

Terms of Reference (TOR) for MIS Specialist in UDWDP Phase-II
Ref No. 29/UDWDP-II/2018-19

BACKGROUND

1. The Government of Uttarakhand through the Watershed Management Directorate (WMD) has proposed a credit from IDA for implementation of Uttarakhand Decentralized Watershed Development Project (UDWDP Phase-II). The Project Development Objectives would be *to increase the efficiency of natural resource use and productivity of rain-fed agriculture by participating communities in selected micro-watersheds of the State of Uttarakhand.*

2. The project objective would be achieved by (a) supporting sustainable natural resource management through treating watersheds comprehensively at micro-watershed level; (b) increasing productivity on arable lands through providing extension services; (c) increasing rural incomes through enhancing agribusiness development for target farmers and alternative livelihoods for vulnerable households; and (d) as needed, providing response to an eligible crisis or emergency in the target micro-watersheds.

3. Project Beneficiaries

The project is expected to benefit about 66,300 households in the hills, ranging from 700 m to 2,500 m above sea level. In supporting comprehensive watershed treatment at micro-watershed level, the proposed UDWDP II, locally known as Gramya II would target 524 GPs, which are contiguous to the Gramya I supported GPs. This would enhance natural resource base and improve sustainability. The target GPs would be selected according to the Government of India's Common Guidelines for Watershed Development Projects. In addition, the project would also support the farmer federations formed by Gramya I to ensure their sustainability.

4. Project Components

The Project would have the following five components: (a) Participatory Watershed Treatment and Rain-fed Agriculture Development, (b) Enhancing livelihood opportunity & Consolidation with Market linkages, (c) Institutional Strengthening, (d) Project Management, Communication and Monitoring, (e) contingent emergency response. These five components are designed based on the lessons learned from the Gramya I implementation. The proposed Gramya II, in particular, will focus on (a) rainfed area development by using watershed

treatment tools and (b) environmental sustainability in reducing predicted climate change impacts and vulnerability and improving adaptation. The Gramya II will support interventions at village and cluster levels, including land use planning, catchment treatment, agriculture development, forestry, and water source sustainability, which are in line with the prescriptions of the National Action Plan on Climate Change (NAPCC) issued by the Government of India in 2008. In addition, the project would strengthen community-driven social mobilization and agriculture extension activities to develop new agribusiness supply chain as livelihood interventions.

5. Project Duration: The project duration is for seven years from 2014 to 2021.

6. Scope of Work & Deliverables:

MIS Specialist will be responsible for the following duties and responsibilities:-

- The specialist will support and establish System, Servers, Switches, routers, LAN-WAN and firewall.
- Provide MIS expertise to assist in the design, development MIS Application website and management of the database.
- Identifying MIS needs of the database users via coordination with agencies involved in the project i.e. World Bank, GoI.
- Develop, maintain and operate all the various watershed based applications.
- Support in works related to online grievance redressal system.
- Assist in plans for procuring hardware/software and other IT equipments.
- Providing other programming/data analysis support as necessary in the field offices and WMD.
- Deploy the infrastructure and programs for fast and effective communication.
- Will keep equipments in his custody and will check for maintenance if required.
- Will ensure the availability of services for audio/video conferences for meetings/presentations.
- Will identify the Software and Hardware needs and suggestions for future requirements.
- Other duties to be performed as per requirement of WMD process.

7. Educational Qualification and Experience

- B.E.(CSE)/ B.Tech (CSE) /M.Sc (Computer Science)/MCA

- At least 5 years experience in a lead IT Specialist role, working on complex projects developing and delivering custom application development solutions for the Project and experience in Open Source and Microsoft Technologies i.e. PHP/ ASP/ ASP.net/ VB.Net/C#/ Windows Server Technologies, SQL server
- Ability to handle Web Server, Database Server, ADS Server, programming and having a good knowledge of network equipments
- Ability to prioritize and manage time efficiently.
- Demonstrate interpersonal and diplomatic skills, ability to work in a collaborative & team environment.
- Written and oral fluency in Hindi and English report writing

Desirable Qualifications:

- M. Tech (Computer Science Engineering)
- More than five years experience in IT related activities
- Experience in working with Govt. Projects/ Departments.

8. Selection Process

The candidates will be shortlisted on the basis of educational qualification and experience. The shortlisted candidates will then be interviewed by the selection committee.

9. Review committee

A review committee constituted by members selected by WMD would monitor and review the performance, quality and impact of the activities undertaken by the Consultant. The members of the review committee are as under:

- a. Project Director UDWDP-II, WMD – Chairperson
- b. Joint Director (A.H), WMD, - Member
- c. Deputy Director Planning, WMD- Member Secretary
- d. Deputy Director M&E, WMD – Member
- e. Deputy Director Admin & Training – Member
- f. Chief Finance Officer, WMD- Member

10. Work Station

The consultants would be based in the Watershed Management Directorate, Dehradun and would make field visits to all project area as needed.

11. Duration of assignment

The assignment would be for a period of one year and can be extended based on satisfactory report by review committee.

12. Terms of Payment

Monthly based on the satisfactory report from concerned authority.

13. Ownership

Watershed Management Directorate of Uttarakhand will have ownership of the data. The consultants will have no right of claim to the products developed and shall not replicate them without prior consent of WMD.

14. Arbitration

In the event of any dispute between the contracted agency and Watershed Management Directorate, the Govt. of Uttarakhand will be the arbitrator.
