



## **Annex 1:**

### **Terms of Reference**

#### **Deliverable Based Individual Consultancy Services as Agriculture Sector Expert for Preparation of Climate Change Strategy 2050 and Action Plan 2030**

### **1. BACKGROUND**

UNDP is on the ground in about 170 countries, working with them on their own solutions to global and national development challenges. As they develop local capacity, they draw on the people of UNDP and its wide range of partners. UNDP's global focus is helping countries build and share solutions to the challenges of: (a) Democratic Governance; (b) Poverty Reduction; (c) Crisis Prevention and Recovery; (d) Environment and Energy and (e) HIV/AIDS. UNDP helps developing countries attract and use aid effectively. In all its activities, UNDP encourages the protection of human rights and the empowerment of women.

UNDP Turkey aims to find practical solutions to Turkey's development challenges and manages projects together with the Turkish Government and other partners to address them. Since 1986 it has implemented over 80 programs across the country. In addition, the UNDP has played a major role in response to crises and disasters in Turkey and the surrounding region.

The immediate objective of the project is to assist the Government of Turkey in the preparation and submission of its 7th NC and 3rd BR to the UNFCCC for the fulfilment of its obligations under the Convention as Annex I Party. The objective of "Support for the Preparation of Turkey's 7th National Communication and 3rd Biennial Report to United Nations Framework Convention on Climate Change Project" (7NC3BR Project) is expected to be achieved via following outcomes:

Outcome 1: National GHG inventory system is strengthened, and national GHG inventory is updated for years 1990 to 2016 in line with NC and BR requirements.

Outcome 2.1: National circumstances are reviewed and updated, institutional arrangements relevant to the preparation of the national communications and biennial reports on a continuous basis are activated and described.

Outcome 2.2: Finance, technology transfer and capacity building needs, constraint and gaps are identified and recommendations for addressing the needs are provided.

Outcome 2.3: Information on research and systematic observation is reviewed and updated.

Outcome 2.4: Information relevant to the Article 6 activities on education, training and public awareness is reflected.

Outcome 3: Using best practices and latest available data, assessment of sectors and interventions contributing to GHG emission reduction (mitigation) at national level is conducted and described.

Outcome 4: Climate change vulnerability assessment, including recommended adaptation measures for priority sectors is reviewed and updated.

Outcome 5: Domestic measurement reporting and verification.

## Outcome 6: Preparation and submission of the 7th NC and 3rd BR.

Besides these outcomes, formulating a long-term low greenhouse gas emission development strategy (“LT-LEDS”) for Turkey will be prepared under this project. LT-LEDS covers Turkey’s Climate Change Strategy (LT-LEDS) 2050 and National Climate Change Action Plan for 2023-2030 (NCCAP-2030).

In accordance with Article 4, paragraph 19, of the Paris Agreement, all Parties should strive to 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.

Long-term strategy outlines how Turkey could pursue its development trajectory while phasing out net emissions over time. Long-term strategy provides an opportunity for Turkey to think through what the Paris goals mean for own long-term emissions trajectories, and in turn, what this implies for the best ways to implement mitigation targets.

In this regard, Turkey’s National Climate Change Strategy’s vision and strategic targets by 2050 were defined as: Formulating a long-term low greenhouse gas emission development strategy (“LT-LEDS”). Sharing Turkey’s ideas and efforts with the world; contributing to the achievement of the long-term targets, including efforts to limit the temperature increase to 1.5°C above pre-industrial levels.

Turkey’s National Climate Change Action Plan for 2023-2030 Strategy 2030 and National Climate Change Strategy’s 2050 (LT-LEDS 2050) will play a key role in the transition towards low carbon development and climate resilient economies. Turkey will determine its mid-term and long-term goals for climate and development, and direct short-term decision-making to support the necessary shifts to limit global warming under LT-LEDS 2050 and NCCAP 2030. Turkey’s LT-LEDS 2050 also serve as a basis for increasing ambition, including its intended nationally determined contributions.

