

Terms of Reference

Job title:	National Disaster Risk Assessment Expert
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, 30 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 on 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 are something the Sendai Framework calls for and which the global community has already embarked on.

UNDP's presence in the disaster and climate risk reduction area focuses on supporting the government's capacities to respond better to climate change and disasters with adequate policies, institutional setup, 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 the 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 assist the Civil Protection and Emergency Situations Service in conducting disaster-risk related analyses required to update the relevant sections of the draft Disaster Risk Management Strategy (DRM). The Consultant will work in a team with the Disaster Risk Reduction National Consultant and under the supervision of the International Consultant hired for the same assignment.

Specific responsibilities of the assignment include:

National context

- Describe physical environment; socio-economic context (population and demography, economy, poverty and unemployment, most vulnerable groups, gender); governance structure; development context;
- Assess the legal, normative and institutional profile in the area of risk management

Disaster risk assessment

- Under the supervision of the international consultant carry out the national disaster risk profile by compiling available risk information and data (disaggregated by gender, age, etc) to understand the most likely hazards, exposure patterns, and vulnerabilities and overall the disaster risk context.
 - Determine and record hazard/risk parameters including historical information, probability, frequency, intensity and scope of disaster impacts;
 - Identify the drivers of risk (climate change, weak disaster risk management capacities, social drivers, etc) and the underlying risk factors to inform decision-making, contingency planning, and risk-based development planning;
 - Identify vulnerability factors, underlying causes, and risk of exposure for groups, areas, communities, households;
 - Analyze predictability and forewarning mechanisms for all known hazards within the context of the Early Warning System (EWS);
 - Describe the risk coordination mechanism and recommendations for improvement
 - Develop a report on all risk-related information to support the updating of the DRM strategy
 - Organize and facilitate the stakeholder's consultations over the identified risks and vulnerabilities

Disaster Risk Management Strategy

- Support the team in the drafting of the relevant sections of the DRM Strategy and the consultation process
- Formulate the costed disaster risk reduction measures for the Action Plan and coordinate these with the relevant sectors
- Assist international experts during missions in Moldova.
- Prepare a 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. The initial working plan and schedule for the assignment approved by UNDP; the layout for the Risk Assessment Report developed and approved by UNDP	3	June 2020
2. Draft Risk Assessment report developed under the supervision of the international consultant and consulted with the main stakeholders. The risk assessment report will contain the national context and all the risk-related information	10	July-August 2020
3. Consultation workshops organized and the feedback on the Risk Assessment incorporated into the final Report; Final Risk Assessment Report approved by the IGSU and UNDP; Quality inputs into the relevant sections of the DRM Strategy and Action Plan provided	10	September - November 2020
4. Support international consultants in the preparation of the missions; missions agenda submitted	4	June-November 2020
5. Final report on the accomplished work, including the lessons learned and recommendations	3	December 2020

III. MANAGEMENT ARRANGEMENTS

The National Consultant will work under the guidance of the Lead International Consultant for DRM and under the 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: 30 working days between 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, stationery, telephone, and electronic communications, and report copies incurred in this assignment.

IV. Requirements for experience and qualification

Academic Qualifications:

- University degree in law, economics, public administration, social science or other relevant/similar fields;

Experience:

- At least 3 years of experience in developing risk-related information at various levels, or other relevant analytical work related to the area of Disaster Risk Reduction;
- At least 5 years of experience working with the national authorities and/or public administration;
- Experience of work in design/management/implementation/evaluation of disaster risk management programmes and/or civil protection;
- Proven experience in the organization of multi-stakeholder consultation processes;

Competencies:

- Excellent facilitation and public presentation skills;
- Good organizational, planning and time management skills;
- Proven experience of work in a 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.