

TERMS OF REFERENCES

Welfare Benefits Board (WBB)
Ministry of Finance, Economic Stabilization & National Policies (MoF)

SOCIAL PROTECTION PROJECT (SPP)

Individual Consultant- Project Officer (Monitoring and Evaluation)

1. BACKGROUND

1.1 Context. Sri Lankans have been hit by a significant economic downturn over the past two years. The spread of the coronavirus pandemic, as well as fiscal and monetary indiscipline have shrunk the economy. Sri Lanka's gross domestic product contracted by 7.8% in 2022, while inflation peaked at 69.8% in September 2022, and the Sri Lankan Rupee (LKR) depreciated close to 80 percent against the US dollar in 2022. As a result, the poverty rate doubled from 13.1% to 25% (\$3.65 per capita, 2017 PPP) between 2021 and 2022. Around 75% of households were estimated to have experienced a reduction in their incomes, and 37% of households were facing acute food insecurity in November 2022. Moreover, women-headed households, which were already 60 percent poorer than male headed households, were pushed deeper into poverty.

1.2 The Project. The Social Protection Project (P178973), approved by the World Bank (WB) Executive Board, supports the Government of Sri Lanka (GoSL) in implementing key reforms that will increase efficiency and effectiveness of spending and improving the responsiveness of the social protection system. The Project Development Objective of the Project is to support Sri Lanka in providing better targeted income and livelihoods opportunities to the poor and vulnerable.

1.3 Project Components and Funding. The total value of the Project is US\$200 million. The first component of the Project is allocated with \$185 million to streamline and finance the new country welfare benefit payment Aswesuma. The second component is allocated with US\$7 million to pilot an economic inclusion program – which will be Sri Lanka's first comprehensive "Economic Inclusion Pilot" – using global experience, and the third component of US\$8 million is to strengthen the government's capacity to deliver the social protection programs.

1.4 Implementation Arrangements. The Project has two implementing agencies: Ministry of Finance, Economic Stabilization & National Policies (MoF) and Ministry of Women, Child Affairs, Social Empowerment (MoWCASE). The Welfare Benefits Board (WBB), under MoF, will manage the day-to-day operations for strengthening of the social registry and payments to beneficiaries for new cash transfer program Aswesuma, while the Department of Samurdhi Development (DSD), under MoWCASE, will manage the day-to-day operations for the economic inclusion pilot and integrated family support.

The Project Management Team (PMT) in WBB is looking for a qualified Monitoring and Evaluation Specialist (M&E) to help WBB conduct M&E activities related to the above Project.

2. OBJECTIVE OF THE ASSIGNMENT

The overall objective of the assignment is to provide technical support to WBB in implementing Project's monitoring and evaluation activities in line with Project Appraisal Document and/or Project Operations Manual. The Monitoring & Evaluation Specialist will be responsible for establishing, maintaining, and overlooking project monitoring arrangements and procedures, including monitoring and evaluation system development. The Project Monitoring and Evaluation will also work closely with the Department of Census and Statistics (DCS) to ensure validity on national representative surveys implemented under the project and for any analysis needed for reviewing and improving the targeting formula for welfare benefits payment schemes.

3. SCOPE OF WORK

- ❖ Supporting to WBB with the guidance of the M&E Specialist to develop Monitoring & Evaluation strategy, systems, and action plans to develop results to demonstrate the Project Development Objectives;
- ❖ Assist the WBB with the guidance of the M&E Specialist to finalize the proposed strategy and action plans;
- ❖ According to the M&E Specialist instructions, closely monitor project implementation against all agreed indicators, using field visits and other methods against to action plans
- ❖ Support to Measure, assess and report progress on achievement of results;
- ❖ Support to project performance monitoring and results evaluation
- ❖ Assisting conduct research to monitor outcomes;
- ❖ Assisting to build M&E capacity of key stakeholders/beneficiaries to produce quality data as well as effective use of M&E for improvements;
- ❖ Supporting to prepare monthly M&E reports to be shared with the WBB Board members, MoF, and the World Bank;
- ❖ Coordinate implementation of focus groups and national representative surveys to regularly review performance of the targeting and adequacy of the cash transfer programs;
- ❖ Assisting data collection support against to data processing
- ❖ Sporting to project data base management
- ❖ Attending to data verifications at field level
- ❖ Assisting to M&E documentation
- ❖ Any other task as assigned by the M&E Specialist

4. REPORTING OBLIGATION

The Individual Consultant will report directly to the Addl. Commissioner (Operation) and work closely with other PMT and WBB staff.

5. DURATION OF THE ASSIGNMENT

This shall be a full-time work assignment at PMT in WBB, MoF. The services of the Individual Consultant is required for a period of 1 year with possible extension for the Project duration.

6. CONFIDENTIALITY AND CONFLICT OF INTEREST

The consultant undertakes to comply with GoSL's and WB's policies and rules with regard to corrupt and fraudulent practices, conflict of interest and confidentiality. The consultant shall maintain confidentiality on all sensitive information obtained during the assignment and shall not publish wholly or in part the findings or such information, without prior written consent by the WBB. Any draft reports and other documents produced by the consultant will be discussed and cleared by the PD before their final issue.

7. QUALIFICATIONS AND EXPERIENCE REQUIREMENTS

- ❖ Honors Bachelor's degree in Economics/ Project Management/ Business Administration/ Management which is recognized by the University Grant Commission of Sri Lanka.

OR

- ❖ An Associate membership / A similar professional qualification obtained from a recognized professional institution in the relevant field

with

- ❖ A minimum of three year experience in the relevant field to the post
- ❖ Certificate in computer studies not less than three-month duration from a recognized institute.
- ❖ Knowledge and experience of WB procedures is a strong advantage;
- ❖ High degree of computer literacy, and intermediate to advanced knowledge of Microsoft Office Package (Excel, Word, Power Point and Access) and Internet;
- ❖ Experience in monitoring and evaluation of payment methods is an advantage;
- ❖ Experience in analytical work and survey implementation is an advantage;
- ❖ Excellent report writing and good command of both spoken and written English and local languages are required

8. PROFESSIONAL COMPETENCIES

- ❖ Ability to read and write excellent English and produce project reports in English for regular and continuous presentations.
- ❖ Ability to guide and deliver the range of monitoring and evaluation activities required by the project.
- ❖ Ability to interact with staff in the relevant agencies.
- ❖ Effectiveness in analyzing and resolving project implementation issues.
- ❖ Familiarity with the relevant Government procedures and regulations.
- ❖ High level of computer literacy, including Word, Excel, email and the internet.
- ❖ Strong communication skills and good interpersonal relations.

9. METHOD OF RECRUITMENT

The procurement method - Individual consultant selection method using the World Bank Procurement procedures.