- Within the context of Turkey’s LT LEDS 2050, the following main ten principal studies to be realized;
- Evaluation of actions undertaken within the framework of the Turkey’s current overall climate change policies and measures for need assessment.
- Stakeholder Analysis and creation of technical working groups composition
- Identification of priority sectors for climate action in Turkey
- Sectoral Coverage
- Identification of modelling approaches
- Climate Change Projections for LT-LEDS 2050
- Climate Change Projections for Turkey’s National Climate Change Action Plan for 2023-2030
- Identification of Turkey’s vision, mission and activities on climate change, sustainable development and socio- economic objectives for NCCAP 2030 and LT-LEDS 2050.
- Marginal Abatement Cost Analysis of the Turkey’s National Climate Change Strategy for 2050.
- Identification of Communication Strategies for NCCAP 2023-2030 and LT-LEDS 2050.

The concept of long-term planning for climate change and development raises unique governance challenges. Ensuring buy-in and ownership of key ministries, departments, and agencies and non-governmental stakeholders over the final strategy is essential if long-term strategies are to be influential in guiding short, medium, and long-term planning and investment decisions across society to initiate an effective and just transition to a low greenhouse gas emission and resilient future.

Also, the analysis of costs of mitigation will be made so it will provide information on the costs of adopting low carbon development options and will be used in the preparation of the Mitigation Plan. Moreover long-term strategies will provide opportunities to improve MRV system, the quality of national data providers, cooperation between state and non-state actors, make research on several topics which provide support Turkey in delivering the National Reports and improving national climate change policies.

In the view of the above, “*Agriculture Sector Expert*” will provide consultancy services for supporting the preparation of LT-LEDS 2050 and NCCAP 2030 on agriculture sector within the scope of the 7NC3BR Project.

## 2. OBJECTIVE and SCOPE

The Paris Agreement and its accompanying decision call for Parties to strive to formulate mid-century communicate long-term low-greenhouse gas emission development strategies (LT-LEDS) by 2020. Moreover, the Paris decision requests Parties to communicate a new or updated Nationally Determined Contribution (NDC) by 2020. Long-term strategies play a key role in the transition toward net-zero emissions and climate resilient economies. These strategies set out long-term goals for climate and development and direct short-term decision-making to support the necessary shifts to limit global warming and lift people out of poverty.

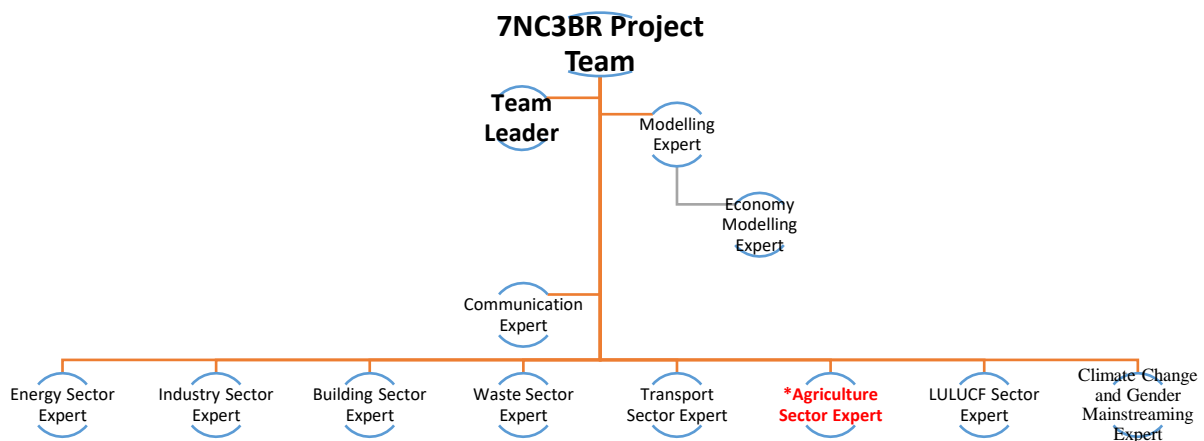
Within the context of Outcome 3 of 7NC3BR Project, considering the importance of a long-term structural changes for transition to a low-carbon and resilient economy by 2050, as highlighted by long-term low emissions development strategies (LT-LEDS), National Climate Change Strategy and Action Plan are both important policy documents need to be prepared in a quality, data driven and participatory way. Both policy documents will lead to explore the consequences of policy choices in terms of integrated socio-economic objectives including ensure the gender mainstreaming in planning and implementation of climate change mitigation policies and measures under LT-LEDS context. Regarding LT-LEDS, Turkey will determine ambitious targets and actions for 2050 in a transparent way. Within the scope of the projections for long-term strategy, the projections also will provide a solid baseline for the revision of INDC of Turkey.

