**TERMS OF REFERENCE FOR INDIVIDUAL CONTRACTOR**

##### (1) Assignment Information

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| Assignment Title: | International consultant for the UN-REDD benefit sharing study  |
| Organization: | UNDP |
| Post Level: | Consultant,Individual Contract |
| Cluster/Project: | Environment and Energy Unit/UN-REDDNational Programme |
| Duty Station: | Home-based consultancy, and travel to Phnom Penh, Cambodia |
| Duration: | 60 days (in total) from 01 October 2013 to 01 July 2014 |

##### (2) Project Description

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.

Cambodia has taken important steps towards REDD+. The national REDD+ programme in Cambodia has 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.

The project is apart of UN-REDD National Programme workplan named as activity 2.3b and 2.3d and aims to achieve the following outcomes:

1. Improved the understanding of pros and cons in using different benefit sharing mechanisms relevant for REDD+ in Cambodia.
2. Development of up to four preferred options for benefits sharing for REDD+ in Cambodia.

The project consists of three activities starting with (activity 1) an assessment of national as well as international experiences with benefit sharing mechanisms followed by (activity 2) a national consultation process on benefit sharing and finally (activity 3) development of preferred options for benefit sharing.

For this project three consultants will be recruited, one international consultant to take the lead for activity (1) and (3), assisted by one national consultantand two national consultants to lead the national consultation process under activity (2). The exact timing of activity (3) will depend on the finalization of activity (2) but is expected to take place during the second quarter of 2014.

##### (3) Scope of Work

The international consultant is expected to deliver thetwo key deliverables:

* An assessment of national as well as international experiences with benefit sharing mechanisms described in a synthesis report not exceeding 30 pages plus annexes and references in English that consolidates existing knowledge and experiences on benefit sharing and includes recommendations for next steps to be taken to develop a national level benefit sharing mechanism for REDD+ in Cambodia.
* A proposal of up to four preferred options for benefits sharing for REDD+ in Cambodia presented in a synthesis report not exceeding 40 pages plus annexes and references in English building on the results of the analysis of existing experiences and national consultations on benefit sharing.

In order to deliver these outputs, the International Consultant will be required to performthe following tasks:

**Activity 2.3b proposed under the UN-REDD programme workplan**

**Analyze existing benefits sharing mechanisms relevant for REDD+ by**

* preparing a list of existing literature on benefit sharing mechanisms used within the forest sector (e.g. Payments for environmental services, REDD+ pilot projects) and REDD+ related project activities (e.g. OddarMancheay and Seima projects) to be reviewed (subject to a review of the REDD+ Taskforce Secretariat);
* analysing the selected existing benefit sharing mechanisms based on a literature review and interviews with relevant stakeholders; and
* preparing an initial assessments report to present pros and cons of using different benefit distribution models in terms of effectiveness, efficiency and equity. These models can include both ex-ante and ex-post payments. The assessment should also highlight possible trade offs between effectiveness, efficiency and equity and provide recommendations for how to develop national level benefit sharing systems drawing on experiences from Cambodia and other parts of the world.

**Support the development of a national workshop on possible options for benefit sharing systems for REDD+ in Cambodia**

In collaboration with the REDD+ Taskforce Secretariat, the consultant team should design and organize a workshop to be held in Phnom Penh. For the workshop organization, the team will be responsible for 1) preparing the workshop agenda, 2) identifying key initial national stakeholders in Cambodia REDD, 3) identifying relevant speakers from Cambodia (and abroad) and 4) preparing presentations to facilitate discussions. For the presentations, the team should share a consolidated view on pros and cons of using different benefit sharing mechanisms. The team should also present a number of alternative options for developing a national benefit sharing mechanism for REDD+ in Cambodia.

**Produce a synthesis report that consolidates existing knowledge and experiences on benefit sharing**

Prepare a report not exceeding 30 pages plus annexes and references in English shall be produced as a result of 1) literature reviews and 2) interviews with relevant stakeholders (e.g. government officials, NGOs, local communities, and indigenous peoples) and 3) a national level workshop. This report should not be limited but contain 1) an overview of pros and cons for using different benefits sharing mechanisms relevant for REDD+, 2) recommendations for next steps to be taken to develop a national level benefit sharing mechanism for REDD+ in Cambodia and 3) proposal for a presentation to be used for the national consultation on the report.

**Activity 2.3d proposed under the UN-REDD programme workplan**

**Develop suggestions for preferred options for benefit sharing mechanisms for REDD+ in Cambodia building on the work conducted under activity 2.3b and the consultations undertaken under activity 2.3c by:**

Conducting an extensive analysis for each of the preferred options which should not be limited but should include the result of the following considerations and activities (Number of options – up to four – should be decided in consultation with the Technical Team on Safeguards and the REDD+ Taskforce Secretariat):

* how incentives can be linked to actions or results at the local level within a national accounting and the extent of monitoring necessary to implement the different options.
* what are possible impacts of using each option on men and women in terms of their participation in benefit sharing mechanism and their actual ability to access to benefits.
* costs implications of different options.
* how the options will work for the different management regimes in Cambodia.
* the possible implications for projects and sub-national implementation within a national benefit sharing mechanism.
* whether the options for a national benefit sharing mechanism can also work for sub-national implementation.
* present the options and the result of the above mentioned considerations and collect feedback from key ministries, REDD+ Taskforce, Consultation Group and other stakeholders as appropriate.

