

### TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

<b>Title:</b> Consultancy services for climate analysis for Zambia	<b>Type of engagement</b> <input checked="" type="checkbox"/> Consultant <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	<b>Duty Station:</b> Home Based
<b>Purpose of the Assignment:</b> To generate data/information on climate projections and risks to strengthen the country's rationale for climate financed projects in the area of resilient WASH services in Zambia		
<p>For completing the assignment, the consultant should:</p> <ol style="list-style-type: none"> <li>Undertake a desk/ literature review to understand relevant WASH climate risks and viable adaptation and mitigation options applicable for the Zambia context, at National, Sub-national/ watershed and Local/ project levels.</li> <li>Review climate policies, strategies, plans, and any other existing government policies, strategies, and action plans for the WASH sector, including the Green Climate Fund Water Security Sector Guide;<sup>1</sup> and the GWOP – UNICEF Strategic Framework for WASH Climate Resilience (footnote 6).</li> <li>Analyse the current and projected climate risks to the WASH sector in Zambia based on existing climate information and assessments of sector-related risks.</li> <li>Assess the climate risks and hazards for the project area using the Green Climate Fund – World Meteorology tool at <a href="https://climateinformation.org/">https://climateinformation.org/</a> or equivalent (AWARE)</li> <li>Review the latest Assessment Report from the International Panel on Climate Change, currently Sixth Assessment Report (AR6)<sup>2</sup> <ol style="list-style-type: none"> <li>Summarize the conclusion of the Working Group I – Climate Sciences on the climate risks and forecast for the project area</li> <li>Summarize the conclusion of the Working Group II – Adaptation on the impact of the climate hazards in the project area and the anticipated measures required to improve climate resilience.</li> </ol> </li> <li>Summarize the conclusion of the Working Group III – Mitigation based on middle road scenario of Shared Socioeconomic Pathways SSP2-4.5,<sup>3</sup> and anticipated low carbon development pathways (in line with the Green Climate Water Security Sector Guide (footnote 7) and possibly other sector guides) for the project to minimize greenhouse gases emissions. Review of best practices in similar countries (<i>if any</i>) for improving resilience of WASH sector</li> <li>Facilitate a workshop with relevant government officials, research institutions and other key stakeholders (e.g., NGOs, CSOs, Zambia Meteorological Service; relevant programmes and projects) and present preliminary desk review findings and solicit further information</li> <li>Liaise with relevant line Ministries (Ministry of Water Development and Sanitation, Ministry of Green Economy and Environment which houses the National Development Authority for the Green Climate Fund in Zambia) and UNICEF regarding WASH climate risks and priorities as well as the development of programming options for further development, considering sustainability and replicability of the proposed initiatives.</li> <li>Synthesise findings and develop a report which contains climate analysis (including risks), climate rationale and project ideas that support climate resilience and strengthen provision of WASH services.</li> <li>The consultant is expected to draft a Theory of Change using GWOP UNICEF Strategic Framework for WASH Climate Resilience as <b>Goal Statement</b>; Green Climate Fund four drivers of change (i) Transformational Planning and Programming; (ii) Catalyzing Climate Innovation; (iii) Mobilising Finance at Scale; (iv) Coalition and Partnership to Scale-up success as <b>Outcome</b>; then defining <b>Outputs</b> along Technical Assistance; Adaptation and Mitigation benefits; and Low Emission WASH systems that address various <b>Barriers</b> to Low Emission and Climate Resilient WASH based on <b>Assumptions</b>.</li> </ol>		

<sup>1</sup> <https://www.greenclimate.fund/document/sectoral-guide-water-security>

<sup>2</sup> <https://www.ipcc.ch/report/sixth-assessment-report-cycle/>

<sup>3</sup> CO<sub>2</sub> emissions hover around current levels before starting to fall mid-century, but do not reach net-zero by 2100. Socioeconomic factors follow their historic trends, with no notable shifts. Progress toward sustainability is slow, with development and income growing unevenly. In this scenario, temperatures rise 2.7C by the end of the century.