The objective and scope of this assignment are to support the Ministry of Environment and Urbanization to prepare and submit below listed two main component considering agriculture sector.

The assignment will mainly include supporting the preparation of the following components:

Component 1: Preparation of Turkey's National Climate Change Action Plan for 2023-2030 (NCCAP 2030).

Component 2: Preparation of Turkey's National Climate Change Strategy for 2050. (Long Term - Low Emission Development Strategy (LT-LEDS))



Overall 7 sectoral analysis, data sets, scenarios, assumptions, 2050 sector targets and 2030 climate change mitigation actions will be reported to the Team Leader in close cooperation with the Modelling and Economy Modelling Expert, 7 Sectorial Experts and related Climate Change and Adaptation Department of the Ministry of Environment and Urbanization (MoEU), and the UNDP Project Team.

The consultant will only be responsible for preparation of agriculture sector part of the LT-LEDs 2050 and NCCAP 2030 and also support to modelling and economy modelling expert in terms of agriculture.

The target audience of the consultancy services includes line Ministries, sector associations, private sector, academia, NGO's.

The Individual Consultant (IC) as Agriculture Sector Expert shall deliver guidance, technical inputs, data and information gathering, creating and analyzing support to the Modelling and economy modelling expert for establishment of model, determination of scenarios and assumptions for model work and determination of mitigation actions and targets on agriculture sector. IC will be also responsible for the preparation of climate change strategy's agriculture sector targets and climate change mitigation actions on agriculture by consultation with related sector stakeholders.

The IC will work in coordination with modelling and economy modelling experts and also other sectoral experts. In total, 7 sectoral experts will develop Climate change strategy targets and action plan actions for their sectors and also help to develop vision and mission for climate change strategy.

The sectors mentioned above are as follows:

- Energy
- Industry
- Buildings
- Waste
- Transport
- Agriculture
- LULUCF

The Assignment Team composed of complementary expertise and competencies and will jointly be responsible for ensuring the quality of the deliverables/outputs of the Assignment and will be managed by the Team Leader within the support of the Project team.

Within the scope of the assignment, the consultancy services will be completed in 3 phases in total and each phase will be completed with the activities described below.

## **TASK 0. Methodology and Work Plan Meeting (kick-off) and Steering Workshop**

The assignment will start with a "Methodology and Work Plan" meeting with the MoEU and UNDP Project team and a "Steering Workshop" with the key stakeholders which will provide substantial input for the "Inception Report" as described below:

**0.1 Methodology and Work Plan Meeting with MoEU and UNDP Project Team:** A "Methodology and Work Plan" (hereinafter, Kick-off Meeting) with the MoEU will be organized to articulate the project tasks and work plan for the conduction of the activities. The meeting will serve as a basis for the MoEU and the IC to make preliminary decisions on several aspects related to how to carry out the study and to validate the roles and responsibilities, timeline and expected outcomes under this assignment.

The IC will finalize the methodology based on the outcomes and feedbacks obtained from the "Steering Workshop" (see below).

**0.2 Part II- "Steering Workshop (SW)" with key stakeholders:** The Steering Workshop will be carried out with the participants from the key ministries and representatives from the private sector. The aim of the workshop will be to collect initial inputs from the key stakeholders on the necessary information and feedback which the IC will need towards determining a robust methodology and work plan for the assignment. The SW will also help the IC to identify data gaps, needs of the sector.

Overall, the SW will serve as an important tool for the IC to:

- a) Get familiarized with the current landscape of modelling and data in Turkey; i.e.; barriers and bottlenecks relevant to data collection, etc.;
- b) Understand the general expectations of the stakeholders from climate change strategy and action plan in terms of objective of the low carbon development (i.e.; to achieve low carbon energy generation, achieve emission reductions, boost renewables, carbon pricing, selling credits internationally etc.)
- c) Collect initial inputs from the stakeholders (i.e.; type of data, availability, etc.) to prepare the “Inception Report” which includes robust recommendation on the method and approaches to deliver the work; and,
- d) Initiate a preliminary discussion on the long-term strategy and action plan, vision, mission and also targets and collect feedback from the audience.

During the workshop, the IC will present the LT-LEDs country examples, Turkey’s sectoral country profile. The IC will present the audience sectoral objectives and working principles, advantages and disadvantages, prerequisites and requirements to utilize each (or, a combination of) them. The IC will develop, lead and facilitate the workshop with the objective to collect critical information and feedback – notably by leveraging interactive tools and approaches. To this end, prior to the workshop, the IC is expected to prepare discussion and/or informative notes targeting specific participants. These will include key questions for each of the ministries considered key to building robust assumptions and collecting the data necessary to perform the work.

