONSULTANCY SERVICES FOR AN ENVIRONMENTAL SPECIALIST

1. BACKGROUND

1.01 On September 6, 2017, the British Virgin Islands (BVI) suffered extensive damage and widespread devastation from the passage of Hurricane Irma. The territory was further impacted by Hurricane Maria on September 20, 2017. These hurricanes followed the torrential rainfall event over the period August 7 and 8, 2017. All social and economic sectors suffered substantial impacts due to these events. Essential services such as health, social services, telecommunications, electricity, water, sewerage and waste management systems were, and continue to be, severely compromised.

1.02 The Government of the British Virgin Islands (GOBVI) formally applied to the Caribbean Development Bank (CDB) for financing for a project to assist in the recovery, rehabilitation and reconstruction of social and economic infrastructure to overcome the cumulative damaging effects of floods, Hurricane Irma and Hurricane Maria. The scope of the Project will include, among other things, the rehabilitation and reconstruction of critical social and economic infrastructure, such as roads, water and sewerage, docks, schools, education and other public buildings. Information and Communication Technology Equipment for various sectors and school supplies are also included in the scope, along with the provision of technical assistance for a climate risk and vulnerability assessment and design and contract supervision services, along with psychosocial support to targeted groups. Implementation of the Project will be led by a Project Coordinator (PC) assigned by the Recovery and Development Agency (RDA).

1.03 The RDA now proposes to engage the services of an Environmental Safeguards Specialist to provide additional support to the PC in the management of project implementation.

2. OBJECTIVE

2.01 The objective of the services is to achieve timely and effective implementation of the project scope by providing environmental management support to the PC. The services are primarily, but not limited to, oversight of a defined scope of infrastructure activities and to ensure compliance with CDB's Environmental and Social Safeguards Policy and the environmental laws of BVI.

3. SCOPE OF SERVICES

3.01 In the conduct of these services, the Environmental Safeguards Specialist shall cooperate fully with PC, RDA and all other key stakeholders including GOBVI agencies involved in the development and implementation of the Project. Mentorship of assigned GOBVI counterpart staff in all aspects of the services will be required.

3.02 The services to be provided include, but are not limited to, the following:

- (a) screening, scoping, and assessing sub projects, and preparing contracting language to include environmental and social management plans and preparing the Terms of Reference for Environmental Impact Assessments of individual subprojects if required;
- (b) review the applicable national regulations to identify specific environmental compliance activities, to ensure that any additional mitigation measures from the local regulations are also included in the Environmental and Social Management Plan (ESMP). Specific tasks

may include identification of permit requirements, review of records related to permit fulfilment, evaluation of compliance with permit conditions;

- (c) reviewing mitigation measures in the contractor's ESMP for suitability and appropriateness and likelihood of meeting performance requirements as stated in the bid documents/contract specifications and project design details including specific items such as responsibilities for environmental monitoring, safety, environmental reporting, public information, consultations and grievance mechanisms;
- (d) liaising with the engineering and supervision consultants engaged by RDA to ensure effective and timely implementation of environmental management measures;
- (e) undertake regular site supervision visits to projects under implementation to check compliance with ESMP implementation at each project site by conducting environmental inspections and preparing Environmental Inspection Reports (EIR) for each such visit. EIR should validate the monthly reports received from the engineering and supervision consultants;
- (f) obtain feedback about Environmental Protection Plans and their implementation process from various concerned stakeholders to resolve issues faced during implementation and strengthen compliance in future activities;
- (g) review Compliance Reports on ESMPs submitted by the consulting and supervision engineers engaged under the assigned projects; and
- (h) monitor environmental-related activities to be carried out by consulting and supervision engineers as necessary.
- (i) Ensure environmental related activities to be carried out by consulting and supervision engineers as necessary

3.03 Prospective candidates should have a minimum of the following qualifications:

- (a) A Master's Degree in Environment Engineering/Environmental Sciences/Environmental Studies or related field with a minimum of eight years' experience. Preparation and reporting on Environmental Impact Assessment/Environmental Management Plan/Environmental Management Framework implementation/monitoring for construction projects will be an asset.
- (b) Experience in environmental planning, the management of impacts, compliance evaluations, control or remediation of environmental problems or related areas.
- (c) Previous experience in developing and/or implementing environmental and social safeguard strategies for organisations or projects.
- (d) Knowledge of CDB Environmental Safeguards policies would be an asset.

DRAFT TERMS OF REFERENCE

CONSULTANCY SERVICES FOR A PROCUREMENT OFFICER

1. BACKGROUND

1.01 On September 6, 2017, the British Virgin Islands (BVI) suffered extensive damage and widespread devastation from the passage of Hurricane Irma. The territory was further impacted by Hurricane Maria on September 20, 2017. These hurricanes followed the torrential rainfall event over the period August 7 and 8, 2017. All social and economic sectors suffered substantial impacts due to these events. Essential services such as health, social services, telecommunications, electricity, water, sewerage and waste management systems were, and continue to be, severely compromised.

