

Terms of Reference

Senior IT Training Expert

1. BACKGROUND

Development of Management Information System for the Forestry Sector in Viet Nam – Phase II (FORMIS II) is implemented by the Vietnam Administration of Forestry (VNFOREST) under the Ministry of Agriculture and Rural Development (MARD). The purpose of FORMIS II is to develop a fully integrated Management Information System (MIS) for sustainable management of forest resources and in this way contribute to the alleviation of poverty and to the socio-economic development of Vietnam.

FORMIS II is funded by the Government of Vietnam and the Government of Finland. NIRAS Finland Oy as a lead consultant, in collaboration with GFA and Green Field Development, provides technical assistance services for the project. The first phase of the project was implemented in 2009-2013 and the second phase is implemented in 2013-2018.

FORMIS II key results are to develop a modern information system to manage forest resource data, to create information standards and information sharing mechanisms for the forestry sector, to create capacity for forest related information management and to set up a Forest IT unit within VNFOREST.

The FORMIS Platform is in the core of the FORMIS system's IT architecture that runs underneath and upkeeps all the services and applications systems provided by the project. The FORMIS Platform supports SOA approach that allows for integration of applications and data in a flexible and standardized manner, and provides the core functionalities for sustainable operation of the management information system.

The FORMIS system include the following applications, developed by the project: Forest Resource Database System, Forest Resource Monitoring System (FRMS) (to update the forest resource data), Data Sharing System (to share the forest resource data), FPD Quick Reporting System, Forest Industry Application, Vietnam Forestry Information Portal and VNFOREST eOffice. In addition to these, 3rd party applications have been integrated into the FORMIS Platform.

This TOR is for the Senior IT Training Expert to support in finalizing the applications and improving the competence of the Forest IT Unit within VNFOREST (DID) to maintain the FORMIS system.

2. OBJECTIVES OF THE CONSULTANCY

The objective of the consultancy is to support particularly in attaining the following project results:

- FORMIS platform and tools are operational in all the forested provinces (result 2), and

- Information Centre/IT Unit (result 5)

3. EXPECTED OUTPUTS

1. Improved versions of the applications contained in FORMIS system, particularly the Forest Resource Monitoring System (FRMS), the Forest Protection Department Quick Reporting (FPD Quick Reporting) System, the Data Sharing System and the Forest Industry Monitoring System (FIM System)
2. Improved competence within the IT Unit, Division of Information and Data (DID)

4. METHODOLOGY

The consultant will ensure compliance to international standards and best practices in information system development. The expert will work with the relevant Project Management Unit (PMU) personnel and the DID staff and the staff of the Centre of Information and Statistics (CIS) and service providers engaged to implement information systems.

5. MAIN TASKS OF THE CONSULTANT

The following main tasks can be foreseen. Additional tasks may be agreed upon during the work:

- Ensuring quality of information systems by: supervising service providers and staff members implementing the applications, implementing functionalities, checking source code, fixing bugs, programme documentation
- Planning, implementing and evaluating training programmes for the DID and the CIS
- Contributing to project work plans and progress reports
- Communicating with PMU staff the key stakeholders project objectives and achievements.

6. EXPERTISE REQUIRED

Requirements for the Consultant conducting the assignment:

- Master's degree in information technology
- Minimum of 7 years experience in information technology
- Strong experience in development of Web Map Service, web mapping UI
- Strong experience in Java, JavaScript, JSP, Servlet, OpenLayers
- Familiar with SOA methodology, database design
- A sound command of written and spoken Vietnamese and English
- Good communication skills, social skills and team working skills
- Preferably: experience in using reporting engine, developing GIS database, QGIS plugins using Python and information systems related to forestry, professional certificates such as Sun/Oracle Certified Professional Java Programmer

7. REPORTING REQUIREMENTS

The consultant will contribute in relevant parts of project work plans and progress reports written in Vietnamese and in English languages.

8. WORK PLAN AND TIME-SCHEDULE

The work plan for this consultancy will be incorporated into the project work plans. The duration of the assignment is 10.5 person months to be carried out from June 2017. Part-time

work is also considered. The duty station is FORMIS II PMU office in Hanoi. The consultancy will be supervised by the Chief Technical Adviser.

9. TENTATIVE BUDGET

The budget is included in project budgets.

10. MANDATE

The consultant shall work under the supervision of the CTA. He/she shall not have any mandate to make commitments on the behalf of the Ministry for Foreign Affairs of Finland (MFA), or the implementing agency Vietnam Administration of Forest.