

United Nations Development Programme

Terms of reference



Empowered lives.
Resilient nations.

GENERAL INFORMATION

Title: Team Leader and Green Industry Expert for the Preparation of the Partnership for Action on Green Economy (PAGE) Indonesia Stocktaking Report

Project Name: PAGE Indonesia

Reports to: Climate Change Programme Manager

Duty Station: Home based, with visits to Jakarta

Expected Places of Travel (if applicable): n/a

Duration of Assignment: 50 working days from December 2018 – March 2019

REQUIRED DOCUMENT FROM HIRING UNIT

<input checked="" type="checkbox"/>	TERMS OF REFERENCE
<input checked="" type="checkbox"/>	(5) CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select : (1) Junior Consultant (2) Support Consultant (3) Support Specialist (4) Senior Specialist (5) Expert/ Advisor
<input checked="" type="checkbox"/>	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

<input checked="" type="checkbox"/>	CV / P11 with three referees
<input checked="" type="checkbox"/>	Copy of education certificate
<input checked="" type="checkbox"/>	Completed financial proposal
<input checked="" type="checkbox"/>	Completed technical proposal

Need for presence of IC consultant in office:

partial (for discussion and consultation)

intermittent : the works doesn't require a full attendance of the staff, but advisory and consultation on regular basis during the contract.

full time/office based

Provision of Support Services:

Office space: Yes No

Equipment (laptop etc): Yes No

Secretarial Services Yes No

If yes has been checked, indicate here who will be responsible for providing the support services: MTRE3 project.

Signature of the Budget Owner: Marina Adel

I. BACKGROUND

The Partnership for Action on Green Economy (PAGE) is a global initiative that was launched in 2013 as a response to the call at Rio+20 to support those countries wishing to embark on greener and more inclusive growth trajectories. The initiative brings together the expertise of five UN agencies – UNEP, ILO, UNIDO, UNDP and UNITAR – and works closely with national governments to support countries to develop and implement national green economy strategies. PAGE’s main objective is to enable countries to reframe economic policies around sustainability and put in place enabling policy conditions, reforms, incentives, business models and partnerships.

PAGE Indonesia initiative started in July 2018, after the approval by the PAGE Management Board, for four years of duration. The Ministry of National Development Planning, Bappenas, is the national implementing partner, while UNDP is the main coordinating partner amongst the five UN PAGE Agencies.

Being in its inception phase, PAGE Indonesia has to prepare a Stocktaking Report which summarizes relevant economic, social and environment policies, identifies key national and international institutions and actors relevant for achieving PAGE objectives, reviews ongoing and planned initiatives and projects and summarizes economic and other relevant studies and assessments and initiates identification of priority work streams and action under the national PAGE partnership.

II. SCOPE OF WORK, ACTIVITIES AND DELIVERABLES

The national consultant will contribute to and coordinate the development of a Stocktaking Report for PAGE Indonesia. The Stocktaking Report will assess the integration of green economy in Indonesia’s national development strategies and policies and sectoral policies, focusing on the prioritized sectors of Indonesia’s nationally determined contribution (NDC) under the Paris Agreement post 2020. The following are the key sectors of Indonesia’s NDC: Energy, Waste, Industry, Forestry and Agriculture.

For the Stocktaking Report, the consultant will provide overall supervision to two consultants who will develop the two Stocktaking Report sections 1) on Green Jobs and 2) on Green Economy and Green Development. The consultant will combine the two sections prepared by the consultants into a Stocktaking Report. In addition, the consultant will conduct a Stocktaking Report section on Green Industry implementation within Indonesia’s NDC sectors.

The consultant will:

- Identify key national and international institutions and other relevant actors in the promotion of green industries within Indonesia’s NDC sectors, including those who provide education and training on Green Industry
- Identify existing policies, initiatives and assessments related to Green Industry within Indonesia’s NDC sectors
- Identify existing policies, initiatives and assessments related to training and learning needs on Green Industry within Indonesia’s NDC sectors. Consideration should be taken to the already existing Learning Needs Assessment on Climate Change in Indonesia and the related Learning Strategy and background paper
- Identify opportunities for strengthening and upscaling the promotion of green industries within Indonesia’s NDC sectors
- Identify opportunities for strengthening and upscaling the delivery of learning on Green Industry within Indonesia’s NDC sectors

The study will be conducted through interviews and consultations with national stakeholders, starting and ending with the national PAGE focal point. Additional supervision and guidance will be provided by PAGE focal point at UNDP and UNIDO. Through this consultative process, the consultant obtains relevant contextual information from a number of stakeholders in government organizations, particularly key Directorates of the Ministry of National Development Planning (Bappenas), but also government representatives from other line

ministries. Other important stakeholders are donor organizations, private sector organizations, manufacturing industries, industrial parks and other relevant institutions.

