



**TERMS OF REFERENCE**  
**International Consultant**

Assignment Title	Environmental Goods and Services (EGS) – Circular Economy expert
Project	Governance for Resilience and Sustainability Project
Type of Contract	Individual Contract (International)
Contract Period	November 2021 to June 2022
Supervisor	Project Manager/CTA, Governance for Resilience and Sustainability Project
Location	Home based with travels to Yangon (when conditions allow)
Country	Myanmar

**A. BACKGROUND AND CONTEXT**

**About Environmental Goods and Services (EGS) component, Governance for Resilience and Sustainability Project**

An estimated \$10 trillion of business opportunities can be unlocked globally by transforming business-as-usual growth pathways that are responsible for almost 80% of nature loss, according to a recent World Economic Forum report.<sup>1</sup> Thereby, investing in green business as a COVID-19 economic response strategy makes economic sense and must be pursued actively. A well-functioning business environment underpins green business development, and this includes new levels of resources, capacity and governance to enable businesses to respond more effectively, inclusively, and innovatively as this pandemic ensues. For Myanmar, there is both a need and opportunity to overcome fundamental market-creating challenges through integrating sustainability as a long-term strategy into business models and stimulating a new wave of business opportunities guided with a vision of low carbon, green economy, aligned with the UNDP Strategic Plan, 2022–2025, and the Country First Programme's (2021-2023) Private Partnership Sector Project of the Myanmar Country Office.

To this end, the Environmental Goods and Services (EGS) component of the Governance for Resilience and Sustainability Project (GRSP), UNDP, since 2020 has been working towards fostering a more conducive business environment for green business using evidence-based research and policy. Technical Assistance (TAs) are currently being developed in five key industry sectors to support businesses and communities directly namely Energy, Garment, Hotel and Tourism, Agri-food, and private financial institutions. Each TA comprises a menu of activities aimed to build on UNDP's initiatives to develop the private sector by addressing market-creating challenges of EGS and green business as

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<sup>1</sup> World Economic Forum (2020). New Nature Economy Report II, The Future of Nature and Business. Available at: [http://www3.weforum.org/docs/WEF\\_The\\_Future\\_Of\\_Nature\\_And\\_Business\\_2020.pdf](http://www3.weforum.org/docs/WEF_The_Future_Of_Nature_And_Business_2020.pdf).

well as emerging compounding risks associated with the coup and pandemic. Through the TAs, GRSP's EGS component will be appraising a string of market-creating policies such as green procurement, waste-as-resource and circular economy integration, and Environmental, Social and Governance (ESG) mainstreaming— thereby, contributing to laying the groundwork for institutionalizing EGS as a long-term strategy. The enhanced support in Myanmar will help ensure that early private sector movers and communities are better equipped in their role as provider and user of EGS.

## About the Technical Assistance on Garment

### *Rationale*

Myanmar's garment industry had been growing at an impressive pace over the past decade following economic reforms undertaken since 2011. From 2012 to 2018, the value of exports increased fivefold, from US\$900 million to US\$4.6 billion according to official Myanmar Garment Manufacturers Association data.<sup>2</sup> Between these years, there were more than 500 factories that provided jobs to more than half a million workers, many of them young women, according to the same sources. Pre-pandemic, the industry was seeing more growth than any other sector, on track to creating up to 1.5 million jobs by 2020 and bringing economic expansion in global markets.<sup>3</sup>

Globally, the textile sector alone is responsible for 6% of GHG emissions and 10%–20% of the global pollution from pesticide use; one-fifth of industrial water pollution is generated from washing, solvents, and dyes used in manufacturing textiles; and about 20%–35% of microplastics used by the industry, flows into the ocean according to a McKinsey Report (2019).<sup>4</sup> At the local level, unsustainable practices in the garment industry present economic and health challenges to communities. One such example is Hlaing Thar Yar (HTY) township, Yangon's garment hub with a major export-oriented industrial base.

