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TERMS OF REFERENCE (TOR)

**Title: Establishment of an Integrated Coastal Zone Management (ICZM) Plan to protect lives, properties and the environment**

**23 February 2021  
RFP No. 7000004704**

CTCN request reference number: 20200000037

Country: Liberia

## **1 BACKGROUND INFORMATION**

The Climate Technology Centre and Network (CTCN) is the operational arm of the United Nations Framework Convention on Climate Change (UNFCCC) Technology Mechanism and hosted by the United Nations Environment Programme (UN Environment) in collaboration with the United Nations Industrial Development Organization (UNIDO) and supported by 11 partner institutions with expertise in climate technologies. The mission of the CTCN is to promote accelerated deployment and transfer of climate technologies at the request of developing countries for energy-efficient, low-carbon and climate-resilient development.

These requests for Technical Assistance (TA) are being submitted to the CTCN by the National Designated Entity (NDE) of the respective country. The scope of services under these Terms of Reference shall be executed based on a restricted solicitation process. By mandate, only accepted Members of the CTC Network are eligible to execute the required services to implement the response. Should the bidder partner with another institution to deliver a minor part of the services described in these Terms of Reference, it is expected that the partner institution also joins the CTC Network.

**In case you are not a CTCN network member yet, you may bid for implementation of the technical assistance, subject to the condition that you submit your completed application for CTC Network membership before the bid closure and the same is acknowledged by the CTCN. Furthermore, the contract award – should your bid be selected – is conditional to your network membership application having been successfully approved by the Director of CTCN. Should the bidder partner with another institution to deliver the services described in these Terms of Reference, it is expected that the partner institution also joins the CTC Network.**

The maximum budget for this contract is USD 250,000.

**It is mandatory for the implementer(s) to allocate at least 1% of the budget to integrate a gender-approach to the activities.** Please refer to the CTCN Gender Mainstreaming Tool for Response Plan Development for guidance at <https://www.ctc-n.org/technologies/ctcn-gender-mainstreaming-tool-response-plan-development>.



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### 2 CONTEXT OF THE ASSIGNMENT

The coastal zone is one of the nation's greatest environmental and economic assets of Liberia. However, the evolution of coastline variations is considered as one of the most dynamic processes affecting this area. Liberia has initiated its Technology Needs Assessment (TNA) in 2019. Integrated Coastal Zone Management has been identified as one of the three and the most important technologies priorities for the country along with Flood Early Warning System and Armour or Rock Revetment.

In order to address this challenge, the CTCN has developed these Terms of Reference, outlining an intervention that will produce the outputs listed below and that will be implemented within a period of up to 15 months. The overarching goal is to support the formulation of an Integrated Coastal Zone Management policy framework. The ICZM policy formulation will be a dynamic, multidisciplinary and iterative process to promote sustainable management of coastal zones. It seeks over the long-term, to balance environment, socio-economic, cultural and recreational objectives; reduces ecosystem degradation; and also conserves and maintains existing ecosystems from potential climate change impacts; it involves local communities or stakeholder's participation in decision of sustainable environmental management.

The consultant assignment will consist of the following outputs:

- Promote integrated planning and coordination of coastal developments across the various sectors.
- Promote sustainable economic development to secure livelihoods of coastal communities.
- Conserve the coastal and marine resources and environment for sustainable development.
- Manage environmental risks associated with changes in shoreline and climate.
- Develop capacity in research and education and enhance stakeholder awareness and participation in sustainable resource management.
- Establish effective institutional and legal frameworks for implementation of the ICZM policy.

The full text of the request submitted to the CTCN can be found here: <https://www.ctc-n.org/technical-assistance/projects/establishment-integrated-coastal-zone-management-iczm-plan-protect>

The Response plan developed in collaboration with Liberia can be found here too.

The specific activities are detailed in section 3.

### 3 OBJECTIVE OF THE CONTRACT

The objective of this contract is the formulation of an Integrated Coastal Zone Management policy framework.



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### **Scope and activities of the proposed contracted services**

Once the contract is signed, the CTCN will organize a kick-off call among all relevant parties involved in the request to introduce the Contractor to the NDE and Proponent. This kick-off virtual meeting shall present the activities, their timeline and clarify roles and responsibilities.

