

TÜRKİYE CLIMATE SMART AND COMPETITIVE AGRICULTURAL GROWTH PROJECT (TUCSAP)

Terms of Reference

TRANSLATOR/INTERPRETER

Ref No: CS.EU&FA.CS4-05D

1. Background

The Ministry of Agriculture and Forestry (MoAF) has received financing from the World Bank in the form of a loan (hereinafter called “loan”) toward the cost of the “Türkiye Climate Smart and Competitive Agricultural Growth Project (TUCSAP)” (the Project). MoAF intends to apply a portion of the proceeds of this loan to eligible payments under the contract for which this Terms of Reference is issued.

The Project supports the agri-food sector in transitioning toward a more sustainable, competitive and climate-smart growth orientation by enhancing capacity in a range of areas, including information generation and dissemination to contribute to sustainable soil and land- use planning/management; agricultural data collection and analysis; and animal health aspects, and by supporting innovation and the use of smart farming/climate-smart technologies and practices by farmers and agricultural enterprises. The project investments are expected to contribute to increased agricultural productivity/competitiveness, resilience, and sustainability. The Project has started to be implemented in targeted regions in Türkiye.

The implementation of the Project follows World Bank’s (WB) fiduciary, environmental, and social policies and national requirements.

The Project is implemented through four components, namely as (1) Institutional Capacity Strengthening for Climate Smart Agri-food Policy, Planning, and Investments, (2) Enhancing Animal Health Capacity for Effective Disease Surveillance, Diagnostics and Control, (3) Investments for Enhanced Productivity, Resource-Efficiency, and Climate Resilience, (4) Project Management, Monitoring, and Evaluation.

Component 1 supports the strengthening capacity for sectorial planning, with a specific focus on narrowing information gaps in relation to Türkiye’s soils and land natural capital, to contribute to their sustainable planning and management. Component activities will also enhance MoAF’s digital blueprint for data collection and information management to support smart policy monitoring and programming.

Component 2 supports two main activities: strengthening the capacity of Veterinary Control Institutes (VCIs) (Subcomponent 2.1) and support to establish the National Veterinary Medicinal Control Center (Subcomponent 2.2). The component follows best practices (i.e., World Organization for Animal Health, EU) to support feasibility assessments, laboratory facilities, laboratory equipment, technical training for staff (as per the National Reference Laboratory defined plans for all laboratories), and information systems. Designs to maximize green and resilient (e.g., energy saving, seismic resistance) elements in infrastructure and equipment will be considered in the feasibility assessment.

Component 3 supports the dissemination, validation and adoption of Climate Smart Agriculture (CSA) technologies and practices, as well as Research, Development and Innovation (RD&I) efforts. The adoption of CSA technologies and practices will contribute to

improved agriculture performance via productivity gains, cost reductions, more efficient resource-use (fertilizers, pesticides, energy, and water) and improved climate resilience, while also generating important climate mitigation benefits and reducing pollution. Investments under this component are also expected to generate key agricultural data to support decision making by farmers and enterprises and to inform policy design. The component encourages the uptake and effective use of innovative/disruptive CSA technologies/practices by closing knowledge and skill gaps and by providing financial support and technical assistance to producers and enterprises. Subcomponent 3.1 will pilot a geothermal greenhouse business model to build infrastructure and mobilize private (including small/middle size) investors rapidly, while maintaining the advantages of a cluster. Subcomponent 3.2 will primarily focus on awareness creation, dissemination and providing co-funding opportunities for digitally enabled technologies and solutions (smart and precision agriculture). Subcomponent 3.3 will pilot and promote innovative approaches for manure management to overcome existing knowledge, physical and logistical barriers. Subcomponent 3.4 will support the implementation of the RD&I agenda around CSA in alignment with priorities identified in the recently launched Green Deal Plan including reducing the use of pesticides, enhancing nutrient management (through biofertilizers), and enhancing energy and water efficiencies and support climate- related assessments

Component 4 supports all project management functions. It includes support for a Project Coordination Unit (PCU) and Project Implementation Units (PIUs) for: (i) strengthening capacity for day-to-day project management of technical, fiduciary, Monitoring and Evaluation (M&E), Environmental and Social (E&S) issues; (ii) grievance redress, citizen engagement, and implementation of the communications; and (iii) M&E of project activities, including impact assessments, beneficiary satisfaction surveys, and development of an integrated system for project management and monitoring of project outputs and outcomes.

