**EXAMPLE TERMS OF REFERENCE FOR A RCIA**

*Below is an example Terms of Reference (ToR) that can be used as the basis for the appointment of a specialist environmental and social consultant for the completion of a RCIA. The ToR should be updated as relevant for the work to be conducted.*

***1. Introduction***

These Terms of Reference (ToR) describe the requirements for a rapid cumulative impact

assessment (RCIA) and management for [*the company – here sufficient information should be included to describe the development, its purpose and the location and status of impact assessment work conducted*].

***2. RCIA Objectives***

The objectives of the RCIA are as follows:

* To identify the Valued Environmental & Social Components (VECs) that may be impacted cumulatively considering the results of stakeholder engagement and any existing impact assessment work undertaken;
* To assess the cumulative impacts on the VECs considering the development itself and other developments and activities identified and other external drivers; and
* To identify management and mitigation measures to avoid negative impacts on the VECs to the extent possible.

***3. Applicable Reference Standards***

The RCIA should be undertaken with reference to the following applicable standards:

* Relevant host-country requirements, including environmental and social impact assessment (ESIA) and planning relating to cumulative impact assessment.
* International Finance Corporation (IFC) Performance Standards (2012).
* [IFC Good Practice Handbook – Cumulative Impact Assessment and Management: Guidance for the Private Sector in Emerging Markets (2013).](http://www.ifc.org/wps/wcm/connect/3aebf50041c11f8383ba8700caa2aa08/IFC_GoodPracticeHandbook_CumulativeImpactAssessment.pdf?MOD=AJPERES)

***4. Scope of the RCIA***

The consultant will be expected to perform the following as part of the RCIA:

* Task 1 – Scoping of VECs, including temporal and spatial limits.
* Task 2 – Scoping of other developments, other external pressures and potential resources and receptors which may be impacted.
* Task 3 – Establish baseline conditions for the VECs.
* Task 4 – Assess the cumulative impacts on the VECs.
* Task 5 – Evaluate the significance of the anticipated cumulative impacts on the VECs.
* Task 6 – Identify management plans and mitigation measures to minimise impacts on the VECs.

These tasks are further described below:

*Task 1 – Scoping of VECs, including temporal and spatial limits*

The consultant should identify the VECs that are relevant based on:

* Impact assessments already conducted.
* Available public information.
* Primary stakeholder information obtained (that may include from interviews and meetings with stakeholders, etc).
* Secondary stakeholder information gathered (that may include social baselines, surveys of information collected by the public sector, etc.).

The consultant should seek to define the spatial limits of the RCIA using the existing information available and any desktop resources available. Similarly, temporal limits of the RCIA should be established considering the timelines for development and construction of the company and the temporal range of other activities, developments and external pressures. In establishing the temporal limits, professional judgement should be used and consider the timeframe for the complete lifecycle for the proposed development, and consider if the potential effects of the proposed development will extend beyond this timeline.

It is expected that the outcome of Task 1 will be identification of i) relevant VECs and ii) the space and time that can be used to identify other relevant development, activities, or natural events that should be considered in the RCIA.

*Task 2 – Scoping of other developments, other external pressures and potential resources and receptors which may be impacted*

The consultant will identify:

* Other companies and activities that do, or may, affect the VECs identified in Task 1.
* Natural environment drivers that may impact the VECs identified in Task 1.
* Other secondary developments that could reasonably be induced due to the company operations. For instance expansion of urban areas as a result of influx of people due to the development of the project.
* Scenarios of future development where there is significant potential for future project developments to occur (even where there may not be specific proposals or plans in place).
* Potential resources and receptors which may be impacted.

*Task 3 – Establish baseline conditions for the VECs*

The consultant will:

* Collate available information on the impacts of the other companies and activities, and natural drivers that were identified *in Task 2* on the condition of the VECs.
* Collate available information on trends in VEC condition.
* Collect available information on regional thresholds for VEC condition. (Where regional thresholds for VEC condition have not been established, it may be possible to estimate them based on estimates from other regions. When feasible, the estimate should be peer reviewed.)

Task 3 is anticipated to use existing information obtained, in addition to other available public desktop resources.

*Task 4 – Assess the cumulative impacts on the VECs*

The consultant will:

* Establish indicators for the statement of VEC conditions (such as VEC baseline information). If there are not indicators in the VEC baseline information, then appropriate indicators will need to be estimated from the baseline information.
* Use the information collated to project or predict the “future baseline” for the condition of the VECs, on the basis of the foreseen cumulative impacts, considering other activities and external pressures.
* Use the output of the above step to evaluate the significance of the incremental increase in future conditions, with the addition of the company’s activities on the VECs.
* Estimate the cumulative impact on VECs – the total impact on the VECs when the impacts of the company are combined with the future baseline.

Where qualitative rather than quantitative estimates of cumulative impact are used, they should be based on the consensus estimate of a panel of experts rather than on the opinion of an individual expert.

*Task 5 – Evaluate the significance of the anticipated cumulative impacts on the VECs*

The consultant will:

* Evaluate the significance of the foreseen cumulative impacts on the VECs. The focus should be on the viability or sustainability of the identified VECs.

*Task 6 – Management and mitigation of cumulative impacts*

The consultant will:

* Where there are anticipated cumulative impacts on VECs that are considered acceptable by the company, identify additional management measures (that may have already been identified in the ESIA) to reduce the impacts. The management measures should be prioritised as under the mitigation hierarchy presented in Performance Standard 1 (namely avoid, minimise, manage and offset).
* Identify (on a best-efforts basis), strategies and approaches to use in leveraging and/or contributing to a collaborative approach with multiple stakeholders in the implementation of management and mitigation measures. This should include identifying other potential opportunities for regional strategies to maintain or improve VECs.
* Identify components/summarise the results for communication to stakeholders (and divide these by interest area).

*[Other aspects to include according to the requirements relevant to each ToR are request for qualifications and experience of the consultant, confidentiality, schedule, commercial terms, etc.]*