

PPP Support Facility Company (PSF)

Terms of Reference (TORs) - Company Key Management Team

A. Position: Chief Executive Officer (CEO)

Qualifications and Criteria of the Position

- Member of recognized body of professional accountants (ICAP/ICMAP/ACCA etc.) OR Master's degree preferably in accounting/finance/economics/business administration, investment management, project development/corporate finance or in any similar related field
- Extensive relevant work experience of at least 12 years either in Private Sector or Public Sector; experience of heading a similar organization or a project/corporate finance, investment advisory, project consulting, design/development institution. Government Officer having relevant experience in a Government / Semi-Government / Public Sector Organization / Autonomous Body / Corporation can also apply for the position.
- Good understanding of public policy and market issues relating to infrastructures and urban services sector structuring, development, financing and operations, and regulatory and institutional knowledge and understanding of financing capacities of the capital and debt markets in the Country
- Strong background in the delivery of project finance and PPP transactions, having been directly involved in lending to and advising on infrastructure and other development projects from inception to closing.
- Good understanding of the need and development issues in PPP mode of projects in various sectors such as energy, water and wastewater treatment, municipal waste, public parks and spaces, urban and intercity transport, mass transit, health, education, roads and highways, etc.
- Capable of representing PSF role in the promotion of PPP projects development to financial markets, private parties and other stakeholders.
- Must have knowledge about land acquisition issues and the resettlement of displaced population; environmental issues including those related to wildlife and forestry.
- Successful track record of managing, motivating, and leading a team of professionals, along with maintaining and developing an organizational culture, values, and building a strong reputation with all relevant stakeholders.
- The CEO shall be appointed by the Board of Directors of PSF

Reporting

- CEO reports to the Board of Directors (BOD) of PSF and adheres to and implements BOD policies, directives, strategy and decisions taken and any or all delegation of duties, responsibilities, powers and financial authorities as delegated to him by the Board

Terms of Reference

- CEO will be required to perform the following specific functions and other functions as assigned by the BOD
 - a. Lead the development and implementation of corporate strategy, business plan, operational procedures, policies, guidelines and standards following international best practices
 - b. Lead the development of all policy manuals including risk management and monitoring and VGF investment policies and manuals, rules and systems and the establishment and staffing of Board of Directors (BOD) committees required under Rules of Corporate Governance 2013 and company law, subject to approval from the Board of Directors of PSF
 - c. Administer and manage the business, assets, services, and financial management of PSF
 - d. Recruit and lead a team of professionals within the financial and other parameters approved by the board of Directors for efficient and effective operations
 - e. Optimize the leveraging of government funds provided to the company for VGF funding by tapping private funding sources
 - f. Develop key performance indicators to monitor effectiveness and efficiency of PSF overall performance in achieving outputs, outcomes and impacts highlighted in the business plans and annual operations plans
 - g. Submit, on a periodic basis (at least quarterly), the report of PSF activities to the BOD, in the manner prescribed by the BOD
 - h. Provide the SFD, PPP Unit, PMU, PPP Policy Board, and the ADB with data on budgetary matters, and other information related to the status of VGF and PSF operations as approved by the BOD;

- i. Recommend annual PSF operations and VGF funding Budget requirements to the BOD and forward BOD approvals to the SFD and ensure that SFD budget includes allocation for PSF budgetary requirements.
- j. Present for BOD approval annual audited accounts and auditors' management report and quarterly and half-yearly accounts with the auditor's report and obtain BOD consent to forward to the SFD, ADB, PPP Unit, PMU, PPP Policy Board, and other stakeholders as required by SFD and the SECP.
- k. Keep regular and frequent contact with head PPP Unit, PMU, PPP policy board, Chairman P&DD, Head PPP unit, Secretary SFD and the Department Secretaries with established PPP nodes and discuss all proposed PPP projects under review, as well as engage with them on public policy matters regarding PPP initiatives.
- l. Keep regular and frequent contact with leading business groups, corporate and investment heads and president of banks and major corporate brokerage houses and assess market appetite and preferred structure for investment in projects in various sectors under consideration for development in PPP mode.
- m. Create, manage, and motivate a professional team with good professional skills and relevant experience.