

TERMS OF REFERENCE – CONSULTANTS & INDIVIDUAL CONTRACTORS

<p>Consultant Job Title: Facilitating implementation of climate-resilient and low-carbon development aligned with national and global goals</p> <p>General Expertise: Environmental affairs and climate change</p> <p>Category: Programme Management</p> <p>Work location: Panama</p>	<p>Consultant <input checked="" type="checkbox"/></p> <p>Individual Contractor <input type="checkbox"/></p>
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1. Purpose.

The United Nations Environment Programme (UN Environment) is the leading global environmental authority that sets the global environmental agenda, promotes the coherent implementation of the environmental dimension of sustainable development within the United Nations system and serves as an authoritative advocate for the global environment.

UN Environment in coordination with the UNEP-DTU Partnership (UDP) are promoting and enhancing the implementation of the Nationally Determinate Contributions (NDCs) under the Paris Agreement. Many developing countries have requested support from UN Environment for implementation of their Nationally Determined Contributions (NDCs) under the Paris Agreement. The participating countries are generally at the stage of integrating NDCs into national and sectoral plans, and some are implementing priority actions where this is possible. NDCs in the targeted countries reflect their diverse starting situations, although a number of commonalities exist:

- Most of the countries highlight energy, industrial process, agriculture, and waste sectors as priorities for mitigation. For adaptation, all regions highlight agriculture, water, health, and ecosystems and biodiversity as key sectors.
- NDCs illustrate a need for further specification of the mitigation and adaptation targets.
- All countries request support for institutional and technical capacity building to refine, update, and implement their NDCs.
- Countries identify financing for implementation of activities in their priority sectors as a gap; roadmaps for obtaining financing are a priority issue.

Within the NDC Action Project, UDP and UN Environment will support countries to accelerate NDC implementation in the following ways:

- Build on partner countries' existing NDC coordination mechanisms and reinforce them where needed.
- Help partner countries translate their NDCs into sectoral strategies and actions, including climate-friendly investment plans, ready for financing and implementation.
- Build institutional capacity among the ministries and multi-stakeholders through training programmes to lead to concrete investments in two priority sectors selected by each partner country.
- Facilitate peer-learning at the regional level among partner countries and beyond to foster the uptake of proven policies, programmes, and financing schemes for accelerated NDC implementation.

The United Nations Framework Convention on Climate Change (UNFCCC) enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV), Measuring and Evaluation (M&E) systems and strategic decarbonization and resilience planning. The success of the Paris Agreement hinges on enhanced transparency and ambition of action and support, as a critical foundation to implement the NDCs, as well as building mutual trust and confidence amongst Parties.

The Federal Ministry for the Environment, Nature Conservation and Nuclear Safety (BMU), through its International Climate Initiative (IKI) will reinforce capacities in developing countries to implement the Paris Agreement goals, to enhance inter-ministerial structures across all sectors that will ensure high quality actions and instruments and, are supporting governments to create the capacities to respond to UNFCCC's reporting requirements and tracking od goals.

Detailed activities:

The project builds on three core principles: country ownership; balanced focus on adaptation and mitigation; integration of development and climate change. The project will have the following elements, adapted to the individual country's needs and circumstance. The consultant will support:

- A high-level launch event in each country in LAC focused on implementing and financing its NDC that engages the main ministries, private sector and civil society, and UN Environment, German Government, NDC Partnership, NDC Cluster and possibly the UNFCCC secretariat.
- Support and helps the countries strengthen the institutions responsible for implementing NDCs and that facilitates engagement with the private sector and local financial institutions;
- Support and enable countries to translate their NDCs into a portfolio of policies and programmes for two priority sectors selected by each country;
- Development of investment plans in these sectors;
- Experience-sharing, both among the partner countries in LAC and with other countries and organizations working on NDCs;
- Provision of science-based, policy relevant information through the Emission Gap Report 2019 to enhance ambition for NDC implementation.
- Support and inform the institutionalization and tracking the NDC implementation.
- Foster peer-to-peer regional exchange through the identification of similar activities in NDC Action in the region, creating economies of scale and maximizing human and financial resources.
- The consultant will report and be accountable to the head of the Climate Change Unit for Latin America and the Caribbean of UNEP and the NDC Action Project Coordinator of UNEP.
- Any other activities requested by the head of the Climate Change Unit for Latin America and the Caribbean of UN Environment and the NDC Action Project Coordinator of UNEP in relation to the implementation of the NDC Action project

2. Objective.

Promoting and enhancing the implementation of the Nationally Determinate Contributions (NDCs) under the Paris Agreement through the creation of capacities at an inter-sectoral level to track and evaluate regional NDCs implementation both for mitigation and adaptation component. This cross-sectorial and sub-regional work is fundamental for the region due to the economy-wide nature of the countries' NDCs targets and reflections on possible low carbon pathways. NDC Action project will also help the MRV/M&E systems and the link with the financing strategy of the NDCs.

