



**NOTE TO FILE ON
JUSTIFICATION FOR CHANGING TERM OF REFERENCE (TOR)**

TO: H.E Chea Sam Ang, National Programme Director
FROM: Peter Iversen, Technical Specialist *Peter Iversen*
SUBJECT: Changing TOR of national consultant of Long Ratanakoma and Mr. Neab Keng
DATE: 26/February/2014

BACKGROUND

Activity 2.3c Consultation on benefits sharing will be carried out by Mr. Long Ratanakoma and Mr. Neab Keng in 10 provinces plus a national consultation workshop. This together with the assessment of existing experiences with benefit sharing in Cambodia are all part of the consultation process to ensure a common understanding and broad acceptance of a benefit sharing mechanism that is suitable for Cambodia. The original ToR for the two consultants included 15 meetings at provincial level which after further considerations have been reduced to 10 meetings.

RATIONALE FOR CHANGING TOR OF NATIONAL CONSULTANT

Since this assignment is to collect views on the existing experiences with benefits sharing rather than to present a final proposal it was proposed to reduce the number of meetings but due to the benefit of getting the local governments involved it was finally decided to have 10 meetings in provinces. Stakeholders from provinces where meetings are not taking place will be invited to attend the meetings in the neighboring province. At the same time it is acknowledged that the work and the costs involved in organizing each meeting was underestimated in the original proposal which means the number of days required by the consultants is still appropriate and the total cost of organizing all the meetings is only slightly lower than the original budget planned for the 15 meetings.

I, therefore, certify to the best of my ability that this justification for changing the TOR of national consultant of activity 2.3 b,c,d is accurate and complete.

APPROVED: *unray* *CSA* DATE 06 Mar. 13
H.E Chea Sam Ang, National Programme Director

DENIED: *[Signature]* DATE _____
H.E Chea Sam Ang, National Programme Director

Minutes from meeting to discuss next steps for the work related to the development of a benefit sharing mechanism for REDD+ in Cambodia.

Forest administration 24 February 2014

Participants:

1. H.E Chea Sam Ang, National Programme Director
2. Moeko Saito-Jensen, UNDP Program Analyst 
3. LONG Ratanakoma, REDD+ BS National Consultant 
4. Kimhy Lun, Programme Coordinator 
5. Pheakkdey Ngoun, Intern 
6. Peter Iversen, Technical Specialist

The termination of the contract with the international consultant on benefit sharing were justified due to the poor quality of the work delivered and it was decided that the REDD+ Taskforce Secretariat with support from Moeko Saito-Jensen and Pheakkdey Ngoun will finalize the report building on the outcome from the national consultation meeting.

It was further decided to postpone the possible recruitment of a new international consultant for the development of preferred options for benefit sharing for a few months to allow for the team mentioned above to be able to make an informed recommendation whether an international consultant is needed or not.

The concept note for the sub-national consultation meetings were discussed including the number of meetings required. Since this assignment is to collect views on the existing experiences with benefits sharing rather than to preset a final proposal it was proposed to reduce the number of meetings but due to the benefit of getting the local governments involved it was finally decided to have 10 meetings in provinces which then can be reach by neighboring provinces.

Approved By 


H.E Chea Sam Ang
National Programme Director

Minute Taken By:


Peter Iversen

1. Assessment of existing benefit sharing models used in Cambodia and other parts of the world relevant for REDD+ in Cambodia;
2. Consultation on results from the assessment under 1. and
3. Development of up to four preferred options for benefits sharing for REDD+ in Cambodia.

Activity 2.3c (the exact timing of this activity depends on both the successful completion of activity 2.3b)

- A comprehensive consultation process on benefit sharing for REDD+ in Cambodia.
- A report on the consultations process highlighting key findings and concerns in English and Khmer with possible recommendations for further consultations.

Expected delivery/output	Estimated duration to complete	Time period
Development of consultation plan	5 days	Early November
15 local consultation meetings	38 days	November to February
National consultation meeting in Phnom Penh	3 day	February
Report for approval	4 days	Februar/March
Final report with all comments included	5 days	Februar/March
Total	55 days	

Activity 2.3d (the exact timing of this activity depends on both the successful completion of the national consultation under activity 2.3c and successful recruiting of the international consultant)

- A proposal of up to four preferred options for benefits sharing for REDD+ in Cambodia.
- A national consultation meeting on the preferred options suggested with minutes from the meeting.
- A synthesis report not exceeding 40 pages plus annexes and references in English that consolidates the outcome of 1 and 2 above.

