

TERMS OF REFERENCE

Policy Brief on the Evolving Framework on Protected Area Governance in Myanmar and Global Good Practices

Assignment Title	National Consultant on Protected Area Governance Policy
Project	Sustainable and Inclusive Growth Unit and Strengthening Sustainability of Protected Area Management in Myanmar Project
Type of Contract	Individual Contract (National)
Contract Period	23 days (November 2019 to January 2020)
Supervisor	Chief, Sustainable and Inclusive Growth Unit
Location	Home-based, with potential travel to Kachin and other regions
Country	Myanmar

1. Background

The Myanmar Sustainable Development Plan, 2018 - 2030 (MSDP) provides a long-term vision of a peaceful, prosperous and democratic country. The MSDP is structured around 3 Pillars and 5 Goals, firmly aligned with the Global Sustainable Development Goals (SDGs). MSDP Goal 5: Natural Resources & Environment for Posterity of the Nation recognizes the protection of natural environment as essential to ensuring Myanmar's development gains is sustained and enjoyed by both the present and future generations, which directly contributes to 2030 Agenda and SDGs: 13 – Climate Action, 14- Life below Water and 15 – Life on Land, with a strong linkage to SDG 16: Peace and Justice.

As of 2018, Myanmar has 42 Protected Areas (PAs) covering over 52,946 km², accounting to about 8.1% of the country's total land area. The country's 30-year National Forestry Master Plan sets the national target for PA coverage at 10% of the total land area by 2030. The Forest Department (FD), Ministry of Natural Resources and Environmental Conservation (MONREC), United Nations Development Program (UNDP) and Wildlife Conservation Society (WCS) have implemented the Global Environment Facility Funded (GEF) project "Strengthening Sustainability of Protected Area Management in Myanmar" from 2015 and will end by June 2020. This project has included cooperation between the government, communities and civil society leading to novel forms of community led environmental conservation efforts and enhancing effectiveness of PAs.

The policy change initiatives taken by the government, the forms of cooperation, challenges and approaches that led the achievements in this project, and global good practices could be important for guiding future legislation and operating protocols that could further strengthen protected and conserved areas and biodiversity conservation efforts in the country.

2. Scope of Work

Globally, the policy framework and practice around PAs has been evolving, from earlier the conventional, top-down, and exclusionary approach to more diversified approach, accommodating greater inclusion and role of local actors and communities in its management. Regional and global experiences on collaborative management and co-management has demonstrated higher integrity of PAs.

In Myanmar, establishment of PAs have witnessed increased contestations. The FD and MONREC have developed a number of policy initiatives in the recent years with a view to greater involvement and role of local communities in PAs and biodiversity conservation. The study is expected to document the implementation experience of this five-year GEF project; undertake a detailed critical examination and analysis of the current status, evolution and progress of PAs systems and management in Myanmar; and the policy shifts which open up possibilities of enhanced community led conservation areas and approaches, opportunities and challenges.

The policy brief is expected to cover regional and global good practices, provide specific policy recommendations to government, communities and all the key stakeholders on how ongoing and future programming can build on some of the achievements as well as effectively respond to the concerns and issues of this project. It is expected that the results will provide a way forward and concrete pointers to all the key stakeholders in taking forward the objectives of strengthening the conservation of natural resources through governance diversity of protected and conserved areas, including indigenous community conservation areas (ICCA), community resource tenure, etc.

3. Methodology

Document research, interviews with implementing stakeholders (communities, government, CSOs, NGO, UNDP) and other research and analysis. The study should be in a language suitable for a government and NGO audience including high level decision makers. It should include review of all policies and plans related to biodiversity conservation and forest management with analysis and recommendations on Myanmar's legal framework and approaches to achieve the National Forestry Master Plan and the country's commitments to the Convention of Biological Diversity and associated Aichi Targets.

4. Key tasks and outputs

Under the overall supervision of Chief Sustainable and Inclusive Growth Unit (and with substantive guidance and inputs from UNDP's country and regional technical advisors and UNDP's partner organizations, including Wildlife Conservation Society), the National Consultant will report and work closely with the International Protected Area Governance Policy to support and collectively deliver the following outputs:

- Submit detailed study outline and methodology, and workplan with clear timeline;
- Conduct independent research and analysis of national policies and legal frameworks on environmental conservation, natural resources, land tenure and rights, amongst others;
- Review project implementation and progress reports;
- Conduct structured extensive consultations and interviews with the key stakeholders, government, CSOs, NGOs, community representatives of select sites and locations, UNDP, etc.;
- Policy brief covering: analysis of the policy reviews; program implementation achievement and challenges; stakeholder interviews; new opportunities; global good practices; and policy and management recommendations;

- Present the study, findings and recommendations to relevant stakeholders.
- Project concept to build on and take forward the key findings and recommendations

In addition to the above, the National Consultant will be responsible for logistical support throughout the assignment, including translation of documents identified as required by the international consultant, data gathering, securing meeting with stakeholders, and interpretation.

5. Expertise and qualification required

a) Academic Qualifications/Education:

- Advanced degree in international development, public policy, international affairs, environmental policy, law or another relevant field.

b) Experience:

- Minimum of 5 years demonstrated track record of working in the field of NRM, environment conservation, environmental law or protected areas governance;
- Familiarity of legislations relevant to environmental conservation, NRM, and land policy in Myanmar;
- Track record of producing research documents, case studies and analytical work relevant to NRM, environment conservation and protected area governance
- Work experience in relevant government agencies, UN, INGO or NGO;
- Past track record/ability to work independently, deliver timely and quality products.

c) Language skills:

- Excellent English language skills with strong technical writing skills, effective oral and communication skills.

