



## TERM OF REFERENCE (ToR) FOR THE RECRUITMENT OF INDIVIDUAL CONSULTANTS (ICs)

### GENERAL INFORMATION

**Services/Work Description:** Build the capacity of two Development Sectors (namely: Component 1-Urban development and housing; Component 2-Mining) to integrate current and future climate change adaptation and mitigation measures in their respective development plan to ensure that development is climate proofed" as part of Nationally Determined Contributions (NDCs) implementation.

**Project/Program Title:** \_\_\_\_\_

**Post Title:** One National Consultant

**Consultant Level:** **Level C** (Senior Specialist)

**Duty Station:** Addis Ababa and two field trips/visits to selected cases studies by sectors (if there are any cases studies selected by respective sectors).  
Sectors will choose sites of their case studies for field visits

**Expected Places of Travel:** **2** project case study sites i.e. one for component 1 (Urban development and housing) and one for component 2 (Mining).

**Duration:** 53 days

**Expected Start Date:** Immediately after Concluding Contract Agreement

### I. BACKGROUND / PROJECT DESCRIPTION

In 2011, well before countries undertook obligations to reduce greenhouse gas (GHG) emissions and enhance climate resilience under the Paris Agreement, Ethiopia launched the Climate Resilient Green Economy Strategy (CRGE) which is an ambitious national blueprint towards reducing its emissions by 64% from a business-as-usual trajectory by 2030. The CRGE strategy anchors on key economic development sectors

(Agriculture, Forest, Industry, Transport, Energy, green city, mining etc.). The Ethiopian NDCs is fully anchored on the CRGE and GTP2 targets and reaffirms Ethiopia's continued commitment to strengthening the resilience of the country's economic sectors by enhancing sectoral contributions to NDCs for wider environment and community benefits. And hence, the Ethiopian NDCs is considered as an implementing mechanism of the CRGE strategy. The 2015 NDC<sup>1</sup> has specific aims to limit its net greenhouse gas (GHG) emissions in 2030 to 145 Mt CO<sub>2</sub>e or lower and also to undertake adaptation initiatives to reduce the vulnerability of its population, environment and economy to the adverse effects of climate change.

Furthermore, the government of Ethiopia has strong commitment and recognition on the importance and urgency of reducing climate change induced disaster risks in Urban settings and mining areas (such as landslides, floods, environmental impacts following constructions and mining project activities) and has dedicated policy and institutions namely Ministry of mines & petroleum and Ministry of Urban Development and Constructions.

The urban development & housing and mining sectors are therefore key to meet the targets of NDCs and CRGE. The roles and relevant projects of these economic sectors are highlighted as follows.

**Component 1- Urban development & housing:** The Urban development & housing sector which includes urban planning and green city development (city parks, urban agriculture, and urban forestry) is considered as one of the four pillars in the CRGE strategy and is key for meeting the targets of NDCs. The urban sector alone for about 3% (5 MT CO<sub>2</sub>e) of the national GHG emission (i.e. with about 3 MT CO<sub>2</sub>e from the generation and disposal of solid and liquid waste and 2 MT CO<sub>2</sub>e from the use of private, off-grid power generators such as diesel units, and kerosene lamps)<sup>2</sup>. The sectors have several FLAGSHIP projects/programs such as City Park Development, Green City Development, Waste and Landfills management, Privately Owned Real Estate Development, Condominiums etc., which enable the sectors to discharge their responsibility in meeting the targets of Ethiopia's NDCs.

The Urban development & housing sector implements several FLAGSHIP projects/programs that are vital for mitigation options such as accelerating the transition to high-efficiency light bulbs for residential, commercial, and institutional buildings; adopting and enhancing landfill gas management technologies (e.g., flaring) to reduce emissions from solid waste; and reducing methane production and emissions from liquid waste. The greatest emphasis of FLAGSHIP project implementation during 2011-2019 was placed on the deployment of energy efficient lightbulbs, even though energy efficiency was one of the least relevant sources of abatement.

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<sup>1</sup> Federal Democratic Republic of Ethiopia, 2015. *Nationally Determined Contribution (INDC) of the Federal Democratic Republic of Ethiopia*, Addis Ababa: Federal Democratic Republic of Ethiopia.

<sup>2</sup> Sectoral Overview Appendices, CRGE Strategy (2011-2019). Implementation progress assessment report. 2020.

