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MINISTRY OF ENVIRONMENT AND FORESTRY

Terms of Reference

NATIONAL CONSULTANT TO DEVELOP A BASELINE FOR A KENYA POLLUTANT RELEASE AND TRANSFER REGISTER (PRTR)

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 project document is available in the website www.environment.go.ke. Additional information is available in the convention site www.pops.int/upops.

A key output of the project is to develop a pollutant release and transfer register for Kenya. An international consultant is required to jointly work with local experts to develop a Pollutant Release and Transfer Register for Kenya in line with practices other countries. To understand the specific need of this consultancy, an applicant for this consultancy must read the project 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).

This specific consultancy relates to the main objective of component 1 of the project, 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.

The Pollutant Release and Transfer Register is used internationally to monitor types, quantity of pollutants. This consultancy will contribute to the project outcome on enhancing Kenya's monitoring of releases of toxic chemicals i.e outcome 1.2 of the project: i.e Monitoring activities intensified and strengthened and PRTR database in place.

- Output 1.2.1 At least 70% of laboratory analyses in research and monitoring institutions required to monitor the implementation of Kenya's national policy on hazardous chemicals and wastes being carried on a cost recovery basis is on listed toxic chemicals. This output, will contribute to the development and implementation of a national environmental and industrial monitoring; identifying Kenya's POPs monitoring obligations. In addition, proper training conducted on key Kenyan institutions on POPs monitoring is carried out, and in addition at least two key laboratories will receive the ISO 17025 accreditation for specific sampling and monitoring activities.
- Output 1.2.2 70% of universities nationwide include issues of hazardous chemicals and wastes, risks and legislation in curriculum. University curricula for chemical risk assessment and management of hazardous chemical and hazardous waste adopted by at least two

training institution. One cycle of curricula completed in at least 2 universities within project timeframe.

- Output 1.2.3. PRTR Database and reporting system in place. A pilot POPs/PTS database will be established to contain data related to industrial sources, and POPs contaminated sites in at least 2 Kenyan counties, and available POPs environmental data countrywide.

2.0 Key Priority areas to be covered

- i. Overall the consultant will report on how specific institutions will address the sound chemicals and waste management in order to avoid environmental pollution and mainly elaborate:
 - a) The role of PRTR in sound chemicals management and its potential in Kenya;
 - b) Good practices that Kenya can learn from;
 - c) Start up activities for setting up a PRTR in Kenya;
 - d) Key parameters to be monitored
 - e) Capacity building needs assessment for central and local institutions in charge of chemical management and the PRTR;
 - f) Training materials tailored to the Kenyan situation, developed on POPs and other toxic chemicals of international interest, management, POPs monitoring, chemical emergency response and 3R of waste.
 - g) Select at least 2 Excellence Training Centres on chemical management to be established; one in a regulatory institution (NEMA, KEBS, etc) and in another in an academic institution.

2.1 Tasks for the Consultants

Therefore the consultant will:

- i. Examine the existing policies framework & institutional mandates relating to chemicals and hazardous waste
- ii. Monitoring and gaps to be addressed for the purpose of operationalization of the national PRTR.
- iii. 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.
- iv. Review existing data sets and reporting formats in various key institutions.
- v. 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.
- vi. Examine the existing PRTR databases, operational platforms and advise the ME&F on the appropriate database for Kenya PRTR system.
- vii. Review the existing capacities and needs for key stakeholders for the purpose of implementing the national PRTR database.
- viii. Visit relevant national stakeholders and collect information from previous/on-going related national PRTR regional projects related to hazardous waste management activities that can feed into the national PRTR.

- ix. Develop the institutional framework for the key institutions to contribute data to the national PRTR.
- x. Develop the model and modalities for data presentation and reporting to and from the national PRTR system.
- xi. Work with the national consultant to operationalize the Kenya PRTR database.
- xii. Describe the operationalization of a functional Kenya PRTR system incorporating the linkages to the key data sources.

3. Deliverables

The following are key deliverables for the assignment

- Plan of work by week 1
- Inception report submitted 3days after signing of contract.
- Final agreed upon inception report by week 1of the contract
- Presentation of the findings to stakeholder validation meeting 18 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

4 Reporting Modalities

The Consultant will work under the overall guidance of the Project Managemnt Unit in the ME&F.

4.1 Duration of Consultancy

The assignment is expected to take 32 working days

4.2 Program of Work

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

Activity	Timeframe (Days)
Preparation / Inception report	2
Field Visits	5
Data entry/analysis	10
Draft report	2
Stakeholders Validation meeting	1
Revised and finalized report	2
Total	22

5 Qualification and Education Experience

The consultant must have an 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;

6 Competencies

- Practical experience with PRTR in a country currently having a PRTR
- 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

Only candidates obtaining a minimum of 70 points will be considered

Criteria	Weight	Max. Point
Technical	100%	100
Academic qualifications, experience and relavance.	20%	20
Experience in PRTR/wastemanement policy and legal issues	25%	25
Knowledge of and experience in PRTRT	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 GOK and the contract terms
- 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 timelines.
- Transport for field work will be provided by the ME&F
- DSA will be provided to the consultant and or his/her team while in the field

10 Application process

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

- Technical proposal explaining candidates suitability for this work
- Provide a brief methodology on approach and how to 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.**