



**REPUBLIC OF LIBERIA**  
**ENVIRONMENT PROTECTION AGENCY**  
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 1000 Monrovia, 10 Liberia



**CROSS-CUTTING CAPACITY DEVELOPMENT (CCCD)**  
**PROJECT**  
**Terms of Reference**  
**REFERENCE NO: TOR/CCCD/EPA-2020-003**

**Project Title:** Strengthening National Capacities to Meet Global Environmental Obligations with the Framework of Sustainable Development Priorities

<b>Job Title</b>	Production and Distribution of Updated Codes Pertaining to Rio Conventions		
<b>Division/Department</b>	Environmental Protection Agency/EPA		
<b>Programme/Project Number</b>	GEF ID number: 9390 (Cross-Cutting Capacity Development Project/CCCD)		
<b>Activity Result</b>	<b>Strengthened policy and regulatory framework through improved operational interpretation, enforcement tools, and by-laws</b>		
<b>Assignment</b>	<b>Produce and distribute updated codes, laws and relevant texts pertaining to Rio Convention implementation.</b>		
<b>Location</b>	Monrovia, Liberia		
<b>Reports to</b>	<b>National Project Director Executive Director, EPA</b>	<b>Consultancy Duration:</b>	(10 WEEKS)

**1.0 BACKGROUND**

The Environmental Protection Agency (EPA) through the United Nations Development Program (UNDP) obtained funding from the Global Environmental Facility (GEF) to support the Cross-Cutting Capacity Development (CCCD) Project for Liberia. The project will support the Government of Liberia to Strengthening National Capacities to Meet Global Environmental Obligations within the Framework of Sustainable Development Priorities. The project has four components:

1. Integrated Environmental Knowledge Management System (EKMS)
2. **Enhanced institutional and technical capacities for mainstreaming**
3. Improving awareness of global environmental values

#### 4. Updating the National Capacity Self-Assessment (NCSA) a

The UNDP through the EPA as Implementing Entity (IE) intends to recruit the service of a **Local Consultant**, who will produce and distribute of updated codes pertaining to Rio Conventions. This project is in line with the GEF-6 CCCD Strategy objective 1, 3, and 5 which call for countries to: a) integrate global environmental needs into management information systems and monitoring, b) integrate MEA provisions into national policy, legislative, and regulatory frameworks, and c) update NCSAs, respectively. The goal of this project is for Liberia to make better decisions to meet and sustain global environmental obligations. This requires the country to have the capacity to coordinate efforts, as well as best practices for integrating global environmental priorities into planning, decision-making, and reporting processes. To this end, the objective of this project is to strengthen a targeted set of national capacities to deliver and sustain global environmental outcomes within the framework of sustainable development priorities. The project will be carried out via four linked components. **Component 1:** calls for the establishment of an integrated Environmental Knowledge Management System to meet global environment and sustainable development priorities, **Component 2: focuses on enhanced institutional and technical capacities to mainstream, develop, and utilize policies for implementation of the three Rio Conventions**, **Component 3:** works to improved environmental attitudes and values for the global environment, and **Component 4:** is the updating of the National Capacity Self-Assessment (NCSA). The project will take an adaptive collaborative management (ACM) approach to implementation, which calls for stakeholders to take an early and proactive role in the mainstreaming exercises, as well as to help identify and solve unexpected implementation barriers and challenges. By taking an ACM approach, project activities and outputs can be more legitimately modified and adapted to maintain timely and cost-effective project performance and delivery. As a National Implementation Modality (NIM) project, its management team will be seated at the EPA.

#### **Activity Summary**

The goal of this activity is to improve the implementation of three Rio Conventions, i.e. United Nations Framework Convention on Climate Change (UNFCCC), United Nations Convention on Biological Diversity (UNCBD) and United Nations Convention to Combat Desertification (UNCCD), in Liberia through the development of national capacities to better coordinate and generate information related to the implementation of these Conventions.

#### **2.0 JOB RESPONSIBILITIES:**

1. Produce and distribute updated codes, laws and relevant texts pertaining to Rio Convention implementation.
  - a. Biodiversity
  - b. Climate Change
  - c. Land Management
2. Publish articles on socio-economic linkages of Rio Conventions in local dailies with wider online and print coverage

#### **3.0 SCOPE AND OBJECTIVE OF THE ASSESSMENT**

The objectives of this review are as follows

- a) **Identify and produce environmental updated codes, laws and policies and texts** pertaining to the implementation of the Rio Conventions (Climate Change, Land Management, and Biodiversity) in Liberia.
- b) Updated codes, laws and policies and text pertaining to Rio Conventions implementations will cover the period from 2006 to 2019.

### **Functional Competencies:**

- Excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options concisely conveying maximum necessary information, making and defending recommendations; ability to convey difficult issues and positions to the public.
- Have a considerable knowledge of the value of Rio Conventions to sustainable development and considerable knowledge of Liberia's environmental governance infrastructure.

### **Key Expected Results**

1. The general public have acquired knowledge, values, attitudes, commitment, and skills needed to protect and improve the environment. to create new patterns of behavior of individuals, groups, and society
2. Individuals developed a deeper understanding of the socio-economic impacts of a sustainable environment and how protecting it secure one sustainable livelihood.

### **Output**

1. Inception Report
2. Produce updated codes, laws and relevant texts pertaining to Rio Convention implementation in Liberia
3. *1000 copies of Updated codes, laws and relevant texts pertaining to Rio Convention implementation are printed*

### **QUALIFICATION**

Candidate must have at least ten (10) years of progressive work experience and good understanding of Liberia' governance system (codes, laws, policies, and relevant texts). The candidate must have a minimum Master's Degree in Environmental studies or related field.

## **OTHER SKILLS**

- Excellent team player with good interpersonal skills
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to work in a multi-cultural environment
- Oral communication/presentation skills
- Proactive mindset

### **ATTENTION:**

**Rebecca E. Doo**

**Assistant Manager, Procurement**

**Environment Protection Agency (EPA)**

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or through email (**rdoo@epa.gov.lr**), indicating in subject area “Terms of Reference” to produce and distribute of updated codes, laws and relevant text pertaining to Rio Conventions implementation. Closing date for submission of application is 1PM, June 12, 2020. Any submission coming/received after this deadline will not be given consideration. Only submissions that meet the requirement/criteria as contained in TOR will be considered for evaluation. The application package must include CV, and credentials.

NOTE: This information is also posted on the below websites: [www.emansion.gov.lr](http://www.emansion.gov.lr), [www.ekmsliberia.info](http://www.ekmsliberia.info), [www.epa.gov.lr](http://www.epa.gov.lr), and local dailies.