Expected delivery/outputs	Estimated duration to complete	Target due days
Preparation of relevant material	3 days	
Work plan for the assignment	1,5 days	First semester of 2014
Draft report with preferred options	20 days	
Planning of consultation meeting	1,5 days	
Consultation	1 day	
Synthesis report for approval	4 days	
Final report with all comments included	2 days	
Disseminate outcome to relevant stakeholders	8 days	
Total	40 days	

Duty Station

The duty station for this assignment is Phnom Penh. During the assignment the consultants are expected to be in Cambodia for all consultations.

Supervision, teamwork and administrative support:

The National Consultant will work closely with the International Consultant for activity 2.3b and 2.3d and with another National Consultant for activity 2.3c and will report to the UN-REDD National Programme Director and on day-to-day basis will be supervised by the Technical Specialist and the REDD+ Taskforce Secretariat.

7. *Budget*

Activity	Budget
Two national consultants(2*55days)	8,800
Field trip costs national consultants (15 trips 3 nights 3 people)	4,252.50
15 local meetings	25,200
National level consultation in Phnom Penh (80 participants)	5,680
Printing and dissemination of activity output in English and Khmer	900
Miscellaneous	1,500
Total	46,332.50

8. *Time frame*

The activities will be implemented from November 2013 to February 2014. The schedule of the activity is shown below.

Activity	Time period
Development of ToR and announcement of consultancy	July
Recruitment of the consultants	October
Development of consultation plan	Early November
15 local consultation meetings	November to February
National consultation meeting in Phnom Penh	February



UN-REDD
PROGRAMME



**NOTE TO FILE ON
JUSTIFICATION FOR CHANGING TERM OF REFERENCE (TOR)**

TO: H.E Chea Sam Ang, National Programme Director
FROM: Peter Iversen, Technical Specialist 
SUBJECT: Adjusting Contract Cost for Neab Keng from 30days to 40days (from \$1,500 to \$2,000)
DATE: 8/April/2014

BACKGROUND

Activity 2.3c Consultation on benefits sharing will be carried out by Mr. Long Ratanakoma and Mr. Neab Keng in 10 provinces plus a national consultation workshop. This together with the assessment of existing experiences with benefit sharing in Cambodia are all part of the consultation process to ensure a common understanding and broad acceptance of a benefit sharing mechanism that is suitable for Cambodia.

The original ToR for Mr Neab Keng included 55 days and 15 meetings at provincial level which after further considerations have been reduced to 10 meetings. During this process the length of the ToR for Mr. Neab Keng was also reduced to 30 days.

RATIONALE FOR CHANGING TOR OF NATIONAL CONSULTANT

The reduction in number of days for the contract for Mr. Neab Keng was in order to reflect the reduced number of meetings but it should not have been reduced by almost 50 % when the number of meetings were only reduced by approximately 33 % and it does therefore seems correct to take this into account and adjust the number of days in the contract from 30 to 40 days.

It should be noted that normally a consultant have to complete the contracted task within the time allocated and should he/she need additional time then this will be at the consultants own expense. The reason for suggesting a different treatment in this case can be justified by the fact that the original ToR announced did mention 55 days for 15 meetings plus one national meeting and the change to 30 days were made subsequently after Mr. Neab Keng already was in a position to accept to do the work.

I, therefore, certify to the best of my ability that this justification for changing the TOR of national consultant of activity 2.3 b,c,d is accurate and complete.

APPROVED: 

H.E Chea Sam Ang, National Programme Director

DATE 21 April 2014

DENIED:

H.E Chea Sam Ang, National Programme Director

DATE _____

Minute Meeting 2 April 2014

Reviewing Number of Working Day of National Consultant Neab Keng

Activity 2.3c : Assisting National Consultant on Existing Benefit Sharing Model

Number of Participants:

1. Mr. Khun Vathana, Head of REDD+ Secretariat
2. Mr. Uy Kamal, Deputy Head of REDD+ Secretariat 
3. Mr. Peter Iversen, Technical Specialist 
4. Mr. Long Ratanakoma, National Consultant Activity 2.3 bcd 
5. Mr. Neab Keng, National Consultant Activity 2.3c 
6. Mr. Lun Kim Hy, Programme Coordinator 

Objective of the Meeting:

The meeting is held to review the number of working day for National Consultant Neab Keng. According to the number of days of Consultative Meeting in the 10 provinces, the two national Consultants spend at least 3 working days for each province. If we multiply by 10 provinces it is 30days already. The consultants need time to review deskwork and reporting.

