1. Background

The “Program II for Improving Forest Law Enforcement and Governance (FLEG) in the European Neighborhood Policy Countries and Russia” (hereinafter, the Project) is a project being implemented by the World Wildlife Fund as part of the “Forest Law Enforcement and Governance in the ENPI East Countries-2” Program, and in partnership with the World Bank and the International Union for Conservation of Nature. The Programme participants are seven countries in Europe and North Asia – six European Neighborhood Policy countries (Armenia, Azerbaijan, Belarus, Georgia, Ukraine and Moldova) and the Russian Federation.

Both the project and the program ultimately target putting in place the enhanced forest governance arrangements through the effective implementation of the main priorities set out in St. Petersburg Ministerial Declaration and in Indicative Plan of Actions for the Europe and North Asia Forest Law Enforcement and Governance (ENA FLEG).

The Program has three specific Objectives listed below:

1) To make progress implementing the 2005 St. Petersburg FLEG Ministerial Declaration in the participating countries and support the participating countries commit to a time-bound action plan to ensure its implementation and follow-up activities (regional level);

2) To review or revise (or establish a time-bound action plan to review or revise) forest sector policies and legal and administrative structures; improve knowledge of and support for sustainable forest management and good forest governance (including the impact of related EU regulations) in the participating countries (national level);

3) To test and demonstrate best practices for sustainable forest management and the feasibility of improved forest governance practices at the field-level on a pilot basis in all participating countries (sub-national level).

This TOR is designed to contribute to Objective 3 and Section 3.1. of the Program Implementation Plan for Russia.

The main phase of the project has been carried out since August 2013 till December 2016. Within the project support of actions with active participation of government
institutions, public organizations and the private sector is ensuring. Many of actions are planned at national level, and supplemented with strategically focused activities at a level of groups of the countries and the region as a whole.

The project is carried out within the Country Work Plan on the program implementation for the Russian Federation. The following priority directions of the program implementation in Russia are allocated: (1) increase of efficiency of planning and monitoring of FLEG actions at national, regional (local) and interdepartmental levels; (2) strengthening of personnel potential on FLEG related issues; (3) implementation specific activities on FLEG into practice of leading Russian forest business companies and their international trade partners; (4) ensuring the rights of citizens and small business on legal use of forest resources; (5) increase of transparency of actions and awareness of interested parties.

2. Objectives

The objective of the assignment is to provide translation and editorial services in the frameworks of the task on the surveying the opinion of Russian logging companies’ CEOs on conducting business in the context of the new EU timber regulation (Regulation (EU) 995/2010) and for ENPI-FLEG II project related materials.

3. Scope of Services

Specifically, the translator should provide Russian – English translation of the survey’s output (report) as well as English – Russian and Russian – English translation of other the EU timber regulation related materials. The translator should ensure high quality editing and proof reading of the report.

For proper implementation of the assignment the translator should cooperate closely with WWF Russia as well as in case of need with the consultant(s) worked on preparation of the materials subject to translation.

The assignment should be fulfilled within the period of April – June 2015.

4. Reporting and Approval Procedures

The Consultant-translator should submit to the Project Coordinator (Nikolay Shmatkov, nshmatkov@wwf.ru) the following deliverables:
1. The EUTR scoping study report translated from Russian into English (31 pages).
2. Russian - English and English - Russian translation of other EUTR scoping study and ENPI-FLEG 2 project related materials (approximately 50 pages).

The Contract will be considered as completed after signing the acceptance certificate.

5. WWF’s Input
The Consultant will perform these Terms of Reference using own resources and equipment.

6. Required Qualifications, Skills and Experience
The Consultant-translator should have the following qualifications:

- Relevant linguistic education in English or Degree in other than language field from an English-language university;
- Extent of working experience as a translator (Russian – English, English – Russian) in environmental field, preferably including the field of forestry.
- Written proficiency in Russian and English.
- Good interpersonal skills and computer literacy. High editorial skills.