Procurement № RUS/IC-21
Terms of Reference
Regional analysis on the awareness of stakeholders in the European Neighborhood Policy Countries and Russia about European Union Timber Regulation 995/2010

1. General description

ENPI East FLEG II – European Neighborhood and Partnership Instrument East Countries Forest Law Enforcement and Governance II Program is implemented by WWF in partnership with the World Bank and the International Union for Conservation of Nature. Seven countries of European and North Asia region, including six countries of European Neighborhood Policy Initiative (Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine) and the Russian Federation are participating in the Program.

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).

Regulation (EU) No 995/2010 of the European Parliament and of the Council of 20 October 2010 (later on EUTR 995), laying down the obligations of operators who place timber and timber products on the market, went into application on 3 March 2013 on the whole territory of European Union. EUTR places the liability on operators through implementation of the due diligence system for , assessment and mitigation of risks, which are connected to violations of current legislation in the country where timber was harvested.

Through the assignment under the present ToR, WWF Russia (hereinafter “the Client”) aims to find out the awareness level on European Union Timber Regulation 995/2010 in ENPI East FLEG II countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine) that includes timber enterprises senior executives understanding of the problems and opportunities
arising from the new European Union Timber Regulation entering into force; the measures on adaptation that have to be done and information assistance needed; timber exporters and their suppliers concerning EUTR 995; understanding of problems and opportunities connected with EUTR 995 entering into force; undertaken and planned measures on adaptation, and information assistance needed.

This Terms of Reference does not imply running a detailed analysis in Russia (as there is already available such document), however, while preparing the regional analysis of EUTR application effects, should be used the existing research on Russia completed under ENPI East FLEG II.

2. Purpose

An Individual Consultant will be selected to undertake a regional analysis of the effect of European Union timber regulation 995/2010 in the European Neighborhood Policy Countries and Russia.

3. Scope of Services

Under the assignment the following tasks are proposed:

3.2. Finding out the level of awareness of wood enterprises legal representatives concerning the requirements of EUTR 995, and also needed adaptation measures:

3.2.1. Running a phone interview (or via sending a written request) with senior executives of wood enterprises from Armenia, Azerbaijan, Belarus, Georgia, Moldova and Ukraine according to the survey questionnaire form developed and provided by the Client to the Consultant;

3.2.2. In terms of the ToR implementation the Consultant should receive survey questionnaires from no less than 10 companies in each country. If it is found from open sources of information or consultations with specialists that the number of companies for the survey is less than 10, it may be getting fewer number of respondents. The consultant shall make every effort to survey all the relevant companies;

3.2.3. Survey questionnaires are counted only from those companies, production of which is sent directly or via third parties to the European Union market or from which raw materials (timber) production for European Union market is made.

3.3. Based on the analysis of information received from the questionnaires, and also on data from verified open sources, his/her own information, consultancies with experts and representatives of involved organizations, and also based on the results of the all-Russia survey of wood enterprises and their suppliers, provided by the Client, to prepare a report containing the following sections:

- General information on European Union timber regulation, and also on wood export structure from the analysed countries to the European Union market, including the intermediate third countries market;
- General analysis of implementation of the EU Timber Regulation 995/2010 in the ENPI East FLEG II countries that includes the analysis of timber products export to
EU countries, and identification of requests for timber origin and legality confirmation from the EU timber products importers.

- Analysis of existing and potential problems and opportunities for wood companies in the analysed countries, including wood exporters and their suppliers, related to entering into force the new European Union timber regulation;
- Analysis of the level of awareness of timber enterprises senior executives of new European timber regulation. The awareness might comprise their understanding of the problems and opportunities arising from the new European Union timber regulation entering into force; the measures on adaptation that have to be done and information assistance needed;
- Recommendations for companies and authorities to improve the level of EUTR implementation.

3.4. To prepare an article for a professional magazine based on the report’s findings.

4. Reporting and Approval Procedures

The Consultant provides the Client with a review in the form of MS Word/PDF report on a form corresponding the demands of ENPI East FLEG II Program, as well as the magazine article, in 90 days once the contract is signed.

Nikolay Shmatkov, the WWF project manager in Russia and Belarus in terms of the Program ENPI East FLEG II will be responsible for accepting and approval of a contract. The project manager should answer the consultant during 5 working days once the contract is received.

An article for a magazine of approximately 15 pages should be presented by the Consultant in Word Times New Roman 12 with enclosure of the list of references, illustrative material, including diagrams and photographs (use of photographs for publication should be agreed with their authors).

The report and the wording of an article should be sent in an electronic format to the following e-mail address: NShmatkov@wwf.ru

If needed, the Consultant improves the wording of an article according to the remarks from the editorial board within 2 weeks after these remarks have been presented by the Client.

Editing and proofreading of articles are performed by a magazine employees, the final revision of an article is agreed with the Consultant.

5. Client’s Input

The Client provides the Consultant with the results of previously run survey of the wood enterprises senior executives in Russia. The Client provides the Consultant with the ENPI East FLEG II Program communication procedure and brand book.

6. Qualification requirements
The Consultant should possess:

- A college or university degree in the area of forest management, environmental protection or economics;
- At least 5 years of experience in the scientific, forest management, forest business, environmental protection or similar areas;
- Experience of work with wood importers to the European Union market;
- Good knowledge and understanding of EUTR;
- A good command of Russian language;
- Research experience and publications on sustainable forest management and forest products market is an advantage.