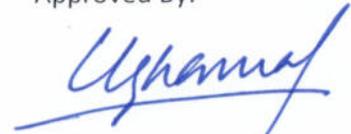
Mr. Peter said, the original plan was 15 Consultative and 1 National meeting then reduce to 10 provincial consultative meetings and 1 National Meeting. But the number of working day for this consultant originally 55 days but we decrease to 30days which is not realistic for the real practice. So Mr. Peter agreed to increase the number of day for another 10days. So the total numbers of day increase from 30 to 40days.

Mr. Koma, mention that the real working day of this consultative meeting is even more than that because 2 provinces spent the whole week including traveling so the increase from 30 to 40 days is very reasonable.

Mr. Lun Kimhy mention that our team realize since the beginning that we give the consultant not enough of days but we would like to wait and see after kicking off 1 meeting then we can know that it is justifiable or not.

CONCLUSION: Mr. Vathana conclude that the meeting members agree to revise the number of working day for National Consultant Neab Keng from 30days to 40days and the cost would increase from \$1,500 to \$2,000.

Approved By:


for Mr. Khun Vathana
Chair of the meeting

Prepared By:



Pan Thida
Minute Taker

ព្រះរាជាណាចក្រកម្ពុជា
Kingdom of Cambodia
ជាតិ សាសនា ព្រះមហាក្សត្រ
Nation Religion and King
ព្រះមហាក្សត្រ

កំណត់បង្ហាញរឿង (Activity Note)

កម្មវត្ថុ(Objective): សំណើអនុម័តលើការកែសម្រួលចំនួនថ្ងៃធ្វើការទីប្រឹក្សាសម្រាប់សកម្មភាព 2.3C

ការប្រញាប់ (Urgent)

<p><u>យោបល់មន្ត្រីជំនាញ (Comment/Activity Note by Technical Staff)</u> <u>សូមគោរពឯកឧត្តមនាយកកម្មវិធី</u></p> <p>ក្របខ័ណ្ឌការងារទីប្រឹក្សាជាតិសម្រាប់សកម្មភាព 2.3C ត្រូវបានបន្ថយថ្ងៃធ្វើការពី ៥៥ថ្ងៃ មក ៣០ថ្ងៃ ដោយសារតែចំនួនប្រជុំពិគ្រោះយោបល់ត្រូវបានកាត់ពី១៥ប្រជុំ មក ១០ប្រជុំ។ ក្រោយពីការ ចាប់ផ្តើមអនុវត្តមួយរយៈពេលនៃការចុះប្រឹក្សាយោបល់ស្តីពីការចែករំលែកផលប្រយោជន៍តាម១០ខេត្ត ឃើញថាចំនួនថ្ងៃដែលបានដាក់ក្នុង ក្របខ័ណ្ឌការងារទីប្រឹក្សានោះគឺចហូសហេតុពេកដោយសារតែ១ខេត្តត្រូវចំណាយពេលយ៉ាងហោចណាស់ក៏៣ថ្ងៃដែរ រួម បញ្ចូលទាំងថ្ងៃធ្វើដំណើរ។ ហេតុដូច្នេះក្រុមការងារបានប្រជុំពិនិត្យមើលឡើងវិញទៅលើ ក្របខ័ណ្ឌការងារនោះ ដោយសម្រេចបន្ថែមចំនួនថ្ងៃពី៣០ ទៅដល់ ៥០ថ្ងៃ (10ថ្ងៃ x \$50 = \$500)។</p> <p>សូមលោកនាយកកម្មវិធីមេត្តាពិនិត្យនិងសម្រេចលើការកែសម្រួលចំនួនថ្ងៃធ្វើការរបស់ទីប្រឹក្សា 2.3C តាមការគូរ។</p> <p><i>Handwritten signature</i> ថ្ងៃ 8/4/2014</p>	
<p><u>យោបល់អនុប្រធានលេខាធិការដ្ឋាន</u> (Comment by Deputy Chair of CRTS)</p> <p><i>Handwritten text:</i> បានវិវាទ + ឯកភាព នៃ ៥ ខេត្ត ៤ ខេត្ត មិនបានសម្របសម្រួល ឯកភាព ឯកភាព កម្ពុជា/ សង្កាត់សង្កាត់/ ៥ ខេត្ត ឯកភាព ឯកភាព កម្ពុជា <i>Handwritten signature</i> 21.04.2014</p>	<p><u>យោបល់ប្រធានលេខាធិការដ្ឋាន</u> (Comment by Chair of CRTS)</p> <p><i>Handwritten text:</i> ពាក្យបណ្តឹងប្រធានលេខាធិការដ្ឋាន (21/04/2014)</p>
<p><u>យោបល់អនុប្រធានកម្មវិធីជាតិUN-REDDកម្ពុជា</u> (Comment by Deputy National Programme Director)</p> <p><i>Handwritten text:</i> បានវិវាទ + ឯកភាព ឯកភាព <i>Handwritten signature</i> 21/04/14</p>	<p><u>យោបល់ប្រធានកម្មវិធីជាតិUN-REDDកម្ពុជា</u> (Comment by National Programme Director)</p> <p><i>Handwritten text:</i> ឯកភាព 21/04</p>

