

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL CONSULTANTS)**

Republic of Serbia

The Serbia Railway Sector Modernization Project (SRSM)

Project ID No. P170868

Assignment Title: OHS Specialist (part time)

Reference No.: SER-SRSM-IC-CS-23-59

The International Bank for Reconstruction and Development (IBRD) launched the Multiphase Programmatic Approach (MPA) to support the Government of Serbia (GoS) in continuation of institutional, physical and operational modernization of the railway sector in an integrated manner through providing financial support to Serbia Railway Sector Modernization Project as part of the Multiphase Programmatic Approach to be implemented in three overlapping phases over the ten-year period.

For the purpose of financing Serbia Railway Sector Modernization Project, Phase 1 of the MPA, IBRD and the Agence Francaise de Développement (AFD), jointly, granted to the Republic of Serbia EUR 102 million loan to support enhancing the efficiency and safety of existing railway assets and improving governance and institutional capacity of the railway sector.

The scope of work of the OHS Specialist of the PIU shall include, but not be limited to the following:

The OHS Specialist of the PIU will be responsible to perform the following duties as per the Serbian Legislation and the World Bank policies:

- Check and approve programs and procedures on workplace health and safety designed by the selected Contractor(s);
- Recommend measures to help protect workers from potentially hazardous work methods, processes, or materials;
- Perform O&HS audits and inspect, test, and evaluate workplace environments, equipment, and practices to ensure that they follow safety standards and government regulations;
- Investigate root cause analysis of incidents and accidents to identify what caused them and how they might be prevented;
- Investigate complaints and inspect facilities/sites to ensure that they comply with legislation and regulations;
- Regularly deliver O&HS training at construction site to contractors, workers, and supervision
- In case of serious incident, inform the Bank within 72h and be responsible for preparing the complete accident report
- Prepare written reports on findings;
- Recommend suspension of activities that pose threats to workers' health or safety;
- Monitor the handling of hazardous materials or wastes;
- Assist the Head of the PIU in preparing the PIU Reports to the Clients and World Bank Cost, Time, Resources, and Scope;
- Close cooperation with other PIU staff to be selected for support to implementation of the Project, and
- Any other task assigned by the Head of the PIU.

The OHS Specialist of the PIU should possess:

- Bachelor's degree in occupational health and safety or a related scientific or technical field. Advanced degree will be an advantage;
- Minimum 10 years of general professional experience;
- Minimum 5 years of experience in organizing and managing health and safety at large construction sites;
- Certificate on professional exam on safety and health at work and certificate for fire protection;
- Excellent communications skills to present information, respond to questions and write reports;
- Previous experience with IFI or EU projects will be advantage;
- Experience working in construction/transport sector will be advantage;
- Fluency in Serbian and English language
- Computer skills: Word, Excel;
- Project Management with multiple stakeholders;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, Initiative.

It is expected that the period over which the consultant shall provide the Services will be 32 months, respectively by the end of the project dated December 31, 2026. The assignment is part-time and it is estimated that total input of the Consultant will be 320 days over the Contract period (up to 10 days per month). The Consultant should be available to commence no later than one month after the contract signature.

The Consultant shall not be engaged more than 48 hours per week cumulatively for this assignment plus any other additional assignments/contracts.

<https://mgsi.gov.rs/cir/dokumenti/serbia-railway-sector-modernization-project-srsm-individualni-konsultanti-piu-new-position>

The CFU of the Ministry of Finance now invites eligible individual consultants to indicate their interest in providing the above services. Interested consultants must provide Cover Letter and CV representing description of similar assignments, experience in similar conditions and availability of appropriate skills (scanned diplomas to be sent with CV).

The evaluation criteria for each assignment:

- Qualifications and General experience (40 Points)
- Specific Experience relevant to the Assignment (60 Points)

The attention of interested Consultants is drawn to paragraph 3.16 and 3.17 of the **World Bank's Procurement Regulations for IPF Borrowers – Procurement in Investment Project Financing Goods, World, Non-Consulting and Consulting Services**, July 2016, revised November 2017, August 2018 and November 2020 ("the Regulations") setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the *Open Competitive Selection of Individual Consultants* as set out in the Regulations.

Interested consultants may obtain further information from the CFU at the address below from 09:00 to 15:00 hours.

Expressions of interest **in English language** must be delivered to the e-mail address below by **January 30, 2024, 12:00 Noon**, local time.

When submitting Expressions of interest please indicate assignment and reference number for which you are applying.

Contact:	E-mail:	Address:
To:	djordje.perisic@mfin.gov.rs Mr. Djordje Perisic Procurement Specialist	Ministry of Finance Central Fiduciary Unit Balkanska 53 St 11000 Belgrade, Serbia
Cc:	lijiljana.dzuver@mfin.gov.rs larisa.puzovic@mgsi.gov.rs zorica.petrovic@mfin.gov.rs	Tel/Fax: (+381 11) 765 2565

Serbia Railway Sector Modernization Project
TERMS OF REFERENCE
for
Occupational, Health and Safety
Specialist

Background

The International Bank for Reconstruction and Development (IBRD) launched the Multiphase Programmatic Approach (MPA) to support the Government of Serbia in continuation of institutional, physical and operational modernization of the railway sector in an integrated manner through providing financial support to Serbia Railway Sector Modernization Project as part of the Multiphase Programmatic Approach to be implemented in three overlapping phases over the ten- year period.

