

REFERENCE TERMS (TDR)

PROJECT No.	COL92153-83909
PROJECT NAME OR TITLE	PROYECTO PNUD COL/00092153 "Phase PPG: Reducing UPOPs and Mercury releases from healthcare waste management, e-waste treatment, scrap processing and biomass burning".
POSITION TITLE	International consultant for reviewing document of Project "Reducing UPOPs and Mercury releases from healthcare waste management, e-waste treatment, scrap processing and biomass burning"
CONTRACT TYPE	Individual
PARTICIPATION	Per product.
WORK PLACE	The selected consultant shall perform Works in the place as deemed pertinent.
CONTRACT DURATION	5 months

1. Background.

In the Rio Summit or Earth Summit, carried out between June the 3rd and 14th of 1992 in Rio de Janeiro city. Representatives from 179 governments agreed to adopt the Agenda 21 program. In its chapter 19 it established the need that countries need to adopt "An Environmentally Rational Management of Toxic Chemical Products." Likewise, Chapter 20 states that actions need to be taken to make "An Environmentally Rational Management of Hazardous Waste." This included international illegal traffic.

According to the above, Colombia adopted a series of regulations and policies to perform an adequate management of chemical substances and hazardous waste. Within those, it is important to mention the Stockholm Convention about Persistent Organic Pollutants in year 2002; further ratified by mean of Law 1196 issued on June the 5th of 2008.

From the signature of the Stockholm Convention, the today known as Ministry of Environment and Sustainable Development – MADS has advanced in achieving objectives such as identification, prevention, reduction and elimination of Persistent Organic Pollutants and their waste. This has been achieved with the support of other ministries and the private sector. It is this way as since year 2003 (first phase), a series of activities have been developed and they have allowed to know and analyze the state of the art of the Colombian national status of Persistent Organic Pollutants (POP). The mentioned actions were coordinated and performed by MADS thanks to the donation resources obtained from the Global Environmental Facility (GEF) and the Canadian Agency for International Cooperation with the support of the World Bank.

As part of the commitments and agreements entered into with the signature and ratification of the Stockholm Convention, Colombia performed during year 2007 the issue of the National Plan of Application of the Stockholm Convention (PNA as in Spanish) through MADS. Since the end of year 2008 and during part of 2009, a process of information and agreement of PNA was carried out with selected sectors in the country in order to facilitate implementation. Within the framework of PNA, a Dioxins and Furans Action Plan was established to take measures to decrease emissions of such polluting substances and other POP generated unintentionally. Within said measures indicated in the mentioned Action Plan there is the need to implement the best available techniques and best environmental practices in sectors having the higher generation of pollutants such as waste treatment, iron and Steel processes, and biomass burning among others.

Likewise, Colombia entered into the Minamata Convention in October of 2013 related to mercury. This world level treaty is intended to protect human health and environment from emissions and manmade emissions of mercury and mercury compounds. Within the obligations acquired by this country within the framework of such Convention there is the need to eliminate the uses of mercury and handle its waste adequately.

The GEF acts as a financial mechanisms for the Stockholm Convention related to Persistent Organic Pollutants and Minamata Convention on mercury; in the GEF Trust Fund, there are resources to finance activities exercised in developing countries and those with transition economies for the implementation of the mentioned conventions.

In this regard, the GEF awarded resources to the Colombian Ministry of Environment and Sustainable Development for making the Project Preparation Grant (PPG) of a project presented by Colombia having the goal of "Reducing unintentional POP emissions and mercury releases related to waste management generated in health attention and procedures, electric and electronic waste management, metal junk treatment, and biomass burning." For such a purpose, the United Nations Development Programme – UNDP shall act as resource manager and executor.

In 2005, Colombia estimated the Dioxins and Furans generation as part of the preparation of the National Plan of Implementation of the Stockholm Convention. Such an amount was estimated in 790.17 g- TEQ a year. Out of the total of Dioxins and Furans released, the main contributions are associated to uncontrolled biomass combustion processes, waste incineration, thermal power generation, iron and non-iron metal production. The aforementioned justified the request of resources to GEF to establish measures in sectors such as waste treatment generated in health attention, metal junk treatment and biomass burning, especially in processes related to sugar cane crops.

On the other hand, Colombia requires to update the Dioxin and Furan inventories, since 10 years have passed since the first inventory. During this time, new measures have been established such as the issue of regulations that have established limits to the emission of the substances herein mentioned. Many of the sectors generating unintentional POP'S have made their corresponding technological changes and nowadays there is a bigger number of potential POP generating industries. This is a reason why said inventory needs to be updated.

One of the unintentional POP and mercury generating sectors, deemed as important for Colombia, is the sector of health attention such as hospital and other healthcare facilities. This is due to the high waste generation that in a great extent are treated through incineration processes and this corresponds to one of the biggest mercury waste generators.

Electric and electronic waste management in this country is of great interest due to the following reasons: Colombia has issued regulations establishing the obligation of a differentiated and separated waste management. It is important to promote recycling and waste management systems. It is also important to identify and have an adequate management on plastics containing bromide flame retardants. They were recently incorporated into the Stockholm Convention, and also it is required to have adequate management of Electric and Electronic Waste (RAEE as in Spanish) containing mercury.

In Colombia, the main raw material for iron and steel processing industries is metal junk containing several metals such as iron, copper, aluminum, zinc, and others. Such metals come from demolitions of constructions and buildings, electric appliances (fridges, washing machines, etc.), vehicles out of service, industrial equipment and others. Metal junk could be one of the main Dioxin and Furan sources and also, unintentional POP's due to plastic contents and other components that could release chlorine.