11. The consultant will use the Green Climate Investment Framework and its six investment criteria to screen the WASH projects proposed.<sup>4</sup>

For the report, the consultant should, in addition to reporting on the above, include responses to the following questions:

1. What is the current climate situation in Zambia based on the desk review?
2. What are the past, current and projected climate trends in Zambia based on AR6?
3. What are the specific past, current and projected climate trends in the Northern and Southern Provinces in Zambia based on AR6?
4. What are the impacts of climate variability to WASH access and services, especially on physical and social systems?
5. What does the data tell us about higher risks of climate variability and what are the contextual predisposing factors?
6. Based on the climate analysis, what engagement strategies will be useful to develop a multi-stakeholder partnership process in strengthening climate change resilience in WASH?
7. What activities should UNICEF prioritize to ensure climate resilient WASH interventions? When proposing project interventions, the consultant will determine whether the project is contributing to climate finance for Adaptation (Climate Resilience); Mitigation (Low Emission) or Cross-Cutting (include both adaptation and mitigation benefits)

### Child Safeguarding

Is this project/assignment considered as “[Elevated Risk Role](#)” from a child safeguarding perspective?

☐ YES ☒ NO If YES, check all that apply:

**Direct contact role** ☐ YES ☒ NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

n/a

**Child data role** ☐ YES ☒ NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

n/a

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

<b>Budget Year:</b> 2022	<b>Requesting Section / Issuing office:</b>  WASH	<b>Reasons why consultancy cannot be done by staff:</b> To enhance Zambia’s climate rationale to strengthen resource mobilisation for climate resilient WASH programming in Zambia, a climate analysis which includes climate projections for flood and drought situations needs to be undertaken. Given the scope for the analysis and the breadth of work that needs to be undertaken – it is not realistic to anticipate for this to be completed by a staff member. Hence, a qualified individual consultant needs to be engaged.
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**Included in Annual/Rolling Workplan:** ☒ Yes ☐ No. If No, please justify: It’s part of WASH 2022 AWP.

### Consultant sourcing:

☒ National ☒ International ☐ Both

### Consultant selection method:

### Request for:

☒ New SSA – Individual Contract  
☐ Extension/ Amendment

<sup>4</sup> <https://www.greenclimate.fund/document/initial-investment-framework-updated>

<input type="checkbox"/> Competitive Selection (Roster)			
<input checked="" type="checkbox"/> Competitive Selection (Advertisement/Desk Review/Interview)			
<b>If Extension, Justification for extension:</b>			
<b>Supervisor:</b> Charity Tuseko Sindano – WASH Specialist	<b>Start Date:</b> 1 November 2022	<b>End Date:</b> 30 March 2023	<b>Number of Days (working)</b> 22 days in a 5-month period
<p><b>Work Assignment Overview:</b> The consultant will report to a WASH Specialist who will monitor and issue instructions on the expected deliverables and timelines. The consultant will prepare a work plan covering the duration of the assignment and subsequently submit deliverables against the approved work plan. The Consultant will be contracted by, and report to UNICEF Zambia. Other partners, like Ministry of Water Development and Sanitation, and Ministry of Green Economy and Environment will also provide feedback on the expected deliverables.</p> <p>The key deliverables under this assignment are shown below. Please note, the number of days of work per output is indicative but the total number of days is fixed. The duration of the project is longer than the days required for work to allow time for feedback from UNICEF and government.</p>			
<b>Tasks/Milestone:</b>	<b>Deliverables/Outputs:</b>	<b>Timeline (days)</b>	<b>Payment</b>
Preparation of inception report	Output: Work plan, timeframe, methodology and instruments/tools for data collection; desk review finalised  Deliverable: Inception Report	5 days	10% of the contract value upon acceptance of the deliverable
Formulation of Draft Climate Analysis	Output: Draft Climate Analysis submitted to UNICEF and MWDS.  Deliverable: Zambia Climate Analysis draft report (including climate trends, climate risks, climate rationale, summary AR6 report, theory of change and potential entry points/ project ideas/ adaptation and mitigation options in line with Green Climate Investment Framework)	9 days	30% of the contract value of upon acceptance of the deliverable
WASH Stakeholder consultation/ workshop (virtual)	Output: Presentation made to stakeholders during key stakeholder consultation/ workshop facilitated (NDA, MWDS, Min Green Economy and Environment, UN organisations, partners, and stakeholders in Zambia) to verify the preliminary findings and recommendations contained in the draft report  Deliverable: PowerPoint presentation on Zambia Climate Analysis draft report; Stakeholder Workshop Proceedings Report within one week of meeting being held	2 days	10% of the contract value upon acceptance of the deliverables
Finalisation of Climate Analysis for Zambia	Output: Final Climate Analysis (max 25 pages before annexes) submitted to UNICEF and MWDS incorporating stakeholder feedback  Deliverable: Zambia Climate Analysis final report (including climate trends, climate risks, climate rationale, summary AR6 report, theory of change and potential entry points/ project ideas/ adaptation and mitigation options in line with Green Climate Investment Framework)	6 days	50% of the contract value upon acceptance of the deliverable

