

Terms of reference



Empowered lives.
Resilient nations.

GENERAL INFORMATION

Title: Commodity and Deforestation Specialist

Project Name : Sustainable Palm Oil Initiative (SPO)

Reports to: Programme Manager Environment Unit

Duty Station: Project Office/Jakarta

Expected Places of Travel (if applicable): N/A

Duration of Assignment: 45 working days within 3 (three) months with possible extension

REQUIRED DOCUMENT FROM HIRING UNIT

	TERMS OF REFERENCE
	CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT , please select :
	(1) Junior Consultant
	(2) Support Consultant
	(3) Support Specialist
	(4) Senior Specialist
X	(5) Expert/ Advisor
	CATEGORY OF INTERNATIONAL CONSULTANT , please select :
	(6) Junior Specialist
	(7) Specialist
	(8) Senior Specialist
X	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

X	CV
X	Copy of education certificate
X	Completed financial proposal
X	Completed technical proposal

Need for presence of IC consultant in office:

☒ partial (explain) The specialist will liaise between the Ministry of Forestry and Ministry of Agriculture projects as well as attend meeting in the UNDP Office twice a week.

☐ intermittent (explain)

☐ full time/office based (needs justification from the Requesting Unit)

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:

Signature of the Budget Owner: Tomoyuki Uno

I. BACKGROUND

Indonesia is one of the world's largest producers of palm oil, and has received much attention in recent years particularly from the global community concerned about the sustainability of palm oil production. In response, the Government of Indonesia is taking steps towards building a greener economy that promotes growth, equity, improved livelihood and environmental integrity. In order to promote sustainable palm oil production and operation in Indonesia, the Ministry of Agriculture, UNDP and several multinational companies have launched the Sustainable Palm Oil Initiative (SPOI). The SPO initiative aims to improve the capacity of palm oil smallholders and conserve natural resources together with the Government of Indonesia's Sustainable Palm Oil (ISPO) system, a mandatory national sustainable palm oil certification scheme managed by the Ministry of Agriculture, and through working with the Ministry of Forestry and relevant Government of Indonesia institutions.

The SPO Initiative with the Ministry of Agriculture is organized around five components: (1) Strengthen smallholders focusing on productivity and environmental management, (2) Strengthen ISPO to protect forests, enhance biodiversity conservation and mitigate and monitor GHG emissions, (3) Facilitate social responsibility, empowering related communities and mediation systems, (4) Reinforce ISPO framework and clarify ISPO standards for wider acceptance, and (5) Establish SPO national and provincial multi-stakeholder platforms to facilitate sustainable palm oil in Indonesia.

In order to support component (2), the project will address major environmental concerns by strengthening the ISPO framework through policy interventions and pilot projects. Since ISPO is based on existing Indonesian legislation including those implemented by ministries, other than MoA, the project has established a multi-stakeholder platform to facilitate discussions with relevant line ministries such as the Ministry of Environment and Forestry and the National Land Agency. Pilot projects in the three pilot provinces of Riau, South Sumatra and West Kalimantan will be carried out in parallel with the policy interventions.

In order to achieve the goals and targets of component (2), an Environment specialist is being sought to develop key components of the project and support the development of the platform environment working group and a new project with the ministry of environment and forestry regarding forest planning. This position is located primarily in the SPO project office under the overall guidance of the UNDP programme manager and NPD.

II. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The objective of this assignment is to (1) support the development of the initial action plan and policy brief of the platform environment working group, and (2) strengthen collaboration and cooperation regarding the UNDP - GEF project ('Strengthening forest area planning in Kalimantan') with the ministry of environment and forestry, and (3) ensuring alignment between SPOI and the GEF global project 'taking deforestation out of commodity supply chains'.

This assignment requires collaboration with national government bodies especially the Ministry of Agriculture (MoA) and the Ministry of Environment and Forestry (KLHK), and also members of the palm oil platform environment working group members which consists of government bodies, companies, and CSOs.

Under the supervision of the Program Manager and on the collaboration with the Ministry of Agriculture, the incumbent shall:

- facilitate and ensure the environmental working group (E-WG) activities under the platform are in line with the planning and the objectives, obtain relevant input from all E-WG members, produce recommendations on oil palm plantation sustainability and

environment-related issues.

- analyze related environment studies and recommendations on sustainability of oil palm plantations for both companies and smallholders and ensure best practices and key issues are reflected into the above planning process
- Support the development of the platform environment working group, study including a monitoring framework for later activities carried out in accordance with plans and objectives of the working group
- provide recommendations and guidance to decision-making based on focus group discussions on global issues related to sustainability of palm oil and local issues based on the Indonesia circumstances
- On the collaboration with KLHK, the incumbent shall:
- facilitate the development of the forest area planning project within the ministry of environment and forestry, including an assessment of the optimal institutional arrangement considering the ministry has recently been restructured
- Initiate discussions on HCV/HCS, Land swaps, spatial planning and design of incentives for stakeholders to reduce deforestation from agricultural land expansion
- Together with KLHK and SPOI team, develop a draft project document for the project
- On the GEF global project 'taking deforestation out of commodity supply chains', the incumbent shall:
- facilitate the development of the Indonesian component of the GEF project, in full coordination with the Ministry of Agriculture and Ministry of Environment and Forestry.

III. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- Master degree or higher in areas relevant of Ecology Study, Science in Forestry, Environmental Engineering, Social Studies, Management and Public Policy.

II. Experience:

- A minimum of 10 years of professional experience in conservation and environmental policy or related area, with experience in deforestation and agricultural expansion
- Expertise on sustainable principles of land use
- Experience working with Government and in interdepartmental procedures preferred, especially the ability to understand political/sensitive issues and act accordingly
- Proven experience in working with and establishing working relationships with a broad range of stakeholders (government, private sector, financial institutions, civil society, etc)
- Strong experience in organizing and facilitating meetings, workshops and writing reports
- Fluency in Bahasa Indonesia and proficient in English language, both spoken and written.
- Excellent ability to write project reports particularly for internationally funded projects and deliver presentations to wide audiences (list of project report should be provided).

III. Competencies:

- Have good interpersonal and communications skills
- Good coordination ability and team working spirit
- Proficient with the usage of Microsoft Office applications, such as MS Words, MS Excel, MS and Power Point
- Ability to work independently and in a group
- Proven networking, team-building, organizational and communication skills and ability to build strong relationships with government, private sector, CSOs and UNDP staff.

IV. EXPECTED RESULTS

Objective

The objective of this assignment is to (1) support the development of the initial action plan and policy brief of the platform environment working group, and (2) strengthen collaboration and cooperation regarding the UNDP - GEF project ('Strengthening forest area planning in Kalimantan') with the ministry of environment and forestry, and (3) ensuring alignment between SPOI and the GEF global project 'taking deforestation out of commodity supply chains'.

Deliverables

Key deliverables include the following:

Deliverables/ Outputs	Target Due Dates	Review and Approvals Required <i>(Indicate designation of person who will review output and confirm acceptance)</i>
1.Draft national action plan of the platform environment working group.	20 days (40%)	Progamme Manager Environment Unit
2.Report on the GEF forest planning project, including institutional arrangements and key policy issues	25 days (60%)	Progamme Manager Environment Unit