

**TERMS OF REFERENCE**  
**Individual Contractor**

Organization	The CB3 Project Management Unit
Title	National consultant to produce <b><i>Phase 2</i></b> (executive circular) for the <b><i>guidelines and ESS for mainstreaming Rio conventions obligations into the Water Sector</i></b>
Post Level	National Consultant
Project	Enhancing National Capacities for Improved Public Participation for Implementing Rio Conventions
Duty Station	Home Based
Duration	Total of 17 working days within the period Mar 19 <sup>th</sup> to May 19 <sup>th</sup> , 2023. Contract valid till Jul 30 <sup>th</sup> , 2023

Application should be sent via email with a subject of “**CB3 – Water Sector Guidelines Phase 2 - Consultant**” to **Dr Karim Omar at [cb3.egypt@gmail.com](mailto:cb3.egypt@gmail.com)** no later than **9<sup>th</sup> Mar 2021 (Cairo Time)**, clearly stating the title of consultancy applied for. Application will include: personal CV, previous experience, technical proposal, and financial proposal. Any applications received after this date/time will not be accepted. Any request for clarification must be sent in writing to [cb3.egypt@gmail.com](mailto:cb3.egypt@gmail.com). Incomplete and late applications will not be considered and lonely offers for which there is further interest will be contacted. **Failure to submit your application as stated as per the application submission guide on the above link will be considered incomplete and therefore application will not be considered.**

**A. Project Description**

The objective of the Enhancing National Capacities for Improved Public Participation for Implementing Rio Conventions” Project (CB3) is “*to strengthen the participation of relevant stakeholders in the implementation of Multi-Lateral Environmental Agreements (MEAs) in Egypt*”. Three agreements, known as Rio Conventions, are of prime concern; (i) UNFCCC, (ii) CBD, and UNCCD. The project aims to engage a large number of government officials, representatives of line ministries’, universities and registered NGOs to build partnerships to ensure mutual knowledge transfer, learning, and awareness. This partnership approach will help strengthen the institutional and systemic capacities of Egypt to improve the management of the environment in Egypt in line with Egypt’s Sustainable Development Strategy (vision 2030), including a greater contribution toward global environmental benefits. Overall, the project will achieve its objective by strengthening capacities at the systemic, organizational, and individual levels, each of which will be targeted to strengthen Egypt’s efforts to mainstream global environmental priorities into the national planning and management frameworks thus seeking preserving and conserving the environment.

Under the first outcome of the project, activities will focus on strengthening the institutional capacities and policy framework to better formulate and execute plans while considering the implementation of MEAs and seeking a greater participation of stakeholders. Coordination mechanisms among ministries for nationally adopting and managing MEAs within Sustainable Development Goals (SDGs) are to be established. Staff involved in implementing MEAs in relevant ministries will be well trained. Multi-disciplinary networks and/or partnerships for including global environmental priorities in education systems are to be established and tested.

Under the second outcome, the project will focus on engaging large number of stakeholders to gain awareness of MEAs, as well as understanding the overall benefits of proper management of the global environment, better utilization of natural resources, and linkages to national environmental and socio-economic challenges. Protectorates will be targeted as potential awareness raising centers where science clubs and knowledge hubs may be introduced.

Finally, under the third outcome, the knowledge produced by the project will be properly documented and disseminated through Egypt and in the region, encouraging regional cooperation and knowledge exchanges. The project is funded by UNDP-GEF and implemented by the Egyptian Environmental Affairs Agency (EEAA)/ Ministry of Environment.

One of the objectives of the project is to integrate environmental concepts derived from the Rio Conventions into governmental plans. To achieve this, a series of formal discussions and meetings has been established between the Ministry of Environment and the Ministry of Planning, and a committee is formed to design the mechanism for the future planning of national projects. To facilitate its role, it was agreed to develop **sectoral guidelines** that integrate environmental dimension derived from the Rio Conventions into governmental plans with focus on the **Water Sector** under the mandates of three Ministries: M. of Water Resources and Irrigation, M. of Agriculture and Land Reclamation, and M. of Housing and New Communities.

