FORESTRY DEVELOPMENT AUTHORITY

REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION OF INDIVIDUAL CONSULTANCY SERVICES

LIBERIA FOREST SECTOR PROJECT

PROJECT ID: P154114

GRANT ID: TFA2427

(REFERENCE NO: FDA/LFSP/CONS/37)

1. This request for expressions of interest follows the General Procurement Notice for this project that appeared in Development Business No. WB452-01/17 of January 31, 2017.

   The Government of Liberia through the Forestry Development Authority (Implementing Agency) has received a grant from the International Development Association (IDA) acting as administrator of the Liberia Single Donor Forest Landscape Trust Fund (financed by the Government of Norway) in the amount of US$36.7 million towards the cost of the Liberia Forest Sector Project, and it intends to apply part of the proceeds of this Grant to eligible payments under an individual consultancy contract for a **Measurement, Reporting and Verification (MRV) Officer.**

2. **OBJECTIVES AND SCOPE OF SERVICES**

   On behalf of FDA, the incumbent will support the development of a functional MRV system for REDD+ that entails the collection and analysis of forest data under the Forest Carbon Partnership Facility (FCPF) additional funding and the Liberia Forest Sector Project (LFSP).

   The MRV officer will perform and oversee tasks including the following:
   - Liaise with other institutions for the collection and assessment of operational data; and proactively source secondary data as relevant;
   - Liaise with other relevant technical institutions in the implementation of MRV related activities
   - Assist in the preparation of capacity building materials for MRV
   - Assist the REDD+ focal point of FDA on auditing under the LFSP
   - Provide coordination support to technical experts on future synthesis and analysis of activity data (AD) on forest land use change
   - Develop an MRV related recruitment and staffing plan for FDA to ensure effective performance of its functions within the LFSP including MRV for performance based payments at sub national level

- Assist FDA senior management to perform quality assurance; data management and control for any consultancy
- Ensuring timely collection and dissemination of information of MRV for decision-making
- Assist in the development of guidelines for MRV activities
- Support the preparation of training plan and management of consultancies for MRV related activities to enable relevant FDA staff to fulfil their duties and responsibilities under the FCPF AF and LFSP.
- Ensure that MRV analysis undertaken by EPA, FDA, LA, LISGIS staff, or through related consultancies follow technical specifications and are consistent with international MRV methodologies
- Participate in field visits as deemed necessary by the NPC.
- Prepare and implement workshops with staff at key partner organizations, including for purposes of capacity development, for taking decisions, for dissemination of results and for joint technical work.
- Liaise with key partner organizations and their staff on technical work to be conducted for REDD+ measurement, reporting and verification, including the drafting of documents.
- Supervise and coordinate with FAO's experts from HQ on REDD+ MRV, deliverables work plans, progress reports under the FAO contract (and potentially others in future), including through preparing and implementing missions to conduct joint work.
- Provide drafts of technical documents, including governmental reports about measurement results as well as for the international reporting on REDD+ results and reference levels.

Note: You will find the full terms of reference attached (Attachment 1) to this request for expressions of interest.

3. The Forestry Development Authority now invites eligible *individual consultants* to indicate their interest in providing the required consulting services for the Liberia Forest Sector Project. Interested Consultants should provide information demonstrating that they have the required qualification and experience to perform the Services by submitting a **cover letter** and an **updated CV**. See qualification and experience criteria below:

QUALIFICATION AND EXPERIENCE

- BSc in Forestry, Agriculture, and Natural Resource Management, or Land Use Planning or related field
- Minimum of 5years experience and strong technical background knowledge in at least one of the following technical fields: GIS and Remote Sensing; Forestry Inventories, Forest Monitoring methodologies; Land cover mapping production; IPCC good practice guidance
- Experience in Natural Resource Management
- Strong ability to work in small teams and result oriented,

- Conscientious and pays high attention to details in data collection and quality control,
- Strong communications skills,
- Proficient computer skills and use of specialized software (Excel, MS Word, Access, Database Management, ArcGIS, QGIS, ERDAS Imagine and other image analysis softwares)
- Knowledgeable of international requirements for MRV in REDD+ and Result Based Payments schemes
- Problem Solving skills

4. <u>GENERAL INFORMATION</u>

a. This assignment is for a period of eighteen (18) months with the possibility of extension subject to satisfactory performance;
b. This is a project position supported by the Liberia Forest Sector Project for which contract terms are limited to the period of the project (closing June 30, 2020).
c. Eligible females are encouraged to take advantage of this opportunity and apply.
d. Only shortlisted candidates will be contacted.

5. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers*, January 2011 edition, revised July 2014("Consultant Guidelines").

6. A Consultant will be selected in accordance with the Individual Consultant Selection method set out in the Consultant Guidelines. For reference, please see Section V. of the World Bank's Selection Guidelines, January 2011 edition, revised July 2014, by following the link below:
http://pubdocs.worldbank.org/en/894361459190142673/ProcurementConsultantHiringGuidelinesEngJuly2014.pdf

Further information can be obtained at the address below during office hours *0900* to 1600 hours GMT.