The Contractor shall undertake the following activities:

### **Mandatory Output: Development of implementation planning and periodical reporting documents**

**Activity i:** Preparing the consultancy work plan, periodical progress reports and final reports.

**Deliverable i:** A detailed work plan of all activities, deliveries, outputs, deadlines and responsible persons/organizations and detailed budget to implement the CTCN response plan. The detailed work plan and budget must be based directly on the CTCN response plan included in the tender package, as per CTCN standard procedure in all technical assistances (In English). The response plan framework represents the basic common structure of the work.

**Deliverable ii:** Based on the work plan, a monitoring and evaluation plan with specific, measurable, achievable, relevant, and time-bound indicators used to monitor and evaluate the timeliness and appropriateness of the implementation. The monitoring and evaluation plan should apply selected indicators from the Closure and Data Collection report template and enable the lead implementer to complete the CTCN Closure and Data collection report at the end of the assignment (in English).

**Deliverable iii:** A two-page CTCN Impact Description formulated in the beginning of the technical assistance and update/revised once the technical assistance is fully delivered (a template will be provided) (in English)

**Deliverable iv:** A Closure and Data Collection report completed at the end of the technical assistance (a template will be provided) (in English)

### **Output 1: Bibliographic analysis of relevant policies and legal instruments governing the utilization and management of the resources in Coastal Zones.**

#### **Activity 1.1: Matrix of existing legal and policy instruments**

Over the years, coastal resources and the environment have been managed through uncoordinated sectoral policies. This activity will review all existing policies directly linked to ICZM including the constitution of the country, any relevant Act, as well as National Oceans and Fisheries policy, Water policy, Land Policy, Environmental Policy, etc. A matrix of the existing policies will be designed to identify the sectors / aspects that should be covered by an ICZM (such as global warming and climate change, including extreme weather events and other disasters in the coastal zone) and the aspects already covered by the existing legal instruments in place.



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### **Activity 1.2: Identification of barriers, lack of instruments, opportunities and challenges**

A first report on the initial conclusions offered by the realization of a matrix will be made in order to identify the possible barriers, lack of policy covering certain relevant aspect of an ICZM, opportunities and possible challenges.

**Deliverable 1.1:** Matrix of existing legal and policy instruments linked to Coastal Zone Management

**Deliverable 1.2:** Report identifying barriers, challenges, lack of policies on the existing institutional instruments

### **Output 2: TA coordination mechanism established, and Steering Committee formed**

#### **Activity 2.1: Map relevant stakeholders and establish a Steering Committee**

The activity will identify relevant stakeholders among governmental institutions at the national and sub-national levels, private sector, civil society, academic institutions and beneficiaries. The Steering Committee shall maintain a gender balance and an adequate representation from vulnerable groups. It will provide a technical overview and a high-level guidance at every stage of the formulation of the ICZM policy framework. Please note that an ICZM Steering Committee was created for the TNA. NDE and NDA will support the implementer in the identification of main stakeholders

#### **Activity 2.2: Conduct an inception meeting**

An inception meeting will be organized to present the goals, milestones, anticipated deliverables and the role of the stakeholder working group.

Due to CTCN's unrestricted commitment to gender equality, the active inclusion of women in each phase must be considered throughout this process, ensuring that their participation is present at all levels of decision. Dignity and respect for women must also be considered, complying with SDG 5 on gender equality<sup>1</sup>.

**Deliverable 2.1:** Stakeholder mapping report containing a complete stakeholder list and the composition of the Steering Committee.

**Deliverable 2.2:** Report of the workshops (list of participants, photos, PWP) and a prioritization approved by the Coordination mechanisms of these issues and challenges.

### **Output 3: Overview of the coastal zone and diversity of resources and their socio-economic importance**

#### **Activity 3.1: Identify major coastal zone issues and challenges that the policy will seek to address**

Identify major coastal zone issues and challenges that the policy will seek to address.

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<sup>1</sup> CTCN Gender Mainstreaming Tool for Response Plan Development: <https://www.ctc-n.org/technologies/ctcn-gender-mainstreaming-tool-response-plan-development>



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### **Activity 3.2: Prioritization of major coastal issues and challenging through a participative process**

The TA Steering Committee will prioritize, complete, review the list of major's coastal zone issues that should be addressed by the ICZM policy framework through a 2-day workshops that would be held either presential (best option) or online if restrictions (for COVID or else need to be respected). The prioritization will be made based on a qualitative and quantitative analysis taking into account the impact of the issue for the environment, the economy and the communities, as well as for the biodiversity.

**Deliverable 3.1:** Draft report on the main issues and challenges to be addressed by the ICZM policy framework

**Deliverable 3.2:** Report of the workshops (list of participants, photos, PWP) and a prioritization approved by the Coordination mechanisms of these issues and challenges.

