**Terms of Reference** procurement consultancy services

**for providing Certified Verification services related to the Technical Documentations in order to achieve the investment objective**

***Demolition and reconstruction of the Headquarters Mizil Fire Detachment within the Inspectorate for Emergency Situations "Șerban Cantacuzino" Prahova County***

* **addressing the fundamental quality requirements A1/ A2 – the structural endurance and stability-**

1. **SUMMARY**
2. **General background**

The Government of Romania has received a loan from the International Bank for Reconstruction and Development (IBRD) to support the implementation of the **"Strengthening Disaster Risk Management Project"**, hereinafter referred to as "**the Project".**

The Loan Agreement for financing the **Disaster Risk Management Project** has been signed by the Government of Romania and the International Bank for Reconstruction and Development in Bucharest, on August, 1, 2018, and has been ratified by the Law 307/2018.

**The objective of the Project** is to enhance the resilience of critical disaster and emergency response infrastructure and to strengthen the Borrower’s institutional capacities in disaster risk reduction and climate change adaptation

1. **Objectives of the assignment**

The Assignment under these Terms of Reference (ToR) is encompassing the following: **the Certified Verifier shall provide** the assessment of the following documentation: the **Documentation for obtaining the Demolition Permit** for the existing construction, the **Documentation for obtaining the Building Permit** and the documentation of the **Technical Design** and of the **Execution Detail** **Design** for the proposed construction; the Certified Verifier shall perform **Specialized verification of the documents made during the execution of the works, verification of the site provisions (on a case by case basis), verification of the "as-built" documentation, and the specialized verification of the technical documentation necessary to obtain the operational permits**, and other necessary services, on a needs basis, in order to achieve the investment objective ***Demolition and reconstruction of the Headquarters Mizil Fire Detachment within the Inspectorate for Emergency Situations "Șerban Cantacuzino" Prahova County.***

The services should be completed during the periods specified in these Terms of Reference and in accordance with the provisions of the Contract. The services provided by the Certified Verifier under the Contract shall be consistent with the following:

* *Verification of the Technical Documentation,* as described below*,* being provided by the Consultant firm providing Technical Design services:

1. The technical documentation for obtaining the permits/authorizations/studies as requested by the Urban Certificate;
2. The technical documentation for permits of construction / demolition of the execution works, the technical execution design details specifically including, but not limited to, the written and drawn parts, the general technical memoirs, calculation summaries, specifications, technical instructions for the execution and / or operation, control program quality for the execution of the construction works; Certified Verification of the technical design regarding the special maintenance of the behavior in time of the constructions and of the instructions regarding the current maintenance.
3. The technical documents drawn up, on a case by case basis, during the execution of the works made by the Consultant firm providing Technical Design services further to the written consent of the Client;
4. The as-built technical design updated at the date of the works completion according to the provisions of the GD 343/2017 art. 15 (3) d) regarding the reception of works;

* The specific mandatory national norms and regulations, and specific norms (specific norms can be found at: https://www.igsu.ro/biblioteca/);
* The relevant Romanian legal framework in force;
* The Environmental and Social Management Framework for the Strengthening Disaster Risk Management Project <https://www.igsu.ro/biblioteca/legislatie/Transparenta%20decizionala/ESMF%20-DRMP_RO_final.pdf>
* IBRD General Conditions and Policies as stipulated by the Law 307/2018 for the ratification of the Loan Agreement no.8892-RO for the financing of the *"***Strengthening Disaster Risk Management Project** *".*

This assignment is encompassing the services addressing only the specific certification specialty (A1/ A2 – the structural endurance and stability) and the main/division requirements for which the technical verifier is certified according to the legal framework in force.

1. **Scope of services**

The assignment subject to the Contract is referring to the technical verification services of the Technical Documentations elaborated by the Consultant firm providing Technical Design services for the achievement of an operational sub-unit of the "Serban Cantacuzino" Inspectorate for the Emergency Situations, located in Mizil, Prahova County. The before-mentioned building is described by the data presented in the table below.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Batch | County | Unit | Total enrollment | | Garage | | Built/Gross Area (sqm) | Approved Solution |
| I | PH | Fire-fighting Detachment Mizil | 107 | | Number  of compartments  5 | Number of trucks  10 | Existing area - 804 sqm  Proposed area - Foot print/Built area -  1.093,35sqm  Gross area -  1.598,85sqm | The demolition works, and new construction and facilities works, for the new construction |
| Staff/shift max | |
| Male  35 | Female  4 |

In order to meet the requirements of the relevant national regulations with respect to the completion of a new investment, the amount of the costs incurred for the approved solution has to meet the estimated amount (as mentioned in the Annex A) being included in the Feasibility Study which has been previously approved by the Technical-Economic Council of the Ministry of the Internal Affairs.

1. **APPLICABLE LEGAL FRAMEWORK IN FORCE**

* The Law no. 307/2018 for the ratification of the Loan Agreement no.8892-RO for the financing of the Strengthening Disaster Risk Management Project**,** signed by the Government of Romania and the International Bank for Reconstruction and Development;
* The Civil Code according with the amendments from the Law no. 287 of07/17/2009, republished, as amended and supplemented, the Law no. 287 of July 17, 2009, the Law no. 71 of 06/06/2011, the Law no. 60 of04/10/2012, the Law no. 76 of05/24/2012, the Law no. 138 of10/15/2014, the Emergency Ordinance no. 1 of 02/03/2016, the Government Decision no. 534 of 7/18/2018;
* The Law no. 213 of 11/17/1998 regarding the public property and its legal regime;
* The Law no. 50 (r2) of 07/29/1991 regarding the authorization of the execution of the construction works –as republished in the Official Gazette, Part I no. 933 of 10/13/2004 with the subsequent amendments including by Law no. 117 of 06/20/2019, Law no. 193/28.10.2019 and Law no. 7/06.01.2020 published in the Official Gazette of Romania, Part I, no. 8 of January 8, 2020;
* The Law no. 10/1995 regarding the quality in works execution, as republished in the Official Gazette, Part I no. 765 of 09/30/2016, as amended by the Law 177/2015, by the Emergency Ordinance no. 6 of 02/22/2018,by the Emergency Ordinance no. 84 of 09/13/2018, Law no. 256/2018, Law no.17/2019, Lew no. 97/2019 and by the Ordinance no. 18/2019;
* The Law no. 350 of 07/06/2001 on land planning and urban planning published in the Official Gazette of Romania, Part I, no. 373 of July 10, 2001, as subsequently amended and supplemented (Law no. 151 / 24.07.2019);
* The P100-1/2013 Seismic design code - Part I – on the Design provisions for buildings; approved by MDRAP Order no. 2465/2013 published in the Official Gazette no.558 / 03.09.2013, completions through the Order of the MDRAP no.105 / 2014 regarding the completion of the technical regulation Seismic design code - part III - provisions regarding the seismic evaluation of the existing buildings, published in the Official Gazette. 161 / 03.05.2014; and amended by Order no. 2956/2019 for the completion of the technical regulation "Seismic design code - Part I - Design provisions for buildings", indicative P100-1 / 2013 and amended by Order no. 2956/2019 for the completion of the technical regulation "Seismic design code - Part I - Design provisions for buildings", indicative P100-1/2013.
* P100-3/2019 seismic design code - Part III - Provisions for the seismic evaluation of existing buildings, indicative P 100-3/2019”, approved by Order no. 2834 of 09.10.2019 and published in the Official Gazette no 1003 bis of 13.12.2019
* The Decision no. 907/2016 regarding the stages for the elaboration, and the framework content of the technical-economic documentation related to the objectives / investment projects financed from public funds amended and supplemented by H.G. no. 79/2017 published in the Official Gazette of Romania, Part I, no. 147 of February 27, 2017;
* The Order no. 7/2019 regarding the establishment of the framework content, the elaboration and the approval of the technical-economic documentation related to the new investment objectives and / or the intervention works to the existing constructions, as included in the programs of the Ministry of Internal Affairs ( which is abolishing the O.M.I.A. no. 597/2008) published in the Official Gazette of Romania, Part I, no. 63 of January 25, 2019;
* The Law no. 500 of 07/11/2002 on public finances published in the Official Gazette of Romania, Part I, no. 597 of August 13, 2002, as subsequently amended and supplemented;
* The Government Decision no. 742 of 09/13/2018 regarding the modification of the Government Decision no. 925/1995 for the approval of the Regulation of the verification and the technical survey of the Design quality, of the works execution and constructions (hereinafter referred to as the **Regulation adopted by the Decision no. 742/2018**), published in the Official Gazette of Romania, Part I, no. 828 of September 27, 2018;
* Order 2264 of 2018 regarding the procedure for the certification of project verifiers and technical experts in construction
* Order no. 140/2015 regarding the organization, coordination and control of environmental protection activities in the units of the Ministry of Internal Affairs;
* The Decision no. 343/18.05.2017 for the modification of the Government Decision no. 273/1994 regarding the approval of the Regulation for the reception of the construction and their installations works published in the Official Gazette of Romania, Part I, no. 406 as of May 30, 2017;
* The Decision no. 300/2006 regarding the compliance with the minimum safety and health requirements for the works temporary or mobile sites amended and supplemented by H.G. no. 601 / 13.06.2007 for the modification and completion of some normative acts in the field of occupational safety and health, published in the Official Gazette of Romania, Part I, no. 470 of July 12, 2007 (includes amendments and additions for: GD no. 1875/2005 on the protection of workers' health and safety against the risks due to exposure to asbestos published in the Official Gazette no. 64 / 24.01.2006; GD no. 1876 / 2005 regarding the minimum safety and health requirements regarding the exposure of the workers to the vibration risks published in the Official Gazette no 81 / 30.01.2006; GD no 300/2006 regarding the minimum safety and health requirements for temporary construction sites or mobile published in the Official Gazette part I no 252 / 21.03.2006; GD no.971 / 26.07.2006 regarding the minimum requirements for the signaling of safety and / or health at the workplace published in the Official Gazette part I no 683 / 09.08.2006; GD No. 493/2006 regarding the minimum safety and health requirements regarding the exposure of workers to the risks generated by the noise published in the Official Gazette no. 380 / 03.05.2006; The Law on occupational safety and health no. 319/2006; H.G. No. 1048/2006 regarding the minimum safety and health requirements for the use by workers of the individual protective equipment at the workplace;
* The Law no. 372/2005 regarding the building energy performance as republished in the Official Gazette, Part I no. 764 of 09/30/2016;
* The C56-00 Normative for the verification of the quality and the reception of the construction works and their related installations;
* The P 91/1-02 - Guide on the development of the quotations, for all works categories and for all construction objects, applying for the investments to be financed from the public funds.

