



## USAID REDUCING POLLUTION ACTIVITY

*Hanoi, 11 May 2022*

### RECRUIT

#### **02 national consultants to support Ha Noi Environment Protection Agency (Hanoi EPA) for development of institutional arrangement for effective municipal solid waste separation at source in Hanoi City**

**Title:** 01 Team Leader and 01 Expert on municipal solid waste management  
**Duration:** From June to September 2022  
**Duty station:** Home-based and Hanoi, and travel to the field if required

### **1. BACKGROUND**

#### **1.1 General Information on the USAID Reducing Pollution Activity**

In support of Vietnam's efforts to address environmental pollution challenges, the five-year USAID Reducing Pollution Activity (hereafter known as "Reducing Pollution project" or "project" fosters locally-driven initiatives and facilitates capacity for local actors/networks to address environmental pollution challenges using a collective impact approach. Collective impact addresses complex challenges by mobilizing diverse actors to collaborate, identify ways to solve a shared problem, and take action based on their roles and comparative advantages. The project demonstrates clear connections between environmental benefits and other social benefits, including public health, employment, and sustainable economic growth.

Through this project, USAID expects to attain the following results:

- Strengthened networks of local organizations, government, private sector, and academic institutions working together to prevent, mitigate, and/or reduce environmental pollution; and
- Increased capacity of stakeholders to generate, share, and use pollution data to support policy/implementation solutions for locally-determined environmental pollution challenges.

The project is funded by USAID. Winrock International serves as USAID's project implementing and managing agency. Winrock International has assigned Winrock office in Vietnam to directly manage the project implementation.

On the Vietnamese side, Ministry of Natural Resources and Environment (MONRE) as the governing agency has assigned The Vietnam Environment Administration (VEA) to be the project owner.

#### **1.2 Rational**

The revised Law on Environment Protection (LEP), which was adopted by the National Assembly in 2020, has come into effect in January 2022 with detailed guidance prescribed in Decree 08 ND-CP of the Government and Circular 02/2022/TT-BTNMT of Ministry of Natural Resources and

Environment (MONRE) issued in February 2022. The revised LEP has reinforced the country's legislation on waste management, particularly municipal solid waste. The law requires each municipal and provincial government to implement waste separation at source into recyclable waste, food or organic waste and others and the system should be localized to suit their specific social-economic conditions. Particularly, the law stipulates that waste collection, transportation and treatment fees must be calculated based on the weight or volume of the discharged waste. These will bring major changes in waste management system of municipal and provincial government.

To implement the revised LEP and carry out waste separation at source in Hanoi area, Hanoi City People Committee (CPC) has directed Ha Noi Department of Natural Resources and Environment (DONRE) to review the current solid waste management system in Hanoi in order to propose a new system with focus on waste separation at source and the weight/volume based fee mechanism. Ha Noi Environment Protection Agency (EPA) under Hanoi DONRE was assigned with the task and they plan to develop a preliminary study on waste separation at source in Hanoi city by 2023 – 2028 which is expected to be submitted to CPC by September, 2022.

According to Ha Noi EPA's recent report to Hanoi CPC, the total amount of municipal waste discharged in Hanoi is estimated at 7,000 ton/day and most of the waste is not segregated. The increasing rate of waste volume collected in Hanoi is 10% per year due to the growing population and economy<sup>1</sup>.

Except the recyclable waste collected by the informal sector, municipal waste is disposed at landfill sites in Nam Son and Xuan Son with total designed capacity of 4,500 and 700 ton/day, respectively. At the present, Hanoi is preparing to put into operation a new waste-to-energy incineration facility at Nam Son with the capacity of 4,000 ton/day. However, with a pressure of growing population and particularly the expected post-COVID19 economy recovery activities, Ha Noi is facing a crisis of overloaded waste to the treatment facilities and deteriorated environmental pollution both in urban and rural areas of the city.

