Terms of Reference for a Health and Safety Specialist for the Rodrigues Airport Project

BACKGROUND

The Government of Mauritius has received a loan from the International Bank for Reconstruction and Development (IBRD) and a grant from the European Union towards the financing of a Rodrigues Airport Project. The objective of the Project is to improve air transport access and enhance the climate resilience and productivity of the island of Rodrigues. The primary investment is the development of a new airport runway and associated facilities. A portion of the funding proceeds will be used to finance technical assistance and consultant services.

Located 560 kilometres east of Mauritius, Rodrigues relies heavily on the tourism sector for its economic development. Air transport provides critical connectivity that is vital to the island and is crucially important from a social and economic perspective. The tourism sector depends upon on safe and secure air transport infrastructure and airline services to and from Rodrigues. Enhancing the airport's operational capabilities to enable access for larger aircraft can improve access, increase efficiency, and attract new investment. The enhanced facilities will also create opportunities for export of local products from Rodrigues, supporting the development of the local economy.

The project is defined around five components:

Component 1: Infrastructure Development. The component consists of the construction of a new runway and safety areas, taxiways, apron expansion, parking stands designed for Code C aircraft. It includes the installation of (i) airfield ground lighting and control systems for the new runway, (ii) floodlighting and ground power units for the apron, and (iii) navigational aid systems for the new runway. A new perimeter road, a service road, a new gate post and access roads, a car park will also be constructed, along with associated fencing and landscaping of the property. New power and water supply systems and sewerage treatment plant are included in the component. The component includes construction of a new control tower comprising all ancillary facilities and equipment, a new rescue and fire-fighting station with all associated amenities, a boat house, ramp and jetty, a new meteo building, quarantine building, power center buildings.

Component 2: Technical Assistance for Project Implementation and Sector Reforms. Technical assistance activities include: (i) assessments to support growth and resilience in the aviation sector; (ii) detailed assessment of the potential impact of climate change on the infrastructure and operation of *Plaine Corail* airport; (iii) capacity building to enhance safety oversight; and (iv) training and capacity building

initiatives to support Airport of Rodrigues Limited, AML, and relevant government of Mauritius staff on issues of climate change, climate resilience, gender in aviation and aviation safety. Project implementation support, including for the direct management of project activities, recruitment of a Project Implementation Unit, environmental and social studies, and audits, and training is also included.

Component 3: Support Rodrigues' Sustainable Integrated Development with a Particular Focus on Access to Water and Food Security. The component will support strengthening of the local food system, including the provision of technical assistance and capacity building in specific areas such as extension services, improved fisheries management, post-harvest efficiency, food safety and traceability and climate smart technologies for agriculture and fisheries, to strengthen food security, value addition and reductions in food loss and waste. It will also support improved water management and development, including the provision of technical assistance and small investments for the strengthening of the integrated water resources management and development in Rodrigues Island covering: (i) protection and rehabilitation of existing water sources including desalination, assessing the potential of groundwater, identification and designing of a new reservoir(s) to reduce the demand-supply gap; (ii) development of sanitation improvement plans for safe treatment and disposal of wastewater and fecal sludge; (iii) institutional development support for Rodrigues Public Utilities Corporation to improve the financial sustainability of water supply operations as well as capacity building for staff; and (iv) technical assistance to support the development of regulation and technical standards for desalination plants

Component 4: Supporting the Sustainable Development of the Tourism Sector in Rodrigues. This component will include (a) supporting tourism promotion and attraction of investments, (b) tourism sector skills development, and (c) sustainable tourism among micro, small and medium enterprises (MSMEs) through a MSMEs Grants program to sustainably upgrade and retrofit their product offer. Technical assistance activities will target: (i) increasing the capacity of the Rodrigues Commission for Tourism (CT) and Discovery Rodrigues to undertake location brand building process and promotional products; (ii) reviewing CT institutional capacity to strengthen its institutional structure, strategic alignment and focus, organizational framework and resourcing, as well as its service delivery; (iii) engaging an international branding consultancy firm to support Rodrigues' tourism market branding; and (iv) improvement of government-to-business (G2B) services, including digitization of registration, licensing, and permitting procedures in the tourism sector to enhance attraction of investments.

Component 5: Contingent Emergency Response: This Component will facilitate access to rapid financing by allowing for the reallocation of uncommitted project funds in the event of a natural disaster.

IMPLEMENTATION ARRANGEMENTS

Airport of Mauritius Co. Ltd. (AML) is the executing agency responsible for project implementation and is establishing a dedicated Project Implementation Unit (PIU) based on Rodrigues Island. AML's role covers technical, procurement, financial management, monitoring and evaluation, and implementation of World Bank's Environmental and Social Framework (ESF) requirements. The PIU will be housed within Airport Rodrigues Co, Ltd (ARL) offices for seamless collaboration. Two technical units will be established in the PIU. "Project Technical Unit-I" (PTU-I) is responsible for the technical aspects of Components 1 and 2; "Project Technical Unit-II" (PTU-II) will be housed at RRA Office and is responsible for Components 3 and 4 of the Project. A Project Manager oversees the full PIU and will lead PTU-1; A Project Coordinator, will support project management and will lead PTU-2 and will report to the Project Manager of the PIU.

