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MINISTRY OF ENVIRONMENT AND FORESTRY

Terms of Reference

CONSULTANCY (FIRM OR INDIVIDUAL)TO DEVELOP A CAPACITY BUILDING GUIDANCE FOR A MONITORING PROTOCOL FOR TOXIC CHEMICAL IN KENYA

1. Background

Kenya has 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.

The consultant must read the prodoc document of the project on linkages between sound chemicals management, waste management in general and health care waste in particular and how open burning of waste leads to emissions of unintentionally produced persistent organic pollutants (UPOPs).

The prodoc is available on the website www.environment.go.ke. Additional information is available on the Stockholm convention website www.pops.int/upops.

This specific consultancy relates to the sound management of chemicals in Kenya relates to project Component 1 on Streamlining sound management of chemicals and waste into national and county development activities through capacity building of ME&F, MOH, NEMA, county governments of Nairobi, Kisumu, Nakuru and Mombasa and the NGOs

Output 1.2.1 proposes that at least 70% of laboratory analyses in research and monitoring institutions required to monitor the implementation of national policy on hazardous chemicals and wastes being carried on a cost recovery basis. One of the main shortcomings of project-funded monitoring project lies in the fact that sustainability of laboratory operation is not ensured after project end.

Therefore, this output, rather to the procurement of equipment, will consist in the development and implementation of a national concerning the environmental and industrial monitoring, identifying POPs monitoring obligation for key industrial and waste management activities developed and implemented. In addition, proper training for key Kenyan laboratories on POPs monitoring will be carried out, and two key laboratories will receive the ISO 17025 accreditation for specific sampling and monitoring activities.

Overall the consultants report will report on how specific institution will address the sound chemicals and waste management in order to avoid environmental pollution, specifically on the following

- i. Capacity building needs assessment for central and local institutions in charge of chemical management monitoring.
- ii. Criteria for selecting control parameters for air, water and soil,
- iii. Training materials tailored to the Kenyan situation, developed on POPs management, POPs monitoring, chemical emergency response and 3R of waste.

- iv. At least 2 Excellence Training Centres on chemical management established at a main Academic institution.
- v. At least 200 staff coming from all Kenyan counties and affiliated to governmental institution, chemical industry and waste management companies selected and trained,
- vi. At least 2 training cycles (10 days each) performed during project implementation.
- vii. Effectiveness of training measured by means of pre-training and post-training examination of the participants,
- viii. Trainees who successfully pass post-training examination receive a certificate in Chemical management,
- ix. An award for most successful trainees consisting in contracts on Chemical Management at key Kenyan Institution established

Expectations

- i. Guidance and procedures for the integration of POPs issue in: chemical management, environmental permitting, waste management are developed for the local and central environmental authorities.
- ii. Propose national viable sampling sites and relevant parameters
- iii. How institutional chemical Units on POPs management can be coordinated trained and established in key local and central institutions.
- iv. Criteria for sampling/ inspections / year on the fulfilment of SC POPs regulation in the country performed.
 - a) How Basel and Stockholm Convention POPs guidelines can be used to address this Protocol
 - b) Examine the existing policies framework & institutional mandates relating to chemicals monitoring and gaps to be addressed for the purpose operationalization.
 - c) Examine the existing legal, regulatory and enforcement system for hazardous waste management with regard to Pollution monitoring of hazardous waste releases into air, water and soil.
 - d) Review existing data sets and reporting formats in various key institutions¹ and suggest how they can be harmonised for decision making.
 - e) Examine the categories of hazardous wastes as defined by MEAs and SAICM generated in the country and propose a suitable model for wastes classification that will facilitate data collection for the purpose of updating the PRTR.
 - f) Visits relevant national stakeholders and collect information from previous/on-going national regional projects related hazardous waste management activities that can feed into the national monitoring network.
 - g) Work with the International consultant to operationalize the Kenya PRTR database.

2. Deliverables

The following are key deliverables for the assignment

- Plan of work by week 1
- Inception report should be submitted 3 days after signing of contract.

- Final agreed upon inception report by week 1
- Presentation of the findings to stakeholder validation meeting 20 days after signing the contract.
- Institutional needs assessment report to be shared in a stakeholder workshop
- Final institutional needs assessment report (1 hard and soft copies) to be submitted to MOH and ME&F

3.Reporting Modalities

The Consultant will work under the overall guidance of the Project Management Unit in the MENR.

4.Duration of Consultancy

The assignment is expected to take 27 working days

5.Program of Work

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

Activity	Timeframe (Days)
Preparation / Inception report	2
Field Visit	15
Data entry/analysis	5
Draft report	2
Stakeholders Validation meeting	1
Revised and finalized report	2
Total	27

6.Qualification and Education Experience

Advanced University degree in, Institutional management, law Environment/ Public Health, environmental protection and management, chemical and industrial engineering, and other relevant fields. Masters degree in any of these fields will be an added advantage.

Experience

- At least 15 years' experience in law, social sciences sound chemicals management,healthcare waste management, municipal and hazardous waste management
- 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;

7.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

8.Evaluation Criteria

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

9.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.

10. 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

11. 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 past experience in similar projects and at least 3 references.

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