1. ***THE ENVIRONMENTAL AND SOCIAL MANAGEMENT PLAN***

The social impacts associated with the demolition of the existing Mizil Firefighter Detachment building and the construction of a new building are considered minor in relation to the World Bank’s E & S (Environmental and Social) safeguards and the ESMF (Environmental and Social Management Framework) prepared on this purpose.

However, certain aspects need to be considered in relation to the technical design (TD) phase and the technical assistance (TA) services provided by the Consultant firm undertaking TD+TA services during the works execution, during which also the Certified Verifier’s tasks have to be accomplished, according to these Terms of Reference. The plan regarding the safeguard measures addressing the environment and the social impact mitigation measures, specifically drawn-up for the Mizil investment objective and according to the Environmental and Social Management Framework, is detailed in **Annex C** to these Terms of Reference.

1. **THE DETAILED DESCRIPTION OF THE SERVICES**

According to the art.7 (2) from the Law no. 50 (r2) of 29/07 / 1991 (republished and amended) and art. 9 d), from the Law 10/ 1995 (republished and amended), and the art. 7 from the GD no. 742/2018, the Certified Verifiers must undertake the professional verification of the technical documentation necessary for any investment to be achieved.

The Certified Verifier provides the verification, according to the law, for the following specialties, meaning the *Verification of the technical documentation by assessing the compliance with the specialty on the mechanical strength and stability requirements, as follows:*

*- Requirement* ***A1*** *– the mechanical strength and stability of the constructions having the resistance structure made of concrete, reinforced concrete, masonry, and wood for construction;*

*- Requirement* ***A2*** *- the mechanical strength and stability for the constructions having the resistance structure made of metal, wood, and other composite materials.*

According to the provisions stipulated by the art. 6 (3) from the **Regulation adopted by Decision no. 742/2018**, the Certified Verifier is hired by the investor (i.e. the Client) and carries out verifications only for the specific construction domains / sub-domains and the respective specialties for the installations (related to such construction) which for he/she has been certified, according to the applicable fundamental requirements.

1. **The services to be provided shall include the following activities:**

**The development and the delivery of the specialized technical verification services for the A1/A2 – the structural endurance and stability requirements**

In accordance with the quality standards described in these Terms of Reference, the Certified Verifier will provide the verification of the necessary technical documentations for the achievement of the investment objective, comprising the documentation made available by the Consultant firm providing TD+TA services / Client, the specialized technical verification for the site provisions (on a case-by-case basis) and the "as-built" technical documentation, and also the technical documentation necessary to obtain the Authorizations & operational permits.

1. **Basic documents that will be made available to the Certified Verifier by the PIU:**

* *The Technical Survey for the existing construction;*
* *The Feasibility Study and the Inception Report (*the latter being elaborated by the Consultant firm providing TD+TA services)*;*
* *The Geotechnical Study;*
* *The Topographical Study;*
* *The Urban Certificate no. 170 /Nov,16,2018* that has been issued by the Ministry of the Internal Affairs – The General Logistics Directorate, in order to obtain the required Demolition Permit/ Building Permit;
* *The Technical Documentations made available by the* Consultant firm providing TD+TA services.

1. **Stages of the Certified Verifier’s services for achieving the verification of the technical documents development (Phase II) and of the documents elaborated during the technical assistance during works execution (Phase IV) (where all previously mentioned documentation being the Consultant firm providing TD+TA services’ accountability):**
2. ***Phase I:*** ***Information stage on the contents of the Inception Report*** ***being elaborated by the Consultant firm providing TD+TA services;***
3. ***Phase II: The assessment, and the identification of any eventual non-conformities related to, of the Technical Documentation necessary for the demolition of the existing construction and for obtaining the works authorizations, and of the Technical Design for the execution of the new construction***
4. **Phase II.1.** The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation in order to obtain the Demolition Permit", having been delivered in draft format for the existing construction, and of the technical documentation related to the organization of the demolition works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain/update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Demolition Permit;
5. **Phase II.2.** The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation for Obtaining the Building Permit ", having been delivered in draft format, for the proposed construction and of the technical documentation related to the organization of the construction works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Building Permit;
6. **Phase II.3.** The assessment, and the identification of any eventual non-conformities related to, of the "Technical Design", having been delivered in draft format, for the new construction;
7. **Phase II.4.** The assessment, and the identification of any eventual non-conformities related to, of the "Execution Details Design", having been delivered in draft format, for the new construction;
8. **Phase II.5.** The verification, the signing and the stamping, according to the law, of the final documentation for the demolition of the existing construction, for the authorization of the works execution, and of the technical design and the technical execution details design for the new construction;
9. ***Phase III:*** ***During the procurement procedure for the selection of the works execution entity (the Contractor), while the Consultant firm providing TD+TA services will provide (***on a case by case basis***) technical support to the Client, there are not required inputs and activities related to the specialized technical verification;***
10. ***Phase IV:*** ***The specialized verification according to the law of the final documents being elaborated during the works execution, the specific verification of the site provisions (***on a case by case basis***), the verification of the "as-built" documentation, and the specialized verification of the technical documentation necessary to obtain the operational permits.***

In order to undertake the services presented above, the Certified Verifier shall take into consideration to comply with the provisions of the Law no.10/1995 on the quality assurance in works construction, as republished and including all its subsequent amendments, and also with the quality assurance requirements, as mentioned in **Annex B.**

1. **The detailed description for the Certified Verifier’s assignment according to the before mentioned Phases is described as follows:**
2. ***Phase I: Information stage on the contents of the Inception Report being elaborated by the Consultant firm providing TD+TA services;***

The Consultant firm providing TD+TA services shall take over technical data from the Feasibility Study and will develop an *Inception Report* including data regarding the new construction referring to all the fundamental specialties: architecture, structure and installations, with reference to the solutions for the proposed construction, as well as the plans being adapted for the following stages.

The Certified Verifier will receive the documentation integrated into the *Inception Report* provided by the Consultant firm providing TD+TA services, and thus will acknowledge the relevant information whether the presented improvement solutions meet the requirements.

1. ***Phase II: The assessment, and the identification of any eventual non-conformities related to, of the Technical Documentation necessary for the demolition of the existing construction and for obtaining the works authorizations, and of the Technical Design for the execution of the new construction***
2. **Phase II.1.** **The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation in order to obtain the Demolition Permit", having been delivered in draft format for the existing construction, and of the technical documentation related to the organization of the demolition works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain/update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Demolition Permit**;

The Certified Verifier shall analyze the documentation, and shall identify any eventual non-conformities, related to the Documentation for obtaining the Demolition Permit for the existing building (including the documentation for the organization of the works execution being necessary for the demolition of the existing building), the documentation being submitted by the Consultant firm providing TD+TA services *in draft format*.

