

## **Call for Expert Consultant for Initiative for Climate Action Transparency (ICAT) for Philippines**

### **(In-country Expert Facilitator and Consultant)**

Technical assistance is being provided to Philippines, through the UNEP DTU Partnership to carry out Initiative for Climate Action Transparency (ICAT). The initiative is a neutral multi-donor fund that is managed by the United Nations Office for Project Services (UNOPS), governed by a Donor Oversight Committee and supported by an Advisory Committee comprised of leading experts in MRV with balanced representation of geographic regions, subject areas, organizations and genders.

The Initiative for Climate Action Transparency (ICAT) aims to strengthen capacities in developing countries to assess the impacts of their climate policies and actions and to support greater transparency, effectiveness, ambition and trust in climate policies worldwide.

The Initiative works with countries to build capacities on understanding and applying tools and approaches to measure, report and verify (MRV) greenhouse gas emissions reductions and adaptation action, as well as to strengthen existing institutional arrangements and processes for MRV of policies and actions.

To support and facilitate the ICAT process, national experts are being recruited for the execution of activities in relation to climate change mitigation and climate change adaptation under the direct supervision of the Climate Change Office, Climate Change Commission of Philippines.

### **Terms of Reference**

1. Serve as the in-country expert and facilitator on Initiative for Climate Action Transparency (ICAT) in the Philippines;
2. Support the Philippine Government in the implementation of ICAT workplan and ensure timely delivery of outputs:
  - a. Conduct an initial stock-take, review, and analysis of existing mechanism / frameworks in the development of similar MRV/transparency initiatives in the country to maximize synergies, avoid duplication, and mobilize appropriate support for identified needs and priorities;
  - b. Ensure country-driven, government-led approach in project implementation
  - c. Provide oversight function in administration
  - d. Prepare fiscal reports or documentation of expenditures and keep accurate and up-to-date records and documents in respect of all expenditures incurred

with the funds administered by UDP to ensure that all expenditures are in conformity with the provisions of the Project Document and proper supporting documentation are maintained, including original invoices, bills, and receipts pertinent to the transaction, when necessary;

- e. Provide narrative progress reports on the Project, which include the status of activities, outputs delivered, results/impacts achieved and an assessment of whether the Project is being implemented in accordance with the agreed Project Implementation Plan and the Project Budget, and a description of any obstacles to full and timely implementation of the Project;
  - f. Upon request, submit an audit report issued by an independent audit authority, which includes such comments as the auditor may deem appropriate in respect of UDP funded operations generally and, in particular, the opinion should clearly indicate that UDP funds were covered by the scope of the audit;
  - g. Ensure compliance with financial and/or operational obligations under the MoU.
3. Organize and facilitate, in coordination with the CCC-CCO-PH and UDP, activities outlined in the Project Document, particularly in Annex B: ICAT Workplan and Budget, in a timely manner. Specifically,

The consultant is expected to prepare the following deliverables in accordance with the ICAT workplan of the Project:

**Deliverable 1:**

**Formulate a rapid needs assessment report on the applicability and appropriateness of MRV tools and methodologies to the Philippine setting resulting from the orientation workshop;**

**Deliverable 2: Formulate a narrative report on the recommendations for the development of a fit-for-purpose MRV toolbox and protocol for transparency;**

**Deliverable 3:**

**Terminal Report - Recommendations for the development of fit-for-purpose MRV toolbox and protocol including (a) process workflow in the development of a fit-for-purpose MRV toolbox, and (b) its corresponding user manual.**

The consultant will serve as resource person in workshops, as appropriate and spearhead and lead the organizing of workshops (including invitation of stakeholders,

logistical arrangements, etc.) required in the ICAT Workplan in coordination with the CCC-CCO-PH and UDP.

4. Serve as in-country liaison and coordinator between the Philippine Government and the UNEP-DTU Partnership (UDP) and other relevant institutions/stakeholders:
  - a. Develop and manage key coordination mechanism between the Philippine Government and the UDP; and
  - b. Maintain active communications with the UDP on planning, conducting, monitoring, and evaluating ICAT activities in close cooperation with the key focal points.
5. Contribute to knowledge production and sharing, and provide support to the Philippine Government in capacity building and accessing knowledge tools and products post-implementation.