# **UNICEF Turkmenistan Country Office**

# **Terms of Reference**

# **Individual National Consultancy for Management and Implementation of Disaster Risk Reduction and Climate Change Adaptation initiatives**

**Duration:** 23/12/2019 – 07/12/2020 (11,5 months)

**Location:** Ashgabat city with visits to velayats

Background

Natural and man-made disasters, climate change and environmental degradation undermine children’s rights around the world and the likely impacts are more pronounced for children, especially girls, and pregnant women. Pregnant women and children are disproportionately more vulnerable to environmental risk factors. The physical changes that occur during pregnancy make pregnant women more susceptible to climate-related health impacts of heat, air pollution, and infectious diseases. Children take in proportionally more important amounts of air, water, and food, in relation to their smaller body weight. As a result, they are at greater risk of illnesses caused by heat, ozone, toxic air pollution, as well as zoonotic, water, and food-borne illnesses. They face greater dangers from increase in water-borne diseases such as diarrhea, reduced access to water, likely reduced functionality of sanitation facilities, and under-nutrition thus undermining hard-won development gains.

Turkmenistan has one of the harshest climates in the Central Asian region. The natural hydro-meteorological phenomena which pose highest threats to Turkmenistan’s social and economic development include the following: flash runoffs and mud flows, strong winds, sand storms, droughts, dry hot winds, frosts, heavy rainfalls, strong heat, abundant snowfalls and hail[[1]](#footnote-2).

Climate change in Turkmenistan is projected to further increase average temperatures, sub-zero winters and intense heat periods resulting in hotter and longer summer and droughts, as well as a likely reduction in average annual rainfall. Overall this means the country will likely become hotter and more arid, with major implications for water availability and agricultural productivity.

To tackle these issues, the Government of Turkmenistan has taken a number of steps towards ensuring a more secure environmental future for the country. In 2016, Turkmenistan signed and ratified Paris Agreement on Climate Change, thereby reconfirming its commitment on climate change, and adopted Sustainable Development Goals (SDGs), including targets and indicators of Disaster Risk Reduction (DRR) and environment-related Sustainable Development Goals (SDGs). In 2019, the country further revised and adopted the new National Strategy on Climate Change.

UNICEF believes that there needs to be an integrated approach that can address the vulnerabilities of children and women in the field of disaster risk reduction and climate change adaptation. Disaster risk reduction and climate change adaptation are not stand-alone issues but rather have been and will continue to be integral parts of people’s lives. It is important to promote the preventive and adaptive activities that exists at the community level, innovate some effective measures and pilot those, reduce the disaster risk factors, promote some preparedness measures and small-scale mitigation. Documenting good practice at the community level and making the way for those to be replicated and to be scaled up is key. Addressing disaster risk and climate change are vital for building a more sustainable future for children.

In Turkmenistan, UNICEF supported implementation of the country wide Disaster Risk Reduction initiatives in schools, which include mainstreaming DRR into the curricula and undertaking School Safety Assessments. These initiatives also included UN’s efforts towards strengthening inter-ministerial and inter-sectorial partnership, particularly between the emergency department of the Ministry of Defence and Ministry of Education of Turkmenistan (MoE) for ensuring effective prevention of and quick response in the emergency situations.

In 2019, UNICEF and the Ministry of Education of Turkmenistan intensified joint efforts to conduct the School Safety Assessment (SSA) across the country targeting 400 school and 210 kindergartens.

To support the Government of Turkmenistan’s efforts in implementing SDG 12 & 13 targets and indicators, UNICEF has implemented joint initiative on “Strengthening Resilience for Climate Change adaptation for Children” that is aimed at raising awareness and empowering children in schools to better adapt and mitigate impact of climate change and environmental risks. The interventions were piloted at 17 pilot schools in Dashoguz (due to its proximity to Aral Sea and resultant crisis) and Akhal (exposed to floods and mudslides) velayats.

As part of this initiative, the Climate Change, Environment and Energy (CEE) Curriculum was developed and incorporated in selected school subjects. UNICEF further supports the MoE in rolling out and strengthening methodology of teaching the new curriculum. In the framework of the Small-Scale Funding Agreement (SSFA) between UNICEF and the National Red Crescent Society of Turkmenistan (NRCS) the school- and community-based environment and climate change campaign initiatives facilitated opportunities for children to interact with their environment and apply knowledge gained at school.