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The Project includes following components:

- Component 1: Infrastructure Investments and Asset Management: Sub-Component 1.1: Reliable and Safe Railway Infrastructure (track rehabilitation, level crossings, railway station “Prokop”, Bogojevo station bypass, measurement stations), Sub-Component 1.2: Technical Documentation for the Phase 2, Sub-Component 1.3: Asset Management
- Component 2: Institutional Strengthening and Project Management: Sub-Component 2.1: Sectoral Governance, Sub-Component 2.2: Human capital, Sub-Component 2.3: Project Management and Citizen Engagement
- Component 3: Railway Modernization Enablers: Sub-Component 3.1: Intelligent Railway Systems (ITS) and Safety Management System (SMS), Sub-Component 3.2: Integrated Territorial Development and Sub-Component 3.3: Modal Shift

Project will be managed by the Ministry of Construction, Transport and Infrastructure (MoCTI) through the Project Implementation Unit (PIU) supplemented by the Project Implementation Teams (PITs) in Railway Directorate (RD) and railway companies, respectively Serbian Railway Infrastructure (IZS), Serbia Voz (SV) and Serbia Cargo (SC). PITs will act as subordinate implementing agencies and provide technical support for specific Project subcomponents or activities of the MPA that pertain to their area of expertise. Primary responsibility for Project execution lies on PIU which will ensure that the Project development objectives are met.

Ministry of Construction, Transport and Infrastructure (the Client) intends to engage a highly qualified consultant (Individual expert) to provide required services more closely described below. The successful candidate will work closely with the Client and other relevant stakeholders, RD, SV, SC and IZS to ensure that the investments within the Project are managed efficiently both technically and in compliance with the objectives of the Project Appraisal Document (PAD),

the Loan Agreement, Credit Facility Agreement and the Project Operations Manual. The consultant, always aligned with the Head of the PIU and in collaboration with the other PIU staff, shall interact and liaise with PITs, contractors, consultants, World Bank, AFD, and others relevant for successful completion of the tasks.

General information

Individual Consultant Title: Occupational, Health and Safety (OHS) Specialist

Position in organization

Immediate superior: Head of the Project Implementation Unit

Main position objective

Generally, the Consultant is responsible to review, evaluate, and analyze work environments and designed programs and procedures to control, eliminate, and prevent disease or injury caused by chemical, physical, and/or biological factors. OHS Specialist will conduct inspections and enforce adherence to laws and regulations governing the health and safety of individuals.

Principle responsibilities

The OHS Specialist of the PIU will be responsible to perform the following duties as per the Serbian Legislation and the World Bank policies:

- Check and approve programs and procedures on workplace health and safety designed by the selected Contractor(s);
- Recommend measures to help protect workers from potentially hazardous work methods, processes, or materials;
- Perform O&HS audits and inspect, test, and evaluate workplace environments, equipment, and practices to ensure that they follow safety standards and government regulations;
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- Any other task assigned by the Head of the PIU.

Reporting requirements

The Consultant will provide Monthly Progress Reports, within 5 (five) days after the end of

the month for which the report is due. The report should contain at least:

- List of meetings held with brief description of participants, objectives and conclusions;
- The status of progress, problems encountered, corrective actions needed, rationale for actions and
- Any further comments relevant for the reporting period.

The Consultant shall prepare ad-hoc reports on any major issues raised during Project implementation, at the Head of the PIU, Client or Bank's request.

Knowledge, experience, skills and competencies

- Bachelor's degree in occupational health and safety or a related scientific or technical field. Advanced degree will be an advantage;
- Minimum 10 years of general professional experience;
- Minimum 5 years of experience in organizing and managing health and safety at large construction sites;
- Certificate on professional exam on safety and health at work and certificate for fire protection;
- Excellent communications skills to present information, respond to questions and write reports;
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- Fluency in Serbian and English language
- Computer skills: Word, Excel;
- Project Management with multiple stakeholders;
- Self-Planning & Organizing, Problem Solving, Communication, Teamwork, Initiative.

Length of the assignment

It is expected that the period over which the consultant shall provide the Services will be 32 months, respectively by the end of the project dated December 30, 2026. The assignment is part-time and it is estimated that total input of the Consultant will be 320 days over the Contract period (up to 10 days per month). The Consultant should be available to commence no later than one month after the contract signature.

The Consultant shall not be engaged more than 48 hours per week cumulatively for this assignment plus any other additional assignments/contracts.

Facilities to be provided by the Client

The Client will be responsible for provision of the following:

- Fully equipped office space, with access to Internet, local telephone line, printing, photocopying and document binding;
- Access to necessary documents; and
- Where the Consultant is required to travel, to site or elsewhere in accordance with the Client's instruction, transportation costs will be borne by the Client.

Confidentiality

The Consultant undertakes to maintain confidentiality on all information that is not in the

public domain and shall not be involved in another assignment that represents a conflict of interest to the prevailing assignment.

Selection of Consultant

The Consultant will be selected applying Open competitive method.

The candidates will be evaluated applying the following evaluation criteria:

- Qualifications and General experience (40 Points)
- Specific Experience relevant to the Assignment (60 Points)

The Consultant is eligible and his selection does not create any conflict of interest as provided in the Bank's Procurement Regulations.