

Terms of Reference

Job title:	National Consultant for Disaster Risk Management Strategy
Type of Contract:	Individual Contract (IC)
Duty station:	Chisinau
Section/Unit:	Environment and Energy Cluster
Languages requirement:	Romanian, Russian and English
Contract Duration:	June – December 2020, 45 working days

I. BACKGROUND

Moldova's economy, population, and environment are highly exposed and vulnerable to climate variability and change and different kinds of natural hazards, including drought, floods, severe weather, earthquakes, and landslides. Average annual losses from hydrometeorological hazards comprise around three percent of GDP (if the 2007 drought is factored into the annual average). They have a severe impact upon the rural population of Moldova, which makes up around 60% of the total and depends largely upon agriculture for their livelihood. Overall annual losses from geophysical hazards account for 0.9% of GDP. These primarily threaten infrastructure, homes, and public buildings.

Disaster risk reduction is a common thread in the Sendai Framework for Disaster Risk Reduction, the 2030 Agenda for Sustainable Development and the Paris Agreement on Climate Change, calling for more coherent and integrated management of disaster and climate risks.

Putting in place the necessary measures to assess and understand all aspects of disaster risks and the options to reduce them, by strengthening capacities, increasing public and private investments to create economic, social and health resilience and actively preparing to "Build Back Better" after the disaster strikes is something the Sendai Framework calls for and which the global community has already embarked on.

UNDP presence in the disaster and climate risk reduction area focuses on supporting the government capacities to respond better to climate change and disasters with adequate policies, institutional set up and coordination mechanisms. At the local level, the effort is placed on assessing and reducing climate risks by incorporating those into local development planning frameworks in a participatory and inclusive manner, but also by piloting community based DRR practices.

In 2015, in Moldova UNDP supported development of the draft Disaster Risk Management Strategy which requires updating and alignment with the latest national and global development objectives.

Against this background, UNDP Moldova is seeking to recruit a national expert to support updating of the draft National Disaster Risk Management Strategy in line with the tasks described below.

II. OBJECTIVES AND SCOPE OF THE ASSIGNMENT

UNDP Moldova is looking for a **National Consultant** to work with the National Consultant on Disaster Risk Assessment and a team of International Experts towards updating of the draft National Disaster Risk Management Strategy of Moldova (DRMS). The National Consultant will work closely with National Inspectorate for Emergency Situations, and relevant national partners, including state institutions, local authorities, civil society and international organizations. He/she will be responsible for the organization of missions for the International Consultants, conducting interviews/workshops together with international consultant, provide advice on all aspects of the DRR system and the DRM Strategy.

Responsibilities of the assignment include:

Disaster Risk Management Strategy

- Develop a plan for the review process of the DRMS in close cooperation with the other members of the national and international team of experts and under supervision of the General Inspectorate for Emergency Situations;
- Plan and organize the review process with the national stakeholders according to the schedule approved (at least two rounds of the review).
- Conduct interviews and meetings with key stakeholders on NDRM to identify their priorities.
- Conduct a preliminary assessment and stocktaking of the existing national disaster risk reduction system and governance structure
- Evaluate the current disaster risk management capacities ex. building codes status and enforcement capacities; land-use planning laws and regulations and enforcement mechanisms; early warning systems; education at all levels, including education curricula; security, contingency and emergency management plans; business continuity plans, poverty reduction plans and social resilience-building plans for emergency preparedness, response, recovery and 'building back better' in all sectors
- Develop a comprehensive report on DRR capacities, including strengths, challenges, gaps, opportunities and recommendations for strengthening capacities.
- Evaluate the existing legislation, policies, strategies / plans / frameworks linked to disaster risk management. Assess policy coherence relevant to disaster risk reduction, such as sustainable development, poverty eradication and climate change, especially with the SDGs and the Paris Agreement, Sendai Framework, NDC etc.;
- Analyze the national sources of funding for the disaster risk management and prepare a report on the availability of financial resources for disaster risk reduction.
- Formulate the costed actions to strengthening the national disaster risk management mechanism and coordinated these with all relevant sectors
- Liaise with the relevant sectors to provide recommendations for mainstreaming of DRMS provisions within and across sectors
- Support the team in drafting of the relevant sections of the DRM Strategy and the consultation process. The following chapters should be part of the Strategy (but not limited to):
 - (a) Problem definitions, goals and strategic objectives;
 - (b) Terminology and definitions;
 - (c) Country disaster profiles (including assessment of vulnerabilities);
 - (d) Coping capacities and capabilities assessment;
 - (e) Legal and regulatory framework in disaster risk management;
 - (f) SWOT analysis;
 - (g) Prevention framework;
 - (h) Preparedness framework;
 - (i) Recovery Framework;
 - (j) Implementation arrangements;

