

Terms of references

Job Title: National Consultant for development of the Environmental Integrated Information System Concept

Project Reference: Mainstreaming biodiversity conservation into Moldova territorial planning policies and land-use practices

Duration of Employment: August 2016 – December 2017

Contract type: Individual Contract

Expected workload: 150 working days

I. Background

The United Nations Development Programme (UNDP), acting as an implementing agency of the Global Environment Facility (GEF), is providing assistance to the Ministry of Environment of the Republic of Moldova in implementation of the GEF Medium Sized Project (MSP) “Mainstreaming Biodiversity Conservation into Moldova’s Territorial Planning Policies and Land-Use Practices” (BD mainstreaming project).

Despite the Government’s reform efforts, the spatial/territorial planning framework is facing two types of barriers: (i) inadequate planning and enforcement framework and (ii) inadequate demonstrated experiences in spatial planning and biodiversity-compatible land management practices.

Against this background, the BD mainstreaming Project will be addressing the gaps in land planning and enforcement systems through development of relevant regulations, standards and legislation to accommodate biodiversity conservation objectives while the gap of limited coordination across sectors will be addressed by establishing a multi-stakeholder committee which will ensure a unified approach in the development, implementation and enforcement of land-use plans from the different ministries and departments. In addition, a monitoring system will be emplaced among the various regulatory agencies, assigning responsibilities based on comparative advantage, in order to evaluate acceptable limits of change in biodiversity-important areas. The gap of inadequate demonstrated experiences in spatial planning and biodiversity-compatible land management practices will be tackled through development and testing of biodiversity-compatible district spatial (land-use) plans in 2 districts of Moldova, relying on cross-sectoral working groups, GIS technologies for biodiversity mapping, identification of sites of conflict between biodiversity and human activities and others.

Overall, the objective of the project is to mainstream biodiversity conservation priorities into Moldova’s territorial planning policies and land-use practices through two components – the first will focus on modifying the land use planning and enforcement system so that it addresses biodiversity loss, and the second will demonstrate methods for conservation and sustainable use of biodiversity on communal lands outside PAs.

The BD mainstreaming project is implemented as part of a larger biodiversity programme, which includes also UNDP/EU Clima East Project “Sustainable management of pastures and community forests in Moldova’s first National Park Orhei to demonstrate climate change mitigation and adaptation benefits and dividends for local communities”.

II. Scope of work and responsibilities

The United Nations Development Programme in Moldova, through its Project “Mainstreaming biodiversity conservation into Moldova territorial planning policies and land-use practices” is seeking to contract a national consultant, who will provide necessary conceptual and practical support in development of the Environmental Integrated Information System Concept of the Ministry of Environment.

Expected tasks

The key tasks of the consultant are as follows:

Development of Environmental Integrated Information System Concept (EIIS) up to 150 working days

The Environmental Strategy for the years 2014-2023 and the Action Plan for its implementation foresees the development of the Environmental Integrated Information System Concept according to the Government system and grants the access to this system for the interested public; the deadline for implementation is 2017. EIIS Concept should be developed in accordance with the Government approved technical document ("Procesele ciclului de viață al software-ului" RT 38370656 - 002:2006) developed by the Ministry of Information Technology and Communication and taking into account specific requirements from the E-Governance centre. The EIIS Concept will also build on the findings of the ICT audit of the Ministry of Environment, which will be carried out in the same period of time. The EIIS Concept should include the following activities:

Development phase up to 120 working days

- Analyzing the legal and normative framework of the system;
- Inspection of the organizational structure to ensure the proper management of the system;
- Establishment of the documentation package for the EIIS;
- Assessment of IT level of the proposed EIIS;
- Establishment of the system's functions;
- Identification of the components of the informational objects, its identifiers, beneficiaries, scenarios and attributes;
- Identification of the information flow, its circulation and the problems for integration with other systems;
- Identification of the mechanisms and the persons in charge for system management;
- Development of proposals in order to update the legal and normative framework (as the need arises-development new projects of normative and legal acts), modifying the organizational structure and/or establishing new structures, setting up the new documents and/or amendments for the existing documents;
- Establishment of the proposals regarding the technological structure of the system, as well the information security problems;
- Development of the draft concept of the EIIS;
- Present the draft concept during the validation workshop with key stakeholders;
- Based on the comments received finalize all the documents for official coordination.

Consultation phase up to 30 working days

- Support the Ministry of Environment during the official consultation process through participation at round tables, meetings, etc;
- Support the Ministry of Environment in development of the final concept of the EIIS and all supporting documents ready for Government approval.

The consultant will work closely with the Working group created in the framework of the Ministry of Environment and will coordinate the work of the monthly working group meetings.

III. DELIVERABLES, ESTIMATED WORKLOAD AND TIMEFRAME:

The assignment should be carried out within the period of August 2016 – December 2017, not exceeding 150 working days.

	Deliverable	Deadline and workload
1	Draft Environmental Integrated Information System Concept	by 30 October 2016
2	Final Environmental Integrated Information System Concept based on the comments received	by 30 November 2016
3	Support to the official consultation process and final concept of the EIS ready for Government approval	by 30 November 2017

Deliverables can be amended or specified for the purpose of the assignment.

Management Arrangements:

Consultant will work under the overall guidance of the BD mainstreaming/Clima East Project Manager, in coordination with the Ministry of Environment of Moldova and UNDP Moldova. The Contractor will report to the UNDP BD mainstreaming/Clima East Project Manager.

Financial arrangements:

Payments will be done based on the received performed activities according to the agreed timeframe and deliverables table, which should be approved and certified by the Project Manager, and UNDP Portfolio Manager, that the services have been satisfactorily performed.

IV. QUALIFICATIONS AND SKILLS REQUIRED

Academic Qualification:

- University Degree in, Geoinformatics, ITC Studies, Geography or other closely related field.
- Additional degree in environment will be considered as an asset.

Experience:

- At least 5 years of experience in development of concepts of informational systems
- Experience in development of ICT projects in environment sector will be considered a strong advantage;
- Experience in biodiversity conservation, environment areas will be of a strong advantage;
- Experience in working with local public authorities with regard to data collection
- Experience in working with state institutions at central and local levels;
- Experience in similar positions in a UNDP and/or other international projects are an advantage.

Competencies:

- Sound knowledge on environmental legislation will be an asset
- Good oral communication skills and conflict resolution competency to manage inter-group dynamics and mediate conflicting interests of varied actors.
- Excellent written communication skills, with analytic capacity and ability to synthesize project outputs and relevant findings for the preparation of analytical documents.

- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout.
- Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback.
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status"

Language requirements:

- Fluency in oral and written Romanian and Russian. English will be an asset.

The United Nations Development Programme in Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.