

TERM OF REFERENCE (International Consultant)

Service required	Consultancy Service on Ecosystem services valuation (team leader)
Duty station	Home based and in Hanoi, Vietnam with possible in-country travel
Duration	50 working days (from April to August, 2012)
<u>Code and Project title:</u>	00074659 – PIMS 3965: Removing Barriers Hindering Protected Area Management Effectiveness in Viet Nam
<u>Line Agency</u>	Ministry of Natural Resources and Environment (MONRE)
<u>Implementing Agency</u>	Vietnam Environment Administration/ Biodiversity Conservation Agency
<u>Funding</u>	Global Environment Facility (GEF)
<u>Project Period</u>	2011 - 2014

BACKGROUND

Vietnam Environment Administration/Biodiversity Conservation Agency (VEA/BCA) of MONRE takes lead the implementation of project “Removing Barriers Hindering Protected Area Management Effectiveness in Vietnam” (PA project) funded by UNDP-GEF in 4 years from 2011 to 2014. The objective of the project is “to secure a sustainably financed PA system to conserve globally significant biodiversity”. This will contribute to the broader goal “Effective conservation of biodiversity in Vietnam”. In order to achieve the project objective, a number of outcomes will be secured including: (1) A comprehensive and harmonized legal and policy framework supports sustainable PA financing; (2) Clear and harmonized institutional mandates and processes support sustainable PA financing mechanisms; (3) Knowledge and experience of sustainable financing options developed through demonstrations; (4) Information on biodiversity and PA status supports PA management and builds public support for the PA system.

The project has three demonstration clusters, namely (1) Xuan Thuy National Park (NP) – Tien Hai Natural Reserve, (2) Cat Ba National Park – Bai Tu Long National Park, (3) Bidoup – Nui Ba National Park – Chu Yang Sin National Park. Of which, Xuan Thuy NP, Cat Ba NP, Bai Tu Long NP, and Bidoup – Nui Ba NP are being selected/considered as three main demonstration sites of the Project.

One of important activities of the project is to develop financing mechanism models to increase revenue in 3 main demonstration sites and to issue legal documents/policies based on pilot results. In order to design these pilot models, the first step needed to do is to evaluate ecosystem services in the 4 demonstration sites and suggest/propose financing mechanism models. Therefore, PA project need to recruit an international consultant experienced in evaluating ecosystem services to implement this assignment.

OBJECTIVES OF THE ASSIGNMENT

- To determine and evaluate/valuate ecosystem services potential in the 4 demonstration sites
- To select 3 among 4 sites to be main demonstration sites
- To propose potential ecosystem services feasible to develop pilot models for the three main demonstration sites
- To suggest ideas on demonstration models
- To propose the idea/content of legal documents/policies that need to be issued to create the legal corridor for implementing the financing mechanism after demonstration

SCOPE OF WORK

The scope of the work is defined as follows:

Under the overall guidance of the PMU and staff of BCA and the UNDP Sustainable Development Cluster, the International Consultant will define and coordinate the inputs of national consultants, to support BCA in carrying out ecosystem services evaluation, writing reports with recommendation and planning for the further interventions at the demonstration sites. His/her tasks will include:

1. Guide overall implementation of the assignment including preparation of concept note (with detail work plan, approach and outline of final products) and coordinating inputs of the consultant team
2. Overview of ecosystem services in 4 demonstration sites through ecosystem services valuation/evaluation activities
3. Analysis/select/propose ecosystem services feasible to pilot in 3 main demonstration sites to increase revenue
4. Propose idea/contents of demonstration models as well as of legal documents/policies
5. Provide technical guidance and quality control to the project team on the development of deliverables, stakeholder consultation and analysis, collation of existing information
6. Lead the development of final products
7. Facilitate necessary stakeholder consultations (MARD, MOF, MPI, universities, institutes, national parks, organizations such as Vietnam Conservation Fund, related projects such as MARD/GIZ project) including national consultations, meetings, workshops, learning activities and other related activities
8. Attend and make presentation in meetings, workshops as requested
9. Collaborate with Project Management Unit to implement other related activities to achieve products as required by the assignment.

DURATION OF ASSIGNMENT, DUTY STATION

The "lump-sum" contract will be output-based with estimated 50 days spreading over a period from April to August, 2012

Duty station: Home based, Hanoi and 4 demonstration sites. Upon prior written agreement, such travel shall be at UNDP's expense and the Individual Contractor shall receive a *per diem* not to exceed United Nations daily subsistence allowance rate in such other location(s).

FINAL PRODUCTS

The following products are to be delivered:

1. 04 Reports on ecosystem services valuation results on 4 demonstration sites
2. A summary report with recommendation for further interventions at demonstration sites

Deliverables will be submitted in electronic forms

PROVISION OF MONITORING AND PROGRESS CONTROL

Meeting and discussion with VEA/BCA staff responsible, UNDP, and PMU to agree on concept note (with detail work plan, approach and outline of final products). Technical consultation workshop will be organized with support from PMU to receive comments from stakeholders.

DEGREE OF EXPERTISE AND QUALIFICATIONS

- Postgraduate Degree and knowledge and advisory experience in environmental economics or relevant
- At least 7 years of experience with track record in valuating ecosystem services, natural resource management, sustainable development; financing mechanism or related fields.
- Knowledge on ecosystem functions, natural resource management and sustainable development
- Experience with UNDP/GEF projects and requirements is an asset
- Experience in facilitating dialogues/communications between international/national organizations and national governments
- Work experience in Vietnam (desirable) and/or South East Asia in the related subjects
- Good skill on coordination of working team
- Good computer skills
- Excellent written communication skills in English evident by submission of 02 similar samples

PROJECT SUPPORT

- VEA/BCA and PMU by introducing the consultant team with partners/stakeholders will assist the consultant in carrying out interviews and meetings with proposed stakeholders.
- PMU will support to mobilize national consultants to hold review a number of issues related to the assignment

- The International consultant is requested to play role of team leader of this team. Team leader will have overall responsibility for monitoring and coordinating the service performance among her/his team members.

REVIEW TIME REQUIRED AND PAYMENT TERM

- First installment of 20% of the total contract will be paid after the submission the concept note with satisfactory acceptance by VEA/BCA, UNDP and PMU
- The second installment of 40% contract amount will be paid upon submission the draft reports with satisfactory acceptance by VEA/BCA, UNDP and PMU
- The last payment of 40% will be paid upon the completion of final products under the contract, with satisfactory acceptance by VEA/BCA, UNDP and PMU

CONSULTANT PRESENCE REQUIRED ON DUTY STATION

- NONE PARTIAL INTERMITTENT FULLTIME