**Contract for the services of
an Individual Contractor**

No.: IC/2014/01/01

This Contract is entered into on 27 January 2014 between the Cambodia REDD+ Taskforce Secretariat (hereinafter referred to as "RTS") and **Mr. Neab Keng** (hereinafter referred to as "the Individual Contractor") whose address is: Chamkar Doung, Kva Village, Sankat Dong Kor, Khan Dong Kor, Phnom Penh, Cambodia.

WHEREAS RTS desires to engage the services of the Individual Contractor on the terms and conditions hereinafter set forth, and:

WHEREAS the Individual Contractor is ready and willing to accept this Contract with RTS on the said terms and conditions,

NOW, THEREFORE, the Parties hereby agree as follows:

1. Nature of services

The Individual Contractor shall perform the services as described in the Terms of Reference which form an integral part of this Contract and are attached hereto as Annex I in the following Duty Station(s): Phnom Penh with possibly travel to province.

2. Duration

This Individual Contract shall commence from the signing date (on 1st February 2014), and shall expire upon satisfactory completion of the services described in the Terms of Reference mentioned above, but not later than 20 May 2014, unless sooner terminated in accordance with the terms of this Contract.

3. Consideration

As full consideration for the services performed by the Individual Contractor under the terms of this Contract, including, requirement in the fulfillment of the Terms of Reference in Annex I, RTS shall pay the Individual Contractor a total of **\$1,500 (One Thousand Five Hundred US Dollars only)** in accordance with the table set forth below. Payments shall be made following certification by Technical Specialist of RTS that the services related to each Deliverable, as described below, have been satisfactorily performed and the Deliverables have been achieved by or before the due dates specified below, if any.

DELIVERABLE	DUE DATE	AMOUNT IN [CURRENCY]
(20%) 1 st payment, upon submission and acceptance of the work plan for the consultation meeting	1 st February 2014	\$300
(40%) 2 nd payment, upon finalization of all consultation meetings in the province.	1 st May 2014	\$600
(40%) 3 rd payment, upon submission and acceptance of the final report from activity.	20 th May 2014	\$600
Each payment will be paid after receipt and approval of certification for payment and performance evaluation for last payment duly completed and signed by Technical Specialist of RTS		\$1,500

If unforeseen travel outside the Duty Station not required by the Terms of Reference is requested by RTS, and upon prior written agreement, such travel shall be at RTS's expense and the Individual Contractor shall receive a per diem not to exceed RTS daily subsistence allowance rate in such other location(s).

Where two currencies are involved, the rate of exchange shall be the official rate applied by the United

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Nations on the day the RTS instructs its bank to effect the payment(s).

4. Rights and Obligations of the Individual Contractor

The rights and obligations of the Individual Contractor are strictly limited to the terms and conditions of this Contract, including its Annexes. Accordingly, the Individual Contractor shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this Contract. The Individual Contractor shall be solely liable for claims by third parties arising from the Individual Contractor's own acts or omissions in the course of performing this Contract, and under no circumstances shall RTS be held liable for such claims by third parties. The contractor should demonstrate that he/she is not employed elsewhere during the fulfillment of the contract.

5. Beneficiary

The Individual Contractor selects **Mr. Teng Koung** (father) as beneficiary of any amounts owed under this Contract in the event of death of the Individual Contractor while performing services here under. This includes the payment of any service-incurred liability insurance attributable to the performance of the services for RTS.

For payments which are not output-based lump sum, indicate the maximum number of working days/hours/units, any out of pocket expense (travel, per diem...) and the corresponding fee/cost in the Deliverable (s) table.

Mr. Teng Koung

Ank Village, Tropang Pring Commune, Teok Chhou District, Kampot, Cambodia.

Phone: 017 930 474

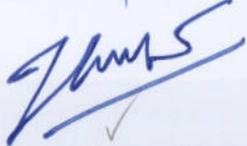
IN WITNESS WHEREOF, the Parties hereto have executed this Contract.

