



Terms of Reference

Job Title: National Consultant for elaboration of the National Disaster Risk Reduction (DRR) Strategy for the Republic of Moldova

Duty station: Chisinau, Moldova

Contract type & Duration: Individual Contract, 40 working days (19 November 2012 – 31 March 2013)

Reporting to: Manager of Moldova Disaster and Climate Risk Reduction Project

1. Background

Moldova's economy, population, and environment are highly exposed and vulnerable to natural hazards. Climate change is expected to amplify exposure to hydro-meteorological hazards. Population of the country, especially in rural areas, is prone to different types of hazards, including drought, floods, severe weather, earthquakes, and landslides.

Average annual losses from hydro-meteorological hazards comprise around three percent of GDP (if the 2007 drought is factored into the annual average¹). 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 livelihood². Overall annual losses from geophysical hazards account for 0.9% of GDP. These primarily threaten infrastructure, homes, and public buildings, especially in Chisinau. It should be emphasized that these figures are likely underestimated, owing to the fact that post-disaster needs assessments do not at present capture all direct damages and few of the indirect damages.

Climate variability has accelerated in the last few decades. Since the 1980s annual air temperature has increased dramatically (about 0.58 °C per decade). Spring precipitation has risen since the 1980s (by around 6 mm per decade), summer precipitation has declined (by over 13 mm per decade), and variability has been amplified in spring and autumn. Meteorological hazards, particularly drought and floods, have become more frequent and intense.

In this regard, UNDP and Civil Protection and Emergency Situations Service (CPESS) of the Ministry of Interior have started a two year "Moldova Disaster and Climate Risk Reduction Project" (September 2010 –December 2012). The objective of the project is to reduce disaster and climate risks in Moldova, covering the following key outputs:

- 1. Disaster risk assessment capacities strengthened and priorities identified at the national level to inform country disaster risk and climate risk management strategies and program development*
- 2. Vulnerabilities reduced and capacities strengthened to manage climate risks at local levels*
- 3. Strengthened capacity of UN Country Team to manage disaster and climate risks*

The project seeks to strengthen disaster and climate risk assessment capacities and identify priorities at the national level to inform country disaster risk and climate risk management strategies and program development. This will be done through the creation of a National Disaster Observatory and accompanying capacity development actions in risk analysis. In parallel, actions will be taken at the local level to reduce vulnerabilities and strengthen capacities

¹ Otherwise, they account for 0.3% of GDP. Figures are based upon a GDP in 2007 of \$4.4 billion.

² The rural population increased in the 1990s as people lost urban jobs and moved away from large towns and cities.

to manage climate risks at local levels. Local level risk management will be mainstreamed into local development planning processes. Project will support the elaboration of DRR Strategy.

Objective and expected outputs:

UNDP Moldova is looking for a **National Consultant** to assist International Consultant in developing the National Disaster Risk Reduction Strategy for Republic of Moldova. The Local Consultant will assist International Consultant and will work under guidance of UNDP Project Manager. He/she will also work closely with the respective 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 Consultant, conducting interviews/workshops together with international consultant, provide advice on the Legal framework of Moldova. The strategy is expected to be designed in line with the international DRR framework - Hyogo Framework for Action³ 2005 - 2015, which was endorsed by 168 governments in Kobe, Japan in January 2005. The strategy should also be in line with the EC Communication⁴ on the “Community approach on the prevention of natural and man-made disasters”, which sets out an overall Disaster Prevention Framework and proposes measures to minimize the impacts of disasters.

It is expected that the consultant will:

1. Assist international consultant in an intensive participatory consultation process with stakeholders in Moldova through interviews, discussions and workshops;
2. Assist international consultant in organization and conducting two missions in Moldova with involvement with local stakeholders;
3. Elaborate the National DRR Strategy and Action Plan together with the international consultant;
4. Prepare an inception and final reports together with the International Consultant to UNDP and Civil Protection and Emergency Situations Service of the Ministry of Interior.

Responsibilities of the assignment include:

- 1) Coordinate the process of elaboration of the National DRR Strategy and Action Plan on the national level and provide the inputs into the respective documents:
 - i) Plan, arrange, organize and provide translation (if needed) during the meetings of stakeholders and international consultant during two missions in Moldova;
 - ii) Assist international consultant in the formulation of the strategic vision, institutional, organizational and legal framework, possible funding mechanism, for the National DRR Strategy in Moldova;
 - iii) Coordinate the related work on the National Level and together with the International Consultant present an outline of the National DRR Strategy and Action plan to the Civil Protection, UNDP and other stakeholders for initial approval;
 - iv) Provide input during the elaboration of the National DRR Strategy and Action Plan regarding the legal framework and institutional setting for the Disaster Risk Reduction.
- 2) Engage in an intensive consultation process with stakeholders in Moldova through discussions and workshops, interviews;
 - i) Coordinate the involvement of relevant stakeholders in the Republic of Moldova into the process of elaboration of the National DRR strategy;
 - ii) Together with the International Consultant develop a plan for each of two missions in Moldova with the involvement of all relevant stakeholders;
 - iii) Organize and conduct together with International Consultant meetings, interviews and workshops specified in plan for the elaboration of the National DRR strategy and Action Plan.
- 3) Prepare and submit inception and final reports.

³ <http://www.preventionweb.net/english/hyogo/framework/>

⁴ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2009:0082:FIN:EN:PDF>

- i) Prepare an inception report together with the describing following implementation steps of assignment and recommendations according to agreed suggest any justified changes in the earlier agreed work plan for the assignment if necessary;
- ii) By the end of assignment, prepare final report on accomplished work, lessons learned, and recommendations for further implementation and next steps to be taken for the DRR Strategy.

Deliverables

The national consultant will work in close cooperation with International Consultant and under guidance of UNDP Project Manager.

- Detailed assignment work schedule elaborated together with the international consultant;
- Assisting International consultant in conducting the inception mission and submitting short inception mission report;
- Assisting International Consultant in conducting two rounds of consultations with the main stakeholders;
- Drafting together with the International Consultant National DRR Strategy and Action Plan accepted by CPESS;
- Submitting final report on the accomplished work together with the International consultant.

Conditions of service and requirements

Duration: IC, 40 days (19 November 2012 – 31 March 2013)

Payment schedule:

20% - upon submitting the detailed work schedule for the assignment and consequent approval of UNDP (not later than 10 days after the start of assignment);

20% - upon conducting inception mission together with international consultant, submitting short inception mission report (not later than 31st of December 2012);

60% - upon drafting National DRR Strategy and Action Plan accepted by CPESS and final report for the accomplished work (not later than 31st of March 2013).

Qualification Required:

- Advanced university degree in law, sociology, public administration, planning environment or other relevant/similar field;
- Profound understanding of the DRR related legal framework in Moldova and experience in development of legal documents is desirable;
- Excellent negotiation, leadership and diplomatic skills;
- Excellent analytical and writing skills;
- Fluency in written and spoken English and Romanian, good command of Russian.

Experience

- At least 5 years of experience working with the national authorities and/or public administration preferably in the area of strategic planning and development;
- Relevant experience in the area of disaster risk management, community development and social development is desirable;
- Proven experience in developing reports and drafting strategic documents in an accurate and concise manner;
- Good organizational, time management, facilitation and public presentation skills.

Documents to be included when submitting the proposals:

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

1. Proposal: explaining why they are the most suitable for the work;
2. Financial proposal;
3. Personal CV including past experience in similar projects and at least 3 references.