
Terms of Reference
Egypt Fourth National Communication Project (NC4-Egypt)
Developing the Mitigation Policies and Measures (PaMs) Chapter
PaMs 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. Also, Egypt has developed the Low Emission Development Strategy (LEDS) and its First Biennial Update Report (BUR).

2. Objective

The project aims to hire a **Mitigation Policies and Measures Expert (PaMs)** to develop a Mitigation Policies and Measure (PaMs) Chapter to be included in Fourth National Communication Report. The PaMs Expert will support effective delivery of the activities within the agreed work plan and transactions and supporting day-to-day report development consistent with UNDP rules and regulations, besides, working on supervise the overall guidance of the deliverables of above mentioned experts

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



Position	Estimated number of INDICATIVE Working Days
Mitigation Policies and Measures Expert (PaMs)	20

3. Scope of Work

This task includes two main sub-tasks

1- Documentation Review and Data/Information Gathering

The Consultant is required to:

- Conduct a desk review of a number of strategic documents, including but not limited to (Sustainable Development Strategy (Egypt Vision 2030), Energy Strategy 2035, Low Emission Development Strategy, Carbon Market Readiness, Adaptation Strategy, Third National Communication Report, LECB project reports, INDC report, BUR 1, etc.).

2- Develop the Mitigation Policies and Measures (PaMs) Chapter in Egypt Fourth National Communication Project as an update to the corresponding chapter in BUR1

Considering the UNFCCC guidance, Modalities & Procedures, guidelines of transparency framework on action and support, adaptation communication guidance and any other relevant guidance developed under Paris Agreement

1. Study and document all the national climate change mitigation programs and strategies
2. Update BUR1 mitigation actions and list of planned mitigation policies and actions
3. Update and improve future GHG emission scenarios for Egypt
4. Develop mitigation measures and emission reduction potential of the Industrial, Energy, LULUCF, Waste, Agriculture and Transport sectors.
5. Describe the constraints in implementation of the identified climate change mitigation programs and strategies
6. Develop mitigation assessment based on appropriate models, Availability of technologies, R&D programs, Technology Transfer Needs, Mitigation potentials, cost and benefits including the limitation of such assessments
7. Carryout the stakeholder workshops to facilitate and finalize the draft outputs for Mitigation options
8. Prepare a mitigation assessment chapter for the NC4Egypt Report based on updated information of corresponding chapter in BUR1

4. Data Provisions

1. All the data/information required is the responsibility of the Consultants

2. The NC4-Egypt Project can support the Consultants by issuing Official Support Letters to facilitate the data collection from Governmental entities and provide any available documents from previous projects (i.e. LECB).
3. The NC4-Egypt Project will coordinate any required data exchanges between the NDCs Consultants and other Consultants of relevant ongoing assignments (i.e. preparing PaMs and GHGI NC4 Chapters)

5. Deliverables:

The Expert shall deliver the following deliverables:

5.1 Executive Summary (English and Arabic)

5.2 Updated Mitigation Policies and Measure Chapter (PaMs) based on the same chapter in BUR1 as per the following indicative ToC:

1. Overview
2. Method of Investigation
 - A. Scope of mitigation
 - B. Modeling approach and methodology
3. Achieved Mitigation Policies and Actions (after 2015)
 - A. Energy (including Transport) Sector
 - B. Industrial Sector
 - C. Waste Sector
 - D. Agriculture and Other Land Use Sector
4. Mitigation Policies and Actions
5. Clean Development Mechanism
6. Assessment of the impacts of response measures
7. Support received and needs for Mitigation
8. MRV of Mitigation Actions
9. Barriers analysis and opportunities for implementation requirement
10. Linkage Between implementation of PaMs and SDS 2030

5.3 Summary of Policy Makers (English & Arabic version)

5.4 Two presentations of the final drafts of PaMs 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 or energy-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. Good understanding of NDCs guidance, Modalities & Procedures, guidelines of transparency framework on action and support, adaptation communication guidance and relevant guidance developed under Paris Agreement
4. 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.
5. Substantial involvement in previous National Communications or BUR are highly preferred.
6. Excellent communication (Written and Oral) Skills.
7. Demonstrated experience in working with government, donors and the United Nations system.
8. Appropriate experience working with government structures at local levels, and working with NGOs and private sector.
9. Excellent inter-personal skills as well as working well within a team environment.
10. Good command of English and Arabic languages

7. Duration of the Assignment

The level of work for this assignment is estimated at **20 working days**. The duration of conducting the assignment is **Three months** starting from contracting date. Consultant should exert their utmost effort to deliver on time otherwise fees will be subject to reduction as delay penalty

8. Milestones

1. The PaMs Expert in coordination with NC4-Egypt Project Manager will arrange 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 PaMs Expert will have at least **one follow up meeting** with NC4-Egypt Project, UNDP and EEAA.
3. The PaMs Expert will have at least **one expert meeting** to present the deliverables
4. The PaMs Expert will submit the following:
 - Inception report including time schedule work plan after the orientation kick-off meeting.
 - First draft of the PaMs Chapter according to the ToC in 5.2 after **3 weeks** of delivering inception report

- Final PaMs Chapter according to the ToC in 5.2 after **2 weeks of receiving comments on First draft**
- Executive Summary and Summary of Policy Makers (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	Submission of the draft PaMs Chapter in the NC4 report according to the ToC in deliverable 5.2)	3 weeks from delivery inception report	45%
3	Approval of the final PaMs Chapter in the NC4 report by the National Climate Change Council	2 weeks from receiving comments on 1 st draft	40%
4	Executive Summary and Summary for Policy Makers (English & Arabic Version)	1 week of delivering final draft.	5%
5	Presenting the final drafts of deliverable 5.1 to the National Council of Climate Change [or as identified by the Project Manager]	As decided by EEAA	5%

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
 1. Name: **Dr. Samir Tantawi, Fourth National Communication Project Manager (NC4Egypt)**
 2. Email: samir_tantawi@hotmail.com
4. **Closing Date:** Two weeks from the advertising date

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 www.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. NDCs guidance, Modalities & Procedures, guidelines of transparency framework on action and support, adaptation communication guidance and any other relevant guidance developed under Paris Agreement
9. UNFCCC
10. Egypt's BUR1
11. Egypt's Third National Communication (TNC) report.
12. Climate Change Adaptation Strategy
13. CCRMP reports

13. List of Abbreviations

BUR	Biennial Update Report
COP	Conference Of Parties
CV	Curriculum Vitae
EEAA	Egyptian Environmental Affairs Agency
GEF	Global Environment Facility
GHGI	Greenhouse Gases Inventory
IC	Individual Contract
IEE	Industrial Energy Efficiency
INDCs	Intended Nationally Determined Contributions
LECB	Low Emission Capacity Building
LEDS	Low Emission Development Strategy
M.Sc.	Master of Science
MRV	Measure, Report, Verify
NC4Egypt	Fourth National Communication (Egypt)
NGOs	Non-Governmental Organizations
PaMs	Policies and Measures
SDS	Sustainable Development Strategy
TNC	Third National Communication



UNDP
UNFCCC

United National Development Programme
United Nation Framework Convention on Climate Change