

UNDP Belarus
TERMS OF REFERENCE

Title:	International Consultant on National Adaptation Planning in Belarus
Type of contract:	Consultant/Individual Contract/International
Office/Project:	EU4Climate, project Award # 00115652, Output ID # 00114345, source of funding – national project EU4Climate
Duty station:	Home-based. The Consultant should have no restrictions for part-time work or limitations regarding multiple employment. The contractor will have to arrange his/her workplace, logistics and equipment
Contract Duration:	20 August 2021 – 20 December 2021 (approximately 65 working days)
Itinerary:	Travel is not envisaged
Payment terms:	Lump sum payment in 2 instalments. UNDP makes payments after completion of Deliverables according to the Terms of Reference: <ol style="list-style-type: none"> 1. 70% of the total contract amount after completion of Deliverables A and B and their acceptance by UNDP; 2. 30% of the total contract amount after completion of Deliverables C and D and their acceptance by UNDP
Administrative arrangements:	<ul style="list-style-type: none"> • The Financial Proposal of the Consultant shall be final and take into account various expenses incurred during the contract period (professional fee, health insurance, vaccination, office costs and any other relevant expenses related to the performance of services) • Languages of the Deliverables are English and Russian
Qualifications	<ul style="list-style-type: none"> • Bachelor's Degree in environmental sciences / sustainable development / social sciences / environmental protection, or related area • Master's Degree or higher in social sciences / environmental sciences or related area would be an advantage • At least 8 years of relevant professional experience in climate change-related issues confirmed by CV • Experience in reviewing and elaborating policy documents with country-related context in the adaptation process, confirmed by at least 3 relevant reports is an advantage • Knowledge of climate change sectoral adaptation measures in Europe / international climate-related political frameworks in Europe confirmed by at least 5 presentations, is an advantage
Competencies:	<ul style="list-style-type: none"> • Excellent skills in drafting and compiling professional reports, confirmed by at least 5 relevant reports/publications • Fluency in English is required, confirmed by diploma / degree / certificate if not native language • Knowledge of Russian is an advantage, confirmed by diploma / degree / certificate if not native language
Direct supervisor:	Iryna Sakalouskaya, National Coordinator of EU4Climate in Belarus

1. GENERAL BACKGROUND INFORMATION ON THE CONTEXT OF THE ENGAGEMENT:

The EU4Climate Project helps governments in the six EU Eastern Partner countries - Armenia, Azerbaijan, Belarus, Georgia, the Republic of Moldova and Ukraine - to take action against climate

change. It supports countries in implementing the Paris Climate Agreement and improving climate policies and legislation. Its ambition is to limit climate change impact on citizens lives and make them more resilient to it. EU4Climate is funded by the European Union (EU) and implemented by the United Nations Development Programme (UNDP).

The objective of the Project is to support the development and implementation of climate-related policies by the Eastern Partnership countries that contribute to their low emission and climate-resilient development and their commitments to the Paris Agreement on Climate Change. It identifies key actions and results in line with the Paris Agreement, the "20 Deliverables for 2020", and the key global policy goals set by the UN 2030 Agenda for Sustainable Development. The Project will also translate into action priorities outlined in the Eastern Partnership Ministerial Declaration on Environment and Climate Change of October 2016.

The following results will be achieved upon Project's implementation:

- (i) Finalized/up-dated nationally determined contributions and national mid-century strategies and communicated to the United Nations Framework Convention on Climate Change (UNFCCC)
- (ii) Improved inter-institutional awareness and coordination at the political and technical level of the Paris Agreement and the corresponding national commitments
- (iii) Established or strengthened measurement, reporting and verification (MRV) systems, with countries getting on track with Paris Agreement transparency requirements
- (iv) Establishment of concrete sectoral guidelines for the implementation of the Paris Agreement in each of the Eastern Partners
- (v) Advanced alignment with EU acquis
- (vi) Increased mobilization of climate finance
- (vii) Enhanced adaptation planning. As of July 2019, the Project has conducted consultations with the governments of the Partner Countries and has identified priority areas of work and key deliverables for each of the countries.