The feedback collected from this workshop will provide important steering and guidance to the project team in terms of national needs and circumstances, priorities, bottlenecks and possible improvement paths. The outputs of the Steering Workshop will constitute important inputs for the IC to facilitate the work. This meeting is expected to take place at least 1 days.

### **TASK 1. Inception Report**

The IC will prepare agriculture part of the “Inception Report” which will shed light on the relevant country examples. IC will prepare need assessment of agriculture sector in terms of long term strategy and action plan, current status of agriculture sector, policy mapping including all agriculture related policy documents (for example, By-Laws, legislations, strategic plans, development plan, action plans, etc), relevant data to determine and measure the fiscal, economic and sectoral impacts of the selected targets and actions. Furthermore, IC will propose a workplan, methodology for the assignment and timeline.

Based on the discussions and outputs from the kick-off meeting and SW, the report will also assess and discuss suitable country examples agreed with the Project Team and methodology and will select and justify the most appropriate combination to deliver the project outputs successfully – including options to leverage existing data and infrastructure and taking into account possible limitations such as confidentiality and data gaps. The Inception Report will also suggest comprehensive approaches and plan to handle those gaps as discussed during the SW.

The Report will also present the IC’s understanding of current policy landscape, the potential policy and mitigation scenarios that will be used by the model.

As data collection is usually one of the most challenging tasks under such kind of assignments, it is very crucial for the IC to build a trust-based and firm engagement with the stakeholders. To this end, the Report should also provide a clear communication plan to establish and maintain robust communication

and interaction lines with the stakeholders to ensure smooth flow of data and all other supporting documents and information. The plan will involve the tools that the IC is planning to use such as face-to-face meetings, teleconferences, surveys, etc. and how to use them (who will attend, how many times, etc).

With the approval of the “Inception Report” by the Project Team by consultation with MoEU, both parties will have a clear roadmap of the assignment with the tools and approaches agreed; variables and indicators identified; and, all required data, supporting tools and information requirements are determined.

Within the scope of the consultancy services, each “Inception Report” to be developed within the scope of the consultancy services will include at the minimum the following sections;

- a) Executive Summary
- b) Background
- c) Turkey’s Sectoral Overview and Analysis
- d) Selected Methodology and its Scientific Justification
- e) Data Collection and Sectoral Policy mapping
- f) Work Plan
- g) Timeline
- h) Comparative Analysis of Country examples

The language for Inception Report shall be in English.

Draft Inception Report shall be between **40-50 pages** long and the reports will be sent to the Team Leader for review and will be approved by UNDP by consultation with MoEU. Team Leader will combine all sectors and prepare Final Inception report. After review of all experts Final Inception Report will be approved by UNDP under consultation of MoEU.

## **Task 2: Assessment, Content Development and Draft Climate Change Long Term Strategy 2050:**

At this phase, after the approval of the Inception Report by UNDP, the IC shall start to support the preparation and development of the Modelling work and to organize meetings with relevant stakeholders to collect agriculture related data, develop scenarios, determine assumptions for agriculture sector with the support of modelling expert to define mitigation targets and actions and mitigation potential of sector. According to the policy document, strategies, legislations, etc. agriculture related mitigation targets will be listed in terms of climate change. At the same time, IC will assess the EU Green Deal when developing mitigation targets.

The identification of targets that support the transition to a decarbonized economy, but have not been included in legally binding national policy. Such targets ideally will include an indicative economy-wide GHG emissions target, for example a net-zero CO2 emissions target for 2050. Such indicative GHG emission targets will generally be informed by and even directly derived from theoretical scenario modelling. Such indicative and non-binding targets will provide a clear indication on the country’s long term vision.

IC shall develop a set of targets on agriculture sector in consultation with the stakeholders and guidance of modelling work. The most important part of the target setting work is to determine the long term targets in a cost effective manner. To achieve this, IC will work with modelling and economy modelling expert in close cooperation.

In total, 7 sectoral mitigation targets shall be prepared and completed with the Team leader, sectoral experts, modelling and economy modelling experts.