In 2020, HTY was home to more than 150 garment factories, many of which are export-oriented, either foreign owned or joint venture.<sup>5</sup> Waste from garment factories is contributing the clogging of age-old drainages, further contributing to the worsening flooding situation in HTY. Frequent flooding in the township has routinely caused significant loss of property, income, and livelihood<sup>6</sup>, and this has sometimes led to many poor residents being displaced and cut off temporarily from economic and vital services. Notwithstanding this, the pandemic and political turmoil had further depressed economic activity and deteriorated social conditions, driving many factories to close, and many to unemployment and on poverty line, or abandon their homes altogether.<sup>7</sup> According to EuroCham Myanmar's preliminary survey, about a quarter of workers had already lost their jobs with garment factories closing permanently or temporarily due to concerns of safety in some Yangon townships.

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2 Garment Guide, by EuroCham Myanmar (2020). Available at: <https://eurocham-myanmar.org/wp-content/uploads/2021/01/Garment-Guide-2020.pdf>

3 The Myanmar Garment Manufacturers Association (MGMA) launches 4 new products to support the sustainable and inclusive development of the industry (Available at : [https://www.ilo.org/yangon/press/WCMS\\_736631/lang--en/index.htm](https://www.ilo.org/yangon/press/WCMS_736631/lang--en/index.htm))

4 Amed, I., Berg, A., Balchandani, A., Hedrich, S., Rolkens, F., Young, R. Jensen, J., and A. Peng. 2019, November 20. The State of Fashion 2020: Navigating uncertainty. McKinsey & Company. Retrieved from <https://www.mckinsey.com/industries/retail/our-insights/the-state-of-fashion-2020-navigating-uncertainty>.

5 Garment Factories Data from [https://www.textiledirectory.com.mm/component/mtree/search.html?searchword=Garment&cat\\_id=0&city=&Itemid=123&option=com\\_mtree&task=search&search\\_cat=1](https://www.textiledirectory.com.mm/component/mtree/search.html?searchword=Garment&cat_id=0&city=&Itemid=123&option=com_mtree&task=search&search_cat=1)

6 Haga, C. 2019, May 22. Myanmar: Ensuring a safer and cleaner living environment in the most densely populated area. Finnish Red Cross. Retrieved from <https://www.redcross.fi/news/20190522/myanmar-ensuring-safer-and-cleaner-living-environment-most-densely-populated-area>.

7 UNDP, April 2021. Rapid Needs Assessment: Hlaing Thar Yar Township, Yangon, Myanmar.

More than one-third of Yangon's approximately 370,000 informal settlers live in HTY<sup>8</sup>, rendering them disproportionately vulnerable to the effects of waste induced flooding and slower to rebound as conflict and pandemic continue to cause instability in the country. Without business-oriented solutions, innovative responses, and improved human capital in this township, economic losses from waste-induced flooding can make the process of urban poverty reduction and sustainable development more difficult to achieve.

#### *Value addition of GRSP support*

The added value of the TA on Garment in HTY is in enabling circular economy solutions to reduce waste-induced flooding, thereby improving the well-being of communities that are most affected by it, particularly the poor and informal settlers, and ensuring it is inclusive post crises recovery. The TA aims to strengthen the capacities of local garment entities directly and harness the ingenuity of communities' response to waste-induced flooding by engaging them to co-create solutions and achieve flood prevention together with other economic benefits.

Treating waste as resource (i.e., resource recovery, product life extension, circular supplies) effectively diverts recyclable material from being dumped in drainages and open spaces unnecessarily or at waste disposal facilities, thereby reducing waste induced flooding. Waste-as-resources solutions in HTY's context rest on the principle that waste management should combine the local productive capacity and innovation capabilities of garment industries and nurture the business ecosystem around them (potential of local enterprises and communities to produce an Environmentally Preferable Product and Services from garment waste stream). The participation and inclusion of communities are essential in any effort to improve industrial waste management in HTY. By soliciting solutions from communities directly through innovation challenge, the TA will facilitate the creation of products from waste that are relevant and responsive to challenges that are facing them daily (e.g., improved housing conditions through eco-lumber use).

