

Green, Agri-Food Transformation and Economic Recovery – GATE

TERMS OF REFERENCE

Topographer – Green Plan (Proc. Ref.: G-GP-CS-INDV9)

I. Project Background

The Republic of Lebanon (the Borrower) represented by the Council for Development and Reconstruction (CDR) has received a loan from the International Bank for Reconstruction and Development (IBRD) in the amount of US\$ 200 million toward the cost of the Green, Agri-food Transformation for Economic Recovery Project (Gate).

(GATE) Project aims to improve the resilience of farmers and Small and Medium Enterprises (SMEs) in the Lebanese agri-food sector. The project is designed to facilitate access to finance, support climate-smart investments, and restore critical infrastructure services to sustain and enhance the agricultural value chain. Through targeted interventions, it seeks to increase agricultural productivity, strengthen food security, and promote sustainable economic growth. The project is structured into key components focusing on value chain investments, infrastructure development, enabling regulatory improvements, and knowledge management.

The Project is structured into five main components, each designed to strengthen the resilience of Lebanon's agri-food sector and support farmers and SMEs:

- Component 1: Climate Smart Investments in Agri-food Value Chains
- Component 2: Climate-Smart Infrastructure and Services for Agri-Food Sector Development
- Component 3: Improving the Enabling Environment and Restoring Support Services for Agri-food Sector Development
- Component 4: Project and Knowledge Management
- Component 5: Contingency Emergency Response Component

The Green Plan has been delegated by the CDR to implement and manage the Subcomponent 2.1. This sub-component – *Improving rural community infrastructure for agriculture (US\$28 million)* – involves investments in climate-smart infrastructure and services. It will work closely with municipalities and stakeholders to develop and prioritize projects such as hill lakes, road rehabilitation, and irrigation improvements. The Green Plan will establish a dedicated Project Management Unit (PMU) to oversee implementation and ensure proper coordination.

II. Objectives of the Assignment

The objective of the assignment is to ensure the provision of accurate, timely and reliable topographic data and technical support for the planning, design, procurement and supervision of agricultural roads and hill lake works under the project in accordance with approved designs, contractual requirements, applicable national regulations and World Bank requirements.

To achieve this, Green Plan requires the services of a **Topographer**.

III. Tasks and Responsibilities

The *Topographer* will perform the following tasks:

1. Topographic Survey and Field Assessment

- Conduct topographic surveys for agricultural roads and hill lakes, including alignments, profiles, cross-sections, and elevations.
- Collect accurate field data to support site assessment, planning, and design activities.
- Support civil engineers during technical assessment of road and hill lake sites.

2. Planning Support and Technical Inputs

- Prepare topographic plans, longitudinal and transversal profiles, and layout drawings required for road and hill lake works.
- Support the preparation of Bills of Quantities (BoQs) through accurate measurements and volume calculations for both roads and hill lakes.
- Provide technical inputs required for procurement and contracting.

3. Construction Support and Verification

- The Topographer shall review and verify all studies, designs, and implementation plans submitted by the consulting firms, particularly those related to hill lakes, before work commencement, and shall monitor all topographic works during the implementation phase to ensure compliance with approved documents and specifications.
- Support supervision teams during the construction of roads and hill lakes by verifying site layouts, alignments, and levels.
- Assist in the verification of materials executed on site when required.
- Support preparation of as-built drawings for completed works.

4. Coordination, Data Management, and Reporting

- Coordinate with civil engineers, contractors, and PMU staff working on roads and hill lakes.
- Maintain organized records of survey data, drawings, and measurement sheets.
- Provide inputs to technical progress reports and World Bank supervision documentation.

5. Use of GIS and Spatial Data

- Use GIS tools at a working level to support mapping, geo-referencing, and spatial organization of road and hill lake sites.
- Support basic spatial analysis and map production required by the PMU.
(Advanced GIS specialization is not required.)
- Develop and maintain a geospatial database of project sites, including roads and hill lakes.
- Ensure consistency between survey data, design drawings, and as-built documentation.
- Provide maps and spatial data to support project planning, reporting, and decision-making by the PMU.

6. Support to World Bank Environmental and Social Framework Implementation

- Coordinate with the project's environmental and social specialists, consultants, and contractors to support the implementation of World Bank Environmental and Social Framework (ESF).
- Timely reporting of incidents or non-compliance to the PMU in a timely manner.

IV. Qualifications and Experience

- Education:**

- A Bachelor's degree in **Topography, Surveying, Civil Engineering**, or any related field.

- Experience:**

- Minimum **five (5) years** of professional experience in topographic surveys, including experience in agricultural roads and/or hill lakes or water infrastructure projects or similar projects.

- Technical Expertise:**

- A minimum of three (3) years of proven experience in field surveys, measurements, and drawings, and in supporting BoQ preparation and site verification.

- Experience in donor-funded projects, working with the World Bank, including familiarity with their policies, procurement procedures, environmental and social safeguards, and operational guidelines, will be considered an asset.

- Working knowledge of **GIS tools** for mapping and geo-referencing (non-specialist level).

- Computer skills and Languages:**

- Proficiency in Arabic and English (written and spoken).
 - Proficiency in Microsoft Office applications.

- Professional Competencies:**

- Demonstrated ability to identify technical and site-related issues and propose or implement appropriate corrective actions in a timely manner.
 - Demonstrated ability to communicate effectively with consultants, contractors and site engineers and public institutions.

The Topographer shall have his own equipment (including, but not limited to, GPS tools and his laptop).

V. Reporting Line

- The *Topographer* will report to the Project Manager of the Project Management Unit (PMU) and to the Head of the Executive Committee of Green Plan and will collaborate closely with technical teams, field staff, and relevant stakeholders.
- The topographer shall submit the following deliverables: (i) a monthly activity report summarizing key activities, outputs and progress, and (ii) a monthly timesheet indicating the number of days/hours worked.

VI. Duration of Assignment

The initial contract duration is one year and is renewable based on performance and project requirements.

VII. Location

The position will be based at the Green Plan Offices in Beirut. Regular field visits to rural areas are required.