**REDD Implementation Centre**

Ministry of Forests and Soil Conservation

**Terms of Reference for Individual Consultant**

for

Developing REDD+ Policy Briefs

# Background

Nepal is one of the countries selected by the Forest Carbon Partnership Facility (FCPF) for the REDD+ Readiness Fund and is now in the process of implementing REDD+ Readiness Preparation Proposal (R-PP). The Nepal REDD Readiness programme is a comprehensive multi-stakeholder effort to reach REDD readiness so that Nepal can benefit when a global REDD regime becomes a recognised and agreed instrument for climate change mitigation in the post-Kyoto context. The REDD Programme is led by the REDD-Forestry and Climate Change Cell (aka the REDD Cell) of the Ministry of Forests and Soil Conservation. The REDD Cell is directly responsible for the procurement and supervision of all actions financed during the Readiness phase, including consultants’ services described in the RPP document.

A number of studies have been commissioned to consultant companies and individual experts on a range of topics specified in the R-PP. Many of the reports submitted by the consultants have been reviewed and uploaded in the official REDD Cell website. The REDD Cell is planning to develop a series of evidence-based policy briefs in order to share critical information on assessments, conclusions, learning and recommendations with the policy makers, donors, media and the general public. This is intended to feed into the dialogue on a national REDD+ program, thereby contributing to the development of conducive national and regional policies for REDD+.

# Purpose

The purpose of this consultancy service is to develop policy briefs from a range of study reports submitted by the various study teams and individuals. The following is a tentative list of policy briefs that need to be developed. The study reports are already available with the REDD Cell or are in the review stage.

1. Strategic Environmental and Social Impact Assessment and Development of an Environmental and Social Management Framework (SESA & ESMF) ( FCPF/REDD/S/QCBS-5)
2. Analytical Studies for assessing the value of forests, political economy of land use and assessing carbon emissions originated from drivers of deforestation and forest degradation (FCPF/REDD/S/QCBS-4)
3. Development of Economic Model for forecasting future rates of deforestation and forest degradation (FCPF/REDD/S/QCBS-6)
4. Development of Reference Scenario (FCPF/REDD/S/QCBS-9)
5. Design of Monitoring system for emission and removals -MRV(FCPF/REDD/S/QCBS-7)
6. REDD Grievances Redress Mechanism (FCPF/REDD/S/QCBS-19)
7. Study of Forest Carbon Ownership (FCPF/REDD/S/QCBS-11)
8. Develop R-Package and assessment of REDD+ Readiness at national level (FCPF/REDD/QCBS-21)
9. Propose institutional arrangement for implementation of Emission Reductions and cost-benefit sharing arrangement among various stakeholders from 12 districts of TAL (FCPF/REDD/QCBS-22)
10. Development of monitoring system for other benefits and impacts (FCPF/REDD/S/IND-8)
11. Development of REDD Implementation Framework (FCPF/REDD/S/IND-10)
12. Individual Consultant for Documentation and assessing customary practices of managing forest resources at local level (FCPF/REDD/S/IND-25)
13. Review of past environmental and social safe guards in forestry projects (FCPF/REDD/S/SSS-16)

# Tasks

The Consultant will perform the following tasks in the process of developing each policy brief:

1. Review available study reports and other relevant documents.
2. Quick literature check where required
3. Develop 1st draft of policy brief
4. Seek feedback from REDD Working Group members
5. Develop 2nd draft incorporating experts’ comments; the 2nd draft will include all boxes, tables, figures and photographs
6. Seek review comments from purposively selected 2-3 national experts
7. Incorporate review comments and suggestions
8. Finalise policy brief, ready for printing.

# Structure of Policy Brief

***Each policy brief should be:***

* 4-5 pages (one page at the end will be reserved for a list of policy briefs and a brief introduction of REDD Implementation Centre, and other general information brief)
* Policy brief should be visually attractive, catchy and understood by non-specialist

***Policy Brief Outline:***

* Key Messages: 3-5 key points (in a box)
* Introduction and issues identified
* Content (Body): addressing key messages
* Numbered recommendations (max 6)
* Simple Figures and Diagrams (max 6)
* Photographs and quotes
* Key references (max 4)
* Contributors (individuals and institutions)

# Required skills, competencies and experience

The key required skills, competencies and experience are summarised as under:

* At least MSc, preferably PhD, degree in natural sciences/natural resource management, economics or a development-related discipline
* Sound technical background and experience in forest and environmental aspects
* Sound experience on REDD+ and its evolution at the international arena
* A minimum of 15 years of professional experience in NRM, including at least 8 years of experience in environmental management
* Ability to coordinate and work in multi-culture teams
* Good communication skills
* Good command of English
* Good publishing record, particularly on REDD+ in developing countries. Experience of developing policy briefs will be advantageous
* Understanding of Nepalese government’s forest and related policies and regulations
* Understanding of ongoing climate change negotiations and on the challenges facing the forest sector in developing countries.

# Contract duration

Starting date: Four months within seven months starting from December 2014 and ending in June 30, 2015.

# Expected Outputs

1st, 2nd and final versions of policy briefs.

# Client’s input to the consultant

The client will provide a working space in REDD cell and access to the reports submitted by different consultants and TORs developed in the past.

# Payment Schedule

The client will sign a lump-sum contract (calculated based on rate per policy brief) as follows:

* First instalment (50%): Upon receiving copies of the 2nd draft of the policy briefs.
* Second instalment (50%): upon receiving copies of the final version of the policy briefs.

#  Consultant's Selection Method

An Individual consultant will be selected using the Bank’s IND selection method of procurement as stipulate in the Guidelines for Selection and Employment of Consultants under IBRD Loans and IDA Credits and Grants by the World Bank Borrowers, January 2011.

# 11. Eligibility Criteria

Following eligibility criteria are the mandatory criteria for primary selection. No application will be further evaluated unless the following eligibility criteria are first met by the applicants.

1. The individual consultant must have been registered in value added tax (VAT) or have a PAN number

 **12. Contact person**

Rajendra Kafle

REDD Forestry and Climate Change Cell

Babarmahal, Kathmandu, Nepal

Tel: 977-1-4239126

Fax: 977-1-4215261; E-mail: info@mofsc-redd.gov.np