Biomass burning has been identified as the main source of Dioxins and Furans in this country. One of the principal sources yielding such emissions are organic matter burnings impacted by the application of chlorine containing compounds, as in the case of sugar cane burning and biomass burning in other sources.

As a complement, it would be required to train and strengthen regional environmental authorities that perform controls and monitoring upon Dioxin and Furan generating activities. Keeping in mind the several appointed aspects herein, Colombia needs to prepare a project document to be presented before GEF according to the foreseen activities in Project Identification Form, which was passed by the GEF Council meeting carried out in November of 2014.

For the making of the project document it is required the participation of an expert consultant having the knowledge and expertise in formulation and/or review of GEF's funded projects, with knowledge on the GEF's criteria applied on fund programing and approval; It is also required to the expert to prepare the result matrix of the project.

2. General Objective:

To review the project document "Reducing UPOPs and Mercury releases from healthcare waste management, e-waste treatment, scrap processing and biomass burning" taking into account formats and procedures as GEF has established for such purposes.

3. Specific Objectives:

- a) To review the project document and logic framework matrix as required by UNDP, MADS and GEF.
- b) To give advisory to project consultants in filling in the documents in aspects such as Situation Analysis, Strategy, Projects Results Framework and Total Budget and Work Plan.

4. Activities and Responsibilities

The International Consultant herein mentioned shall work with the Ministry of Environment and Sustainable Development - MADS – and UNDP, and other contracted consultants within the project for the development of required activities so that the document presentation is successful within the FSP Project. For such purposes, said international consultant shall develop the activities as follows and fulfill the responsibilities as presented hereon:

- a) To point out aspects that should and probably must be taken into consideration to fill in each and all of the project documents in aspects such as Situation Analysis, Strategy, Projects Results Framework and Total Budget and Work Plan.
- b) To give advice to MADS in making responses to the observations, comments and / or remarks issued by UNDP in order to present the project before GEF.
- c) To carry out video-conferences or meetings with the international consultant hired to make the project document herein mentioned.
- d) To carry out video – conferences and / or meetings with the UNDP representatives in Colombia and the Regional Panama Offices, as required for the several contract stages or phases.
- e) To provide general orientation in relation to the logics of GEF and information requirements.
- f) To ensure that proposed activities within the project herein mentioned are relevant and related to the current GEF strategies and priorities.

- g) Strategic plan review of work and cost – efficiency analysis.

5. Expected Products or Deliverables.

Product or Service name to be supplied and which shall set payment	Delivery time after official signature of contract.
Document with recommendations for making and filling in project documents and review of the first draft or version of said documents.	Three (3) months after contract started.
Document with remarks, comments or observations on the project documents for "Reducing UPOPs and Mercury releases from healthcare waste management, e-waste treatment, scrap processing and biomass burning" according to GEF directives.	Five (5) months after contract started.

6. Travels

There are no foreseen or scheduled trips for the development of this consultant activity.

7. Required Professional Profile

- Professional with graduate studies in Sciences or Engineering.
- International experience in making or reviewing a minimum of two (2) successfully approved projects by GEF.
- Full written and oral command of English language.

8. Payments

In the case of this consultant activity, payments have been established according to partial advances before the total delivery of products on deadlines, this will be according to the chart below:

Payment No.	% of Contract full value or amount	Delivery and Satisfactory Reception	Deadline for Product Delivery
First Payment	50%	Document with recommendations for making and filling in project documents and review of the first draft or version of said documents.	Three (3) months after contract started.
Second Payment	50%	Document with remarks or comments made on the draft or version of project document presented to make a final version delivered for UNDP review.	Five (5) months after contract started.

9. Supervision

Position: UNDP Program Officer.

Review: Position: National Coordinator of COPs Project.

Approval: Position: Sustainable Development Specialized Professional

Contract supervisor shall develop control son activities performed by the international consultant. For such a purpose, said supervisor shall receive support from monitoring, orientation and review activities by Ministry of Environment and Sustainable Development - MADS – through the Project Coordinator of PCB Elimination. This person shall have the responsibility to give technical and operational orientation to the activities developed within the framework of the Project named as PROYECTO PNUD COL/00092153 “Phase PPG: Reducing UPOPs and Mercury releases from healthcare waste management, e-waste treatment, scrap processing and biomass burning”.

Once the consultant starts his / her activities, a schedule shall be agreed upon in which tasks to be performed to fulfill goals and deliverables shall be detailed. These activities should be developed together with the PCB Project Coordinator and shall be sent for Supervisor approval.

The international consultant shall deliver each and all of the products for review to Ministry of Environment and Sustainable Development - MADS -. This institution shall make a review and once the approval is issued, documents shall be sent to UNDP supervisor for approval and then after, payments shall proceed.

Required Documents for Awardee or Successful Bidder

BEFORE signature of contract, the successful bidder or awardee shall deliver the following:

Bidders older than 62 requiring traveling, shall have a full thorough medical examination including X-rays and other diagnostic aids and shall obtain medical authorization from a United Nations authorized doctor prior starting labors.

Copy of identification document and passport

Personal and financial data for profile creation in ATLAS (contract request form and bank account certificate)

Other Requirements for Travels Related to This Consultant – Service activity

Security Certificate: *Whenever required for developing the purposes and goals of consultant activities and traveling outside place of work, it is mandatory that the Selected Consultant has a security certificate BEFORE traveling. The contract supervisor shall give some more information and supervision on required procedures. This is according to the security levels established in Colombia.*

Vaccines: *BEFORE traveling, the selected consultant contractor shall be certain that has each and all of the necessary vaccines to travel to Colombia in cases required.*