

Terms of Reference (TOR)
**National Consultant to develop a subproject proposal for
 Nam Et-Phou Louey National Protected Area**

A. BACKGROUND

1. Protected Areas and wildlife in Lao PDR face threats including habitat loss driven by encroachment for agriculture and shifting cultivation, illegal logging and selective off-take of high value timber, and increasingly, by road construction, hydropower, and mines. Wildlife is additionally threatened by over-hunting, largely driven by the domestic and international market for illegally sourced wildlife and wildlife products. Some of the threats have resulted in land use changes within the declared protected areas and protection forests.

2. In order to address these issues, the Government of Lao PDR (GOL) and its partners will increase the capacity of agencies and people to improve protected area management and address the threats and to ensure sustainable development, for the purposes of sustained economic growth, local livelihood retention, and nature conservation. Key agencies related to the sustainable use of natural resources include Departments under the Ministry of Natural Resources and Environment (MONRE), the Ministry of Agriculture and Forestry (MAF), and the National University of Laos (NUOL), amongst others.

3. GOL has accessed \$6.83 million of GEF funding (from Biodiversity, Land Degradation, and Sustainable Forest Management focal areas) and \$17 million IDA funds (national and regional funding) to implement the Protected Areas and Wildlife Project (PAW). The PAW Project was approved on April 2, 2014 and became effective on July 5, 2014. The Project began in the Lao financial year 2014/15 (i.e. from October 1 2014) and to end on June 30, 2021. The project development objective (PDO) of PAW is: *to strengthen the management systems for national protected areas conservation and for enforcement of wildlife laws.*

4. The World Bank is currently processing additional financing (AF) to PAW, at \$15 million from national IDA. This was originally earmarked for the Lao Environment and Social Project 2 (LENS2). Under this AF, the PAW project is being restructured to: include the LENS2 scope, have a new project name, and have a new PDO. Given the PAW was made effective around the same time as AF processing, PAW and the AF are now considered a single, consolidated project, named LENS2. The new PDO is: *to strengthen the country systems for managing protected areas¹, enforcing wildlife law, and complying with environment and social standards.*

5. The LENS2 executing agency is the Environment Protection Fund Office (EPFO). The project will function as a financing mechanism for a suite of sub-projects implemented by various sub-project delivery agencies (SDAs), within the framework of three project components: Component 1: Institution development and capacity building; Component 2: Adaptive management of natural resources, environmental and social issues; and Component 3: Project administration and EPF capacity building. Around 40 sub-projects have been identified during the preparation of PAW and LENS2. There is additional reserved funding for scaling up successful sub-projects or for new sub-projects.

1. National Protected Areas (NPA) is a generic term for National Conservation Forests as defined in the Forestry Law. In the original project, only NPAs are eligible for financing. With the AF increased scope, additionally Provincial, District and Village Conservation Forests as well as National, Provincial, District and Village Protection Forests are eligible for support. For the purpose of the LENS2, all these categories are bundled together under the generic term 'protected areas' (PAs). These forests are under the jurisdiction of DFRM.

The NE-PL NPA Preparation Subproject objective is: *To prepare the NEPL NPA subproject proposal which can be approved by the Technical Committee (TC), the World Bank (WB), and the EPF Board.*

The components and key activities of the NE-PL NPA Preparation Subproject proposal are outlined below:

- ***Consultation process to assess NE-PL NPA and stakeholder management, activities and capacity building needs***

Introductory meeting with DFRM/project team regarding the proposal. Collate background information and secondary data relating to the management of NE-PL NPA. Stakeholder consultation meetings undertaken in NE-PL NPA to understand present management programme and capacities in biodiversity research and monitoring, law enforcement, community outreach, livelihood development for conservation, and ecotourism. As assessment of financial and administration matters will also be reviewed. Participatory biodiversity threat assessments will be undertaken in target districts and villages, generating indicative livelihood interventions. Local partner involvement will be discussed in each of these five sub-programmes, including potential strengthening of partnerships. A rapid training needs assessment of the NPA Management Authority and district partners will be undertaken in order to identify training requirements over the five year period; identification of training service providers should be described. A basic management implementation programme of field activities will be described; this may include interest/need to designate more than one NPA Management Authority, corresponding to administrative boundaries. Meetings of the NE-PL NPA Management Committee/Technical Team will be facilitated for reviewing the draft proposal and their role in sub-project supervision. Issues including M&E, ESMF, and the adherence to the Project Implementing Manual (PIM) of EPF will be addressed. An orientation study tour will be organized for NPA staff, PONRE staff and key partners in collaboration with DFRM.