Furthermore, documentation of national green industry related strategies, action plans, policies, policy assessments, tools to promote green industries (e.g. environmental standards, tax incentives, procurement), capacity needs assessments, and practical experiences relevant for understanding the green industry development in Indonesia will be reviewed and synthesized by the consultant. All data related to the learning needs on Green Industry should ideally be sex-disaggregated and gender issues on which training might be needed should be integrated into the study.

From this process the consultant will prepare a 10-20 page Stocktaking Report section (excluding any annexes) on Green Industry in Indonesia’s NDC sectors that will feed into the overall Stocktaking Report.

Expected Deliverables	Indicative due date and Payment	Reviewed and Required Approval
Submission of Work Plan for the Assignment and initial brief from desk review of key policies and institutions for promoting Green Industry in Indonesia’s NDC sectors.	5 working days (10%)	Climate Change Programme Manager
Draft Stocktaking Report with section covering Green Industry in Indonesia’s NDC sectors.	22 working days (45 %)	Climate Change Programme Manager
Final Stocktaking Report covering Green Economy and Green Development, Green Jobs and Green Industry in Indonesia’s NDC sectors.	23 working days 45%	Climate Change Programme Manager

III. WORKING ARRANGEMENTS

Institutional Arrangement

Under the supervision of the Climate Change Programme Manager, UNDP Indonesia, the Consultant must ensure the completion of the above deliverables through high quality advocacy, consultations, coordination with various parties internally and externally. The Consultant is also expected to interact with the Ministry of National Development Planning and other relevant institutions, (e.g., other agencies, project co-implementers, donors, communities, local government units, etc.)

Duration of the Work

The assignment will be delivered within 3 (three) months in intermittent scheme with total of 50 days. The payment will be made to the consultant at each payment schedule, upon technical clearance from Climate Change Programme Manager, UNDP Indonesia. Travel costs occurred to support the above assignment can be reimbursed upon advance approval of UNDP Indonesia.

Duty Station

The duty station/location for the consultant will be home based, with visits to Jakarta.

Travel Plan

Below is an indicative travel plan for the duration of the assignment. The Consultant will be required to travel to the below indicated destinations and include the relevant costs into the proposal. There may be also unforeseen travel that will come up during the execution of the contract which will be agreed on ad-hoc basis.

No	Destination	Frequency	Duration/days

1	Jakarta	2	6
---	---------	---	---

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications

- Master's degree in Environment, Economics, Sustainable Development, Governance, or equivalent relevant field.

Years of experience

- At least 8 years of working experience in a relevant field such as Environment, Economics, Sustainable Development or Governance. .
- Experience in coordinating multi-disciplinary consultants or project teams.
- Previous experience in conducting gender sensitive research is strongly desired
- Experience of working in projects related to promotion of sustainable development in industries.

Competencies and skill requirements

- Strong analytical, writing & communication skills and fluency in the English language.
- Strong motivation & ability to work & deliver under short deadlines.
- Focuses on impact & result for the client & responds positively to critical feedback.
- Able to work independently with little or no supervision.
- Familiarity with government strongly desired.

V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the following methodologies:

Cumulative analysis

When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

- responsive/compliant/acceptable, and*
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

** Technical Criteria weight; 70%*

** Financial Criteria weight; 30%*

Only candidates obtaining a minimum of 70 point would be considered for the Financial Evaluation

Criteria	Weight	Maximum Point
<u>Technical (70%)</u>	100%	100
<i>Criteria A: qualification requirements as per TOR:</i>	70%	
<ul style="list-style-type: none"> • Master's degree in Environment, Economics, Sustainable Development, Governance, or equivalent relevant field. 		20
<ul style="list-style-type: none"> • A minimum of 8 (eight) years of working experience in a relevant field such as Environment, Economics, Sustainable Development, Governance. 		20
<ul style="list-style-type: none"> • Experience of working in projects related to promotion of sustainable development in industries. 		10
<ul style="list-style-type: none"> • Experience in coordinating multi-disciplinary consultants or project teams. 		10
<ul style="list-style-type: none"> • Previous experience in conducting gender sensitive 		10

research is strongly desired			
<i>Criteria B: Brief Description of Approach to Assignment</i> <ul style="list-style-type: none"> • <i>Understands the task and applies a methodology appropriate for the task?</i> • <i>Important aspects of the task addressed clearly and in sufficient detail?</i> • <i>Is planning logical, realistic for efficient project implementation?</i> 	<i>30%</i>	<i>10</i>	<i>10</i>