



ENVIRONMENTAL PROTECTION AGENCY OF LIBERIA (EPA)

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1000 MONROVIA 10, LIBERIA

Terms of Reference

PROJECT TITLE: Preparation of Liberia’s First Biennial Update Report (BUR–1) to the United Nations Framework Convention on Climate Change (UNFCCC)

Job Title Consultancy to Conduct Technical Evaluation and TACCC Check on the Zero Draft of Liberia’s First Biennial Update Report (BUR–1)

Division/Department Climate Change

Programme/Project Number SB – 001119.21

Location Monrovia, Liberia

Reports to National Project Coordinator (NPC)

BACKGROUND

The Environmental Protection Agency is the institution responsible for the implementation of international environment treaties to which Liberia is a Party. Within the EPA, there exists a Climate Change Enabling Unit responsible for activities related to the preparation of National Communications (NCs); Biennial Update Reports (BURs); and Greenhouse Gas (GHG) National Inventory Reports (NIRs) of the Republic of Liberia in fulfilment of our national obligations to the UNFCCC. The Unit is also responsible for monitoring climate change related activities/projects and their execution on behalf of the EPA.

The preparation of Biennial Update Report (BUR) is based on Decision 17/CP. 8 – Guidelines for the preparation of Biennial Update Report from Parties not included in Annex I to the Convention. BUR falls under GEF’s support for convention-related reporting and assessment, and is implemented on an agreed full cost basis requiring only in-kind contribution by GEF-eligible countries. BUR is in conformity with objective 3 of the GEF-6 Climate Mitigation Strategy that focuses on fostering enabling conditions to mainstream mitigation concerns into sustainable development strategies.

The main components of Liberia` BUR Reports will be the following: 1) – Information on National circumstances and Institutional arrangement; 2) - The National inventory of the greenhouse gases (GHGs) for the year 2015; 3)- Information on mitigation actions and their effects; 4)–Constraints and gaps, and related financial, technical and capacity needs, including support received for preparation and submission of the biennial update report; 5) - Domestic measurement, reporting and verification; and, 6) – Any other information relevant to the Convention.

Liberia`s BUR Reports will provide updates on actions undertaken over the years to implement the Convention, including the status of its GHG emissions and removals by sinks, as well as on the actions to reduce emissions or enhance sinks.

OBJECTIVE

Specifically, this project will review and update data used in the Initial National Communications using latest data from institutions and consolidate inputs. This will lead to the preparation of Liberia's First Biennial Update Report (BUR-1) in fulfillment of the country's obligations under the UNFCCC.

SCOPE OF WORK

The consultant will carry out these tasks:

- a. Conduct technical evaluation on the Draft Report including sections on national circumstances, the national GHG Inventory, mitigation actions and their effects including associated methodologies and assumptions, domestic MRV, information on technology needs and transfer of technology
- b. Ensure that Liberia's First Biennial Update Report (BUR-1) is actually an update of Liberia's Initial National Communication (INC) submitted to the UNFCCC in 2013
- c. Ensure consistency in the reporting methodology, i.e., the 2006 IPCC Guidelines and explain the use of the two different guidelines (1996 Revised and 2006 IPCC) in the INC and BUR-1 respectively, as well as the accurate use of Global Warming Potential (GWP) from a specified IPCC Assessment Report
- d. Ensure that the BUR-1 includes time series data back to the year of the INC and relevant tables, and have them included for submission to the Conference of Parties (COP) of UNFCCC
- e. Ensure that the BUR-1 includes estimates of F-gases, at least for refrigeration and air conditioning, using the 2006 IPCC Reporting Guidelines and Expert Judgement.
- f. Ensure that the BUR-1, to the extent possible, and if disaggregated data are available, contains emissions from international aviation and marine bunker fuels separately in the GHG Inventories
- g. Ensure that the BUR-1 contains information on key categories, the level of uncertainty associated with inventory data, assumptions and methodology of uncertainty estimation and uses appropriate Notation Keys
- h. Ensure that information the mitigation actions and their effects, including associated methodologies and assumptions chapter, is provided in tabular formats with reference number in accordance with the UNFCCC reporting requirements. Information on assumptions given in the table of mitigation actions and information on international market mechanisms should be included for submission to the Conference of Parties (COP) of UNFCCC
- i. Assess the BUR-1 in terms of the Transparency, Accuracy, Consistency, Comparability, and Completeness (TACCC) Principle and adherence to the UNFCCC reporting guidelines
- j. Address follow-up comments resulting from the post-submission review of Liberia's First Biennial Update Report (BUR-1) in fulfilment of the reporting requirement as per Articles 4.1 and 12.1 of the UNFCCC Guidelines

QUALIFICATIONS

- An advanced degree (at least MSc. or Ph.D.) in Environmental Science and related fields.
- Familiarity with national communications, and with international negotiations and processes under the UNFCCC
- Substantial experience in government and in interdepartmental procedures
- Knowledgeable in the use of the latest IPCC guidelines, methodologies, and related software packages on mitigation actions and their effects
- Familiarity with computers and word processing

EXPERIENCE

Four years post qualification experience of which two (2) years must have been in Climate Change related activities.

DURATION

The duration for this assignment is three (3) months and based on the achievement of specific milestone predetermined by the NPC.

SUBMISSION OF APPLICATIONS

Interested candidates should send a one-page cover letter-expression of interest (EOI) indicating suitability for the post, as well as a CV to the Environmental Protection Agency (EPA). All interested candidates are to address their letter of application and curriculum vitae to the below address on or before 31st July 2020.

Interested candidates may obtain further information at the address below during office hours from 09:00 and 17:00hours, Mondays to Fridays.

Attention:

Mrs. Ella Dollison Duncan
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