- (k) Impact and costs assessments;
- (l) Reporting and evaluation framework (including progress indicators)
- Organize and facilitate the stakeholders' discussions on the draft National Disaster Risk Management Strategy and the Action Plan
- Collect all necessary inputs from stakeholders and introduce them into the Draft National Disaster Risk Management Strategy and the Action Plan after each round of the review.
- Support the GIES in preparing the package of documents following national legal requirements for Government's approval

Support to the International Consultants

- Together with the International Expert develop a plan for each of two missions in Moldova to ensure the involvement of all relevant stakeholders.
- Plan and organize the meetings with stakeholders and international consultant during two missions in Moldova according to the schedule approved.
- Assist international experts during missions in Moldova.
- Collect all necessary inputs from stakeholders and introduce them into the documents relevant for the Strategy

Plans and reports

- Prepare and submit planning and reports according to the schedule approved;
- By the end of the assignment, prepare the final report on accomplished work, lessons learned, and recommendations for further implementation and next steps to be taken.

The timeframe and duration of deliverables are estimated to be broken down as follows:

Deliverable/milestone	Duration (estimated) /days	Indicative timeframe/period
1. Initial working plan and schedule for the assignment prepared and approved by UNDP which includes the layout of the Strategy as well, according to the relevant Government Decision and following the acceptance by the IGSU	3	June 2020
2. Draft National Disaster Risk Management Strategy and Action Plan prepared with all the required sections included collaboratively with all the members of the team and presented to IGSU	15	September 2020
3. National consultations over the draft Strategy and Action Plan finalized and all recommendations, suggestions, etc. incorporated	8	October 2020
4. The GD for the draft DRMS and Action Plan prepared and submitted to IGSU for follow-up	4	November 2020
5. Support the International experts in missions provided, mission reports provided	10	June-November 2020
6. Final report on the accomplished work, including the lessons learned and recommendations.	5	December 2020

III. MANAGEMENT ARRANGEMENTS

The National Consultant will work under the guidance of the Lead International Consultant for DRM and under supervision of the Environment, Climate Change and Energy Cluster Lead and Analyst. He/she will also work closely with the General Inspectorate for Emergency Situations, relevant national partners, including state institutions, local authorities, civil society and international organizations.

Conditions of service and requirements

Duration: 45 workdays during June-December 2020.

Payment schedule:

Payment will be done in installments based on actual days worked, after the acceptance of deliverables by UNDP.

Responsibility for Expenses and their Reimbursement

The Consultant will be responsible for all personal administrative and travel expenses associated with undertaking this assignment including office accommodation, printing, stationary, telephone and electronic communications, and report copies incurred in this assignment

IV. Requirements for experience and qualification

Academic Qualifications:

- University degree in civil protection, economics, law, public administration, or other relevant/similar field.

Experience:

- At least 5 years of experience working with the national authorities and/or public administration;
- At least 3 years of experience in civil protection and/or disaster risk management;
- Experience with the DRR related legal framework in Moldova and experience in development of legal documents is desirable;
- Proven experience in organization of multi stakeholder consultation processes.

Competencies:

- Excellent negotiation, leadership and diplomatic skills;
- Excellent facilitation and public presentation skills;
- Proven experience of work in multicultural environment;
- Excellent and proven analytical and writing skills.

Language requirements:

- Medium level of written and spoken English
- Romanian, and good command of Russian is required for this assignment.

Selection criteria are shown in the Procurement Notice advertised together with this Terms of Reference.

V. Documents to be included when submitting the proposals:

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

1. Proposal: a brief methodology on how they will approach and conduct the work;
2. CV and at least 3 names for a reference check;
3. 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.;
4. Offeror's Letter confirming Interest and Availability.