



Terms of references

Job Title:	International consultant for the development of a conceptual framework for a Measuring / Monitoring, Reporting and Verification (MRV) System for Nationally Appropriate Mitigation Actions (NAMAs) in the context of the Low Emission Development Strategy of the Republic of Moldova until 2020
Project Reference:	Low-Emission Capacity Building Project – Republic of Moldova
Duration of Employment:	November-December 2014 (with a total of 25 working days, including 2 missions to Moldova)
Contract type:	Individual Contract
Duty Station:	Chisinau, Moldova and Home-based

I. Background

UNDP Moldova together with the Climate Change Office of the Ministry of Environment (MoEN) of the Republic of Moldova is implementing the Low Emission Capacity Building (LECB) Project – Republic of Moldova. The main scope of the LECB project is to increase institutional capacities to provide appropriate mechanisms of support and coordination when addressing climate risks, to strengthen the technical knowledge in order to better understand and make use of climate information, and increasing relevant data and access to data for planning and decision-making.

The main project objective is to strengthen the institutional and technical capacity of the Republic of Moldova to develop a National Inventory System to support the development of national GHG inventory on a regular basis; to identify and formulate Nationally Appropriate Mitigation Actions (NAMAs) in the context of the national Low Emission Development Strategy (LEDS); and to measure/monitor, verify and report (MRV) progress on NAMAs and LEDS implementation.

In this context, the LECB Project shall support the establishment of a domestic MRV system for the National Appropriate Mitigation Actions (both policies and measures) in accordance to the guidelines developed under the Convention.

The MRV system shall be built upon the analyses conducted within the National Inventory Report for 1990-2010 period (<http://unfccc.int/resource/docs/natc/mdanir.pdf>, submitted to UNFCCC on 21st of November 2013), on the Third National Communication of the Republic of Moldova under the UNFCCC (<http://unfccc.int/resource/docs/natc/mdanc3.pdf>, submitted to UNFCCC on 20th of January 2014), on the Technology Needs Assessment Report of the Republic of Moldova (http://tech-action.org/index.php?option=com_k2&view=search&layout=searchcategory&Itemid=162), as well as on the draft Low Emission Development Strategy of the Republic of Moldova until 2020 (<http://particip.gov.md/projectview.php?l=ro&idd=929>).

To be able to effectively develop a country specific MRV system in this particularly complex climate change related project, UNDP is seeking to engage a qualified international consultant that will propose the most appropriate domestic MRV system approach and will point out the key steps, activities and players needed to successfully implement this system in the country.

The consultant will work under direct supervision of the Senior Project Manager and of the Project Manager and leader of the MRV Working Group, in cooperation with two national MRV consultants. The

International MRV consultant shall also communicate with the other two project working groups (GHG inventories and NAMAs).

II. Scope of work and responsibilities

The focus of this assignment is to propose the most appropriate country specific Conceptual Framework for Measuring/Monitoring, Reporting and Verification (MRV) of Nationally Appropriate Mitigation Actions (NAMAs) in the context of Low Emission Development Strategy (LEDS) implementation. The Conceptual Framework shall take into consideration relevant domestic legal and institutional systems and capacities, and will promote a cost-effective approach.

Tasks and Responsibilities

Under the supervision of the Senior Project Manager and Project Manager, and in close cooperation with two National MRV Consultants, the International MRV Consultant will undertake the following specific tasks:

- Desk review of the National Inventory Report (NIR), Third National Communication (TNC) of the Republic of Moldova under the UNFCCC, Technology Needs Assessment (TNA) Report, as well as draft Low Emission Development Strategy (LEDS) and other key relevant strategic document focused on mitigation of GHG emissions;
- Assess the current national policy and regulatory frameworks with an aim to identify gaps as well as entry points for embedding domestic MRV system in accordance with the UNFCCC guidelines;
- Explore potential requirements for establishment of MRV in the context of the EU accession perspective of the country.

Propose the most appropriate Conceptual Framework for Monitoring/Measuring, Reporting and Verification (MRV) of Nationally Appropriate Mitigation Actions (NAMAs) in the context of Low Emission Development Strategy (LEDS) of the Republic of Moldova until 2020 implementation.

