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**TERMS OF REFERENCE**

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| **Title:**  | Technical Facilitator – REDD+ Roadmap Preparation in the Solomon Islands |
| **Contract Type:** | IC issued by UNDP Country Office in the Solomon Islands  |
| **Duration:** | 40 days over four months |
| **Duty Station:**  | Honiara, Solomon Islands  |

**Background**

The Solomon Islands is one of the countries to benefit from the UN-REDD Programme for developing its initial REDD+ readiness. The Initial National Programme (INP) document was signed between the Government of Solomon Islands and the UN-REDD Programme in May 2011. The INP is currently at its inception phase and designed to deliver the following three key outcomes during its life of 18 months.

1. REDD+ readiness supported by effective, inclusive and participatory management processes;
2. REDD+ stakeholders have a comprehensive understanding of the potential benefits and risks associated with REDD+; and
3. Preliminary capacity developed for REL/RL formulation and MRV.

One of the first deliverables of the INP under Outcome 1 is a national REDD+ roadmap, which will be prepared through a highly consultative process under the leadership of the National REDD+ Committee (hereafter refers to as “the Committee”), established by the Government of the Solomon Islands and composed of key individuals from the line ministries, local governments, community organizations and private sector. The process will also be supported by the key development partners who are appointed as observers to the Committee.

The Technical Facilitator will provide the Committee with technical coordination and facilitation services to help conduct their analyses and discussions in key areas that are relevant to REDD+ in order to identify current gaps and actions for attaining REDD+ readiness. Identified gaps and actions will form the main body of the roadmap (*please see the process flowchart, describing how the roadmap will be put together and implemented in Annex I*).

The key areas to be analyzed are: i) Policies and Measures for drivers of Deforestation and Forest Degradation; ii) Stakeholder Engagement and Safeguards; and iii) Measurement, Verification and Reporting (MRV) and Monitoring.

**Scope of Work**

The Technical Facilitator is expected to:

* Implement awareness-raising and capacity building activities for the Committee members (in coordination with international resource persons);
* Establish sub-working groups within the Committee and prepare specific ToRs for the sub-working groups to carry out policy and sectoral analyses in: i) Policy and Measures; ii) Stakeholders and Safeguards; and iii) MRV and Monitoring;
* Facilitate discussion among the Committee members to prepare comprehensive institutional and stakeholder maps, describing institutional interactions/relationships and responsibilities, as well as activities of institutions/stakeholders within and across the three key areas;
* Assist the Committee members to carry out a basic REDD+ opportunity cost assessment to support awareness-raising and a transition to more effective and sustainable land-use planning;
* Provide coordination and facilitation services to guide the sub-working groups of the Committee through policy and sectoral analyses to identify gaps and actions for REDD+ readiness;
* Assist the Committee to formulate an outline of the roadmap based on the identified gaps and actions;
* Flesh out details of the fully-costed roadmap with Specific, Measurable, Achievable/Attributable, Realistic and Time-bound (SMART) indicators, as well as specific roles and responsibilities; and
* Facilitate stakeholder consultation meetings to validate and endorse the prepared roadmap at the national level.

**Deliverables and Payment Schedule** *(Lump Sum – four installments)*

* Finalized reports on gaps and recommended actions in the three key areas endorsed by the sub-working groups and INP Programme Management Unit *(within one month and a half from the start of the contract)* *-* **1st installment (30%)**
* Comprehensive stakeholder (activities) and institutional (interaction and responsibilities) maps *(within two months from the start of the contact) –* **2nd installment (30%)**
* Basic opportunity cost assessment *(within three months from the start of the contract) –* **3rd installment (35%)**
* Nationally endorsed REDD+ roadmap *(within four months from the start of the contract) –* **4th installment (35%)**

**Provision of Monitoring and Progress Control**

The Technical Facilitator will work under the direct guidance and supervision of the INP Programme Coordinator, and to whom the Technical Facilitator will also report. Meanwhile, the Technical Facilitator is also expected to coordinate closely with the national REDD+ focal points at MECDM and MFOR, the Environment Programme Officer at UNDP Country Office, and the UN-REDD Regional Technical Advisors at FAO, UNDP and UNEP Regional Centres in Bangkok.

**Degree of Expertise and Qualifications:**

* Post-graduate degree in Forest Science, Natural Resource Management or Economics, Environmental Law, Geography, or any other related fields;
* At least 10 years of working experience in forest policy implementation, forest governance and natural resources management;
* Excellent knowledge on REDD+, in particular, in areas concerning forest governance, stakeholder engagement, safeguards, and forest inventory;
* Experience in working with regional or/and 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

**ANNEX I**

# THE WAY FORWARD *(from Inception Report)*

Based on the discussions and outcomes of the inception meetings, the following key milestones were identified for the coming six months to ensure that the INP would smoothly and effectively transition into the implementation phase:

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| **No.** | **Item** | **Timeframe** |
| **1** | Recruitment of PMU staff | Mid-October |
| **2** | Formation of the National REDD+ Committee and initial meeting  | Mid-October |
| **3** | Development of a multi-year budget and approval of the first year AWP | End of October |
| **4** | Start of roadmap preparation and awareness programs  | Early November  |
| **5** | Continuation of information gathering and analyses, stakeholder consultation, and awareness programs | November - February |
| **6** | A draft roadmap  | March |

The below chart indicates the process of the initial readiness through which the INP currently envisages to undergo, and the planned collaboration and interactions with relevant development partner initiatives.

The roadmap will mainly consist of analyses and recommendations of the three key areas: i) drivers of deforestation and forest degradation and strategies; ii) stakeholder engagement and safeguards; and iii) REDD+ assessment and monitoring (MRV and monitoring). This process of preparing the roadmap will involve a wide range of stakeholders including relevant partners and their initiatives (i.e. SPC/GIZ, JICA, GEF, NGOs).

Once the roadmap is finalized, actions and recommendations of the roadmap will be implemented by the INP. However, the INP alone cannot deliver all actions and recommendations; therefore, the development partner initiatives including those identified in the chart below will play important roles in supporting the implementation of the roadmap in areas where their objectives and comparative advantages are most relevant.

Collectively, the INP together with those development partner initiatives will implement the roadmap to achieve initial REDD+ readiness through supporting the establishment and demonstration of relevant policies including the national REDD+ strategy, measures and mechanisms, as well as awareness-raising among stakeholders to promote their engagement and support in the process.

