

TERMS OF REFERENCE

Individual Contractor

1. Assignment Information

Assignment Title:	National Consultant on National Land Transport Policy Formulation Assistance
Cluster/Project:	SUMAI
Post Level:	National Specialist
Contract Type:	Individual Contractor (IC)
Duty Station:	Phnom Penh
Contract Duration:	60 (Sixty) working days from 21 st of November 2019 to 30 th of April 2020

2. Project Description

Transport drives development, links people, connects local communities to the world, builds markets and facilitates trade. In turn, sustainable transport drives sustainable development, fundamental to meeting the needs of people in their personal and economic lives, while respecting the ability of future generations to meet their needs.

Transport is not an end in itself, but rather a means allowing people to access what they need: jobs, markets, social interaction, education, and a full range of other services and amenities contributing to healthy and fulfilled lives. The report moves away from a focus on providing mobility based on individual motorized transport and improved traffic speed, to the idea of access through transport, prioritizing people and their quality of life, with strong attention to safety and social equity. The 2030 Agenda for Sustainable Development charts this kind of course. Through sustainable transport, we can make significant progress on the Sustainable Development Goals and the Paris Climate Agreement, improving the lives of billions of people around the world.

In some cases, other means of access are available— telecommuting, remote education and health consultations, e-commerce, and perhaps in the near future, 3-D printing, can all make some transport less necessary or at least change the tempo and nature of the demand. In addition, compact, well-planned cities and towns can offer people the ability to access what they need without long trips.

Nonetheless, moving people and freight over short and long distances remains vital to Cambodia development. Transport connects the hinterland to urban centers. Road, rail and inland waterway transit corridors crossing national borders, maritime shipping, and air freight routes all enable trade, which, in turn, fosters development.

The key is meeting the needs of people in their personal and economic lives while respecting the ability of future generations to meet their needs: the essence of sustainable development.

Economic diversification is necessary for establishing more economic pillars to underpin growth aimed at expanding export or increasing value-added to the existing economic activities to maintain high growth in the medium and long terms. Cambodia Economic diversification focuses on four inter-related and complementary priorities: 1) Improving the logistics system and enhancing transport, energy, and digital connectivity; 2) Developing key and new sources of growth; 3)

Readiness for the digital economy and the Fourth Industrial Revolution; and 4) Promoting the development of the financial and banking sector.

The Royal Government has striven to improve the infrastructure through enhanced transport connectivity and internal integration, and the expansion of the coverage of energy and digital connectivity. The main goal of this connectivity is to build a vibrant logistics system for linking key economic poles and contribute to enhancing competitiveness and diversification of economic growth base.

Based on this, the priorities of the Royal Government in the sixth legislature include those critical reforms:

1. Approving and implementing the Master Plan for Multi-modal Transport and Logistics to accelerate integration, connect the main economic poles and develop key economic corridors to be more competitive in the region and the world.
2. Increasing investment budget and mobilizing financing to rehabilitate, build and develop physical infrastructure, including roads, bridges, railways, waterway and airway as well as expressways, to respond in terms of quantity, quality, safety and resiliency aspects to the demand of national development along with the improvement in inter-institutional coordination mechanisms.

Through the SUMAI project, UNDP aims to support Cambodia to reinforce the conditions for increased investment in sustainable transport and governance. Sustainable transport is defined as the provision of services and infrastructure for the mobility of people and goods in a manner that is safe, affordable, accessible, efficient, and resilient, while minimizing carbon and other emissions and environmental impacts.

Within this framework, UNDP is providing support to the Ministry of Public Works and Transport (MPWT) in formulating a National Land Transport Policy (2020-2025). The policy would provide a unique platform for promoting and adopting sustainable transport principles and solutions.

3. Scope of Work

Duties and Responsibilities of the National Consultant will mainly be an overall support to the Lead International Consultant who will spearhead the National Land Transport Policy design process, supporting technical quality, efficient coordination and data collection, and timely completion of the draft policy, ensuring that all documents (in English) are reviewed for translation to Khmer and in providing periodic inputs (per request of MPWT and UNDP) that will be used for press releases related to the consultations, strategy updates, and other communication purposes.

Along with the overall support, the National Consultant will lead and support in translating necessary documents to Khmer, support in data collection, efficient coordination with national governments and other relevant stakeholders. The National Consultant will support in overall coordination, preparation, editing, and validation of the executive Summary, draft narrative, action matrix leading to the final draft policy document based on inputs from all relevant stakeholders.

