

## TERMS OF REFERENCE

### Individual Contractor

#### 1. Project Information

<b>Assignment Title:</b>	International Team Leader - Support to the development of Cambodia's Long Term Low Emissions Development Strategy (LT-LEDS)
<b>UNDP Practice Area:</b>	Climate change
<b>Cluster/Project:</b>	Cambodia Climate Change Alliance – Phase 3
<b>Assignment Location:</b>	Phnom Penh, Cambodia and home-based
<b>Assignment Duration:</b>	50 days over April-October 2021

#### 2. Background and Project Description

In accordance with Article 4, paragraph 19, of the Paris Agreement, all countries should formulate and communicate long-term low greenhouse gas emission development strategies, mindful of Article 2 taking into account their common but differentiated responsibilities and respective capabilities, in the light of different national circumstances (UNFCCC). The response to this challenge must be just, inclusive, and leave no one behind, while seeking the most efficient climate solutions that advance multiple Sustainable Development Goals at once.

Cambodia's development focus is on poverty reduction and stable economic growth as part of the drive to become an upper-middle-income nation by 2030, as enshrined in the National Strategic Development Plan (NSDP). Cambodia is highly vulnerable to the impacts of climate change. At the same time, Cambodia's total greenhouse gas (GHG) emissions are increasing as the country develops.

Cambodia recently published an updated Nationally Determined Contribution, with targets for climate change action until 2030. Cambodia also announced at the 2020 Climate Change Ambition Summit her intention to develop a Long-Term Low Emissions Development Strategy (LT-LEDS). LT-LEDS, which ensure the coherence of short-term climate action with long-term climate goals, are vital since current NDCs are only enough to limit the global warming to 2.7-3.7 degrees Celsius (WRI, 2020). Cambodia sees that a long-term strategy for climate action can also further strengthen her aspirations towards a cleaner and greener economy and to fulfil her obligations to improve the lives of the citizens, in particular the most vulnerable groups. The country also sees that the strategy can promote and enhance an inclusive and green post-COVID recovery.

The process to develop a long-term strategy and a road map for Cambodia requires engagement of the key ministries, sub-national government, private sector actors, NGOs and civil society organizations in order to build a shared vision for the long-term development. The process will also require creation and reconsideration of existing institutional arrangements for long-term planning, development of an enhanced transparency framework, and analyzing of the financial options and socioeconomic impacts of the priority actions selected.

The analysis for the LT-LEDS can build on previous work done by the line ministries, the National Council for Sustainable Development (NCSD) and UNDP on climate change in Cambodia.

A concept note for the overall process is presented in Annex. The present TOR is focused on support required for the coordination of the LT-LEDS development, preparation of a low emission scenarios for each of the key sectors and analyzing of the needs/gaps regarding technology and barriers related to the national capacity to achieve low emissions development.

### 3. Objective of the Assignment

The main overall objective of the consultancy is to develop a LT-LEDS and a road map for Cambodia for the period of 2020-2050 or beyond that will provide a long-term vision for low-emission development and ensure the coherence of short-term climate action with long-term climate goals. The strategy will also guide the national development processes in a more coordinated, coherent, and strategic manner.

The main objective of this assignment is to coordinate the preparation of a low emission scenarios for each of the key sectors, develop analysis of needs/gaps regarding technology and barriers regarding the national capacity to achieve low emissions development, facilitate alignment of the LT-LEDS with the national sustainable development goals, poverty eradication and economic growth strategies, verification of the national net zero emission target and selection of the sectoral priority actions. Finally, the Team Leader will develop of a final draft LT-LEDS document based on the inputs received from the LT-LEDS team.

More specifically, the Team Leader will coordinate and supervise a team (including a Mitigation, Adaptation, and Finance specialists) and work with other members of the LT-LEDS team in charge of key sectors (agriculture, forestry/land use, energy, waste, industrial processes and others) to identify a set of policy actions being considered and produce an analysis of the socio-economic impacts of these policy actions with a 2050 or 2060 horizon, which can be fed into policy and visioning discussions at the sector level and then at national level. Finally, a LT-LEDS will be developed for Cambodia. There is also a team of consultants that will carry a stocktaking exercise separately before this consultancy will be initiated and this assignment will be built on the guidance and a draft work plan developed by the team responsible for the stocktaking.