### **Output 4: 5-days workshops to define the framework policy's vision, mission, policy objectives and guiding principles**

#### **Activity 4.1: Define the framework policy vision and mission** (1 or 2 days – open to all stakeholders).

In preparation of this workshop, the implementer will benchmark other countries' ICZM vision and mission, to explain with examples the importance of these concepts.

After providing a definition of vision and mission, as well as the example of other countries from the region or globally, the TA coordination team will define, together and through a participative process, the definition of the vision and mission that the policy framework should adopt. The presence of youth, women, and vulnerable populations is fundamental for this workshop. The vision and mission should be agreed by the stakeholders, including public and private sectors, vulnerable populations, academical, NGOs, etc.

#### **Activity 4.2: Define the policy objectives through a workshop** (2nd -3rd day for TA Steering Committee)

Once the vision and mission will be defined, the workshop will continue with the members of the Steering Committee in order to define the objective of the ICZM Policy and the goals that the policy framework will aim to achieve. The objective should be clear and concise. The implementer will play an important role in moderating the discussion in order to ensure the objectives that promote sustainable management of coastal zones, and cover the long-term, to balance environmental, socio-economic, cultural and recreational objectives; reduce ecosystem degradation; and also conserve and maintain existing ecosystems from potential climate change impacts. The objective should involve local communities or stakeholder's participation in decision of sustainable environmental management. The implementer will manage the discussion based on his experience to make sure only objectives are listed at this stage.

Members of the Steering Committee might not be able to participate to all 5-day workshops. The implementer, along with the members of the Steering Committee will decide the relevant participation of each members prior to the selection of the dates for the workshop to make sure relevant representative of the Steering Committee are available for their respective workshops. For this workshop, a presence of policy makers (public institutions is required).



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**Activity 4.3: Define the Guiding principles through a workshop** (4th and 5th day for TA Coordination team).

Following the definition of a vision, a mission, and objectives, the Steering Committee will look at defining the guiding principles that will guide the implementation of the policy. Members of the Steering Committee might not be able to participate to all 5-day workshops. The implementer, along with the members of the Steering Committee will decide the relevant participation of each members prior to the selection of the dates for the workshop to make sure relevant representative of the Steering Committee are available for their respective workshops. For this workshop, a mix of policy makers and users of the framework policy should be invited.

**Activity 4.4: Formulate a draft of framework policy based on the inputs received during the 5-days workshops**

Based on the inputs received from the 5-days workshops training, the implementer will draft a first version of the ICZM policy framework. The draft ICZM framework policy should be achieved by month 6 after signature of the agreement. During month 9, the implementer will collect the comments and make the relevant and required adjustments to the draft to be finalized in Month 9.

**Activity 4.5: Share draft of framework policy for comments and review from the Steering Committee**

The draft ICZM framework policy should be achieved by month 6 after signature of the agreement and should be shared with the Steering Committee for a duration of 2 months before incorporating the relevant comments into the document.

**Deliverable 4.1:** Defined vision and mission of the policy framework and report of the workshop held (list of participants, questions photos, participatory process used to ensure the participation of all members, results, questions raised, comments addressed etc.)

**Deliverable 4.2:** Report on the selected policy objectives as well as description of workshop held (list of participants, questions photos, participatory process used to ensure the participation of all members, results, questions raised, comments addressed etc.)

**Deliverable 4.3:** Report with the defined guiding principles as well as description of workshop held (list of participants, questions photos, participatory process used to ensure the participation of all members, results, questions raised, comments addressed etc.)

**Deliverable 4.4:** Formulation of a Draft ICZM Framework Policy

**Deliverable 4.5:** Revised Draft ICZM Framework Policy based on Steering Committee's comments

**Output 5: Specific policy statements addressing issues on integrated planning and coordination of coastal development, community empowerment and resource use conflicts, environmental conservation, management of environmental risks, awareness creation and education.**

**Activity 5.1: Policy Statement on Integrated Planning and Coordination**



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Development activities in the coastal zone have occurred deficient planning and organisation. The implementer will work on suggested policy statement that will enable strong planning and regulated development of Coastal Zone Management in Liberia.

This section will consider at least some policy statements on the Planning and management of coastal development as well as on Coordination and communication mechanisms within and between government, community and other stakeholders.

### **Activity 5.2: Policy Statement on Sustainable Economic Development**

Traditional natural resource-based economic activities such as artisanal fisheries, and timber harvesting from coastal and mangrove forests have supported local community livelihoods for generations.

