



European Union High Level Policy Advice Mission to the Republic of Moldova

Terms of Reference for the Mission Adviser

Background

The EU High Level Policy Advisory Mission (EU HLPAM) is a project financed by the European Union and implemented by the UNDP. The objective of the project is to support the Government to implement its EU-integration related reform Agenda and in particular to assist the government in developing the capacities required for the implementation of the Association Agreement, including the Deep and Comprehensive Free Trade Area, as well as the Visa Liberalisation Action Plan. Specifically, the project aims at strengthening the policy-making, strategic planning and policy management capacities of selected line Ministries and State Agencies involved in the implementation of the Association Agreement and Visa Liberalization and at enhancing stakeholders' knowledge and awareness of EU policies, legislation and regulations in sectors strategic to the implementation of the Association Agreement including the Deep and Comprehensive Free Trade Area, and to the implementation of visa liberalization.

Position Title: Adviser to the Ministry of Environment of the Republic of Moldova

Duty Station: Chisinau, Republic of Moldova

Type of Contract: Individual Contract (International Consultancy)

Duration of the Contract: 10 March 2014-30 June 2015

Reporting to: Principal beneficiary with a reporting line to the EU Delegation to Moldova and UNDP

Description of Responsibilities:

The Adviser will provide policy advice to the Ministry of Environment on environment policies, in order to enhance their ability to design and implement their Europe integration related reform agenda.

The Adviser will report primarily to the Minister of Environment, with a reporting line to the EU Delegation to Moldova, UNDP Moldova and the project manager. The Advisor will work closely with the other members of the team of EUHLPAM Advisors.

Key Responsibilities:

- Raise stakeholders' awareness of the policy implications of the Government's reform agenda and the Association Agreement implementation processes in modernization of environmental policy and management in Moldova;
- Acquaint the national authorities with different policy options following the adoption and implementation of national legislation set out in relevant Annex to the Association Agreement;
- Provide the beneficiaries with examples of EU best practice in above mentioned areas;
- Assist in the identification of policy and legislative priorities in environment area;
- Support the national authorities to draft policy papers, together with strategies and Action Plans for implementing the environment policies, in particular the Environmental Action Plan to provide a roadmap for the transposition, implementation and enforcement of the environmental Directives set out in the Association Agreement; the Institutional Reform Concept in order to effectively implement new environmental laws and policy; an effective system of environmental financing which will assist in the implementation of the so-called 'cost heavy' Directives set out in the Association Agreement; the development of investments plans in the field of environment,





European Union High Level Policy Advice Mission to the Republic of Moldova

in particular in the waste management sector in cooperation with the relevant technical assistance projects in these areas;

- Assist the Ministry to finalise the draft Environmental Protection Law;
- Assist the national authorities during the policy consultation process;
- Strengthen the institutional capacities of the beneficiary institution to design, manage and monitor policy, including the preparation of submissions for the Medium Term Budgetary Framework planning process and the Annual Work Plan of the Ministry of Environment;
- Assist the Ministry in ensuring integration of environmental considerations in other sector policies, such as energy, transport, agriculture, etc.
- Support the beneficiary to design and apply risk management principles and tools;
- Liaise with other projects / programmes / instruments in environment to ensure synergy, to promote effective downstream implementation of the policies and to avoid overlap and duplication, where appropriate and when requested by the beneficiary;
- Assist the Ministry with donor coordination through the Sector Coordination Council "Environment, Water and Sanitation".
- Advise on the development of formal mechanisms to ensure that feedback from policy implementation is duly taken into consideration during the design phase of future policies;
- Support the national authorities to network with EU institutions through the EU Delegation to Moldova;
- Provide sectorial advice and report to the EU Delegation whenever requested in environment policies;
- Assist the beneficiary to prepare an exit strategy on how the advice will be mainstreamed and consolidated once this phase has elapsed;
- Advise the beneficiary to prepare the formal applications/fiches/Terms of Reference for policy implementation support from other EU instruments or any on-going/planned TA project;
- Respect and promote EU visibility at all times.

The above responsibilities will be carried out through but not limited to: development of strategy documents, policy papers, advisory notes, methodologies, draft fiches and other relevant documentation as well as provision of technical on-the-job advice, support to networking to the institutions responsible for Government policies in environment.

Deliverables, activities, and milestones shall follow this tentative schedule:

Deliverable/milestone	Indicative timeframe
1. Inception period: draft and submit the Individual Action Plan for approval	April 2014
2. Exit strategy on how the advice will be mainstreamed and consolidated	April 2014
3. Finalise the draft Environmental Protection Law	June 2014
4. Stakeholders' awareness of the policy implications	April 2014 - onward
5. draft policy papers, together with strategies and Action Plans for implementing the environment policies	April 2014 - onward





European Union High Level Policy Advice Mission to the Republic of Moldova

6. Strengthen the institutional capacities of the beneficiary institution	April 2014 - onward
7. Submission of progress activity reports	Monthly
8. Final Report	End of assignment

The advisor is required to have a substantial minimum presence in Moldova according to the budget available and operate according to the Mission's Code of Conduct, which constitutes an integral part of the contract, and a prioritised work plan. The work plan will be agreed with their counterparts, the EU Delegation to Moldova, the State Chancellery, UNDP Moldova and the project manager.

Qualifications and skills:

- A Masters' Degree in Environmental Law, Environmental Science/Protection, Environmental Economics/Management or relevant discipline or equivalent of professional experience relevant to the assignment. A bachelor degree in the same areas combined with 17 years of professional experience relevant to the assignment is considered as equivalent
- Excellent communication skills
- Proven report writing skills
- Computer literacy
- Fluency in written and spoken English
- A working knowledge of the Romanian or the Russian language would be an advantage

General professional experience:

- Preferably 15 years of professional experience

Specific professional experience:

- At least 10 years of professional experience linked to the provision of high level policy advice in environment policies. Preference to 15 years of such experience will be given.
- At least 10 years proven work experience preferably for a national public administration of an EU Member State, and/or current or former EU candidate states/EaP countries and/or an EU Institution
- A comprehensive knowledge of EU external assistance programmes and policies targeted at EaP countries
- A comprehensive knowledge of the EU *acquis* and policies in environment
- Working experience and knowledge of aspects related to international framework (agreements, programmes, institutions) in the environmental sector
- Good knowledge of the environmental sector of the Republic of Moldova would be an advantage
- Previous work experience in Moldova would be an advantage

Documents to be included when submitting the proposals:

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal: explaining why they are the most suitable for the work;





European Union High Level Policy Advice Mission to the Republic of Moldova

2. Financial proposal;
3. Personal CV including past experience in similar projects, the duly filled Personal History Form (P11) and at least 3 references.

