**UNEP DTU Partnership is seeking a consultant/consultancy firm for supporting the Ministry of Land and Environment of Mozambique in** **developing and implementing a training programme about reporting on national GHG inventory**

UNEP DTU Partnership is seeking to hire a consultant to support the Ministry of Land and Environment of Mozambique in developing and implementing a training programme about reporting on national GHG inventory as part of the ICAT Mozambique Phase 2 Project. The consultant will work under the guidance of the Department of Climate Change of the Ministry of Land and Environment (Departamento de Mudanças Climáticas do Ministério da Terra e Ambiente), the ICAT Phase 2 Project Coordinator and the UNEP DTU Partnership to ensure the training is developed and delivered within the expected timeframe and the involvement of all the relevant stakeholders for the project to achieve high‐quality results.

# Background

The Initiative for Climate Action Transparency (ICAT) puts into practice the request to strengthen national institutions to meet the standards on enhanced transparency, which were put forward by the Paris Agreement. ICAT is a neutral, multi‐donor fund designed to improve the capacity of developing countries to assess the im‐ pacts of their actions to meet their Nationally Determined Contributions (NDCs) and bring to greater quality, trust and ambition to climate policies worldwide. The UNEP DTU Partnership is an implementing partner of ICAT and is cooperating with the Ministry of Land and Environment of Mozambique to implement a second phase of ICAT support in the country.

The first phase of ICAT support in Mozambique was completed in December 2019. The ICAT Mozambique Phase 1 project focused on strengthening of Mozambique’s institutional framework for measurement, reporting and verification (MRV) of GHG emissions, mitigation actions, and support, and on the application of ICAT’s Renewable Energy Guidance and ICAT's Sustainable Development Guidance to assess the impacts of policies and actions that are part of the country´s NDC.

# Objectives of ICAT Phase 2 Project in Mozambique

The objectives of ICAT project in Mozambique were identified by the country and are as follows:

1. Establishment of formal institutional arrangements for climate transparency activities, based on the road map and recommendations produced in the first ICAT project.
2. Secure sustainable capacity‐building efforts in the country through the development of a training pro‐ gramme, involving the Climate Change Network and focusing in tracking of policies and actions in the NDC, GHG inventories, and reporting of support needed and received.

# Coordination of ICAT Phase 2 Project in Mozambique

For all ICAT activities, the main institutional partner is the Department of Climate Change of the Ministry of Land and Environment (Departamento de Mudanças Climáticas do Ministério da Terra e Ambiente ‐ DMC), where the UNFCCC focal points and the ICAT focal point are located. DMC will be responsible for supporting the consultant in the engagement with other stakeholders, including other ongoing projects with activities related to MRV and climate transparency. The ICAT phase 2 project will build upon the work done in the first phase of ICAT support, and will coordinate with other ongoing projects relevant for transparency of climate change, in order to stimulate synergies and avoid overlaps. This includes activities related to the GEF funded CBIT project, any ongoing activities related to the revision of the NDC, the process of compiling the Biennial Update Report to the UNFCCC and other climate policies, strategies and projects.

UNEP DTU Partnership will review and sign‐off all written deliverables and provide technical support through‐ out. Specifically:

1. All deliverables specified in this TOR will be drafted by the consultant.
2. Feedback, comments and suggestions provided by the Department of Climate Change of Ministry of Land and Environment and by UNEP DTU Partnership, will be addressed by the consultant.
3. UNEP DTU Partnership to be ensured enough time to review in detail and provide feedback to the deliverables.
4. UNEP DTU Partnership will sign‐off final version of deliverables.

# Scope of the Assignment

The scope of the assignment is to develop and implement a training programme in Portuguese about reporting on national GHG inventory including all sectors and categories relevant for Mozambique. If possible, the trainer/s should be certified in the development or review of GHG inventories and/or have played a central role in previous GHG inventory compilations in Mozambique. A consultancy firm should document that at least one of the staff involved in the development of the training is certified in the development or review of GHG inventories. The consultant will work under the supervision of and be accountable to the DMC and the ICAT coordinator to ensure that the training activities are implemented within the expected timeframe and involve all the relevant actors to achieve high quality results.

