

Terms of Reference (TOR)

National Translator, Department of Forest Resource Management (DFRM)

A INTRODUCTION

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.

2. As to address the issue the Government of Lao PDR (GOL) and its partners to increase capacity of agencies and people to improve protected area management and address threat issues and ensure sustainable development, for the purposes of sustained economic growth, local livelihood retention, and nature conservation. Key agencies related to sustainable use of natural resources include Departments under the Ministry of Natural Resources and Environment (MONRE), 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*. The PAW Project aims to create wildlife and PAs enforcement standards, develop good practice applications for PA management and reduction of illegal wildlife trade at the central level and at key NPA sites. It builds on bilateral initiatives between Lao PDR, Thailand and Vietnam to control illegal wildlife trade, as well as strengthens Lao PDR's capacity to collaborate with regional centers of knowledge and with international organizations addressing wildlife trafficking.

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 is 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 preparation of PAW and

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.

LENS2. There is additional reserved funding for scaling up successful sub-projects or for new sub-projects.

6. The DFRM sub-project objective is: *to strengthen the policy and institutional framework and DFRM's capacity to sustainably manage protected areas*. This will be implemented through the following components:

- **Institution development for NPA and PF system**, to investigate to recommend optimal institutional arrangements for protected area management nation-wide; feed into PA planning in development landscape, PA Status Report and external threat assessment; update of the list of Lao protected and management, develop national master plan for protected area management; economic evaluation of PAs in Laos; preparation and dissemination of a suite of guidelines and manuals for protected area and protection forest management;
- **Operation of NPA and NPF System**, the protected area system will be improved by reviewing land use types in national protected areas and national protection forests, re-categorizing them, then to establish and implement a database of investment projects that impact nationally designated PAs and a system to monitor them; develop a matrix and a reporting system for DFRM monitoring of PA management activities; activate the MoUs with Vietnam on transfrontier PAs through annual meetings and joint monitoring of selected transfrontier PAs (at least NEPL and NNT); supervise implementation and safeguards compliance of the LENS2 sub-projects by the PA Management Units (WMPA, NEPL MU), project PONREs, and project DONREs, including provincial protection forest sub-projects. At the same time, tiger survey will be conducted for specific site conservation planning.
- **Improved sub-project management and capacity building**, to support the improved protected area system is necessary to improve the national and provincial capacity building through a wide range of training including english and GIS starting from training needs assessment. With appropriate mechanism in place such as Advisory Technical Working Group and improved coordination with other including neighboring country. Of which, including improved DFRM capacity in project performance counting from preparing TORs of and managing consultants, prepare procurement plans with EPF; monitoring, evaluation, and associated reporting for the sub-project.

7. Under this subproject, a translator will be hired to assist in the smooth running of the subproject for the International TA, as well as the Lao staff who have limited capacity in English. Activities will include the translation of documents, translation of agendas, as well as translation during meetings and workshops.

8. Consequently, DFRM seeks a qualified national translator to assist the DFRM and the subproject to translate documents, and provide translation during meetings and workshops.

B. OBJECTIVE OF THE SERVICES

9. The objective of the consultancy is to support DFRM to seek a qualified national translator to assist DFRM and the subproject to translate documents, and provide translation during meetings and workshops.

C. TASKS AND RESPONSIBILITIES

10. The main tasks and responsibilities are as follows:

- To provide translations during meetings and workshops;
- To translate documents into English or into Lao;

D. EXPECTED INPUTS

11. The Translator will provide a service of three years working with the DFRM/project team, in Vientiane. Travel to the provinces and sub-project sites should be expected. DFRM will provide information and data, office space and facilities.

E. EXPECTED OUTPUTS

12. The translator will prepare and submit the following products:

- Translated documents
- Workshop and meeting agendas and Minutes of meeting.
- Other outputs, as requested.

Outputs will be prepared in English and/or Lao as required.

F. QUALIFICATION AND EXPERIENCES

13. He or she shall have the following qualifications and experience:

- Recent graduate;
- Bachelor Degree (or higher) in forestry, conservation or environmental science;
- Have some good knowledge in protected areas and wildlife an advantage;
- At least one similar assignment successfully completed;
- Some experience in working with government staff;
- Excellent Lao and English speaking skills as well as writing skills;

The work will start from 1st April 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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 Chantabouly District, Vientiane Capital, Lao PDR
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 Attention: Mr. Lamphanh Kommadam, Project Coordinator.

Dateline for submission is due date on 20th March 2016.