

TERMS OF REFERENCE

1. GENERAL INFORMATION

UNDP Project No	98854
Project	National Programme for the environmental Sound Management and Life Cycle Management of Chemical Substances.
Consultancy title	Senior Advisor on Reducing Mercury in Artisanal and Small-Scale Gold Mining (ASGM).
Type of Contract	Individual Contract
Location	Quito, Ecuador
Duration	Nine (9) Months (4 effective weeks)

2. PROJECT BACKGROUND AND JUSTIFICATION

With the goal of providing proper management of substances harmful to people and the environment at national, regional and global level, the international community has generated significant efforts, as reflected in the Basel, Rotterdam, Stockholm and Minamata conventions, among others, as well as through other global initiatives, including the Strategic Approach to International Chemicals Management (SAICM).

In addition, Ecuador has made significant progress in this area, reflecting the intentions of Article 14 of the Constitution of the Republic of Ecuador, the recognition of the right of people to live in a healthy and ecologically balanced environment that guarantees sustainability and good living, Sumak Kawsay. Additionally, it was declared of public interest the environmental preservation and conservation of ecosystems and biodiversity as well as the integrity of the genetic heritage of the country, prevention of environmental damage and the recovery of degraded natural areas.

On the other hand, Article 66 paragraph 27 of the Constitution, recognizes and guarantees the people's right to live in a healthy, ecologically balanced, pollution-free environment and in harmony with nature. Article 73 first paragraph, as one of the rights of nature, determines that the State will apply precaution and restriction on activities that may lead to the extinction of species, the destruction of ecosystems or the permanent alteration of natural cycles.

In this context, the proper handling of chemicals that affect health and well-being not only of individuals but of ecosystems and biodiversity in general, is a priority duty and a responsibility of the State.

With full awareness of this problem, as well as of the significant progress made at the national level, the Ministry of Environment of Ecuador (MAE), in joint cooperation with other key ministries and national entities, proposes the development of the 'National Programme for the environmental Sound Management and Life Cycle Management of Chemicals Substances' under the sixth reposition of the Global Environment Facility (GEF). The programme seeks to protect human health and the environment by adopting an environmentally sound management approach during the life cycle of chemical substances in Ecuador.

With this background, and in order to support the efforts of Ecuador to achieve environmentally sound management of chemicals throughout their life cycle, the Ministry of Environment of Ecuador (MAE) through the Under Secretariat of Environmental Quality, with the support of the United Nations Development Programme (UNDP) in its capacity as the Implementing Agency for the Global Environment

Facility Fund (GEF English) require the support of a Senior Advisor on reducing Mercury in Artisanal and Small-Scale Gold Mining (ASGM) to provide valuable inputs on ASGM issues to the international coordinator in the design and preparation of the Project Document and other formats required for approval by the GEF and the Government of Ecuador for the 'National Programme for the environmental Sound Management and Life Cycle Management of Chemical Substances'.

3. GENERAL OBJECTIVE

Provide valuable inputs on ASGM issues to the International Coordinator in the design and preparation of the Project Document and other formats required for approval by the GEF and the Government of Ecuador for the 'National Programme for the environmental Sound Management and Life Cycle Management of Chemical Substances'.

4. FUNCTIONS

- Prepare an annotated outline of the ASGM component of ProDoc based on information contained in PIF, with clear indication of information needed for each section to be address by the national team, for starting the work with national team.
- Provide guidance on ASGM issues to international PPG coordinator and national team during the PPG phase.
- Maintain regular communication with national team (specially Hg-ASGM National Expert) and international consultants via skype, e-mail, etc., when needed.
- Undertake 2 missions to Ecuador of 5 days each (schedule to be defined, participation during validation workshop is required). These missions include field visits to engage Miners in pilot projects.
- In close coordination with the international PPG coordinator, support the preparation of the draft of ProDoc in English, of items related to ASGM, based on inputs from the local teams and international consultants.
- Provide technical inputs to the PPG team for the preparation of the final draft of ProDoc and CEO Endorsement and associated annexes (SESP, Management Arrangements, Budget, etc.), of items related to ASGM, taking into account the results from the validation workshop and from UNDP's internal review. All documents must be in English.
- Provide technical inputs to the international PPG coordinator with relation to the preparation of the draft responses to GEF Sec and Council Members and STAP comments, of items related to ASGM.

