

## Terms of Reference

### 1. Project Information

<b>Assignment Title:</b>	International Consultant for Urban Transport Regulations
<b>Cluster/Project:</b>	Sustainable Urban Mobility for All Initiative (SUMAI) Project
<b>Post Level:</b>	Specialist
<b>Contract Type:</b>	Individual Contractor (IC)
<b>Duty Station:</b>	Homebased and Phnom Penh
<b>Expected Place of Travel:</b>	Phnom Penh, Cambodia
<b>Contract Duration:</b>	5 working days between 30 May - 30 June 2019

### 2. Background and Project Description

The transport sector has become one of the largest contributors to greenhouse gas emissions as well as air pollution in Cambodia. Rapid urbanization has also led to a growing demand for improved mobility and transport. The project is supportive of the government's efforts in rehabilitating and developing transport infrastructure as reflected in the Government Rectangular Strategy and to the priorities set forth in the Phnom Penh Master Plan 2035.

The objective of the Sustainable Urban Mobility for All Initiative (SUMAI) project is to improve availability and quality of transport data in Phnom Penh to guide decisions on transport investments and policies that are in line with sustainability objectives. In pursuit of this objective, the project would focus its interventions to support:

- Improving efficiency of existing urban traffic and transport system through generation of traffic and air quality data in Phnom Penh;
- Reducing urban transport GHG emission through promotion of clean vehicles and fuels measures;
- Stimulating innovations in smart transport solutions to accelerate progress on safety and mobility for all.

Viewed as a catalytic investment, the project would provide the means to plan and improve the present urban traffic and transport systems through the generation of data on traffic and air quality in the city to guide policy and regulatory decisions. The intended impact would be better-informed policies and investment decisions in support of sustainable and smart urban transport solutions.

The project has three outputs as below.

Output 1: MPWT's capacity in traffic management and urban transport planning reinforced

Output 2: Air pollution monitoring and clean fleet management solutions applied

Output 3: Innovative urban transport solution launched

### 3. Scope of Work

The SUMAI project has undertaken stakeholder mapping of private, public and non-governmental actors involved in urban transport planning and management in Phnom Penh. Subsequently, the

project also conducted preliminary capacity needs assessment of relevant departments of the Ministry of Public Works and Transport on urban transport planning.

Under the General Department of Land Transportation, the Department of Urban Public Transport is a relatively new department focused on urban transport planning and policies. Amidst increasing modernization of the country, there are increasing needs for governing urban transport sector too. Hence, the SUMAI project is planning to support the Department of Urban Public Transport at MPWT primarily along with other relevant departments develop their capacity on formulating regulations.

The SUMAI project is looking for a consultant with extensive proven experiences in supporting the ministries of Cambodia on formulating regulations and laws. The relevant ministries shall be but not limited to the Ministry of Public Works and Transport, Phnom Penh City Hall, Ministry of Interior, Ministry of Environment as well as any applicable provincial bodies.

Towards the above-mentioned objective, the Consultant is expected to perform the following specific tasks:

- Review of urban transport related regulations in the region and disseminate the same to the participants.
- Deliver training session on process of regulation development and drafting, evaluation methods including cost-benefit analysis and impact assessments as it relates to evaluation and drafting of regulations, structure and language to be adapted in drafting regulation.
- Facilitate working group sessions on potential issues to be included in the regulation.
- Post-training support to the government department in finalizing the regulations.

#### 4. Expected Outputs and Deliverables

SN	Outputs	Estimated Duration to Complete	Target Due Date	Payment amount	Review and Approval Required
1	Complete training module/content including review of regulations in other countries in the region, cost benefit analysis methods, impact assessment tools as well as structure and formatting of the final regulations, among others (Also involves feedback with UNDP and applicable revision that shall be approved by UNDP)	2	Mid-week of May 2019	40%	UNDP Private Sector Analyst
2	Deliver the training session (as per UNDP approved plan)	2	Last week May 2019	40%	
3	Provide a report on training session highlighting observations and recommendation/way forward	1	First week of June 2019	20%	
TOTAL # of DAYS		5 Days			

## 5. Institutional Arrangement

The consultant team will report to and liaise all plans and activities with the UNDP SDG and Private Sector Analyst (UNDP Cambodia). All plans and tasks will need to be approved by the Private Sector Analyst of UNDP Cambodia. S/he will liaise and work closely with UNDP Private Sector Project Manager.

## 6. Duration of the Work

The assignment is expected to be completed in approximately 5 days between 30 May 2019 and 30 June 2019.

## 7. Duty Station

The assignment will be in Phnom Penh. The consultant is expected to have one mission to travel to Cambodia to provide training of three days as per mentioned in the above deliverables.

Selected individual contract(s) who is expected to travel to the Country Office (CO) to undertake the assignment in the country (Cambodia) is required to undertake the BSAFE training through <https://training.dss.un.org/course/category/6>

## 8. Minimum Qualifications of the Consultant Team

<b>Education:</b>	At least Master's (preferably, PhD) in a discipline relevant to Law, Public Policy, Engineering, Social Sciences or other fields highly relevant to regulatory development.
<b>Experience:</b>	<ul style="list-style-type: none"><li>• Minimum of 5 years professional experience in dealing with regulations, policies and/ or laws with ministries in developing countries in Southeast Asia</li><li>• Minimum of 2 years experience in supporting ministries in developing countries in drafting regulations and laws</li><li>• Experiences in the areas of urban development, urban transport, infrastructure planning in Southeast Asia are highly preferred.</li><li>• Solid understanding of government structures, processes and mechanisms, preferably, in urban transport planning in developing countries, preferably, in Cambodia</li><li>• Strong understanding of regulations around evolving business models in urban transport in Southeast Asia</li><li>• Minimum of 1 year experience providing training on drafting regulations and laws</li><li>• Experience working with multilateral organizations and the UN system preferred.</li></ul>
<b>Competencies:</b>	<ul style="list-style-type: none"><li>• Up to date with new developments, concepts and theories in regulation drafting in Southeast Asia, preferably, Cambodia</li><li>• Persuasive, convincing or influencing abilities</li><li>• Works with a positive, constructive attitude</li></ul>

	<ul style="list-style-type: none"> <li>• Demonstrates excellent oral and written communication skills</li> <li>• Results orientation</li> <li>• High standards of integrity, gender sensitivity, age sensitivity, discretion and confidentiality</li> </ul>
<b>Language Requirements:</b>	<ul style="list-style-type: none"> <li>• Fluency in English is required.</li> </ul>

### 9. Criteria for Evaluation of Technical Compliance of Individual Contractor

<b>Technical Evaluation Criteria</b>	<b>Obtainable Score</b>
At least Master's (preferably, PhD) in a discipline relevant to Law, Public Policy, Engineering, Social Sciences or other fields highly relevant to regulatory development.	<b>10</b>
Minimum of 5 years professional experience in dealing with regulations, policies and/ or laws with ministries in developing countries in Southeast Asia.	<b>30</b>
Minimum of 2 years experience in supporting ministries in developing countries in drafting regulations and laws.	<b>20</b>
Minimum of 1 year experience providing training on drafting regulations and laws.	<b>25</b>
Extensive understanding of government structures, processes and mechanisms, preferably, in urban transport planning in developing countries.	<b>15</b>
<b>Total Obtainable Score:</b>	<b>100</b>