The Certified Verifier will notify in writing the Client and the Consultant firm providing TD+TA services of the identified non-conformities, for their correction by the Consultant firm providing TD+TA services.

The *specialized verification activities,* including the mandatory original signature and stamp applied on the Certified Verifier’s endorsement and report, are consistent with the current norms and regulations, as well with the **Regulation adopted by Decision no. 742/2018** art.7 (1) a) stipulating the provisions referring to the Technical Documentation necessary to obtain the permits/authorizations/studies (on a case by case basis), as required by the Urban Certificate for obtaining the Demolition Permit.

1. **Phase II.2. The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation for Obtaining the Building Permit ", having been delivered in draft format, for the proposed construction and of the technical documentation related to the organization of the construction works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Building Permit;**

The Certified Verifier shall analyze, and shall identify any eventual non-conformities related to, the Documentation for obtaining the Building Permit for the new construction (including the organization of the works execution necessary for the construction of the new building), the documentation being submitted by the Consultant firm providing TD+TA services *in draft format*.

The Certified Verifier will notify in writing the Client and the Consultant firm providing TD+TA services on these eventual non-conformities, for their correction by the Consultant firm providing TD+TA services.

The *specialized verification activities,* including the mandatory original Certified Verifier’s stamp and signature on the Certified Verifier’s report, are consistent with the current norms and legislation as well with the **Regulation adopted by Decision no. 742/2018** art.7 (1) a), stipulating the provisions referring to the Technical Documentation necessary to obtain the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Building Permit.

1. **Phase II.3. The assessment, and the identification of any eventual non-conformities related to, of the "Technical Design", having been delivered in draft format, for the new construction;**

The Certified Verifier will notify in writing the Client and the Consultant firm providing TD+TA services of these possible non-conformities, for their correction by the Consultant firm providing TD+TA services.

1. **Phase II.4.** **The assessment, and the identification of any eventual non-conformities related to, of the "Execution Details Design", having been delivered in draft format, for the new construction;**

The Certified Verifier shall examine, and shall identify any eventual non-conformities related to, the documentation of the "**Execution Details Design**", considered an integral part of the **"Technical Design",** being delivered to the Client *in draft format* for the proposed construction, by the Consultant firm providing TD+TA services.

The Certified Verifier will notify in writing the Client and the Consultant firm providing TD+TA services on these eventual non-conformities, for their correction by the Consultant firm providing TD+TA services.

1. **Phase II.5.** **The verification, the signing and the stamping, according to the law, of the final documentation for the demolition of the existing construction, for the authorization of the works execution, and of the technical design and the technical execution details design for the new construction;**

This assessment will encompass the *specialized verification* of the final technical documentation submitted by the Consultant firm providing Technical Design services, provided that this final documentation is revised and incorporates all the implemented observations requested during the stages II.1, II.2; II.3 and II.4, and which includes all the requirements stipulated by the permits/authorizations/studies required by the Urban Certificate.

The *specialized verification activities,* including the mandatory original Certified Verifier’s stamp and signature on the Certified Verifier’s report, are consistent with the current norms and legislation as well as the **Regulation adopted by Decision no. 742/2018** art.7 (1) a), b), e), f) and g) for the *original format* of the Technical Documentation submitted by the Consultant firm providing TD+TA services.

1. ***Phase III: During the procurement procedure for the selection of the works execution entity (the Contractor), while the Consultant firm providing TD+TA services will provide (***on a case by case basis***) technical support to the Client, there are not required inputs and activities related to the specialized technical verification;***

At this stage, the Consultant firm providing TD+TA services provides technical support to the PIU representatives in the procurement process of the Contractor for the works execution ( where the “technical support” must be provided in order to elaborate the clarifications, addressing technical aspects of the bidding documents, further to the potential bidders’ requests for clarifications.

1. ***Phase IV: The specialized verification according to the law of the final documents being elaborated during the works execution, the specific verification of the site provisions (on a case by case basis), the verification of the "as-built" documentation, and the specialized verification of the technical documentation necessary to obtain the operational permits.***

The Certified Verifier will provide the following services:

• The Certified Verifier shall verify and shall certify the Site Work Disposal prepared by the Consultant firm providing TD+TA services,

• The Certified Verifier shall verify the detailed plans, technical specifications and cost estimates for additional works or for orders of variation, provided that such additional works and orders of variations are prior-approved by the Client,

• The Certified Verifier shall verify the documentation "as built" prepared by Consultant firm providing TD+TA services according to the requirements of the Romanian legislation in force.

**Note: The Certified Verifier has the obligation to maintain a permanent communication and close collaboration (Phases II and IV) with the** **Consultant firm providing TD+TA services, and with the Client, for incorporating all the observations in the technical documentation.**

1. **The CERTIFIED VERIFIER’s REPORTING OBLIGATIONS**

The Certified Verifier shall undertake the activities provided above and shall provide the related services, as described below:

1. **Phase I: Information stage on the contents of the Inception Report being elaborated by the Consultant firm providing TD+TA services;**

The Inception Report will be prepared by the Consultant firm providing Technical Design services, and the Certified Verifier shall be acknowledged with the data provided by the Consultant firm providing TD+TA services at this stage.

1. **Phase II: The assessment and the identification of any non-conformities related to the Technical Documentation necessary for the demolition of the existing construction, and to the authorization and the Technical Design for the execution of the new construction**

The specific documentation shall be elaborated according to the norms and the legislation in force and the documentation submitted in draft format shall be examined to identify if are any non-conformities. The technical documentation necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate shall be verified according to the procedures of the legislation in force, and shall also complete the reports on the technical verification of the documentation.

1. **Phase II.1.** **The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation in order to obtain the Demolition Permit", having been delivered in draft format for the existing construction, and of the technical documentation related to the organization of the demolition works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain/update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Demolition Permit**;

• The Certified Verifier shall elaborate in writing, on a case-by-case basis, *a list of non-conformities* that shall be transmitted to the Client and the Consultant firm providing TD+TA services. Whether non-compliances shall **not** be identified, the Certified Verifier shall specifically mention this finding into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;

• The Certified Verifier shall verify according to the norms and legislation in force the technical documentation necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate as required to obtain the Demolition Permit, including the elaboration of the reports for the technical documentation.

Delivery deadline: 5 calendar days (after the receipt of above-mentioned documentation).

1. **Phase II.2.** **The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation for Obtaining the Building Permit ", having been delivered in draft format, for the proposed construction and of the technical documentation related to the organization of the construction works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Building Permit;**

• The Certified Verifier shall elaborate in writing, on a case by case basis, *a list of non-conformities* that shall be transmitted to the Client and to the Consultant firm providing TD+TA services; Whether non-compliances shall **not** be identified, the Certified Verifier shall specifically mention this finding into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;

• The Certified Verifier will verify according to the norms and the legislation in force the technical documentation necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate necessary to obtain the Building Permit, including the elaboration of the reports for the technical documentation.

Delivery deadline: 5 calendar days (after the receipt of above-mentioned documentation).

1. **Phase II.3**. **The assessment, and the identification of any eventual non-conformities related to, of the "Technical Design", having been delivered in draft format, for the new construction;**

The Certified Verifier shall elaborate in writing, on a case by case basis*, a list of non-conformities* that shall be transmitted to the Client and to the Consultant firm providing TD+TA services regarding the responsiveness of the **"Technical Design”** according to the norms, and about the presentation of all documents by the Consultant firm providing Technical Design services; Whether non-compliances shall **not** be identified, the Certified Verifier shall specifically mention this finding into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;

Delivery deadlines: 7 calendar days (after the receipt of above-mentioned documentation).

1. **Phase II.4. The assessment and the identification of any non-conformities related to the "Execution Details Design" delivered in draft format for the new construction;**

The Certified Verifier shall elaborate in writing, if appropriate, for the **"Execution Details Design"**, *a list of non-conformities* that shall be transmitted to the Client and to the Consultant firm providing TD+TA services regarding the responsiveness of the design according to the norms and about the presentation of all documents by the Consultant firm providing TD+TA services; Whether non-compliances shall **not** be identified, the Certified Verifier shall specifically mention this into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;

Delivery deadline: 5 calendar days (after the receipt of above-mentioned documentation).

