

## TERMS OF REFERENCE

<b>Job title:</b>	National Consultant to support implementation of Component 2 “Community-level climate and disaster management capacities improved for disaster risk reduction, prevention and timely response” of the Project “Promotion of climate change and disaster risk reduction solutions in the water and civil protection sectors for enhanced rural resilience” (CCDRR Project)
<b>Duty station:</b>	Chisinau, Moldova
<b>Reference to the project:</b>	“Promotion of climate change and disaster risk reduction solutions in the water and civil protection sectors for enhanced rural resilience”
<b>Contract type:</b>	Individual Contract (IC)
<b>Expected duration of the assignment:</b>	December 2019 – November 2021, 100 days
<b>Starting date:</b>	December 2019

### I. Background

Considering its economic structure and geographic features, Moldova is highly vulnerable to climate change and is exposed to disasters due to hydrometeorological phenomena and natural hazards. While drought and floods are among top hydro-meteorological hazards caused by extreme weather and climate events, due to the current and projected abnormal high temperatures leading to water scarcity, the incidence of forest fires is increasingly posing a threat to natural ecosystems, the agricultural system and human settlements.

Such high exposure is due to the country’s dependence on rain-fed agricultural production which is tied to climate, making it the most vulnerable of all economic sectors. This is primarily due to the shortage of water for agricultural needs and limited resources and capacities to plan and put in place water storage facilities for irrigation needs in rural communities of Moldova, especially, since climate projections show larger rainfall events in the future, which could supply such facilities.

Climate scenarios also indicate the country is strongly trending towards becoming more arid. Unfortunately, rural communities experience a capacity deficit in terms of fire prevention, preparedness and timely response, mainly due to the liquidation of over 400 equipped and capacitated firefighting units. It resulted in increased response time and lower awareness of fire risks by the rural population, subsequently leading to considerable increase in loss of life, property and affected ecosystems. It is widely accepted that rural women are disproportionately affected by fires due to them being mostly engaged in cooking in unsafe cook stoves and collection of firewood in ecosystems that might be at high risk of fires.

Against this background, the project aims to increase resilience and adaptive capacities of rural communities to climate change and disasters through improved water storage infrastructures and disasters risk reduction measures. The project is supporting implementation of climate-smart water management solutions for agriculture, flood management, fire prevention and expansion of community-based rescue/firefighting teams in rural communities of Moldova with the purpose of reducing the exposure and vulnerability of the rural communities to climate change and disaster risks. The project will be implemented over a period of 36 months and the activities are clustered around 2 major outputs intended to produce impact in 5 districts of Moldova, in the Central (Hîncești, Criuleni and Ungheni districts) and Southern (Leova and Cantemir) regions.

The expected **impact** of the project is: **improved resilience of rural communities' livelihoods in the face of climate change**

The **overall project outcome** is **strengthened local policies, capacities and infrastructure, which enable climate and disaster resilient development at the community level.**

**Projects outputs** are as follows:

**Output 1** - Adaptation interventions in the water sector for agricultural purposes and flood management demonstrated and local climate change related policy frameworks in place in a selected number of districts.

**Output 2** - Community-level climate and disaster management capacities improved for risk reduction, prevention and timely response.

Under the 1<sup>st</sup> output, 2 major activities will be implemented: *1.1. Mainstream climate change adaptation and disaster risk management priorities into local development planning frameworks* with intention to widely involve various stakeholders ranging from the private sector to vulnerable groups (out of which 50% will be women) into policy development and decision-making over priorities that affect their well-being; and *1.2. Piloting of water storage infrastructures in 5 districts of the country to enhance adaptation to climate change in the water and agricultural sectors* by providing grants to at least 15 farmers, including women, to put in place climate-smart water systems, such as, for instance, water storage basins.

Under the 2nd output, 2 major activities will be implemented: *2.1 Establish community-based rescue and firefighting brigades in the most vulnerable and risk exposed districts of the country*, which are considered an instrument for resilient community development that will cover a radius of up to 10-20 km and a maximum intervention time of 15 minutes; and *2.2 Conduct capacity development for climate and disaster response local teams and raise awareness towards building a culture of safer living* in order to ensure that the performance of the climate and disaster response local teams in the target communities reaches its full capacity and that the local population have an enhanced understanding of the response patterns in case of disasters.

The benefits of the project will materialize through increased water availability for resilient livelihoods, reduced exposure to disaster and fire risks for 55 villages (approximately 58,714 people, including 39 300 women), where 990 households (2930 people) are identified as socially and economically vulnerable.

For the purpose of this project and the definition of the General Inspectorate for Emergency Situations (GIES), as vulnerable groups and individuals are defined people with diminished capacity to anticipate, cope with, resist and recover from the impact of a natural or man-made hazard. Those include: 1st Group – Persons who are alone and/or sick that are tied to bed and cared for by social assistants; 2nd Group – Poor families with many children and families without one or both parents; and, 3rd Group – Old persons with limited mobility.

## **II. Scope of work and expected outputs**

The Consultant will provide an overall technical backstopping and advisory support to the project team in implementation of the second component of the CC&DRR Project. More specifically the consultant will: (1) liaise with the Local Public Authorities from 5 pilot communities where new rescue and firefighting stations will be established to select the most suitable premises from the economic and social point of view; (2) together with the civil engineer identify the refurbishing needs of the allocated premises and mobilize financial resources from the LPAs and other donors, if required; (3) together with the project team supervise and monitor the refurbishing works for the effective and efficient use of funds; (4) together with the international team of consultants deployed by the project, review the rescue & firefighting-related legislation to advise and provide recommendations for its improvement and to create a proper enabling environment for the community-based firefighting system in Moldova; (5) support in smooth operationalization of the newly established community-based rescue and firefighting teams.