The conceptual framework will include, among others:

- Collection of all relevant data, sources, and methodologies, including any models used for projections or extrapolation to the extent possible;
- Data processing and quality control model(s) i.e. roles and responsibilities of entities in charge for implementing, monitoring/measuring, reporting and verifying mitigation actions in respective sectors;
- Performance indicators to measure progress in implementation of mitigation actions;
- Procedures for reporting and collecting performance indicator data;

Further, the consultant will:

- Propose a governance structure for the suggested MRV framework;
- Propose a pathway describing all steps for implementation of the Conceptual Framework, including responsible entities, a timeframe, and related costs to the extent possible;
- Identify and present several best practices in monitoring/measurement, reporting and verification of NAMAs in the context of LEDS implementation;
- Present the findings and recommendation from the proposed Conceptual Framework for Monitoring/Measuring, Reporting and Verification (MRV) of NAMAs in the context of LEDS implementation during a one day training workshop.

III. Deliverables

The International MRV Consultant will be responsible for:

- Undertaking a desk review of the National Inventory Report: 1990-2010, of the Third National Communication of the Republic of Moldova under the UNFCCC, of the Mitigation Technology Needs Assessment, as well as of the draft Low Emission Development Strategy of the Republic of Moldova until 2020 (**by 7th of November**);
- Delivery of an introductory note on MRV of NAMAs in the context of LEDS in the Republic of Moldova during a one day training workshop organized in the frame of the **first fact-finding mission (by 14th of November)**;
- Producing a draft Conceptual Framework for MRV of NAMAs in the context of LEDS development (responding to the specific tasks outlined above) (**by 28th of November 2014**);

- Presenting a pathway describing all steps for implementation of the Conceptual Framework, including responsible entities and a timeframe, and related costs to the extent possible (**by 5th of December 2014**);
- Delivering presentations on the findings and recommendations for the proposed final version of the Conceptual Framework of the national MRV system for NAMAs in the context of LEDS during a two days training workshop organized in the frame of the **second mission (by 19th of December 2014)**.

IV. Duration and management arrangements

The International MRV Consultant will be hired by UNDP under IC (Individual Contract) modality for a period of 2 months (November-December 2014). A maximum of 25 expert days is foreseen for this period.

The consultant will report to UNDP through the Senior Project Manager and through the Project Manager / Leader of MRV System Working Group. The entire produced documentation needs to be submitted in English.

Two field missions to Chisinau are expected:

- The first fact finding mission (4 days in the week since 10 to 14th of November 2014) – delivery of an introductory note on MRV of NAMAs in the context of LEDS developing on a one day training workshop;
- Second mission (4 days in the week since 15 to 19th of December 2014) – deliver presentations on the findings and recommendations for the proposed final version of the Conceptual framework of the national MRV system for NAMAs in the context of LEDS on a two days training workshop.

V. Requirements for experience and qualification

Academic Qualification:

- Minimum B.Sc. (or equivalent) in relevant area (natural, technical, environmental sciences, law).

Experience:

- Minimum 5 years of relevant professional experience related to climate change mitigation or development of related climate change policies and actions;
- Record of participation in at least 2 similar assignment of similar size and degree of complexity (consultancy services for development of MRV systems/policies in the area of climate change mitigation);

Competencies:

- Good familiarity with UNFCCC documents and guidelines relevant for MRV, as well as other relevant MRV guidelines applicable for non-Annex I countries (as for instance, with the GIZ MRV Tool Version 4.1 and with RICARDO-AEA “Training on Measurement, Reporting and Verification (MRV) and GIZ’s MRV tool. A capacity building tool for stakeholders in developing countries”, etc.).
- Feasible and clearly described methodology for the assignment and which is conducive to achievement of deliverables and project outputs;
- Excellent analytical skills and ability to prepare accurate, clear and concise reports;
- Good organizational, time management and facilitation skills;

Language requirements:

- English language proficiency;
- Knowledge of Russian and/or Romanian language will be an advantage.

VI. Documents to be included when submitting the proposals:

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Personal CV or P11 including a reference list of relevant work/projects, position held and contact details of the clients;
2. Brief methodology clearly describing his/her understanding of the assignment and challenges, and steps needed to carry out the assignment;

3. Financial offer in USD expressed as total lump sum.

VII. Payments schedule

The payment for the services will be carried out in four instalments:

- 20% upon the finalization of the fact finding mission;
- 30% after submission and approval of the draft Conceptual Framework for Monitoring/Measuring, Reporting and Verification of NAMAs in the context of LEDS implementation;
- 30% upon finalization of the a Conceptual Framework for Monitoring/Measuring, Reporting and Verification of NAMAs in the context of LEDS implementation; and
- 20% after delivering the two days training workshop on MRV and on presentation the Conceptual Framework for Monitoring/Measuring, Reporting and Verification of NAMAs in the context of LEDS implementation.