In cooperation with the Team Leader and Modelling expert & Economy modelling expert, UNDP Project Team, Implementing Partner, key stakeholders, line Ministries, umbrella organizations and sector associations, academia, NGO’s, the data and information for methodology, data identification and sources, data analysis, scenarios, assumptions and target development will be developed by the IC.

Within the scope of the consultancy services, each sectoral “Draft Climate Change Long Term Strategy 2050” to be developed within the scope of the consultancy services will include at the minimum the following sections;

- a) Executive Summary
- b) Methodology
- c) Background
- d) Scenarios and Assumptions
- e) Sectoral Vision and Mission
- f) Set of long-term targets (2050), actions and their assessment
- g) Policy Recommendations for Short(2023), Mid(2030) and Long Term (2050) Targets

The language for “Draft Climate Change Long Term Strategy 2050” shall be in Turkish.

Each draft report shall be between **40-50 pages** long and the reports will be sent to the Team Leader for review and will be approved by the UNDP Project Team by consultation with MoEU.

### **Task 3: Final National Climate Change Long Term Strategy Report:**

After the review and comments of the UNDP Project Team, Team Leader, MoEU, key stakeholders, line Ministries, umbrella organizations and sector associations, academia, NGO’s, the draft report will be finalized.

Finalized “ **National Climate Change Long Term Strategy Report**” will be submitted by the Team Leader with the contribution of the 7 Sectorial Experts (including the Agriculture Sector Expert) and modelling and economy modelling experts to the UNDP Project Team for review and will be approved by UNDP by consultation with MoEU. IC will only be responsible for the revision of agriculture part of the Report.

The language for “Final Climate Change Long Term Strategy 2050” shall be in Turkish.

### **Task 4: Assessment, Content Development and Draft Climate Change Action Plan 2030:**

At this phase, after the approval of the **Turkey’s National Climate Change Long Term Strategy Report** by MoEU, the IC shall start to support the modelling work for the determination of mitigation actions to organize meetings with relevant stakeholders to collect agriculture related data, develop scenarios and determine assumptions for agriculture sector with the support of modelling expert. According to the policy document, strategies, legislations, etc. and also modelling results, agriculture related mitigation actions will be listed in terms of climate change. At the same time, IC shall assess the EU Green Deal when developing mitigation actions.

The identification of actions will be developed in terms of implementation of mitigation targets. IC shall develop a set of actions to implement the Climate Change Long Term Strategy on agriculture sector in consultation with the stakeholders and guidance of modelling work. The most important part of the action setting work is to determine the long term actions in a cost effective manner. To achieve this, IC shall work with modelling and economy modelling expert in close cooperation.

In total, 7 sectoral mitigation actions shall be prepared and completed with the Team leader, sectoral experts, modelling and economy modelling experts.

In cooperation with the Team Leader and Modelling expert & Economy modelling expert, UNDP Project Team, Implementing Partner, key stakeholders, line Ministries, umbrella organizations and sector associations, academia, NGO’s, the data and information for methodology, data identification and sources, data analysis, scenarios, assumptions and action set will be developed by the IC.

Within the scope of the consultancy services, each sectoral “Draft Climate Change Action Plan 2030 Report” to be developed within the scope of the consultancy services will include at the minimum the following sections;

- a) Executive Summary
- b) Methodology
- c) Background
- d) Scenarios and Assumptions
- e) Set of mitigation actions (2030) with their objectives and their assessment
- f) Policy Recommendations for Short (2023), Mid (2030) and Long Term (2050) Actions

The language for “Draft Climate Action Plan 2030” shall be in Turkish.

Each draft report shall be between **40-50 pages** long and the reports will be sent to the Team Leader for review and will be approved by UNDP by consultation with MoEU.

#### **Task 5: Final National Climate Change Action Plan Report:**

After the review and comments of the UNDP Project Team, Team Leader, MoEU, key stakeholders, line Ministries, umbrella organizations and sector associations, academia, NGO’s, the draft report will be finalized.

Finalized “ **Turkey’s National Climate Change Action Plan Report**” will be submitted by the Team Leader with the contribution of the 7 Sectorial Experts (including the Agriculture Sector Expert) and modelling and economy modelling experts to the UNDP Project Team for review and will be approved by the UNDP Project Team by consultation with MoEU. IC will only be responsible for the revision of agriculture part of the Report.

The language for “Final Climate Action Plan 2030” shall be in Turkish.