By signing below, I, the Individual Contractor, acknowledge and agree that I have read and accept the terms of this Contract, which form an integral part of this Contract, and that I have read and understood, and agree to abide by the standards of conduct set forth in the Secretary-General's bulletins ST/SGB/2003/13 of 9 October 2003, entitled "Special Measures for Protection from Sexual Exploitation and Sexual Abuse" and ST/SGB/2002/9 of 18 June 2002, entitled "Regulations Governing the Status, Basic Rights and Duties of Officials other than Secretariat Officials, and Experts on Mission".

- The Individual Contractor has submitted a Statement of Good Health and confirmation of immunization.
 The Individual Contractor is not required to submit a Statement of Good Health and confirmation of immunization.

AUTHORIZING OFFICER: 

Date: 06 Feb 2014

Signature: 

Mr. Kim Nong
Deputy National Programme Director

INDIVIDUAL CONTRACTOR:

Date: 28 Jan 2014



Mr. Neab Keng



UN-REDD
PROGRAMME



**NOTE TO FILE ON
JUSTIFICATION FOR NON-COMPETITION**

TO: H.E. Chea Sam Ang
UN-REDD National Programme Director

FROM: Peter Iversen 

SUBJECT: National consultant for REDD+Benefit Sharing options in Cambodian

DATE: 28/Jan/2014

BACKGROUND

The Cancun Agreements issued at the Conference of Parties (COP) 16 held in Mexico in 2010 provide strong support for policy approaches that deliver positive incentives for countries and their actors to engage in REDD+ (reducing emissions from deforestation and forest degradation in developing countries; and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries).

According to the Cancun Agreements, those countries who participate in REDD+ should undertake results-based actions that can be fully measured, reported and verified in order to receive payment. At COP17 held in Durban in 2011, it was agreed that performance should be measured in tons CO2 equivalent.

Whereas financing options for results-based actions are yet to be decided upon, participating countries should establish a benefit sharing and its distribution mechanism to enable transparency, efficient, effectiveness, and equity of funds distribution. The presence of such benefit sharing mechanism will enable the country not only to receive REDD+ payment from international funding or carbon markets but also to manage and disburse payment in a transparent manner and in accordance with agreed benefit sharing arrangements.

Activity 2.3c of the UN-REDD National Programme will look into existing option in Cambodian Law to establish a REDD+ Benefit Sharing mechanism as well as review international experiences with the establishment of REDD+ benefit sharing.

An international and national consult has been recruited and submitted the proposed work plan. At the same time different initiatives in FA are investigating different possibilities for setting up funds related to forests.

It will be very useful to have the national consultant as soon as possible and similar useful to select a person already engaged in some of the work mentioned above.

RATIONALE FOR SELECTION OF CONSULTANT

Mr. Neab Keng is already engaged in work on Oddar Meanchey REDD+ Pilot project and he has been involved with organizing the consultation meeting with key stakeholders at sub-national level. He have also been involved benefit sharing and involved in Benefit Sharing Technical Team to REDD+ projects and he is prepared to begin the work together with the international and national consultant immediately.

ALTERNATIVES CONSIDERED

Not applicable with the short notice and the requirement to have a person already involved in work with establishment of benefit sharing for REDD+.

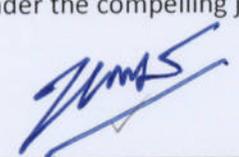
ASSURANCE THAT PRICE IS FAIR AND REASONABLE

I provide assurance that the funding is similar to other contract for national consultants working on highly technical matters on the UN-REDD Programme.

OTHER POTENTIAL CONSULTANTS

Realistically there is no other potential consultant.

I, therefore, certify to the best of my ability that this justification for partnering non-competitively with the Mr. Neab Keng under the compelling justification provided is accurate and complete.

APPROVED: 

DATE 06 Feb 2014

Mr. Kim Nong, Deputy National Programme Director

DENIED:

DATE _____

Mr. Kim Nong, Deputy National Programme Director

ព្រះរាជាណាចក្រកម្ពុជា
Kingdom of Cambodia
ជាតិ សាសនា ព្រះមហាក្សត្រ
Nation Religion and King

៩០ * ២

កំណត់បង្ហាញរឿង (Activity Note)

