



TERMS OF REFERENCE FOR TECHNICAL CONSULTANCY
To provide training sessions on green and sustainable finance

I. INTRODUCTION

Oxfam is a global movement of people who are fighting inequality to end poverty and injustice. Oxfam confederation currently has 21 member organizations working in 80 countries. We share a vision of a just and sustainable world. A world where people and the planet are at the center of our economy. Where women and girls live free from violence and discrimination. Where the climate crisis is contained. And where governance systems are inclusive and allow for those in power to be held to account.

Oxfam in Vietnam believes that a reduction in poverty, injustice, and inequality will occur through the interaction between active citizens, accountable states and responsible private sector, and that it is fundamental to Vietnam's development. Oxfam in Vietnam contributes to a shift from the current growth-based development model to a Human Economy that cares about People and the Planet.

All our work is led by three core values: Empowerment, Accountability, Inclusiveness. To read more about our values please click [here](#).

Vietnam is actively promoting green growth and sustainable development through national strategies and action plans. Financial capital is crucial for achieving these goals. In July 2023, the State Bank of Vietnam issued Decision No 1408/QĐ-NHNN, focusing on green and sustainable finance as part of the national strategy on green growth for 2021-2030.

Green finance, as defined by Ledger Wood (2013), includes financial activities from both public and private sectors aimed at environmental improvement, poverty alleviation, and infrastructure development with a focus on environmental protection and social security. This reflects a shift from purely green finance to a broader social and sustainable finance perspective.

Oxfam in Vietnam (OiV) is implementing various projects that contribute to Vietnam's green growth and sustainable development. Enhancing the knowledge and skills of OiV staff and partners in this area is essential for ensuring the effectiveness and quality of these programs. Therefore, OiV seeks an experienced consultant team with multidisciplinary expertise to develop and deliver training sessions on green and sustainable finance for its staff and partners.

II. SCOPE OF WORK

The main objectives of the consultancy are:



- (1) To strengthen fundamental understanding of OIV staff and partners in development sector, on green and sustainable finance including but not limited to:
 - Origins, definition and theoretical basis of green and sustainable finance
 - Components, instruments of green/blue and sustainable finance (green credit, green bonds, etc.), mapping of stakeholders and mechanism
 - Current situation in Vietnam (including opportunities and challenges), legal frameworks, possible impacts and opportunities for vulnerable groups such as women, ethnic minority, poor, people with disability, children and MSMEs.
 - International/regional/national good practice(s) and new evolvement on green and sustainable finance with vulnerable groups
- (2) To provide critical analysis of different perspectives including economic, environmental and social aspects and facilitate discussion on gender equality, accessibility and affordability in green/blue and sustainable finance.
- (3) To encourage discussion on and co-create recommendations on possible roles, engagement and contribution of social organizations in promoting green/blue and sustainable finance.

Under this ToR, the consultant team will work with Oxfam's Programme Team to:

1. **Design and prepare a series of training sessions** to achieve the above three objectives
2. **Deliver training** sessions based on approved design. Each training session could be a half day or a full day, depending on the training design.
3. **Collaborate with Oxfam's Programme Team** to document all the training materials, the gained learning outputs and outcomes and reflection process

III. DELIVERABLES AND EXPECTED TIMELINE:

This assignment is expected to be completed within three months between October to Mid December 2024. **The required deliverables** are as follows:

- A training program design, agreed upon by both Oxfam and the consultant (s).
- Training materials for the above training design approved by Oxfam.
- A series of training sessions (in Vietnamese, for approximately 30 attendees, including Oxfam staff and partners).
- Documentation of all learning materials, process, and final report approved by Oxfam.

Following is **the deliverables' timeline** for the consultants:

No.	Tasks	Time
1	Desk research and design training programme in consultation with Oxfam team	1 st – 3 rd weeks, October 2024
2	Deliver training sessions	October -November 2024



3	Reflection meeting after each training session and report writing	Before December 15 th , 2024
Total		

<Note: The planning framework, including methodology, syllabus and session plans, can be discussed and specifically adjusted with the consultant at the stage of selecting or pre-selecting the consultant>

VI. PROFILE REQUIREMENTS

Consultant team or individual(s) should have the following competencies:

- Solid understanding of green/blue and sustainable finance including theories, policies and practices in Vietnam, and international standards and good practices;
- At least Master degree in the area of (public and private) finance and banking. Higher degree would be considered as an asset;
- Strong professional experience in training, learning facilitation on finance and banking sector;
- Showcase of analysis, writing, and training on the relevant topics;
- Previous experience working with development sector, with assignments of the same nature would be considered as an asset;
- Ability to work in a multi-organizational team;
- Demonstration of understanding of Oxfam’s values and code of conduct.

V. APPLICATION PROCESS

Consultant team or individual (s) interested in applying for this consulting package should submit their application to HR.Vietnam@oxfam.org before **03:00 p.m. on 15th September 2024**.

Application documents include:

- Technical proposal to perform consulting tasks, presenting TOR understanding, raining program design including training methods and work plan
- Financial proposals to perform consulting tasks, specifying cost calculation (number of units and unit cost), excluding organizational cost for training session such as venue and tea-break.
- Updated CV of each individual consultant, AND/OR company/organization profile.



Oxfam in Vietnam will recruit based on the pertinence of the proposed idea and the proposed budget. Candidates should present their proposals in a clear and thorough manner. Criteria for evaluation include:

- The pertinence and effectiveness of training program design that could attain the training objectives as specified in the TOR, especially showing good understanding of the interconnection between development work and green/blue and sustainable finance.
- The suitability of the training program design to targeted audience
- The appropriateness and creativity of the training methods
- The clarity, feasibility of the workplan
- Qualification and experience of the consultant team in related fields
- Value for money of the financial proposal
- Understanding of Oxfam strategic plan and alignment with Oxfam values, feminist principles and code of conduct

Oxfam is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.

We regret that only short-listed applicants will be contacted for an interview.