Overall, this TA helps to achieve the UNDP Strategic Plan, 2022-2025 which aims to help 100 million people escape multidimensional poverty and the Private Partnership Sector Project which will support the private sector in Myanmar to engage in responsible business conduct and practices and promote private sector investment in sustainable development.

The project requires the engagement of a Circular Economy expert to provide technical guidance for the application of circular economy strategies in the garment industry in HTY, including preparation of an assessment of circular economy and delivering high-level and deep dive workshops targeting garment industry firms directly.

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<sup>8</sup> Hlaing Thar Yar is reported to have the highest number of informal settlements (181 out of 423 in Yangon), according to results of a survey of UN-Habitat (2020). Source: UN Habitat. 2020. Yangon Informal Settlements – Resettlement Programme (YIS-RP): Survey II Report. Retrieved from <https://reliefweb.int/sites/reliefweb.int/files/resources/Yangon%20Informal%20Settlements%20%E2%80%93%20Resettlement%20Programme%20%28YIS-RP%29%20%E2%80%93%20Survey%20II%20Report.pdf>

## B. SCOPE OF WORK, OUTPUTS AND DELIVERABLES

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Working under the overall guidance of the Project Manager/Chief Technical Advisor, Governance for Resilience and Sustainability Project (GRSP), and closely, with Environmental Goods and Services/Green Business international consultant, GRSP, the Circular Economy expert is expected to produce four outputs, as follows:

1. Circular Economy Assessment Report for the garment industry in HTY (Starting November 2021)

This involves research, analysis and identification of 3 to 5 product/process innovations that can be developed from garment waste streams based on life cycle assessment and material flow analysis (including modeling finite and variable loops and impact distribution at product level), technical and market feasibility, and technological and skills capacity of local enterprise ecosystem. The study will be based on a ground truthing assessment of at least 5 garment factories in HTY.

In developing circular economy loops, the circular economy expert will consider the impact potential to communities in HTY. The aim is to increase the chances of the product being taken up and valued by the community as a potential source of entrepreneurial opportunity. For example, from a recent survey of UN Habitat in HTY, it was revealed that residents of informal settlements face poor housing standards and infrastructure conditions, and increasingly, risks of homelessness as makeshift shelters and residential buildings are made mostly of non-durable low-cost materials that tend to be more susceptible to fire and other hazards. As an innovative response to this need, plastic waste can be upcycled as a building material for housing such as eco-lumber and plank. This product innovation is one example of an environmentally preferable goods and services which can be used as an alternative to substandard housing materials in informal settlements in HTY.

The Assessment will also provide concrete recommendations on how the garment waste streams are recovered and repurposed, and whether technically and economically viable, considering that the garment industry firms themselves are the potential suppliers and/or users of such waste streams.

2. Series of circular economy workshops for garment entities (Starting February 2022)

The circular economy expert will serve as the key resource person in workshops, provide the technical input, and develop the requisite training modules and content based on the level of circular economy implementation/practice of garment entities in HTY. The expert may undertake an online rapid assessment with garment industry firms to gauge their existing practice and understanding.

The expert will work closely with the contracted organization/service provider (engaged separately by UNDP), who will be responsible for the logistical aspect and organization of the five workshops. All workshops may be held virtually, depending on the prevailing situation in Myanmar.

2.1 Deliver two high-level workshops with industry leaders representing 30–40 garment industry firms to broker actionable commitments that will address how to bring more effective implementation with a focus on waste-as-resource solutions, EPR and other areas of circular economy.

The first high level event is an inception and visioning workshop. The second high level event will present the results of the Circular economy Assessment Report and key insights from deep-dive

workshops conducted for technical representatives. This second event will also present the results of the Innovation Challenge in a multimedia/ interactive format, if already available at the time of the event.

2.2 Deliver three tailored deep-dive workshops for technical representatives from 30–40 garment factories on basic and advanced topics of circular economy.