**Support to the development of a national workshop on the preferred options for benefit sharing mechanisms for REDD+ in Cambodia**

In collaboration with the REDD+ Taskforce Secretariat, the consultant team should design and organize a workshop to be held in Phnom Penh in second quarter of 2014. For the workshop organization, the team will be responsible for 1) preparing the workshop agenda, 2) identifying key national stakeholders in Cambodia REDD, 3) identifying relevant speakers from Cambodia (and abroad) and 4) preparing presentations to facilitate discussions. For the presentations, the team should share a consolidated view on pros and cons of the suggested preferred options and the reason why they have been preferred.

**Prepare a synthesis report that consolidates the outcome of 1 and 2 above.**

A report not exceeding 40 pages plus annexes and references shall be produced as a result of 1) the analysis and consultations conducted for identifying the preferred options and 2) a national level workshop. This report should not be limited but contain an overview of pros and cons for the suggested preferred options for benefits sharing mechanisms relevant for REDD+ in Cambodia.

##### (4) Institutional Arrangement

The International Consultant will report to the UN-REDD National Programme Director and to Team Leader of the UNDP Environment and Energy Unit and will be supervised by Technical Specialist and the REDD+ Taskforce Secretariat on a day-to-day basis.

The consultant is expected to work in close coordination with national partners, and is expected to visit some provinces, as necessary.

A technical Team on benefit sharing is expected to be established in the near future with participants from both government and non-governmental organizations. The consultant is expected to consult and inform the technical team on the on-going work.

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

(5) Duration of the Work

The proposed duration of this assignment is 60 working days spreading over two separate periods between1. October 2013 to 1 July 2014.

##### (6) Expected Outputs and Deliverables

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| **Deliverables/ Outputs** | **Estimated Duration to Complete** | **Target Due Dates** | **Review and Approvals Required** |
| 1. Workplan to deliver the first part of the assignment (2.3b)
 | 1.5working days | 1 October 2013 | UN-REDD NPDTL of E&E |
| 1. Draft assessment report
 | 20 working days | 30 October2013 | UN-REDD NPDTL of E&E |
| 1. Final report Including the following:
* Report from consultation undertaken
* The revisions to comments made by REDD+ Taskforce Secretariat and Benefit sharing Technical Team
* Documentation for consultation undertaken during the work including report from the national consultation meeting.
* Recommendations for next steps to be taken to develop a national level benefit sharing mechanism for REDD+ in Cambodia.
* A PowerPoint presentation for the further consultations on benefit sharing from REDD+
 | 8.5 working days | 15 November 2013 | UN-REDD NPDTL of E&E |
| 1. Workplan to deliver the second part of the assignment (2.3d)
 | 1.5 working days | 1 May 2014 | UN-REDD NPDTL of E&E |
| 1. Draft report on preferred options
 | 20 working days |  | UN-REDD NPDTL of E&E |
| 1. Final report including the following:
* The revisions to comments made by REDD+ Taskforce Secretariat and Benefit sharing Technical Team
* Documentation for consultation undertaken during the work including report from the national consultation meeting.
 | 8.5 working days | 15 June 2014 | UN-REDD NPDTL of E&E |

TL of E&E: Team Leader of the Environment and Energy Unit

##### (7) Duty Station

The duty station for this assignment is home country and Phnom Penh. During the assignment the consultants are expected to be in Cambodia for at least 25 days, for undertaking assignments.

Transportation to provinces will be provided by an UNDP vehicle. Travelling costs in Phnom Penh will be born by the consultant.

##### (8) Minimum Qualifications of the Individual Contractor

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| Education:  | * A minimum of a Master’s or equivalent degree in natural resource management, environmental economics and policy or a related field.
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| Experience:  | * A minimum of 5 years of relevant working experience related to the fields of natural resource management and policy, and inclusion of local communities in benefit sharing;
* Sound knowledge of disciplines relevant to international development work and climate change, with special consideration given to those with experience in REDD+ policy-related;
* Prior working experience in Cambodia is a significant asset.
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| Competencies: | Functional competencies:* Excellent analytical, writing and communication skills in English, including the ability to articulate ideas in a clear and concise manner;
* Good interpersonal skills with ability to work well in a team whilst also having the capacity to work independently; previous exposure to diverse cultural environments is an advantage;
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| Language Requirements: | * Fluency in English
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##### (9) Criteria for Evaluation of Level of Technical Compliance of Individual Contractor

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| **Technical Evaluation Criteria** | **Obtainable Score** |
| Relevant educational background | 10 |
| Proved relevant technical skills related to the fields of natural resource management and policy, and inclusion of local communities in benefit sharing; | 40 |
| Proved experience in producing high quality reports | 20 |
| Prior experience with REDD+  | 10 |
| Prior working experience with Cambodia | 20 |
| **Total Obtainable Score** | **100** |

##### (10) Payment schedule

* Upon completion of deliverable (a): 20%
* Upon completion of deliverable (c): 30%
* Upon completion of deliverable(f) and answering follow up queries (*if* such queries raised by the NPD and Technical Team on safeguards within 2 weeks after the completion of the deliverable f): 50%

##### (11) Approval

**This TOR is approved by:**

Signature

Name and Designation: **Kalyan Keo, Team Leader a.i., Environment and Energy Unit, UNDPCambodia**

Date of Signing