The National Consultant will support the Lead Consultant planning, coordination and facilitation of

consultations/workshops (Phnom Penh based), in tandem with the Land Transport Department of MPWT, involving a broad range of national stakeholders covering the land and urban transport ecosystem. Moreover, the National Consultant will support the Lead Consultant in preparing and conducting presentations for the Inter-Ministerial Working Group and the Sub-Steering Committee on Logistics and Transport.

4. Expected Outputs and Deliverables

N	Deliverables/Outputs	Estimated Duration to Complete	Target Due Dates	Review and Approvals Required <i>(Indicate designation of person/team who will review outputs and confirm acceptance)</i>	Payment Amount
1	Upon signature of the contract and submission of the approach and tentative work plan for the assignment (in coordination with the Lead international consultant)	5 Days	21 Nov 2019	Reviewed by Policy Analyst and DG of MPWT and approved by ARR - Policy	10%
2	Deliverable 1: Concept Note for National Land Transport Policy formulation (in Khmer)	20 Days	20 Dec 2019	Reviewed by Policy Analyst and DG of MPWT and approved by ARR - Policy	30%
3	Deliverable 2: Draft National Land Transport Policy (in Khmer)	20 Days	28 Feb 2020	Reviewed by Policy Analyst and DG of MPWT and approved by ARR - Policy	30%
4	Deliverable 3: Final Draft of National Land Transport Policy (in Khmer)	15 Days	30 Apr 2020	Reviewed by Policy Analyst and DG of MPWT and approved by ARR - Policy	30%
Total:		60 Days			100%

5. Institutional Arrangement

The National Consultant will be based in Land Transport Department, at MPWT while she/he is in the country. She/he will work closely with the Lead International Consultant and under the overall supervision of the UNDP Policy Analyst in charge of private sector and with general direct guidance of the Director General of the General Department of Land Transport. The consultant will also work closely with a working group from the Department of Land Transport to conduct the assignment.

The consultant is contracted as an output-based contract with a period of a maximum of six months

to produce a full-written and translated National Land Transport Policy and complete some necessary tasks required by UNDP's and MPWT's management.

6. Duration of the Work

The assignment is for a total of 60 working days from **21st November 2019 – 30th of April 2020**.

7. Duty Station

The National Consultant will be based in Phnom Penh.

Selected individual contract(s) to undertake the assignment in the country (Cambodia) is required to undertake the *BSAFE Training* through: <https://training.dss.un.org/course/category/6> prior to travelling.ⁱ

8. Minimum Qualifications of the Individual Contractor

Education:	Advanced university degree (Master's degree or equivalent) in transport, economics, management, law or related area is required. A relevant first-level university degree in the above fields in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.
Experience:	<ul style="list-style-type: none"> ▪ A minimum of 10 years of progressively responsible experience in policy analysis and research, as well as formulation of policy recommendation on sustainable development in transport or transport related field is required. ▪ Experience in formulating and supporting ASEAN countries in promoting sustainable transport. ▪ Experience in intergovernmental processes/meetings is highly desirable. ▪ Experience in designing and supervising multi-disciplinary cross-sectoral research or technical assistance projects is desirable. ▪ Experience in managing people in a multi-cultural environment is an asset.
Competencies:	<p>Professionalism:</p> <ul style="list-style-type: none"> ▪ Professional expertise and knowledge of issues related to transport. Solid understanding of key or new/emerging policy, planning and institutional, regulatory and technical issues related to transport; ▪ Ability to produce reports and papers on technical issues and to review and edit the work of others; ▪ Ability to apply UN rules, regulations, policies and guidelines in work situations; Demonstrates professional competence and mastery of subject matter; <p>Creativity:</p> <ul style="list-style-type: none"> ▪ Actively seeks to improve sustainable transport; offers new and different options to solve problems or meet stakeholders' needs; ▪ Promotes and persuades others to consider new ideas; takes

	<p>calculated risks on new and unusual ideas; thinks “outside the box”; takes an interest in new ideas and new ways of doing things; is not bound by current thinking or traditional approaches.</p> <p>Judgement/Decision-making:</p> <ul style="list-style-type: none"> Identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organization; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.
Language Requirement:	Fluency in written and spoken English and Khmer

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

Technical Evaluation Criteria	Obtainable Score
Advanced university degree (Master’s degree or equivalent) in transport, economics, management, law or related area is required. A relevant first-level university degree in the above fields in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.	20
A minimum of 10 years of progressively responsible experience in policy analysis and research, as well as formulation of policy recommendation on sustainable development in transport or transport related field is required.	40
Experience in formulating and supporting ASEAN countries in promoting sustainable transport.	20
Experience in designing and coordinating intergovernmental processes/meetings is highly desirable.	20
Total Obtainable Score:	100