



TERMS OF REFERENCE

Local Expertise to provide technical support to develop Bilateral Agreement between the Tuvalu and Green Climate Fund

Short term

Post Title: Local Consultant (Developing Bilateral Agreement between Tuvalu and GCF)

Project Title: Tuvalu Readiness-1 Project (Institutional Strengthening of the Tuvalu's NDA and Preparation of Country Programme)

Project Number: TUV-RS-001

Organization: Climate Change Department, Ministry of Finance.

Duty Station: Climate Change Department, Partnership House, Vaiaku, Funafuti, Tuvalu.

Duration: Three working months (XX)

Purpose of assignment:

To provide technical support to the Tuvalu Readiness-1 Project under the Climate Change Department in reviewing of national laws and policies relevant to establishing bilateral agreement between Tuvalu and Green Climate Fund.

The overall objectives of the assignment is to:

- Develop a report on recommendations resulting from the review of policies and laws for a bilateral agreement on privileges and immunities.

Background

Tuvalu has taken progressive steps in addressing the issue of climate change. In May 2015, the government established the Climate Change Policy and Disaster Coordination Unit (now renamed the Climate Change Department). The CCD has a mandate to develop policies on climate change adaptation and mitigation, to mainstream climate change into sectoral policies and programs, and to coordinate national climate change and disaster risk reduction projects.

Under the CCD various of projects were implemented to take the risk in order to address both adaptation and mitigation measure. The Tuvalu Readiness-1 Project is funded under the Green Climate Fund and Ministry of Finance playing the role as the Delivery Partner to the GCF. Despite the ongoing efforts, there is a need for clear and well-integrated institutional processes and mechanisms for strategizing, managing and communicating investments and financing for

climate change. Accordingly, technical support is required in the areas of NDA strengthening, country programming, feasibility and cost-benefit analysis, bilateral agreement on privileges and immunities and gender programming. The proposed support will build on existing mechanisms and processes to enhance NDA's functions and engagement with the Fund, and enhance its relationship with key stakeholders, particularly those that currently have limited involvement in climate change planning: the private sector, communities and vulnerable groups such as women, youth and people with disabilities.

Scope of Work

Climate Change Department is seeking for a technical support from a local expertise on a short term basis to develop a bilateral agreement on privileges and immunities between Tuvalu and GCF to strengthen coordination between these bodies.

Deliverables

1. To review national laws and policies relevant to establishing bilateral agreement on privileges and immunities with Green Climate Fund
2. To initiate negotiations with Green Climate Fund on the recommendations from the review, and agree on privileges and immunities for GCF operations and assets in Tuvalu.

Reporting

The local consultant will report to the Director of Climate Change Department through the Coordinator of the Tuvalu Readiness-1 project.

All outputs are to be produced in Microsoft Word and Excel, using standard templates, typefaces or any other suitable forms. Any essential photos or graphics required for inclusion in the report(s) should be kept to low resolution to keep the file size down.

The Consultant will maintain confidentiality and use Confidential Information for the purpose of performing their obligation under the Assignment. The Consultant must take all reasonable care to ensure that third parties do not use or disclose the Confidential Information. The Consultant acknowledges that the Government of Tuvalu own and will own all Intellectual Property associated with this Assignment, including all outputs created or contributed by the Consultant.

Deliverables and payment schedule:

Deliverables	Payment	Total
i) Signing of Contract, inception meeting	10%	1,200
ii) Report on recommendations resulting from review submitted to the NDA	30%	3,600
iii) Bilateral agreement on privileges and immunities based on Tuvalu’s existing laws and regulations signed	30%	3,600
iv) Presentation of the outcome to the Department, NDA and the Delivery Partner	20%	2,400
v) Final submission of documents	10%	1,200
TOTAL	100%	\$12,000

The Consultant will submit all deliverables to the Director of Climate Change Department through the Coordinator of the Tuvalu Readiness-1 Project and payment will be paid upon submission of all deliverables.

Copies of all reports, documents, photos and data collected during the assignment period shall remain the property of the Government of Tuvalu and will be deposited with the Climate Change Director through the Tuvalu Readiness-1 Project Coordinator at the end of the assignment.

Proposed schedule

The assignment will be initiated from **XX**. The first day of the assignment will commence with a brief inception meeting between the local consultant, Tuvalu Readiness-1 Project Coordinator and Climate Change Department Director to discuss the assignment in more details.

Minimum Qualification Requirements

The expert will have:

- A college degree in International Law, Economics or Public Policy (Graduate Level preferred)
- At least 5 years’ experience in the areas of Law and Policies
- Familiarity with Common Law Jurisdictions
- Familiarity with International Agreements
- Strong Communication Skills