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**TERMS OF REFERENCE**

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| **Title:**  | National and International Consultants – REDD+ Roadmap Preparation in Mongolia  |
| **Contract Type:** | National Consultant – IC issued by UNDP Country Office in Mongolia International Consultant – IC issued by UNDP APRC |
| **Duration:** | Mid-July 2011 until January 2012 (6.5 months) |
| **Duty Station:**  | National Consultant - Ulaanbaatar, Mongolia International Consultant – home-based with 4-5 missions to Mongolia |

**Background:**

Mongolia’s deforestation and forest degradation are mainly driven by the steadily rise in domestic demand for fuelwood and private- and commercial-use timber. There are considerable opportunities for addressing illegal logging and managing the demand for timber by sustainably managing and enhancing the forest stocks in the country. At the same time, additional efforts would require in tandem to promote more energy efficient heating and cooking systems at the household level, more low-waste technologies for wood production, and more efficient use of timber in construction and other commercial activities in order to minimize the consumption of timber.

Based on such opportunities combined with substantial abatement potential given the country’s sizable boreal forests, the Government of Mongolia (GoM) has made an executive decision to prioritize REDD+ readiness as one of the national priorities, as indicated in Mongolia’s proposed nationally appropriate mitigation actions (NAMAs), and also emphasized in the Second National Communication to the UNFCCC to improve its inventory and monitoring capacities. Meanwhile, Mongolia has submitted an official request to the UN-REDD Programme Policy Board on 17 April 2011 to become a UN-REDD partner country, and the Policy Board’s decision is currently pending.

Strong support by development partners, particularly ADB, FAO, GIZ, SDC and UNDP, to collaboratively support Mongolia’s REDD+ readiness process has been made apparent at the first stakeholder roundtable meeting on REDD+ readiness in March 2011.

The UNDP Asia-Pacific Regional Centre plans to support the GoM through the UN-REDD Tier Two initiative, funded by the UNDP-Japan Partnership Fund, in initial REDD+ readiness. In addition, the UNDP Country Office in Mongolia has made available additional financing to support the country to this effect, as REDD+ readiness support is identified as one of the priority areas in the UNDP Country Programme Document 2012-2016.

In initiating the national REDD+ readiness process, there are a few critical building blocks that need to be put in place first to ensure the overall effectiveness of the process. Those are:

* An appropriate mechanism, such as a national REDD+ coordination body, to drive the process of preparing a national REDD+ roadmap, and to lead implementation of subsequent readiness activities outlined in the roadmap;
* A national REDD+ roadmap, outlining specific actions through gap analyses and broad consultations and a timeframe for its implementation; and
* Initial communication programmes to raise awareness of potential REDD+ benefits, risks, trade-offs and technical capacity requirements among state and non-state stakeholders.

In order to set these necessary building blocks, two consultants – a national consultant matched with an international consultant – will be engaged to help facilitate and support this effort.

In general, the national consultant is expected to undertake the majority of coordination and facilitation tasks on the ground, while the international consultant is expected to provide necessary technical advisory and quality assurance on a regular basis to help ensure the integrity and sustainability of the overall work.

**Scope of Work:**

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

The consultants will facilitate coordination between the multiple Government agencies responsible for finances, land and forest management, including the Forestry Agency of the Ministry of Nature, Environment and Tourism, as the GoM’s designated lead on REDD+, the Ministry of Mineral Resources, the Ministry of Finance, Ministry of Defence, etc., in order to assist in the creation of an appropriate coordination mechanism for REDD+ policy development.

***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 the consultants in partnership with the national REDD+ coordination body.

* An analyses of the current legal, policy and institutional framework of the GoM in the context of REDD+ and relevant stakeholders; and
* Application of the UN-REDD Programme Social and Environmental Principles and Criteria to develop a strategy to reduce social and environmental risks and promote co-benefits.

ii. The consultants will solicit support from development partners to produce additional sectoral analyses to provide further supporting information. These are:

* 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 (potential partners: FAO, GIZ);
* Assessment of current land-use and forest governance (potential partners: FAO, GIZ); and
* REDD+ co-benefits analysis (potential partner: GIZ).

