

PROJECT MANAGEMENT UNIT
Uttarakhand Disaster Preparedness & Resilience Project (U-PREPARE)

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Reference No: PMU/PREPARE/2023/465

Date- 06/09/2023

The Uttarakhand Disaster Preparedness & Resilience Project (U-PREPARE) – World Bank assisted invites applications for the following assignments latest by **24th SEPTEMBER**, 2023 for engagement of services under PMU for Dehradun location in Uttarakhand. Details including TOR, remuneration, type of engagement, job code, place of posting, application form and terms can be obtained from the website www.ukdisasterrecovery.in & www.usdma.uk.gov.in The engagement of services will be purely on temporary basis for a initial period upto 31 January 2024 (extendable). The total experience asked for has to be post qualification.

Sl.	Name of Post	No. of Post
1	Individual Consultant (Forest Fire Suppression and Management Expert)	01


Program Director

TERMS OF REFERENCES FOR FOREST FIRE SUPPRESSION AND MANAGEMENT EXPERT (Individual Consultant) under Uttarakhand Disaster Preparedness and Resilience Project (U-PREPARE)

Assignment Title	:	Forest Fire Suppression and Management Expert (Individual Consultant)
Location	:	PIU – Forest, U-PREPARE or location addressed by PMU U-PREPARE Dehradun Uttarakhand, India
Start Date	:	Immediately
Reporting to	:	Program Director PMU/ Program Manager/ Additional Program Director PMU. Nodal Officer Forest Fire & Disaster Management.
Responsible for	:	Assisting PMU/PIU/Forest Department in Forest Fire Suppression and defining Management Expert Strategy & Planning in upcoming new project U-PREPARE
Type of Input	:	Intermittent input 18 to 20 days per month or on monthly basis.
Duration of assignment:	:	Maximum duration of assignment shall be up to 31 March, 2024 with intermittent input of 18 to 20 days per month as per the requirement of the project. The employer may, if found necessary, postpone or cancel the assignment and or shorten or extend duration of the assignment.
Consultancy Fee	:	Fee for the above assignment is fixed INR 3000/day or INR 60,000.00 per month (If engaged on monthly basis) that will be paid on submission of invoice after verification of days consumed for the assignment.

Background

It is envisaged under new project Uttarakhand Disaster Preparedness & Resilience Project (U-PREPARE) to improve disaster and climate resilience by enhancing emergency response systems, strengthening critical infrastructure resilience and community disaster preparedness.

Purpose of the Assignment

PMU U-PREPARE is seeking an individual consultant who is familiar with planning of new project related to Forest Fire Suppression and Management Expert Strategy & Planning. Individual consultant should have the ability to define and implement effective strategy and planning for readiness of new project.

Consultant Qualification & Marks (Max – 100)

Education Qualification: B.Sc. in Agriculture or in Natural Resource Management /Forestry Environment Science / Climate Change or Equivalent or related field relevant to Forest Management (Max -30).
(Max –40)

Experience Qualification: MSc in Agriculture or in Natural Resource Management /Forestry Environment Science / Climate Change or Equivalent or related field relevant to Forest Management. (Max -10).
(Max – 60)

- More than 15 years' field experience in various Forest Divisions of Uttarakhand Forest Department. Max Marks 15 (<15years - 0 Mark, 15 Years – 10 Marks, 1 Marks for each year after 15 years Maximum up to total 15 Marks).
- Has Served as Field Officer and has good knowledge and experience in Forest Fire Prevention/Management activities. Max Marks – 15 (<10years - 0 Mark, 10 Year – 5 Marks, 1 Marks for each year after 10 years Maximum up to total 15 Marks).
- Experience of working in hilly states. Max Marks – 15 (< 5 Year – 0 Mark, 5 Year - 10 Marks, 1 Marks for each year after 5 years Maximum up to total 15 Marks).
- Should have undergone Fire Safety Training. Max Marks – 5 (1 mark per training).
- Must have relevant Fire Investigation certification. Max Marks - 5
- A degree in environmental safety or any other related discipline. Max Marks -5
- Previous experience in having worked with multilateral development banks is a plus.

Scope of Work: To provide necessary advice to U-PREPARE in the planning and readiness of U-PREPARE (upcoming new project) World Bank Assisted Project in forest component.

