

OGUN STATE GOVERNMENT BUREAU OF LANDS AND SURVEY

Terms of Reference for the recruitment of a Consultant for the assessment of the Survey Department within the Bureau of Lands & Survey in Ogun State

1. Position Information

Job Title: Consultant for the assessment of the Survey Department

Department: Bureau of Lands and Survey

Location: Ogun State Secretariat, Abeokuta

Reports to: Director-General/ Special Advisor, Bureau of Lands and Survey

Duration of Assignment: 1- 15 working days with at least 5 working days in Ogun state.

2. Background

Ogun State Government (OGSG) has recorded significant progress across various sectors in the current administration. There is however a need to plan for the medium to longer term, in ensuring that the achievements recorded to-date are sustainable and to prepare adequately for the future.

OGSG has always been cognizant of the need for an enabling and investor friendly environment, able to attract capital and foster economic growth. The investments into creating such an environment are recognized within this strategic plan, along with a clear intention to build on and consolidate the progress achieved to date.

The Bureau of Lands & Survey initiated a GIS project in 2012 in partnership with three consultancy firms to improve the land administration process; to eradicate the issue of double allocation of land; and the easy processing of title documents with regards to land. The project also sought to improve the accuracy of survey measurements and survey data revenue.

To improve and strengthen the economic impact to citizens in the state the government is in the process of applying for budget support from the World Bank to support a number of key sectors including the Bureau of Lands & Survey (BLS).

The state needs a survey consultant to support the work of the Survey Department within BLS to enable the state to conclude the preparation stage of the World Bank process.

3. Objective

The consultant will work with the OGAPIP Project Manager (Bureau of Lands and Survey) to provide a full assessment of the Survey Department – their tools and processes to ensure that it is able to meet international standards with regards to survey accuracy for effective economic development.

Specific areas where the consultant will provide support to BLS include the following:

1. Conduct an assessment of the geodetic network and Continuously Operating Reference Stations (CORS) (include software)
2. Create a comprehensive training and maintenance plan for the Survey Department for the geodetic network and Continuously Operating Reference Stations (CORS)
3. Work with the Surveyor-General to create new 2nd and 3rd order controls across the state
4. Recommend strategies for improving access to survey data in partnership with non-government surveyors across the state

This assignment will be implemented concurrently with other policy and practice reforms across BLS that will be implemented by project teams that include other consultants and civil servants. It is envisaged that all consultants and civil servants working to support BLS with regards to World Bank process will collaborate closely with each other during their respective related assignments.

4. Scope of Work

The scope of work for the consultant is to provide advice and support to BLS team working on Ogun State Agricultural Production and Industrialization Project led by the OGAPIP Project Manager (Bureau of Lands and Survey) regarding the following:

1. Review the geodetic instruments currently utilized by the Survey Department to ensure they fully comply with Ogun GIS/ LAMS system;
5. Draft a comprehensive 5-year maintenance plan to guide the state to effectively utilize its geodetic network, Global Navigation Satellite Equipment (GNSS) & GPS equipment and Continuously Operating Reference Stations (CORS);
2. Review the list of damaged 2nd and 3rd order survey controls with the Surveyor-General and specify methods to rehabilitate and restore the damaged controls;

3. Assess and document sites for replacement of 2nd and 3rd order survey controls with the Surveyor-General, alongside a plan for protecting all the controls;
4. Specify methods for increasing accuracy and access to survey data in the Ogun GIS in collaboration with the Surveyor-General and the Association of Surveyors in Ogun state;
5. Produce an action plan for collating survey data from private surveyors at the various Continuously Operating Reference Stations (CORS) throughout Ogun state;
6. Produce a business plan for the Survey Department to improve revenue from surveys and use of the CORS stations;
7. With the support of the BLS, conduct at least one stakeholder consultation workshops as part of the policy development process. All workshops are to be carried out in a participatory manner.

5. Deliverables

The following reports are expected at the end of the consultancy:

1. A review of survey tools within the Survey Department of Ogun state;
2. A comprehensive 5-year maintenance and training plan for the Survey Department of Ogun state;
3. A site identification strategy to replace damaged 2nd and 3rd order controls across the state (with a protection plan for all 2nd and 3rd order controls);
4. An action plan for collating survey data from private surveyors across the state.
5. A detailed business plan for the Survey Department to improve survey revenue in the state.

6. Duration

1- 15 working days with at least 5 working days in Ogun state. A work plan with clear timelines will be finalized before commencement of the consultancy.

7. Recruitment Qualifications

Education:

- Minimum of a masters degree in Survey & Geomatics and Geographic Information Systems

Experience:

- Minimum of 15 years' experience working in surveying matters in Nigeria.
- Demonstrated experience working on matters pertaining to digital surveying tools in Nigeria.
- Experience of working with public service/ civil service administrative structures and systems in developing countries, particularly sub-Saharan African countries.
- Demonstrated experience in the area of Global Positioning Systems, Geographic Information Systems, geodesy, photogrammetry, remote sensing, total station, Computer Aided Design and Global Navigation Satellite Equipment (GNSS).
- Demonstrated knowledge of regional and international best practices related to digital surveying matters.
- Demonstrated experience in developing business plans to support government Surveying Departments in Nigeria on matters relating to improving survey revenue.
- Registration with Survey Council (SURCON) and membership of the Nigerian Institution of Surveyors will be an asset.
- Excellent communication skills.
- Critical thinking and complex problem solving skills.

Language Requirements:

- Excellent command of oral and written English

8. How to Apply

- The consultant should submit a CV to the address below, showing details of general and specific experiences. The specific experience should include previous similar assignments carried out, date of the assignments, scope and name of client
- The consultant must provide a provisional work plan including a proposed timeframe.
- A financial proposal that should include fees, local travel, subsistence and other costs

Applications should be sent to ogapiands@gmail.com by Monday the 11th of February 2019

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9. Reports			
Report type	Detail	Timeline	Payment schedule
Overall work plan for consultant	Detailed work plan with timelines for all deliverables	Within a week of signing the contract with Ogun State Government	15%
Maintenance and Training Plan	A detailed assessment of survey tools and a 5-year training and maintenance plan for the Survey Department	Within two weeks of signing the contract with Ogun State Government	20%
Order Control strategy and plan	Site identification of all 2 nd and 3 rd order controls and a detailed protection plan for all sites	Within four weeks of signing the contract with Ogun State Government	20%
Action plan for survey data	An action plan for collating survey data from private surveyors across the state	Within four weeks of signing the contract with Ogun State Government	20%
Business plan	A detailed business plan for the Survey Department to improve survey revenue in the state.	Within six weeks of signing the contract with Ogun State Government	25%

10. Facilities to be provided to the Consultant
The Employer will provide office accommodation, a secretariat, and available relevant data and reports.

11. Organizational Arrangement

The Director-General/ Special Advisor, Bureau of Lands and Survey will have overall responsibility for the assignment, while the OGAPIP Project Manager (Bureau of Lands and Survey) will be responsible for the day-to-day supervision of the consultant.