6. Management and implementation arrangements

- Under the overall supervision of Chief Sustainable and Inclusive Growth Unit (and with substantive guidance and inputs from UNDP's country and regional technical advisors and UNDP's partner organizations, including Wildlife Conservation Society), the National Consultant will report and work closely with the International Protected Area Governance Policy to support and collectively deliver the outputs;
- The consultant will be given access to relevant information necessary for execution of the tasks under this assignment;
- The consultant will be responsible to bring his/her own laptop computer for use during this assignment; the consultant must have access to reliable internet connection
- Payments will be made upon submission/completion of prescribed deliverables and certification of payment form, and acceptance and confirmation by the supervisor

Travel:

- Any necessary missions to Myanmar and within Myanmar must be approved in advance and in writing by the Supervisor;
- BSAFE, the online security awareness training must be successfully completed prior to commencement of travel;
- The Consultant is required to comply with the UN security directives set forth under <https://dss.un.org/dssweb/>

- All related travel expenses (airfares, terminal expenses, accommodation), will be covered, and reimbursed as per UNDP rules and regulations for consultants. Such costs should therefore not be included in the financial proposal.

7. Duty station and duration of assignment

This consultancy will be home-based and with two travels to Myanmar; any necessary missions must be approved in advance and in writing by the supervisor. The consultancy will be carried out for 20 days during October 2019 to January 2020.

8. Payment arrangement

Interested persons are requested to submit their financial proposals quoting their *daily fees* noting the following conditions:

- The contract price is fixed regardless of changes in the cost components;
- Payments will be made upon submission of timely deliverables and certification of payment form, and acceptance and confirmation by the supervisor.

	Description of deliverables	Estimated working days	Payment schedule and target date	Reviews and approvals required
1	<ul style="list-style-type: none"> ▪ Submit detailed study outline and methodology, and workplan with clear timeline; 	1	15 % November 2019	Review by CTA, WCS & CTS, UNDP, approved by Chief, SIG
2	<ul style="list-style-type: none"> ▪ Submission of draft Policy Brief covering: analysis of the policy reviews; program implementation achievement and challenges; stakeholder interviews; and policy and management recommendations ▪ Presentation the study, draft Policy Brief, draft findings and recommendations to relevant stakeholders. 	14	55 % December 2019	Review by CTA, WCS & CTS, UNDP, approved by Chief, SIG
3	<ul style="list-style-type: none"> ▪ Incorporation of feedback and comments and submission of final Policy Brief covering: analysis of the policy reviews; program implementation achievement and challenges; stakeholder interviews; and policy and management recommendations ▪ Presentation the study, final Policy Brief, findings and recommendations to relevant stakeholders. ▪ Project concept to build on and take forward the findings and recommendations 	8	30 % January 2020	Review by CTA, WCS & CTS, UNDP, approved by Chief, SIG
			100%	

9. Recommended presentation of offer

Interested persons are requested to submit the following documents as part of their application:

- a. **Brief description/ cover letter** of why the individual considers him/herself as the most suitable for the assignment. Please paste the letter into the 'Resume and Motivation' section of the electronic application;
- b. Duly accomplished **Letter of Confirmation of Interest and Firm Indication of Availability** using the template provided by UNDP;
- c. **P11 Form** indicating all relevant experience as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references. Please use the P11 form provided by UNDP;
- d. **Financial Proposal** that indicates the daily fees as per the template provided by UNDP.

10. Criteria for selection of the best offer

The following criteria shall serve as basis for evaluating offers:

Combined Scoring Method:

Where the qualifications and methodology will be weighted a maximum of 70% and combined with the price offer which will be weighted a maximum of 30%.

Technical Evaluation of Proposals:

All applications comprising the information/documentation provided will be evaluated to ascertain the suitability of the applicants to carry out the assignment. Candidates who obtain the minimum of 49 points of the full mark (70 points) will be considered technically compliant and their financial evaluations will be evaluated thereafter. Applications will be scored as per the following breakdown (Total 70 points):

Educational background: 5 points

- Advanced degree in international development, public policy, international affairs, environmental policy, law or another relevant field.

Overall experience: 10 points

- Minimum of 5 years demonstrated track record of working in the field of NRM, environment conservation, environmental law or protected areas governance;

Relevant experience: 30 points

- Familiarity of legislations relevant to environmental conservation, NRM, and land policy in Myanmar;
- Track record of producing research documents, case studies and analytical work relevant to NRM, environment conservation and protected area governance

Work experience in UN/INGO/NGO: 20 points

- Work experience in relevant government agencies,
- Previous work experience with UN, INGO or NGO;
- Past track record/ability to work independently, deliver timely and quality products

English language skills: 5 points

- Excellent English language skills with strong technical writing skills, effective oral and communication skills.
- Knowledge of Myanmar language will be an advantage.

Financial Evaluation of Proposals

The financial proposals of all the applicants who pass the technical evaluation will be scored.

The maximum 30 points will be allotted to the lowest financial bid, and all other bids shall receive points in inverse proportion to the lowest fee e.g. $[30 \text{ Points}] \times [\text{USD lowest}] / [\text{USD other}] = \text{points for other proposer's fees}$

The contract shall be awarded to the applicant who receives the highest cumulative score.