កម្មវត្ថុ (Objective):	- សុំអនុម័តឯកសារទស្សនទានសម្រាប់សម្មភាព៖(2.3c) ការពិគ្រោះយោបល់លើលទ្ធផលសិក្សាស្តីពីគំរូការបែងចែកផលប្រយោជន៍ដែលធ្លាប់អនុវត្តនៅកម្ពុជានិងនៅលើពិភពលោក (Consultation on the assessment of existing benefit sharing models used in Cambodia and other parts of the world relevant for REDD+ in Cambodia) - សុំអនុម័តលក្ខខណ្ឌការងារទីប្រឹក្សាជាតិសម្រាប់សម្មភាព៖ (2.3c)
យោង(Reference):	- ផែនការថវិកាកម្មវិធី UN-REDD, Output 2.3 (Activity 2.3c)

ការប្រញាប់ (Urgent)

<input type="checkbox"/> ទទ <input type="checkbox"/> គណ <input type="checkbox"/> រប <input type="checkbox"/> សស <input type="checkbox"/> លក <input type="checkbox"/> បទ	<input type="checkbox"/> ពិនិត្យ <input type="checkbox"/> ផ្តល់មតិ <input type="checkbox"/> មុខការ	
<input type="checkbox"/> CTA <input type="checkbox"/> MRV	<input type="checkbox"/> ឯកសារ <input type="checkbox"/> ជូនប្រាប់ <input type="checkbox"/> សម្រេច	

យោបល់មន្ត្រីជំនាញ (Comment/Activity Note by Technical Staff)
<ul style="list-style-type: none"> យោងតាមផែនការថវិកាឆ្នាំ២០១៣ដែលបានអនុម័ត សម្មភាព៖2.3c ត្រូវអនុវត្តក្នុងត្រីមាសទី៤ ជាការចាំបាច់។ ដោយបានពិភាក្សាជាមួយអ្នកពាក់ព័ន្ធ Peter បានរៀបចំឯកសារទស្សនទានសម្រាប់សម្មភាព៖2.3cនេះ ដើម្បីជួយណែនាំក្នុងការអនុវត្ត។ យោងតាមឯកសារទស្សនទាន Peter ក៏បានរៀបចំលក្ខខណ្ឌការងារទីប្រឹក្សាជាតិផងដែរ ដើម្បីជួយគាំទ្រអនុវត្តសកម្មភាពនេះ។ <p style="text-align: center;">ដូច្នេះសូម V/HRTS និង D/NPD ពិនិត្យ អនុម័ត ឯកសារទស្សនទាន និងលក្ខខណ្ឌការងារ ដូចបានភ្ជាប់ជូនដោយអនុគ្រោះ។</p> <p style="text-align: center;">១៤ ខែវិច្ឆិកា ឆ្នាំ២០១៣ លន់ គឹមហ៊ុំ, អ្នកសម្របសម្រួលកម្មវិធី</p>

យោបល់អនុប្រធានលេខាធិការដ្ឋាន (Comment by Deputy Chair of CRST)
<p>បានពិនិត្យ + ឯកសារ + យល់ ៥៤៤</p> <p>បានប្រគល់ឯកសារដល់អង្គការសិប្បកម្ម និង កសិកម្ម រុក្ខាប្រមាញ់ និង ត្បូងឃ្មុំ រាជធានីភ្នំពេញ។</p> <p style="text-align: right;"><i>Uyhemul</i></p> <p style="text-align: right;">24.11.2013</p>

យោបល់ប្រធានលេខាធិការដ្ឋាន (Comment by Chair of CRST)
<p style="text-align: center;"><i>អនុប្រធាន</i></p> <p>- បានពិនិត្យ ឯកសារ ។</p> <p style="text-align: right;"><i>អនុប្រធាន</i></p> <p style="text-align: right;">25.11.13</p>

យោបល់អនុប្រធានកម្មវិធីជាតិUN-REDDកម្ពុជា (Comment by Deputy National Programme Director)

យោបល់ប្រធានកម្មវិធីជាតិUN-REDDកម្ពុជា (Comment by National Programme Director)

Cambodia REDD+ Activity Cover Page

Title of Activity:

Consultation on benefit sharing models

Related Activities UN-REDD Workplan:

2.3c Consultation on results from activity 2.3b.

Objectives of Activity:

To have a broad national consultation on the results of the assessment conducted under activity 2.3b and promote understanding of options and challenges in regards to benefit sharing for REDD+ in Cambodia.

Brief Description:

Main tasks for the consultant team are to:

- Prepare a plan for a country wide consultation process on the results of the assessment of existing benefit sharing models including initial proposals for benefit sharing models. The consultation plan should consider how to involve all relevant stakeholders, e.g. local governments, military, CF, CPA and CFi, IPs, land owners, ELCs, farmers, NGO's, men and women;
- Consult with stakeholders on the plan and seek collaboration with relevant stakeholders e.g. local government and the Consultation Group on the implementation of the consultation process;
- Prepare the necessary information material and implement the plan; and
- Collect comments from the consultations sorted by interest group and prepare them for a publication with a summary highlighting key ideas and concerns expressed by the participants in the consultation.

