

TERMS OF REFERENCE

- A. Job title: National mitigation expert
- B. Type of position: National, short-term
- C. Duty Station: home based and Podgorica, Montenegro
- D. Duration of appointment: June – July 2025 (45 working days)
- E. Contract type: Individual Contract (IC)

I. Background:

The immediate objective of the proposed Enabling Activity Project is to assist the Government of Montenegro to perform the activities necessary to prepare the Fourth National Communication and the First Biennial Transparency Report (4NC/1BTR), thus to 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).

Objective of the assignment

The objective of expert assignment is to facilitate the preparation of projections of greenhouse gas emissions and Track Progress of Nationally Determined Contribution (NDC) implementation and achievement. The expert will collaborate closely with the Montenegrin Environmental Agency to ensure the quality and accuracy of the emissions projections and NDC tracking.

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 Tourism, Ecology, Sustainable Development and North Region Development 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 and 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, and 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 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 IPPC 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 consultants will be responsible for the following:

1. Review of Existing Data and Methodologies:

- Review existing data, methodologies, and tools used for emissions projections and NDC tracking in Montenegro.
- Assess the accuracy, reliability, and consistency of the data sources and methodologies employed.

2. Development of Emissions Projections:

- Mandatory attendance of training for greenhouse gas emissions projections,
- Work with relevant stakeholders to develop greenhouse gas emissions projections for key sectors in Montenegro,
- Utilize internationally recognized models and tools to project emissions trends and assess the impact of mitigation measures.
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3. NDC Implementation Tracking:

Assess the effectiveness of existing policies, measures, and initiatives in reducing greenhouse gas emissions.

Identify gaps, challenges, and opportunities for enhancing NDC implementation and achievement.

Time duration and travel:

The assignment will be carried out within 45 working days per consultant from June until July 2025. Consultant will be stationed in the Montenegrin Environmental Agency and will facilitate the preparation of GHG projections. If the expert prove himself/herself as quality candidate, there is a possibility of his/her promotion in the Montenegrin Environmental Agency.

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:

- Bachelor's degree in environmental science, social science, climate change, natural resource management, or a related field.
- Previous experience (1-2 years) in greenhouse gas inventory methodologies, emissions modeling, and scenario analysis will be desirable.
- Understanding of international climate change agreements, including the Paris Agreement and UNFCCC reporting requirements.
- Strong organizational skills and attention to detail.
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint).
- Excellent communication and interpersonal skills.

V. The Terms of Reference approved by:

Name: Nenad Vitomirović, National Project Director

Signature: 

Date: 20. 06. 2025.