2. Scope and Objective

The main objective is to engage Translator/Interpreter to perform and assist MoAF PCU in the following duties during the project implementation period. He/She shall report to the Project Technical Team Leader at the PCU

The scope of services will include, but may not be limited to translating, editing and interpreting from/to English and Turkish languages in the following areas:

- Agriculture
- Climate Smart Technologies
- Climate Change
- Information Technologies
- Project Management
- World Bank procedures
- Loans and grants
- Environmental and Social issues
- Gender Issues
- Economic and Social Development Policy
- Public Planning and Budgeting (including financial management and procurement)
- Legal documents

In his/her activities, prior examination of the project documents (See Annex 1) will facilitate fulfillment of their duties of the Translator/Interpreter(s).

3. Qualifications and Skills

- University degree in English Translation and Interpretation; English Language and Literature; English Language Teaching; English Linguistics or American Culture and Literature; an advanced degree will be an asset,
- Minimum 5 years of general work experience as translator/interpreter from/to Turkish - English,
- Proven experience in providing consecutive and/or simultaneous interpretation services
- Experience working with internationally funded projects (EU, World Bank etc.) and experience in agriculture projects will be an asset,
- To have one of the following scores from the Foreign Language exams (TOEFL/IBT: 105 – CBT: 260 – PBT: 620 – IELTS: 7,5 – YDS: 90),
- Proven experience in the translation of texts in the field of agriculture will be an asset,
- Experience using virtual interpretation platforms, such as Teams, Webex or Zoom,
- Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, MS Project, Zoom and other online meeting applications,
- Ability to travel without restriction,
- Teamwork skills,
- Analytical thinking and problem-solving skills,
- Completed military service for male candidates.

4. Duties and Responsibilities

- Provide direct translation services to the project team on a daily basis. Project documents for translation will include, but not limited to, progress reports, annual and work plans, and consultancy reports, Terms of References and other materials and correspondences related to TUCSAP project.
- Produce self-revised translations of a wide range of World Bank documents, ensuring their accuracy, completeness, consistency, stylistic acceptability, and on-schedule delivery. Translations may be of a sensitive or confidential nature and are frequently on short notice.
- Research each source document carefully, fully using translation aid tools and systems available in order to ensure that the appropriate specialized terminology is employed.
- Provide translation services and assisting in project meetings, consultation workshops, training events and site visits when necessary to ensure the quality and timeliness of translated documents.
- Check the content and the format of documents translated following computer-assisted processing if applicable.
- Communicate with other translator(s) working on the same document or subject, ensuring consistency of style and terminology in the final products.

- Assist PCU team and PIUs in translation of correspondence on project related issues with the World Bank, from English to Turkish and from Turkish to English and ensure proper communication.
- Cooperate with the Communication Specialist in developing and updating the English version of Project web site and social media accounts.
- Ensure that all translated documents are properly filed, archived and protected.
- The Interpreter will report to Technical Team Leader.
- Perform other duties assigned by Project Technical Team Leader emerging in the frame of this Terms of Reference.

5. Duration and Location of Employment

The position will be based in Ankara as a member of the Project Coordination Unit. The Interpreter will be required on a long-term and full-time or part-time basis.

The contract will have one year duration with two-month probation period.

Annex 1: Project Documents

- Loan Agreement between the International Bank for Reconstruction and Development (IBRD) and Republic of Türkiye
- General Conditions for IBRD Financing: Investment Project Financing (December 15, 2021)
- The World Bank Procurement Regulations for IPF Borrowers – November 2020
- WB's “Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants”, dated October 15, 2006 and revised in January 2011 and as of July 1, 2016 (Anti-Corruption Guidelines)
- National regulations as and when become relevant
- TUCSAP Project Procurement Strategy for Development (PPSD)
- Project Operations Manual (POM) of Türkiye Climate Smart and Competitive Agricultural Growth Project (TUCSAP)
(available at <https://tucsap.tarimorman.gov.tr/Sayfa/Detay/1517>)
- TUCSAP Environmental and Social Documents
 - Environmental and Social Management Framework (ESMF),
 - Stakeholder Engagement Plan (SEP),
 - Labor Managements Procedures (LMP),
 - Environmental and Social Commitment Plan (ESCP).(available at <https://tucsap.tarimorman.gov.tr/Sayfa/Detay/1517>)
- TUCSAP Grant Manual (being prepared)
- TUCSAP Communication and Visibility Plan (Draft)
- TUCSAP Grievance and Redress Mechanism procedures