

Terms of Reference

I. Position Information

Services/Work Description: National Consultant to Prepare REDD+ Biodiversity Monitoring Guideline

Project /Program Title: REDD+ Investment Program

Duty Station: Addis Ababa

Type of the Contract: National Consultant – 50 days

Expected Start Date: Immediately after concluding the contract agreement

II. Organizational Context and background

1.1. Background

Biological diversity, or ‘biodiversity’, encompasses the variety and variability of all living organisms, including within species, between species and of ecosystems. Biodiversity plays an indispensable role in the functioning and resilience of ecosystems and the benefits that humans derive from them, with these benefits known as ‘ecosystem services. Ecosystem services extend from the local to global scale, delivering vital local livelihood benefits as well as larger scale services such as carbon sequestration and storage, nutrient cycling, and water purification.

The potential biodiversity co-benefits of REDD+ activities have been recognized by the UNFCCC within the Bali Action Plan. Much of the international discussions have so far focused on both the social and environmental risks posed by REDD+ and the need to avoid negative impacts. Given this, Parties to the UNFCCC agreed at the 2010 climate talks in Cancún to promote and support seven REDD+ social and environmental safeguards. These so-called ‘Cancún Safeguards’ are a set of basic principles to help guide REDD+ implementation and ensure that REDD+ ‘does no harm’ people and the environment.

REDD+ project is required to provide evidence of not just carbon saving, but also biodiversity and human well-being benefits for the success of the carbon project. It is also important for REDD+

activities that aim to sell carbon credits on the voluntary market, with associated certification schemes also often require demonstration of a project's biodiversity benefits.

Thus, goal of the of the REDD+ Biodiversity monitoring guideline includes identifying biodiversity indicators, describe the method on how to monitor the indicator at ground level, and identify how to measure each indicator and putting all these together into 'guideline document. The guideline should be comprehensive enough to monitor REDD+ biodiversity.

Monitoring biodiversity for REDD+ can provide a link between Conventions, helping to achieve international climate and biodiversity targets more cost- effectively. In addition, biodiversity monitoring can be important for compliance with the safeguards and standards required by donor agencies and investors in REDD+.

Financial support for the implementation of the REDD+ Investment Program (RIP) was agreed and signed by Government of Norway and Ministry of Environment, Forest and Climate Change in 2017. The Program has three components, which contribute towards Carbon Stock Enhancement and Emission Reduction in the forest sector. Successful emission reduction in will mean the country is eligible for results-based payments as agreed in the bilateral agreement between Governments of Ethiopia and Norway. Norway has also expressed its interest in conservation of biodiversity besides the carbon benefits of RIP. We are expected to collect data on biodiversity in all program intervention areas, and its document the impacts. A national biodiversity monitoring is required to deliver on the expectation, and it will provide guidance to REDD+ actors in the country. Preparation of biodiversity monitoring guideline for REDD+ Implementation program is also crucial for the sustainability of the project.

To this end, the Environment, Forest, and Climate Change Commission (EFCCC), through the UNDP, seeks to hire an individual national consultant to support the development of a REDD+ biodiversity monitoring guideline which should be used by REDD+ implementing actors, including RIP. It is envisaged that the work will be completed by August 2021, and its applications starts before RIP I ends.

III OBJECTIVE

The consultant will be required to prepare biodiversity monitoring guideline for REDD+ Implementation program (and the subsequent REDD+ programs in the future) identifying biodiversity monitoring indicators; describing methods on how to measure the indicators and recommends on how to establish permanent biodiversity monitoring system. The successful candidate is expected to review existing literature for biodiversity monitoring globally and in Ethiopia. Additionally, he/she will also list type of indicators on indigenous knowledge related to biodiversity and monitoring, and the role of local people in monitoring biodiversity.

IV TASKS OR SCOPE OF SERVICES

- The assignment is primarily meant to produce comprehensive guideline on REDD+ biodiversity monitoring guideline that guides the REDD+ program implementation and generation of ER credits and associated co-benefits related to biodiversity in Ethiopia. The monitoring guideline preparation involves reviewing and analyzing relevant documents; conducting consultations with relevant national and regional stakeholders to frame a biodiversity guideline; and discussing the process with national and regional-level stakeholders. To identify REDD+ biodiversity monitoring indicators the consultant is expected to comprehensively review and analyze biodiversity and REDD+ related international and national documents including national forest policy, national forest proclamation, biodiversity policy of Ethiopia, national biodiversity strategy of Ethiopia, National REDD+ Strategy, REDD+ Safeguard Instruments, FSDP, Cancun Safeguard Principles.