1.02 The Government of the British Virgin Islands (GOBVI) formally applied to the Caribbean Development Bank (CDB) for financing for a project to assist in the recovery, rehabilitation and reconstruction of social and economic infrastructure to overcome the cumulative damaging effects of floods, Hurricane Irma and Hurricane Maria. The scope of the Project will include, among other things, the rehabilitation and reconstruction of critical social and economic infrastructure, such as roads, water and sewerage, docks, schools, education and other public buildings. Information and Communication Technology Equipment for various sectors and school supplies are also included in the scope, along with the provision of technical assistance for a climate risk and vulnerability assessment and design and contract supervision services, along with psychosocial support to targeted groups. Implementation of the Project will be led by a Project Coordinator (PC) assigned by the Recovery and Development Agency (RDA).

1.03 The RDA now proposes to engage the services of a Procurement Officer to provide additional support to the PC in the management of project implementation.

2. OBJECTIVE

2.01 The objective of the services is to achieve timely and effective implementation of the project scope by providing engineering and project management support to PC for the Project. The services are primarily, but may not be limited to, oversight of a defined scope of activities.

2.01 Under the general direction of the PC, the incumbent will provide procurement services in order to ensure effective implementation of the project. The incumbent is required to effectively maintain and execute the project's Procurement Plan, and undertake procurement and the preparation of reports in accordance with the GOBVI and CDB's requirements.

3. SCOPE OF WORK

3.01 The Procurement Officer's responsibilities include, but are not limited to, the following:

- (a) ensuring that procurement processes meet CDB and RDA procurement requirements;
- (b) maintaining and updating the project's Procurement Plan as required and at least annually
- (c) undertaking any necessary market research to inform the procurement approach and to identify suitable consultants, suppliers and contractors;
- (d) advertising prequalification and bid exercises and Requests for Expressions of Interest locally and internationally in conformity with CDB's procurement guidelines and templates;

- (e) preparing prequalification, bidding and Request for Proposal documents in conformity with CDB's procurement guidelines and templates;
- (f) planning for and participating in the opening and evaluations of Expressions of Interest, Proposals, Prequalification applications and bids, ensuring the process and reports prepared conform with CDB's procurement guidelines;
- (g) drafting and administering contracts/agreements;
- (h) providing contract management support services;
- (i) ensure all necessary "No Objections" are sought from CDB for contracts subject to prior review in accordance with CDB's procurement guidelines;
- (j) file all relevant procurement documentation in a logical manner. Records for contracts subject to post-review shall include the same documentation that would be required under prior review;
- (k) logging and managing any procurement complaints. Complaints related to contracts subject to prior review must be immediately shared with CDB; and
- (l) private sector training and capacity building as required.