The implementer will elaborate policy statement with the goal to promote natural resource based economic sectors. This section should at least consider Community empowerment and sustainable livelihoods, resource use conflicts and benefits sharing.

### **Activity 5.3 Policy Statement for the Conservation of Mangroves and the Coastal and Marine Environment**

This section should at least cover Mangroves, Deltas and estuaries, Management of cultural and natural heritage, beach and mining, waste management practices, water quality/ water supplies.

### **Activity 5.4 Policy Statement on Environmental Risk Management**

This section should address the major issues and challenges identified during Outcome 3.

### **Activity 5.5 Policy Statement on Capacity Building, Education, Awareness and Research**

Involvement of the community and other stakeholders in planning and development of ICZM strategies is important for successful implementation and sustainability of coastal programmes. Participation of the stakeholders at all levels promotes ownership and stewardship in resource management activities. As such, capacity building to strengthen institutions and the development of appropriate communication channels to pass on educational materials and awareness programmes targeting the community cannot be over emphasized. This section should at least cover Education, awareness and information programs focusing on coastal zone management, Research and monitoring programs on the coastal zone.

### **Activity 5.6 Policy Statement on Institutional Arrangements and Legal Frameworks**

This section should analyze and propose policy statement on the best way to create a holistic approach (that would overcome the barriers of the sectoral approach).

**Deliverable 5.1 to Deliverable 5.6 :** Full ICZM policy framework drafted.

**Output 6: Official review of the first drafts conducted and revised ICZM framework finalised**

**Activity 6.1: Circulate first drafts of the ICZM Framework policy and collect official feedback**



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First draft of the full ICZM framework policy including the vision, mission, principles, objectives and all policy statements will be circulated to all concerned national ministries, governing authorities and to the stakeholder's working group for official feedback and comments.

### **Activity 6.2: Conduct an official review workshop**

The workshop will allow for a discussion on comments received so that joint decisions can be taken on points of debate.

### **Activity 6.3: Incorporate comments and develop second drafts of ICZM Framework policy**

Comments and inputs from governmental authorities and the stakeholder's working group on the first drafts will be incorporated into second drafts of ICZM framework policy.

### **Activity 6.4: Circulate second drafts and collect official feedback**

Second draft of ICZM framework policy will be circulated to all concerned national ministries, governing authorities and to the stakeholder's working group for final feedback and comments.

### **Activity 6.5: Incorporate comments and develop final version of ICZM Framework policy Incorporate comments and develop final version of ICZM Framework policy**

Comments and inputs from governmental authorities and stakeholder working group on the second drafts will be incorporated into third and final drafts of the ICZM framework policy.

**Deliverable 6.1:** Compiled feedback and comments on first draft of ICZM Framework policy including vision, mission, principles, objectives and all policy statements

**Deliverable 6.2:** Official workshop review report

**Deliverable 6.3:** Second draft of ICZM Framework policy

**Deliverable 6.4:** Compiled feedback and comments on Second draft of ICZM Framework policy

**Deliverable 6.5:** Formulate final Framework policy

## Output 7: Implementation of a framework guide

### **Activity 7.1: Development of an implementation guide of the ICZM framework policy**

The implementer will prepare a guide listing the objective, Policy Statement, Strategic Actions requested, Results expected, Timeline, Institution responsible for its implementation, budget associated (and crediting line if available), quantitative monitoring indicators.

This implementation guide will be made at short term horizon (1year).

### **Activity 7.2: Suggested technologies for Coastal Zone Management**

Based on the results of outcome 3, the implementer will suggest some concrete sustainable technologies (6-8) that would support the management of the ICZM. These technologies will be defined in fact sheets that will include at least with a name for the technology, a definition and description, a cost (for the





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acquisition and maintenance), a purpose, the benefits (social, economic and environmental), an in-country advantage(s), and a potential provider.

**Activity 7.3: Workshop for policy makers and implementing agencies**

The workshop will present the finalised as well as the suggested implementation guide and proposed technologies for Climate

**Activity 7.4: Prepare and conduct an awareness campaign on ICZM**

This awareness campaign will be focus on communities living in the Coastal Zone, the vulnerable and affected populations, gender and youth and will communicate about the new ICZM framework policy. Should the implementation guide be endorsed, further information could also be diffused on that sense.