### **3. DUTIES AND RESPONSIBILITIES OF THE INDIVIDUAL CONSULTANT**

UNDP will mobilize an Individual Consultant (IC) as “Agriculture Sector Expert” to provide deliverable-based consultancy services for supporting the preparation of Turkey’s National Climate Change Action Plan for 2023-2030 (NCCAP 2023-2030) and Turkey’s National Climate Change Strategy for 2050. (Long Term -Low Emission Development Strategy (LT-LEDS)) within the scope of the Project. Within this scope, the IC will work closely with the UNDP Project Team and MoEU and will report to Team Leader and 7NC3BR Project Manager.

The roles and responsibilities of the IC as Agriculture Sector Expert are as follows;

- i. To prepare agriculture part of Inception Report
- ii. To review and analyse the national development programs, policies and measures on agriculture sector which is directly affects GHG emissions.
- iii. To prepare need assessment for own sector, review and analyse the country examples in terms of agriculture sector and also assess the EU Green Deal relation for agriculture sector.
- iv. To develop a mechanism, including the timeframe with detailed steps on how to develop a long-term low emission development strategy (LT-LEDS) and action plan sectoral component,
- v. To develop targets and actions with the 2030 and 2050 focus for the agriculture sector.
- vi. In addition, as the agriculture is considered as the priority sector, the agriculture expert will participate in developing the LT-LEDS objective, vision and/or goal.
- vii. Determine, in collaboration and agreement with the other relevant members of the Assignment Team, the appropriate methodology
- viii. Support the other team members for determination of the appropriate techniques and analyses



- for the activities described in the Terms of Reference
- ix. Provide guidance and technical inputs for the relevant deliverables/outputs and draft the relevant entire and/or some related sections of the deliverables of the assignment primary responsibility of which are designated
  - x. Participate in major events involving stakeholders (meeting, visits, assessments and workshops) as well as consultation sessions to be conducted with the participation of the UNDP, MoEU representatives
  - xi. One of the expert's responsibilities will include assisting the team of experts to develop GHG scenarios through applying projections mainly on agriculture sector.

The listed activities are subject to some development and change with consent of UNDP 7NC3BR Project Manager. These possible developments and changes will be shared with the IC throughout the contract execution, the IC will conduct activities in accordance with the sections 2 and 3 of this Terms of Reference.

#### 4. DURATION AND DELIVERABLES

The assignment is expected to start in **April 2021** and be completed by **31 May 2022**. The deliverables expected from the IC as Agriculture Sector Expert are as follows;

#	<u>Major Activities</u>	<u>Deliverables</u>	<u>Estimated Number of Working Days to be Invested (Indicative)*</u>	<u>Due Date**</u>
1	<b>1. Inception – Desk Review and Scope of the Work</b> 1.1. Time Plan: Preparation of the Report Development Activity Time Plan; 1.2. Desk Review: sectoral analysis, global, national and regional trends, Country examples; 1.3. Defining the Scope of the Reports: Defining/designing the method/models/tools and scope of the reports; 1.4. Policy Mapping: assessing the related policy documents and legislations. 1.5. Need Assessment: Determining the sectoral needs for the development of long term strategy and action plan. 1.5.Preparation of the Inception Report / Presentation;	<b>Deliverable no.1:</b> <i>"Inception Report"</i>	5 working days	20 May 2021
2	<b>2. Assessment, Content Development and Climate Change Long Term Strategy 2050</b> 2.1.Development of model and data collection: surveys, interviews, workshops, platforms, coordination and communication etc. determining assumptions and scenarios by working in close cooperation with modelling expert.	<b>Deliverable no.2:</b> <i>"Draft Climate Change Long Term Strategy 2050"</i>	25 working days	26 October 2021
3	2.2. Sector Working Group Meetings: Conducting regular meetings with Sector Working Groups; 2.3.Implementation: setting long term targets for agriculture sector and also mission and vision in conjunction with the modelling results 2.4.Draft Report: Preparation of long term strategy 2050 2.5.Feedback from stakeholders: Validation meetings/workshops;	<b>Deliverable no.3:</b> <i>"Final Climate Change Long Term Strategy 2050"</i>	5 working days	6 December 2021

