



TERMS OF REFERENCE

Monitoring, Reporting and Verification Specialist – Suriname

“Comprehensive Action for Climate Change Initiative- Latin American and Caribbean”

CACCI Project: Guyana and Suriname

General Information			
Name of Consultancy	Monitoring, Reporting and Verification (MRV) Specialist		
Type of Consultancy	Multi-Country		
Unit	IICA Suriname Delegation		
Participating Unit	Agricultural Climate Action and Sustainability Program (PACSA)		
Duration of Consultancy	6 Months (35 working days)		
Expected Start Date	June 01, 2024	End Date	November 30, 2024
Contract Value	USD 22,750		

1. Background

The Inter-American Institute for Cooperation on Agriculture (IICA) is the specialized agency for agriculture of the Inter-American System that supports the efforts of Member States to achieve agricultural development and rural well-being. Through its seven hemispheric programs, IICA has developed a broad experience in areas such as technology and innovation for agriculture, agricultural health, food safety and quality, international agricultural trade, family farming, rural development, agriculture climate change and bioeconomy. To achieve its mission, the Institute provides technical cooperation services through close and permanent work with its 34 Member States using internal and external funding and addressing their needs in a timely manner.

In this light, IICA is collaborating with the United States Agency for International Development (USAID) and the International Food Policy Research Institute (IFPRI) to implement the Comprehensive Action for Climate Change Initiative – Latin America and the Caribbean (CACCI-LAC). This initiative is geared towards improving the climate resilience of countries by providing localized technical support for countries in the LAC Region. Specifically, the objective is to accelerate the implementation of Nationally Determined Contributions (NDCs) and National Adaptation Plans (NAPs) in accordance with the Paris Agreement on Climate Change.

In the Caribbean, the CACCI is being implemented in Guyana and Suriname to help advance the implementation of the agriculture elements of their NDCs by:

- I. Strengthening the inter-institutional articulation between the ministries of agriculture and environment in Suriname
- II. Building capacity for:
 - a. measuring, reporting, and verifying GHG emissions from the agriculture sector,
 - b. improving monitoring and evaluation systems and processes, and
 - c. developing and implementing project interventions and sustainable climate financing initiatives and

- III. Participating in strategic global and regional networking (political-technical), knowledge and action events.

As such, IICA is seeking a suitably qualified MRV Specialist to join a team of specialists to undertake consultancies related to the implementation of the agricultural elements of NDCs.

2. Objectives of the Consultancy

- a. To build capacities of technicians (agricultural, environmental etc.) for measuring, reporting, and verifying (MRV) GHG emissions from the agriculture sector in Suriname and Guyana.
- b. To strengthen the use and comprehension of MRV of the agricultural actors in Suriname and Guyana.

3. Scope of Work

The MRV Specialist **will lead** activities related to the building capacity of technicians and decision-makers in monitoring, reporting, and verifying greenhouse gas emissions from the agricultural sector in Suriname and Guyana.

Specifically, the MRV Specialist **will lead (30 working days)** on all the following sub-activities:

- a. Develop, fine-tune and update training plans, selection criteria and logistics for building the capacity of technicians in monitoring, reporting, and verifying greenhouse gas emissions from agriculture sector in Suriname and Guyana.
- b. Execute and report on training of technicians in monitoring, reporting, and verifying greenhouse gas emissions from the agricultural sector in Suriname and Guyana.
- c. Collaborate effectively with the Regional Project Management Team and other technical specialists and/or project personnel and actively participate in, and contribute to, meetings as scheduled by the Project Coordinator.

Additionally, The MRV Specialist **will provide support (5 working days) not lead** activities related to developing:

- a. an integrated action plan and roadmap for strategic advocacy and implementation of agricultural elements of the NDC for Suriname.
- b. project or financial mechanism concept notes for Suriname and Guyana.
- c. Sustainable climate financing course for agricultural technicians and decision-makers.

*In carrying out their work, the MRV Specialist must ensure that all activities are carried out in a gender-sensitive manner.

4. Minimum Qualifications and Requirements

Education

- a. Master's degree in natural resources management, climate change, animal health, agriculture, forestry, or any relevant topics;
- b. A combination of a relevant university degree plus substantial professional experience in the field may be accepted in lieu of a master's degree in the relevant discipline;

Experience

- a. At least five (5) years relevant professional working experience in climate change, forestry, agriculture, and livestock;
- b. Demonstrated knowledge of climate change commitments and actions (adaptation and mitigation), UNFCCC reporting;
- c. Strong knowledge and understanding of MRV and GHG emission calculation in AFOLU;
- d. Experience in capacity building programs;
- e. Demonstrated knowledge and experience in institutional capacity development;
- f. Strong knowledge of and familiarity with agriculture and sustainable natural resource management;
- g. Demonstrated knowledge in GHG baseline determination, GHG inventory and MRV systems, including climate finance flows;
- h. Experience and/or knowledge of working in Suriname and Guyana is a very strong asset;

Key Competencies and Skills

- a. Excellent oral and written communication skills, especially in communicating with technical experts, policy makers and stakeholders;
- b. Effective communication skills that emphasize teamwork;

Languages

- a. Fluency in English (both oral and written) is required;
- b. Fluency or good knowledge in Surinamese or Dutch will be an asset.