***3. Drafting of the National REDD+ Roadmap***

The consultants will support the national REDD+ coordination body to first prepare an outline and then flesh out details to draft the Roadmap based on results of the above analyses and assessments, and the Roadmap will be validated through a broad consultation process.

***4. Development of Initial Communication Programmes for Awareness-raising***

Based on the results of the above analyses and assessments, the consultants will support the coordination body to identify initial communication priorities in awareness-raising of potential REDD+ benefits, risks, trade-offs and technical capacity requirements among state and non-state stakeholders.

**Timescale:**

These terms of reference cover the period from 15 July to 31 January 2012.

Over this period, the national REDD+ coordination body is expected to be operational by October 2011, and the national REDD+ roadmap will be completed by the end of January 2011.

**Individual Tasks:**

National Consultant

S/he is expected to undertake following tasks:

* Gathering and collation of information on state- and non-state stakeholders;
* Support institutional mapping and stakeholder analysis;
* Provision of necessary assistance to the GoM to facilitate formulation and meetings of a national coordination body (e.g., ToR formulation, meeting agenda and minutes, etc.);
* Liaison and coordination with development partners to solicit their direct support and contribution to the process;
* Assist the national coordination body to formulate an outline of the roadmap;
* Facilitate discussions of the national coordination body to identify communication priorities, and to prepare outlines of communication programmes;
* Support the implementation of communication programmes;
* Coordinate translation of materials from Mongolian to English and vice versa;
* Any other facilitation and support tasks as necessary.

International Consultant

S/he is expected to undertake following tasks:

* Lead institutional mapping and stakeholder analysis;
* Support preparation of the terms of reference for the national coordination body;
* Lead sectoral analyses on legal, policy and institutional framework and safeguards fulfilment to recognize gaps and to recommend actions;
* Coordinate other studies (i.e, MRV, land-use, and co-benefits) by partners;
* Assist the national coordination body to formulate an outline of the roadmap and flesh out details of the roadmap;
* Provision of necessary technical guidance to the development (and implementation) of communication programmes by the coordination body;
* Regular communications with the national consultant and coordination body, and periodic visits to Mongolia for process oversight and quality assurance;
* Any other facilitation and support tasks as necessary.

**Deliverables/Outputs:**

* National REDD+ Coordination Body
* National REDD+ Roadmap
* Initial national REDD+ communication programmes

**Provision of Monitoring and Progress Control**

Both consultants will work under the direct supervision and guidance of the regional REDD+ technical advisor(s) and the UNDP country office environmental focal points. In addition to the deliverables, the consultants will submit a progress report each month to the regional REDD+ technical advisor(s) and UNDP country office.

**Degree of Expertise and Qualifications:**

**National Consultant**

* Degree in Environmental Science, Natural Resources Management, Economics, Geography or any other related fields;
* At least 5 years of work experience in the related area with relevant international initiatives;
* Proven track record of supporting, advising and collaborating with government institutions, particularly the Ministry of Nature, Environment and Tourism, and the Forest Agency;
* Working knowledge of climate change and forestry and land-use related laws and regulations in Mongolia is a strong asset;
* Excellent stakeholder facilitation and coordination skills;
* Proficiency in both spoken and written English; and
* Strong inter-personal skills, and excellent oral communication skills.

**International Consultant**

* Post graduate degree in Forest Science, Natural Resource Management, Environmental Law, Geography, or any other related fields;
* At least 7 years of working experience on forest governance and natural resources management;
* Excellent knowledge on REDD+, in particular, in areas concerning stakeholder engagement, governance, safeguards, monitoring, etc.;
* Experience in working with international development partners, especially with UN Agencies;
* Proficiency in both spoken and written English; and
* Strong inter-personal skills, in particular, demonstrated team leadership qualities, and excellent oral communication skills