4. TYPE OF CONSULTANCY

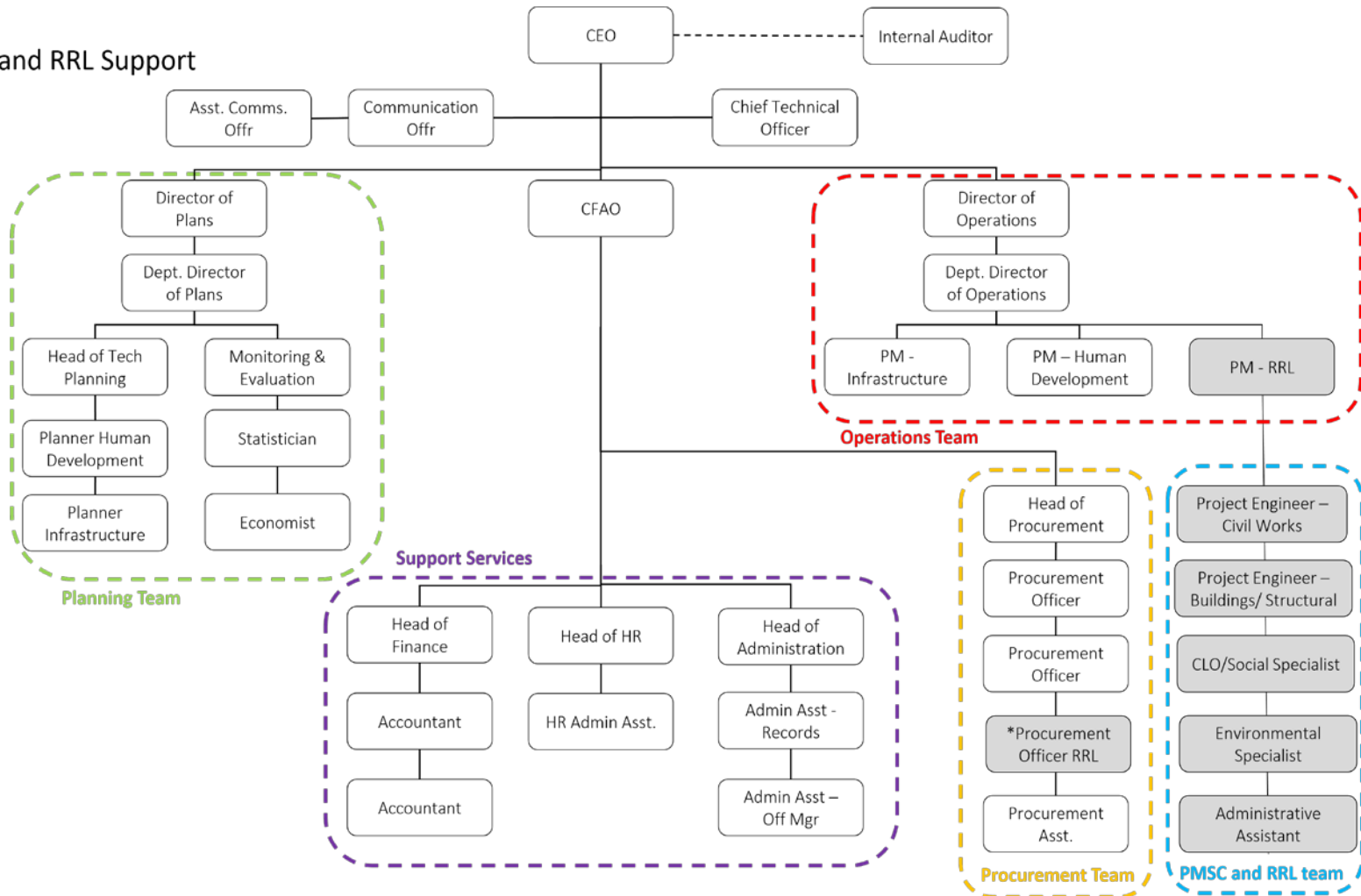
4.01 Individual.

5. DURATION OF THE CONSULTANCY

5.01 The consultancy is expected to be conducted over a period of approximately 24 months.

PROPOSED ORGANISATIONAL CHART

Core Team and RRL Support



REVISED PROCUREMENT PLAN

A. General

1. Project Information:

Country: British Virgin Islands
 Borrower: Government of the British Virgin Islands
 Project Name: Rehabilitation and Reconstruction Loan – Hurricane Irma
 Project Implementing Agency: Projects Unit, Ministry of Finance
 Project Executing Agency: Recovery Development Agency

2. Bank’s Approval Date of the Procurement Plan: July 10, 2019

3. Period Covered By this Procurement Plan: July 2019 to December 2020

B. Goods and Works and Non-Consulting Services

1. Prior Review Threshold: Procurement decision subject to prior review by the Bank as stated in Appendix 2 to the Guidelines for Procurement:

	Procurement Method	Prior Review Threshold (USD)	Comments
1.	ICB	> 1,000,000	-
2.	NCB	> 100,000	-
3.	LIB	> 100,000	-
4.	RCB	> 100,000	-
5.	Shopping	> 15,000	
6.	NBF	No prior review.	Procurement procedures of GOBVI apply.
7.	DC	> 15,000	-

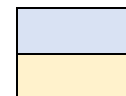
2. Prequalification: N/A

3. Reference to Project Operational/Procurement Manual: CDB’s Procurement will be in accordance with Guidelines for Procurement (2006), for goods, works and non-consulting services, subject to the exceptions to these guidelines approved under DiMSOG (2009).