Under the supervision of the Project Manager and in close collaboration with other colleagues and the representatives of the GIES, the National Consultant shall perform the following tasks, but not limited to:

1. Provide overall consultancy, assistance and support to the Project Implementation Unit regarding the effective and efficient implementation of Project Component 2.
2. Desk review of national legislation pertinent to civil protection, which has direct or indirect tangency with project activities under Component 2. Provide recommendations for the efficient

implementation of Component 2, and proposals for improved legislation in the area of community-based firefighting brigades.

3. Align project interventions to GIES priorities and national legislation.
4. Serve as liaison between the Project and relevant representatives of the GIES and other project stakeholders as deemed necessary.
5. Support the revision of the Strategy on Disaster Risk Management.
6. Serve as liaison with Departments for Emergency Situations in 5 raions and 5 target communities (Local Public Authorities) in view of implementation of activities under Component 2.
7. Conduct field visits and discussions in 5 project target communities and assess the needs of the locality in view of establishing rescue and firefighting brigades (including volunteer or mixed approaches, LPA budget revision needs, rescue firefighting brigades operational cost estimations, etc.)
8. Elaborate a list of project interventions at local level in line with project documents and budgets to ensure objective, effective and efficient project interventions.
9. Consult GIES and conduct an independent and impartial market study to result in suggestion and specifications for most suitable solutions for rescue and firefighting brigades specialized transportation means, equipment and other materials to secure proper functioning of the brigades.
10. Take lead on the procurement process for goods, including custom clearance, quality verification and final receipt.
11. Write field visits and periodic reports, minutes of meetings and other related reporting deliverables
12. Provide overall contribution to project quarterly and annual reporting activities in chapters pertaining to Component 2.
13. Participate at and provide support the organization of local events pertinent to the implementation of Component 2, but also participate in team meetings, steering committee meetings and other events as necessary.
14. Provide overall support to the international consultants who will advise on implementation of Component 2.

### III. Deliverables and Timeframe

No.	Deliverables	Tentative timeframe/deadline
1.	Elaborate a Report on desk review of legislative and normative acts related to the implementation of Component 2 including with recommendations for improvement of legislation relate to firefighting and rescue system in Moldova and a Component 2 implementation roadmap.	December 2019
2.	Contribute to the revision of the Strategy on Disaster Risk Management.	December 2019 – February 2020
3.	Conduct field visits and to assess the needs of each locality for the establishment of rescue and firefighting brigades and elaborate field visits reports.	January – February 2020
4.	Elaborate individual approach reports on Community Needs Assessment, including recommendations and specifications for premises, firefighting vehicles and protection and intervention gear based on the local context, specifics, and legislative requirements.	Periodically
5.	Elaborate individual Local Intervention Plans for each locality participating in the Project, including risk analysis and mitigation measures.	Periodically
6.	Support the project in the procurement and delivery of goods and final receipts signed by 5 Local Public Authorities, GIES and UNDP.	Periodically

All documentation related to the assignment will be prepared in Romanian. Before submission of the deliverables, the consultant will discuss the draft documents with the parties involved (e.g. UNDP and other stakeholders) so that final products reflect their comments. UNDP is not required to provide any physical facility for the work of the IC. However, depending to the availability of physical facilities (e.g. working space,

printer, telephone lines, internet connection etc.) and at the discretion of the UNDP such facilities may be provided at the disposal of the IC.

This is a part-time consultancy. The timeframe for the work of consultant is planned for December 2019 – November 2021.

**Management Arrangements:** The consultant will work under the guidance of CC and DRR Project Manager.

**Financial arrangements:** Payments will be disbursed in several instalments, upon submission and approval of deliverables, and certification by UNDP Moldova Project Manager that the services have been satisfactorily performed.

#### **IV. Qualifications and skills required:**

- I. Academic Qualifications:
  - University degree in disciplines connected to disaster risk management, firefighting and civil protection.
  - Additional trainings in disaster risk management will be considered an advantage.
- II. Experience and knowledge:
  - At least 10 years of experience in disaster risk management, firefighting and civil protection.
  - At least 5 years of experience working with, or within, national institutions mandated with preventing disasters and implementing disaster risk reduction measures.
  - Previous experience with analytical assignments.
  - Good knowledge of local legislation on disaster prevention and management as well as firefighting and rescue interventions.
- III. Competencies:
  - Excellent written communication skills, with analytic capacity and ability to synthesize project outputs and relevant findings for the preparation of analytical documents.
  - Capacity to build strong relationships with beneficiaries, to focus on impact and result and to respond positively to feedback.
- IV. Personal qualities:
  - Proven commitment to the core values of the United Nations, in particular, for differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The UNDP 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.

#### **V. Documents to be included when submitting the proposals:**

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

1. Proposal:
  - Providing a brief information on each of the above qualifications, item by item and a brief methodology on how they will approach and conduct the work.
2. Financial proposal (in USD), specifying a fee per day and total requested amount including all related costs, e.g. fees, per diems, travel costs, phone calls etc.
3. CV with at least 3 names for a reference check.
4. Offeror's letter to UNDP confirming interest and availability for the individual contractor (IC) assignment.