

MINISTRY OF ENVIRONMENT AND FORESTRY

Draft Terms of Reference

Consultancy on development of a simplified training manual on addressing unintentional releases of persistent organic pollutants from open burning of waste in Kenya

Background

Kenya is a Party to the Stockholm Convention on Persistent Organic Pollutants (POPs). The objective of the Convention is to protect human health and environment from POPs. It was adopted in 2001 entering into force for Kenya in September 2007. Its objective for POPs is to eliminate or reduce the release of listed POPs pesticides, industrial and unintentionally generated dioxins and furans. POPs persist in the environment for many years and are often transported across international boundaries far from their points of generation and are therefore of global concern because they are carcinogenic, endocrine disruptors among other health impacts.

In 2016, Kenya received a grant from the Global Environment Facility towards mainstreaming sound chemicals management and reduction of unintentionally produced persistent organic pollutants from open burning of waste and thermal disposal of health care waste.

Stockholm convention has developed guidelines and guidance for best available techniques and practices respectively commonly referred to as BATs and BEPs. Which the consultant should use as reference materials.

Overall the consultant will prepare simplified training module that aim at

- Addressing Unintentional Releases of Persistent Organic Pollutants from Open Burning Of Waste in Kenya to be used by the county governments, municipal waste management practitioners and the community groups.
- Improve solid waste management practices and a reduction in the amount of waste disposed in landfills
- Improved health and well-being of the local population from a reduction of exposure to pollutants, a more sanitary approach to management of household and municipal waste, and opportunities for income generation.

Therefore the consultant will:

- Develop simplified training manuals with three major sections: overview of stockholm convention and other related international agreements, step by step implementation of best available techniques and best environment practices
- The training manual should provide step by step, simplified management strategies including recycling, composting and reuse of municipal waste

1. Deliverables

The following are key deliverables for the assignment

- A training manual presented in simpler formats since most of these target individuals who come from diverse professions and community groups that might not understand complicated waste language.
- Inception report should be submitted 7 days after signing of contract.
- Presentation of the draft manual to stakeholder validation meeting 18 days after signing the contract.
- Draft manuals to be shared in a stakeholder workshop
- Final training manuals (1 hard and soft copies) to be submitted to GBM and ME&F

2. Reporting Modalities

The Consultant will work under the overall guidance of the Project Management Unit in this, Ministry of Environment and Forestry.

3. Duration of Consultancy

The assignment is expected to take 20 working days

4. Program of Work

The consultant shall split time to cover the work schedules as follows:

Activity	Timeframe (Days)
Literature review	10
Draft report	3
Stakeholders Validation meeting	1
Revised and finalized report	6
Total	20

5. Qualification and Experience

University degree in Environmental protection and management, chemical and community development, and other relevant fields. Masters degree in any of these fields will be an added advantage.

Experience

- At least 5 years experience in community based capacity building, sound chemicals management or municipal or hazardous waste management.
- Experience in developing a community based training manual

- Knowledge of and experience with implementation of the multilateral environmental agreements such as the Stockholm, Basel, Minamata and other related conventions and agreements is an asset;
- Experience in international project implementation is an asset;

6. Competencies

- High level written and oral communications skill in English.
- Must be a results-oriented team player with excellent interpersonal skills, including enthusiasm, tact, diplomacy and high integrity; Concise and analytical thinking;
- Professional in working with government counterparts, team player; and,
- Must be able to communicate effectively in English language (verbally and in writing) in a cross-cultural environment.
- Ability to work with minimal supervision

7. Evaluation Criteria

<i>Only candidates obtaining a minimum of 70 points will be considered</i>		
<i>Criteria</i>	<i>Weight</i>	<i>Max. Point</i>
<i>Technical</i>	<i>100%</i>	<i>100</i>
Academic qualifications, experience and relevance.	20%	20
Experience in Chemicals and waste management capacity building	25%	25
Knowledge and experience	25%	25
Analytical and report writing skills	20%	20
Experience in result-based management.	10%	10

8. Duration of assignment, duty of station and expected places of travel

The assignment is expected to be carried out in April 2018 .The Ministry of Environment and Forestry will cater for the travel costs out of Nairobi as well as convening and supporting one stakeholder meeting.

9. Remuneration

Payment will be based on Government of Kenya terms and condition for the relevant contract modality.

- Payment will be done against a disbursement schedule as will be outlined in the contract and based on receipt of clearly defined deliverables with a specific timeline.
- Transport for field work will be provided by the Ministry
- DSA will be provided to the consultant and or his team while in the field

10. Application process

Interested and qualified candidates should submit their applications which should include the following:

- Technical proposal explaining why you are the most suitable for the work
- Provide a brief methodology on how they will approach and conduct the work.
- Financial proposal indicating break down of activities/ tasks and the the daily rates, total amount per each task and the lump sum amount for the total deliverables.
- Personal CV including at least 3 references.

Please submit your applications to reach us not later than **11am 26th March 2018.**