



## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

**Project Title:** Enhancing conjunctive management of surface and groundwater resources in selected trans-boundary aquifers: case study for selected shared groundwater bodies in the Nile basin.

**Component 5: Activity 8.1.3: Preparation of Knowledge Materials for Dissemination**

**Consultancy Title:** Consultancy Services to Support Development of Action Plans on groundwater resources governance, management, and protection for inclusion in national, sub-basin frameworks: – also including consideration of surface water/groundwater resources conjunctive use for **Selected Transboundary Aquifers in the Nile Basin**

- **Duration of the Contract:** from June 23rd to 5th September 2025 (Part time).
- **Level of effort** 20 man-working days.

**Introduction:**

The Nile Basin Initiative has received funding from Global Environment Facility (GEF) through UNDP to implement a project entitled “Enhancing conjunctive management of surface and groundwater resources in selected transboundary aquifers: Case study for selected shared groundwater bodies in the Nile Basin”. The project aim is to foster the more effective utilization and protection of selected shared aquifers in the selected sub-basin in the Eastern Nile and the Nile Equatorial Lakes region through further improving the understanding of available groundwater resources and demonstrating ‘conjunctive management that optimizes the joint use of surface and groundwater.

NBI intends to employ the services of **Individual Consultant** for Professional scientific Editing and development of one Regional Action Plan report for Kagera, Gedaref – Adegrat & Mount Elgon transboundary aquifers and the preparation of one Policy Brief on the edited report.

The assignment described in these ToR is funded through NBI member country contributions, and Global Environment Facility through United Nations Development Program. This document presents the Terms of Reference for the Assignment.

The Consultants shall be selected competitively based on Nile-SEC’s procurement procedures.

**Consultancy/Assignment Objectives:**

The purpose of this assignment is to provide technical professional expertise in proof reading and editing of the knowledge materials produced by the project. Provide advice on the content and findings of the reports, proof reading of the reports to improve technical and linguistic quality.

- **Consultancy/Assignment Scope:**

The scope of this assignment will include but will not be limited to the following: -

- 1. Reviewing:

Undertake a review of the contents and findings within the action plan reports.

Critically review for systematic, reference, logical and factual errors of facts, concepts, and statements in the reports.

- 2. Proof Reading:

Checking the overall clarity and consistency of style and sentence structure, removing any inappropriate wording to improve structure and cohesiveness of the documents.

- 3. Editing:

The editing process will include a revision of the current text with tables and figures to achieve an optimal flow of information and presentation of the findings. The editing process might also entail substantive redrafting and synthesizing of parts of the existing text to make the report/document more readable and understandable to non-expert audiences.

**Assignment outputs (key deliverables)**

The consultant shall provide the following deliverables:

1. Final reviewed ONE REGIONAL ACTION PLAN report, submitted electronically.
2. A comprehensive and informative non-technical summary for the regional report.

**Table 1: Deliverables & Time schedule**

The deliveries of the national consultant shall be as follows.

<b>Deliverable</b>	<b>Approx. due date from commencement, in weeks</b>	<b>Payment Schedule</b>
1. Final reviewed ONE REGIONAL ACTION PLAN report, submitted electronically		
2. A comprehensive and informative non-technical summary for the regional report.	25 <sup>th</sup> August 2025	100%

**Level of Effort**

This assignment is expected to take a total of **20 man-working days distributed over the contract period from June 23<sup>rd</sup> to end of September 5<sup>th</sup>, 2025.**

The Client shall pay the consultant professional fees (to be determined based on agreed daily professional fee rate) against deliverables accepted by the client.

The proposed payment schedule is given in Table 1.

**Reporting:**

The consultant shall report to the Groundwater Project Manager/ Technical Lead with oversight by Senior Water Resources Management Specialist.

The consultant shall work from his/her home venue and partly from the NBI secretariat.

**Monitoring & Evaluation:**

For monitoring the progress of the production of the edited reports, the consultant shall report the progress of deliverables and the implementation of the different activities of the assignment to the project team lead and will be supervised by the Basin wide program manager & DED.

**Minimum qualifications and experience**

The expert should meet the following academic qualifications and experience as a minimum:

- a) Master's degree or higher in hydrogeology, groundwater management, water management with special focus on groundwater resources or any other closely related field.
- b) Minimum 10 years of demonstrable experience in the technical editing/ writing/ proof reading reports/articles on water management, international water, or related fields.
- c) Excellent command of publishing English language.
- d) Advanced knowledge and skills of MS Office and other applications.

**Interested applicants should submit the following documents:**

- An updated current CV, contact details of at least three referees and a cover letter setting out how the applicant meets the selection criteria, and a proposed approach and methodology)
- Letter of application confirming availability and Interest in the assignment
- Applications should be sent to [wrmconsult@nilebasin.org](mailto:wrmconsult@nilebasin.org) not later than 18<sup>th</sup> June 2025