

Terms of Reference

Support to the development of GEF CEO Endorsement Document for the project "Strengthening Thailand's institutional and technical capacities to comply with the Enhanced Transparency Framework of the Paris Agreement"

1. Background

UNEP DTU Partnership is providing support to the Government of Thailand to develop the CEO Endorsement Document to access the Capacity Building Initiative for Transparency (CBIT) funds under the Global Environment Facility (GEF) for enhanced transparency activities. CBIT will support the Government of Thailand to build routine, concurrent and participatory monitoring, reporting and verification processes using existing mandates and institutions. Specifically, the objective of the CBIT project is that Thailand has the necessary capacities and institutional arrangements to comply with the requirements of the Enhanced Transparency Framework of the Paris Agreement.

2. Objective

The objective of the consultant is to provide support to the development of the CEO Endorsement Document for the "Strengthening Thailand's institutional and technical capacities to comply with the Enhanced Transparency Framework of the Paris Agreement" CBIT proposal of Thailand.

3. Scope of Work

The local consultant is expected to coordinate and develop the elaboration of Thailand's CEO Endorsement Document, working closely with UNEP DTU and the Government of Thailand.

Activities of the consultant shall include, among others:

- Organize local stakeholder consultations and validation workshops, and provide meeting reports to the coordinating unit within the government of Thailand, and to UNEP DTU;
- Compile data for the different components of the project;
- Ensure that all activities are aligned with national priorities and coordinated with ongoing projects in the country;
- Provide and review all necessary inputs, including the summary of relevant stakeholders' views and other related information, to enable the development of GEF full project proposal leading by UNEP DTU; and
- Ensure the conformity of the relevant agencies with the information and proposed activities reflected in the full project proposal. Propose ideas and strategies that could facilitate implementation of the GEF full project proposal.

The consultant, in close consultation with the national coordinating unit, will conduct initial consultations with stakeholders in the concerned ministries and government departments to collect data and information available before delivering inputs for the preparation of the first draft of CEO Endorsement Document and continue holding these consultations throughout the process up until the finalization of deliverables.

Information to be compiled by the local consultant include specifically a full mapping of:

- I. The existing arrangements for National GHG Inventory and MRV of climate actions (NAMAs currently);
- II. The existing Thailand Greenhouse Gas Emissions Inventory System (TGEIS), including its gaps;
- III. The status of implementation of Thailand's National Adaptation Plan (NAP) and other key national adaptation activities, as reflected in the Project Information Form (PIF); and
- IV. All ongoing initiatives and projects providing support to strengthen MRV processes in Thailand, including those financed by foreign national development and cooperation agencies (e.g. JICA, GIZ, DFID, etc.).

4. Deliverables

The consultant is expected to provide the following deliverables:

- Summary of views of the stakeholders (ministries and national agencies);
- Written inputs needed for UNEP DTU to update the description of the situation, as well as ongoing, implemented and planned activities from the basis of the existing PIF before 15 March 2020, including the information specified in section 3;
- Specific inputs for the different sections of the CEO Endorsement document to improve the second draft; and
- Preparation of 2 (two) local events.

The consultant will be responsible to submit the final deliverables only after getting approval from the country focal point for the CBIT project. UNEP DTU Partnership will review all written deliverables before being finalized and reserves sufficient time to review in detail and provide feedback. Overall, UNEP DTU Partnership's role will be to review final outputs, offer feedback, ensure coherence with CBIT guidelines and best practices, and put together the final version of the CEO Endorsement Document for review by UNEP and thereafter for GEF approval. One in-country mission with one or more representatives from UNEP DTU Partnership is to be organized by the consultant, who shall be responsible for organizing the agenda and give advance notice to concerned counterparts.

5. Qualifications and Skills

The appointed consultant should be in possession of:

- At least a postgraduate degree (20%)
- Knowledge of transparency and MRV, or Adaptation Monitoring and Evaluation, in Thailand (30%)
- Experience in preparing Climate international Projects (ideally GEF projects) (30%)
- Proficient analytical and writing skills, and excellent English communication skills (20%)

Candidates with prior solid experience and established networks in the country in both climate change mitigation and adaptation projects will be given preference. Experience in project management and climate change finance related issues is an asset.

6. Working Arrangements

The consultant will be contracted directly by the UNEP DTU Partnership. The consultant will work from home but should preferably be based in Thailand. Advanced payment will be issued for renting conference facilities and conference-related tasks for the local workshops.

7. Payment

The consultancy remuneration is USD 10,000 and subject to satisfactory delivery of results. Any expense related to the two in-country events (as specified under Section 4) will be paid separately by UNEP DTU.

8. Application Procedure

To apply for this position, send your CV and a motivated application to Mr. Gerardo Sanchez Martinez at gsama@dtu.dk by 19th February 2020.