

Terms of Reference: Consultant- Preparation of Biennial Update Report National Circumstances and Climate Finance and Support Chapters

Background

In 1993, the Republic of Fiji ratified the United Nations Framework Convention on Climate Change (UNFCCC), joining the global community's effort to combat climate change by limiting global temperature increases and addressing its impacts. As a commitment to the Convention, Fiji pledged to submit national reports on its implementation progress to the Conference of the Parties (COP). These reports provide information on climate change-related activities.

According to the Convention's requirements, developing country Parties, including Fiji, are required to submit National Communications (NCs) every four years. These communications contain anthropogenic greenhouse gas (GHG) emissions, national mitigation and adaptation measures, and other relevant information towards the Convention's objective. Fiji has already submitted three national communications, with the most recent, the Third National Communication (TNC), submitted on 28 April 2020, fulfilling Fiji's obligations under Articles 4 and 12 of the UNFCCC.

Biennial Update Reports (BURs)¹ also need to be submitted every two years and include updates on national GHG inventories, mitigation actions, and support received for climate change efforts. As a Small Island Developing State (SIDS), Fiji has the flexibility to submit both NCs and BURs at its discretion. Currently, Fiji is in the process of preparing its first BUR, scheduled for submission in 2024. The national GHG emission inventory for Fiji is prepared following the BUR guidelines for developing countries, as outlined in paragraphs 39 to 42 of Decision 2/CP.17 and its Annex III paragraphs 4 - 10.

Fiji's first BUR will provide an overview of the country's specific circumstances regarding climate change and a summary of the anthropogenic emissions by sources and removals by sinks for the years 2013 to 2019, establishing a time-series from 1994 to 2019.

Scope of Work

This consultancy involves compilation and delivery of two chapters under the BUR for the republic of Fiji. These chapters include:

Chapter 1: “National circumstances and institutional arrangements”, where the consultant is required to compile information on population, geographic, climate and economic profiles, as well as on key economic sectors (energy, transportation, buildings, industry, agriculture, forestry, waste, tourism, health and services), education system, including scientific and technical research institutions and development policies relevant to climate change in consultation with stakeholders. He/ She will describe and document information on institutional arrangement for the preparation of NCs and BURs and carefully review and assess the roles and flow of functions for effectiveness with recommendations for improvements; and

¹ Starting from 2024, Biennial Update Reports (BURs) will be replaced by Biennial Transparency Reports (BTRs) to align with the updated requirements introduced by the Paris Agreement. The BTRs serve as a means to fulfill the new transparency obligations outlined in the Agreement.

Chapter 4: “Constraints and gaps, and related financial, technical and capacity needs”, where the consultant is required to identify and assess the constraints and gaps, and related financial, technical and capacity building needs for mitigation actions implementation. He/ She will be required to collect, analyze and update the information on financial resources, technology transfer, capacity building and technical assistance received from the Global Environment Facility (GEF), Annex I Parties and other developed country Parties, the Green Climate Fund (GCF) and multilateral institutions for mitigation actions implementation and describe the level of support needed and received to enable the preparation and submission of BUR.

The consultant will be required to conduct comprehensive consultations with relevant stakeholders for data and information compilation, and preparation of materials and participation in stakeholder validation workshops.

Deliverables

Chapter 1	
First draft	50 % of the remuneration
Final draft with all comments added and feedback incorporated from validation	50 % of the remuneration
Chapter 4	
First draft	50 % of the remuneration
Final draft with all comments added and feedback incorporated from validation	50 % of the remuneration

Duration

This consultancy for 50 days (nonconsecutive) period.

Qualifications and Experience

1. Advanced degree (Masters or Ph. D.) in a relevant field, such as Science, Environmental Policy, Engineering, Development Economics, Environmental economics, Environmental technology, or any related qualification.
2. At least 5 years of technical experience in the climate change or sustainable development sector.
3. A proven experience in research and a strong interest in their inventory and data institutionalization.
4. Exceptional analytical and quantitative skills, alongside strong synthesis and strategic thinking skills.
5. Project delivery experience, including managing the delivery of results on time and on budget.
6. Proven experience in establishing and maintain working relations with government officials. Demonstrate experience and success in the engagement of, and working with both the public and private sector.
7. Ability to apply sufficient analytical and technical skills to acquire relevant information/knowledge from a variety of sources which are often difficult to access, in support of delivery of a good quality output.
8. At the minimum – intermediate MS Office skills (Excel, Word, PowerPoint).
9. Excellent written and spoken communications skill in English is required.

To apply

To apply for this consultancy position, please submit:

1. Curriculum vitae (CV);
2. Cover letter with no more than one page in English; and
3. Work plan and expected daily remuneration in USD.

Qualified persons are invited to email their Expression of Interest to Ms. Ranjila Singh on email address ranjila.singh@pmoffice.gov.fj.