4. Any Other Special Procurement Arrangements: N/A

5. Procurement Packages with Methods and Time Schedule:

Procurements managed by the RDA
Procurements managed by the MOF-PU



1	2	3	4	5	6	7	8
Ref No.	Contract (Description)	Estimated Cost (USD '000)	Procurement Method	Prequalification (Yes/No)	Bank Review (Prior/Post)	Expected Bid-Opening Date	Comments
1.	Blackburn Hwy PWD to Sol		NCB	No	Prior	November 2019	
2.	Ridge Rd Sabbath Hill to Fort Hill.		NCB	No	Prior	November 2019	
3.	Drakes Highway – Slaney to Duffs		NCB	No	Prior	November 2019	
4.	Carrot Bay Road and Coastal Defences		ICB	No	Prior	November 2019	
5.	Cane Garden Bay Rd.		NCB	No	Prior	December 2019	
6.	Ballast Bay Retaining Wall/Stabilisation		NCB	No	Prior	October 2019	
7.	Great Mountain Retaining Walls/Stabilisation		NCB	No	Prior	October 2019	
8.	Lower Hope Retaining Wall		NCB	No	Prior	September 2019	
9.	Sabbath Hill Retaining Wall		NCB	No	Prior	September 2019	
10.	Little Dix Bay Retaining Wall/Stabilisation		NCB	No	Prior	September 2019	
11.	Long Trench Retaining Walls		NCB	No	Prior	October 2019	
12.	Fish Bay Road Rehabilitation		NCB	No	Prior	November 2019	
13.	Bob’s Gas Station Wall		Shopping	No	Prior	September 2019	
14.	West End Ferry Terminal		ICB	No	Prior	February 2020	
15.	Reservoirs Restoration		NCB	No	Prior	October 2019	
16.	Replacement of Water Meters		NCB	No	Prior	October 2019	
17.	Restoration of Burt Point Waste Water Treatment Plant		NCB	No	Prior	December 2019	
18.	Restoration of Cane Garden Waste Water Treatment Plant		NCB	No	Prior	December 2019	
19.	Restoration of Road Town Pump Stations.		NCB	No	Prior	December 2019	
20.	Restoration of Cane Garden Bay Pump Stations – Procurement Pumps and generators		Shopping	No	Prior	December 2019	
21.	Restoration of Cane Garden Bay Pump Stations – Procurement Valves and manholes		Shopping	No	Prior	December 2019	

1	2	3	4	5	6	7	8
Ref No.	Contract (Description)	Estimated Cost (USD '000)	Procurement Method	Prequalification (Yes/No)	Bank Review (Prior/Post)	Expected Bid-Opening Date	Comments
22.	Commissioning Paraquita Bay Waste Water Treatment Plant.		Direct Contracting	No	Prior	December 2019	
23.	East End Pumping Stations		NCB	No	Prior	December 2019	
24.	DDM Building		ICB	No	Prior	June 2019	
25.	Seismic and Weather Monitoring Equip. – Seismic Stations		Direct Contracting	No	Prior	November 2018	<i>Contracted: Kinemetrics Inc. (USA) for USD \$59,880.</i>
26.	Seismic and Weather Monitoring Equip. – Tidal Gauge		Direct Contracting	No	Prior	Oct 2018	<i>Contracted: OTT Hydromet Corp (USA) for USD \$106,877.82</i>
27.	Seismic and Weather Monitoring Equip. – Weather Station		Shopping	No	Prior	Oct 2018	<i>Contracted: Campbell Scientific for \$60,018.03.</i>
28.	Emergency Telecom and Early Warning alert network - Sirens		Direct Contracting	No	Prior	Nov 2018	<i>Contracted: Federal Signal for \$170,508.62</i>
29.	Emergency Telecom and Early Warning alert network – Radio Data System		Shopping	No	Prior	Oct 2018	<i>Contracted: Alert FM Security Systems for \$85,100.00*</i>
30.	Emergency Telecom and Early Warning alert network - Emergency Broadcast Encoder		Direct Contracting	No	Prior	Oct 2018	<i>Contracted: Monroe Electronics (USA) USD \$25,780.</i>
31.	Emergency Telecom and Early Warning alert network - CATV Encoder and Character Generator		Direct Contracting	No	Prior	August 2019	<i>Supplier identified. Procurement method to change to DC.</i>
32.	Emergency Telecom and Early Warning alert network – AM Transmitter		Direct Contracting	No	Prior	August 2019	<i>Supplier identified. Procurement method to change to DC.</i>
33.	Emergency Telecom and Early Warning alert network – FM Fixed Transmitter & FM Mobile Transmitter		Direct Contracting	No	Prior	Oct 2018	<i>Contracted: OMB Broadcast for \$14,569.04</i>
34.	Emergency Telecom and Early Warning alert network – Emergency Management Weather Information Network Land Mobile Radio Repeaters Marine Repeaters Land Mobile Radio Handhelds VHF Base Stations 2M Handheld Radios High Frequency Base Stations Marine Radios		Shopping	No	Prior	Oct 2018	<i>Multiple Contracts Awarded to: Contracted: Cay Electronics (BVI) for \$32,094.64 and TSI Distributors (USA) for \$95,927.48.</i>
35.	Emergency Telecom and Early Warning alert network – Very Small Aperture Terminal		Shopping	No	Prior	Oct 2018	<i>Contracted: Cay Electronics for \$26,949.68</i>