Over the last period, the project prepared a detailed study on the role of the various ministries in contributing to the achievement of the objectives of the Rio conventions, which focused on the activities and tasks that each sector must take into account while planning national projects. In addition, the project produced the first version of the **environmental sustainability guidelines for the water sector**, in collaboration with working groups from the three ministries. Training workshops have been conducted to build capacities of the related ministries.

Further, a new law for environment and climate change is currently being processed. This law (which is under reviewing) includes a provision that makes it mandatory for all ministries within the water and energy sectors to present an Environmental Sustainability Safeguard Report for each of its projects prior to submitting the projects to the Ministry of planning for national funding. Such report will follow a specific format, with clearly itemized parameters that allow for a prescreening of projects regarding environmental and climate related impacts. The ESS report will be submitted to EEAA to provide for: i- clearance for submission to M. of Planning, or ii- Pending adjustments, or iii- Not accepted.

Thus, the main objective of this assignment is to develop a detailed executive circular describing the guidelines and the related EES Report for the water sector (3 ministries), which safeguard against potential violations for the obligations of MEAs and guarantee following environmental sustainability principles when planning for future projects and programs. Last, yet not least, this report will be used to feed directly to the Bylaws for the new law.

## **B. Scope of Work**

Referring to the previous Water Sector Guidelines as a baseline (**Annex 1**), the main objective of this assignment, as mentioned above will be achieved throughout the following interventions:

### **B.1. Revisiting of existing Water Sector Guidelines & ESS Report**

The revised report will include more focusing on climate-related issues without compromising the main mission for the guidelines (integration of environmental consideration, in particular global environment issues related to RIO conventions, into the water sector projects submitted for national [and international] funding). Also, Valuation of water resources is crucial before deciding on the type of the water-based intended development.

The ESS Report will be restructured to produce a friendly-user version while covering the primary environmental screening process (to be performed latter by every ministry) and categorized by:

- i. Expected impacts,
- ii. Project type (ex. water supply, irrigation, GW, animal husbandry, ...),
- iii. Climate related influences (including mitigation potential),
- iv. Expected effects of climate change on project performance (including adaptive capacity)

## **B.2 Consultation with EEAA representatives**

- Based on the nomination of the CEO of EEAA, the consultant will conduct detailed review of the document with the Climate Change Department and others.
- Comments will be compiled and revisited to arrive at consensus on the ESS Report items and format

## **B.3 Final consultation with concerned ministries**

- Final consultation on the Ess and related guidelines will be conducted with representatives of the line ministries:
  - MWRI: (Planning Director)
  - MALR: (Planning Director or s per Minister's nomination)
  - MoHUUC: (Water supply and sanitation sector)

## **B.4 Final Workshop**

Representatives of M. of Environment, M. of Planning, three line Ministries (working groups), UNDP, and EEAA will be addressed for a full-day launching of the revised ESS report and associated water sector guidelines.

## **B.5 Inclusion in the new Bylaws**

The consultant in coordination with CB3 PMU will formulate a phrasing describing the process of applying the ESS report by line ministries to be included with the bylaws of the new Law for Environment and Climate Change.

The CB3 stresses what has been previously mentioned at the very beginning of this initiative; ***“In simple words, we need to establish a non-subjective mechanism or tool to assist relevant line ministries to achieve a higher level of compliance with MEAs, an effective shift to greener economy and green projects, and better adherence to environmental sustainability principles to enable capturing environmental benefits on the national and international levels”.***

**The consultant is expected to propose her/his own ideas during the bidding phase (Technical Proposal).**

### C. Expected Outputs and Deliverables

The consultant is expected to deliver the outputs and specific deliverables described in the table below.