**Deliverable 7.1:** Implementation guide under a short-term perspective (1 year) of the ICZM framework policy

**Deliverable 7.2:** Technologies fact sheets (6-8) for Integrated Coastal Zone Management

**Deliverable 7.3:** Report on the workshop (photos, list of participants, comments and answers received and provided)

**Deliverable 7.4:** Report on the awareness campaign held in the Coastal Zones of Liberia.

**4 GENERAL TIME SCHEDULE**

CTCN technical assistance activities under this contract have an expected duration of up to fifteen (15) months from the contract signature. The proposed plan for the implementation of activities and deliveries:

Outputs	Months														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
<b>CO. Planning and communication documents</b>															
Di. Work plan in the form of CTCN response plan template	*														
Dii. Monitoring and Evaluation Plan	*														
Diii. CTCN Impact Description	*														*
Div. Closure and Data Collection Report	*														*
<b>O1. Bibliographic analysis of relevant policies and legal instruments governing the utilization and management of the resources in Coastal Zones.</b>															
A1.1 Matrix of existing legal and policy instruments															
A1.2 Identification of barriers, lack of instruments, opportunities and challenges															
D1.1 Matrix of existing legal and policy instruments linked to Coastal Zone Management		*													
D1.2 Report identifying barriers, challenges, lack of policies on the existing institutional instruments		*													



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<b>O2. TA coordination mechanism established, and Steering Committee formed</b>																				
A2.1 Map relevant stakeholders and establish a Steering Committee																				
A2.2 Conduct an inception meeting																				
D2.1 Stakeholder mapping report			*																	
D2.2 Inception meeting report			*																	
<b>O3. Overview of the coastal zone and diversity of resources and their socio-economic importance</b>																				
A3.1 Identify major coastal zone issues and challenges that the policy will seek to address Identify major coastal zone issues and challenges that the policy will seek to address																				
A3.2 Prioritization of major coastal issues and challenging through a participative process																				
D3.1 Draft report on the main issues and challenges to be addressed by the ICZM policy framework					*															
D3.2 Report of the workshop					*															
<b>O4. 5 days workshops to define the framework policy's vision, mission, policy objectives and guiding principles</b>																				
A4.1 Define the framework policy vision and mission (1 or 2 days – open to all stakeholders).																				
A4.2 Define the policy objectives through a workshop (2nd -3rd day for TA Steering Committee)																				
A4.3 Define the Guiding principles through a workshop (4th and 5th day for TA Coordination team).																				
A4.4 Formulate a draft of framework policy based on the inputs received during the 5-day workshops																				
A4.5 Share draft of framework policy for comments and review from the Steering Committee																				
D4.1 Defined vision and mission of the policy framework and report of the workshop held					*															
D4.2 Report on the selected policy objectives as well as description of workshop held					*															
D4.3 Report with the defined guiding principles as well as description of workshop held					*															
D4.4 Formulation of a Draft ICZM Framework Policy								*												
D4.5 Revised Draft ICZM Framework Policy based on Steering Committee's comments													*							
<b>O5. Specific policy statements addressing issues on integrated planning and coordination of coastal development, community empowerment and resource use conflicts, environmental conservation, management of environmental risks, awareness creation and education.</b>																				
A5.1 Policy Statement on Integrated Planning and Coordination																				
A5.2 Policy Statement on Sustainable Economic Development																				



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A5.3 Policy Statement for the Conservation of Mangroves and the Coastal and Marine Environment																				
A5.4 Policy Statement on Environmental Risk Management																				
A5.5 Policy Statement on Capacity Building, Education, Awareness and Research																				
A5.6 Policy Statement on Institutional Arrangements and Legal Frameworks																				
D5.1 to D.5.6 Full ICZM policy framework drafted.											*									
<b>O6. Official review of the first drafts conducted and revised ICZM framework finalised</b>																				
A6.1 Circulate first drafts of the ICZM Framework policy and collect official feedback																				
A6.2 Conduct an official review workshop																				
A6.3 Incorporate comments and develop second drafts of ICZM Framework policy																				
A6.4 Circulate second drafts and collect official feedback																				
A6.5 Incorporate comments and develop final version of ICZM Framework policy Incorporate comments and develop final version of ICZM Framework policy																				
D6.1 Compiled feedback and comments on first draft of ICZM Framework policy including vision, mission, principles, objectives and all policy statements											*									
D6.2 Official workshop review report											*									
D6.3 Second draft of ICZM Framework policy											*									
D6.4 Compiled feedback and comments on Second draft of ICZM Framework policy																	*			
D6.5 Formulate final Framework policy																		*		
<b>O7. Implementation of a framework guide</b>																				
A7.1 Development of an implementation guide of the ICZM framework policy																				
A7.2 Suggested technologies for Coastal Zone Management																				
A7.3 Workshop for policy makers and implementing agencies																				
A7.4 Prepare and conduct an awareness campaign on ICZM																				
D7.1 Implementation guide under a short-term perspective (1 year) of the ICZM framework policy																	*			
D7.2 Technologies fact sheets (6-8) for Integrated Coastal Zone Management																	*			
D7.3 Report on the workshop (photos, list of participants, comments and answers received and provided )																		*		
D7.4 Report on the awareness campaign held in the Coastal Zones of Liberia.																				*