***Activities***

1. Take stock of design if institutional arrangements defined under ICAT Phase 2 and identify stakeholders that will participate in the training.
2. Collection and review of relevant material and tools for GHG inventories, including, but not limited to:
   1. [CGE Training Materials for the Preparation of National Communications from non-Annex I Parties](https://unfccc.int/process-and-meetings/bodies/constituted-bodies/consultative-group-of-experts/cge-training-materials/cge-training-materials-for-the-preparation-of-national-communications) with emphasis on Training Materials on National GHG Inventories.
   2. [2006 IPCC Guidelines for National Greenhouse Gas Inventories](https://www.ipcc-nggip.iges.or.jp/public/2006gl/).
   3. [Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories](https://www.ipcc.ch/publication/good-practice-guidance-and-uncertainty-management-in-national-greenhouse-gas-inventories/).
   4. [IPCC Inventory software](https://www.ipcc-nggip.iges.or.jp/software/).
   5. [Updated UNFCCC reporting guidelines on annual inventories](https://unfccc.int/documents/4406).
   6. [Modalities, procedures and guidelines for Article 13 of the Paris Agreement](https://unfccc.int/documents/184700), with emphasis on Chapter II “National inventory report of anthropogenic emissions by sources and removals by sinks of greenhouse gases” in the Annex.
3. Development of the training programme about reporting on national GHG inventory, including:
   1. A description of the curriculum
   2. Templates for data collection in Portuguese, based on IPCC material and taking into consideration the capacities and circumstances of Mozambique.
   3. A collection of the presentations to be made.
   4. Group exercises and topics for discussion.
   5. Assignments for the participants based on their expected tasks as GHG inventory focal points.
   6. A guidance document in English and Portuguese to be handed out to participants and relevant institutions describing the processes, procedures and good practices for collecting data, report, evaluate, compile and verify GHG inventories.
4. Implement the training over an adequate number of days to cover all needed aspects and provide training reports.

***Deliverables***

The consultant will be responsible for preparing and submitting the following deliverables, with close coordination of the ICAT project coordinator and ICAT focal point at the Department Climate Change of Ministry of Land and Environment. Training material shall be prepared in Portuguese, but the remaining deliverables shall be prepared in English.

## Deliverable #1: A report describing the main aspects that will be covered by the training, including a draft curriculum for the training, and proposed participants

This deliverable consists of a report documenting the review of relevant guidance on GHG inventories, and a draft definition and description of modules that will be included in the training, and the identification of participating stakeholders and their representatives to the training.

## Deliverable #2: Training programme

This deliverable consists of a compilation of the final curriculum, materials, presentations, templates, proposed discussions, exercises and assignments that the training will consist of, and the guidance document to be handed out to participants and relevant institutions.

## Deliverable #3: A report about the training programme, including the curriculum, the training materials used, and a summary characterization of the trained technicians and the assessment of the training results through a questionnaire

This deliverable consists of a report documenting the implementation of the training programme; the outcomes, suggestions and next steps; an inventory of the training materials used; a summary characterization of the trained technicians, and the results of the assessment of the trainings through a questionnaire completed by participants.

# Timeframe of the Assignment

For the implementation of the activities describe in the scope of the assignment, the consultant shall provide 53 working days to support the main institutional partner ‐ the Department of Adaptation and Mitigation to Climate Change (DMC) of MTA. The working days do not have to be provided on a continuous way, but the training is expected to take place before the end of July 2021.

# Budget

For implementing the activities and deliverables specified in this consultancy, the consultant will be paid 21,500 USD. This amount is paid according to the delivery of deliverables and progress reports, as defined in the consultancy contract.

# Requirements

We welcome a diversity of applicants and do not discriminate on the basis of gender or other non-merit factors.

* Prior experience in delivering training.
* Has received training in and is certified for the preparation or review of GHG inventories by the UNFCCC, IPCC or other acknowledged entities.
* At least 3 years' experience in transparency related climate change processes in Portuguese speaking countries or similar African environments.
* Familiarized with the enhanced transparency framework of the Paris Agreement and the reporting requirements of the UNFCCC.
* Relevant advanced university degree in Agriculture Science, Science Studies, Environmental Studies, Biology, or related field.
* Demonstrated analytical, writing, and facilitation skills.
* Fluent in written and spoken English and Portuguese.
* Team player and immediate availability.
* Residence in Mozambique throughout the contract period.

# Application Procedure

**Required documents**:

1. Curriculum vitae with maximum 4 pages.
2. Digitalized certificate of the highest education degree obtained.
3. Document with maximum 2 pages describing the approach that the consultant will take to complete the tasks listed in the scope of the assignment, including a proposed structure of the training and the way the consultant will engage with the main institutional partner.

**Application deadline**: 16 May 2021

**Application procedure**: submit the required documents by email to: Federico Canu, canu@dtu.dk