Generally the largest contributor to the urban sector's GHG emissions was the generation and disposal of solid and liquid waste, followed by the use of off-grid power generators (run on diesel and kerosene).

With regards to the implementation of Ethiopian NDCs, the urban development & housing sector NDC Roadmap<sup>3</sup> was developed for the implementation period between 2020 and 2030 by identifying actions prioritized in the CRGE Strategy. For the 2020-2030 Urban development & housing sector NDC Roadmap more than 4 project actions were planned for implementation and these include among others: Landfill gas management; Re-use and Recycling of solid waste; Urban greenery and integrated infrastructure planning; Implementation of Energy Efficient Buildings. For adaptation, future focus areas in urban settings are the implementation of the NAP, and conducting climate change vulnerability assessments at the woreda and city level (building on and integrating the Woreda Disaster Risk Profiles already developed for several woredas in the country by the National Disaster Risk Management Commission). These are FLAGSHIP projects/programs which enable the URBAN settings to discharge its responsibilities in meeting the targets of Ethiopia's NDC ROAD MAP 2020-2030.

**Component 1- Mining:** The Mining sector includes explorations of petroleum and geological surveys. GHG emission from the mining sector is covered under the industry sector. The mining sector is important sources for industrial development and is major source of GHG emissions. Recognizing the urgency and importance of the mining sector in supporting and speeding up the industrial development, strong emphasis needs to be given towards reducing climate change and human induced disaster risks in mining areas (such as landslides, floods, environmental and social impacts, landscape changes, pollutions etc. in mining and quarry areas. The entity responsible for reducing adverse impacts of mining activities and promoting opportunities arise from GHG emission reduction in the mining sector is the Ministry of petroleum and mines.

Recently the government of Ethiopia has launched a 10-Years Perspective Development Plan (PDP-10, i.e. 2020/21 – 2030/31), which is aligned with SDGs and aims at building prosperous community by 2030 and beyond. Institutional Capacity Building specific for NDCs need to be anchored on meeting the targets of PDP-10. Towards meeting the targeted objectives of Ethiopia's NDCs as well as PDP-10, development sectors (component 1 and 2) need to integrate current and future climate change adaptation and mitigation measures in their respective development plan as part of NDC implementation to ensure that development in urban and mining settings is "climate proofed". In this regard, the urban & housing and mining sectors, which are currently key to CRGE implementation, need to be strengthened to overcome the capacity constraints at systemic,

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<sup>3</sup> Ethiopia's NDC Roadmap: 2020 - 2030

institutional and individual levels for achieving the targets of NDCs set by the Ethiopian government to make sure the current and future economic development is sustainably climate proofed and resilient.

In order to support the implementation of the updated NDC of Ethiopia, UNDP developed Deepening the efforts to implement NDC in Ethiopia (DEEP DIVE). The objective of the project is to assess progress and to identify technical and capacity challenges in implementing the updated NDC and to effectively contribute to the enhancement of the 2020 NDC ambition.

## **II. SCOPE OF THE WORK**

The assignment shall be undertaken within the agriculture and forest sectors and their agencies and stakeholders. In order to effectively conduct institutional capacity need assessment and to plan institutional capacity building that will enable the urban development & housing and mining sectors and their agencies to integrate current and future climate change adaptation and mitigation measures in their PDP-10 action plans as part of the updated NDC implementation and ensure that outcomes of updated NDCs interventions and PDP-10 actions are sustainably climate proofed and resilient.

### **Component 1-Urban development & housing:**

The consultant needs to:

- ✓ Develop appropriate methodologies for conducting capacity gaps and training needs assessment for implementation of NDCs roadmap;
- ✓ Conduct in depth review and analyses of project documents, policies, strategies dedicated to CRGE/NDC and these may include but not limited to: Ethiopia's NDC –urban development and buildings Roadmap: 2020 – 2030; CRGE, NDC, CRGE Strategy (2011-2019) implementation progress report on the transport sector, and FLAGSHIP projects/programs namely: Landfill gas management; Re-use and Recycling of solid waste; Urban greenery and integrated infrastructure planning; Implementation of Energy Efficient Buildings;
- ✓ Provide situational analyses of the urban development & housing sector in view of achieving the targets of NDC and CRGE- Fast track projects of in urban settings and green city;