1	2	3	4	5	6	7	8
Ref No.	Contract (Description)	Estimated Cost (USD '000)	Procurement Method	Prequalification (Yes/No)	Bank Review (Prior/Post)	Expected Bid-Opening Date	Comments
35 A	DDM Equipment – Associated civil works and instalment of equipment		Shopping	No	Prior	April 2019	<i>Contracted: SunLeaf Construction Ltd for \$66,289.00</i>
36.	DDM Vehicles		Shopping	No	Prior	March 2018	<i>Contracted: Legacy Auto for \$48,495.00 and Burke's Garage Ltd. for \$26,500.00.</i>
37.	Magistrates Court Rehab.		NCB	No	Prior	Dec 2019	
38.	Attorney General's Residence Rehab.		NCB	No	Prior	Dec 2019	
39.	Judges' Residence #1 Rehab		NCB	No	Prior	Dec 2019	
40.	Judges' Residence #2 Rehab		NCB	No	Prior	Sept2019	
41.	ICT for Courts		RCB	No	Prior	Sept 2019	
42.	ICT for CAC		ICB	No	Prior	Sept 2019	
43.	CAC Building Services Rehabilitation		ICB	No	Prior	Dec 2019	
45.	Other Government Building Works –Vanterpool Building Valley VG Government Building		NCB	No	Prior	Sept 2019	
46.	Other Government Building Works – Flax Building Valley VG Government Building		NCB	No	Prior	Sept 2019	
47.	Other Government Building Works – North Sound GOV Building VG		NCB	No	Prior	Sept 2019	
49.	Schools Rehabilitation (Primary schools)		NCB	No	Prior	Sept 2019	
50.	Schools Redevelopment – Elmore Stouitt High School		NBF	No	Prior	Nov 2018	Tender closed. To be NBF.
51.	School Redevelopment – Bregado Flax Educational Centre		NCB	No	Prior	Aug 2019	
52.	Eslyn Henley Richez Special Needs Learning Centre		NCB	No	Prior	Dec 2019	
53.	ICT for Schools		ICB	No	Prior	Sept 2019	
54.	School Supplies - Primary and Secondary		NCB	No	Prior	Sept 2018	<i>Multiple Contracts Contracted: Lot 1 to Massy Technologies (Antigua) for USD\$257,450.00 Lot 2 no bids received Lot 3a and 3b Contracted: Island Services Ltd. (BVI) for USD\$418,378.98 and USD\$199,946.14 respectively.</i>

1	2	3	4	5	6	7	8
Ref No.	Contract (Description)	Estimated Cost (USD '000)	Procurement Method	Prequalification (Yes/No)	Bank Review (Prior/Post)	Expected Bid-Opening Date	Comments
55.	School Supplies – School Books		Shopping	No	Prior	Sept 2018	<i>Contracted: Island Services Ltd. (BVI) for USD\$99,894.60</i>
56.	Rehabilitate/reconstruct recreational facilities		NCB	No	Prior	Dec 2019	
57.	Police ICT Equipment		LIB	No	Prior	Aug 2019	

C. Consulting Services

1. **Prior Review Threshold:** Procurement decision subject to prior review by the Bank as stated in Appendix 1 to the Guidelines for the Selection and Engagement of Consultants:

	Selection Method	Prior Review Threshold (USD)	Comments
1.	QCBS	> 75,000	-
2.	CQS	> 25,000	-
3.	SSS	> 5,000	-
4.	ICS	> 5,000	-
5.	NBF	No prior review.	Procurement procedures of GOBVI apply.

2. **Short list comprising entirely of national consultants:** N/A
3. **Reference to (if any) Project Operational/Procurement Manual:** CDB Procurement will be in accordance with Guidelines for Procurement for the Selection and Engagement of Consultants (2011), subject to the exceptions to these guidelines approved under DiMSOG (2009).
4. **Any Other Special Procurement Arrangements:**
- (a) A waiver of the provisions of paragraph 4.42 of DiMSOG (2009) to increase the financial limit applicable to the permitted modifications of CDB’s Guidelines for the Selection and Engagement of Consultants by Recipients of CDB Financing (October 2011) to a value of \$550,000.
 - (b) A waiver of CDB’s Guidelines for the Selection and Engagement of Consultants by Recipients of CDB Financing (October 2011), to extend eligibility to all countries with respect to UNDP, UNICEF and PAHO’s selection of sub-consultants and experts and for the supply of goods required to perform their services under contracts for Project Management and Psychosocial Support, respectively.

This information is withheld in accordance with one or more of the exceptions to disclosure under the Bank’s Information Disclosure Policy.

