



Africa Institute for Environmentally Sound Management of Hazardous and Other Wastes

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**TERMS OF REFERENCE FOR THE ENVIRONMENTAL AND SOCIAL MANAGEMENT FRAMEWORK
FOR SADC CHILD GLOBAL ELECTRONICS MANAGEMENT PROGRAMME**

1. Background:

The Global Electronics Management (GEM) Program is a GEF funded programme which aims to reduce electronic waste and enhance circularity and resource recovery in the electronics sector of developing countries. This is achieved by creating an enabling environment through access to finance, technology, and policy and legislative changes that promote responsible electronics management. The GEM program aims to transition the electronics value chain towards sustainability and resource efficiency. It addresses environmental impacts like resource depletion, chemical pollution, and greenhouse gas emissions by promoting cleaner production methods and sustainable consumption patterns throughout the product lifecycle. This includes reducing hazardous chemicals, designing energy-efficient components, and fostering markets for durable goods.

GEM also focuses on reusing, repairing, and recycling electronic components, while managing hazardous waste through environmentally sound practices. The program encourages policy changes and multi-stakeholder cooperation to replace resource-intensive processes with sustainable alternatives, creating a circular and transparent value chain.

Expected outcomes include extending the life of ICT equipment, preventing the use of harmful substances, and promoting safe e-waste management. GEM aims to avoid 109,000 tonnes of GHG emissions, safely dispose of 125,000 tonnes of hazardous waste, and create numerous qualified jobs by formalizing small repair shops.

While the electronics sector drives technological and societal progress, it faces significant environmental, socio-economic, and gender-related challenges.

To ensure that the GEM program is implemented in an environmentally and socially responsible manner, an Environmental and Social Management Framework (ESMF) is required. The ESMF will serve as a guiding document to identify, assess, and manage potential environmental and social risks associated with the program's activities across the six participating SADC countries. It will outline mitigation measures, monitoring mechanisms, and institutional arrangements to ensure compliance with national regulations and international standards, particularly those of UNIDO and the GEF.

The consultancy aims to develop a comprehensive ESMF that aligns with the GEM program's objectives and safeguards the well-being of communities and ecosystems potentially affected by project interventions. This includes conducting risk assessments, proposing mitigation strategies, and establishing monitoring indicators to track environmental and social performance. The ESMF will also support informed decision-making and promote transparency and accountability throughout the project lifecycle.

2. Objectives:

Under supervision of the Africa Institute, and in close coordination with the project team, the Consultant will be responsible for the development of an environmental and social management framework for the GEM programme. Here with below are some of the functional responsibilities for the Consultant:

Duties	Concrete / Measurable Outputs to be achieved
Conduct a comparative assessment of existing Environmental and Social Management Frameworks (ESMFs) in the six participating countries (Botswana, Eswatini, Lesotho, Mozambique, Namibia, and South Africa).	Analysis report of the existing ESMF Frameworks in the six participating countries including a summary report highlighting strengths, gaps, and alignment with GEM objectives.
Provide recommendations for harmonizing and managing ESMFs during project implementation, including mechanisms for coordination among	Practical recommendations and implementation

national institutions and integration with the GEM Programme's ESMF.	
Identify best practices and challenges in the implementation of ESMFs across the six countries.	Recommendations for harmonizing ESMF management across the region.
Propose a regional coordination mechanism for ESMF implementation and monitoring across the six countries.	Framework for regional ESMF coordination and oversight.
Recommend management arrangements to ensure the proper monitoring of the ESMF	
Any other country-level ESMF assessment tasks as required by project team related to the development of the ESMF.	List of tasks accomplished

3. Scope of Work:

The GEM program will be implemented in Botswana, Eswatini, Lesotho, Mozambique, Namibia and South Africa. The following are the four components of the GEM program:

- I. Enabling Policies on Circular Electronics
- II. Cleaner Production and Sustainable Consumption and Use
- III. Resource-Efficient Value Chain Across the Electronics Sector
- IV. Knowledge Management, Communication, and Program-Level Coordination

4. Deliverables:

The Environmental and Social Management Expert is expected to:

Work collaboratively with the Africa Institute and the project team to develop a comprehensive Environmental and Social Management Framework that will address the GEM project in the six participating countries.

5. Qualifications:

Education: Masters' degree in Environmental studies, International Development or a related field. A PhD in these fields would be an added advantage

Technical and Functional Experience:

The consultant should have:

- A minimum of 7 years professional experience related to social and environmental standards and impact assessment in an international development context as well as developing ESMP for development projects;
- Demonstrated experience in e-waste management or a strong understanding of waste management systems, particularly within the Southern African Development Community (SADC) region. Familiarity with gender dynamics in environmental sustainability and waste sector policies in SADC will be an added advantage
- Excellent knowledge of the necessary methodologies for Environmental and Social Management Plans in the context of development projects in the electronics sector or related disciplines;
- Sound knowledge of environmental mitigation and monitoring measures in development projects;
- Familiarity with analysis tools and methodologies in the Electronics sector; and
- Strong communication skills and ability to liaise with various stakeholders, including government officials.

6. Duration:

The consultancy is expected to last approximately 4 months, with a tentative start date in November 2025.

7. Reporting:

The consultant will be directly supervised by the Africa Institute and work closely with the project team. During the consultancy, the Consultant will be expected to attend meetings for general information exchange, to provide updates on the progress of the works and discuss feedback as required. This will include, but not be limited to, the introductory briefing meeting and the consultancy closeout meeting.

8. Functional competencies:

Ability to plan and execute assigned tasks in a multi-stakeholder environment

Ability to maintain strong relationships with project stakeholders, as well as UNEP, UNITAR, and the Africa Institute.

Ability to work well with tight deadlines - ability to manage a pre-determined workload within the project timeline while maintaining optimal quality of work

Strong interpersonal, communication, and diplomatic skills

Excellent technical writing and reporting skills with proven ability to prepare technical reports that are clear, concise, and meaningful

Proficiency in the use of Microsoft Office Suite

9. Application Process:

Interested and qualified candidates should submit their applications which should include the following:

- Technical Proposal for implementing the assignment
- Financial Proposal for the Assignment

Please quote “Environmental and Social Management Framework GEM SADC child project” on the subject line.

Applications must be emailed to Ms Neo Masha at nmasha@dfpe.gov.za no later than 5 December 2025, at 13:00 Pretoria Time, with a copy (cc) sent to Ms Daphne Tshipepele at: dtshepepele@dfpe.gov.za.

10. Closing Date

The closing date for applications is 5 December 2025 at 13:00 Pretoria Time. Late submissions will not be considered.