

## TERMS OF REFERENCE

- A. Job title: International Adaptation Expert
- B. Type of position: Short-term
- C. Duty Station: home based and Podgorica, Montenegro
- D. Duration of appointment: October 2023 until June 2024 (80 working days)
- E. Contract type: Individual Contract (IC)

### I. Background:

The Ministry of Ecology, Spatial Planning and Urbanism is in the process of preparing the Fourth National Communication (NC4) and the First Transparent Report (1BTR) on Montenegro's progress and actions related to climate change. The aim of this initiative is to provide a comprehensive and transparent assessment of the country's efforts in addressing climate change, as well as to ensure the integration of gender perspectives throughout the reports and fulfil its obligations to the Convention as per decisions 1/CP.16, 2/CP.17 and 18/CMA.1. This project is prepared in line with the GEF7 climate change mitigation objective CCM3: Foster Enabling Conditions to Mainstream Mitigation Concerns into Sustainable Development Strategies.

As a signatory to the UNFCCC, Montenegro has been obliged to regularly report towards UNFCCC Secretariat on, among other information: GHG Inventory, mitigation and adaptation climate actions, tracking the implementation and achievement of its Nationally Determined Contribution (NDC) under the Paris Agreement.

With this project, Government of Montenegro will be assisted for updating GHG Inventory for reporting year no more than two years prior to the submission of its national inventory report (x-2) which is in line with MPGs for BTR, and in such way fulfill the obligations under the United Nations Framework Convention on Climate Change (UNFCCC).

The project is structured as a set of outputs and activities organized in five (5) components:

#### 1. National Circumstances, Institutional Arrangements, Description of NDC, Constraints, Gaps and Other Info

- 1.1 Review on previous National Communications and overview of the current circumstances, policies and institutional arrangements relevant to the preparation of the Fourth National Communication/Biennial Transparency Report, inclusive of gender perspective;
- 1.2 Progress towards mainstreaming of climate change considerations along with gender principles into key development strategies and sector-based policy frameworks;
- 1.3 Other relevant information described (research/systematic observation, technology transfer, education, public awareness, capacity building, constraints and gaps, gender impact assessment).

#### 2. GHG Inventory

- 2.1 The comprehensive national system for preparation of GHG emission inventories;



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- 2.2 The national capacities enhancement for GHG inventory preparation and management;
- 2.3 Report on national sectorial inventories for emissions by sources and removal by sinks of all GHGs.

### **3. Track Progress of NDC implementation and achievement and Mitigation Actions**

- 3.1 The analysis of policies and measures undertaken by the government to reduce GHG emissions by sector (energy, IPPU, AFOLU and waste), including their gender-impact, carried out;
- 3.2 The projections of greenhouse gas emissions up to 2040 under the Paris Agreement in the main sectors and NDC roadmap 2025-2030 completed;
- 3.3 System for NDC tracking, inclusive of monitoring gender impact.

### **4. Climate change impacts and adaptation**

- 4.1 Climate scenarios, socio-economic scenarios, climate change vulnerability, and gender impact assessment for priority sectors developed and plans and programmes proposing measures to facilitate adaptation prepared;
- 4.2 Gender analysis and gender impact assessment of climate change policies with recommendations how to mainstream gender in climate change mitigation and adaptation measures, and broader policy framework, prepared.

### **5. Compilation, publication and submission of the 4NC/1BTR report, Knowledge Management, Monitoring and Evaluation**

- 5.1 Compilation and submission of the 4NC/1BTR report;
- 5.2 Knowledge management;
- 5.3 Monitoring and Evaluation.

