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DETAILED TERMS OF REFERENCE FOR
WATER AND WASTE WATER EXPERT
FOR THE PREPARATION OF THE PROJECT DOCUMENT *A RIDGE-TO-REEF APPROACH FOR THE*
INTEGRATED MANAGEMENT OF MARINE, COASTAL AND TERRESTRIAL ECOSYSTEMS IN THE
SEYCHELLES

Location :	Mahe, Seychelles, and home-based
Application Deadline :	10 April 2018
Type of Contract :	Individual Contract
Post Level :	National Consultant
Languages Required :	English
Starting Date : (date when the selected candidate is expected to start)	15 April 2018
Expected Duration of Assignment :	10 working days spread over 4 months

I. Context and background

A project proposal concept has recently been approved by the GEF for an allocation of USD \$3.9 million for the implementation of a project to support the Government of Seychelles in a Ridge-to-Reef project focusing on managing land-based threats to coastal and marine ecosystems.

The project will undertake a comprehensive Ridge to Reef¹ (R2R) approach that addresses the ‘whole island’ priorities of improved management and conservation of upland forest and agricultural ecosystems as well as coastal and marine ecosystems in the Seychelles to produce global benefits in terms of conservation of globally significant biodiversity and the effective management of the large marine ecosystems (including coastal and near-shore marine ecosystems), and to arrest and reverse ecosystem degradation. This approach acknowledges and actively incorporates the issues of scale, proximity and interconnectedness of environmental systems on SIDS, and utilises the multi-focal area approach to provide ‘joined up’ solutions for sustainable development. By addressing a range of terrestrial threats to the marine environment, including flows of pollutants, nutrients and sediment, disrupted hydrological services, degradation of critical habitat, etc. that have significant negative impacts on important

¹ The ‘ridge-to-reef’ approach is promoted by the GEF globally, most notably in the Pacific SIDS through the GEF-5 multi-agency, multi-focal area Program titled ‘Ridge-to-Reef’ (UNDP as the lead IA with FAO and UNEP participating as co-IAs). The GEF continues to promote the same approach in GEF-6, as outlined in GEF-6 IW Program 4 (paragraph 53 of the GEF-6 Strategy).

coastal/marine ecosystems including wetlands, mangroves, seagrass beds and coral reefs, the project will simultaneously improve the management of the terrestrial landscape, improve the effectiveness of integrated coastal management practices and secure the integrity of existing and new marine protected areas in the Seychelles, which are vital components of, and effective management tools to conserve, the Agulhas and Somali Current Large Marine Ecosystems. At the policy and strategic level, the project will unite the three most important spatial and resource planning processes in the country (which provide the baseline to this project), namely the Marine Spatial Plan (for the seascape), the Seychelles Strategic Plan (for the landscape, most notably the 'Green Spine' on Mahé and other upland forest areas in the Inner Islands), and the Land Use Plans (which embrace integrated coastal management principles and act as the most suitable vehicle to engage District Authorities and local communities in the implementation of these strategic plans). The project will build on these baseline activities by providing strategic incremental funding to implement priority actions in each of the plans.

The main stakeholders for the project are the Ministry of Environment, Energy and Climate Change (MEECC), Seychelles National Parks Authority (SNPA), Seychelles Agricultural Agency (SAA), Public Utilities Corporation (PUC), University of Seychelles (UNISEY), environmental NGOs and community groups, such as farmers' groups and watershed management committees.

A water and waste water policy specialist is required to assist in the preparation of the full project document, focusing on the clarification of the water policy environment and to guide project interventions in this respect.

II. Scope of Work

The current assignment contributes to the identification of project target areas for forest protection and the interventions to be applied in watershed areas and adjacent areas, and in coastal areas that collectively support both biodiversity conservation and sustainable land and coastal area management.

III. Duties and Responsibilities

The water and wastewater expert will support the UNDP Country Office and the PPG International Lead Consultant, and liaise with other national consultants, in the following specific activities:

- Review the policy environment that promotes the effective management of water and wastewater in Seychelles, particularly the new Water Policy 2017 and draft Water Act and associated regulations; identify elements that can support Ridge to Reef approaches
- Assess the current water and wastewater monitoring structures and capacities among project partners, as well as the available data concerning chemical composition, sedimentation levels, water flow rates, etc., that could be developed into project baselines
- In consultation with Agronomy and Forestry experts, assist in defining the types of interventions to be applied to the project to address water and wastewater issues, and how they should be monitored

IV. Timeline and Deliverables and Payment Schedule

The Total Duration of the assignment is 10 working days which may be spread over a period of around three months to allow for consultation with all other consultants involved in the PPG process. The expected date of Contract is 15 April 2018.

