

TERMS OF REFERENCE

Procurement package	Develop an action plan for implementation of the Red River Delta Biosphere Reserve Cooperation Regulation for Red River Delta Biosphere Reserve section in Thai Binh province
Position:	01 National Consultant
Duty location	Hanoi, Thai Binh Province and other provinces as required
Project code and title:	00088048/Conservation of Critical Wetland Protected Areas and Linked Landscapes
Duration of assignment:	6 months part-time (Tentatively from Sept, 2017 to February, 2018) (maximum 50 person days)
Reporting to:	Thai Binh provincial DONRE; sub-PMU, BCA

1. INTRODUCTION

The Project “Conservation of Critical Wetland Protected Areas and Linked Landscapes” (the “Wetland Project”) is being funded by Global Environment Facility (GEF) through the United Nations Development Program (UNDP), being implemented in 4 years from 2015 to 2018. The project will provide technical assistance to the Government of Viet Nam in establishing new wetland conservation areas, strengthening systemic, institutional and operational capacities for effective management of wetlands and mitigation of existing and emerging threats to biodiversity from connected landscapes.

The project document was approved by the Ministry of Natural Resources and Environment of Viet Nam (MONRE) in Decision No. 837/QD-BTNMT dated April 13, 2015. The Institute of Strategy and Policy on Natural Resources and Environment (ISPONRE) is the project’s national Implementation Partner while the Biodiversity Conservation Agency (BCA) is the Co-Implementing Partner, and two pilot provinces were selected for project implementation activities – Thua Thien Hue (TTH) province and Thai Binh (TB) province.

The sub Project Management Board (Sub-PMU) is set up under Decision 1136/QD-TCMT dated August 17, 2015 by the General Director of Vietnam Environment Administration (VEA) to support BCA in implementing the assigned components - consolidating the legal framework on wetlands, strengthening capacity for wetland conservation and sustainable use, and establishment and operation of the Thai Thuy (TT) Wetland Conservation Area (WCA) in TB province.

This consultancy assignment is designed to support the achievement of the output 2.2 “Wetlands conservation and sustainable use mainstreamed into key provincial plans” through providing planning support for strengthening the implementation of the management cooperation regulation of the interprovincial Red River Delta Biosphere Reserve.

The interprovincial wetland Red River Delta Biosphere Reserve (RRDBR) was formally awarded the status of Biosphere Reserve (BR) in December 2004. This is one of 9 Biosphere Reserves in Vietnam under the UNESCO Man and Biosphere Program and the first interprovincial BR in Vietnam. The total surface area of the RRDBR is 105,557 hectares, located in 6 districts of three provinces - Ninh Binh province, Thai Binh province and Nam Dinh province. The RRDBR has two separate core zones, being the Xuan Thuy National Park

and the Tien Hai Nature Reserve, which are both located to the south of the planned TT WCA. The proposed TT WCA is part of the RRDBR's buffer zone, which has a total area of 36,849 ha. The two existing protected areas have their own management boards, while the buffer and transition zones are under the management of the local government.

For the RRDBR, a co-management mechanism has been agreed by the PPCs of the three provinces, and a Management Board (MB) chaired by the three vice-chairmen of the PPC of the three concerned provinces has been established, with a Secretariat in Xuan Thuy National Park. In September 2013, the three PPCs signed a memorandum for conducting the "Cooperation Regulation for the management and sustainable development of the RRDBR". As such, to ensure the linked landscapes of the entire RRDBR, Thai Binh need to ensure that the establishment and operation of the tentative Thai Thuy WCA and the implementation of the RRDBR management regulation do not conflict, but are directed by the same goal of mitigating threats to the ecosystem integrity of the whole BR as well as of each protected area within.

The "Cooperation Regulation for the management and sustainable development of the RRDBR" stipulates the management goals, principles, contents and unifies the regime for direction and coordination of government agencies, organizations and individuals in the RRDBR. Key management principle stated in the Cooperation Regulation is that the management of the RRDBR must comply to the 12 EBA principles in the CBD. The goals of cooperation management are to promote the three functions of the RRDBR: conservation, development and support. The management regime is divided by three zones: core zone, buffer zone and transition zone. Tien Hai Nature Reserve, Thai Binh province is the core zone 2 and Thai Thuy coastal areas are part of the buffer zone and transition zone. Management contents are defined with three overall contents including: 1) Harmonize relationship between the people and environment within the scope of the RRDBR; 2) Conserve traditional cultures of the RRDBR; 3) Socio-economic development in line with environment protection and biodiversity conservation. The Cooperation Regulation also stipulates the management structure of the RRDBR and its operational mechanism.

In order to contribute to coordinated actions in biodiversity conservation for the RRDBR wetlands located in the 3 relevant districts located in Thai Binh province and shared with the proposed TT WCA, under the current consultancy assignment, the Wetlands Project will engage a consultant with experiences in areas of law/environment/biodiversity to implement the assignment "Develop an action plan for implementation of the Cooperation Regulation for the management and sustainable development of the Red River Delta Biosphere Reserve for RRDBR section in Thai Binh province".