#### **Objective of the assignment**

The objective of hiring an International Adaptation Expert is to enhance Montenegro's capacity to address climate change adaptation through the integration of vulnerability assessments, climate scenarios, and equitable adaptation measures. The expert will provide technical guidance, training, and expertise to ensure that the FNC, 1TNC, and the NDC3 adaptation component are comprehensive, informed, and aligned with international best practices. The expert will be responsible for providing technical expertise and guidance in developing a vulnerability analysis for sectors not covered by the National Adaptation Plan (NAP). Additionally, the expert will contribute to climate scenario development, capacity-building activities, and the formulation of an adaptation roadmap for the implementation of the third Nationally Determined Contribution (NDC3) up to 2030.

#### **II. Duties and Responsibilities:**



Montenegro became a party to the UN Framework Convention on Climate Change by succession, after becoming independent in 2006, being a non-Annex I Party to the UNFCCC. The Ministry of Ecology, Spatial Planning and Urbanist (MESPU) is the main national entity responsible for the national environmental and climate change policy and the National Focal Point to the UNFCCC.

Montenegro submitted its Initial National Communication (INC) in 2011. The report focused mainly on the preparation of a detailed inventory of GHG emissions and a general description of steps taken or envisaged to implement the Convention. The report updated the national GHG inventory using the year 1990 as a base year and presented a trend analysis of the period 1990-2003. The report also includes the mitigation analysis, a downscaling of global circulation models, climate analysis, and projection of climate change with dynamics downscaling for scenarios A1B and A2, an analysis of vulnerable sectors and possible adaptation measures. The Second National Communication (SNC) was prepared and submitted in May 2015. The report updated the national GHG inventory using the year 1990 as a base year and presented a trend analysis of the period 1990-2011. The SNC provides updated mitigation analysis, climate analysis, projection of extreme weather events for predefined locations, for scenarios A1B and A2, updated analysis of vulnerable sectors and possible adaptation measures. The Third National Communication (TNC) was submitted to the UNFCCC Secretariat in October 2020. The communication updated the national GHG inventory with up-to-date recalculations for the period 1990-2017, in accordance with 2006 IPCC Guidelines. The update was prepared in line with the findings from UNFCCC Quality Assurance Workshop of the national GHG management system and national GHG inventory of Montenegro. Furthermore, the TNC comprehends updated chapters on Mitigation and Vulnerability & Adaptation Analysis as well as Constrains, Gaps and Needs Analysis. The TNC provides climate projections using RCP8.5 scenario and projections of the sea surface temperature (SST).

The First Biennial Update Report (FBUR) was developed and submitted in January 2016. The Second Biennial Update Report (SBUR) was submitted to the UNFCCC Secretariat in May 2019. The FBUR updated the national GHG inventory for the whole series 1990-2013, using IPCC 2006 Guidelines, while through the SBUR further improvement of the national GHG inventory 1990-2015 was done. The SBUR also covers Climate Change Mitigation and Action Plan as well as Development of Conceptual Framework for Monitoring, Reporting and Verification (MRV). The Third Biennial Update Report (TBUR) is submitted to the UNFCCC at December 2021.

Using best practices from last NDC and previous reports, assessment of sectors and interventions contributing to GHG emission reduction at the national level will be conducted. The proposed 4NC/1BTR project will continue the work of the TNC and the TBUR in all key IPCC sectors.

Under the direct supervision of the project manager, the he consultant will be responsible for the following:

1. Provide technical expertise and guidance to the national consultants' team in developing a vulnerability analysis for sectors not covered by the National Adaptation Plan (NAP). For this part of the assignment the expert will coordinate with NAP team and will rely on vulnerability assessment guidelines currently under development by the NAP team.
2. Preparation of a compilation of a vulnerability analysis for an adaptation chapter.