- ✓ Undertake analyses on the progress of capacity building through 2011-2019 CRGE project initiatives as compared to the capacity status during pre-CRGE in terms of organizational level, enabling level and individual level capacity in the transport sectors; and indicate the existing and the required capacity for NDC-transport Roadmap implementation;
- ✓ Provide quantitative data on GHG emission reduction (mitigation effect) and adaptive technology/system achieved by CRGE- project initiatives in the areas of green city development; and determine the level of the contribution of CRGE-green city development project initiatives to the national commitment on climate change mitigation and adaptation;
- ✓ Produce alignment of NDC-urban development Roadmap project actions with PDP-10 and determine level of the contribution of NDC Roadmap to PDP-10 and SDGs;
- ✓ Identify capacity gaps continued existing through 2011-2019 CRGE implementation project and draw actionable recommendations to bridge the gaps for meeting targets set for NDC Roadmap and PDP-10 in the areas of urban development and mining sectors;
- ✓ Prepare Institutional Capacity Development Plan for NDCs project implementation and for supporting PDP-10 implementation in each of the urban development subsectors;
- ✓ Identify key challenges, good practices (knowledge, technology, policy etc) for enhancing carbon trading benefits from mitigation projects of urban development and housing sector;
- ✓ Present cost benefit analyses of projects tailored to NDC-urban & housing Roadmap 2020-2030;

## **Component 2-Mining:**

The consultant needs to:

- ✓ Develop NDC- mining Roadmap for 2020-2030 by identifying actions prioritized in the CRGE Strategy;
- ✓ Identify bankable NDCs projects that are well aligned with PDP-10 objectives/targets in the mining sector;
- ✓ Identify technical and institutional capacity gaps and good practices in estimating the GHG emissions reduction resulting from yearly annual targets as well as the final 2030 target;
- ✓ Conduct in depth review and analyses of project documents, policies, strategies dedicated to CRGE/NDC implementation in the industry sector; and these may include but not limited to: Ethiopia's mines and petroleum development Roadmap: 2020 – 2030; NDC, CRGE Strategy (2011-2019) and NAP implementation progress report, and FLAGSHIP projects/programs with regards to mines and petroleum;

- ✓ Provide situational analyses of mining sectors in view of achieving the targets of CRGE- fast track initiatives;
- ✓ Undertake analyses on the progress of capacity building through 2011-2019 CRGE fast track project initiatives as compared to the capacity status during pre-CRGE in terms of organizational level, enabling level and individual level capacity in the mining sector and also indicate currently existing and the required capacity for NDC targets in the mining sector;
- ✓ Produce alignment of NDC-mining roadmap project actions with PDP-10 and determine level of the contribution of NDC road map to PDP-10 and SDGs;
- ✓ Identify capacity gaps continued existing through 2011-2019 CRGE implementation project and draw actionable recommendations/ prepare capacity development action plan to bridge the gaps for meeting targets set for NDC roadmap and PDP-10;
- ✓ Producing empirical data, showing the contribution of fast track initiative projects to establish climate adaptive mining technology by identifying mitigation and adaptation success stories/ good practices achieved so far;
- ✓ Identify constraints/challenges of GHG-MRV in the mining sector;
- ✓ Document projects with good practices in providing economic, social and environmental benefits through enhancing environmental management system/auditing, climate finance etc in the mining sector;
- ✓ Prepare Institutional Capacity Development Plan for NDCs- mining project implementation and for supporting PDP-10 implementation in each of the mining subsectors;

### III. EXPECTED DELIVERABLES

Table 1. Deliverables and expected time duration to complete the Tasks

No	Deliverables/outputs	Estimated duration to complete the Tasks (effective working days)	Review and approvals required
1	Inception report	8	UNDP and EFCCC
2	Capacity Gaps Analyses and Data compilation	40	UNDP and EFCCC
3	Institutional Capacity Building Action Plan		

4	Draft report on Institutional Capacity Gaps and Institutional Capacity building action plans for urban development & housing and mining sectors to implement updated NDC		
5	Final report on Institutional Capacity Gaps and Institutional Capacity building action plans for urban development & housing and mining sectors to implement updated NDC	5	UNDP and EFCCC
	Total effective working days	53	

## V. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS

The consultant will work under close supervision of the Director for Climate Change and Biodiversity Directorate of EFCCC and UNDP. The following inputs and services will be provided by UNDP to the consultant to perform the tasks of this work.

