

Date: June 25, 2015

Procurement reference No. MD/IC-4

## Terms of Reference

Translation in Russian and English of the educational material developed in Moldova under FLEG II

### 1) Background

The Forest Law Enforcement and Governance (FLEG) II Program<sup>1</sup> will be 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<sup>2</sup> (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,
- 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 will support the participating countries strengthen forest governance through improving implementation of relevant international processes, enhancing their forest policy,

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<sup>1</sup> <http://enpi-fleg.org/>

<sup>2</sup> <http://www.enpi-info.eu/>

legislation and institutional arrangements, and developing, testing and evaluating sustainable forest management models at the local level on a pilot basis for future replication.

Among the activities implemented in Moldova by WWF-DCP (hereinafter 'the Client'), is the educational activity on 'enhancing educational and institutional capacities to create young school messengers for Moldova's forests', under which was developed and published an educational material: "Forest in the context of sustainable development"<sup>3</sup>. The material, addressed to teachers and students from pre-university level, includes topics related to forestry (like forest functions and benefits, forests and climate change, forests sustainable management and forest certification) and education (non-formal methods, approaches, practical applications and exercises).

## 2) Objectives

Objective of the assignment is the translation in Russian and English of the educational material referred above. The material has 64 pages in Romanian language, in average with approx. 350 words on the page.

## 3) Scope of Services

An Individual Consultant (or two Consultants for each language, Russian and English), will be selected to make the translation in Russian (specifically, from Romania into Russian) and English (specifically, from Romanian into English) of the educational material "Forest in the context of sustainable development".

The Consultant(s) estimated work-time to fulfill the assignment is 15 days for each language, after signing the contract(s) – estimate mid July 2015. Around 5 pages per day are expected to be translated.

Most probably the material in each language (Russian and English) will be published (estimate early September 2015), and the Consultant(s) will be requested to make one proofreading of the materials, in between graphics completion and typography printing, in order to ensure font correction (especially for Russian material).

## 4) Reporting and Approval Procedures

The Consultant(s) will be reporting directly to the Client through ENPI FLEG II Moldova Country Program Coordinator, namely Mrs. Antoanela Costea ([acostea@wwfdcp.ro](mailto:acostea@wwfdcp.ro)), who:

- will provide feedback to the consultant within 3 working days after receiving each outcome; on expiration of this period, if no reply is received by the Consultant, then task will be deemed as accepted, and
- will be in charge for approval and acceptance of the Consultant outcomes; only after Client's formal acceptance (by signing the acceptance form by both parties), the assignment can be considered as completed.

After every 20 pages translated from the education material, the Consultant(s) will submit these to the Client, for review and approval. Only afterwards the Consultant may move to the next parts of the material, until completing the entire work.

The communication with the Consultant shall be mainly in Romanian, and mostly though e-mail.

<sup>3</sup> [http://www.moldsilva.gov.md/public/files/publicatii/Padurea\\_in\\_contextul\\_dezvoltarii\\_durabile.pdf](http://www.moldsilva.gov.md/public/files/publicatii/Padurea_in_contextul_dezvoltarii_durabile.pdf)

## 5) Institutional Arrangements

The coordination of the execution of the assignment will be with Client's ENPI FLEG II Moldova Country Program Coordinator.

## 6) Client's Input

The Client will provide the Consultant with the educational material (word text), subject of the Consultant(s) translation.

The Consultant(s) will perform the service using its own resources and equipment, necessary for the translation.

## 7) Qualification Requirements

- At least 3 year experience in translations (Romanian-English, Romanian-Russian), especially technical translation – preferable related to forestry documents translation (1 year experience).
- University degree in foreign languages (Russian, English), arts-letters, literature.
- Certified license for translation (Romanian-English, Romanian-Russian), preferable translator with authorization / accreditation.
- Excellent knowledge of Romanian, English and Russian.