

## **TERMS OF REFERENCE**

### **National Consultant for the UNEP/GEF project – “Russian Federation - Support to the National Programme of Action for the Protection of the Arctic Marine Environment”**

#### **Activity 1.9: Preparation of the 1<sup>st</sup> draft of the SAP (development of SMART indicators for SAP)**

### **I. INTRODUCTION AND BACKGROUND**

The UNEP/GEF Project “Russian Federation - Support to the National Programme of Action for the Protection of the Arctic Marine Environment” comprise four principal components:

- Preparation and adoption of a Strategic Action Programme (SAP);
- Completion of a set of Pre-Investment Feasibility Studies (PINS);
- Development and implementation of Environmental Protection System (EPS), embodying legislative, administrative, institutional and technical capacity improvements consistent with the SAP; and
- Three demonstrations projects

Strategic Action Programme for the Protection of the Marine Environment from Pollution in the Arctic Zone of the Russian Federation is a key project outcome. SAP should (1) satisfy requirements of the Russian Federation for sustainable exploration of natural resources in the Arctic, (2) stipulate the fulfilment of environmental tasks under the Federal Target Oriented Programme “World Ocean” and other existing and envisaged related programmes of the Russian Federation, (3) fully meet the aspirations of the other Arctic States and the whole Arctic Council, (4) ensure the Russian contribution to the implementation of the Global Programme of Action for the Protection of the Marine Environment from Land-Based Activities (GPA).

The main objectives for SAP formulation are:

1. to include in the SAP measures covering all matters related to land-based activities as well as projected exploration on the sea shelf within the Arctic zone of the Russian Federation that adversely affect or threaten the arctic marine environment and in support of the NPA-Arctic;
2. to define specific targeted and costed measures for addressing priority environmental protection issues derived from land-based and shelf activities within the Russian Federation with regard to the current state and projected scope of contamination in the Russian Arctic;
3. to take account of provisions stipulated in the Russian FTOP “World Ocean”, the GPA, as well as decisions taken in the framework of the Arctic Council;
4. to give due consideration to proposals of federal and regional executive stakeholders of the Russian Federation, industrial companies, indigenous peoples organizations, international organizations and partners.

Operational strategy within the International Waters focal area of the Global Environmental Facility defines GEF’s objective as to contribute primarily as a catalyst in the implementation of comprehensive, ecosystem-based approach to managing international waters and their drainage basins as a means to achieve global environmental benefits. In the contaminant-

based operational program OP10

([http://www.gefweb.org/Operational\\_Policies/Operational\\_Programs/OP\\_10\\_English.pdf](http://www.gefweb.org/Operational_Policies/Operational_Programs/OP_10_English.pdf)), the GEF works with countries to demonstrate ways of overcoming barriers to the adoption of practices that limit contamination of international water systems.

All GEF international waters projects should include appropriate three categories of indicators for the proposed interventions - **process, stress reduction, and environmental status indicators** - to track project achievements and sustainability of its outcomes. Although the work on international waters indicators is a work in progress, currently there is a general consensus on the validity of at least these three indicators

([http://www.gefweb.org/M\\_E\\_WP\\_10.pdf](http://www.gefweb.org/M_E_WP_10.pdf)). The formal pre-requisite for successful SAP is the existence of agreed between project stakeholders and verifiable indicators. Indicators should meet a number of criteria referred to as SMART: Specific, Measurable, Achievable, Realistic and Timely. The indicators, particularly the environmental status indicators, would stay beyond GEF-funded interventions and used to track the validity and sustainability of the proposed in projects environmental actions.

## **II. STATEMENT OF SERVICES**

The Consultant is responsible for developing specific process, stress reduction and environmental status indicators for the Strategic Action Programme for the Protection of the Marine Environment from Pollution in the Arctic Zone of the Russian Federation, particularly when it relates to:

- identified in the SAP environmental Quality Objectives (EQOs);
- specific management objectives under each EQO;
- priority investment projects.

When working on SAP indicators, Consultant should co-ordinate his(her) work with concurrently recruited International Consultant drafting the SAP document.

## **III. DELIVERABLES**

1. Objective and verifiable indicators are assigned to all SAP objectives and all proposed interventions and investment projects.
2. Presentation of the SAP indicators at the SAP TT meeting.
3. Consultancy completion report (1-3 pages) to be submitted to UNEP GEF office in Moscow containing the following information:
  1. Services performed
  2. Deliverables completed
  3. Any significant problems encountered
  4. Recommendations
  5. Other comments

## **IV. SCHEDULE**

The consultancy should take place between 1<sup>st</sup> August and 10<sup>th</sup> September 2007 for 1.5 p/m. Adjustments can be made in this schedule upon the mutual agreement between the Consultant and UNEP.

During this period the consultant may bill up but not to exceed a total of 30 work days, equivalent to one-and-a-half months.

## **V. SUPERVISION, REVIEW AND ACCEPTANCE**

The Consultant will be directly responsible to the Project Manager with copies of correspondence to the UNEP/GEF Task Manager for back-stopping regarding technical and other substantive matters.

## **VI. REPORTING**

All indicators should be developed and assigned in the SAP document written in Russian.

The draft report shall be submitted to Project Manager by 20<sup>th</sup> August 2007. Based on the review and recommendations (to be available to the Consultant latest by 25<sup>th</sup> Aug 2007), the final report shall be made available to Project Manager by 10<sup>th</sup> September 2007.

## **VII. SCHEDULE OF PAYMENT**

The Consultant will receive a first payment of 60% of the total amount due upon submission of the draft document with all indicators. Final payment of 40% will be made upon satisfactory completion of the consultancy.

The consultancy under this contract does not incur any national or international travel expenses. Consultant should pay for own incidental expenses and personal communications expense that do not directly concern the work under the present TOR.

In case, the consultant can not provide the deliverables in accordance with the TOR, the timeframe agreed, or his/her products are substandard, the payment could be withheld, until such a time the products are modified to meet UNEP's standards.

## **VIII. ADMINISTRATIVE AND LOGISTICAL SUPPORT**

*UNEP DGEF will provide the following administrative and logical support to the Consultant:*

- A. Backstopping on all matters related to this TOR (through UNEP/GEF Task Manager based in Moscow);
- B. Any technical information requested and examples of good international practice of SAP process.

*The PO in Moscow will provide the following administrative and logistical support to the Consultant:*

- A. Full cooperation regarding staff availability for the discussion of project implementation and progress;
- B. Assure smooth co-operation between International Consultant drafting SAP document and National Consultant working on SAP indicators.
- C. Unrestricted access to all documents, outputs and other project deliverables;
- D. Assistance in facilitation and contacting of SAP Task Team members, national regional consultants and experts, subcontractors and stakeholders;
- E. Organization of the SAP TT consultative meeting to discuss draft SAP document.

## IX. CONSULTANT QUALIFICATIONS

The Consultant will possess the following qualifications and experience:

- Advanced university degree in natural/environmental sciences, environmental economics or engineering;
- More than ten years of experience in project monitoring and evaluation practices, particularly when it relates to projects dealing with environment and sustainable development;
- Excellent understanding of legal, institutional, environmental and economic development issues in the Russian Federation and Russian Arctic;
- Proven experience in drafting strategic documents/programs for the Russian Government and international donors;
- Understanding of monitoring and evaluation requirements of the Global Environmental Facility and particularly GEF policies within International Waters
- Satisfactory proficiency in English

## CONTACT DETAILS

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