Ultimate Result of the Service:

- Partner institutions are leading NDC implementation and driving increasingly ambitious NDCs with the engagement and support of relevant national stakeholders.
- Relevant actors have the knowledge on policies and programmes at hand needed to drive NDC implementation in priority mitigation and/or adaptation sectors.
- Financial institutions at the national, regional, and global levels are engaged in the development of climate-friendly investment plans led by governments, and show commitment to make climate investments that support NDC implementation.
- Experience and lessons learned are shared among partner countries and beyond, creating a foundation for enhanced ambition.
- Countries are provided with science-based policy relevant information on the emissions gap and options to bridge it, through the 2019 UN Environment Emissions Gap Report. (Output 5)

3. **Outputs / Work Assignments** (must be tangible and/or measurable)

Outputs	Deliverables	Delivery Date (dd/mm/yyyy)

How are the outputs to be delivered?

Digital copy Hard copy Other, please specify _____

4. **Duration of contract** (dd/mm/yy) From: 01/04/2020 To: 31/03/2021 (12 MONTHS)

5. **Terms of payment for satisfactory completion of contract.**

Upon satisfactory completion and delivery of monthly detailed activities. The Project Manager will report to the Climate Change Coordinator at the Latin America and the Caribbean Office of UN Environment and will work close in coordination and alignment with the Global Coordinators of NDC Action Project at UNEP and UDP.

6. **Schedule of payment.** Monthly Products Rate (specify number of days for interpreters/trainers: _____)

Payment of 5,500.00 USD according to monthly invoice and activity reports.

(if payment is to be made in phases, indicate **schedule and condition** for each payment)

The payment dates	Amount	Payment conditions
		Upon satisfactory complementation and delivery of detailed activities

7. **Performance indicators for evaluation of outputs.**

Timely delivery of activities as outlined in the Terms of Reference. Quality of design work and communication materials produced.

8. **Travel.** APPLICABLE NOT APPLICABLE

Details of travel if applicable: Arranged by LAC Self ticket Itinerary:

9. Will the consultant/contractor work in a UN office? NO YES

ADMINISTRATIVE DETAILS

10. The reason(s) of engaging consultants/individual contracts is/are

- The assignment is of a temporary nature and the outputs are measurable and the tasks capable of being performed and completed within a limited and specified period of time.
- The need for the required services cannot be met from within the current staff resources of the Secretariat owing to a lack of specialized knowledge and/or expertise or capacity.
- The services performed clearly related to programmed or mandated activities in the work programme of the department or office concerned and/or special legislative or programming decisions;

*Where an individual contractor is temporarily engaged to perform duties and functions similar to those of staff member, is in place for a long-term regular staffing solution.

11. **Source of Funds:** REGULAR BUDGET EXTRA-BUDGETARY

Coding Block: *S1-32CB*

Title and identification number of programme/project, if regular budget:

12. Qualifications Required

ACADEMIC:

- Advanced degree or higher (Master's or higher) in areas relevant to climate change, environment, Sustainable Development and/or national development.
- A first-level university degree in Engineering or Environmental sciences (at least 5 years).

PROFESSIONAL:

- At least 7 years work experience in areas related to climate change in the LAC region.
- Past work experience in the works of governments in the LAC region.
- Excellent understanding of global and national climate change policy making.
- Excellent understanding of global climate change issues in particular related to transparency, MRV/M&E systems, NDC implementation in LAC and climate targets.
- Experience working with, and building partnerships with public sector; private or civil society organizations.
- Experience and familiarity with the works and operations of the UN system.

LANGUAGE:

- Fluency in Spanish and English is required;

SPECIAL KNOWLEDGE AND SKILLS:

PROFESSIONALISM:

- Knowledge and understanding of theories, concepts and approaches relevant to climate change mitigation and adaptation planning, and intergovernmental climate change negotiations. Ability to identify issues, analyze and participate in the resolution of issues/problems.
- Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; Is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is motivated by professional rather than personal concerns; Show persistence when faced with difficult problems or challenges; Remains calm in stressful situations

TEAMWORK:

- Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

PLANNING AND ORGANIZING:

- Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.