To further support the Ministry of Education, UNICEF is seeking a local expert to support the implementation of the disaster risk reduction and climate change adaptation initiatives and further develop them, while working with relevant colleagues and partners to ensure their long-term sustainability.

Purpose of the assignment

Under the direct supervision of the Education specialist, the Consultant will provide technical support for effective and timely planning and implementation of the activities related to climate change adaptation and disaster risk reduction for children in Turkmenistan in line with the AWP between UNICEF and the MoE.

Specific Tasks

Technical assistance in monitoring quality implementation and scaling-up of the CEE curriculum.

Support monitoring of the CEE curriculum in 17 pilot schools, and deliver reports based on the checklist and assess quality implementation.

* Support the MoE and NRCS in adapting the criteria for Green Schools and implementing the initiative in pilot schools of Ahal and Dashoguz velayats;
* Support the MoE and NRCS in conducting ‘Green School’ Campaigns and awareness raising for opportunities to use modern technologies among schoolchildren and teachers of 17 pilot schools and the relevant local communities;
* Support the MoE and NRCS in implementation of an action plan for improvement of the school-facilities in the framework of 'Green school' initiative including environmental footprint assessment;
* Support the NRCS and MoE in strengthening Eco clubs within the framework of piloting the Green School concept;
* Support oversight and monitoring of progress of SSA of 780 schools and 300 kindergartens conducted by the MoE;
* Contribute to the interaction with the Ministry of Defence on setting up the SSA sustainability mechanism to ensure further implementation and scaling up;
* Support monitoring and implementing disability-inclusive DRR;
* Support development and piloting of the disability-inclusive DRR/Climate Change training materials in the educational institutions for the children with disabilities across the country;
* Contribute to on-going update of the legislation with focus on strengthening resilience for Climate Change adaptation for children;
* Contribute to and support in coordinating, documenting and reporting of DRR/Climate Change related programme activities (narrative and financial reporting, updates, presentation materials, etc) including donor report;
* Undertake additional roles and duties for other projects in the same thematic area as required.

Workplan and Deliverables

The consultancy duration is 11,5 months from 23 December 2019 to 07 December 2020. The distribution of key tasks by months is suggested below. This will be followed by a more detailed and specific workplan once the consultant is on board. The consultant is expected to work at the UNICEF office with visits to velayats.

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| **#** | **Deliverables** | **Months** *(December 2018-December 2019)* | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
| 1 | Technical assistance in monitoring quality implementation and scaling-up of the CEE curriculum |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 | Monitoring reports CEE curriculum implementation including checklist and assessment of implementation in 17 pilot schools |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 | ‘Green School’ Campaigns and Awareness raising activities conducted in 17 pilot schools and the relevant communities |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 | Criteria for Green Schools and implementation of the initiative in pilot schools of Ahal and Dashoguz velayats jointly with the MoE and NRCS |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 | Action plan for improvement of the school-facilities in the framework of 'Green school' initiative including environmental footprint assessment is implemented jointly with the MoE and NRCS |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 | Eco clubs are operational within the framework of piloting the Green School concept jointly by the MoE and NRCS |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 | Contribute to on-going update of legislation with focus on strengthening resilience for Climate Change adaptation for children |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 | Support to MoE in monitoring of progress in assessment of 780 schools and 300 kindergartens for safety conducted by the MoE; |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 | Contributed to the interaction with the Ministry of Defence on setting up the SSA sustainability mechanism to ensure further implementation and scaling up; |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 | Support for monitoring and implementing disability-inclusive DRR; |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 | Support for development and piloting of the disability-inclusive DRR/Climate Change training materials in the educational institutions for CwD nation-wide; |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 | Support in coordinating, documenting and reporting of programme activities (narrative and financial reporting, updates, presentation materials, etc) including donor report; |  |  |  |  |  |  |  |  |  |  |  |  |
| 13 | Monthly report on progress on deliverables and implemented activities accepted by UNICEF |  |  |  |  |  |  |  |  |  |  |  |  |
| 14 | Final report on implemented activities with a detailed handover note |  |  |  |  |  |  |  |  |  |  |  |  |

Reporting requirements

The consultant will report to the Education Specialist of UNICEF Turkmenistan Country Office, providing monthly and final report on implemented activities. This ToR is an integral part of the contract signed with the consultant. The language of the reports is English.