Focus on the following tasks : Forest Fire Expert has a wide range of responsibilities, which include:

- Preparation of ToRs pertaining to forest fire mitigation
- Provision of data on the forestry required for U PREPARE.
- Coordination with communities, consultants, and other stakeholders, on U PREPARE activities.
- Preparation, implementation and monitoring of U-PREPARE project.
- Initiate regular communication with the U PREPARE PMU to ensure the forest fire component is prepared and implemented in a timely manner.
- Preparing fire prevention plans and educating the public about fire hazards and prevention techniques
- Coordination with PMU/Forest department and other stakeholders to implement various activities/works planned under forest component of U-PREPARE
- Inspecting forest areas to determine if they are in compliance with fire codes.
- Responding to fire emergencies, including investigating the cause of fires or explosions to determine whether they were accidental or intentional

- Training other firefighters or other members of the fire department on how to use firefighting equipment
- Preparing strategies for forest fire mitigation (both long term and short term)
- Any other task assigned by the competent authority.

APPLICATION FORM FOR ENGAGEMENT BY SELECTION

1.	Advertisement No.		Affix a recent passport size photograph duly attested by the candidate
2.	(a) Name of the assignment applied for:		
	(b) Period required to join if selected:		
3.	Name in full (in capital letters)		
4.	Father's/Husband's name		
5.	Date of birth (DD/MM/YYYY): Place of birth: Age as on the date of application:		
6(a)	Nationality		
6(b)	Marital status (Married/ unmarried/ divorced/ separated)		
7.	Gender		
8.	Email id <i>(mandatory as all future communication will be on this email id)</i>		
	Contact Mobile Number <i>(mandatory as all future communication will be on this contact number)</i>		
9.	Postal address for communication with PINCODE		
10.	Permanent address with PINCODE		

14.	Pay in the Pay Band and Grade Pay / Pay in the pay scale / total emoluments in the post currently held:	
15.	Are you a member of any professional body? If yes, give details:	
16. References:		
(i)	Name: Designation & Organisation: Postal address: Phone number E-mail id	Landline: Mobile:
(ii)	Name: Designation & Organisation: Postal address: Phone number E-mail id	Landline: Mobile:
(iii)	Name: Designation & Organisation: Postal address: Phone number E-mail id	Landline: Mobile:
17.	Additional remarks such as special qualification or experience not covered in the preceding columns.	
18.	Language competency: English Hindi <i>(pl mention 'Yes' or 'No' against each)</i>	Read Write Speak

I hereby declare that I have carefully read and understood the instructions/ general conditions, contained in the above and notes given down below and that all the entries in this form are true to the best of my knowledge and belief. I also declare that I have not concealed any material information which may debar my candidature for the assignment applied for. In the event of suppression or distortion of any fact, like category or educational qualification or experience, made in my application form, I understand that I will be denied any engagement in the project and if already engaged for any assignment in the project; my engagement will be terminated forthwith.

Place:

Date:

Signature of the Applicant

General Conditions

1. All the assignments are purely on contract basis for an initial period upto 31 January 2024 with provision of extension depending upon project requirement and individual performance.
2. The selected applicant will not have any claim or right for a permanent job with the project or the Government of Uttarakhand or any of its organizations.
3. The assignments are open only to Indian nationals. However candidates are required to have competency in Hindi language in addition to English.
4. Screening Criteria: In case of more applications, apart from above mentioned criteria screening will be done based on relevant skill set, experience and professional qualifications.
5. Persons working in Government / PSUs/autonomous bodies are required to forward an advance copy of the application and later submit hard copy of the application through proper channel. However they would be required to furnish No Objection Certificate (NOC) at the time of interview/joining.
6. How to apply: **Applications only on the prescribed form/updated CVs should be sent by SPEED POST or delivered in person to the office of Program Director, 4th Floor, DDPM Tower, Haridwar Bypass Road, Ajabpur Khurd, Dehradun - 248121. Or by email on procurement.upprepare@gmail.com**
7. Last date of submission of application form i.e. 20.09.2023 at 05.00 PM. No application will be entertained beyond date and time.
8. The envelope should be super scribed with the assignment applied for and the Job Code.
9. Only Short-listed candidates will be called for interview. Shortlisted candidates will be informed by email /telephone only and no separate communication will be sent. At the time of interview, they should bring Original Certificates of qualifications and experience, NOC and a photocopy of these.
10. No TA /DA will be paid for appearing for the interview.
11. The Project reserves the right to fill up the assignment or increase/decrease the number of assignments or even to cancel the whole process of engagement without assigning any reasons thereof.
12. Canvassing in any form and bringing any influence, political or otherwise will be treated as a disqualification for the assignment applied for and Project reserves the right not to consider such applicants for the selection process.
13. Candidates are advised to keep checking the website (www.ukdisasterrecovery.in) & (www.usdma.uk.gov.in) and their emails for any information updates.
14. The Project reserves the right to relax requirements pertaining to any of the assignment at its discretion.

Place:

Date:

Signature of the Applicant