TERMS OF REFERENCE

Procurement Ref. No.: ADA/GEO/IC9

Hiring a GIS expert to assist in conducting the full-scale TEEB study for the forestry sector of Ajara Autonomous Republic, Georgia

a) Initial project information

The European Union (EU) funded “European Neighborhood and Partnership Instrument (ENPI) East Countries Forest Law Enforcement and Governance (FLEG) II Program” (the “Program”) is aimed to support the participating countries strengthen forest governance through enhancing their forest policy, legislation and institutional arrangements, and implementing sustainable forest management models on a pilot basis. The Program is implemented in seven countries of the EU’s European Neighborhood and Partnership Instrument (ENPI) East region: Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine, and the Russian Federation.

The Program builds on initiatives undertaken under the first EU funded FLEG Program. It is carried out over a four-year period, ending December 31, 2016. The Program is supported by the European Commission (EC) contributing to a single-donor trust fund administered by the World Bank (WB). Implementation of the Program is led by the World Bank (WB), working in partnership with the International Union for Conservation of Nature (IUCN) and the World Wide Fund for Nature (WWF).

Austrian Development Cooperation (ADC) provides additional funds to support Program activities in Armenia and Georgia. This is based on the Administration Agreement for the Trust Fund between the WB and ADC. The objectives of this Trust Fund are to support Armenia and Georgia in strengthening forest governance through enhancing forest policies, legislation and institutions, participating in international forestry-related processes, and developing and testing sustainable forest management models at the local level for future replication.

The Trust Fund will support these two countries in designing and implementing activities that complement their existing portfolios in forestry projects. This includes activities already developed within the framework of FLEG II trust fund supported by the EC mentioned above.

Main Program activities which will be implemented by WWF-Caucasus Programme Office (WWF-CauPO) with the support of ADC in Georgia will include evaluation of biodiversity and ecosystem functions of forests, promoting sustainable forest management, restoration of natural forest landscapes and conservation of forest biodiversity.

The Economics of Ecosystems and Biodiversity (TEEB) is one of the important components of the Program. TEEB is an international initiative promoting sustainable economies in which the values of biodiversity and ecosystem services are identified and fully reflected in decision-making.

In the framework of the FLEG II Program, it was decided to conduct full-scale TEEB study for forests and the forestry sector of Ajara Autonomous Republic (Georgia). WWF-CauPO has hired an expert (hereafter “the TEEB Expert”) to implement this task. The TEEB Expert will need assistance of a GIS
(Geographic Information System) specialist to produce relevant maps and provide other necessary information. Consequently, WWF-CauPO (hereafter “the Client”) will hire a GIS expert (hereafter “the Consultant”) to help the TEEB Expert implement the above-mentioned tasks. This activity is financially supported by the ADC.

**b) Objectives of the assignment**

The objective of this assignment is to produce maps of forest ecosystems of Ajara and to spatially model the provision of forest ecosystem services (mainly protective and regulating services). These maps should preferably have a scale of 1:100,000 and should clearly demonstrate key forest types of Ajara in different colors. The maps (alongside with the data collected by the two assisting specialists) will be used by the TEEB Expert. This TEEB expert as well as the assisting specialists have been hired by WWF-CauPO under the FLEG II Program (see Annex 1). The maps should help prepare policy recommendations, supporting sustainable forestry and optimal land use in Ajara.

Implementation of this assignment would contribute to the fulfilment of the FLEG II Program Development Objective “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)”.

**c) Scope of services**

The territory, subject to this assignment, encompasses the entire forest cover of Ajara (about 1,900 sq. km), within the overall context of the territory and land use of Ajara (about 3,000 sq. km).

The following major stages of work are envisaged:

a) Obtain available digital maps of forest cover and related data for Ajara with the support of local project assistants. In case suitable sub-national or national maps and data are not available, the best available (i.e. with sufficient scale and resolution to enable InVEST analysis) global data can be used.

b) Develop digital maps of (maximum two) alternative future scenarios for forest cover in Ajara. The future maps will be developed from scenario storylines provided by the TEEB expert, and will be validated by the Project Coordinator and local stakeholders.

c) Apply the InVEST tool (or equivalent) to model the spatial distribution of forest ecosystem services (specifically: carbon storage, sediment retention and water yield) in Ajara under a baseline and two alternative future scenarios; agree the outputs and outcomes with the TEEB expert, before sending the Final Report to the Project Coordinator (see Section d) below).

In case if data collected for Ajara (including maps) are not sufficient for conducting InVEST-based modeling, alternative GIS program will be used, as determined by the TEEB expert.

The total duration of the assignment is approximately 30 working days within the period of about three months. The consultant will ideally start his/her service in February 2016. There will be no need for the consultant to travel to Georgia (in case if foreign consultant is hired).

**d) Reporting and approval procedures**

The Consultant will send:
The First Interim Report to the Project Coordinator after the completing stage a) within about one calendar month from the beginning of the assignment. The expected outputs are maps of forest types and natural conditions (precipitation, evapotranspiration, etc.) as required by the InVEST program and brief description of the conducted work.

The Second Interim Report should be provided after the preparation of digital maps of future forest cover scenarios (stage b) within about two calendar months from the beginning of the assignment. The outputs will include digital forest cover maps and description of the conducted work.