All drafts and final deliverables are subject to approval by the CTCN Climate Technology Manager, before these can be considered as completed. Deliverables will be produced in English.



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**5 PERSONNEL IN THE FIELD (PROFESSIONAL EXPERIENCE AND QUALIFICATIONS)**

To ensure the projects sustainability it is vital that the qualified bidder can confirm its ability to engage at the local level. The Contractor is expected to provide the services of a team that should ideally comprise the following competencies (see Section 4 in the Response Plan for a detailed description):

Expert title	Minimum qualification requirements	Necessary experience
Expert 1: Team leader and Policy Expert	<ul style="list-style-type: none"> <li>• Master degree or above in law, Environmental law, magistrate or similar.</li> </ul>	<ul style="list-style-type: none"> <li>• A minimum of 15 years relevant work experience in drafting environmental policies, laws, frameworks.</li> <li>• At least 5 demonstrated experience in drafting environmental laws, frameworks, policies in Africa.</li> <li>• Excellent abilities to interact with local stakeholders, collect and evaluate data and transform the information into high quality documentation tangible to the target audience.</li> <li>• Excellent written and communication skills in English.</li> </ul>
Expert 2 on Coastal Zone Management	<ul style="list-style-type: none"> <li>• Master degree or above in Coastal Zone Management, Climate Change (with a background in adaptation will be an advantage), water management or affiliate.</li> </ul>	<ul style="list-style-type: none"> <li>• A minimum of 8 years relevant work experience in Coastal Zone Management, water management or Climate Change.</li> <li>• At least 5 demonstrated experience in Integrated Coastal Zone Management.</li> <li>• Previous work experience in Latin America is required.</li> <li>• Excellent abilities to interact with local stakeholders, collect and evaluate data and transform the information into high quality documentation tangible to the target audience.</li> <li>• Excellent written and communication skills in English.</li> </ul>
Expert: National Coastal Zone Management Expert	<ul style="list-style-type: none"> <li>• Master degree in Environmental law, magistrate, water management, urban and rural planning or affiliate.</li> </ul>	<ul style="list-style-type: none"> <li>• A minimum of 5 years of relevant work experience in drafting environmental policies.</li> <li>• Proven experience of Coastal Zone Management will be valued.</li> <li>• Proven working experience in Liberia is required.</li> <li>• Good communication skills.</li> </ul>



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Expert : Capacity building and skills development	<ul style="list-style-type: none"> <li>• Master degree in Education, Capacity Building, Sustainable Development Communication, or affiliate</li> </ul>	<ul style="list-style-type: none"> <li>• A minimum of 8 years of relevant work experience in implementing capacity building on environmental projects at ministry/governmental level.</li> <li>• Proven understanding, knowledge and experience of the Paris Agreement, Climate Change, sustainable development.</li> <li>• Proven working experience in Liberia is required.</li> </ul>
Expert on gender	<ul style="list-style-type: none"> <li>• Master or Bachelor degree in Sociology, anthropology, or other relevant education.</li> </ul>	<ul style="list-style-type: none"> <li>• A minimum of 5 years relevant work experience in the field of gender equality and gender mainstreaming.</li> <li>• Formal training in gender analysis and gender planning and demonstrated expertise in mainstreaming gender in projects and programmes.</li> <li>• Excellent abilities to interact with local stakeholders, collect and evaluate data and transform the information into high quality documentation tangible to the target audience.</li> <li>• Previous work experience in Africa is required.</li> <li>• Excellent written and communication skills in English.</li> </ul>

The CVs of the respective experts assigned to this assignment by the Contractor must be provided.

**6 LANGUAGE REQUIREMENTS**

The working languages for the purposes of this assessment is English, thus an excellent command of English is required for the proposed personnel. All delivered documents must be of sufficient quality so that no further editing shall be required.