1. **Phase II.5.** **The verification, the signing and the stamping, according to the law, of the final documentation for the demolition of the existing construction, for the authorization of the works execution, and of the technical design and the technical execution details design for the new construction;**

The Certified Verifier shall verify the implementation of all the observations and the requirements established by the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate, as well as the implementation of the observations transmitted at the previous stages.

• The Certified Verifier shall verify, stamp, and sign the technical documentation according to the norms and legislation in force. Technical documentation verified, signed and stamped, and also the reports including reports of technical verification of the documentation will be delivered to the Consultant firm providing TD+TA services.

Delivery deadline: 5 calendar days (after the receipt of above-mentioned documentation).

**\*\*\***

**NOTE**

**- The mentioned terms are of maximum character; “days” are considered calendar days.**

**- During Phase II during the duration of the services, the Client may request consultation sessions PIU / Certified Verifier / the Consultant firm providing Technical Design services;**

1. **Phase III: During the procurement procedure for the selection of the works execution entity (the Contractor), while the Consultant firm providing TD+TA services will provide (on a case by case basis) technical support to the Client, there are not required inputs and activities related to the specialized technical verification;**
2. **Phase IV: The specialized verification according to the law of the final documents being elaborated during the works execution, the specific verification of the site provisions (on a case by case basis), the verification of the "as-built" documentation, and the specialized verification of the technical documentation necessary to obtain the operational permits.**

**Technical support provided by the Certified Verifier**

The technical documents described for this stage shall be verified by the Certified Verifier according to the law.

Delivery deadline: 5 calendar days (after the receipt of above-mentioned documentation).

**NOTE : All the developed documentation, irrespective of the used format, that has been elaborated by the Consultant firm providing TD+TA services and that has further been subject to the Certified Verifier’s obligations under the assignment described by the actual ToRs, are and shall remain the Client’s (GIES) property. The Certified Verifier shall not use or disclose, in whole or in part, none of this documentation without the Client’s prior written consent in this respect.**

**The Certified Verifier’s Obligations**

- The Certified Verifier is responsible for including the professional civil liability insurance for specialized designers according to the Law 10/95 republished - art.6 and art. 31.

- The Certified Verifier will comply with all the obligations established by the legislation on health and safety at work and the fire safety measures, during all stages of the consultancy services;

- The Certified Verifier shall verify the "as-built" documentation (the technical documentation of works execution updated at the date of the works completion), necessary for the reception at the works completion, according to the provisions of GD 273/1994, modified by GD 343/2017 art15 (3) d);

- During the checking of all the documents stipulated by the Contract and according with the laws and norms in force, the Certified Verifier will take into consideration the respective relevant national standards in force.

- During the verification of the design documentation, the Certified Verifier must take into account the measures regarding the environment protection &social safeguard provisions, and of the construction protection, as being stipulated by the Loan Agreement for financing the **Disaster Risk Management Project, (**P166302, IBRD LN 8892-RO) whichhas been signed by the Government of Romania and the International Bank for Reconstruction and Development in Bucharest, on August , 1, 2018, and has been ratified by the Law 307/2018 . These provisions shall be in force during the Loan Agreement effectiveness.

- When verifying the Technical Documentation, the Certified Verifier shall consider the technical requirements according to the Client's activities.

• The Certified Verifier shall prepare, and shall respectively sign and stamp the design verification report, which includes, among other things, data and information regarding the compliance / non-compliance, on a case by case basis, with the technical regulations and ensuring the fundamental applicable requirements;

• The Certified Verifier verifies, for all types of investment objectives, and properly expresses in the design verification report, the concordance between the technical solution described in the technical memories on specialties, the execution technology proposed to achieve the investment objective and the corresponding specifications, reflected including in the lists of quantities of works from the technical execution design. *The assessments of the quantities of construction materials, the number and type of machinery and equipment, the estimates on* [*manpower*](https://hallo.ro/dictionar-englez-roman/manpower) *and the* [*labor*](https://hallo.ro/dictionar-englez-roman/labour)[*costs*](https://hallo.ro/dictionar-englez-roman/costs)*, as well as transport costs, are the responsibility of the specialized Consultant firm providing TD+TA services and will be integrated in the General Estimate of the Technical Design, by due care and responsibility of the Consultant firm providing TD+TA services*.

* The number of reports, all in original copy, the Certified Verifier shall submit have to be equal with the number of copies of the documentation made available by the Consultant firm providing TD+TA services; to these reports shall also be attached the attestations and the legitimations being issued by the competent authorities, with competencies on attesting the certified verifiers.

• The Certified Verifier signs and stamps the verified documents if they are appropriate from the point of view of the requirements established in the law.

• The Certified Verifier cannot verify, sign and stamp the design (s) drawn up by him, the design(s) to which he has participated or the design(s) for which, as a certified technical expert, he has prepared the technical survey report;

• The Certified Verifier performs the technical design documentation verification only for the domain (s) and / or the subdomain / sub-domains of constructions and / or the specialty / specialties for the installations related to the constructions, according to the fundamental requirement / requirements for which it was attesting respectively the requirements A1/ A2 – the structural endurance and stability.

• The Certified Verifier for the specialized verification activity undertakes the preparation and the keeping-to-date of the register of records with respect to the verified Technical Documentations, according to the law.

RESPONSIBILITIES

The Certified Verifier for the specialized verification activity shall undertake the following:

• Responds jointly with the Consultant firm providing TD+TA services in addressing the insurance of the level insurance of the construction / constructions for achieving the applicable fundamental requirements provided in the design, as well as for the concordance between the technical solution as being described in the technical reports on specialties and the plans elaborated by the Consultant firm providing TD+TA services, for the proposed technology of execution in order to achieve the investment objective and the corresponding requirements drawn-up in the bidding documents, this matching being also reflected in the lists of quantities of works from the technical execution design;

• Responsible for the reality, correctness and completeness of the data and information entered in the signed and stamped documents.

1. **FACILITIES TO BE PROVIDED BY THE CLIENT DURING THE ASSIGNMENT**

For the services provided during Phase II and IV, the Client will provide a special office space for the meetings required for the specialized verification process.

*The Certified Verifier is responsible for and shall support all the costs for the field trips, the materials and equipment needed for the technical/consultative meetings with the Client.*

*The Certified Verifier shall support all the incurred costs during the performance of the activities that are undertaken and stipulated in the Terms of Reference.*