1. Objective

The Health and Safety Specialist shall ensure the Project complies with the provisions of all health and safety related documents and guidelines required under the ESF and referred to the Environmental and Social Commitment Plan (ESCP), such as timely preparation and implementation of Health and Safety requirements set out in the Environmental and Social Impact Assessment, including Project Health and Safety Plan and Community Health and Safety Plan among others, overseeing and reviewing the Contractors Health and Safety Management plans, method statements, risks assessments and safework procedures as may be relevant. The Health and Safety Specialist will be full-time present at the construction sites during construction working hours.

2. Key Responsibilities

The Health and Safety Specialist shall report to the PIU (Project Implementation Unit) Project Manager. The scope of services includes but is not limited to the following key activities for all the five components as detailed at Section 1:

a. Compiling regular reports on the status of risks assessments, contractors compliance with health and safety requirements, status of incidents and deviations for the Project and compile any other special reports relating to specific issues relevant to the scope of works;
b. Ensure compliance with OSHA 2005 and its Regulations as applicable for Rodrigues Legislations; report any occupational accident and dangerous occurrences to the local authorities as prescribe in the law

c. Review contractors monthly health and safety performance reports and compile a monthly project health and safety report to be submitted to PIU Project Manager;
d. The Health and Safety Specialist will be required to prepare Monthly, Quarterly and Annual Summary Reports on the compliance as per the requirements of the projects' Health and Safety Management Plan (HSMP), and the project Environmental and Social Commitment Plan (ESCP);
e. Ensure close coordination with the Lead Environmental and Social Specialists;
f. Ensure that Occupational Health and Safety (OHS) requirements in accordance with Environmental and Social Impact Assessment (ESIA)/ Environmental and Social Management Plan (ESMP), World Bank General Environmental Health and Safety (EHS) Guidelines, ESS2 on Labor and Working Conditions and included in the Labor Management Procedures as applicable to the project, OSHA 2005 and regulations applicable for Rodrigues, ILO Guidelines and other internationally accepted OHS requirements are incorporated in the Bidding Document and contractor's requirements for preparing and implementing OHS plans;
g. Provide support to build the capacity of PIU, and Contractors in assessing and managing health and safety risks, including though the development and delivery of OHS and Construction Health and Safety (CHS) capacity building activities and trainings. Also includes identifying training and capacity building needs of contractors on OHS - related issues, prepare capacity building strategy and implementation plan, within resources available under the projects;
h. Ensure that the Contractors abide by the OHS provisions in contracts, Environment and Social Management Framework (ESMF), ESIA/ ESMP during the execution of construction works;
i. Be responsible for the adequate preparation, review and implementation of contractors and sub-contractor's Occupational Health and Safety Plans, Incident investigation plans, , Emergency Response Plan, firefighting plan, posting of emergency telephone numbers, , etc;
j. Assess and carry out inspections on site to determine hazardous situations/accident prone sites or activities and create, implement and enforce safety instructions that reduce the risk of accidents. S/he should be familiar with and determine which instructions are necessary for the job site and how to enforce them;
k. Ensure that fair working conditions are provided to workers through implementing following activities:

i. provide awareness-raising programs for workers at construction sites informing them about their opportunities, rights and duties;
ii. ensure that workers are fully aware of the insurance facilities provided under the contract and facilitate claims arising out of injuries, disabilities and death;
iii. provide training on OHS, community health and safety, environmental impacts and mitigation measures to the Contractors including contractors' workers;
iv. provide support in investigating and resolving worker-related complaints and grievances.

l. Prepare and update periodically the project plan on occupational health safety;
m. Providing technical support to supplier and builders and PIU personnel in effective planning, designing, and execution of all planned OHS and community health and safety related activities in subprojects;
n. Train and support Site Engineers on the application of OHS related standards and activities as well as CHS aspects;
o. Coordinate with PIU, contractors and sub-contractors to ensure that all construction works and procedures, are included in the Occupational Health and Safety Management plan;
p. Supervise and assure quality of data collection, provide OHS information to update the Construction Site Monitoring (CMS);
q. Work proactively with managers to establish and maintain a system that promotes a culture of safe working practices across the project and create solutions to OHS/CHS problems;
r. Evaluate significance of hazards risks and determine proper disposal and management methods and Conduct hazardous waste management studies in collaboration with the Lead Environmental Specialist;
s. Undertake frequent visits to project sites /accompanying other team members and officials and help to identify and recommend remedial measures for enhancing health and safety performance of the project;
t. Carry out audits to evaluate the effectiveness of Health and Safety systems and procedures and identify and implement improvements;
u. Ensure that all Health & Safety policies, procedures, rules and regulations are adhered to and are regularly reviewed, updated and communicated;
v. Provide guidance and support to contractors in complying with activities as stated in the OHS requirements and Guidelines to be implemented as part of ESMPs;
w. Draft OHS policies, prepare site safety work plan and costs estimates, provide guidance/ support for preparing and or forming an incident/accident reporting line, project site inspection checklist and create awareness materials;