<b>Estimated Total Consultancy Fees (All Inclusive)</b>			
Travel International (if applicable)	Not applicable	Not applicable	Not applicable
Travel Local (please include travel plan)	Vehicle hire and fuel	Not applicable	Not applicable
DSA (if applicable)	Part of the contract sum	Not applicable	Not applicable
<b>Total estimated consultancy costs<sup>i</sup></b>			

  

	<b>Minimum Qualifications required</b>
<p><b>Error! Bookmark not defined.</b></p> <p><input checked="" type="checkbox"/> Bachelors  <input checked="" type="checkbox"/> Masters  <input type="checkbox"/> PhD  <input type="checkbox"/> Other</p> <p><b>Enter Disciplines:</b>  Environmental Science and related fields in either human or natural sciences.</p>	<ul style="list-style-type: none"> <li>At least eight (8) years of experience with climate projections, modelling, water engineering, environmental engineering, natural resources management, and/or water resources management or a related field in developing countries.</li> <li>Strong background in implementing climate analysis/ assessments for water supply and sanitation with expertise in social, economic, and environmental dimensions of sustainability.</li> <li>At least 5 years field experience in the climate water, sanitation and hygiene sub sector</li> <li>To have performed at least 3 similar consultancies – design, analysis/ assessment, management and monitoring and evaluation (climate change and resilience programming, climate projections and modelling, climate rationale, climate change projects)</li> <li>Research, survey methods and data analysis (quantitative and qualitative)</li> <li>Experience in conducting similar work with governments (climate change and resilience programming)</li> <li>Good reputation in the climate sector or similar fields of study</li> <li>Proven experience with Project Management and ability to achieve quality results, on time, and within budget.</li> <li>Ability to coordinate a range of diverse actors and activities to achieve a common objective in the area of WASH and climate.</li> </ul> <p>—</p>
<p><b>Administrative details:</b>  Visa assistance required: <input type="checkbox"/>  Transportation arranged by the office: <input type="checkbox"/>  <b>Consultant will provide an all-inclusive cost in the financial proposal, factoring in all cost</b></p>	<p><input checked="" type="checkbox"/> Home Based <input type="checkbox"/> Office Based:  If office based, seating arrangement identified: <input type="checkbox"/>  IT and Communication equipment required: <input type="checkbox"/>  Internet access required: <input type="checkbox"/>  Consultant will include cost of travel and accommodation for field trips.  N/A  <b>Other general conditions to apply are as follows:</b></p>

<p><b>implications for the required assignment</b></p> <p>The consultant will prepare a monthly work plan each month and subsequently submit monthly progress reports against the approved work plan. The format for reporting shall be mutually agreed upon by the Parties within ten (10) days after signing of the Agreement.</p>	<ul style="list-style-type: none"> <li>• The consultant shall arrange his/her own work space, office equipment, supplies, etc.</li> <li>• Expected expenses should be part of the submitted quotation/estimates</li> <li>• iii. Except for the costs included in the financial proposal, UNICEF will not pay for any other expenses incurred when implementing this assignment.</li> </ul>
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<sup>i</sup> Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

**Text to be added to all TORs:**

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures, and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.