In the event of unsatisfactory performance, UNICEF reserves the right to terminate the Agreement. In case of partially satisfactory performance, such as serious delays causing the negative impact on meeting the programme objectives, low quality or insufficient depth and/or scope of the assignment completion, UNICEF is entitled to decrease the payment by the range from 30% to 50% of the contract value as decided jointly by the Contract Supervisor and Operations Manager.

Payment schedule

The monthly rate of professional fees will be paid in USD and in accordance with the complexity of the ToR and the level of the expertise required.

The contract fee will be paid by bank transfer on a monthly basis upon submission of the monthly report with the required deliverables certified by the Education specialist of the UNICEF Turkmenistan Country Office.

Work arrangements

Day to day supervision will be provided by the Education Specialist of UNICEF Turkmenistan Country Office. Additional guidance and lead will be provided by the Deputy Representative, and the consultant is expected to coordinate and work closely with colleagues from different sections as required, in particular the emergency preparedness focal point. The consultant will provide an update on a monthly basis on progress, challenges encountered, and support requirements.

UNICEF will regularly communicate with the selected organization and provide formats for reports, feedback and guidance on performance and all other necessary support so as to achieve objectives of the research, as well as remain aware of any upcoming issues related to expert’s performance and quality of work.

Work location is UNICEF office, Ashgabat, with visits to Velayats based on the agreed work plan. UNICEF will provide the consultant with an office room, laptop and access to relevant documents/materials.

Travel related expenditures are not included within contract terms, all travel must be arranged in accordance with UNICEF Procedure on Travel (DFAM Policy 5/Supplement 4 of 19 August 2016).

## UNICEF General Terms and Conditions

UNICEF’s general terms and conditions will apply to the contract awarded to the vendor. Please note that, in the evaluation of the technical merits of each proposal, UNICEF will take into consideration any proposed amendments to the UNICEF General Terms and Conditions. Proposed amendments to the UNICEF general terms and conditions may negatively affect the evaluation of the technical merits of the proposal.

UNICEF retains the right to patent and intellectual rights, as well as copyright and other similar intellectual property rights for any discoveries, inventions, products or works arising specifically from the implementation of the project in cooperation with UNICEF. The right to reproduce or use materials shall be transferred with a written approval of UNICEF based on the consideration of each separate case. Consultants should always refer to UNICEF Turkmenistan support in developing the materials when publishing the results of the research conducted while in Turkmenistan in academic journals, books and websites.

In the event of unsatisfactory performance, UNICEF reserves the right to terminate the Agreement. In case of partially satisfactory performance, such as serious delays causing the negative impact on meeting the programme objectives, low quality or insufficient depth and/or scope of the assignment completion, UNICEF is entitled to decrease the payment by the range from 30% to 50% of the contract value as decided jointly by the Contract Supervisor and Operations Manager.

Qualifications and skills required

* Advanced university degree in the area of Environment Studies, Public Administration, Management, Social Science or other related fields;
* At least 3 years of professional work experience in the field of climate change adaptation and/or disaster risk reduction programs;
* Demonstrated expertise in analysis and reporting of quantitative and qualitative data;
* Strong analytical and conceptual thinking;
* Good communication and advocacy skills;
* Excellent networking and interpersonal skills required;
* Ability to work independently and respond to feedback in a timely and professional manner;
* Excellent organization skills, attention to detail, and ability to contribute to a team;
* Knowledge of English and Russian languages is required. Knowledge of Turkmen would be an asset;
* Previous experience of working with UN is an asset.

Application process

Interested candidates are requested to apply online via UNICEF Hiring Portal and in addition to duly filling in the online application form, submit the following documentation

* Curriculum vitae
* A detailed cover letter that should include
* Assessment of suitability vis-à-vis the requirement of this ToR;
* A summary of experience in similar assignments;
* Requested monthly fee in USD.

Closing date for receiving applications is 15/12/2019. Only shortlisted/selected candidate will be contacted.

1. National Climate Change Strategy of Turkmenistan, 2012 [↑](#footnote-ref-2)