2.SCOPE OF THE ASSIGNMENT:

Under the overall supervision of the National Project Coordinator, the Consultant is expected to contribute to achieving the main outputs of the Project: (i) Finalized/up-dated nationally determined contributions and national mid-century strategies and communicated to the United Nations Framework Convention on Climate Change (UNFCCC), (ii) Improved inter-institutional awareness and coordination at the political and technical level of the Paris Agreement and the corresponding national commitments, (v) Advanced alignment with EU acquis, (vii) Enhanced adaptation planning.

The Consultant will also work in close consultations with the Ministry of Natural Resources and Environmental Protection of the Republic of Belarus (MNREP), the Project's national consultants, and other relevant stakeholders.

The Consultant will work in close cooperation and report to the organization hired by the Project to perform climate change impacts, vulnerability and climate risks assessment for the development of a National Adaptation Plan.

3.OBJECTIVE OF THE ASSIGNMENT:

The objective of the assignment is to guide and assist a pool of national sectoral consultants in energy, industry, transport, utilities, economy, legal sphere and the organization, hired to perform the assessments of climate change impacts, vulnerability and climate risks for the development of a National Adaptation Plan for the Republic of Belarus.

The work done under the assignment shall promote environmental integrity, transparency, accuracy, completeness, comparability and consistency, and ensure the avoidance of double counting (Article 4.13).

4. TASKS AND DELIVERABLES:			
Deliverables	Task	Due date	# of working days
A Prepared presentation on climate change adaptation, main stages of national adaptation planning and general activities to consider at each phase for the National Adaptation Plan process (at least 35 slides)	1. Prepare the presentation on climate change adaptation, main stages of national adaptation planning and general activities to consider at each phase for the National Adaptation Plan process in Belarus	within 2 weeks after the contract is signed	3
	2. Present it to the national sectoral consultants and organization performing the assessments of climate change impacts, vulnerability and climate risks on climate change adaptation, main stages of national adaptation planning and general activities to consider at each phase for the National Adaptation Plan process		1
B Report on the analysis done in clauses 3-8 (at least 15 pages* ¹)	3. Review of the national and sectoral policies related to adaptation to climate change, based on the existing informational sources and literature (desk-study) against international requirements of UNFCCC	15 October 2021	12
	4. Identify gaps and challenges as an output to clause 3		4
	5. Assist in the development of a work plan and schedule for the assessments of climate change impacts, vulnerability and climate risks in energy, industry, transport, utilities		4
	6. Assist in the development of a strategy and methodology for assessing climate change impacts, vulnerability, and climate risks for targeted sectors		4
	7. Develop recommendations on how to integrate adaptation into national policies and activities, planning processes and strategies in particular		4
	8. <i>Comments from UNDP and MNREP</i>	25 October 2021	
C Prepared presentation for information and educational workshops for consultation and capacity building of stakeholders on climate change adaptation Consultant participated in online mode in the webinars for capacity building on climate change adaptation	9. Work on the comments presented by UNDP and MNREP implementing clause 8	31 October 2021	1
	10. Prepare a presentation for information and education workshops for consultation and capacity building for stakeholders in the targeted sectors for representatives of targeted sectors, national administrations, and NGOs		4
	11. Participate in webinars/workshops for capacity building on climate change adaptation with representatives of the targeted sectors, national administrations, and NGOs		2
	12. Stakeholder interviews (minimum 5 interviews) on the effectiveness of the existing architecture of climate adaptation policies		5

¹ Requirements for the reports: Calibri font, size 10

D	Policy paper with the main points covered within the work done in clauses 1-16 (not more than 5 pages)	13. Identify gaps and challenges as an output to clause 12	10 December 2021	4
		14. Validating, review, provide technical support to the team of national sectoral consultants		10
		15. Assist in the analysis of the market and non-market barriers for the effective implementation of NAP activities in the targeted sector, done by the national consultants, enabling frameworks for the overcoming barriers		7
Total number of working days:				65
Signature of Supervisor:				
Signature of Supervisee:				