

TERMS OF REFERENCE

Contract			
Project			
Competence	Team leader		
Source	Local	Category	Independent individual consultant (IC)
<p>Objective/Purpose of the assignment: Organization of effective and efficient work of an individual consultants team to assist in the road sector reforming.</p> <p>Scope of work:</p> <ul style="list-style-type: none"> - TL shall draw up a General work schedule of the expert team, broken down by each expert, and have it approved by the signature of the Minister or the supervising Deputy Minister, all within 20 days from the beginning of the project; - for proper and coordinated development of draft normative legal acts (NLA), TL shall hold general meetings with the expert team as required, but not less than once a week, inviting relevant specialists from the MOTR KR Central Office as needed; - TL shall prepare monthly progress reports of the expert team for the Minister and the supervising Head of Department and Deputy Minister; <p>Directly performs the following works:</p> <ul style="list-style-type: none"> - In collaboration with the expert team, TL shall review the normative legal acts, and examine draft normative legal and other acts related to the road sector, developed by the MOTC KR, for compliance with the legislation and international treaties, to which the Kyrgyz Republic is a party, which entered into force in accordance with the procedure established by law; - Development of a minimum set of road safety indicators, taking into account the international practice of road safety audit; - Preparation and implementation of rules, manuals and procedures for road safety audits; - Develop a general database on road safety; - Comparative analysis of national legislation and safety technical requirements with international road safety requirements; - In collaboration with the expert team, TL shall develop a Strategic Plan for the implementation of toll roads in the Kyrgyz Republic. TL shall develop Methodological Recommendations for the construction and location of toll booths and the Rules for Toll Collection on Toll Roads. - Development of technical specifications for the construction and placement of toll booths; - Development of the Procedure and conditions for the operation of toll roads, as well as the Methodology for calculating tolls on the toll road; - Prepare an analysis of the PBM effectiveness for the pilot project on the Bishkek-Osh road section, select a section for PBM for 2024. - Other tasks needed for successful completion of the assignment; - Development of a master plan for the development, improvement, and location of road and roadside service facilities on the right-of-way and roadside of public roads (lawyer, engineer); - Development of a methodology for assessing the technical condition of roads in accordance with the procedure established by the authorized state body in the field of transport and communications. - development of NLAs on amendments and additions to: <ol style="list-style-type: none"> 1) GOV KR Resolution No. 538 dated 24.08.2017 “On approval of the Regulation on the procedure for design, construction and reconstruction of roads to bring them into compliance with current legislation”; 2) GOV KR Resolution No. 512 dated 18.08.2017 “On Approval of the Procedure for the Use of Roads and Road Structures and their Protection on the Territory of the Kyrgyz Republic and Order of classification and numbering of public roads in the territory of the Kyrgyz Republic” (add the road category and length, etc.); 			

- Update and supplement SNIP 32012004 “Design of roads” and “Code of Rules” according to the regulations of the Customs Union;
- Development of model series for roads of the Kyrgyz Republic;
- Analysis of by-laws and other normative legal documents in the road transport sector, prepared or being prepared by the Ministry, for compliance with the legislation of the Kyrgyz Republic and international treaties, to which the Kyrgyz Republic is a party, entered into in accordance with the established procedure.
- internal procedures for identifying and selecting projects to be prepared by the Ministry;
- Providing assistance and advice to the RAMS II consultant in the framework of the Road Fund’s work analysis;
- within the framework of work on road safety, closely cooperate and work with an international consultant on road safety audit and technologies;
- Preparation of proposals and recommendations together with international consultants to improve the work and organization of business processes in the Road Fund;
- Preparation and development of recommendations on the effective cooperation between the Road Maintenance Department, SE "Kyrgyzavtozhol", SI “PIC”, SE “KDTP” and Road Fund.
- providing assistance, as necessary, in the work of the Working Commission on issues related to water transport, established by Order of the Ministry of Transport and Communications of the Kyrgyz Republic No. 253 dated August 9, 2023.

Outputs:

- Work schedules for the main areas of the team’s activities;
- A ready-made analysis of NLAs, and expertise of draft normative legal and other acts in the field of the road sector developed by MOTC KR;
- Development of a Strategic Plan for the introduction of toll roads in the Kyrgyz Republic.
- Development of methodological recommendations for the construction and placement of toll booths.
- Development of the Rules for collecting tolls on toll roads.
- Development of technical specifications for the construction and placement of toll booths.
- Assistance in supporting the relevant draft NLAs;

Main outputs of the Expert Team’s work are the developed relevant draft NLAs.

Reporting requirements:

Initial report - after 20 days, a schedule of works and sequence of works shall be provided with a clear indication of the planned timing for NLAs development;

(Progress briefing shall be provided on a monthly basis);

Monthly progress reports to the supervising Head of Department and Deputy Minister (or to the Minister).

Completion report - full information on the works done and achievements with recommendations on further activities with regard to the adopted documents.

Place of the assignment	Days/months	Dates
Principal place of services is the ADB PIU office at the Ministry of Transport and Communications of the Kyrgyz Republic with intermittent visits to the relevant government agencies, if necessary.	12 months	Commencement of Services is scheduled to _____, 2023, subject to approval of ADB. The contract is effective till _____, 2024.
Contract Period (Indicate if intermittent)	- intermittent	-

Qualification requirements:

- *Higher education in the field of roads, transport and jurisprudence;*
- *At least 5 years of experience in managerial positions in the road sector, including at least 2 years in the MOTC KR;*
- *Experience in projects financed by international financial institutions is an advantage;*
- *Knowledge of the state and official languages at a level sufficient to complete the assignment;*
- *At least 3 years of experience in developing regulatory legal acts;*
- *Knowledge of the road sector management and financing system;*
- *Management experience (planning, organizing, coordinating, motivating and controlling).*
- *Analytical and communication skills.*