- a. Arrangement of **skype or zoom conference** for validation to minimize risk of COVID 19;
- b. **UNDP** will facilitate arranging vehicle to the field only. Other related costs such as workshop/meetings will be covered by the NC and need to make sure that these costs are considered in the financial proposal.

## VII. QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR (IC)

**Required qualifications and Requirements:** Educational and years of experience requirements of the different expertise that would perform the institutional capacity gaps assessment and capacity building plan for NDCs in Urban development & housing and Mining sectors are shown below:

### a. Academic qualifications:

**MSc** and above in Geology or mining, with specialized trainings and or background in Urban planning, environmental impacts, environmental management system/auditing, urban agriculture, urban forestry, urban tourism, climate change mitigation and adaptation, GHG-MRV, CRGE, NDC or related fields; **OR**

**MSc** and above in Urban planning with specialized trainings and or background in Mining and Geology, and environmental impacts, environmental management system/auditing, urban agriculture, urban forestry, urban tourism, climate change mitigation and adaptation, GHG-MRV, CRGE, NDC or related fields.

**b. Years of Experiences:**

10 years and above in this field and relevant consultancy engagement in similar works.

**C) Functional Competencies:**

- I. Practical experience in mining, urban planning, environmental and social impact assessment, environmental auditing, urban greening, disaster risk management, institutional capacity gap assessment, capacity development planning;
- II. Knowledge on different projects/ programs implemented by urban development & housing and mines and petroleum sector ministries;
- III. Experience in capacity gap and needs assessment and capacity building plans.

**e. Language and other skills:**

- Excellent communication skill including the ability to set out a coherent argument in presentations and group interactions;
- Capacity to communicate fluently with different stakeholders (civil society, government authorities, local communities, project staff); and
- Computer skills: full command of Microsoft applications (word, excel, PowerPoint) and common internet applications will be required.

**f. Compliance of the UN Core Values:**

- Demonstrates integrity by modelling 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.

**IIX. PAYMENT MILESTONES AND AUTHORITY**

<b>Installment of Payment/ Period</b>	<b>Deliverables or Documents to be Delivered</b>	<b>Percentage of Payment</b>
1 <sup>st</sup> Installment	First instalment payment to the consultant upon submission of Inception Report	20% of total payment
2 <sup>nd</sup> Installment	Second instalment payment to the consultant upon submission of Draft Technical Report	40% of total payment



<b>Installment of Payment/ Period</b>	<b>Deliverables or Documents to be Delivered</b>	<b>Percentage of Payment</b>
3 <sup>rd</sup> Installment	Third/Final instalment payment to the consultant upon submission of Final Technical Report	40% of total payment

## **IX CRITERIA FOR SELECTING THE BEST OFFER**

Upon the advertisement of the Procurement Notice, qualified Individual Consultant is expected to submit both the Technical and Financial Proposals. Accordingly; Individual Consultants will be evaluated based on Cumulative Analysis as per the following scenario:

- Responsive/compliant/acceptable, and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. In this regard, the respective weight of the proposals is:
  - a. Technical Criteria weight is **70%**
  - b. Financial Criteria weight is **30%**

<b>Criteria</b>	<b>Weight</b>	<b>Max. Point</b>
	70%	100
Understanding the Scope of Work (Sow); comprehensiveness of the methodology/approach; and organization & completeness of the proposal	30	
Minimum educational background as per the requirement in the ToR	10	
Minimum 10 years of experience in similar consultancy projects	10	
<b>Financial (Lower Offer/Offer*100)</b>	30%	
<b>Total Score</b>	<b>Technical Score * 70% + Financial Score * 30%</b>	

## **XI. CONFIDENTIALITY AND PROPRIETARY INTERESTS**

The Individual Consultant shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of UNDP.

## **XII. ANNEXES TO THE TOR**

- ❖ Existing literature or documents that will help Offerors gain a better understanding of the project situation and the work required should be provided as annex/es to the TOR, especially if such literature or documents are not confidential.
- ❖ Specific project locations per implementing sectors at regions and districts.

**This TOR is approved by:** [indicate name of Approving Manager]

**Signature:** \_\_\_\_\_

**Name and Designation:** \_\_\_\_\_

**Date of Signing:** \_\_\_\_\_