

TERMS OF REFERENCE

Individual Contractor

1. Assignment Information

Assignment Title:	National GIS Consultant
Project:	Enhanced actions to respond to climate change through sustainable waste management in Coastal Cities in Cambodia
Post Level:	Specialist
Contract Type:	Individual Contractor (IC)
Duty Station:	Phnom Penh, Cambodia
Expected Place of Travel:	Travel to target cities when required
Duration of assignment	50 working days over a period of 5 months, from 1 Nov 2022 to 30 Mar 2023.

2. Project Description

The “**Enhanced actions to respond to climate change through sustainable waste management in Coastal Cities in Cambodia**” project is an initiative of UN-Habitat in Cambodia in partnership with the Department of Climate Change, the Ministry of Environment (NDA). The project funded by the Green Climate Fund (GCF) is aimed at building capacity to improve wastewater and solid waste management, to limit the impacts of climate change in the coastal areas of Preah Sihanouk and Krong Kep. This intervention has an 18-month implementation period, and the implementing team will be stationed in Phnom Penh, Cambodia.

The overall objective of this project is to improve the management of wastewater systems and solid waste, which will also contribute to the protection of the coastal environment. This project will support mitigation and adaptation measures in Cambodia by supporting NDA and private stakeholders’ capacity to reduce climate change impacts through solid waste wastewater management in Preah Sihanouk (Sihanoukville) and Krong Kep (Kep). This project is in line with GCF Objective 1: Capacity Building, specifically targeting Outcome 1.3 ‘Relevant country stakeholders have established adequate capacity, systems and networks to support the planning, programming and implementation of GCF-funded activities’; and GCF Objective 2: Strategic Frameworks, specifically targeting Outcome 2.4 ‘Strategies for transforming and attracting private sector investment for low emissions and resilience developed and being used’. The achievement of these objectives will prepare the basis for further work on developing and presenting adaptation finance opportunities and catalysing private sector engagement in GCF-funded interventions.

In this respect, the project is expected to achieve the following outputs:

1. Baseline knowledge on wastewater and solid waste management and policy developed.

2. Sub-national and national government officers trained to understand climate change and plan for action.
3. Investment roadmap developed to stimulate investment flows.
4. Sub-national and national government officers trained to engage private sector in resilient investment and GCF funded activities.

For ensuring effective and efficient project implementation, UN-Habitat Cambodia Office is seeking for one National Geographic Information System (GIS) Consultant with relevant experience in climate change impact and vulnerability assessments, and database management. He or she will be based at UN-Habitat Office in Phnom Penh and travel to Kep and Sihanoukville if necessary. The contract will be for 5 months (part-time- Nov 2022 – Mar 2023).

3. Scope of Work

During the project implementation, the national GIS specialist is expected to participate in activity 1.3.2a listed in the project document and produce the expected outputs. This includes but will not be limited to developing vulnerability assessment tools, providing technical guidance on GIS and build capacities at the sub-national level, analysing data and developing a database.

The contractor will report directly to UN-Habitat office in Cambodia, while creating outputs for municipalities and working alongside other project members.

4. Expected Outputs and Deliverables

The selected contractor will be responsible for the followings:

- Activity 1.3.2a: Development of an assessment analyzing climate change exposure and underlying sensitivity in the cities of Preah Sihanouk and Krong Kep, analysing the impact in solid waste and wastewater management.
 - Development of tools to assess climate change exposure and sensitivity using GIS.
 - Collect data on exposure and sensitivity.
 - Develop and populate a database with the information gathered (D1.3.2.a2)
 - Provide GIS trainings to local officials to share knowledge and build local capacities.
- Contribute to prepare the progress report, interim report and training reports.

Specific Deliverables

Project outcomes/outputs/activities	Deliverables	Working days	Due date
Outcome 1.3 / Output 1.3.2 / Activity 1.3.2a	Development of tools to assess climate change exposure and sensitivity using GIS	10 days	30 Nov 2022
	Collect data on exposure and sensitivity	10 days	30 Dec 2022

	Develop and populate a database with the information gathered (D1.3.2.a2)	10 days	30 Jan 2023
Outcome 1.3 / Output 1.3.2 / Activity 1.3.2b	Prepare GIS training to local officials. This will include the development of specific focus on vulnerability assessments and GIS for solid waste and wastewater management.	20 days	30 Mar 2023
	Provide GIS trainings to local officials to share knowledge and build local capacities.		

5. Institutional Arrangements

The individual contractor will be under the direct guidance of the Urban Basic Services Regional Advisor based in Lao PDR and the UN-Habitat Programme Manager in Cambodia, and will liaise regularly with the NDA. The contractor is required to report to the project team at least every month. The contractor will work alongside other consultants.

All deliverables/outputs should be submitted in advance for consultation and review by the project team. The project team will be requested to provide other assistance and inputs when necessary. The reports/outputs will be reviewed and approved by UN-Habitat Country Manager and regional advisor.

6. Duration of the Work

Under this project, the national GIS expert is expected to join the team for a total of 50 working days over the period of 5 months from Nov 2022 to Mar 2023.

7. Duty Station

The contractor will be based at UN-Habitat Office in Cambodia, subject to travel restriction and guidelines in relation to COVID-19. UN-Habitat will cover transportation cost and Daily Subsistence Allowance (DSA) for related assignment in the field.

8. Minimum Qualifications of the Individual Contractor

The national consultant shall have the following qualifications:

Education:	High-level degree (Master or equivalent) in GIS, geography, information management, or related fields.
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Experience and skills:	<ul style="list-style-type: none"> • A minimum of four years' professional practical experience in GIS mapping/ programmes in the field of climate change or related to adaptation and mitigation; • Good communication and writing skills; • Proven experience in database development and management; • Proven experience in multi-stakeholder coordination; • Good understanding of human rights-based approaches and human security concept; • Outstanding capacity in working in multicultural context. • Knowledge of vulnerability assessments processes will be an advantage.
Language Requirements:	Fluency in English and Khmer are mandatory for this assignment.

9. Criteria for Evaluation of Level of Technical Compliance of Individual Contractor

Technical Evaluation Criteria	Obtainable Score
A minimum of four years' professional practical experience in GIS, preferably applied to the field of climate change.	20
Good knowledge of experience and best practices regarding capacity building and local governance at sub-national level.	20
Advanced knowledge of database development and management.	20
Good interpersonal, communication, teamwork skills to collaborate with stakeholders and donors	20
Experience in vulnerability assessments.	20

10. Payment Milestones

The payments for undertaking the assignment shall be paid to the contractor, upon satisfactory completion of the following outputs/deliverables, as certified by the project team:

Installments	Deliveries/Outputs	Payment	Due date
1 st Payment	Upon satisfactory of Assessment Report analyzing the impact of climate change in solid waste and wastewater management, conducted/produced in the target area including maps (Deliverable 1.3.2.a1)	30%	30 Dec 2022
2 nd Payment	Upon satisfactory of Database with data collected on climate hazard characteristics, exposure, sensitivity, and adaptive capacity in the cities of Preah Sihanouk and Krong Kep (Deliverable 1.3.2.a2).	30%	30 Jan 2023

Final Payment	Upon satisfactory of Training Report describing the activities done and the stakeholders involved (Deliverable 1.3.2b).	40%	30 Mar 2023
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The costs for travel and DSA for field mission in the country will be reimbursed upon request from the field work/project team and completion of each mission.