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3. Review the developed climate projections for the potential impacts of climate change on various sectors.
4. Conduct capacity-building activities and provide necessary trainings to relevant stakeholders, including government officials, practitioners, and community representatives, to enhance their understanding of the impacts of climate change on public health and socio-economic conditions.
5. Advise on the identification and formulation of equitable adaptation measures that address the specific vulnerabilities and needs of different vulnerable groups, including women, children, the elderly, and marginalized communities.
6. Provide technical guidance and expertise in the development of a roadmap for the implementation of the third Nationally Determined Contribution (NDC3) up to 2030, with a focus on the elaboration of the adaptation component.
7. Collaborate closely with the national consultants' team, government agencies, and relevant stakeholders to ensure the integration of adaptation considerations in the FNC, 1TNC, and the NDC3 adaptation roadmap.
8. Review and provide feedback on draft sections related to adaptation in the FNC, 1TNC, and the NDC3 roadmap, ensuring coherence, accuracy, and alignment with international best practices.
9. Participate in regular coordination meetings and provide progress updates to the project team and relevant stakeholders.

Main project deliverables will include the following:

1. Vulnerability analysis report for sectors not covered by the National Adaptation Plan (NAP), including recommendations for adaptation measures.
2. Review of the developed climate projections for the potential impacts of climate change on various sectors.
3. Training materials and reports from capacity-building activities conducted for relevant stakeholders on the impacts of climate change on public health and socio-economic conditions.
4. Equitable adaptation measures development guidance document, outlining recommendations for addressing the specific vulnerabilities and needs of different vulnerable groups.
5. Roadmap for the implementation of the third Nationally Determined Contribution (NDC3) up to 2030, with a well-elaborated adaptation component.
6. Reviewed and edited sections of the FNC, 1TNC, and the NDC3 adaptation roadmap, ensuring coherence, accuracy, and alignment with international best practices.

Main project deliverables will include the following:

1. Vulnerability analysis report – First draft - 15<sup>th</sup> December 2023, Final report - begin of June 2024.
2. Climate scenarios report – First draft - 15<sup>th</sup> February 2023, Final report - begin of June 2024.
3. Training materials and reports from capacity-building activities – during hole assignment, Final report – May 2024,
4. Equitable adaptation measures guidance document - 15<sup>th</sup> March 2024, Final report - begin of June 2024.
5. Roadmap for the implementation of the third Nationally Determined Contribution (NDC3) up to 2030, with a well-elaborated adaptation component - , Final report - begin of June 2024.
6. Reviewed and edited sections of the FNC, 1TNC, and the NDC3 adaptation roadmap – June 2024.



Time duration and travel:

The assignment will be carried out within 80 working days from October 2023 until June 2024. Due to the nature of the assignment, the consultant would have to closely collaborate with the Ministry of Ecology, Spatial Planning and Urbanism, i.e. its Division for Climate Change.

**III. Competencies:**

- Demonstrates integrity by modeling the UN's values and ethical standards;
- Promotes the vision, mission and strategic goals of UN/UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Ability to lead strategic planning, results-based management and reporting;
- Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback;
- Consistently approaches work with energy and a positive, constructive attitude;
- Demonstrates good oral and written communication skills;
- Demonstrates ability to manage complexities and work under pressure, as well as conflict resolution.

**IV. Qualifications and expertise:**

Education:

- University degree – Advanced degree in environmental science, climate change adaptation, or a related field.

Experience:

- Proven expertise and a minimum of 10 years of experience in climate change adaptation, vulnerability assessments, and the development of adaptation strategies and roadmaps.
- Familiarity with the international climate change framework, including the Paris Agreement, Nationally Determined Contributions (NDCs), and National Adaptation Plans (NAPs).
- Experience in conducting vulnerability assessments and climate scenario development in the context of climate change adaptation.
- Strong understanding of gender and social inclusion considerations in climate change adaptation, with experience in integrating equitable adaptation measures.
- Excellent analytical, research, and report writing skills, with the ability to communicate complex concepts in a clear and concise manner.
- Previous experience working with government agencies, international organizations, or similar projects related to climate change adaptation would be an advantage.

Language:

- Fluency in English with good writing, presentation and communication skills. Knowledge of the Montenegrin language will be considered an advantage.



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V. The Terms of Reference approved by:

Name: Radovan Bojovic, National Project Director

Signature: 

Date: 28.07.2023.