x. Check temporary facilities of contractors and other staff and prepare accident and incident reports and adequately implement their recommendations. Keep and track records of their implementation;
y. Develop necessary OHS and CHS awareness materials to be distributed;
z. Assist in documenting good practices, report preparation, videos and other relevant materials from the projects and districts as knowledge sharing materials;
aa. Monitor OHS and CHS practices in contractor's labour camps and construction sites in line with Lodging Accommodation Laws and Regulations;
bb. ab.Recommend and identify gaps in improving implementation of OSH Guidelines by contractors, and PIU;
cc. ac. Perform other OHS- and CHS-related duties as assigned by the PIU Project Manager.

3. Qualifications, knowledge and experience:

The ideal candidate for the Health and Safety Specialist position should have:

- at least an International Health and safety Diploma or similar recognized qualification. Having a Degree in related field will be an added advantage.
- at least ten (10) years' cumulative experience in health and safety risks management issues for major construction projects.
- at least five (5) year experience in the infrastructure construction projects, covering preparation of health and safety management plans, incident investigations, hazard identification and risk assessments, and supervision of health and safety in infrastructure/ construction projects.
- be registered with the Ministry of Labour in accordance to OSHA 2005competency in word processing, spreadsheets, and slideshow program.
- Proficiency in written and spoken English is mandatory, and good level in French language is desirable.

4. Key Performance Indicators for Position

In carrying out its functions, the performance of the Health and Safety Specialist for the five components will be reviewed by the Bank and, if determined that the performance is below the indicators below, the contract may be terminated. The indicators are as follows:

(i) Submission of monthly health and safety report to the PIU Project Manager by the 10th of each month, for the preceding month;
(ii) Submission of monthly summary report on the compliance as per the requirements of the projects' HSMP and ESCP to the PIU Project Manager by the 10th of each month for the preceding month;
(iii) Submission of quarterly summary Report on the compliance as per the requirements of the projects' HSMP and ESCP to the PIU Project Manager within one month, after the end of the preceding quarter;
(iv) Submission of Annual Summary Report on the compliance as per the requirements of the projects' HSMP and ESCP to the PIU Project Manager within three months after the end of the year;
(v) Number, frequency and % of contractor, subcontractor, PIU personnel trained in OHS and CHS.
(vi) Number of construction sites inspections and audits performed
(vii) Percentage of OHS suggestions or complaints for which feedback was provided in a timely manner
(viii) Number of near miss, injuries, first aid cases, accident, incident, dangerous occurrences and reportable accidents

5. Timeframe:

The initial duration of the contract is twenty four (24) months and the Health and Safety Specialist shall be based in Rodrigues Island. Extensions would be for an additional period of one year subject to satisfactory performance and as may be required, and subject to availability of funds.

Note: Upon appointment in the subsequent post, the Health and Safety Specialist should register himself/ herself with the Ministry of Labour of Rodrigues within 15 days.

6. Reporting

The Health and Safety Specialist is required to report to the Project Manager of the PIU.

7. Duty Station

The duty station shall be at ARL offices/site office in Rodrigues.

8. Form of submission of applications:

Applications along with CVs accompanied by other supporting documents (letter of motivation, certificates of qualifications and minimum of 3 references) should be sent to no later than 16 June 2026 by 13h00 local time at the following e-mail address: **rap.recruitment@aml.aero**

9. Remuneration and Benefits

Remuneration and benefits are negotiable.

10. Local Taxes

For information concerning any local taxes payable, the contact details for the Mauritius Revenue Authority (MRA) are as follows:

Telephone: +230 207 6000
Fax: +230 207 6053
E-mail: headoffice@mra.mu
Website : http://www.mra.mu

11. Work Permit

For information on any work permit that may be required, contact details for the Economic Development Board (EDB) and the Passport & Immigration Office (PIO) respectively are as follows:

a. Economic Development Board

Telephone: +230 203 3813
Fax: +230 210 8560
E-mail: op@edbmauritius.org
Website links : https://edbmauritius.org/work-live and https://residency.mu/work/professional-employed-in-mauritius-by-a-multinational-or-a-local-company/

b. Passport & Immigration Office

Telephone: +230 260 2073
Fax: +230 210 9322
E-mail: piomain@govmu.org
Website: https://passport.govmu.org/passport/