Deliverables/ Outputs A soft copy of each deliverable is to be presented in addition to hard copies		Expected effort to delivery an output	Target submission date
1. Submission of a work plan upon signing			
Upon signing of the contract, the consultant is expected to produce a detailed work plan of the activities to be undertaken and timelines, in line with the TOR.		1 person-day	Day 2
2. Producing revised Guidelines & ESS Report (V1)			
First draft (V1) of revised Guidelines & ESS Report is developed as per consultation with the CB3 PMU		5 person-days	2 weeks after signature of contract
3. Producing revised Guidelines & ESS Report (V2)			
Second draft (V2) of revised Guidelines & ESS Report is developed as per consultation with EEAA representatives including the Climate Change Department		4 person-days	4 weeks after signature of contract
4. Producing revised Guidelines & ESS Report (V3)			
a. Consultation meeting(s) with representatives for each of the 3 line ministries b. Third draft (V3) of revised Guidelines & ESS Report is developed		3 person-days	6 weeks after signature of contract
5. Conducting final workshop			
Announcing the final version of the Water Sector Guidelines & ESS Report		3 person-days	7 weeks after signature of contract
6. Proposing related expressions for inclusion within the Bylaws of the new Law for Environment and Climate Change			
Clear and simple phrasing describing the EES report for inclusion within the new Bylaws.		1 person-day	8 weeks after signature of contract

### D. Institutional Arrangement

The consultant will work under the CB3 Project management unit (PMU) and will be directly supervised by the Project Manager,

#### Role of the consultant

- The consultant is responsible to provide her/his technical expertise to produce the expected outputs;
- The consultant shall report on and submit the above deliverables under the assignment to the Project Manager
- The consultant will maintain daily communication with the PMU as and when problems emerge during the consultancy period, especially if they affect the scope of the job

**E. Duration of the Work**

The assignment is expected to expend an effort of 17 person days extending between Mar 19<sup>th</sup> & May 19<sup>th</sup>, 2023.

**F. Qualifications of the Successful Individual Contractor****Qualification**

- A Ph.D. degree in environmental science, engineering, agronomy, agricultural engineering, water resources management, or relevant background.

**Professional Experience**

- At least 7 years of working in the relevant field of strategic planning for the water sector, environmental impact assessment, environmental management, etc.
- Proven experience with climate change adaptation and mitigation studies for the water sector is a must
- Familiarity with Rio Conventions and strong work experience with at least one convention
- Previous work experience with similar projects, in particular with land and water assessments, environmental guidelines, governmental planning. Capacity building experience is highly desirable
- At least 5 years of experience working with ministerial entities, national or provincial institutions that are concerned with natural resource and/or environmental management.

**Other Competencies**

- Very good knowledge of UNFCCC in particular climate change adaptation and general knowledge about the other Rio Conventions
- Strong drafting, presentation and reporting skills
- Strong communication skills, especially in timely and accurate responses to emails
- Strong computer skills. Numerical modeling and experience with DSS formulation is an asset.

**Language Requirement**

- Fluency in both Arabic and English is required

**G. Evaluation Process & Application Process**

The Applications will be evaluated based on the following:

- Knowledge and academic background (20%)
- Relevant previous experience (20%)
- Technical proposal (30%)
- Financial proposal (30%)

**H. Scope of Price Proposal and Schedule of Payments**

The consultant will be paid on a lump sum basis (all-inclusive of expense related to the above assignment including travels outside and inside the duty station and other expenses) as per the following installments:

No	Outputs/Deliverables	Payment Schedule	Payment Amount
1	Upon signing of contract & submitting proposed work plan (Deliverable 1)	Day 3	20%
2	Upon approval of deliverables 2, 3, & 4 by the PMU	8 weeks after contract signed	30%
3	Upon approval of deliverables 5 & 6 by the PMU	12 weeks after contract signed	50%

# **Annex 1: Environmental Sustainability Guidelines for the Water Sector**

The guidelines cover the following topics:

## **SECTION 1: Introduction**

## **SECTION 2: Rio Conventions**

- 2.1 United Nations Framework Convention on Climate Change (UNFCCC)
  - 2.1.1 Climate Change in Egypt
- 2.2 United Nations Convention on Biological Diversity (UNCBD)
  - 2.2.1 Biodiversity in Egypt
- 2.3 United Nations Convention to Combat Desertification (UNCCD)
  - 2.3.1 Desertification in Egypt
- 2.4 Egypt's Efforts under the Rio Conventions

## **SECTION 3: EEA Regulations for Environmental Impact Assessment (EIA)**

- 3.1 Legal and Administrative Framework for Environmental Issues
- 3.2 Principles and EIA Guidelines
  - 3.2.1 Categorization of Projects
    - Highest Level
    - Medium Level
    - Lowest Level
- 3.3 Project Screening

## **SECTION 4: Performance Indicators for Environmental Sustainability**

- 4.1 Egypt Sustainable Development Strategy (SDS):
- 4.2 State of the Water Report for the Arab Region
- 4.3 Performance Indicators for Green Recovery
- 4.4 Environmental Impact Assessment Decision Support System (EIADSS)

## **SECTION 5: Water Related Ministries and Rio Conventions**

- 5.1 Ministry of Water Resources and Irrigation (MWRI)
  - 5.1.1 MWRI Roles and Responsibilities Towards Rio Conventions:
- 5.2 Ministry of Agriculture and Land Reclamation
  - 5.2.1 MALR Roles and Responsibilities Towards Rio Conventions:
- 5.3 Ministry of Housing, Utilities & Urban Communities (MHUUC)
  - 5.3.1 MHUUC Roles and Responsibilities Towards Rio Conventions:

## **SECTION 6: Environmental Sustainability**

- 6.1 Scoping and Classification of Projects
- 6.2 Environmental Sustainability Safeguards (ESS)
  - 6.2.1 ESS 1: Natural Resources Conservation
  - 6.2.2 ESS 2: Biodiversity, Ecosystems and Natural Habitats Protection
  - 6.2.3 ESS 3: Waste Management

- 6.2.4 ESS 4: Chemical Pollutants Management
- 6.2.5 ESS 5: Stakeholders Consideration
- 6.3 ESS Screening Template

## **SECTION 7: MWRI Environmental Sustainability**

- 7.1 MWRI Type of Projects
  - 7.1.1 Subsurface Drainage Projects
  - 7.1.2 Canals Rehabilitation Projects
  - 7.1.3 Coastal Protection Projects
- 7.2 MWRI Projects Scoping
- 7.4 MWRI Environmental Sustainability Safeguards Indicators
- 7.5 Environmental Sustainability Safeguards (ESS) Screening for MWRI Projects

## **SECTION 8: MALR Environmental Sustainability**

- 8.1 MALR Type of Projects
  - 8.1.1 Modern Irrigation Systems
  - 8.1.2 Agriculture Development Projects
  - 8.1.3 Livestock Production Projects
- 8.2 MALR Projects Scoping
- 8.4 MALR Environmental Sustainability Safeguards Indicators
- 8.5 Environmental Sustainability Safeguards (ESS) Screening for MALR Projects

## **SECTION 9: MHUUC Environmental Sustainability Safeguards**

- 9.1 MHUUC Type of Projects
  - 9.1.1 Drinking Water Projects
  - 9.1.2 Sanitation Projects
  - 9.1.3 Water Desalination Projects
- 9.2 MHUUC Projects Scoping
- 9.4 MHUUC Environmental Sustainability Safeguards Indicators

## **REFERENCES:**

## **ANNEXES:**

- Annex 1: Environmental Impact Assessment - Form A
- Annex 2: Environmental Impact Assessment - Form B
- Annex 3: Environmental Impact Assessment - Form C
- Annex 4: MWRI Law 48