Under the above mentioned circumstance, Ha Noi EPA is seeking technical and financial supports from development partners, including Winrock/USAID, to cooperate with them in developing a **preliminary study on municipal waste management in Hanoi from 2023 to 2028 with a longer term vision focusing on waste separation at source**. At present, The Jica will send expert to study on development of technical framework on SWM in Hanoi and the World Bank plans to support Hanoi on study of finance and investment for effective SWM in Hanoi city. With plentiful experiences in collective impact action activities and strengthening environmental capacity of the Vietnam Environmental Agency (VEA) through several technical cooperation projects, Winrock realized the importance of providing a technical support to Ha Noi EPA to review the current municipal solid waste management system and identify responsibilities of relevant stakeholders and supervising mechanism for municipal solid waste separation at source system that suites socioeconomic conditions of the city. Moreover, it is critical that this consultancy will ensure sharing of knowledge and know-hows from common characterised cities in Vietnam and region with Hanoi City through technical discussion with experts and local governments.

***On that basis, Winrock and Ha Noi EPA are looking for 2 consultants to review the current municipal waste management system in Hanoi with the following details:***

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<sup>1</sup> Progress report on municipal waste treatment facility development by Ha Noi Department of Construction, 2019

## 2. OBJECTIVES OF THE ASSIGNMENT

The objective of this assignment are:

- (1) To analyse the SWOT and GAP analysis on institutional arrangement for doing separation collection system;
- (2) To map out stakeholders responsibilities on municipal solid waste separation at source in Hanoi in accordance with actual situation (Legal basis, technical and financial mechanisms, socio economic development and citizens understanding and willingness);
- (3) To facilitate consultation on municipal solid waste separation at source to Hanoi EPA with expert, city departments and relevant stakeholders;
- (4) To provide recommendations and suggestions on institutional arrangement for the preliminary study on municipal solid waste separation at source in Hanoi from 2023 to 2028 in line with a longer term vision in consideration of characteristics of urban environment.

## 3. SPECIFIC DUTIES AND RESPONSIBILITIES

### 3.1. Detailed Tasks

#### **i. Team Leader**

- Summarize and synthesize selected existing studies and statistics related to existing municipal solid waste management activities in Ha Noi City;
- Review current regulations and policies on municipal solid waste management in Ha Noi City, including ongoing revision of the Master Plan on Waste Management until 2030 of Ha Noi City (Prime Minister's Decision 604 QD -TTg, dated April 25, 2014);
- Summarise the progress of development of solid waste treatment facility in Ha Noi following Decision 604 QD-TTg;
- Summarise lessons learnt and difficulties from ongoing and completed programs and projects on waste separation at source in Ha Noi for SWOT analysis and gap identification for the upcoming proposal;
- Analyse municipal solid waste management by a local government and provide suggestions to Ha Noi for a considerable waste separation system, scenarios in consideration of specific socioeconomic conditions in rural and urban areas in Ha Noi;
- Develop institutional arrangement for municipal waste solid separation for rural and urban areas in Ha Noi in consultation of relevant city departments and stakeholders.
- Cooperate with Hanoi EPA to analyse potential impacts of the proposed waste separation system for Hanoi including but not limited to legal justification, administrative management and some initial socio economic impacts<sup>2</sup>.
- Provide recommendations and suggestions on institutional arrangement for waste separation and development of required solid waste treatment facilities in Ha Noi city.
- Preparing the final report both in Vietnamese and in English.

#### **ii. Expert on municipal solid waste management**

- Review existing studies and statistics related to municipal solid waste management in Ha Noi City;

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<sup>2</sup> For the economic impact analysis the consultants are expected to utilize the outputs of World bank's support to Hanoi EPA

- Review current regulations and policies on municipal solid waste management in Ha Noi City including ongoing revision of the Master Plan on Waste Management until 2030 of Ha Noi City (Prime Minister’s Decision 604 QD-TTg, dated April 25, 2014);
- Provide an assessment on ongoing and completed programs and projects focusing on stakeholder mapping, assessment and monitoring system on waste separation at source in Ha Noi; Analyse SWOT to identify gaps to be filled up for the upcoming preliminary study
- Cooperate with experts to identify responsibilities and arrangement structure on municipal solid waste and provide suggestions to Ha Noi for a suitable waste separation system with specific socioeconomic conditions in rural and urban areas in Ha Noi;
- Support the Team leader to consult with relevant city department and stakeholders and develop draft institutional arrangement for municipal solid waste separation for rural and urban areas in Ha Noi.
- Support the Team leader to develop recommendations and suggestions of institutional arrangement on waste separation.
- Organize meetings, seminars, site visits, and stakeholders’ questionnaire surveys if needed;
- Support the team leader to drafting the final report both in Vietnamese and in English.