5. Procurement Packages with Selection Methods and Time Schedule:

1	2	3	4	5	6	7
Ref No.	Assignment (Description)	Estimated Cost (USD '000)	Selection Method	Bank Review (Prior/Post)	Expected Proposal Submission Date	Comments
1.	Security Consultant (Police ICT)		QCBS	Prior	Sept 2018	In accordance with DiMSOG provisions. Waiver applies. Contracted: <i>Russell Jones Consulting (BVI) for \$140,000.00</i>
2.	ICT Consultant – Schools, Offices, Courts		QCBS	Prior	July 2019	In accordance with DiMSOG provisions. Waiver applies. <i>IN PROGRESS</i>
3.	Roads, Slopes & Coastal Defences Consultant		QCBS	Prior	August 2018	<i>Contracted: FDL Consult for \$876,250.00.</i>
4.	Schools Redevelopment Consultant – Bregado Flax		QCBS	Prior	Sept 2018	In accordance with DiMSOG provisions. Waiver applies. Contracted: <i>BCQS International for \$105,400.00.</i>
4a.	School Redevelopment Consultant – Esllyn Henley		QCBS	Prior	Oct 2018	In accordance with DiMSOG provisions. Waiver applies. Contracted: <i>TigerQi Architecture for \$130,720.</i>
5.	Recreational Facilities Consultant		QCBS	Prior	Oct 2019	<i>In accordance with DiMSOG provisions. Waiver applies. No Contract awarded. Significantly exceeded budget. Currently under review.</i>
6.	CAC Building Consultant (Mechanical Components)		QCBS	Prior	August 2019	In accordance with DiMSOG provisions. Waiver applies. <i>Part of a wider tender process to secure a Consultant for the entire building.</i>
7.	DDM Building Consultant		SSS	Prior	April 2018	<i>Contracted: Virella Crespo and Associated (Puerto Rico) for \$468,671.51.</i>
8.	Other Buildings Consultant		QCBS	Prior	August 2018	In accordance with DiMSOG provisions. Waiver applies. Contracted: <i>Trojan Design and Development Ltd. (BVI) for \$323,350.00.</i>
9.	Ferry Terminal Consultant		QCBS	Prior	Sept 2018	In accordance with DiMSOG provisions. Waiver applies. <i>IN PROGRESS</i>
10.	Water Consultant		QCBS	Prior	August 2018	In accordance with DiMSOG provisions. Waiver applies. <i>SWS Consulting Engineering Ltd. for \$375,000.</i>
11.	DDM Equipment Consultant		ICS	Prior	Nov 2018	In accordance with DiMSOG provisions. Contracted: <i>Ronnie Lettsome for \$53,500.</i>
12.	CVA Consultant – Ports, Buildings, Roads and Coastal Defences, Water Systems		QCBS	Prior	Feb 2019	In accordance with DiMSOG provisions. Waiver applies. Contracted: <i>Wood Environment and Infrastructure Solution (UK) for USD\$168,258.00.</i>
13.	Psycho-Social Support - PAHO		SSS	Prior	March 2018	Special capacity and follow-on from previous services. Contracted: <i>PAHO for USD\$354,088.</i>
14.	Project Management - IST		SSS	Prior	April 2018	Urgent need to start post-disaster recovery without delays. Contracted: <i>UNDP for \$1,242,517.50</i>
15.	Consultant – Project Engineer – Civil Works		ICS	Prior	Oct 2019	Replaces PMSC.
16.	Consultant – Buildings/ Structural		ICS	Prior	Oct 2019	Replaces PMSC.
17.	Consultant – Environmental Specialist		ICS	Prior	Oct 2019	Replaces PMSC.
18.	Community Liaison Officer		ICS	Prior	Sept 2019	Removed from IST.
19.	Financial Audit Services		LCS	Prior	August 2018	In accordance with DiMSOG provisions. Contracted: <i>BDO Limited (BVI) for \$40,933.00. Clarification required.</i>
20.	Consultant PU Staff – Project Engineer		ICS	Prior	October 2018	In accordance with DiMSOG provisions. Waiver applies. Contracted: <i>Eric Kingof Opoku-Ohemeng for 132,500.00</i>
21.	Consultant PU Staff – Procurement Specialist		ICS	Prior	August 2019	In accordance with DiMSOG provisions. Waiver applies. <i>Currently under review.</i>

