**Terms of Reference**

**Lead Technical Advisor, Cambodian National REDD Roadmap**

***Background***

Over the past two years the Royal Government of Cambodia (RGC) has made significant steps towards the establishment of a national REDD policy. These steps include the development of a Readiness Project Idea Note (R-PIN) by the FA, which was submitted to the World Bank’s Forest Carbon Partnership Facility (FCPF) in late 2008; following the submission Cambodia was accepted into the FCPF at the meeting in Panama in March 2009. Cambodia was also granted membership of the UN REDD Programme Policy Board with observer status at the third UN REDD policy board meeting in Washington DC, USA, in October 2009. This led to the UN REDD agencies (UN Development Program-UNDP, Food and Agriculture Organization-FAO and UN Environmental Program-UNEP through the World Conservation Monitoring Centre) committing to support the Royal Government of Cambodia with an initial REDD Readiness process independent of the UN REDD Programme but using the same approach. At sub-national level, two REDD pilot project have been established in Oddar Meanchey and Mondulkiri provinces, in partnership with local communities, international NGOs, and the private sector.

WCS has been invited by the RGC and UN agencies (UNDP and FAO) to be the lead technical advisor in the development of a national REDD Readiness Roadmap for Cambodia. The initial development process is currently being undertaken by a REDD Technical Taskforce led by the Forestry Administration with key line agencies. Implementation of REDD in Cambodia is expected to be consistent with the activities outlined in the National Forest Programme (NFP) by the FA and the management of Protected Areas by the Ministry of Environment.

***Responsibilities***

WCS will provide technical advice to the RGC in the preparation of the following outputs:

1. The formation of an appropriate mechanism, such as a national REDD Task Force, for the preparation of a National REDD Roadmap document;
2. The drafting of a National REDD Roadmap outline document, including a framework for the final Roadmap document and a timeframe for its implementation.

***Activities***

Development of the National REDD Roadmap document will require the following activities:

*1. Establishing an appropriate coordination mechanism for REDD policy development*

WCS will facilitate coordination between the multiple Government agencies responsible for finances, land and forest management, including the Forestry Administration of MAFF, as the RGC’s designated lead on REDD, the Ministry of Environment, the Ministry of Land Management, Ministry of Defence, etc., in order to assist in the creation of an appropriate coordination mechanism for REDD policy development. These same agencies are all members of the TWGF&E.

*2. Policy and sectoral analyses to inform the development of the Roadmap*

In order to inform the development of the Roadmap for the design of an effective national REDD policy, a series of key policy and sectoral analyses will be undertaken.

i. Two analyses will be undertaken by third party consultants. Terms of reference for each of these analyses will be developed by WCS, in partnership with the National REDD Task Force, and appropriate consultants identified to undertake these tasks. These consultants will be contracted by WCS. These analyses are:

* An analysis of the current Cambodian laws and the policies of the RGC in the context of REDD;
* An assessment of the technical options for the development of a national REDD Monitoring, Reporting and Verification (MRV) and Reference Emissions Levels (RELs), and related steps necessary for REDD readiness.

ii. WCS will review two sectoral analyses prepared by third party agencies. These are:

* Assessment of current land-use and forest governance (study undertaken by FAO);
* REDD co-benefits mapping (study undertaken by UNEP-WCMC).

*3. Consultation Plan and Safeguards (Strategic Environmental and Social Assessment, SESA)*

The REDD Roadmap will specifically consider how consultations on REDD policy development will occur and the safeguards that will need to be build in. This is particularly important given the historical conflicts in the forestry sector. A draft consultation plan and recommendations for policy safeguards will be developed by a consultant, in consultation with the National REDD Task Force. The policy safeguards developed will be consistent with Cambodian law with consideration of international recommendations (e.g. from the UN REDD programme). The consultation plan will include reviews by relevant national Government agencies, discussion with sub-national Government bodies including provincial and district authorities, and discussion with local communities and civil society..

Terms of reference for this consultancy will be developed by WCS, in partnership with the National REDD Task Force, and an appropriate consultant identified to undertake this task. This consultant will be contracted by WCS.

***Timescale***

This terms of reference covers the period from 1 November 2009 to 30 June 2010.

The National REDD Task Force will be operational by February 2010. The National REDD Roadmap outline document will be completed by the end of June 2010.

WCS will provide one principal technical advisor to work on a part-time basis on these activities from 1 November 2009 to 30 June 2010; a second full-time technical advisor will be appointed by WCS to assist the principal technical advisor from the 1 May to the 30 June.

***Budget***

***2009***

|  |  |  |
| --- | --- | --- |
| Item | Description | Cost |
| *REDD working group* |   |   |
| Line agency representatives | 12 members from FA and other line agencies (monthly per-diems) | $2,000  |
| Administration assistant  | Administration Assistant to help with logistic arrangements and communication @300/month | $300  |
|  | *sub total* | **$2,300**  |
| *Consultants* |   |   |
| WCS | TA | $4,500  |
|  | *sub total* | **$4,500**  |
| *International Travel* |   |   |
| Flights, Accommodation and Food | Long-haul flights, plus regional trips (Bangkok, Barcelona, COP15) | $4,000  |
|  | *sub total* | **$4,000**  |
| *Miscellaneous* |   |   |
| Computers | 3 Computers and printer | $5,300  |
|  | *sub total* | **$5,300**  |
|  | **Total Activity Budget** | **$16,100**  |
|  | **WCS Indirect Costs @7%** | **$1,127** |
|  | **Total Budget** | **$17,227** |

***2010***

|  |  |  |
| --- | --- | --- |
| Item | Description | Cost |
| *REDD Taskforce* |   |   |
| REDD Taskforce National Coordinator | Consultancy (contracted by WCS) | $5,000 |
|
| Administration assistant  | Administration Assistant to help with logistic arrangements and communication @300/month | $1,500 |
|
|  | *sub total* | **$6,500** |
| *Consultants* |   |   |
| WCS | Tom Clements' time, plus support from additional TA | $28,000 |
| Consultation and safeguards expert | (including SESA) | $6,000 |
| Legal Consultant(s) |  | $17,500 |
| Development of national REDD MRV and RELs | $15,000 |
|  | *sub total* | **$66,500** |
| *International Travel* |   |   |
| International Flights | 3 long-haul flights, plus regional trips (Bangkok) | $8,000 |
| Accommodation and Food | Hotels and Food costs | $1,500 |
| Visas | Cambodia visas | $300 |
|  | *sub total* | **$9,800** |
| *Consultations and Trainings, workshops and meeting* |  |
| REDD training workshops | 1 workshops @$4,000 | $4,000 |
| Consultation workshops | 2 workshops @$4,000 | $8,000 |
| REDD working group meetings | Meetings @400, 10 meetings | $4,000 |
|  | *sub total* | **$16,000** |
| *Miscellaneous* |   |   |
| Operational expenses | Telephone, printing, photocopy and others @300/month | $6,500 |
| Equipment for Taskforce meetings | Laptops and LCD projectors | $7,000 |
|  | *sub total* | **$13,500** |
|  | **WCS Indirect costs @7%** | **$7,406** |
|  | **Total Activity Budget** | **$119,706** |