2. Assignment objectives

The overall objective of the proposed consultancy is to develop a targeted action plan for RRDBR section in Thai Binh province on implementing the Cooperation Regulation on management of the RRDBR.

3. Scope of work

- Review available action plans on managing individual Biosphere Reserves in Viet Nam, and the UNESCO Viet Nam MAB strategy for the period 2015-2025 in support of managing Biosphere Reserves;
- Review and assess the management status of the RRDBR, including specific attention for targeted actions implemented in Thai Binh province, and identify strengths, weaknesses,

challenges and opportunities as well as gaps as the framework for developing the action plan;

- Develop the action plan for RRDBR section in Thai Binh province in support of implementing the RRDBR management regulation; The action plan shall meet the following criteria:
 - ✓ Clearly describe objectives and proposed specific activities, expected outputs and impacts on wetland biodiversity as well as on livelihoods and development priorities; proposed activities shall be prioritized and include a cost estimate for their implementation;
 - ✓ Specify the role of stakeholder in implementing the action plan in support of implementation of the management regulation of the RRDBR, particularly integrating the plans for managing and conserving Thai Thuy wetlands;
 - ✓ The action plan shall propose a detailed vision of activities for the period 2018-2023, as well as a vision to 2030;
 - ✓ The action plan should cover the entire area of Thai Binh province belonging to the RRDBR;
 - ✓ Feasible and consistent to the management principle and contents mentioned in the RRDBR management regulations to ensure the ecological integrity of RRDBR landscapes;
- Participate in and present at technical meetings or workshops in Thai Binh and Hanoi for consultations with and input from relevant stakeholders;
- Revise and finalize the deliverables upon comments and requirement from the project and relevant stakeholders.

5. Expected deliverables and Implementation Schedule

The consultant shall conduct the consultancy between September 2017 and 28 February 2018, and shall provide the deliverables (in hard and soft copy, in English and Vietnamese) as per implementation schedule presented in the table below:

No.	Deliverable	Deadline	Requirement
1	Inception report,	Within 10 days after contract signing (tentatively September 2017)	Proposed methodology, description of activities and assignments for team members (if applicable); proposed schedule of consultations with stakeholders; proposed outline of the action plan
2	Draft action plan to implement the RRDBR management regulation for Thai Binh province	Within 3 months after contract signing (tentatively December 2017)	Reflected objectives, activities and roadmap in managing RRDBR in Thai Binh
3	Action plan to implement the	Within 5	Reflected objectives, activities and

	RRDBR management regulation for Thai Binh province	months after contract signing (tentatively February 2018)	roadmap in managing RRDBR in Thai Binh
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All deliverables are subject to review and acceptance of the sub PMU, PMU and UNDP in terms of qualification.

6. Qualifications and experiences requirement

- Minimum Master Degree in natural resources/environmental management, ecology, biodiversity, agriculture, aquaculture, or related field; Or equivalent to 10 years of working experiences related to biodiversity/environment/wetland management or PA/BR management;
- Minimum 5 years of experiences related to planning of natural resources use and/or sustainability-oriented and/or conservation oriented projects/programmes, with specific focus on provincial level planning frameworks and/or protected area planning and management in Viet Nam; specific experience in working in Thai Binh province is an advantage;
- Demonstrated experience in developing official documents, specifically programs/action plan related to sustainable development, biodiversity conservation; relevant experience demonstrated in planning for wetland conservation and sustainable use is an advantage ;
- Excellent skills and experience in analysis, synthesis and making report in biodiversity area in both English and Vietnamese;
- Demonstrated experiences in working for ODA projects and with international donors, preferably with UNDP;
- Good communication skills, organization skills and presentation skills; Ability to work well with authorities at local level;
- Proficient English language skills; able to working independently with international experts.

7. Payment methods

- Payment-1: 20% of the contract value - after approval of the Inception Report by the sub PMU;
- Payment-2: 40% of the contract value - after approval of the draft action plan by the sub PMU;
- Payment-3: 40% of contract value - after approval of the final action plan by the sub PMU as well as endorsed/accepted in writing by RRDBR MB and/or relevant Thai Binh province authorities (PPC or DONRE).

The detailed payment schedule and conditions will be finalized in the Consultancy contract.

8. Support from the Project

- The Sub-PMU shall be responsible for the organization and convening of technical/consultation meetings to collect inputs to the deliverables.
- The Sub-PMU shall be responsible for the organization of field missions to Thai Binh to support the consultant in working with local authorities during the implementation of the

assignment, in line with agreed schedule of meetings with stakeholders as proposed by the consultant.

- Relevant costs for meetings and field missions shall be covered separately through the Sub-PMU budget under the Wetlands Project.

9. Application

Candidates that meet above requirement are encouraged to submit their signed Curriculum Vitae (CV) to the sub PMU.