	2.6.Finalization of Climate Change Long Term Strategy 2050			
4	<b>3. Assessment, Content Development and Climate Change Action Plan 2030</b> 3.1. Development of model and data collection: surveys, interviews, workshops, platforms, coordination and communication etc. determining assumptions and scenarios by working in close cooperation with modelling expert.	<b>Deliverable no.4:</b> <i>“Draft Climate Change Action Plan 2030”</i>	50 working days	1 March 2022
5	3.2. Sector Working Group Meetings: Conducting regular meetings with Sector Working Groups. 3.3. Implementation: setting long term actions for agriculture sector and also mission and vision in conjunction with the modelling results 3.4. Draft Report: Preparation of long term action plan 2030 3.5. Feedback from stakeholders: Validation meetings/ workshops. 3.6. Finalization of Climate Change Action Plan 2030	<b>Deliverable no.5:</b> <i>“Final Climate Change Action Plan 2030”</i>	5 working days	2 May 2022

\* These number of days for each deliverable are solely just provided to give the IC an idea on the assignment and deliverables to be undertaken. The payments will be made in line with the table given under Section 8. PAYMENTS, irrespective of the number of days to be actually invested by the IC for the completion of each respective deliverable.

\*\*Dates may be changed according to actual contract start date.

IC’s deliverables will be subject to certification and approval by the UNDP 7NC3BR Project Manager in consultation with MoEU.

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The acceptable minimum standards of the deliverables are as follows:

Deliverables	Acceptable Minimum Service Standards
Inception Report	Shall include analysis of existing situation and the work plan for the Report. a) Executive Summary b) Background c) Turkey’s Sectoral Overview and Analysis d) Selected Methodology and its Scientific Justification e) Data Collection and Sectoral Policy mapping f) Work Plan g) Timeline h) Comparative Analysis of Country examples
Draft Climate Change Long Term Strategy 2050	Shall involve the following areas (but not limited to them upon the IC’s approved Inception Report delivery); a) Executive Summary b) Methodology c) Background d) Scenarios and Assumptions e) Sectoral Vision and Mission f) Set of long term targets (2050), actions and their assessment

	g) Policy Recommendations for Short (2023), Mid (2030) and Long Term (2050) Targets
Final Turkey's Climate Change Long Term Strategy 2050	Shall involve the following areas (but not limited to them upon the IC's approved previous delivery); a) Executive Summary b) Methodology c) Background d) Scenarios and Assumptions e) Sectoral Vision and Mission f) Set of long term targets (2050), actions and their assessment g) Policy Recommendations for Short (2023), Mid (2030) and Long Term (2050) Targets
Draft Climate Change Action Plan 2030	Shall involve the following areas (but not limited to them upon the IC's approved previous delivery); a) Executive Summary b) Methodology c) Background d) Scenarios and Assumptions e) Set of mitigation actions (2030) with their objectives and their assessment f) Policy Recommendations for Short (2023), Mid (2030) and Long Term (2050) Actions
Final Climate Change Action Plan 2030	Shall involve the following areas (but not limited to them upon the IC's approved previous delivery); a) Executive Summary b) Methodology c) Background d) Scenarios and Assumptions e) Set of mitigation actions (2030) with their objectives and their assessment f) Policy Recommendations for Short (2023), Mid (2030) and Long Term (2050) Actions

## 5. REQUIRED QUALIFICATIONS

The following table demonstrates the required qualifications of the IC to be selected for this consultancy services.

	Minimum Requirements	Assets
<b>General Qualifications</b>	<ul style="list-style-type: none"> <li>University degree in related technical science/engineering (4 points)</li> <li>Full proficiency in English and Turkish (4 points)</li> <li>Excellent command of office software, such as word processors, spreadsheets. (3 points)</li> </ul>	<ul style="list-style-type: none"> <li><b>Asset:</b> Master's degree or advanced degree in agriculture, climate/environment (4 points)</li> </ul>
<b>Professional Experience</b>	<ul style="list-style-type: none"> <li>At least 8 years of professional experience with developing climate change policy (10 points)</li> <li>Experience in consulting private sector about compliance with climate policies. (10 points)</li> </ul>	<ul style="list-style-type: none"> <li><b>Asset:</b> At least 5 years of professional experience on inventory, statistics, modelling related work such as providing assumptions and scenarios for projections (5 points)</li> </ul>

<b>Specific Experience</b>	<ul style="list-style-type: none"> <li>At least 5 years of specific experience with developing or implementing climate change policies in the agriculture sector (21 points)</li> </ul>	<ul style="list-style-type: none"> <li><b>Asset:</b> Specific experience in advising climate policy making at the government level, at least in 3 projects (5 points)</li> <li><b>Asset:</b> Proof of effective and successful delivery of trainings and workshops, especially, for central governments (4 points)</li> </ul>
Notes: <ul style="list-style-type: none"> <li>Internships (paid/unpaid) are not considered professional experience.</li> <li>Obligatory military service is not considered professional experience.</li> <li>Professional experience gained in an international setting is considered international experience.</li> </ul>		

UNDP is committed to achieving workforce diversity in terms of gender, race, ethnicity, indigenous identity, disability and culture. Individuals from all genders, minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with utmost confidentiality.

