Republic of Liberia

ENVIRONMENTAL PROTECTION AGENCY
Monrovia, Liberia

(CONSULTING SERVICES)

NAME OF PROJECT: ENHANCING CLIMATE INFORMATION SYSTEMS FOR RESILIENT DEVELOPMENT (LIBERIA CIS)

Assignment Title: **International Consultants for Policy Study to Transform LMHS into a Single Entity**

Financing Agreement reference:
Project ID No: **SAP018**
Reference No**. EPA/CIS/ICS/2025/008**
Issue Date: **Thursday, January 22, 2026**
End Date: **Thursday, February 5, 2026**

1. Background

The Environmental Protection Agency (EPA) in Liberia was created by an act of the Legislature on November 26, 2002, and published as a handbill on April 30, 2003, to ensure sound environmental management and sustainable use of natural resources. The EPA functions to ensure long-term economic prosperity through sustainable development and establish a legal framework for environmental management.

The EPA received funding from the Green Climate Fund to implement a five-year project called "Enhancing Climate Information Systems for Resilient Development in Liberia" (the Liberia CIS Project).

The Liberia CIS Project is a US$11,431,969 GCF, AFDB, and GOL-funded project that aims to increase the resilience of Liberia's population and infrastructure to climate change. In particular, the project will strengthen the country's adaptive capacities to integrate better long-term climate risk reduction and adaptation measures in national planning and development through the development of a well-functioning Multi-Hazard Impact-Based Forecasting and Early Warning System (MH-IBF-EWS).

The implementation of the project will entail training and equipping the existing Liberia Meteorological Service (LMS), Liberia Hydrological Service (LHS), Environment Protection Agency (EPA) and National Disaster Management Agency (NDMA) to collect weather and climate data; introduce and maintain modelling, forecast weather events and

provide early warnings systems; and scale-up evidence-based climate-informed decision-making, planning, and response actions Countrywide. The objective of the project is to strengthen Liberia's climate-related observation and monitoring capabilities, early warning and early action systems, and other environment-related information systems. The objective seeks to drive a paradigm shift towards evidence-based climate-informed decision-making, planning, and response by integrating green growth, environmental resilience, and adaptation into national development planning through effective climate information systems in Liberia.

2. Purpose of the Consultancy

The main objective of the consultant is to develop a Policy Study to Transform the Liberia Meteorological and Hydrological Services (LMHS) into a Single Entity. By achieving this objective, it will provide a strategic framework that supports institutional reform in line with the objectives of the Liberia Climate Information Services (CIS) Project. The consultancy will aim to assess the current fragmented structure of Liberia's meteorological and hydrological services that are currently managed by separate agencies and propose a coherent policy pathway for unifying them under a centralized, efficient, and autonomous body as well as improving coordination, reducing redundancy, and enhancing the quality, accessibility, and reliability of climate services across the country.

3. The Scope of the Services to be performed

The consultant will work closely with EPA through the PIU and also have the opportunity to consult with the relevant agencies and ministries (e.g., LMS, LHS, NDMA, sector ministries etc.) to gather the relevant information needed to perform the assessment as stated below.

A. Policy and Institutional Review

- Conduct a thorough assessment of the existing legal, policy, and institutional frameworks that govern meteorological and hydrological services in Liberia. This involves reviewing the relevant laws, regulations, and institutional arrangements to understand their effectiveness and alignment with national needs.
- Conduct a comprehensive gap analysis to compare Liberia's meteorological and hydrological services with international best practices. This analysis should reference the guidelines set forth by the World Meteorological Organization (WMO) and evaluate successful models implemented in other African countries.
- Analyze the existing challenges, overlaps, and inefficiencies within the current system.
- Engage key stakeholders including the Environmental Protection Agency (EPA), Ministry of Agriculture, Ministry of Transport, Ministry of Mines and Energy, Governance Commission, Academia, Non-governmental organizations (NGOs), CSOs and private sector representatives through a series of consultations and workshops.

B. Draft Policy Framework for the New Entity

- Develop a comprehensive policy document that will mandate the organizational structure, governance framework, and operational modalities of the proposed single entity.
- Clearly define the entity's legal status and as well as funding mechanisms that will be will employed, including government budget allocations, partnerships with the private sector, user fees, and support from donors.
- Propose a detailed transition roadmap utilizing a phased approach aimed at effective institutional restructuring, enhancing capacity, and achieving seamless operational integration.

C. Validation and Finalization

- Produce a comprehensive policy study report with evidence-based recommendations for transforming LMHS into a single, functional, and autonomous entity capable of delivering high-quality climate services to support national development and adaptation planning.
- Hold validation workshop on the draft policy with national stakeholders.

Minimum Qualifications, Skills, and Experience:

The completion of this work dependent on an Individual. The selected person should have a Master's or PhD degree in meteorology, hydrology, environmental policy, public administration, Public Policy, or related fields. The successful Individual should have at least 10 years of cumulative working experience in institutional reform and have conducted similar work in and around Africa.

Also, the individual should have the following:

a) Excellent knowledge on institutional reform, or the restructuring of public or private sectors.
b) Demonstrated experience in transforming institutions in Africa, preferably with organizations such as the Government of Liberia, the African Development Bank (AfDB), the World Bank, or the United Nations.
c) Excellent communication (written and verbal) skills and fluency in English.
d) In-depth knowledge and understanding of Liberia's environmental sectors.
e) Proactive, able to work with minimal supervision, and with a high degree of initiative, reliability, flexibility, and self-motivation.

Professionalism: the ability to make ad-hoc changes as and when the need arises; the ability to perform under stress; and the willingness to keep flexible working hours.

Duty Station: **Monrovia**
Start Date: Monday, March 2, 2026

End Date: Monday, May 11, 2026
Duration of Assignment: 10 Weeks

The Environmental Protection Agency (EPA) now invites eligible individual consultants to indicate interest in providing these services by submitting their Curriculum Vitae (CV), demonstrating experience in performing similar assignments with references, and showing responsiveness to the qualifications requirements outlined in this REOI. Eligibility criteria and the selection procedure shall be in accordance with the African Development Bank's *"Procurement Policy Framework for Bank Group Funded Operations"* October 2015, which is available on the Bank's website at http://www.afdb.org.

Further information can be obtained at the address below during office hours, i.e. from 0900 to 1700 hours (GMT) on working days.

Expressions of interest must be delivered in a written form to the address below by either hard copy or email by Thursday, February 5, 2026 @ 1700 hours (GMT) and mention "Provision of Consultancy Services for International Consultant to Develop a Policy Study to Transform LMHS into a Single Entity in Liberia (Liberia CIS Project)."

Attn. Williemai Digker
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Monrovia, Liberia
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