Key Outputs:

The project expected outputs are:

- A comprehensive consultation process on benefit sharing for REDD+ in Cambodia.
- A publication documenting comments and suggestions made during the consultations in English and Khmer

	Signature	Name and Function	Date
Developed by:		Peter Iversen, Technical Specialist	14/11/2013
Implemented by:		REDD+ Taskforce Secretariat	25/11/13
Approved by:		UN-REDD Programme Director	29/11/13

7. Budget

Activity	Budget
Two national consultants(2*55days)	8,800
Field trip costs national consultants (15 trips 3 nights 3 people)	4,252.50
15 local meetings	25,200
National level consultation in Phnom Penh (80 participants)	5,680
Printing and dissemination of activity output in English and Khmer	900
Miscellaneous	1.500
Total	46,332.50

8. Time frame

The activities will be implemented from November 2013 to February 2014. The schedule of the activity is shown below.

Activity	Time period
Development of ToR and announcement of consultancy	July
Recruitment of the consultants	October
Development of consultation plan	Early November
15 local consultation meetings	November to February
National consultation meeting in Phnom Penh	February

Term of References

Consultation on the assessment of existing benefit sharing models used in Cambodia and other parts of the world relevant for REDD+ in Cambodia

Level:	1 National Consultant (Individual Contract)
Practice Area:	Benefit sharing, REDD+ (Forests and Climate Change)
Duration:	55 Days
Duty Station:	Phnom Penh
Supervisor:	Technical Specialist, Programme Coordinator and REDD+ Taskforce Secretariat
Activity	2.3c (Consultation on results from activity 2.3b.)

Background:

The Cancun Agreements issued at the Conference of Parties (COP) 16 held in Mexico in 2010 provides strong support for policy approaches that deliver positive incentives for countries and their actors to engage in REDD+ (reducing emissions from deforestation and forest degradation in developing countries; and the role of conservation, sustainable management of forests and enhancement of forest Carbon stocks in developing countries).

Thus far, a number of decisions related to REDD+ have been made on subjects including implementation, principles and safeguards, assessment of results, and reference levels. However, decisions are yet to be made regarding how to deliver positive incentives for countries and their actors to reduce emissions from the forest sector through REDD+. As of now, it is up to each country to decide upon how REDD+ should be implemented within the framework agreed, including issues related to how to distribute benefits at the national, regional and local levels, considering their national circumstances but also following the inter alia the safeguards listed in the Cancun Agreement.

Forests support the livelihoods of millions of rural indigenous peoples and communities who depend on forest resources for subsistence and income. Given the importance of forests for rural livelihoods, participating countries are required to apply safeguards in order to ensure “full and effective participation of relevant stakeholders, in particular indigenous peoples and local communities” in REDD+ (as stated in the Cancun agreement). The application of such safeguards is not only an important means of avoiding and mitigating possible negative impacts of REDD+ on these people but it can also serve to promote their active participation in forest and land conservation, as well as to reduce rural poverty which may contribute to achieving long term sustainable management of forests and carbon sequestration. On the contrary, the failure to involve local people and institutions in REDD+ and benefit sharing may risk lowering their incentives to engage in sustainable forest and land management, and thus may undermine the ultimate purpose of REDD+. Hence, it is imperative that indigenous peoples and local communities are also included in benefit sharing and that benefits are distributed in a manner that are equitable, transparent and cost-effective equitable.

Benefits are not limited to a monetary value but also include non-monetary values that may arise from improved forest governance. For instance, effective forest policies, programmes and measures to achieve REDD+ goals may not only generate income from carbon related payments but also deliver a broad range of multiple non-monetary benefits. REDD+ can contribute to new job opportunities, clarification and likely issuance of land tenure for communities and increased rural incomes and preservation of important ecosystem and environmental services and biodiversity.

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With the completion of the REDD+ roadmap (2011) which defines key steps for Cambodia to be ready for REDD+ implementation, Cambodia has taken a first important step towards REDD+. The national REDD+ programme in Cambodia has also been supported by UN-REDD, CamREDD and other supporting frameworks that aim to build the national capacity to plan and implement REDD+. Since 2008, two REDD pilot projects have been implemented to test and learn from on the ground REDD+ activities. Despite numerous important initiatives having been undertaken, there remains a critical need for capacity building efforts for various actors involved in REDD+ including the issues of benefits sharing, and multiple benefits and costs associated with REDD+.