1. **SCHEDULE OF THE CERTIFIED VERIFIER’s ACTIVITIES and REPORTING OBLIGATION**

| **No.** | **Activities** | **\*Allocated time / delivery time**  **(calendar days / months)** |
| --- | --- | --- |
| **1** | **Phase II: The assessment and the identification of any non-conformities related to the Technical Documentation necessary for the demolition of the existing construction, and to the authorization and the Technical Design for the execution of the new construction** | The Consultant firm providing TD+TA services’ assignment presents an estimated max. 98 days for the purpose to elaborate and to submit the documentation provided at this stage, during which time the Certified Verifier will correlate his activity with it. |
|  | **Phase II.1.** The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation in order to obtain the Demolition Permit", having been delivered in draft format for the existing construction, and of the technical documentation related to the organization of the demolition works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain/update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Demolition Permit;  *Note: The Consultant firm providing TD+TA services’ assignment presents an estimated max 21 days to prepare and to submit these documents.* | * The Certified Verifier shall elaborate in writing, on a case-by-case basis, a list of non-conformities that shall be transmitted to the Client and the Consultant firm providing TD+TA services. Whether non-compliances shall not be identified, the Certified Verifier shall specifically mention this finding into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;   • The Certified Verifier shall verify according to the norms and legislation in force the technical documentation necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate as required to obtain the Demolition Permit, including the elaboration of the reports for the technical documentation.  The submission deadline: 5 calendar days (after the receipt of above-mentioned documentation).The submission period, cumulated for these two activities, is **5 days** from the receipt of the above-mentioned documentation. |
|  | **Phase II.2.** The assessment, and the identification of any eventual non-conformities related to, of the "Technical Documentation for Obtaining the Building Permit ", having been delivered in draft format, for the proposed construction and of the technical documentation related to the organization of the construction works execution, as well as the specialized verification of the technical documentation, in original copy, being necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate for obtaining the Building Permit;  *Note: The Consultant firm providing TD+TA services’ assignment presents an estimated max 21 days to prepare and deliver these documents.* | • The Certified Verifier shall elaborate in writing, on a case by case basis, a list of non-conformities that shall be transmitted to the Client and to the Consultant firm providing TD+TA services; Whether non-compliances shall not be identified, the Certified Verifier shall specifically mention this finding into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;  • The Certified Verifier will verify according to the norms and the legislation in force the technical documentation necessary to obtain / update the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate necessary to obtain the Building Permit, including the elaboration of the reports for the technical documentation  The submission period, cumulated for these two activities, is **5 days** from the receipt of the above-mentioned documentation. |
|  | **Phase II.3.** The assessment, and the identification of any eventual non-conformities related to, of the "Technical Design", having been delivered in draft format, for the new construction;  *Note: The Consultant firm providing TD+TA services’ assignment presents an estimated max 21 days to prepare and deliver these documents.* | The Certified Verifier shall elaborate in writing, on a case by case basis, a list of non-conformities that shall be transmitted to the Client and to the Consultant firm providing TD+TA services regarding the responsiveness of the "Technical Design” according to the norms, and about the presentation of all documents by the Consultant firm providing Technical Design services; Whether non-compliances shall not be identified, the Certified Verifier shall specifically mention this finding into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;  The submission deadline is **7 days** from the receipt of the above-mentioned documentation. |
|  | **Phase II.4.** The assessment and the identification of any non-conformities related to the "Detail Design" delivered in draft format for the new construction;  *Note: The Consultant firm providing TD+TA services’ assignment presents an estimated max 14 days to prepare and deliver these documents.* | The Certified Verifier shall elaborate in writing, if appropriate, for the "Execution Details Design", a list of non-conformities that shall be transmitted to the Client and to the Consultant firm providing TD+TA services regarding the responsiveness of the design according to the norms and about the presentation of all documents by the Consultant firm providing TD+TA services; Whether non-compliances shall not be identified, the Certified Verifier shall specifically mention this into his report, i.e. that the Technical Documentation complies with the rules and the legislation in force and meets the requirements of the Client;  The submission deadline is **5 days** from the receipt of the above-mentioned documentation. |
|  | **Phase II.5.** The verification, the signing and the stamping, according to the law, of the final documentation for the demolition of the existing construction, for the authorization of the works execution, and of the technical design and the technical execution details design for the new construction;  *Note: The Consultant firm providing Technical Design services has 21 days to elaborate and deliver these documents signed and stamped in the final form accepted by the Certified Verifier and correlated with the permits/authorizations/studies (on a case by case basis) issued by the authorities.* | The Certified Verifier shall verify the implementation of all the observations and the requirements established by the permits/authorizations/studies (on a case by case basis) required by the Urban Certificate, as well as the implementation of the observations transmitted at the previous stages.  • The Certified Verifier shall verify, stamp, and sign the technical documentation according to the norms and legislation in force. Technical documentation verified, signed and stamped, and also the reports including reports of technical verification of the documentation will be delivered to the Consultant firm providing TD+TA services.  Delivery deadline: 5 calendar days (after the receipt of above-mentioned documentation), so that the Consultant firm providing TD+TA servicesmay respect his assignment delivery schedule. |
| **TOTAL (1)**  *Note: The Consultant firm providing TD+TA services’ assignment presents an estimated max of 98 days (approximately 3,5 months) to elaborate and to transmit the documentation provided in Phase II.* | | The total cumulative time for Stage II for performing the Certified Verifier’s services required is 27 days (5 + 5 + 5 + 7 + 5). |
| **2** | **Phase IV: The specialized verification according to the law of the final documents being elaborated during the works execution, the specific verification of the site provisions (on a case by case basis), the verification of the "as-built" documentation, and the specialized verification of the technical documentation necessary to obtain the operational permits.**  *Note: For this stage, the Contractor has 17 months to complete the works. During this period the Consultant firm providing TD+TA services will elaborate the necessary technical documentation.* | The technical documents elaborated by the Consultant firm providing Technical Design services for this stage will be verified according to the law, respectively:  - the construction site provisions, if applicable;  - the detailed plans, the technical specifications and the cost estimates for the additional works or for the variation orders;  - "as built" documentation as required;  - the technical documentation required to obtain the operational permits  For each documentation prepared by the Consultant firm providing TD+TA services, the Certified Verifier will send it, approve, verify, sign and stamp, within max.3 days since the receipt of the mentioned documentation. |
| **TOTAL (2)** | | The estimated duration of the works execution is 17 months, during which time, the Certified Verifier will provide the verification services whenever necessary, according to the documents drawn up by the Consultant firm providing TD+TA services. |
| **NOTE: Collaboration and consultation meetings** | | **The Certified Verifier has the obligation to communicate permanently (at the Phase II and IV) with the Consultant firm providing TD+TA services and with the Client in order to incorporate all the observations in the technical documentation.**  **On the Phase II, during the course of the services, the Client may request consultation meetings with PIU / Verifier / Consultant firm providing Technical Design services (approximately one meeting session for each sub-stage)** |

*NOTE*

*- the mentioned periods of time are considered the maximum duration as allocated time;*

*- according with obtaining of the permits/authorizations/studies**requested by the Urban Certificate;*

*- „DAYS”are considered as calendar days.*

**\*\*\***

**The time required for the accomplishment of the activities of the Certified Verifier, presented above, is correlated with the progress of the activities carried out by the Consultant firm providing TD+TA services and Contractor; In case their terms are modified, the Certified Verifier's reporting terms established by the present ToRs shall remain valid**.

1. **INSTITUTIONAL ARRANGEMENTS**

The Institutions having a role for the assignment:

* General Inspectorate for Emergency Situations (GIES) as the Project Implementing Agency and the Client under the Contract;
* The Project Implementation Unit (PIU) within the GIES is responsible for all Project implementation activities.

During the assignment, the Certified Verifier shall contact and shall communicate, on a need’s basis, with:

1. Project Implementation Unit (PIU);
2. The Contract manager representing the PIU
3. The Design Company (respectively the specialized designers), contracted by the PIU referred to herein in this document the Consultant firm providing Technical Design services;
4. The Contractor who performs the works execution under a signed contract;
5. Any other organizations in Romania that, in accordance with the legislation in force, are involved in the documentation and technical assistance of the development stages

**The Certified Verifier is obliged to notify and communicate to the PIU-Project Implementation Unit each technical discussion & follow-ups established with the entities presented above.**

1. **THE CERTIFIED** **VERIFIER PROFILE**

Required minimum qualifications:

a) The Certified Verifier will provide verification of the Technical Documentation by meeting the requirements A1/A2 according to the relevant legal framework.

b) Relevant certified verification expertise at the quality requirements at the structural endurance and stability A1 and A2 in domains of min. 5 (five) years and a minimum of 5 (five) accomplished assignments; in this respect, supporting documentation shall be mandatorily presented, and references from the respective clients shall be attached.

c) The Certified Verifier will present his specific authorization signed by the competent authorities being valid when submitting his proposal;

In this respect, the Certified Verifier is also accountable for extending the [validity](https://hallo.ro/dictionar-englez-roman/validity) of his specific Certificate, whenever the case, in order to provide a continuous [validity](https://hallo.ro/dictionar-englez-roman/validity) of his A1/A2 certification during the respective Contract execution.

d)The Certified Verifier involved in the stages of specialized verification at the requirements A1/A2 – the structural endurance and stability of the technical documentation will have analytical spirit and the ability to communicate to the Consultant firm providing Technical Design services and the Client in the shortest time the necessary changes in the technical design documentation, in a timely and responsive manner as providing that the quality assurance requirements according to the law are met.

