**The United Nations Collaborative Programme on**

**Reducing Emissions from Deforestation and**

**Forest Degradation in Developing Countries (UN-REDD Programme)**

**Enhancing Awareness of Stakeholders on REDD Plus**

Terms of Reference for Consultant

1. Background

As part of the fight against deforestation and forest degradation, it is increasingly necessary to promote the development of systems for monitoring of forest cover. Systems for monitoring forest cover include software, tools, and users’ services. To be operational, the system for monitoring forest cover must be adapted to national circumstances, national policies and the human, technical and financial capacities. As part of the United Nations Framework Convention on Climate Change, REDD-Plus aims to reduce greenhouse gas emissions from the forestry sector either through an increase in forest cover as a reduction of its deterioration.

The United Nations Collaborative Programme on Reducing Emissions from Deforestation and Forest Degradation in Developing Countries (UN-REDD Programme) is a collaboration between FAO, UNDP and UNEP. It builds on the convening power of its participating UN agencies, their diverse expertise and vast networks, and “delivers as One UN”.

The work contemplated under this TOR is part of the implementation of the UN-REDD in the Philippines and the national roadmap for REDD-Plus as reflected in the Philippine National REDD-Plus Strategy (PNRPS). This basically involves identifying actions and mechanisms to achieve the following outcome:

Outcome 2: Systematic and structural approach to the application of safeguards in REDD+ readiness identified through concrete studies of options and inclusive consultation

2. Objective and scope of work

The Consultant will assist the UN REDD Philippines Programme in the developing capacity assessment tool for REDD-Plus and PNRPS, carrying-out capacity assessment of the NMRC and PMRC in Palawan, and formulation of capacity development plan for REDD-Plus in the Philippines.

3. Tasks

Specifically, the Consultant shall:

3.1 Submit an analysis of Challenges and Tasks for NMRC and PMRCs:

For NMRC:

* Operate as primary implementation body
* Advise the Climate Change Commission (CCC) on REDD-Plus
* Oversee the designated national authority and related carbon and non-carbon Measurement, Reporting and Verification (MRV) concerns;
* Facilitate stakeholder engagement
* Propose policy reform

For PMRCs:

* Coordinate REDD-Plus decision-making at the provincial level
* Provide support and oversight to Forest Management Units (FMUs)
* Help resolve related grievances
* Provide funds and services

3.2 Analyse Current Capacity of NMRC and that of Palawan PMRC

Based on the identified tasks and challenges, the consultant shall analyse the present capacity of NMRC and Palawan PMRC and point out needs for improvement. The analysis shall include:

* Number, qualification and capacity of staff, required number and capacity, gaps to fill
* Assessment of
  + present training status and recent refresher courses on REDD-Plus and related topics,
  + knowledge and capacity (skills and material infrastructure, extension materials, field transport etc.)
* Identification of strengths, weaknesses and capacity building needs

3.3 Prepare Capacity Development Plan

Based on the analyses of new challenges and present capacities, the consultant shall prepare a technical and financial proposal for a capacity development plan. The proposed measures shall be worked out in terms of:

* + Definition of target group for capacity building: (specifically who), job profile and requirements to implement the PNRPS
  + Minimum and preferred requirements: details on proposed capacity building measures such as training courses, in-country study tours, seminar-workshops, extension materials, essential equipment, transport, recommended administrative improvements
  + Training objectives, approach and content: identify priority topics, detailed curricula, target groups, training institutions, and possibly lecturers and venues
  + Operation & Budget Plan: propose a schedule of activities including summary budget for each activity
  + Assistance level of technical support: identify options for project support such as extension material, transport (e.g. motorbikes), GPS for boundary surveys and monitoring
  + Costs and financing: provide details on the budget required for each proposed activity with indicative contributions from institutional members of NMRC and PMRC.

4. Expected Outputs

1. Capacity Assessment Tool for REDD-Plus and PNRPS, August 2012
2. Capacity Assessment Report for Palawan Demonstration Site, September 2012
3. Draft Capacity Development Plan, October 2012
4. Reports and other written outputs on specified topics according to the ToR in soft copy and hardcopy

5. Duration and timing

The national consultant will contribute 60 working days to this work, commencing on July \_\_\_\_, 2012 and end on October 31, 2012 . The first output will be due after 35 working days, and the second output after 55 working days, with an additional 5 days for final revisions and other activities.

6. Remuneration

The Consultancy will is in consideration of lump sum amount of FIVE HUNDRED THIRTY FIVE THOUSAND PESOS (PhP 535,000) for professional fees and a lump sum of 20,000 PhP for travel within Metro Manila. Local transport for visits to field and workshops outside Metro Manila and related travel allowances and accommodation will be provided by the project, separately.

Logistical and administrative arrangements for meetings, workshops and related activities, and ensuring the participation of identified parties shall be handled by the UN-REDD PMU.

*Note: amount mentioned above is proposed by the consultant*

7. Qualification

The Consultant is expected to have sound understanding of the international discussion on REDD-Plus with excellent knowledge on Philippine Forestry and Climate policy, particularly on the REDD and REDD-Plus approach and required implications on forest and land related policies as well capacity readiness of implementing organizations. The Consultant must have full comprehension of the Philippine National REDD-Plus (PNRPS) process, an excellent understanding of related environment and natural resources and social policies, and good grasp of the Philippine bureaucracy and Civil Society Organization (CSO) structures, mechanisms and processes.

Excellent command of the English language in reading and writing is a prerequisite.

8. Institutional Arrangement

The Consultant will work closely with DENR, especially its PMU on UN-REDD at the Forest Management Bureau, other government agencies and with various partners, particularly CoDe REDD Philippines and the PNRPS CBC working group, and other relevant organizations at national and local levels involved in natural resources management, forestry and conservation of biodiversity, specifically with those directly involved in the PNRPS process.

The assignment will be conducted in close collaboration with the current projects supporting the PNRPS to include but not limited to the following:

1. Forest Policy and Piloting REDD measures through DENR with support from BMU/GIZ. (Southern Leyte, Leyte Island)

2. Advancing Development of Victoria-Anepahan Communities and Ecosystems through REDD (ADVANCE REDD). The Project is funded by European Union Delegation through NTFP-EP (Southern Palawan in Luzon)

3. Community Carbon Pools Programme (C2P2) through FFI, NTFP-TF, Team Energy Foundation (Quezon in Luzon)

The cost of the contract shall be charged to UNDP. Processing of payment shall be made upon the issuance of the certificate of acceptance of UNDP and FMB with endorsement from the TWG on Governance.

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