A decision on how to distribute benefits and to whom and in what forms at different levels will require careful analysis of possible options suitable to the national circumstance of Cambodia. For this reason, there is a need to assess and learn from national as well as international experiences with regard to benefit sharing mechanisms used in the forest sector (e.g. Payments for Environmental Services (PES) and REDD+ pilot projects). Such decisions will also require extensive consultation with relevant governments at national, provincial and local levels as well as discussions with all relevant stakeholders in order to ensure a common understanding and broad acceptance of a benefit sharing mechanism that is suitable for Cambodia. At the same time, ensuring the full and effective participation of all relevant stakeholders will contribute to avoiding the creation of unrealistic expectations about REDD+ benefits which in some cases has been noted as a problem in the past.

Expected Outputs and Deliverables:

- A comprehensive consultation process on benefit sharing for REDD+ in Cambodia.
- A report on the consultations process highlighting key findings and concerns in English and Khmer with possible recommendations for further consultations.

Expected delivery/output	Estimated duration to complete	Time period
Development of consultation plan	5 days	January
15 local consultation meetings	38 days	January to February
National consultation meeting in Phnom Penh	3 day	March
Report for approval	4 days	March
Final report with all comments included	5 days	March
Total	55 days	

The exact timing of this activity depends on the successful completion of the assessment of existing benefit sharing models.

Duty Station

The duty station for this assignment is Phnom Penh with travel to the province. During the assignment the consultants are expected to be in Cambodia for all consultations.

Supervision, teamwork and administrative support:

There will be a team of two National Consultant who will work closely together in order to complete this task. They will report to the UN-REDD National Programme Director and on day-to-day basis will be supervised by the Technical Specialist and the REDD+ Taskforce Secretariat.

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Monitoring and Progress Control

The consultancy teams will be accountable for the timely and quality output and report weekly to the REDD+ Taskforce Secretariat on progress compared to the workplan.

Payment milestones

Consultant will be paid on a lump sum basis under the following installments

- (20%) 1st payment, upon submission and acceptance of the workplan for the consultation meetings.
- (40%) 2nd payment, upon finalization of all consultation meetings in the province.
- (40%) 3rd payment, upon submission and acceptance of the final report from activity.

Application

Applicants are requested to send CV, together with a letter of interest to REDD+ Taskforce Secretariat by either mail (N. 40, PreahNorodom Blvd. SangkatPhsarKandal 2, Khan Daun Penh, Cambodia) or e-mail (redd.secretariat@cambodia-redd.org).

Detailed list of tasks for the national Consultant:

- a) Support the preparation of a plan for a country wide consultation process including one final consultation meeting in Phnom Penh on the results of the assessment of existing benefit sharing models including initial proposals for benefit sharing models;
- b) Consult with relevant stakeholders, including representatives from local government, and make any necessary adjustments to the consultation plan;
- c) Assist in the preparation of necessary information material for the consultations;
- d) For the meeting organization, the consultant will be responsible for 1) preparing the meeting agenda and identify the venue, 2) identify and invite key stakeholders, 3) identifying relevant speakers, 4) preparing presentations to facilitate discussions.
- e) Organize the national consultation meeting in Phnom Penh. The consultant will be responsible for 1) preparing the meeting agenda and identify the venue, 2) identify and invite key stakeholders including representatives from the provincial level, 3) identifying relevant speakers, 4) preparing presentations to facilitate discussions.
- f) Provide recommendations on further consultations as appropriate.

Competence Requirements

The National Consultant shall meet the following criteria:

- A minimum of a Master's or equivalent degree in natural resource management, environmental economics and policy or a related field;
- A minimum of 5 years of relevant experience in natural resource management and policy
- Good analytical, writing and communication skills both in English and Khmer, including the ability to articulate ideas in a clear and concise manner;
- Good interpersonal skills and ability to work well in a team whilst also having the capacity and initiative to work independently;
- Sound knowledge of disciplines relevant to international development work and climate change.

Evaluation criteria	Obtainable score
Relevant education and number of years experiences as required by the ToR	20 points
Proved relevant technical skills related to the fields of natural resource management and policy, and inclusion of local communities in benefit sharing	40 points
Prior experience with REDD+	20 points
Sound knowledge of disciplines relevant to international development work and climate change	20 points
Total	100 points

This TOR is approved by:

Signature: _____ 

Name and Designation: H. E CHEA SAM ANG

Date of Signing: 29/11/2013