**The performance of the assignment shall to be achieved according to the Contract, shall be consistent with the objectives of the assignment, shall respect the World Bank regulations and policies, and the Romanian laws and regulations in force.**

ANNEX A - THE TOTAL ESTIMATED AMOUNT OF THE INVESTMENT COSTS

***For*** ***Demolition and reconstruction of the Headquarters Mizil Fire Detachment within the Inspectorate for Emergency Situations "Șerban Cantacuzino" Prahova County***

According to the Feasibility Study that has been reviewed and approved by the Technical Economic Council of MoIA, the maximum indicator values, i.e. the total amount of the investment costs, being expressed in lei, the amount including/excluding VAT respectively, and the amount representing the demolition and construction & installation works costs, as referred to in the General Estimate, are described below:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **VAT excluded amount** | | **VAT** | | **VAT included amount** | |
|  | (Lei) | (Euro)\* | (Lei) | (Euro)\* | (Lei) | (Euro)\* |
| **TOTAL** | **5.316.982,47** | 1.138.540,14 | **1.010.226,67** | 216.332,63 | **6.323.209,14** | 1.354.862,77 |
| **out of which:**  **demolition+ construction+ installation works costs** | **4.684.433,55** | 1.003.090,74 | **890.042,37** | 190.587,23 | **5.574.475,92** | 1.193.677,93 |

(\*) 1 Euro=4,67 Lei

**For the final achievement of the investment, the cost indicators must cover the actual costs previously being approved by the Technical Economic Council of MoIA.**

ANNEX B – QUALITY ASSURANCE REQUIREMENTS

In order to meet the respective legal framework requirements, the technical documentation shall meet the following criteria:

• To verify the assurance through the Technical Documentation made available by the Consultant firm providing Technical Design services of the quality level corresponding to the requirements with respect to the technical regulations and the contractual clauses;

• The solution of the non-conformities and / or of the inconsistencies reported and presented to the Client and the Consultant firm providing Technical Design services is verified;

Taking into account the provisions of the Law no. 10/1995 with respect to the works quality assurance requirements, with its subsequent amendments and supplementing regulations, the Cerified Verifier has the following obligations (and with no additional costs for the Client):

* To verify if it is mentioned in the technical documentation, the importance category of the construction and importance class of the building;
* To verify, if in the technical documentation, the detailed drawings, the corresponding works performance are according to the relevant requirements, complying with the specific technical regulations and contractual provisions;

• To present to the Client and the Consultant firm providing Technical Design services the non-conformities and inconsistencies indicated in the Technical Documentation in order to solve and remedy them. Later they will check their solution.

• Also as the obligations of the Certified Verifier without expenses are the answers to the requests for clarifications (if any) made by the bidders during the execution of the procedure for awarding the execution contract.

The technical assistance service of the Consultant firm providing Technical Design services during the execution of the works will be provided according to the legal provisions, and the Certified Verifier will provide the support for document verification.

• All these expenses for traveling to the site (on a case by case basis) or at the meetings requested by the Client (transport, accommodation, etc.) will be realized at the Certified Verifier expense according to the contract of contract awarding specialized for technical verification.

At the receptions to be held, the Certified Verifier has the obligation to comply with the legal provisions in force regarding the assigned attributions, respectively checking of the "as-built" documentation.

The following regulations shall be applicable for all the documentation, in whole or in part, that shall be issued, developed, signed and stamped:

* The Government Decision no. 907/2016 with respect to the phases for the development and the content of the technical-economical documentation related to the accomplishment of the investments financed by public funds;
* MoIA Order no.7/2019 with respect to the defining, the development and the approval of the technical-economical documentation related to the investments and/or intervention works on existing buildings, that are included in the MoIA programs (the MoIA Order no. 597/2008 is repealed);
* The Law no.10/1995 with respect to the works quality assurance, re-published in the National Official Gazette, Part I no. 765 of 09/30/2016, modified by the Law no. 177/2015, the Governmental Emergency Ordinance [no.6 of 02/22/2018](javascript:ln2Go2lnkX('MjMwOTIzNg==',%20'');), the Governmental Emergency Ordinance [no. 84 of 09/13/2018](javascript:ln2Go2lnkX('MjMwOTIzNg==',%20'');) and the Law no. 97/2019;
* The Law no. 50 (r2) of 0729//1991 with respect to the authorisation of the works execution – republished in the National Official Gazette, Part I no. 933 of 10/13/2004, with its subsequnt amendements, including by the Law no. 117 of 06/20/2019,
* All other relevant national legal framework in force.

The verification of the quality assurance related to the technical documentation has the objective of the works quality accomplishment to an extent at least equal with the minimum performance levels as stipulated by the Law no. 10/1995 with respect to the works quality assurance requirements, with its subsequent amendments and supplementing regulations:

o The requirement A1/A2 – the structural endurance and stability;

o The requirement B – the safety in construction exploitation;

o The requirement C – the fire safety provisions;

o The requirement D – human hygiene&health measures, environment safety and protection regulations;

o The requirement E – thermal & water insulation and energy saving regulations;

o The equirement F – noise protection measures;

o The requirement I – the performance of all kinds of installations.

The verification of the quality of the Technical Documentation by the Certified Verifier is mandatory for **all** the technical and economic documentation elaborated according to the Design services.

The activity of the Certified Verifier is also necessary during the development of the construction works to certify through the elaborated documentation that the changes made in the technical-economic documentation respect the needs arising during the execution of the works on the site.

**The Certified Verifier has the obligation to maintain a continuous communication with the** Consultant firm providing Technical Design services **to incorporate all the comments/considerations in the final technical documentation.**

ANEXA C - ENVIRONMENTAL AND SOCIAL INSURANCE POLICIES

for ***Mizil Fire Detachment***

1. **SOCIAL MANAGEMENT PLAN**

The social impacts associated with the demolition of the existing Mizil Firefighter Detachment building and the construction of a new building are considered minor in relation to the World Bank’s E&S safeguards and the ESMF prepared for this purpose. However, some aspects need to be considered in relation to the design phase and the technical assistance provided by the design team during construction works:

1. Planning the demolition and new construction works will need to take into account the vicinity of the site to private households (a private property – but not the building – is adjacent to the construction site) and the potential risks to generate any damages to private properties (due to vibrations, during demolition, or dust – e.g. for small vegetable/fruits gardens situated in the proximity of the construction site);
2. The connection of the new building to urban infrastructure (gas, electricity, water and wastewater networks) will avoid, as much as possible, any disturbances to neighboring properties (either public or private) in terms of temporary shortages; if there are no options to avoid them, an information campaign, drafted together with the utility providers, will be implemented to inform the public on all the details related to shortages; special measures will be taken into account, if hospitals or other health institutions may experience consequences as part of the demolition/construction works;
3. A traffic management plan will be drafted, together with representatives of the Road Police department in Mizil, to assure that disturbances to the local traffic are kept to a minimum and that the risk of road accidents are kept to a minimum; additional measures, such as public information campaigns will make sure that the general public is informed on the congested routes due to construction works, on a case by case basis; the plan will take into account the population of Roma children living in Mizil, that are not attending school or are not under adult surveillance at all time, in order to avoid any road accidents that may involve unattended children);
4. The new building design will need to accommodate separate facilities for women (toilets, showers, locker rooms), given the future uptake of women students in the firefighting educational systems (starting with 2020); the building will also be equipped with special access and facilities for disabled persons (e.g. open days may include children with disabilities);
5. Security measures will need to be in place to only allow access on the site for designated construction teams and avoid any potential accidents involving the general public, especially children that may wander in search of a play area; fences will need to be in place, and the restricted access will need to be signaled through boards and specific signs;
6. A grievance mechanism board will need to be installed next to the construction details board, providing instructions on how grievances related to the technical design can be forwarded to the project team; the board will include details on the contact points and a grievance box installed next to it; the box will be checked on a weekly basis;
7. Health and safety measures will be incorporated into a plan that will take into account measures for the Detachment’s staff (during relocation of the offices), construction related staff (in line with national legislation and WB safeguards) and the general public (neighbors, pedestrians, etc.) in order to reduce any potential accidents and impacts on human health.
8. **ENVIRONMENT MANAGEMENT PLAN**

***A)* Environmental risks**

It is expected that the project will have a positive effect on the environment through:

• reducing the risk of damage or collapse of the buildings selected for demolition, as a result of an earthquake, with a direct impact on the safety of the personnel and the intervention technique in emergency situations;

• making a new construction to fit in the "I" class of importance - Buildings with essential functions, for which preserving the integrity during the earthquakes is vital for civil protection - according to P100-1 / 2013 - constructions of exceptional importance, according to H.G. 766/1997;

• developing the intervention infrastructure at the subunit level of the Mizil Fire Detachment, by ensuring all the functions necessary for a professional emergency service capable of ensuring the prevention and response in emergency situations, according to the "Strategy for consolidation and development of the General Inspectorate for Emergency Situations for the period 2016-2025 ”, approved by the Government Decision no.951 / 2016;

• reducing the impact on the environment for the new investment, by reducing the emissions of gases / substances dangerous for the environment, by adopting modern technical solutions regarding: the materials used, the water supply and sewage, the fuel used for heating, the lighting, the lighting systems, control / monitoring, technological risk management, which will ensure high sustainability / functionality for the building, energy efficiency and low maintenance costs;

• meeting the sanitary requirements for the new investment imposed by the norms of the M.A.I. of sanitary approval of the spaces in which the units of S.M.U.R.D. (according to the Common Provision I.G.S.U. and the Medical Directorate of the M.A.I. no. 20409 / 10.02.2014 respectively 4044151 / 12.02.2014 regarding the spaces in which the SMURD units operate);

• ensuring the intervention for about 125,000 inhabitants from 149 localities (two being cities) arranged on an area of ​​1,259 kmp.

