

# **Terms of Reference**

## **Leading Technical Expert of the South Asia and South East Asia Networks for Enhancing Climate Transparency**

<b>Type of Contract:</b>	Consultant
<b>Languages Required:</b>	English
<b>Duration:</b>	February 2020 – April 2021 (15 months)
<b>Location:</b>	Home based with mission to recipient countries

### **Background**

The Global Support Programme (GSP) is a jointly implemented programme by UNDP and UNEP that provides support to developing Parties in order to prepare National Communications (NCs) and Biennial Update Reports (BURs) that are submitted to the UNFCCC. The UNEP DTU Partnership collaborates with UNEP to support GSP activities in South- and South East Asia. More information can be found here: <http://www.un-gsp.org/>

Some of the major gaps faced by developing countries in updating their reporting commitments to the UNFCCC are related to as well as the establishment of sound Measurements, Reporting and Verification (MRV) systems, including tracking impact of implementing national climate plans (nationally determined contributions or NDCs). The main challenges have to do with the establishment of adequate institutional arrangements and the creation and maintenance of sustainable technical capacities to inform and support national policies on climate change, as well as to comply with international reporting requirements established by the United Nations Framework Convention on Climate Change (UNFCCC).

To overcome these deficiencies, the GSP is seeking to strengthen south-south cooperation and peer learning in South Asia and South East Asia to facilitate the timely development and submission of BURs and NCs.

The main objective of strengthening the two networks in South Asia and South East Asia is hence to facilitate sustainable development of technical and institutional capacities through the exchange of experiences and adoption of best practices.

The networks facilitate the exchange of knowledge through a diverse range of tools and mechanisms such as virtual networks, webinars, thematic workshops, bilateral exchanges

### **Principles of collaboration**

The networks are established based on the following principles of collaboration;

- Striving to build a team spirit among members of the network
- Maintaining national ownership of information shared in the network
- Implementing the network for the mutual benefit of all members

- Establishing a Network that is based on partnership among equals
- Non – conditionality in membership of the network
- Recognizing complementarity among members of the network
- Respect for Nationals sovereignty and non-interference in domestic affairs

### **Description of responsibilities:**

In this regard, UNEP and UNEP DTU Partnership are seeking the expertise of a consultant to ensure that the networks deliver the expected support to the network members. His/her responsibilities will be:

- Provide technical assistance to the South and South East Asian networks and the GSP on designing annual work plans and support its successful implementation;
- Support the constructive collaboration among the member countries by organizing and facilitating at least one annual workshops for each of the two networks and ad hoc peer learning exchange visits;
- Provide ad hoc technical support to the network members on BUR and NC related issues;
- Assist the GSP global team in providing inputs on UNFCCC reporting requirements for concept notes, translate documents and elaborate technical documents;
- Provide technical assistance in the implementation of QA/QC reviews of GHG inventories, in line with voluntary guidelines provided by UNFCCC ([http://unfccc.int/national\\_reports/non-annex\\_i\\_natcom/guidelines\\_and\\_user\\_manual/items/2607.php](http://unfccc.int/national_reports/non-annex_i_natcom/guidelines_and_user_manual/items/2607.php)) and
- Support tasks related to the needs of the networks and to the global work of the GSP, including collaboration with the UNFCCC Secretariat and other international organizations on MRV activities

### **Deliverables:**

- Annual workshop for the *South Asian network* organized and facilitated in collaboration with the global GSP team
- Annual work plan developed for the *South Asian network* based on input from the annual workshop.
- Annual workshop for the *South East Asian network* organized and facilitated in collaboration with the global GSP team
- Annual work plan developed for the *South East Asian network* based on input from the annual workshop
- Ad hoc support and at least three peer-learning workshops coordinated per network as defined in the annual work plan for accelerating development and improving quality of BURs and NCs
- Knowledge sharing among network members through e.g. webinars and online platforms for the network

**Institutional arrangements:**

- The Consultant will report to, and be directly supervised by the GSP global team.
- In case travels and missions will be needed, those will be paid separately by the GSP budget and in line with what established by the work plan and as required by the global GSP team.
- The consultant will be given access to relevant information necessary for execution of the tasks under this assignment.
- The consultant will be responsible for providing her/his own work station (i.e. Laptop, internet, phone, scanner/printer, etc.) and must have access to reliable internet connection.
- Specific timeline for delivery of services will be agreed with the GSP global team at the beginning of each month.
- The consultant will be retained on a contract with the UNEP DTU Partnership and payments based on satisfactory delivery of expected outputs.
- The position is expected to be full time (this can be discussed).

**Qualifications required:**Academic qualifications/Education:

- Master's degree or equivalent in Environmental Sciences or related field from an accredited academic institution

Experience:

- At least 5 years experience in MRV and climate transparency, preferably at the national level in the framework of NCs and/or BURs.
- At least 3 years of working experience in the coordination of National GHG Inventories Systems or any other GHG initiatives/programmes related to UNFCCC activities is preferred.
- Preferable experience of at least 2 years with South-South cooperation initiatives related to UNFCCC reporting requirements.
- Experience working with international organizations related to climate change.
- On-the-ground work experience in South Asia or South East Asia in the area of climate change.

Language skills:

- Fluency in English

**Application procedure:**

The application should contain:

- CV and cover letter
- Methodology on how the consultant see his/her role in supporting south-south collaboration in the framework of the South Asia- and South East Asia networks.