- ***Subproject proposal development***

Draft sections of the subproject will be undertaken in close collaboration with the NPA Management Authority and district partners, through establishing informal working groups in the fields of law enforcement, community outreach, livelihood development for conservation and ecotourism. Back up technical support will be provided by the DFRM and the subproject team. Consultations will be convened with key stakeholders of the NE-PL NPA, in each province, through three stakeholder working groups (NPA Management Authority, PoNRE, district partners, cluster heads). Furthermore, an Environment and Social Impact Assessment (ESIA) for the project will be conducted and reported, with support from the DFRM's safeguards specialist. This intervention is designed to ensure that the project activities will mitigate any negative impacts on local livelihoods and environment including some threatened species and key habitats. Mitigation measures for each negative impact will be incorporated into the Environment and Social Management Framework (ESMF) which will be prepared accordingly. A work schedule will be prepared with budget lines, which clearly describes the relationship between activities-budget and outputs-indicators. A workshop will be convened for the NE-PL NPA Inter-Provincial Steering Committee, to obtain feedback and to finalize the subproject proposal.

6. Therefore, DFRM seeks a qualified national consultant to support DFRM/the secretariat of the NE-PL NPA Management Committee to develop a NE-PL NPA Subproject proposal for a five-year intervention at the site. The proposal will be developed through consultation with concerned stakeholders. This NE-PL NPA Preparation Subproject will be approved by the Technical Committee of EPF and the World Bank.

B. OBJECTIVE OF THE SERVICES

7. The objective of the consultancy is to prepare a NE-PL NPA subproject proposal, including the preparation of a five year activity and budget plan, based upon a sound understanding of the management issues, through consultation with the NPA Management Authority, concerned provincial

and district partners, and other stakeholders. This NE-PL NPA subproject proposal will be approved by the Technical Committee of EPF/the World Bank. He or she will be expected to work closely with the DFRM/project team/ and the secretariat of the NE-PL NPA Provincial Steering Committee.

C. TASKS AND RESPONSIBILITIES

8. The main tasks and responsibilities are as follows:
- To review the existing organization, staffing levels and capacities of the NE-PL Management Authority in collaboration with NE-PL authorities and DFRM in order to define the ability of this body to lead collaborative management in the NE-PL NPA landscape. Note it may be necessary to establish an NPA Management Authority framework in at least two of the provinces.
 - Prepare a detailed training programme and basic management implementation programme for an initial two-year period for the NPA Management Authority, its key district partners as well as village clusters and village representatives, including international and national service providers in the specialized fields of management.
 - Prepare an indicative 5-year implementation programme and budget, based upon current management capacities and predicated collaborative management capacities of the NPA Management Authority and local stakeholders.
 - Supervise and coordinate with all deployed consultants under the sub-project preparation facility including the financial and administrative aspects and the preparation of the Environmental and Social Management Plan (ESMP).
 - Provide preliminary recommendations on the collaborative management arrangements (including the inter-provincial committee) which will provide management oversight on sub-project implementation in collaboration with DFRM and PA experts.
 - Organize a study tour to national parks and/or reserves in a neighbouring country.
 - Prepare a five-year sub-project proposal, based upon existing capacities, intensive training, and indicative five year sub-programming, which will be reviewed by DFRM, PA experts and submitted to the Environmental Protection Fund.

D. EXPECTED INPUTS

9. The Consultant will provide a service of 60 working days over a period of one year working with the NE-PL NPA secretariat office/DFRM, in Vientiane and travel to the three Provinces (Houaphanh, Luang Prabang and Xieng Khouang), and the NE-PL NPA Headquarters in Hiem District. He or she will also work with other consultants to provide training for the NE-PL project team. The DFRM will provide information and data, office space and facilities.

E. EXPECTED OUTPUTS

10. The Consultant will prepare and submit the following products:
- Prepare update reports of field missions as well as stakeholder consultations including participatory biodiversity threat assessments at kumban and village level
 - Co-ordinate with all hired staff/consultants for NE-PL NPA Project, on financial and administrative issues and recommendations
 - Prepare an NE-PL NPA subproject proposal comprising:
An introduction and background of the site; current NPA management staffing and organization; current administration management activities; an assessment of district partners, village clusters and villages; training needs in each field of management; international and national PA expertise; ESMP aspects; project supervision; and an indicative 5-year programme and budgets.
 - This sub-project proposal will be approved by the TC of EPF and the World Bank
 - To ensure other consultants have completed all the requirements for subproject proposal submission including the Environment and Social Management Framework (ESMF)

- Successfully facilitate the DFRM's Secretariat to organize a study tour.
- Complete a brief report of the assignment to DFRM/NE-PL NPA secretariat.

11. The subproject proposal will be prepared as both an English and Lao version. A Lao version is required for the executive summary of the ESIA. The ESMF document and other materials for workshops and training should be prepared in both languages.

F. QUALIFICATION AND EXPERIENCE

7. He or she shall meet with the requirements of qualifications and experiences as following:

- Minimum of 8 years working experience in project development, management, and planning.
- MSc Degree (or higher) in protected area management, forestry or any related fields;
- Have good knowledge and experience in protected area management planning;
- At least one similar assignment successfully completed;
- Good speaking and writing skills in Lao and English;

The work will start from May 2016. Only Lao applicant should send his or her CV with a letter of interest to: **Department of Forest Resource Management (DFRM)**, Ministry of Natural Resources and Environment (MoNRE).

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 Attention: Mr. Saly Singsavanh. Project Coordinator

Dateline for submission is due date on April 20, 2016.