The possible adverse impact of the implementation of the project on the environmental factors will be limited and temporary, mainly related to the construction works (demolition of selected buildings and reconstruction of multifunctional premises) which could include:

i Increased soil pollution due to construction waste generated on site;

ii Generation of dust, noise and vibration due to: works, moving machinery and equipment for construction, with short-term impact on the quality of atmospheric air;

iii Risks of pollution of water, soil and subsoil associated with improper disposal of hazardous waste from construction, asbestos and asbestos-containing material, or from minor operational leaks or accidental pollution with fuels, oil and lubricants from construction machinery / equipment ;

iv Intensification of traffic during construction works, which may amplify the noise fund (noise pollution) on site;

v Impact on the health and safety of workers during construction work, in case of non-observance of the legal norms in force of health and safety at work;

vi Inadequate restoration of the site after the completion of the works with possible impact on the terrestrial ecosystem and the managed heritage;

All these effects on the environment are easy to identify, on a small scale and with a possible minimal effect. They can be prevented, diminished or mitigated by including in the works contracts some specific measures to be applied by the executors of the works, under the strict supervision of the GIES\_PIU that will monitor the observance of the protection measures of the construction works at the Mizil Fire Detachment.

Regarding the constructions, the regulatory process in Romania addresses the hazardous materials, waste disposal, the impact in the area and the impact on the cultural heritage. Approvals of the local and central administration are required during the project design phase, which obliges the responsible agents and the designers to solve all the environmental problems related to the proposed investment. In addition, all construction contracts of the project will include procedures to mitigate the impact on the environment and will detail the responsibilities of the contractor in compliance with these regulations as well as the local ones. The requirements related to the inspection, identification and handling of hazardous materials and construction waste must be taken into account. Requirements are established regarding the prevention and mitigation measures to be undertaken by the contractor if hazardous materials are identified. Also, all contracts of the construction project will include mitigation procedures and will detail the contractor's responsibilities in complying with the regulations and taking precautionary measures in controlling the identification.

***B)* Environmental and social management plan and monitoring plan**

1. **Site Specific Environmental Screening and Review**

Within the location-specific ESMP, all activities supported by the project for the demolition / construction of the Mizil Detachment will be subjected to a process of verifying and examining the location-specific environment, in accordance with the requirements of the Environmental Protection Law. According to the national legislation, the local authorities for environmental protection have the obligation to submit the Environmental Authorization for the civil works envisaged. This process is based on mitigating the location-specific environmental effects and uses a standard evaluation format that includes, but not exclusively, an analysis of:

a) the current environmental problems in the respective location (soil erosion, contamination of water sources, etc.);

b) potential effects on the environment, if any, due to the project (elimination of construction waste, handling and disposal of waste, noise and dust generated by construction works, etc.);

c) any cultural property that could be found in the construction site, and

d) potential disturbances in the movement of pedestrians and vehicles as well as the associated risks related to public safety.

1. **Supervision**

Aspects related to the environmental impact, including the mitigation measures of this impact, will be periodically supervised by the GIES-PIU staff and the personnel performing the rehabilitation work.

It is expected that the potential negative impact on the environment will be localized or may be mitigated during the implementation stage. In addition, in Romania there are a number of environmental regulations under which the control and supervision of construction works is mandatory. Quantitative contracts and quotas must include clauses regarding the proper disposal of construction waste, including hazardous materials that may be encountered. The existing regulations stipulate the prohibition to use environmentally unacceptable materials, and this prohibition will be taken over in the award documentation. The environmental management guidelines included in Annex 2 should be made available to contractors involved in the execution of the civil works provided by the project and should be an integral part of the civil works contracts.

***B)* Environmental guidelines**

The list of recommendations presented below is not exhaustive, but highlights the most relevant measures to mitigate the impact that will be considered during the construction phase. The sections below include more detailed recommendations, depending on the type of impacts:

• Improper handling of hazardous materials such as asbestos and lead-based paints in the transport and handling stages of construction works will be minimized by using water and other methods, such as site fencing.

• To reduce noise, construction works will be restricted between certain time intervals.

• All construction waste and wood waste will be stored on site.

• Wood waste will be stored separately and arrangements will be made for recycling and not for disposal.

• Open burning and illegal disposal of waste is prohibited.

• Appropriate locations for the removal of soil / clay and sand will be established and prior approval will be obtained from the relevant authority for their disposal.

• Avoid accumulation of construction waste on the construction site and the waste will be disposed of regularly at an officially authorized landfill. Troughs will be provided for the transfer of waste from the upper levels to the ground.

• Traffic disturbances must be avoided through internal planning operations.

The executors of the works will have to apply procedures and standards of ecological reconstruction to bring to the initial state of the areas affected by the works and / or of the adjacent green spaces.

**Environmental Management Plan (Mitigation Plan)**

**Fire-fighter detachment MIZIL**

| ***Risk/Impact/Issue*** | ***Description*** | ***Suggested mitigation measures*** | ***Responsible*** | ***Supervision*** |
| --- | --- | --- | --- | --- |
| **Introduction of E&S requirements in the bidding documents** | Overall impact on the environmental and social components of the project area | * Participation in the regular meetings with the detail design(DD) consultant to understand the potential implications on the environment and local community; * Collect costing data and introduce in bidding document where these costs are applicable to the Contractor or other Consultants; | DD Consultant | PIU E&S Expert |
| **Lack of responsibility of contractors and consultants** | The lack of clear responsibilities from bidding documents with Contractor and other Consultants would jeopardize the implementation of the ESMP | * Coordinate with procurement teams on E&S related input in bidding documents; * Detail the tasks and update ESMP accordingly | PIU E&S Expert | PIU Management |
| **Delays in obtaining the environmental permit** | These delays may impact on the cost and timeframe of the sub-project implementation | * Elaborating environmental documentation and obtaining the environmental permit and participation in the process | DD Consultant | PIU Environmental Expert |
| **Non- compliant construction site** | The construction site should be planned in accordance with the principles outlined under the current ESMP | * Elaboration of the Construction Site Organization Plan, that should include provisions on: * Social Aspects: separate toilets on the site for women, fences and secured entrance, construction details board at the entrance, grievance mechanism board and box; assurance of minimum conditions for containers used by workers (changing rooms, eating area, sleeping areas) and construction team, health and safety requirements on site * Environmental: identification of waste deposit on site, reduction of construction site effects on existing vegetation, wastewater system on site, construction vehicle washing station, watering system for dust reduction; | DD Consultant | PIU E&S Expert |
| **Aligning ESMP to execution graph** | The ESMP should be updated to include monitoring timeframe | * Update mitigation measures in the ESMP based on demolition and construction execution graph * establish the supervision visits based on construction stages * update monitoring plan in line with execution timeframe * public consultation, engagement and outreach activities updated based on the timeframe | PIU E&S Expert | PIU manager |
| **Legal compliance of environmental permitting and other applicable norms** | Updating the ESMP with the requirements outlined in the detailed design so that monitoring is aligned with these requirements | * Align ESMP **environmental requirements** with the legal norms applicable for the detailed design process * waste management requirements (site separate collection, contracting of authorized WM services, recycling of materials; * hazardous material management and spill control requirements * Wastewater discharges * Air and noise emissions * Water supply and sanitation * Traffic management | PIU Environmental Expert | PIU manager  PIU architect |
| **Include ESMP requirements into detailed design** | Assure that requirements for social compliance are included in the requirements for the demolition and construction process | * Align ESMP **social requirements** with the legal norms applicable for the detailed design process * health and safety requirements for the construction site (showers, changing rooms,etc.) * grievance mechanism on site (board, grievance box, etc.) * health and safety trainings for construction personnel; | PIU Social Expert | PIU manager  PIU architect |
| **Reduce relocation impacts on staff and community** | The impact on the H&S of staff during relocation and at the temporary relocation site, as well as the impacts on the delivery of the service | * Assure health and safety standards and potential relocation impacts at the level of the Relocation Management Plan * participate in meetings with the relocation site owner and establish minimum requirements for operation, assisted by GIES Health and Safety Expert (heating, separate facilities for women, indoor air quality, water connection, sewerage connection, safety of electrical system); * participate in evaluation process of the new site and provide input to the Relocation Management Plan * provide training for MFD personal in relation to health and safety related to moving the equipment and in relation to the new conditions in the relocated site; * inform staff on grievance mechanism in relation to the conditions at the new relocation site | PIU Social Expert  GIES H&S expert | PIU manager |
| **Understanding the requirements of ESMP at local level** | Informing the detachment staff and Prahova county inspectorate on the provisions of the ESMP and their expected contribution during all phases of the project | * Disseminate ESMP provisions at county and local level in training sessions; * Inform Prahova county inspectorate and MFD on their contribution in achieving ESMP objectives (public information, grievance mechanism, environmental and health and safety monitoring support, etc); * Obtain approvals from GIES/DES on delegation of tasks to local staff; | PIU E&S Experts  PIU/GIES/ESI Prahova Management | PIU Management  GIES Management |
| **Transparency and public information** | The pre-construction phase should include activities that assure transparency and information disclosure on the project and ESMP outcomes, | * Collaborate with GIES/PIU and Prahova IES’s public relation officers in the promotion of the project and the ESMP provisions * dissemination of project materials, public consultations, citizen engagement, grievance mechanisms; * press releases and conferences on the project; | PIU Communication Expert  PIU Social Expert | PIU Management |
| **Inclusion of general public, affected parties and interested stakeholders in the detail design phase** | Actively work towards informing neighbors and the general public on the outcomes of the project. | * Organize public consultation on the ESMP * identification of potential stakeholders (neighbors, local institutions - such as local police, municipality, local environmental agency- , NGOs, etc.); * send invitations via email/mail with printed brief versions of the ESMP; * upload the document on the GIES/Prahova IES websites for public disclosure and provide contact details for feedback; * identify a location that suits the purpose of the public consultation (min capacity: 40 participants, snack & coffee corner, projector and projector screen, sound system, air ventilation/conditioning, etc.); * send a press release and invite journalists and media outlets to the consultation; * collaborate with MoIA publishing house for editing purposes in relation to documents; * prepare an agenda and presentation of ESMP provisions and co-moderate discussions; * keep minutes of the meeting, photo documentation, and update the ESMP and disclose the final version; | PIU Social and Environmental Expert | PIU Manager |
| **Grievance mechanism process** | Assuring that all the channels for receiving complaints and suggestions will direct grievances to PIU | * Update current PIU procedure on Grievance Mechanism to include responsibilities at the level of county ESI grievance officers, create a template for recording grievances, define competencies in relation to the project, and create reporting templates | PIU Social Expert | PIU Management |