## 6. INSTITUTIONAL ARRANGEMENTS

UNDP will provide to IC all relevant background documents. UNDP is not required to provide any physical facility for the work of the IC. However, depending on the availability of physical facilities (e.g. working space, computer, printer, telephone lines, internet connection etc.) and at the discretion of the UNDP and relevant stakeholders, such facilities may be provided at the disposal of the IC. UNDP will facilitate meetings between the ICs and other stakeholders, when needed.

All document and data provided to the IC are confidential and cannot be used for any other purposes or shared with a third party without any written approval from UNDP.

## 7. PLACE OF WORK

Place of work for the assignment is home-based and Ankara. All travel, accommodation and living costs in duty station (home based and Ankara) will be covered by the IC. The travel costs of joining and leaving the Duty Stations shall be also borne by the IC. The prospective ICs are expected to take this into consideration whilst determining the price of each deliverable. There is no other expected travel within the scope of the Project. In case of an unforeseen travel out of the duty station is needed, the travel and accommodation costs of these missions will be borne by UNDP. The cost and terms of reimbursement of any travel authorized by UNDP for IC must be negotiated prior to travel. The respective travels of the IC may either be;

- Arranged and covered by UNDP CO from the respective project budget without making any reimbursements to the IC or
- Reimbursed to the IC upon the submission of the receipts/invoices of the expenses by the IC and approval of the UNDP. The reimbursement of each cost item subject to following constraints/conditions provided in below table;
- covered by the combination of the above options

The following guidance on travel compensation is provided per UNDP practice.

Cost item	Constraints	Conditions of Reimbursement
Travel (intercity transportation)	Full-fare economy class tickets	1- Approval by UNDP of the cost items before the initiation of travel
Accommodation	Up to 50% of the effective DSA rate of UNDP for the respective location	

Breakfast	Up to 6% of the effective DSA rate of UNDP for the respective location	2- Submission of the invoices/receipts, etc. by the consultant with the UNDP's F-10 Form 3- Acceptance and Approval by UNDP of the invoices and F-10 Form.
Lunch	Up to 12% of the effective DSA rate of UNDP for the respective location	
Dinner	Up to 12% of the effective DSA rate of UNDP for the respective location	
Other Expenses (intra city transportations, transfer cost from /to terminals, etc.)	Up to 20% of effective DSA rate of UNDP for the respective location	

As per UNDSS rules, the IC is responsible for completing necessary online security trainings and submitting certificates and travel clearance prior to assignment-related travels.

## 8. PAYMENTS

Payments will be made within 30 days upon acceptance and approval of the corresponding deliverables listed in “Section 4. Duration and Deliverables” by UNDP on the basis of payment terms indicated below table and the pertaining Certification of Payment document signed by the IC and approved by the responsible Project Manager.

#	<u>Deliverable</u>	<u>Percentage of Payment</u>
1	Deliverable no.1: Inception Report	10%
2	Deliverable no.2: Draft Climate Change Long Term Strategy 2050	30%
3	Deliverable no.3: Final Climate Change Long Term Strategy 2050	15%
4	Deliverable no.4: Draft Climate Change Action Plan 2030	30%
5	Deliverable no.5: Final Climate Change Action Plan 2030	15%

If the deliverables are not produced and delivered by the IC to the satisfaction of UNDP as approved by the responsible Project Manager, no payment will be made even if the IC has invested time to produce and deliver such deliverables.

The amount paid to the expert shall be gross and inclusive of all associated costs such as social security, pension and income tax etc.

**Tax Obligations:** The IC is solely responsible for all taxation or other assessments on any income derived from UNDP. UNDP will not make any withholding from payments for the purposes of income tax. UNDP is exempt from any liabilities regarding taxation and will not reimburse any such taxation to the IC.