

## TERMS OF REFERENCE

### 1. Assignment Information

Assignment Title:	International Consultant – Private Sector Engagement on Climate Information and Early Warning System in Cambodia
Cluster/Project:	Programme Unit, Early Warning System
Post Level:	International Specialist
Contract Type:	Individual Contractor (IC)
Duty Station:	Home-based with mission to Phnom Penh, Cambodia
Contract Duration:	30 days from 1 August to 11 September 2019
Start date	1 August 2019

### 2. Background

Cambodia is facing mounting development challenges due to climate change. The observed longer dry seasons and shorter, more intense rainy seasons have become a common observation in Cambodia. In addition, climate change exacerbates the frequency and severity of natural hazards (such as floods and droughts), as well as impacts the agricultural production which is dependent on seasonal rainfall. Recovery from such events puts strain on the least developed country's limited resources and forces shifts in development priorities - hindering Cambodia's ability to progress and to achieve its development goals.

The Early Warning System (EWS) is one of the priorities of the Royal Government of Cambodia's (RGC). The purpose of an EWS is to monitor climate and environmental data on a real-time basis, detect adverse trends and conduct reliable predictions of possible impacts in the form of early warning information. An early warning therefore refers not only to advisories in emergency situations, but also to information related to the changing climatic trends revealed after tracking and analysing climate and weather data over time. An effective EWS would thus enable timely response to natural hazards and extreme weather events, to support the implementation of the risk-informed development.

The project "Strengthening climate information and early warning systems in Cambodia to support climate resilient development and adaptation to climate change" (henceforth "the EWS project") is being implemented to assist the Government in achieving the early warning system gaps and challenges in the country. The project seeks to address the current barriers through three complementary outcomes:

1. Increased institutional capacity to assimilate and forecast weather, hydrological, climate and environmental information.
2. Climate and weather information available and utilized for national, sectoral and sub-national planning as well as for transboundary communication in the region.
3. Strengthened institutional capacity to operate and maintain EWS and climate information infrastructure, both software and hardware, to monitor weather and climate change.

To meet the above three outcomes, the project ensures and increases the availability of hydrological and meteorological data through installation of automatic weather and hydro stations in Cambodia for climate analysis. Various application of climate analysis is also implemented, including implementation of climate change adaptation through local-level drought mitigation.

The operationalization and maintenance of the installed automatic weather and hydro stations in Cambodia is ensuring the long-term functionality and availability of climate data. Various ways will be thus be explored on this undertaking, including exploring the engagement of private sectors in utilizing the climate data provided by EWS project.

### 3. Scope of Work

The primary scope of work is to undertake a feasibility study on the engagement of private sectors in climate information and early warning system in Cambodia.

The expected output of this assignment is a document detailing the potential private sector engagement strategy in climate data / climate information / early warning system in Cambodia; detailing the aspects specified below:

1. Mapping existing private sectors in Cambodia potentially having connection with climate information and/or early warning system. This includes carrying out a desktop research on engagement of private sectors in climate change or disaster risk management in Cambodia
2. Carrying out interviews / discussions with identified private sectors having connection with climate information and/or early warning system.
3. Carrying out a detail study / mapping various private sectors' needs of climate data and/or early warning
4. Providing recommendation on engagement of private sectors in climate data / climate information and early warning system in Cambodia.
5. Incorporating the comments from the relevant / identified stakeholders of the deliverables and updating the draft based on the comments
6. Presentation of findings to the stakeholders (to be organized by UNDP Cambodia)

#### **4. Expected Outputs and Deliverables**

<b>Deliverables/Outputs</b>	<b>Estimated Duration to Complete</b>	<b>Target Due Dates</b>
Deliverable 1: Submission of workplan / methodology	1 day	1 August 2019
Deliverable 2: Mapping existing private sectors in Cambodia potentially having connection with climate information and/or early warning system. This includes Carrying out a desktop research on engagement of private sectors in climate change or disaster risk management in Cambodia	6 day	9 August 2019
Deliverable 3: Carrying out interviews / discussions with identified private sectors having connection with climate information and/or early warning system (in Cambodia).	9 days	22 August 2019
Deliverable 4: Carrying out a detail study / mapping various private sectors' needs of climate data and/or early warning	10 days	5 September 2019
Deliverable 5: Providing recommendation on engagement of private sectors in climate data / climate information and early warning system in Cambodia.	4 days	11 September 2019
<b>Total working days</b>	30 days	

#### **5. Institutional Arrangement**

UNDP will review each output and shall provide quality assurance on all outputs produced by the consultant. This consultancy will be performed under the direct supervision of the Project Manager, Early Warning System, UNDP Cambodia, with an oversight of UNDP's Programme Analyst and ACD/Programme Team Leader.