**2. Demolition and construction phase**

| ***Risk/Impact/Issue*** | | ***Description*** | | ***Suggested mitigation measures*** | | ***Responsible*** | | ***Supervision*** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Wastes generation during demolition works** | Assure that waste is collected in an appropriate manner and disposal is not done in unauthorized areas | | * Waste collection and disposal pathways and sites will be identified for all major waste types expected from construction activities * Mineral/solid construction and demolition wastes will be separated from general refuse, organic, liquid and chemical wastes by on-site sorting and stored in appropriate places * Construction waste will be collected and disposed properly on authorized landfills by licensed collectors * The records of waste disposal will be maintained as proof for proper management as designed   Whenever feasible the contractor will reuse and recycle appropriate and viable materials | | Contractor selected for  Demolition works | | PIU Environmental Expert  Authorized Environmental Firm for carrying monitoring activities | | |
| **Noise pollution during demolition** | Taking all measures to reduce noise pollution for demolition staff and local community | | * Organize work so that time spent in noisy areas is limited * Planning the noise-producing activities so that their performance affects as fewer workers as possible * Implementing work programs to control exposure to noise   Use of sound absorbing materials and filters/barriers to reduce reflected sounds | | Contractor selected for  Demolition works | | PIU Environmental Expert | | |
| **Air pollution during demolition works** |  | | * During demolition activities it is necessary to reduce dust by spraying with water and / or installation of dust absorption devices * It is strictly forbidden to burn building materials / waste on the ground * For transporting any other dusty material at the work site, it is necessary to moisten or cover the load * Dust reduction on land during the dry season of the year is done by moistening the soil surface. * On the site, all routes will be arranged so that they do not lead to skidding, mud, ponding, etc. * Vehicles and machines will be properly maintained and will have up-to-date technical revisions.   Workers who carry out the work must wear protective clothing and breathing masks. | | Contractor selected for  Demolition works | | PIU Environmental Expert  Authorized Environmental Firm for carrying monitoring activities | | |
| **Health and safety hazards during demolition** | Ensuring that all conditions are fulfilled on site for the staff and that passers-by or children do not enter the site at any time. | | * Ensure construction workers are given safety instruction, equipment and working clothes * Special instruction/warning signs must be installed on the facility * Ensure safety officers on site * Provide appropriate sanitary and solid waste disposal facilities for use by construction workers * Provide first aid and protection kits * Ensure effective signage for the public and ensure that all exposed construction areas are fenced from public access. Security should enforce that access on site is made through an ID and in strict connection to the works | | Contractor selected for  Demolition works | | PIU Social Expert  H&S expert within GIES and at the level of Prahova County IES | | |
| **Loss of soil resources, land/soil degradation and pollution during construction** |  | | * Compliance of the construction Detail Design with the national environmental, industrial safety, construction, architectural, technological and public health regulations * Location of building in place with low soil productivity * Proper design to minimize area under construction * If unfeasible, ensure soil protection through dead and live soil protection structures * Dislocate excavated fertile topsoil (if any) to adjacent agricultural lands * Incorporate protective design features (e.g., drainage structures and plant vegetation on slopes) * A proper rainwater/drainage system should be installed in order to exclude the flooding potential, landslide and/or erosion processes * Avoid, where possible, cutting of trees and other existing local vegetation, etc. | | Contractor selected for  Construction works | | PIU Environmental Expert | | |
| **Noise pollution during construction** |  | | * Organize work so that time spent in noisy areas is limited * Planning the noise-producing activities so that their performance affects as fewer workers as possible * Implementing work programs to control exposure to noise * Use of sound absorbing materials and filters/barriers to reduce reflected sounds | | Contractor selected for  Construction works | | PIU Environmental Expert+Authorised Environmental Firm by analysis reports | | |
| **Air pollution during construction** |  | | * During construction activities it is necessary to reduce dust by spraying with water and / or installation of dust absorption devices * It is strictly forbidden to burn building materials / waste on the ground * For transporting any other dusty material at the work site, it is necessary to moisten or cover the load * Dust reduction on land during the dry season of the year is done by moistening the soil surface. * On the site, all routes will be arranged so that they do not lead to skidding, mud, ponding, etc. * Vehicles and machines will be properly maintained and will have up-to-date technical revisions. * Workers who carry out the work must wear protective clothing and breathing masks. | | Contractor selected for  Construction works | | PIU Environmental Expert+Authorised Environmental Firm by analysis reports | | |
| **Health and safety hazards during construction** |  | | * Ensure construction workers are given safety instruction, equipment and working clothes * Special instruction/warning signs must be installed on the facility * Ensure safety officers on site * Provide appropriate sanitary and solid waste disposal facilities for use by construction workers * Provide first aid and protection kits * Ensure effective signage for the public and ensure that all exposed construction areas are barricaded from public access | | Contractor selected for  Construction works | | PIU Environmental Expert | | |
| **Wastes generation during construction** |  | | * Waste collection and disposal pathways and sites will be identified for all major waste types expected from construction activities * Mineral/solid construction and demolition wastes will be separated from general refuse, organic, liquid and chemical wastes by on-site sorting and stored in appropriate places * Construction waste will be collected and disposed properly on authorized landfills by licensed collectors * The records of waste disposal will be maintained as proof for proper management as designed * Whenever feasible the contractor will reuse and recycle appropriate and viable materials | | Contractor selected for  Construction works | | PIU Environmental Expert | | |
| **Grievance Mechanism** | Assuring that the panel at the entrance gives all details on the grievance mechanisms | | * Panel installed next to the construction board, outlining the grievance mechanism provisions and principles, as well as a letter box * Weekly check-up of the letter box * Assuring answers are being formulated to all grievances related to the project, received through all channels | | Contractor selected for  Demolition works  PIU Social Expert | | PIU Management | | |
| **Disturbances encountered by neighbors** | Unstructured interviews with the neighbors on the disturbances encountered during demolition and construction works  Information to neighbors (letters, door to door) and general public in cases of disturbances to utility networks | | * Discuss with neighbors during demolition works to collect their feedback on any disturbances or damages to their properties or public property (at least once during demolition works and two during construction works); * Write report on collected information and inform the site supervision team/contractor on any wrongdoings raised by neighbors * Public information campaign and coordination with utility providers to inform citizens on potential temporary disturbances in relation to their utility supply; | | PIU Social Expert | | PIU Management | | |

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The technical requirements of the Terms of Reference and Annexes are informative, requiring minimum conditions. The requirements of the latest versions of the legislation and regulations in force will also be respected.