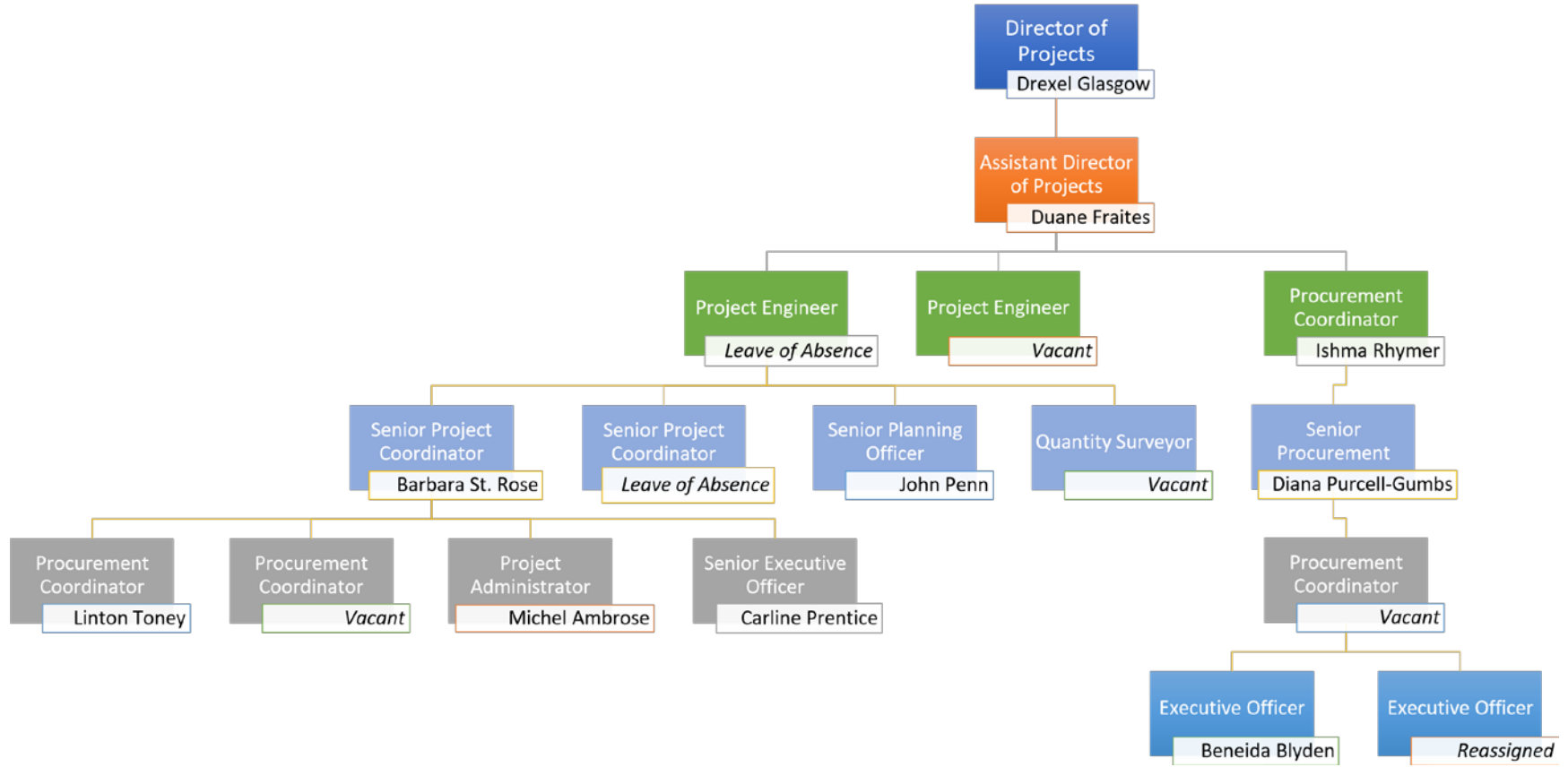
D. Summary of Proposed Procurement Arrangements

USD'000

Project Component	CDB												NBF	Total Cost
	Primary		Secondary	Other										
	ICB	NCB	LIB	RCB	Shopping	Direct Contract	QCBS	CQS	LCS	SSS	ICS	UN	GOBVI	
Infrastructure Works	█	█											█	█
Equipment, Tools, Materials and Supplies	█	█	█	█	█	█								█
Design and Engineering Services							█			█	█			█
Institutional Strengthening							█					█		█
Project Management							█		█		█	█	█	█
Physical Contingency														█
Price Contingency														█
Finance Charges														█
Total	█	█	█	█	█	█	█	█	█	█	█	█	█	█

This information is withheld in accordance with one or more of the exceptions to disclosure under the Bank's Information Disclosure Policy.

ORGANOGRAM OF THE PROJECT UNIT – MINISTRY OF FINANCE



REVISED RESULTS MONITORING FRAMEWORK

Project Impact Strengthened socio-cultural and economic preparedness and resilience of the population of BVI to future climate-related hazards.				
Outcome	Indicator	Baseline	Target	Data Sources, Reporting Mechanisms and Report Frequency
1. Improved climate resilient and socially inclusive infrastructure and institutions in the transport, water and sewerage, governance, education and national security sectors in BVI.	1.1 Education: number of students, including special needs learners, in improved school settings (No. of which 48% are girls).	0 14/12/2017	1,500 31/12/2021	1. Recovery Task Force Reports
	1.2 Water and Sewerage: number of consumers with a safe water supply (No. of which 49% are females).	0 14/12/2017	28,000 31/12/2021	2. Line Ministries Annual Reports
	1.3 Roads: improved access for commuters. (No. of which 49% are females).	0 14/12/2017	28,000 31/12/2021	3. DDM Reports
	1.4 Transport: number of accessing adequate ferry services from improved ferry terminals.	To be determined in baseline study 14/12/2017	To be set in baseline study 31/12/2021	4. GOBVI Reports
	1.5 Police Service: OTRCIS utilised to support national security collaboration.	No coordination or collaboration through the system 14/12/2017	Coordination and collaboration in place. 31/12/2021	
	1.6 Government Services: number of accessing administrative services, including improved disaster management services, as in pre-disaster situation. (No. of which 49% are females).	0 14/12/2017	28,000 31/12/2021	
	1.7 Multi-sectoral national team providing gender sensitive psychosocial services as required.	No 14/12/2017	Yes 31/12/2021	
Assumptions for Achieving Outcomes:				
<ol style="list-style-type: none"> 1. Project infrastructure adequately maintained and efficiently operated. 2. Stable government staff/minimal attrition 3. Stakeholder engagement is sustained and optimal. 				