##### Role of the consultant

- The consultant is responsible to provide his/her technical expertise to produce the expected outputs;
- The consultant shall identify the private sectors to be interviewed and arrange interviews with the identified private sectors;

- The consultant shall arrange transportation for his/her mobility in Phnom Penh;
- The consultant shall report on and submit the above deliverables under this assignment to the assigned person, acting as the focal point of UNDP Cambodia;
- The consultant needs to maintain daily communication with the UNDP project focal person as and when problems emerge during the consultancy period, especially if they affect the scope of the job.

**Role of UNDP focal person/team**

- The UNDP programme unit will link the consultant to related Ministries for this assignment;
- The UNDP programme unit will provide overall quality assurance for this consultancy;
- The UNDP programme unit will review deliverables for payment release;
- UNDP focal person will act as the focal person to interact with the consultant to facilitate the assignment, to facilitate the field mission, to facilitate the review of each outputs and ensure the timely generation of the comments from stakeholders on each output.

**6. Duration of the Work and Duty Station**

The consultant will work for 30 working days over the period of 1 August to 15 September 2019.

**7. Duty Station**

This position is home based with mission to Phnom Penh, Cambodia for 9 days to carry out interviews with identified stakeholders.

**8. Minimum Qualifications of the Individual Contractor**

<b>Education:</b>	Advanced university degree (Master’s degree or equivalent) in development, international commerce, business social responsibility, business development, economics, finance or related area. Candidates with Bachelor Degree with at least 5-year work experience in the field of public-private partnerships will equally qualify.
<b>Experience:</b>	<ul style="list-style-type: none"> <li>▪ Five years of experience in working with the private as well as public sector in Asian region, or demonstrated experience in conducting similar feasibility study;</li> <li>▪ Knowledge in climate information / early warning / disaster risk reduction and the work of United Nations, particularly of UNDP;</li> <li>▪ Experiences in undertaking consultation processes, liaison with different stakeholder groups such as private sector, national government and regional organizations;</li> <li>▪ Good understanding of developing countries context, particularly Cambodia. Some prior work experience in Cambodia is an asset</li> </ul>
<b>Competencies:</b>	<ul style="list-style-type: none"> <li>▪ Strong analytical skills and exceptional ability in communication and writing, transforming technical reports into ones that are aimed at publics;</li> <li>▪ Proven ability to prepare reports;</li> <li>▪ Proficiencies in Microsoft Excel, Word, and design software;</li> <li>▪ Strong ability to prioritize tasks, meet deadlines, produce high-quality work in a timely fashion</li> </ul>
<b>Language Requirement:</b>	<ul style="list-style-type: none"> <li>▪ Fluency in English mandatory, with exceptional writing skills;</li> <li>▪ Fluency in Khmer is an asset.</li> </ul>

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

<b>Technical Evaluation Criteria</b>	<b>Obtainable Score</b>
Advanced university degree (Master’s degree or equivalent) in development, international commerce, business social responsibility, business development, economics, finance or related area.	20
Five years of experience in working with the private as well as public sector in Asian region or	50

demonstrated experience in conducting similar feasibility study	
Knowledge in climate information / early warning / disaster risk reduction and the work of United Nations, particularly of UNDP; Experiences in undertaking consultation processes, liaison with different stakeholder groups such as private sector, national government and regional organizations;	30
<b>Total Obtainable Score</b>	<b>100</b>

**10. Payment Milestone**

The consultant will be paid on a lump sum basis (all-inclusive of expense relate to the above assignment including travels outside and inside the duty station and any tax obligation) under the following installments:

<b>No</b>	<b>Outputs/Deliveries</b>	<b>Payment Schedule</b>	<b>Payment Amount</b>
1	Upon satisfactory completion of deliverable 1-3	2 September 2019	60%
2	Upon satisfactory completion of deliverable 4-5, including presentation of result, to be organized by UNDP Cambodia	14 September 2019	40%