5. Timetable for Implementation of Activities:

The consultancy will last for six (6) months, from June 01 to November 30, 2024. A NDC Specialist work plan will be developed and agreed upon with IICA after the contract is signed.

Expected Products and Content:

No.	Product Description	Submission Date	% Payment
1.	Inception Report and Workplan for undertaking the consultancy. The report should include a mapping of stakeholders to be included in the review and stock taking process, proposed methodology/workplan for undertaking the identified activities inclusive of associated stakeholder engagement plan, tools, timeline, technical resources, assumptions and risks; the detailed work plan for the completion of the assignment should include indicators, means of verification, timelines.	June 10, 2024	15 %
2.	Draft Training Plan for Ex-Ante analysis of emissions from the agriculture sector in Suriname and Guyana.	July 15, 2024	10%
3.	Final Training Plan for Ex-Ante analysis of emissions from the agriculture sector in Suriname and Guyana inclusive of participants list.	August 12, 2024	15%
4.	Execute Capacity Building Training on Ex-Ante analysis of emissions	September 23, 2024	20%
5.	Draft Report on Capacity Building Training on Ex-Ante analysis of emissions inclusive of list of attendees.	October 14, 2024	10%
6.	Final Report on Capacity Building Training Ex-Ante Analysis of emissions.	November 04, 2024	15%
7.	Final Consultancy Report detailing all activities performed and results achieved, covering all aspects of the scope of work and lessons learned and recommendations.	November 18, 2024	15%

6. Location and Duration of Contract:

The MRV Specialist will be hired by contract until the end of the contract, or until the specific assignments for the required services are completed, whichever is sooner. The total number of working days for the consultancy is 35 days over a period of six (6) months, from June 01 to November 30, 2024. The consultancy will begin once the contract is formalized and signed. The MRV Specialist will work mainly remotely to execute their duties.

7. Payment:

The MRV Specialist will be paid a percentage of the total value of the consultancy subject to the approval of each deliverable and invoice that are deemed satisfactory by IICA. The total amount of this consultancy will be Twenty-Two Thousand, Seven Hundred and Fifty United States Dollars and ⁰⁰/₁₀₀ (USD 22,750.00) which is inclusive of professional fees as well as any bank fees and tax obligations that may be posed.

a. Source of Funding: CACCI-LAC Project

- b. Total Payment: USD 22,750.00
- c. Payment Method: Upon submission and satisfaction of deliverables

8. Unit responsible for monitoring:

Agricultural Climate Action and Sustainability Program (PACSA).

9. Project Coordination:

As a collaborating partner, IICA will provide project management oversight for the implementation of the interventions covered within the Research Agreement on behalf of the International Food Policy Research Institute (IFPRI). A Project Implementation Unit (PIU) consisting of a Project Coordinator, an Administrative/Operative Support, and a Multi-Country Facilitator with direct responsibility for the day-to-day execution of the project, will be established by IICA.

The PIU will be supported by a Regional Project Management team, which provides technical and management guidance. This will include IICA staff in both headquarters and Caribbean offices and will be led by IICA's Hemispheric Program on Agricultural Climate Action and Sustainability, of the Directorate of Technical Cooperation. The project will be implemented in coordination with national and sub-national stakeholders from the public sector, private sector, civil society, academia, and farmers organizations.

The MRV Specialist will lead activities related to the building capacity of technicians and decision-makers in monitoring, reporting, and verifying greenhouse gas emissions from the agricultural sector in Suriname and Guyana under the overall supervision of the Regional Project Management Team, which will provide technical guidance and managerial support. This position will be hosted in IICA's Suriname office.

10. Position of the officer responsible for monitoring:

- 1. The Project Coordinator, CACCI-LAC Project.

The Consultant will also be accountable to:

- 1. Dr. Chaney St. Martin, International Specialist in Water and Soil Management, IICA Delegation in Trinidad and Tobago.
- 2. Ms. Carolina Borda, CACCI Project Lead, Technical Specialist in Natural Resource & Climate Change
- 3. Mrs. Nekelia Gregoire Carai, Technical Specialist in Water and Soil Management, IICA Delegation in Dominica.
- 4. The Manager of the Agricultural Climate Action and Sustainability (PACSA), Directorate of Technical Cooperation.

11. Travel

Any international travel required will be defined together with the consultancy supervisor, with costs covered by the Project/IICA.

12. Presentation of Offer

Interested candidates are encouraged to submit an electronic application by email to climate.change@iica.int no later than May 19, 2024, at 11:59 pm with the subject line **Application: MRV Specialist – CACCI-LAC**. The application must include (as attachment) the following documents:

1. Cover letter
2. Curriculum Vitae
3. Two references

For questions related to this job offer please contact climate.change@iica.int

****Incomplete applications will not be considered.***

-----*Last line of the Terms of Reference*-----