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3. One-on-one coaching session for one early-mover garment industry firm (Starting May 2022)

The expert will identify one garment industry firm from the list of assessed entities, conduct a guided site visit and evaluate its industrial waste management practices guided by circular economy principles. The expert will suggest concrete areas for improvement including offering intuitive solutions for disposal and recovery of waste based on the results of the circular economy assessment report.

4. Resource person as mentor/coach for Innovation Challenge

Innovation Challenge will solicit innovative solutions on waste directly from the community in and around HTY and this is undertaken separately by UNDP. The expert will be mobilized as coach/mentor, as needed, on topics related to circular economy.

5. Submission of completion report with recommendations to UNDP on the next steps/ phase of capacity development support based on the assessment and workshops undertaken for garment firms.

## C. EXPERTISE AND QUALIFICATIONS REQUIRED

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The successful applicant should have the following expertise and qualifications:

- Master's degree, preferably in material science or industrial systems engineering with a background in economics and business, or related fields; PhD degree an advantage
- At least 10 years of relevant work experience in conducting circular economy and resource efficiency assessments, and/or life cycle and integrated sustainability assessments; at least five publications in this area an advantage
- Demonstrated understanding of the potential for green investment and green economic development to contribute to environmental and human development outcomes in developing country context, experience in the garment industry in Myanmar an advantage
- Experience in providing capacity development workshops that are both technical and intuitive
- Experience working and knowledge of private sector and businesses in Myanmar
- Demonstrated capacity to work in difficult conditions; experience working in crisis settings an advantage
- Excellent communication and presentations skills in English, written and verbally; knowledge of Myanmar Language an advantage
- Demonstrated capacity to work in a consultative manner, good networking and capacity to deal well with people.
- Proficiency in Use of MS Office, IT tools, and web conferencing applications

#### **D. MANAGEMENT AND IMPLEMENTATION ARRANGEMENTS**

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- The consultant will report to the Project Manager/CTA, GRSP, of UNDP Myanmar.
- The consultant will work closely with the GRSP project team and the green business international consultant who will provide technical advice and approve the methodological approach throughout the implementation of activities related to the TA on Garment in HTY.
- All data collected, results and outputs of the study will be transferred to UNDP by the service provider.
- The consultant is also required to comply with the UN security directives set forth under <http://dss.un.org>
- Due to the current security situation in Myanmar as well as the COVID-19 pandemic, the consultant should plan to undertake all activities remotely. In case feasible, any duty travel within Myanmar will be undertaken in agreement with the Project Manager/CTA, GRSP. Duty travel will be arranged and paid by UNDP subject to UNDP regulations and allowable per diems.
- UNDP will provide economy class air fares and living allowance rates prevailing at the time of sourcing, for the duty station and all other cities indicated in the TOR as part of duty travel destinations, in line with UNDP's travel policy for consultants.
- The consultant will be given access to relevant information necessary for execution of the tasks under this assignment;
- The consultant is responsible for providing their own laptop computers and mobile phones for use during this assignment; the consultant must have access to a reliable internet connection
- Payments will be made upon submission of deliverables and upon acceptance and confirmation by the supervisor.

#### **E. DUTY STATION**

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- Home-based with potential travels to Yangon region including HTY township and Yangon security and COVID-19 situation permitting.
- Any necessary missions must be approved in advance and in writing by the supervisor.

#### **F. TIMEFRAME**

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The consultancy will be carried out between (November 2021 to June 2022).