5. EXPECTED PRODUCTS

- Annotated outline of the ASGM component of ProDoc based on information contained in PIF with clear indication of information needed for each section to be address by the national team.
- First mission report.
- ASGM inputs report to the draft of the final ProDoc in English¹ based on input from local teams and validation workshop for UNDP internal review.
- ASGM inputs report to Annexes associated to the ProDoc to be submitted to the GEF.
- Second mission Report. Participation during validation Workshop.
- Matrix addressing comments/specific technical issues and questions raised by GEF Sec, STAP and Council members, of items related to ASGM.
- ASGM inputs report to Final ProDoc including comments/specific technical issues and questions by GEF Sec and Council members.

¹ The working language for preparing the ProDoc will be English. The final versions of the generated documents will be translated to Spanish (ProDoc specifically must be in Spanish, other documents will be translated to Spanish if needed).

6. COORDINATION AND SUPERVISION

The ASGM Senior Advisor will work in direct coordination with the international PPG coordinator and will be supervised and also will be under continuous coordination of the Country and Regional Office of the UNDP to facilitate the implementation of the programme. He/she should carry out his/her tasks in accordance with the rules and procedures of UNDP and other alignments for programme management indicated by the MAE.

7. CONTRACT DURATION

The contract will run for 9 months with 4 effective weeks, from the signing of the contract.

8. PLACE OF WORK

The consultant shall perform his/her functions remotely. On determined occasions the ASGM Senior Advisor will be required to be present during specific events as outlined in the products section. 2 missions of 5 days each to Ecuador are expected during PPG phase.

9. EXPERT/TRAINER PROFILE

The ASGM Senior Advisor shall have the following capabilities and experience:

- 4th-level professional degree (PhD or MSc.) in chemistry, mining, environment, hazardous waste management or similar.
- At least six (6) years of experience of working in environmental projects related to the Reducing Mercury in Artisanal and Small-Scale Gold Mining (ASGM) sector.
- Experience in ASGM projects in Latin America and the Caribbean.
- Thorough knowledge on international developments and standards of the ASGM sector.
- Experience and / or familiarity with GEF, UNDP or other international organizations projects will be considered an advantage.

10. PAYMENT

Payments will be made upon receipt and approval of products, as detailed in the following table:

Products	Time	Amount
<ul style="list-style-type: none"> • Annotated outline of the ASGM component of ProDoc based on information contained in PIF with clear indication of information needed for each section to be address by the national team. 	30 Days	20%
<ul style="list-style-type: none"> • First mission report. • ASGM inputs report to the draft of the final ProDoc in English² based on input from local teams and validation workshop for UNDP internal review. • ASGM inputs report to Annexes associated to the ProDoc to be submitted to the GEF. • Second mission Report. Participation during validation Workshop. 	180 days	50%
<ul style="list-style-type: none"> • Matrix addressing comments/specific technical issues and questions raised by GEF Sec and Council members, of items related to ASGM. • ASGM inputs report to Final ProDoc including comments/specific technical issues and questions by GEF Sec and Council members. 	270 days	30%

² The working language for preparing the ProDoc will be English. The final versions of the generated documents will be translated to Spanish (ProDoc specifically must be in Spanish, other documents will be translated to Spanish if needed).

11. CRITERIA FOR SELECTING THE BEST OFFER

The methodology used is the so-called combined score. The technical proposals (P11 and technical offer) will weight a maximum of 70% and only the suppliers that meet the technical phase with a minimum score of 49/70 or more will continue to the review of economic proposal, which will weight a maximum of 30%.

The criteria for evaluation of P11 and technical offers are:

Rating parameter	Description and recommendations
Expert/Trainer Experience.	<ul style="list-style-type: none"> • 4th-level professional degree (PhD or MSc.) in chemistry, mining, environment, hazardous waste management or similar. (20 points) • At least four (6) years of experience of working in environmental projects related to the Reducing Mercury in Artisanal and Small-Scale Gold Mining (ASGM) sector. (25 points) • Experience in ASGM projects in Latin America and the Caribbean. (25 points) • Thorough knowledge on international developments and standards of the ASGM sector. (15 points) • Experience and / or familiarity with GEF, UNDP or other international organizations projects will be considered an advantage. (15 points) <p>(100 points total).</p>
General criteria	Proper understanding of the nature of work and the terms of reference (30 points).
	Develops relevant aspects of work with a sufficient level of detail (20 points). (20 points)
	Prepares an appropriate conceptual and methodological framework for the work to be performed. (30 points)
	Proposes an appropriate sequence of activities and proper planning. (20 points)

Item	Percentage
CV (P11) (technical stage)	40%
Technical proposal (work plan, Schedule, methodology) (technical stage)	30%
Economic proposal	30%
TOTAL	100%