Expressions of interest must be delivered in a written form to the address below (in person, by mail or by e-mail) by **16:00 GMT on September 19, 2017. Envelopes or subject of emails must be marked "Expression of Interest for MRV Officer - FDA".**

Forestry Development Authority
Whein Town, Mount Barclay
P. O. Box 3010
Montserrado County
Monrovia, Liberia
Attention: Saah A. David, Jr., National REDD+ Project Coordinator
Tel: +231(0)880699711
Email: reddliberiaprogram@gmail.com

FDA MRV Officer - TERMS OF REFERENCE:

1. **Background:** Liberia contains about 4.3 million ha of lowland tropical forest that comprises 43 percent of the remaining Upper Guinea forests of West Africa. Most of Liberia's rural population is dependent on forests and their various products and ecosystem services. The country's forests are under threat due to the continuous deforestation and forest degradation (D&FD) of the remaining forest blocks due to the expansion of agriculture, illegal and unsustainable logging, mining activities and inadequate law enforcement. D&FD are the second leading cause of global warming, making the loss and depletion of forests a major issue for climate change. Liberia is faced with enormous challenges in managing its forests to contribute to long-term sustainable economic growth; support the livelihoods of rural communities; and ensure that its important national and global heritage is conserved. As part of the reform process, Liberia' s engagement with the World Bank has been towards the national efforts to reduce emissions from deforestation and forest degradation and foster conservation, sustainable management of forests, and enhancement of forest carbon stocks (REDD+). Liberia is developing its REDD+ strategy that will build the country's capacity to get ready to participate in the future large-scale system of positive incentives for REDD+.

   In this regard, the Government of Liberia (GoL) and the Government of Norway (GoN) signed a Letter of Intent (LoI) in September 2014, with the purpose of (a) supporting the development and implementation of Liberia's REDD+ strategy to ensure significant net reductions in greenhouse gas (GHG) emissions from D&FD; (b) contributing to sustainable development in Liberia through protecting natural forests, restoring degraded lands, and developing Liberia's agricultural sector; and (c) working together to support progress on global efforts regarding climate change and sustainable development in general and REDD+ in particular. The Liberia Forest Sector Project (LFSP) is a result of this partnership, aimed at improved management of, and increased benefit-sharing in, targeted forest landscapes. Implementation of the LFSP is led by the Forestry Development Authority (FDA) with the Environmental Protection Agency (EPA), Liberia Institute of Statistics and Geo-Information Services (LISGIS), Ministry of Agriculture (MOA), Ministry of Lands, Mines and Energy, and the Land Authority (LA) implementing specific sub-components of the project.

   FDA has decided to use a portion of the grant received to hire an MRV Officer to be based at the FDA to support the implementation of the LFSP components of the project under their responsibilities

   Note: *Under this assignment, there will exist opportunities for the candidate to be further trained based on performance and existing knowledge.*

2. **Objective:** "*On behalf of FDA, the incumbent will support the development of a functional MRV system for REDD+ that entails the collection and analysis of forest data under the Forest Carbon Partnership Facility (FCPF) additional funding and the Liberia Forest Sector Project (LFSP).*"

3. **Duration of Assignment:** Initial assignment will be for a period of 18 months under the FCPF additional funding scheme with the possibility of extension for an additional period of 18 months under the LFSP based on satisfactory performance.

4. **Task:** The MRV officer will perform and oversee the following tasks:
   - liaise with other institutions for the collection and assessment of operational data; and proactively source secondary data as relevant;
   - Liaise with other relevant technical institutions in the implementation of MRV related activities
   - Assist in the preparation of capacity building materials for MRV
   - Assist the REDD+ focal point of FDA on auditing under the LFSP
   - Provide coordination support to technical experts on future synthesis and analysis of activity data (AD) on forest land use change
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   - Assist in the development of guidelines for MRV activities
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   - Ensure that MRV analysis undertaken by EPA, FDA, LA, LISGIS staff, or through related consultancies follow technical specifications and are consistent with international MRV methodologies
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   - Liaise with key partner organizations and their staff on technical work to be conducted for REDD+ measurement, reporting and verification, including the drafting of documents.
   - Supervise and coordinate with FAO's experts from HQ on REDD+ MRV, deliverables work plans, progress reports under the FAO contract (and potentially others in future), including through preparing and implementing missions to conduct joint work.
   - Provide drafts of technical documents, including governmental reports about measurement results as well as for the international reporting on REDD+ results and reference levels.

Administrative task:

- Support FDA FOCAL in annual work-plan and budgeting of MRV related activities
- Submit monthly and quarterly progress reports on work, program and budget to the FDA management through the REDD+ Project Coordinator.
- As designated, participate in regular Project Management Committee **(PMC) meetings** of LFSP and report back to FDA.
- Participate in other projects related to data information collection/socio-economic data collection in the Land Use sector
- Contribute to the preparation of TORs for consultancies

Key Performance Indicators:

- Contribution to the development of the Liberia Forest Sector Project monitoring system
- Draft report for research needs to strengthen REDD+ monitoring needs
- Information and database management system that effectively contributes to national reporting requirements
- MRV data and information efficiently managed in a central database management system

Minimum Qualification |Skills| Competencies: The candidate should have the following qualifications and skills:

- BSc in Forestry, Agriculture, and Natural Resource Management, or Land Use Planning or related field
- Minimum of 5years experience and strong technical background knowledge in at least one of the following technical fields: GIS and Remote Sensing; Forestry Inventories, Forest Monitoring methodologies; Land cover mapping production; IPCC good practice guidance
- Experience in Natural Resource Management
- Strong ability to work in small teams and result oriented,
- Conscientious and pays high attention to details in data collection and quality control,
- Strong communications skills,
- Proficient computer skills and use of specialized software (Excel, MS Word, Access, Database Management, ArcGIS, QGIS, ERDAS Imagine and other image analysis softwares)
- Knowledgeable of international requirements for MRV in REDD+ and Result Based Payments schemes
- Problem Solving skills