### 4. Scope of Work

- a. Initial consultations and finalization of the methodology
  - Analyse the deliverables received from the stocktaking team (literature review including current policy documents, existing targets by sector and key trends, stakeholder mapping and engagement plan, work plan, short “vision-setting” report outlining concepts for potential net zero pathways and a content of the kick-off workshop)
  - Develop a final workplan for the LT-LEDS process
- b. Sector-level engagement and analysis and National-level modelling

Preparation of a low emission scenarios for each of the key sectors for achieving a national net zero emission target through sectoral action, facilitation of an agreement regarding the national target and respective

sectoral actions to achieve the target, and the indicators to be used to track progress through consultations with key stakeholders.

- Facilitate and technically support the development of emission scenarios for the prioritized sectors, a BAU, stakeholder meetings on the scenarios developed and an agreement on the national net zero emission target and indicators with the sectoral teams.

c. Gap assessment

Analysis of needs/gaps regarding technology and assessment of barriers regarding the national capacity to achieve the low emissions development.

- Collect information regarding sectoral needs, address any gaps / overlaps in consultations with sectors, and draft a gap assessment chapter of the technology and barriers regarding the national capacity to achieve low emissions development.

d. Socioeconomic analysis

Alignment of the LT-LEDS with the national sustainable development goals, poverty eradication and economic growth strategies. An assessment of the socioeconomic development impacts and entry points for mainstreaming cross-cutting themes. An analysis of the climate change resilience building potential of the LT-LEDS including co-benefits between sectoral emission reduction scenarios and adaptation will be developed. Identification of an institutional framework for the work.

- Facilitate the development of an assessment regarding resilience building potential, the analysis of the co-benefits and identification of the entry points for mainstreaming cross-cutting themes, and
- Facilitate the development of a chapter of resilience building potential, co-benefits and mainstreaming of the cross-cutting themes.

e. Financial needs

Estimation of financial needs (domestic and international) for implementation of the LT-LEDS activities and identification of potential sources for financial support for identified pathway (conditional/unconditional).

- Facilitate the compilation of sectoral needs, addressing any gaps / overlaps in consultations with sectors, and
- Facilitate the drafting of the financial needs and investment plan chapter.

f. Drafting of the LT-LEDS document

Validation of the national net zero emission target and sectoral priority actions, development of a final draft LT-LEDS document to include proposed national institutional and financial frameworks, a road map and an enhanced transparency framework for the implementation of the LT-LEDS.

- Facilitate the organization of a validation workshop to agree on the final national zero emission target and sectoral priority actions and develop a road map for the implementation of the strategy in consultation with the inputs received from the LT-LEDS team members.
- Develop a draft report based on the validated content, circulate it for comments to the key stakeholders involved in the facilitated discussions, and integrate comments received into a final draft for final review and approval of the NCSD/DCC.

## 5. Expected Outputs and Deliverables

<b>N</b>	<b>Deliverables/Outputs</b>	<b>Target Due Dates</b>
1	A detailed workplan for the LT-LEDS assignment	5 <sup>th</sup> of April 2021
2	A report (a chapter of the LT-LEDS) on emission scenarios for the prioritized sectors, a BAU and facilitation of an agreement on the national net zero emission target and indicators	30 <sup>th</sup> of June 2021
3	A report (a chapter of the LT-LEDS) on gaps of the technology and barriers regarding the national capacity to achieve low emissions development.	15 <sup>th</sup> of July 2021
4	A report (a chapter of the LT-LEDS) on the alignment of the LT-LEDS with the national sustainable development goals, poverty eradication and economic growth strategies, socioeconomic development impacts and entry points for mainstreaming cross-cutting themes. A chapter of climate change resilience building potential of the LT-LT-LEDS including co-benefits between sectoral emission reduction scenarios and adaptation.	1 <sup>st</sup> of August 2021
5	A report (a chapter of the LT-LEDS) on the financial needs and investment plan	30 <sup>th</sup> of September
6	A final draft LT-LEDS document including a proposed national institutional and financial framework, a road map and an enhanced transparency framework for the implementation of the LT-LEDS	15 <sup>th</sup> of October 2021

## 6. Institutional Arrangement

The Team Leader will work on a day-to-day basis in coordination with the core LT-LEDS consultants' team, the development partners facilitating engagement of the various sector groups, and sector group members.

The Team Leader will work under the overall guidance of the Director of the Department of Climate Change (DCC), and under direct supervision from the Climate Change Policy Specialist, CCCA3. The



methodology for the assignment shall include engagement of NCSD/DCC and other ministries 'staff, as appropriate, to ensure the institutions have understanding and ownership and benefits of the work done on the LT-LEDS.

## 7. Duration of the Work

Estimated 50 person/days over April to October 2021.