Output Results Matrix				
Output	Indicator	Baseline	Target	Data Sources, Reporting Mechanisms and Report Frequency
1. Rehabilitation and reconstruction of critical climate-resilient social and economic infrastructure in BVI	1.1 Education:			1. PCR.
	(a) reconstruction and rehabilitation of 11 schools;			2. PC Progress Report.
	(b) reconstruction of the Eslyn Henley Richez Learning Centre;	0 schools 14/12/2017	12 31/1/2021	3. Engineering Consultant's Supervision Reports.
	(c) rehabilitation of the A. O. Shirley Recreational Grounds;	Grounds not available 14/12/2017	Available 14/1/2021	4. Engineering Consultant's PCR.
	(d) ICT equipment supplied to primary and secondary schools; and	No equipment and materials 14/12/17	Available 14/12/18	5. Project Management Firms' Reports
	(e) School supplies and materials supplied to primary and secondary schools.			
	1.2 Water and Sewerage:			
	(a) rehabilitation of three waste water treatment plants and three pumping stations; and			
	(b) rehabilitation and replacement of three water supply reservoirs	0 rehabilitated 14/12/2017	10 rehabilitated 31/12/2018	
	1.3 Roads:			
	(a) rehabilitation of 3.9 km of roads;			
	(b) construction of 900 m of sea defences; and			
	(c) construction of retaining wall and road stabilisation at seven sites.	0 rehabilitated or constructed 14/12/2017	Rehabilitated or constructed 31/1/2021	
	1.4 Ports: rehabilitation/reconstruction of two ferry terminals	0 rehabilitated or reconstructed 14/12/2017	2 rehabilitated or constructed 31/12/2019	
	1.5 Police service: provision and installation of close circuit television (CCTV) and communications system.	System not functional 14/12/2017	System functional 31/12/2018	

	<p>1.6 Government Services:</p> <p>(a) rehabilitation of CAC and administration buildings;</p> <p>(b) rehabilitation of the court buildings, Attorney General's and judges' residences;</p> <p>(c) provision of ICT equipment/systems for CAC, administrative buildings and courts;</p> <p>(d) reconstruction of DDM building;</p> <p>(e) provision and installation of DDM's ICT and DRM equipment and system; and</p> <p>(f) provision of three vehicles for DDM</p>	<p>0 equipment 14/12/17</p> <p>0 equipment 14/12/17</p> <p>Not in place 14/12/17</p> <p>Not available 14/12/17</p>	<p>9 rehabilitated 31/12/2018</p> <p>Equipment in place 31/12/18</p> <p>Completed 31/03/20</p> <p>Available 31/10/18</p>	
<p>2. Enhanced institutional capacity for: (a) psychosocial support; and (b) disaster risk reduction</p>	<p>2.1 (a) 80 trained to provide Gender sensitive psychosocial services (number of beneficiaries disaggregated by sex, age, disability, sector and geographic location).</p> <p>(b) Gender sensitive materials and resources for psychosocial services procured.</p> <p>(c) Stakeholder engagement plan developed.</p> <p>(d) PUPU and contractors sensitised on linkages between gender and infrastructure works.</p> <p>2.2 CRVA assessments completed.</p>	<p>0 14/12/2017</p> <p>0 14/12/2017</p> <p>0 14/12/2017</p> <p>0 14/12/2017</p> <p>0 14/12/2017</p>	<p>80 30/06/2019</p> <p>Available 31/07/2019</p> <p>1 31/07/2019</p> <p>20 31/07/2019</p> <p>3 31/12/2019</p>	<p>1. Consultants' Reports.</p> <p>2. PC Reports.</p> <p>3. PCR.</p>
<p>Assumptions for Achieving Outputs:</p> <p>1. No major adverse weather conditions.</p> <p>2. No significant delays in infrastructure works.</p> <p>3. Counterpart resources, including human resource capacity, are available in a timely manner.</p> <p>4. Make optimal use of available psychosocial services or sustaining their participation in the programmes.</p>				