The Final Report should be produced after the InVEST (or alternative GIS program – see section c above) modelling of ecosystem service provision, revised and accepted by the TEEB expert, within about three calendar months from the beginning of the assignment (stage c). The report should include GIS maps, their description, attribute information and report on the conducted work and methods used (entire assignment). The report and all maps should be provided in electronic format.

Further specific (technical) details of the required outputs will be provided by the TEEB expert to the GIS consultant during respective stages of work.

All reports should be sent to Ilia Osephashvili, Project Coordinator (with a copy to the TEEB expert), WWF-CauPO (iosephashvili@wwfcaucasus.org).

The Coordinator will provide feedback to the Consultant within five working days after receiving each report. If no response is received by the Consultant after the expiration of this period, the report will be deemed as accepted, unless a written request is sent by the Coordinator to the Consultant to allow for a few more days for the revision. The comments and requests for further information/corrections should be addressed by the Consultant within five working days (unless a request is provided by the latter to extend this period, based on reasonable justification). After the satisfaction of the Coordinator with the quality of the reports (clearly expressed in a written form), the Consultant may complete the remaining parts of the work. Only after the formal acceptance of the Final Report by the Coordinator in a written form, the contract can be considered as completed.

e) WWF’s input

The Client will provide all information available at their office, which might be useful for the completion of this assignment (including digital map(s) of Ajara), free of charge. The Client will also assist in resolving all logistical issues related to the fulfilment of this assignment.

f) Institutional arrangements

The assignment should be implemented by the Consultant under close supervision and guidance of the TEEB Expert. All interim and final reports should be submitted by the Consultant to the Project Coordinator. The outcomes and outputs of stage 3 should be submitted to the TEEB Expert for the revision and after agreeing them with the latter, the Final Report should be prepared and delivered to the Project Coordinator.
g) Qualification requirements

- University degree or equivalent in Geography or a related field, which has included GIS in the curriculum/training program, or training certificate in GIS (including preferably, remote sensing)
- Minimum of three years of experience in the use of GIS programmes, which includes digitising, mapping and data analysis, preferably in forestry or a related field
- Minimum one year of working experience in InVEST (a GIS alternative tool, based on a set of software models used to map and value the goods and services from natural ecosystems) would be an asset
- Good communication skills
- Working knowledge of English; in case a local expert will be hired, Georgian language can also be used alongside with English.

Annex 1

Conducting a Full-Scale TEEB Study for the Forestry Sector of Ajara Autonomous Republic (Georgia)

Extracts from the Terms of Reference

Objectives of the assignment

The main objective of this assignment is to conduct a full-fledged TEEB study for forestry sector of Ajara Autonomous Republic and prepare relevant policy recommendations. The outcomes of this study should help achieve sustainable forest management in Ajara.

This study would contribute to the fulfilment of the FLEG II Program Development Objective “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”.

Scope of services

The study will be conducted in several steps:

- Step 1: Collect background information about natural conditions, forest resources and forestry sector of Ajara Autonomous Republic (AAR)
- Step 2: Conduct a high-level stakeholder meeting (preferably in Batumi, the capital city of AAR), in order to
  - Refine the objectives of the study
  - Identify the most important thematic areas to focus on (e.g. ecosystem functions to be valued, opportunities for development of forest-based sustainable livelihoods)
  - Identify information gaps
  - Establish a Steering Committee to facilitate coordination and cooperation between the consultant and decision-makers and
  - Identify and take into consideration other factors as necessary
Step 3: Select appropriate methods based on available information
Step 4: Assess and value selected ecosystem services (possibly by monetary valuation)
Step 5: Assess distributional impacts and implications for poverty alleviation in Ajara
Step 6: Prepare the first draft of the study and make it available to the stakeholders
Step 7: Based on the stakeholder comments, prepare the final draft.

Additional stakeholder meeting(s) might be held if deemed necessary. The consultant will need to spend time as much as necessary in Ajara in order to meet local stakeholders and collect relevant information. The study report should at minimum contain the following components:

1. Background information
2. Overall goal, specific objectives (e.g. to maximize benefits from forests in an ecologically sustainable way)
3. The list of identified most important ecosystem services of forests in Ajara (based on stakeholder meetings and workshop results)
4. Methodology of ecosystem assessment and valuation
5. The ecosystem assessment and valuation
6. Key questions addressed (e.g. is it necessary to protect more forest? Should more focus be given to wood or non-wood products and services of forests? etc.)
7. Policy recommendations (including on land use), ways of their implementation and potential benefits.

The overall size of the TEEB study will be up to 100 pages. Additional components/details will be provided by the consultant on the basis of the outcomes of stakeholder meeting and other sources of information. The outputs of this work will be: a) TEEB study (text, tables, maps, etc.) including policy recommendations on how to increase the levels of sustainability of forest management in Ajara, and b) stakeholder meeting report(s).

The overall duration of the assignment is expected to be carried out over a period of eight calendar months, including the time needed for stakeholder meeting organization, consultations, etc. The work is estimated to start in August 2015.

The consultant will be assisted by the two local assisting specialists who will be hired by WWF-CauPO within the framework of the same activity.