Deliverables	Timeline	Payment Schedule
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Summary report on water policy framework relevant to R2R approaches; and existing structures / capacities / data for water monitoring	30 April 2018	30%
Report with <ul style="list-style-type: none"> Proposed water quality and hydrological flow monitoring activities that the project should undertake in order to measure water temperature, water flow rates, and the flow of agricultural chemicals, sediments, wastewater, etc., in watersheds where the project is undertaking sustainable forest and/or agricultural activities, with proposed timelines, budgets and responsible parties Proposed activities that the project should undertake to pilot the management of domestic wastewater through wetland filtration, with proposed timelines, budgets and responsible parties 	6 July 2018	30%
Final report with <ul style="list-style-type: none"> Proposed indicators for measuring water quality and flows for the project Results Framework (Annex A of the UNDP Prodoc), including baseline figures and targets (where possible, otherwise define data to be collected in order to define baselines in year one of project) A monitoring plan for those indicators (Annex B of the UNDP Prodoc) Provide inputs related to water quality / flow indicators to the GEF Land Degradation Tracking Tool (LD-PMAT) 	20 July 2018	40%

V. Competencies

- Ability to build strong relationships with national consultants and stakeholders, to focus on impact and results for the client, to respond positively to critical feedback, and a consensus-oriented approach to work.
- Highly developed inter-personal, negotiation and teamwork skills, and a networking aptitude.
- Fully computer literate.
- Excellent English writing and communication skills.
- Ability to work in complex, multi-stake-holder project environments.
- Demonstrates integrity by modeling the UN's values and ethical standards.
- Promotes the vision, mission, and strategic goals of UNDP.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Treats all people fairly without favoritism.
- Fulfills all obligations to gender sensitivity and zero tolerance for sexual harassment.

VI. Required skills and experience

The minimum key skills and expertise of the consultant shall cover the following:

Education:

- Minimum University degree in environmental sciences or a related subject

Experience:

- At least 5 years' experience in natural resources and sustainable land and water management in Seychelles
- Specific knowledge of water policy and water issues, including waste water and sewerage
- Past experience in UNDP-GEF project formulation/design is an advantage.
- Excellent communication and facilitation skills
- Excellent analytical and reporting skills

Languages:

- Fluent written and oral communication in English; fluency in Creole is required

Scope of Price Proposal

A financial proposal has to be submitted by offerors which specifies:

- Daily Fee. The Daily fee should be all inclusive¹. *The term “All inclusive” implies that all costs (professional fees, travel costs, living allowances, communications, consumables, etc.) that could possibly be incurred by the Contractor are already factored into the final amounts submitted in the proposal.*
- An IC Time Sheet must be submitted by the Contractor, duly approved by the Individual Contractor’s supervisor, which shall serve as the basis for the payment of fees (as per template).

Application process

Individual consultants are invited to submit applications to the email address jobs.mu@undp.org as per requirements below. Applications that do not include all of these elements will not be considered.

1. Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP
2. **Personal CV**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
3. **Brief description** of why the individual considers him/herself as the most suitable for the assignment.
4. **Financial Proposal** supported by a breakdown of costs, as per template provided.

Evaluation Criteria

All Applicants will be requested to submit a price offer indicating their proposed daily fee rate for the assignment. Following UNDP procurement rules, both technical competence (70%) and the consultant daily fee rate (30%) will be taken into account in the selection process. The Technical Evaluation will be based on the following Evaluation Criteria.

Minimum University degree in environmental sciences or a related subject	At least 5 years’ experience in natural resources and sustainable land and water management in Seychelles	Specific knowledge of water policy and water issues, including waste water and sewerage	Past experience in UNDP-GEF project formulation/ design	Excellent communication and facilitation skill; Excellent analytical and reporting skills	TOTAL
10 MARKS	40 MARKS	30 MARKS	10 MARKS	10 MARKS	100 MARKS

Qualified women and members of social minorities are strongly encouraged to apply.

DEADLINE FOR APPLICATIONS IS 10 APRIL 2018

This TOR is approved by:

Signature _____

Name and Designation Roland Alcindor Programme Manager

Date of Signing 19 March 2018