

Assignment / Terms of Reference

Civil Engineering / Expert

Position description	
Object	Short- term Civil Engineer / Expert
Name	
Project name/ number	Sustainable Development in Lebanon Project DWR/PP 2024/067/3
Project background	<p>The Polish Center for International Aid (PCPM) with the funding from the Polish Aid under project DWR/PP 2024/067/3 is in the process of implementing a development project in Lebanon.</p> <p>The aim of the project is to strengthen local communities exposed to the effects of the economic crisis in Lebanon by supporting local governments and other local institutions in providing sustainable public services. The activities are implemented in cooperation with municipalities and the Lebanese civil defense.</p>
Aim of this assignment	<p>The Civil Engineer will work closely with stakeholders to design, oversee, and ensure the successful implementation of various infrastructure activities mainly in Akkar. These include site management of river sections, improvements in Lebanese Civil Defense stations, construction of Lebanese Civil Defense building in Kobayat, road rehabilitation and culvert construction, extension of wastewater networks, and development of irrigation canals.</p> <p>By preparing detailed technical designs, supporting the tendering process, conducting site visits, and providing comprehensive documentation and risk assessments, the Civil Engineer will contribute to the strengthening of local infrastructure. This will improve safety, efficiency, and sustainability of public services. The expert will ensure compliance with relevant guidelines and standards, and provide ongoing support and recommendations to the project team.</p>
Geographical scope of the assignment/ Location of the Assignment	<p>Mainly in Akkar: Sahel, Hweish and Fnaideq in Jord El Qaitaa, Kobayat, Qatlabe and its surrounding.</p> <p>Potential field visits to Sed El Bauchrieh and Beirut Mount Lebanon (up to 3 days).</p>

Key Responsibilities	<p>The Civil Engineer / Expert will:</p> <ul style="list-style-type: none"> ● In consultation with key stakeholders, prepare the technical design/drawings of: <ul style="list-style-type: none"> - Al-Oustwan river section for site management in cooperation with PCPM staff, consultants and the Governorate of Akkar. - Minor repairs (civil works in the LCD) and cooperation with the Solar Expert (including monitoring) regarding the steel structure for the installation of solar systems in Sed El Bauchrieh and other potential sites. - the reconstruction of the culvert and road rehabilitation (the road damaged by fire that destroyed trees stabilising the ground and led to soil subsidence, threatening the safety of the residents and other road users). - road signs and lighting in Qatlabe recommendations according to LIBNOR and other standards. - Qatlabe wastewater network extension in cooperation with PCPM staff, consultants and Kobayat municipality. - Irrigation canals with a total length of 1,658 meters (in Hweish and Fnaideq). - Lebanese Civil Defense building in Kobayat in cooperation with the architect. ● Support the PCPM team in the tendering process, including the preparation of Bill of Quantities, needed specifications and drawings, selection and award criteria, and warranty and service requirements, as well as through participation in technical evaluation of the offers, assessments, market research and analysis. ● Conduct site visits to oversee the construction and maintenance of infrastructures implemented under the above mentioned Polish Aid project. ● Prepare project documentations (maps, field visits reports, tests, drawings, and others). ● Assessment of potential risks and provide written guidance on operation and maintenance to the municipality and Lebanese Civil Defense representatives as well as mitigation measures. ● Ensure compliance with guidelines and regulations including permits, safety, etc., and delivering technical files and other technical documentation as required. ● Conduct assessment of other potential sites depending on needs and experts' days / budget availability for potential contract extension.
Outputs / Deliverables	<p>Project documentations (maps, field visits reports, tests, drawings, and others). All documentation produced is the property of the PCPM and its donor.</p> <ol style="list-style-type: none"> 1) Review of existing project documents. 2) Design and engineering documentation of the site management in Sahel to protect agricultural lands against flooding. 3) Design and engineering documentation for the construction of culvert, road rehabilitation as well as road signs and lighting installation in accordance with LIBNOR and other standards. 4) Design and engineering documentation for the irrigation canals in Hweish and Fnaideq. 5) Design and engineering documentation of the steel structure for the installation of solar systems in Sed El Bauchrieh.

	6) Design and engineering documentation of the Lebanese Civil Defense building in Kobayat. 7) Design and engineering documentation of the new section of the Qatlable wastewater network. 8) Tender documents for the PCPM activities mentioned in this ToR. 9) Technical evaluation of offers received in the procurement phase. 10) Progress reports, monitoring reports and safety reports during supervision of works. 11) Testing report and hand-over of the activities. 12) Guidance on operation and maintenance. 13) Civil works documentations/simulations. 14) Final report.
Coordination	<p>Throughout his/her assignment:</p> <ul style="list-style-type: none"> - The Short-term Expert will provide the Project Coordinator and Program Oversight with recommendations related to the implementation of the activity. - The short-term Expert shall arrange and execute the tasks as mentioned above in consultation with the Project Coordinator and Program Oversight. - The short-term Expert will report to the assigned Project Coordinator and Program Oversight. <p>The expert is expected to cooperate with contractors and other stakeholders (Municipalities and Lebanese Civil Defense representatives, LCEC representatives etc.) and PCPM experts (e.g. Solar Energy Expert, Architect, Auditors etc.). All coordination between the Short-term expert and stakeholders shall be arranged by PCPM.</p>
Minimum qualifications	<p><u>Education and professional Experience:</u></p> <ul style="list-style-type: none"> - Residing in Akkar and good knowledge of the Akkar region, - At least BA in Engineering, - Experience working with NGO and local governments (especially when preparing reporting and engineering documentation), - Legally registered with the syndicate of engineers Lebanon, - At least 5 years of work experience in fields related to civil works, - Civil skills or cooperation with a civil engineer, - At least 3 similar assignments in the last 2 years, preferably in Lebanon, - Proficiency in English and Arabic. <p><u>Competencies:</u></p> <ul style="list-style-type: none"> - Reliability: fulfilling obligations in a highly responsible manner; - Self-control and maintaining composure; - Attention to detail, proper information management; - Excellent communication skills; - Tolerance and adaptability.

	<u>The shortlisted experts may be additionally asked to submit references or provide Satisfactory Performance Certificates of completed projects.</u>
--	---

Terms and Conditions	
Period of the assignment and allocated budget	A maximum of 40 working days during the period of 3 months.