**3.2. Duration and Timing:** up to 36 days for each consultant, from June to September 2022.

**3.3. Duty station:** Home based and Hanoi, and travel to the field as required. In case of travel, separate travel costs will be paid by Winrock.

### **3.4. Degree of Expertise and Qualifications**

#### **i. Team leader**

##### **Education:**

- Master’s Degree in environmental science, waste management, or related field, is required. PhD degree is preferred.

##### **Experiences and Competencies:**

- Minimum 15-year experience working in waste management at a senior level;
- In-depth knowledge of environmental policies and regulations, waste management in Viet Nam;
- Proven work experiences as a team leader or supervisor in projects or studies related to waste management;
- Experiences of working in international donor-funded projects is an advantage.

##### **Language:**

- Good oral and written communication skills in both Vietnamese and English.

##### **Other Desirable skills:**

- Excellent communication and leadership skills;
- Effective organizational and time-management skills;
- Good interpersonal and presentation skills.

## **ii. Expert on municipal solid waste management**

### **Education:**

- Master’s Degree in waste management, or related field, is required. PhD degree preferred.

### **Experience and Competencies:**

- Minimum 10-year experience working in waste management at a senior level;
- Sound knowledge of environmental policies and regulations, municipal waste management in Viet Nam;
- Good network and contacts in key Governments and civil society agencies dealing with the municipal waste management;
- Experiences of working in international donor-funded projects is an advantage.

### **Language:**

- Good oral and written communication skills in both Vietnamese and in English.

### **Other Desirable skills:**

- Adequate computer literacy;
- Sufficient analytical skills;
- Good interpersonal and presentation skills.

## **4. FINAL PRODUCTS:** The products should be in Vietnamese and in English.

- A detailed work plan and methodology for undertaking the assignment, approved by Winrock
- A final report which is composed of an in-depth review of current solid waste management system in Ha Noi focusing on stakeholder mapping, responsibilities, monitoring and assessment mechanism in rural and urban areas and specific suggestions and recommendations for upcoming effective waste separation system in Ha Noi based on best experiences and knowledge.
- Draft technical guidelines for waste separation in rural and urban areas of Ha Noi City.

## **5. TIMELINE AND DELIVERABLES**

No	Deliverables/Activities	Numbers of working days (up to)
1	Draft work-plan	02
2	Survey and collect relevant data and information, SWOT and Gap Analysis	20
3	Site visits and interviews/meetings with relevant stakeholders and Conduct in-depth expert meetings	20
4	Develop institutional arrangement	20
5	Develop a full report which includes all the outputs as described in part 4. Final products of the TOR	10
	<b>In total of working days (for 2 consultants)</b>	<b>72</b>

## 6. RESPONSIBILITIES OF WINROCK AND HA NOI EPA

### Documents/secondary documents

Winrock and Ha Noi EPA will lead the selected consultant with administrative support related to, but not necessarily limited to:

- Provide a list of relevant documents/reviews with regard to revised LEP in terms of solid waste management and circular economy;
- Organize necessary site visits and consultative meetings;
- Monitor the contract implementation;
- Check and accept deliverables;
- Settle payments.

## 7. HOW TO APPLY

Interested candidates with the right qualifications and motivation are invited to send letter of interest, a current full CV in English to the following email address: [vietnamjobs@winrock.org](mailto:vietnamjobs@winrock.org) with subject line of **“Your full name – the position you want to apply (Team Leader or Expert on municipal solid waste management” no later than May 20<sup>th</sup>, 2022**

Only shortlisted candidates will be contacted for interview.