

Terms of Reference

Egypt Fourth National Communication Project (NC4-Egypt)

Developing the Capacity Building, Education, Information, Training, Networking, Public Awareness and Gender Chapter /Cross Cutting Expert (National Experts Only)

1. Background

The Fourth National Communication Project (NC4Egypt) was launched in March 2018 and it's implemented under the supervision of Egyptian Environmental Affairs Agency (EEAA) and the United Nations Development Program (UNDP) and the funded by the Global Environment Facility (GEF) to help Egypt better understand the current and expected impacts of climate change in the different sectors, identify opportunities for mitigation interventions and recommend adaptation measures to climate change.

According to Article 4, paragraph 1, and Article 12, paragraph 1 of the United Nations Framework Convention on Climate Change (UNFCCC), each Party shall communicate to the Conference of the Parties (COP), through the secretariat, the following elements of information: (a) a national inventory of anthropogenic emissions by sources and removals by sinks of all greenhouse gases not controlled by the Montreal Protocol, to the extent its capacities permit, using comparable methodologies to be promoted and agreed upon by the COP; (b) a general description of steps taken or envisaged by the Party to implement the Convention; and (c) any other information that the Party considers relevant to the achievement of the objective of the Convention and suitable for inclusion in its communication, including, if feasible, material relevant for calculations of global emission trends.

Egypt as a non-Annex I Party to the Convention has prepared and submitted its Initial, Second and Third National Communications in 1992, 2010 and 2016 respectively. In 2015, Egypt has submitted a report on the Egyptian Intended Nationally Determined Contributions (INDCs) towards achieving the objectives of the United Nation Framework Convention on Climate Change (UNFCCC) in accordance with Decisions 1/CP.19 and 1/CP.20. In 2019, Egypt has submitted its First Biennial Update Report (BUR1) to the UNFCCC, Also, Egypt has developed the Low Emission Development Strategy (LEDS).

2. Objective

The project aims to hire a **Cross Cutting National Expert** to develop the "Other Relevant Information" Chapter of the Fourth National Communication including the **Capacity Building, Education, Information, Training, Networking, Public Awareness and Gender**.

It is anticipated that the work conducted in close cooperation with the Ministry of Environment, key ministries, partner projects (e.g. CB3 project) and national expert with experience in working with previous projects (e.g. LECB, BUR, MRV, IEE, ...etc.) and fully aware of Paris Agreement and UNFCCC.

Expert	Estimated number of indicative working days	Estimated number of pages
Capacity Building, Education, Information, Training, Networking Public Awareness and Gender	15	Executive Summary: 3 Delivered Ch.: 15-20

3. Scope of Work.

The consultant will be responsible for assessing the gaps, needs and priorities for Training, Capacity Building (Knowledge Management), Education, Information, Networking, Public Awareness and Gender responses to climate change.

1. Collect, review, analyze and update relevant materials in national reports, studies, strategies ..etc, e.g. Third National Communication report, Biennial Update report, National Determined Contribution report, ...
2. Develop standard training modules and knowledge products based on improved climate change related knowledge and information generated through Fourth National Communication (FNC) and other relevant updated materials.
3. Review and analyze activities related to capacity enhancement under the convention contributing to national capacity development to address climate change.
4. Review and analyze gaps and needs on climate change education, training, capacity building and public awareness;
5. Support the development of information networks related to climate change, particularly at national and sub-regional levels.
6. Liaise closely with and consult the experts on GHG Inventory, Vulnerability and Adaptation, and Mitigation for issues of relevance, especially on climate data and capacity building.
7. Provide substantive input related to gaps and constrains to the work on Vulnerability & Adaptation assessment and Mitigation Policies and Measures.;
8. Identification of priority actions in various sectors for institutional capacity-building needs, related legal and institutional frameworks;
9. Conduct training workshops in collaboration with PMU on ways to promote climate change education, training, gender, and public awareness.
10. Present the outcomes of the Chapter in two meetings as indicated below;

4. Data Provisions

All the data/information required is the responsibility of the Consultant.

5. Deliverables:

The consultant shall deliver the Chapter according to the following indicative contents:

5.1 Executive Summary (English and Arabic)

5.2 A Technical Chapter as per the following indicative ToC:

1. Introduction
2. Capacity-building
 - 2.1. Greenhouse Gas Inventory
 - 2.2. Mitigation
 - 2.3. Adaptation
 - 2.4. Policy and Governance
3. Education
 - 3.1. Formal Environmental Education in Schools
 - 3.2. Formal Tertiary Education

- 3.3. Informal Environmental Education
- 4. Public Awareness
 - 4.1. Engagement via Extra Curriculum and Public Outreach
 - 4.2. Public Participation
- 5. Information-sharing and Networking
- 6. Gender responses to climate change

5.3 Summary and conclusion (English & Arabic version)

5.4 Two presentations of the final Chapter to the National Council on Climate Change [or as identified by the Project Manager]

All deliverables will have to be delivered in electronic formats to Fourth National Communication Project (NC4Egypt) as a MS Word document and PDF.

