

**TERMS OF REFERENCE (TOR) FOR HIRING OF KNOWLEDGE MANAGEMENT  
EXPERT UNDER SPRING AND RIVER REJUVENATION AUTHORITY (SARRA)  
UTTARAKHAND**

---

**BACKGROUND**

In the light of the conditions becoming increasingly difficult day by day for local life due to global climate change and man-made factors and continuously drying up water sources in the state of Uttarakhand in the last few decades, there is a need to identify the natural water sources and rainfed rivers of the state using scientific methods and achieve the goal of revitalization of rivers and continuous flow in water sources by treating them in a phased manner through various soil and moisture conservation interventions like- check dams, contour trenches, recharge pits etc.

To achieve this, the interventions of various line departments needs to be integrated. In view of the, after due consideration, the government has decided to establish Spring and River Rejuvenation Authority (SARRA) under the Watershed Management Directorate.

It will be the Nodal authority of the State for capacity development of various line departments, Institutes, N.G.O of the State and Watershed Department for Scientific planning, implementation & financing and monitoring & evaluation of Spring and River Rejuvenation programmes in the State of Uttarakhand.

**DESCRIPTION**

The purpose of establishment of Spring and River Rejuvenation Authority (SARRA) at State level is to identify all the water sources of the state which need to be rejuvenated on priority to ensure increase in water discharge and perennially of the spring and rainfed rivers. measurement and monitoring by ensuring community participation of local people for sustainable flow of rain-fed rivers etc..

**COMPONENTS**

The work to be performed by the mentioned authority (SARRA) will mainly be as follows:

- a) Assessment
- b) Planning and Financing
- c) Implementation
- d) Monitoring & Evaluation
- e) Capacity Development

**NEED FOR CONSULTANCY SUPPORT**

The key objective of the proposed consultancy is to assess the impact of springshed development initiatives mainly sustainability of the existing water sources, recharging, rejuvenating of water

sources and benefits to the community for domestic and farming purposes including improvement in soil and moisture regime in the selected springsheds and rivers.

## **SCOPE OF WORK**

- An over-all Communication Strategy, tools-technique including a creative theme.
- Communication material/tools for mass media, advocacy, training and grassroots level communication (including cost estimate for reproduction of communication material).
- Training & capacity building plan, and its implementation for Knowledge Management/communication strategy.
- Monitoring and evaluation methodology and tools and assessing the efficacy and impact of various communication tools and technologies.
- Bilingual Media Kits for ready dissemination of information to key stakeholders.
- Documenting process, best practices and success stories.

## **ESSENTIAL QUALIFICATIONS**

### **Professional profile**

The candidate should have-

- a) Post Graduate in Knowledge Management/Institutional Development/Communication or related fields.
- b) He/She should have at least 10 years of working experience in related field.

### **Preferable**

- Possess Excellent writing and verbal communication and Good interpersonal skills.

### **JOB PROFILE**

- Development of Knowledge Management Strategy for SARRA and community at village level institution (Dhara Naula Sanrakshan Samiti).
- Demonstration of Knowledge Management/communication strategies and tools in selected working areas.
- Documentation of SARRA working process, impact learnings, etc.
- The consultant shall interact with the range of stakeholders before designing the Knowledge Management/communication tools and material.
- Imparting detailed information on Spring, Streams and River Rejuvenation, methodology of the SARRA concept of community-driven and process-led development, concept of ownership, and details of its contribution to the Authority among the stakeholders.

- Development of specific and need based Knowledge Management material packages for the target audience by using effective communication tools. The Expert is expected to produce the following: -
  - ✚ Production of audio visual and audio programmes, slide presentation, documentary and other print material that may be required.
  - ✚ Folk performances.
  - ✚ Knowledge Management of success stories/experiences from earlier work done in the state and elsewhere specially those from community driven and Spring, Streams and River Rejuvenation.
  - ✚ Content and design of posters, brochures, pamphlets and other print material
- Guidance and assistance to staff as regards conduction of developed Knowledge Management material packages / awareness campaigns etc in the selected village level institution (Dhara Naula Sanrakshan Samiti) in various district.
- Develop specific Knowledge Management material packages tools that ensure upward communication from the village level to the management and facilitate cross learning among various village institution (Dhara Naula Sanrakshan Samiti) in various district.
- Other duties to be performed as per requirement of SARRA Headquarter/WMD.

#### **TERM AND CONDITION**

- Candidates Services should not have been terminated by any organization due to non-performance.
- Service related term and condition will be disclosed at the time of contract.

#### **REPORTING**

The Expert shall submit to the SARRA Headquarter/WMD report and documents as specified above 'Job profile' within the set period. The reports should be submitted in Hard and Soft copy as desired by the project authorities.

Any other reports as may be required on issues evolving from time to time.

#### **WORK STATION**

The Expert would be based in the SARRA Headquarter/Watershed Management Directorate, Dehradun and would make field visits to all project areas as per requirement and instructed by SARRA.

#### **DURATION OF ASSIGNMENT**

Initially the assignment would be for 11 months, on full time basis which may be extended, subject to satisfactory performance report from concern authority and mutual consent of the SARRA authorities and the individual Expert.

**OWNERSHIP**

SARRA Headquarter/Watershed Management Directorate of Uttarakhand will have ownership of all the documents and material developed. The Expert will have no right of claim to the products developed and shall not replicate them without prior consent of WMD.

**REVIEW COMMITTEE TO MONITOR THE EXPERT PERFORMANCE**

A review committee constituted of members selected by SARRA Headquarter/WMD would monitor and review the performance, quality and impact of the activities undertaken by the Expert. The members of the review committee will be as under:

- a) Additional Chief Executive Officer SARRA
- b) Chief Finance Officer, SARRA Headquarter/WMD
- c) Deputy Director, SARRA Headquarter/WMD
- d) Deputy Director, Administrative, WMD
- e) Deputy Director, Planning, WMD

**INPUTS TO BE PROVIDED BY THE SARRA HEADQUARTER/WMD**

The Expert would be provided all the necessary relevant documents and manuals etc. by SARRA Headquarter/WMD.

-----