The Consultant will have the following tasks:

- Review and analyze biodiversity and REDD+ related international and national policy and related documents Identify biodiversity monitoring indicators and discuss with national REDD+ experts,
- Describe standard methods or methodologies used to measure biodiversity indicators,
- Outline steps used to establish permanent biodiversity monitoring system in the REDD+ intervention areas,

- List indicators on indigenous knowledge related to biodiversity,
- Prepare REDD+ biodiversity monitoring guideline with due consideration to validation by stakeholders.

V. DELIVERABLES AND OUTPUTS

The consultancy assignment is expected to produce **three deliverables**.

- Inception Report and Report Outline
- Validation Workshop and Draft Report
- Final Report

No	Deliverable	Expected Output	Duration
1	Inception report	Report including methodology, literature review, provisional report format, suggested biodiversity monitoring guideline Outline.	5 Days after signing contract
2	Draft / Mid Term Report		20 calendar days after presentation of inception report
	Validation Workshop	Hold validation workshop to present findings and get inputs for refinement of the assessment report	5 days after submission of the Draft Report
3	Final Report		20 days after validation workshop

VII. CONSULTANT QUALIFICATIONS AND CRITERIA

The Consultant must possess the following key qualifications:

Technical Competency

- Master's Degree or above in Forestry or Natural Resource Management, Biology or related professionals
- Minimum 10 years of relevant work experience preferably in similar areas and assignments
- Knowledge of REDD+ and Climate change in Ethiopia is an advantage.

Functional Competencies

- Good communication skills in English

- Positive and constructive approaches to work with energy and synergy
- Demonstrate openness to change and ability to receive and integrate feedback.
- Excellent written and verbal communication skills
- Strong time management and meet established timelines.

Language and Other Skills

- Good knowledge of English, including the ability to write reports clearly and concisely and to set out a coherent argument in presentation and group interactions.
- Capacity to facilitate and communicate with different stakeholders.
- Computer skills: full command of Microsoft applications (word, excel, PowerPoint) and common internet applications.

VII. CRITERIA FOR SELECTING BEST OFFER

Upon the advertisement of the procurement notice, qualified individual consultant is expected to submit both technical and financial proposals. Accordingly, individual consultants will be evaluated based on cumulative analysis as per the following criteria:

- Application is responsive/compliant/acceptable to the desired output, and
- Received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

The respective weight of the proposals is:

a. Technical evaluation criteria weight is **70%**

b. Financial evaluation criteria weight is **30%**

Criteria	Weight	Point
Technical Competence (based on CV, Proposal and interview (if required))	70%	70
Criteria a. Educational relevance: Fit to post		10
Criteria b. Understanding the scope of work and organization of the proposal		40
Criteria c. Experience of similar assignment		40
Criteria d. Previous work experience in UNDP		10
Financial Offer	30%	30
Total Score	Technical Score * 70% + Financial Score * 30%	

VIII. LOCATION AND REPORTING

The Consultant will report to Coordinator of the National REDD+ Secretariat who will be responsible for organisation and coordination of the outputs. The national REDD+ safeguard specialists will provide technical assistance as appropriate. He/she will be expected to also work in close with key Government Partners including Deputy Commissioner, EFCCC; and Regional Stakeholders.

The National REDD+ Secretariat will provide guidance, particularly on REDD+ biodiversity indicators identifications, biodiversity indicators measurement techniques. Experts from federal level will also accompany the Consultant for appropriate workshop.

IX. CONFIDENTIALITY

The consulting individual 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 consulting firm under the assignments shall become and remain projects/property of UNDP.

X. PAYMENT MILESTONES AND AUTHORITY

Installment of Payment/ Period	Deliverables or Documents to be Delivered	Approval should be obtained	Percentage of Payment
installment	Upon submission and approval of inception Report	UNDP CO	25%
2nd installment	Following submission and approval of the 1st draft assessment report	“	40%
3rd installment	Following submission and approval of the final assessment report	“	35%

X. CONFIDENTIALITY AND PROPRIETARY INTERSTS

The consultants shall not either during the term or after termination of the assignment, disclose any propriety of confidential information related to the consultant or the Government, without prior written consent. Propriety interests on all materials and documents prepared by the consultants under the assignment shall become the property of UNDP. This assignment will be administered by the United Nations Development Program (UNDP), and all relevant UNDP rules, policies and procedures will apply.

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

Signature: _____

Name and Designation: _____

Date of Signing: _____