

Terms of Reference

National or International consultants: National

Description of the assignment (Title of consultancy): Technical Expert -Solid Waste Management

Project Title: “Improved Solid Waste Management in Al Fayhaa - ISWMF”

Period of assignment/services: 6 Months

1. Background

The large influx of Syrians across Lebanon has directly affected the public and service sectors at the national scale. The surge in demand for land, waste disposal, water resources, and electricity has raced ahead of capacity to meet it, raising municipal costs. Public institutions cannot cope with the added volume of needs in a country, where major development challenges pre-existed the crisis, and the private sector traditionally delivers many public services. Demand for electricity, water, waste collection, education and healthcare continues to far outstrip the capacity of systems and infrastructure that have already seen years or even decades of under-investment, unreliability and high costs.

Municipalities are struggling to bear burdens – one study showed that municipal spending on waste disposal climbed 40 percent between 2012 and 2015- suggesting a strong focus on local capacities for 2016. Heads of Municipalities and their municipal-level staff are challenged daily to meet the increasing needs of their constituents with scarce resources, while simultaneously remedying the effects of the Syria refugee crisis. Most municipalities, especially small municipalities located in the rural and remote areas, rely on transfers from the national government and its public entities, specifically transfers from the Independent Municipal Fund (IMF). Unfortunately, there is an average of 1-2 year delay in the transfer of these funds; moreover, the national government did not allocate additional funds to the IMF to address the growth needs of the municipality in light of the Syrian Crisis and overuse of the existing, already weak, municipal services.

In 2014, the Ministry of Environment (MOE) established an internal committee for the assessment of the Environmental impact of the Syrian Refugees in Lebanon. This committee requested the support of UNDP and the European Union to conduct an environmental assessment of the Syrian Conflict and determine priority interventions that would complement the Lebanon Stabilization roadmap. The assessment was conducted between May and July of 2014 and focused on the sectors of solid waste, water and waste water, air quality, and land-use and ecosystems. The assessment highlighted that the annual increase of solid waste generated by the Syrian displaced population is equivalent to 15.7 % of the solid waste generated by Lebanese citizens prior to the crisis. This increase in solid waste is being managed by the already weakened existing infrastructure. Moreover local municipalities identify solid waste collection as a priority issue to be tackled given the drastic increase in local population; this has resulted as well in the increase of open dumping zones, burning zones and a large deterioration of health conditions in different communities.

Addressing solid waste management needs in particular should align humanitarian interventions to public services and infrastructure development in national systems and programmes. Moreover, UNDP will focus on more environmentally sustainable solutions and practices based on sorting and recycling. In addition to capacity building of national and local level public entities in order to strengthen and harmonize systems.

2. Scope of work, responsibilities and description of the proposed analytical work

- I. Coordinate closely with the Urban Community Al Fayhaa and UNDP and the Catalan partners for the implementation of the activities of the project in all technical aspects.
- II. Identifying technical assistance needs and coordinate its development with UNDP, UCAF and the Catalan partners.
- III. Assist the Project Manager in all technical aspects of the project
- IV. Participate in all meetings and conferences in Lebanon and abroad once deemed necessary for the proper implementation of the project;
- V. Document and keep records of all technical meetings, workshops, and trainings;
- VI. Provide technical support to all meetings and workshops as well as participate in its preparation;
- VII. Follow-up on all the technical aspects of the project and relevant activities;
- VIII. Assist in data collection and documentation;
- IX. Follow up on the implementation of the project action plan
- X. Facilitate and follow up on the implementation of Pilot Projects
- XI. Perform all other tasks which may be assigned by the Project Manager in order to fulfill the project goals.

3. Expected Outputs and deliverables

- I. Follow up on the procurement of the elements of project identified during the Feasibility Study.
- II. Follow up on and support in the full awareness campaign, or any other action approved as a result of the conclusions of the feasibility study, communication tools (posters targeting communities, leaflets targeting businesses and decision makers).
- III. Follow up on and monitor the implementation of the pilot projects in coordination with the consultant and all project partners.
- IV. Participation in technical exchange visits and/ or trainings as required for the proper planning and implementation of the project and all relevant activities.
- V. Final Report summing up the activities undertaken for the project, its results and the proposed monitoring and evaluation system for the implementation phase of the awareness campaign, procurement actions and technical exchanges and training activities.

4. Institutional arrangements

- a) The UNDP North Office in the person of the North Area Manager in coordination with the Union Communities of Al Fayhaa-UCF in the person of the acting director will directly supervise the technical expert, who will be directly reporting to both simultaneously.
In regard to seeking approval/acceptance of output from, the technical expert will have to refer directly to the North Area Manager in liaison with UCF Acting Director.
- b) Progress reporting will be based on deliverables and not on a time schedule. All reports should be presented in English with all necessary support documents.
- c) The technical expert is expected to liaise/interact/collaborate/meet within the course of performing the work (with other agencies (if deemed necessary in the scope of the intervention), project co-implementers/donors (Catalan partners), communities of the AL Fayhaa, and local government units if deemed necessary at any point.
- d) The UCF will provide its facilities and all necessary logistical support to the recruited technical expert.

5. Duration of work

The duration of the contract is 6 months, starting from the signature of the contract till the ending date of the project.

6. Duty station

The technical expert's duty station/location for the contract duration will be the Al Fayhaa facility. Moreover, the technical expert is requested to be present in all possible locations of field works/duty travel in pursuit of all relevant project activities. All travel costs will be covered in joint by UNDP and the UCF.

7. Requirements for experience and qualifications

I. Academic Qualifications:

- Bachelor degree in Engineering Ideally Civil or Environmental Engineering or Environmental Sciences equivalent.

II. Years of experience:

- Minimum 2 years of relevant experience.

III. Technical experience:

- Experience in the sector of Environment, ideally in Solid Waste Management combined with experience in project implementation.
- Experience in international procurement and preparation of tenders.
- Multi-country/International working experience would be an advantage.

IIV. Competencies:

- Dynamic individual with excellent interpersonal and technical skills.
- Work autonomy and capacity to initiate actions in a pro-active way.
- Capacity for rapid and clear analysis and reporting.
- Languages: Arabic- English or French are a must (Advanced knowledge)

The applicant must be a team-player, and have excellent communication skills and must be flexible in approach.

8. Scope of Price Proposal and Schedule of Payments

The technical expert will be paid a monthly salary for full time work on the project and all activities relevant to the implementation and operation of the project.