#### **G. PAYMENT SCHEDULE**

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Interested persons are requested to submit their financial proposals noting the following conditions:

- a) Payments will be made upon submission of certification of payment form, and acceptance and confirmation by the supervisor

Deliverable No.	Description of deliverables	Timeline	Payment
1	<p>Upon satisfactory submission of</p> <ul style="list-style-type: none"> <li>• Inception report with details on methodology and risk strategy to ensure timely and effective delivery of outputs</li> <li>• Outline for circular economy assessment report</li> </ul>	3 weeks from the start of assignment	10%
2	<p>Upon satisfactory delivery of the first of a series of two high level workshops for garment firms</p>	6 weeks from the start of assignment	10%
3	<p>Upon satisfactory delivery of</p> <ul style="list-style-type: none"> <li>• First draft of circular economy assessment Report</li> <li>• First and second of a series of three deep dive/technical workshops for garment firms</li> </ul>	12 weeks from the start of assignment	25%
4	<p>Upon satisfactory delivery of</p> <ul style="list-style-type: none"> <li>• Final circular economy assessment report</li> <li>• Second of a series of two high level workshops</li> <li>• Third of a series of three deep dive/technical workshops</li> </ul>	16 weeks from the start of assignment	25%
5	<p>Upon satisfactory delivery of one-on-one coaching session with one garment firm</p>	20 weeks from the start of assignment	10%
6	<p>Upon satisfactory delivery of coaching sessions with participating teams of Innovation Challenge</p>	22 weeks from the start of assignment	10%
7	<p>Upon submission of completion report</p>	24 weeks from the start of assignment	10%

## H. RECOMMENDED PRESENTATION OF OFFER

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Interested persons are requested to submit the following documents as part of their application:

- 1) **Brief description/ cover letter** of why the individual considers him/herself as the most suitable for the assignment. Please paste the letter into the 'Resume and Motivation' section of the electronic application
- 2) **Brief technical description/ proposed methodology** on how the circular economy assessment report for the garment industry will be delivered
- 3) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP
- 4) **P11 Form** indicating all relevant experience as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references. Please use the P11 form provided by UNDP
- 5) **Financial Proposal** as per the template provided by UNDP

## I. CRITERIA FOR SELECTION OF THE BEST OFFER

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The following criteria shall serve as basis for evaluating offers:

### Combined Scoring Method:

- Where the qualifications and methodology will be weighted a maximum of 70% and combined with the price offer which will be weighted a maximum of 30%

### Technical Evaluation of Proposals:

- All applications comprising the information/documentation provided will be evaluated to ascertain the suitability of the applicants to carry out the assignment. Candidates who obtain the minimum of 49 points of the full mark (70 points) will be considered technically compliant and their financial evaluations will be evaluated thereafter. Applications will be scored as per the following breakdown (Total 70 points):
  - Educational background: 10 points
    - 10 points for a Master's/ or PhD degree preferably in material science or industrial systems engineering with a background in economics and business, or related fields; PhD degree an advantage
  - Relevant Experience: 50 points
    - At least 10 years of relevant work experience in conducting circular economy and resource efficiency assessments, and/or life cycle and integrated sustainability assessments (10 points)
    - Demonstrated ability to produce high-quality knowledge products, preferably at least 5 five publications in circular economy (10 points)
    - Demonstrated understanding of circular economy assessments, supported by submission of brief technical/ proposed methodology for undertaking circular economy assessment report (5 points)



- Demonstrated understanding of the potential for green investment and green economic development to contribute to environmental and human development outcomes in developing country context, experience in the garment industry in Myanmar an advantage (5 points)
  - Experience in providing capacity development workshops that are both technical and intuitive (5 points)
  - Experience working and knowledge of private sector and businesses in Myanmar (5 points)
  - Demonstrated capacity to work in difficult conditions; experience working in crisis settings an advantage (5 points)
  - Demonstrated capacity to work in a consultative manner, good networking and capacity to deal well with people. (5 points)
- English Language skills: 10 points
    - Excellent command of written and spoken English

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**Financial Evaluation of Proposals:**

- The financial proposals of all the applicants who pass the technical evaluation will be scored. The maximum 30 points will be allotted to the lowest financial bid, and all other bids shall receive points in inverse proportion to the lowest fee e.g.  $[30 \text{ Points}] \times [\text{USD lowest}] / [\text{USD other}] = \text{points for other proposer's fees}$

The contract shall be awarded to the applicant who receives the highest cumulative score.