## 8. Duty Station

The duty station for the assignment is home based.

## 9. Minimum Qualifications of the Successful Contractor at Various Levels

Education	<ul style="list-style-type: none"> <li>- Advanced degree (Masters or Ph.D.) in a relevant field, such as Climate Change, Environmental Policy, Engineering, Development Economics, Environmental economics, Environmental technology, or any related qualification.</li> </ul>
Experience	<ul style="list-style-type: none"> <li>- At least 10 years of professional experience in technical activities related to green growth, climate change, GHG emissions modelling, GHGs emission accounting and analysis, MRV systems;</li> <li>- Sufficient knowledge of GHG baseline determination, GHG inventory, MRV system, carbon budget, etc.; and</li> <li>- Demonstrated experience in coordinating UNFCCC processes (National communications, NDCs, BURs, LT-LEDS). Demonstrated experience in area-based or sectoral-based GHG emission analyses;</li> <li>- Proven experience in establishing and maintain working relations with government officials in the relevant sectors and associated government institutions; and</li> <li>- Experience in developing countries strongly desired, experience in the Asia-Pacific region or Cambodia will be an advantage.</li> </ul>
Competencies	<ul style="list-style-type: none"> <li>- Strong analytical and quantitative skills, alongside strong synthesis and strategic thinking skills;</li> <li>- Ability to interact with senior government officials and a wide range of stakeholders (including private sector) and to facilitate discovery and planning processes;</li> <li>- Team leadership experience with strong communication skills; and</li> <li>- Excellent written and oral communication skills.</li> </ul>
Language	<ul style="list-style-type: none"> <li>- Excellent command of English (both spoken and written)</li> </ul>

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

<b>Technical Evaluation Criteria</b>	<b>Obtainable Score</b>
Advanced degree (Masters or Ph.D.) in a relevant field, such as Climate Change, Environmental Policy, Engineering, Development Economics, Environmental economics, Environmental technology, or any related qualification.	30
At least 10 years of professional experience in technical activities related to green growth, climate change, GHG emissions modelling, GHGs emission accounting and analysis, MRV systems; Sufficient knowledge of GHG baseline determination, GHG inventory, MRV system, carbon budget, etc.; and Demonstrated experience in coordinating UNFCCC processes (National communications, NDCs, BURs, LT-LEDs). Demonstrated experience in area-based or sectoral-based GHG emission analyses; Proven experience in establishing and maintain working relations with government officials in the relevant sectors and associated government institutions; and Experience in developing countries strongly desired, experience in the Asia-Pacific region or Cambodia will be an advantage.	30
Strong analytical and quantitative skills, alongside strong synthesis and strategic thinking skills; Ability to interact with senior government officials and a wide range of stakeholders (including private sector) and to facilitate discovery and planning processes; Team leadership experience with strong communication skills; and Excellent written and oral communication skills.	20
Excellent command of English (both spoken and written)	20
<b>Total Obtainable Score:</b>	<b>100</b>

**11. Payment Milestones**

The consultant will be paid on a lump sum basis under the following installments.

<b>N</b>	<b>Outputs/Deliveries</b>	<b>Payment Schedule</b>	<b>Payment Amount</b>
1	Payment will be made upon submission of the detailed workplan for the LT-LEDs assignment.	5 <sup>th</sup> of April 2021	20%
2	Upon submission of the report of emission scenarios for the prioritized sectors, a BAU and facilitation of an agreement on the national net zero emission target and indicators.	30 <sup>th</sup> of June 2021	30%

3	<p>Upon submission of the report of gaps of the technology and barriers regarding the national capacity to achieve low emissions development.</p> <p>Upon submission of the report of the alignment of the LT-LEDS with the national sustainable development goals, poverty eradication and economic growth strategies, socioeconomic development impacts and entry points for mainstreaming cross-cutting themes.</p> <p>Upon submission of the report of climate change resilience building potential of the LT-LT-LEDS including co-benefits between sectoral emission reduction scenarios and adaptation.</p>	1st of August 2021	20%
4	<p>Upon submission of the report of the financial needs and investment plan.</p> <p>Upon submission of the final draft LT-LEDS document including a proposed national institutional and financial framework, a road map and an enhanced transparency framework for the implementation of the LT-LEDS</p>	15th of October 2021	30%

**12. Annexes**

N/A

**13. Approval**

Signature:



Name:

Rany PEN

Title/Unit/Cluster:

Assistant Resident Representative,  
Programme and Results Unit

Date:

22-Mar-2021

