Procurement reference No. UA/IC-11

Terms of Reference

Support for the development of a general public involvement mechanism to control logged wood transportation in Ukraine

A. Background

The Forest Law Enforcement and Governance (FLEG) II Program\(^1\) is carried out over a four-year period 2012-2016, focusing on improving forest governance in seven countries that are included in the European Union’s European Neighborhood and Partnership Instrument\(^2\) (ENPI) East region: Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine, and the Russian Federation. The Program builds on and further develops initiatives and activities undertaken during implementation of the first EU funded FLEG Program (2008-2012).

The Program is supported by the European Union contributing to a trust fund administered by the World Bank (WB). Implementation of the Program is led by the World Bank, working in partnership with the International Union for Conservation of Nature and Natural Resources (IUCN) and the World Wide Fund for Nature (WWF) and in close coordination with governmental and nongovernmental stakeholders of the participating countries.

The vision for the end of the Program in 2016 is that the participating countries have clear sector policies and implementation capacity to fight against illegal logging and associated trade, take into account the full social, environmental and economic value of forests, state-of-the-art forest sector laws, and modern forest sector institutions.

The three specific Program Development Objectives are to:

i. 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);

ii. 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); and,

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\(^1\) [http://enpi-fleg.org/](http://enpi-fleg.org/)

\(^2\) [http://www.enpi-info.eu/](http://www.enpi-info.eu/)
iii. 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).

The Program supports the participating countries strengthen forest governance through improving implementation of relevant international processes, enhancing their forest policy, legislation and institutional arrangements, and developing, testing and evaluating sustainable forest management models at the local level on a pilot basis for future replication.

Present activity is part of the activities conducted by WWF DCP (hereinafter the Client) under the approved Country Work Plan (CWP) for Ukraine, plan which contains activities that will contribute to achieving Program Development Objectives and will support Ukraine in making progress in the implementation of the 2005 St. Petersburg FLEG Ministerial Declaration.

The work is related to the previous years CWP of the ENPI FLEG II project activities and is focused on a thorough analysis over the transparency of the controlled system on logged wood transportation in Ukraine and possible way of involving the general public into this process.

B. Objectives

Objective of the assignment is to prepare a mechanism on the general public involvement for a more transparent way of work of the unified state system of electronic account of wood (USSEAW) in Ukraine.

C. Scope of Services

The Consultant tasks are:

- To prepare an analyze (a paper based concept) of possible ways to involve the general public into the USSEAW with focus on what can be included into and how it can be done in order to complement the present system
- Organize a public consultation on the draft paper and incorporate the suggestions received as appropriate.
- Develop and test necessary software package for upgrading the USSEAW system on logged wood transportation according to the results of the above mentioned analysis.
- Develop a brochure of the developed concept explaining the steps of how it will work including the public involvement details. Develop an awareness raising campaign plan and participate in the first stage of the promotion campaign of the developed public controlled system concept in the forestry related professional media (the main list will be provided) and among national and regional authorities.
D. Reporting and Approval Procedures

Reporting of the consultant is toward FLEG II Project Coordinator and Forest Expert in Ukraine.

Expected results of consultant’s work are:

(1) Interim Report: draft of developed analysis with the inputs from the consultation incorporated.

(2) Final Report:

i. To include comments received over the draft analyze of the public involvement into the USSEAW control, in order to be able to involve public control in its day-to-day use; reflect the outputs of this analysis into the software package meant to upgrade the existing software.

ii. on the results of an awareness raising campaign of the concept of public controlled system among national and regional authorities and its promotion in media.

The Consultant shall submit the reports into Ukrainian (with extended English version of an executive summary) to the Client according to the description above.

The work is expected to be carried out over the period of six months, with a time-input from the consultant of about 50 working days.

Acceptance and approval of the Interim and Final Report will be done by the Client through the FLEG II Project Coordinator and Forest Expert in Ukraine. The Country Project Coordinator will provide feedback to the consultant within 5 calendar days after receiving the reports (on expiration of this period, if no reply is received by the Consultant, then reports will be deemed as accepted otherwise the corrections are expected).

Project reports need to be sent by an e-mail address: bprots@wwfdep.org and dkarabchuk@wwf.panda.org. Besides 1 copy of the printed reports and a CD copy needs to be sent to the address: WWF Danube Carpathian Programme Ukraine (Dunajska-Karpatska Programa), 42 Mushaka Street, 79011 Lviv, Ukraine.

E. Institutional Arrangements

FLEG II Program coordinator in Ukraine for WWF DCP, Dr. Bohdan Prots and forest expert Dr. Dmytro Karabchuk (dkarabchuk@wwf.panda.org) will coordinate the execution of the proposed assignment.
WWF will provide to the selected Consultant support with the results of the previously analyze of the legal framework and initial proposal developed in the first year of activity implementation, as well as with the FLEG communications procedures.

F. Client’s Input

The Consultant will perform the services using its own resources. However, the Consultant may request additional data and assistance from the Client on the issues related to the implementation of the assignment. The Consultant is expected to participate actively in any additional public, media, workshop, round table and other professional meetings within the objective of this assignment and coordinate the necessary experts involvement into the events.

G. Qualification Requirements

- At least 3 years required experience in forestry areas;
- Forest management studies (university degree); PhD or international education or experience is an advantage;
- Good knowledge of the Ukrainian forestry system and legislation, especially related to timber flow control system including the knowledge of the USSEAW system.
- Good knowledge of relevant international treaties and agreements including EU timber flow control system legislation;
- Records and experience on legislative framework for timber flow control system are an advantage;
- Excellent communication skills;
- Good knowledge of Ukrainian and English;
- IT and programming knowledge.