6. Qualification and Experience:

All Consultants should meet the following minimum qualifications and skills:

1. A minimum of M.Sc. degree in environment, political sciences, social sciences, or related studies and other related disciplines.
2. Good understanding of the national environment/development issues as well as being aware of national obligation towards the UNFCCC and Paris Agreement with an institutional development experiences.
3. At least of 7 years of working experience in the area relevant to the Climate Change, particularly the mentioned scope of work in section 3 above.
4. Substantial involvement in previous National Communications or BUR are highly preferred.
5. Excellent communication (Written and Oral) Skills.
6. Demonstrated experience in working with government, donors, and the United Nations system.
7. Appropriate experience working with government structures at local levels, and working with NGOs and private sector.
8. Good command of English and Arabic languages

7. Duration of the Assignment

The level of work for this assignment is estimated at **15** working days. The duration of conducting the assignment is **three months from starting date of the contract.**

Consultant should exert his/her utmost effort to deliver on time otherwise fees will be subject to reduction as delay penalty.

8. Milestones

1. The Consultant in coordination with NC4-Egypt Project Manager will arrange for an orientation **kick-off meeting** to agree on methodological approach and other arrangements, the meeting will be held in NC4-Egypt Project or EEAA.

2. The Consultant will have at least **two follow up meetings** with NC4-Egypt, UNDP, and EEAA.
3. The Consultant will have a **stocktaking meeting** for policy review with Senior Governmental Officials
4. The Consultant will submit the following:
 - Inception report including time schedule work plan after the first orientation kick-off meeting.
 - First draft of the Capacity Building, Education, Information, Training, Networking, Public Awareness and Gender Chapter according to the ToC in 5.2 after **4 weeks of delivering inception report**
 - Final Capacity Building, Education, Information, Training, Networking, Public Awareness and Gender Chapter according to the ToC in 5.2 after **2 weeks of receiving comments on 1st draft.**
 - Executive Summary (English & Arabic version)

9. Scope of fees and Schedule of payments

The contract price for individuals is a lump sum fixed output-based price of the here in specific duration).

10. Payments:

#	Deliverable	Due Date	Payment
1	Inception report	2 weeks from contracting date	5%
2	Upon submission of the draft Ch. according to the ToC in deliverable 5.2)	4 weeks from delivery inception report	45%
3	Upon approval of the final Ch. by the National Climate Change Council	2 weeks from receiving comments on 1 st draft	40%
4	Executive Summary of the Ch. (English & Arabic Version)	1 weeks from delivering final draft.	5%
5	Presenting the outcomes of the Ch. In two presentations	As agreed with the PM	5%

N.B. Ch. means the Capacity Building, Education, Information, Training, Networking, Public Awareness and Gender Chapter of the NC4

11. Application Process:

1. Proposals to be submitted by national experts including detailed and updated CV and the financial offer.
2. Applications will be evaluated on basis (technical 70%/ Financial 30%), the expert will be selected according to the evaluation of CVs, experience, professional work.
3. Applications to be sent in **Soft** copies to

Name: **Dr. Samir Tantawi, Fourth National Communication Project Manager (NC4Egypt)**

Email: samir_tantawi@hotmail.com

4. Closing Date: **7th of April 2021**

12. Recommended References:

All related documents including but not limited to:

1. Sustainable Development Strategy, Egypt Vision 2030, www.mop.gov.eg/Vision1.pdf and mop.gov.eg/Vision4.pdf
2. INDCs Policy Framework, developed by LECB, available in LECB resources.
3. Egypt's Intended Nationally Determined Contributions (INDCs) report (2015) (<http://www4.unfccc.int/submissions/INDC/Published%20Documents/Egypt/1/Egyptian%20INDC.pdf>).
4. Low Emission Development Strategy (LECB Project 2019)
5. Carbon Market Redenies (LECB Project 2019)
6. Relevant COP Decisions
7. Paris Agreement
8. UNFCCC
9. Egypt's BUR1
10. Egypt's Third National Communication (TNC) report.
11. Climate Change Adaptation Strategy
12. CCRMP reports

13. List of Abbreviations

BUR	Biennial Update Report
EEAA	Egyptian Environmental Affairs Agency
IEE	Industrial Energy Efficiency
INDCs	Intended Nationally Determined Contributions
LECB	Low Emission Capacity Building
LEDS	Low Emission Development Strategy
M.Sc.	Master of Science
NC4Egypt	Fourth National Communication (Egypt)
NGOs	Non-Governmental Organizations
UNDP	United National Development Programme
UNFCCC	United Nation Framework Convention on Climate Change