



iDICE

Investment in Digital and Creative Enterprises Programme

Terms of Reference (TOR) for the Engagement of an Environmental and Social Safeguards Specialist

for the

Investment in Digital and Creative Enterprises (iDICE) Programme

Sector: Technology and Creative

Financing Agreement reference: 2000200005160

Project ID No.: P-NG-K00-009

25th March 2025



1. Background

The Federal Government of Nigeria has received financing from the African Development Bank (AfDB), Agence Française de Développement (AFD) and the Islamic Development Bank (IsDB) towards the implementation of the Investment in Digital and Creative Enterprises (iDICE) Programme¹. The objective of the iDICE Programme is to promote entrepreneurship, boost innovation, create jobs, enhance social development, and achieve economic transformation by fostering growth in the digital technology and creative ecosystem, building on brownfield investments and synergies with ongoing initiatives in Nigeria.

In line with implementation arrangements, the iDICE Programme Coordination Unit (PCU) within the Bank of Industry (BOI) is seeking to engage the services of an **Environmental and Social Safeguards (ESS) Specialist** as part of the Programme Coordination Unit.

2. Objectives

The Environmental and Social Safeguards Specialist will ensure program activities adhere to environmental and social standards, assessing impacts, managing risks, and monitoring compliance with financing agreements with the program's co-financiers.

3. Scope of work

The Environmental and Social Safeguards Specialist shall be responsible for managing iDICE programme environmental and social risks, utilising BOI's Environmental and Social Management System (ESMS). Specific responsibilities of the Environmental and Social Safeguards Specialist will include, but are not limited to:

- a) Ensure adherence to the BOI's ESMS and the environmental and social stipulations of the financing agreement for all iDICE programmatic interventions.
- b) Conduct environmental and social impact assessments for projects, identifying risks and developing strategies to mitigate adverse effects.
- c) Oversee the ongoing monitoring of environmental and social safeguards, providing regular compliance and effectiveness reports.
- d) Verify that vendors and contractors adhere to environmental and social standards, requiring necessary documentation and assessments, and ensuring their compliance throughout project execution.

¹ More details about the iDICE Programme as documented in the Program Appraisal Report (PAR) can be accessed at <https://www.afdb.org/en/documents/nigeria-investment-digital-and-creative-enterprises-i-dice-program-project-appraisal-report>

- e) Educate PCU staff, vendors, and contractors on ESS requirements and promote best practices in environmental and social responsibility.
- f) Maintain detailed records of Environmental, Social and Governance (ESG) activities and update policies and procedures to align with best practices and enhance the program's sustainability.
- g) Communicate with stakeholders about ESG efforts, integrating environmental and social considerations into the program's broader objectives.
- h) Development of a grievance redress mechanism for the program.
- i) Management of grievance redress processes for the program.
- j) Other assignments as may be directed by Management.

4. Qualification and Experience

- a) A Bachelor or Master's degree in Environmental Science, Social Sciences, Environmental Engineering, or a related field. Professional certifications in environmental management, social impact assessment, or sustainability are advantageous.
- b) At least 3 years of experience in environmental and social impact assessments, risk management, or related fields.
- c) Familiarity with international and local environmental and social standards, such as those set by the World Bank, AfDB, or other relevant bodies.
- d) Experience in managing or overseeing projects with significant environmental and social components.
- e) Proven track record of ensuring compliance with environmental and social policies and regulations.
- f) Experience in engaging with a variety of stakeholders, including communities, non-governmental organizations (NGOs), and government agencies.
- g) Excellent communication abilities to articulate findings and recommendations clearly.
- h) Flexibility to adapt to different project needs and evolving environmental and social contexts.

5. Reporting and Deliverables

The ESS Specialist will report to the **National Coordinator**. The Environmental and Social Safeguard will submit reports as follows:

S/N	Deliverable	Description	Timeline
1.	Risk Management Plan	A strategic document outlining mitigation strategies for identified environmental and social risks.	Annually/As needed

Terms of Reference for the Engagement of an Environmental and Social Safeguards Specialist for the Investment in Digital and Creative Enterprises (iDICE) Programme

2.	Compliance Monitoring Reports	Regular updates on the adherence to environmental and social standards and the effectiveness of mitigation measures.	Quarterly
3.	Stakeholder Engagement Summary	Documentation of engagement activities with affected communities, NGOs, and government agencies, including feedback and resolutions.	Bi-annually
4.	Environmental and Social Impact Assessments (ESIAs)	Comprehensive reports evaluating the potential environmental and social impacts of program activities.	Prior to initiation of a new project
5.	Ad-hoc Reports	Reports on specific issues, challenges, or opportunities that arise unexpectedly, requiring immediate attention and action from the PCU.	As needed

6. Duration and Commencement

The duration of the assignment shall be for an initial period of one (1) year, to be renewed annually subject to satisfactory performance. The Environmental and Social Safeguards Specialist will be expected to commence work in May 2025.