



REPUBLIC OF LIBERIA  
**ENVIRONMENTAL PROTECTION AGENCY**  
 4<sup>th</sup> Street Sinkor, Tubman Boulevard  
 1000 Monrovia, 10 Liberia  
 P.O. Box 4024

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**CALL FOR EXPRESSION OF INTEREST  
 TO PROVIDE CONSULTANCY SERVICE**

**Consultancy service to Review and Determine Institutional, Policy and Legal Constraints/  
 Barriers to Effective Waste Management for improved Policy, Legal and Institutional  
 Framework for Waste Management at the National and Local Levels**

**TERMS OF REFERENCE FOR NATIONAL CONSULTANT**

<b>Job Title</b>	National Consultant/FIRM		
<b>Division/Department</b>	Energy & Environment Environmental Protection Agency/EPA		
<b>Programme/Project Number/Project Title:</b>	ENERGY AND ENVIRONMENT PROJECT 00126149		
<b>Location</b>	Monrovia, Liberia		
<b>Expected Start Date of Assignment</b>	November 1, 2020	<b>Duration:</b>	60 Days (Nov. 1 – Dec. 31, 2020)
<b>Reports to</b>	EPA	Title: Energy & Environment Programme Coordinator	

**BACKGROUND**

The United Nations Development Programs (UNDP) in collaboration and consultation with relevant Ministries, Agencies, and Commissions (MACs) of the Government of Liberia has developed new Energy & Environment program document;

which will be implemented over a period of 5 years, commencing January 2020 up to December 2024. The program will be executed under the UNDP's National Implementation Modality (NIM), consistent with its Standard Basic Assistance Agreement (SBAA) between UNDP and GoL, and the Country Programme. The Implementing Partner (IP) for this project is the Environmental Protection Agency (EPA). The IP will be responsible and accountable for managing this project, including the monitoring and evaluation of project interventions, achieving project outcomes, and for the effective use of UNDP resources.

Liberia has rich and diverse natural resources and is a global biodiversity hotspot. Linkages between socioeconomic and environmental issues in the context of sustainable development in Liberia and in the sub-region, especially for women and marginalized groups, are critical. Climate change, deforestation, and threats to protected areas are likely to adversely affect various sectors including agriculture, fisheries, forestry, hydropower generation and health. Rising sea levels have accelerated coastal erosion, damaging infrastructures and impacting livelihoods of coastal communities. Low-lying areas are frequently flooded due to inadequate drainage systems and poor waste management.

UNDP, through its Energy and Environment (E&E) Programme, proposes to tackle these challenges within a broader development context that would facilitate synergy amongst the four thematic/focus areas of UNDP's work: 1. Livelihood Diversification, Disaster Resilience and Climate Change; 2. Biodiversity Conservation, Ecotourism and sustainable Land Management; 3. Renewable Energy Access and 4. Waste Management. In line with the Country Program Document (CPD) 2020-2024, the E&E Programme will provide support to promote diversified and inclusive economic growth along a low carbon and climate resilient pathway that is underpinned by investments in sustainable and environmentally friendly agriculture, food security, job creation and improved resilience to climate change and natural disasters in Liberia.

Through consultations made during the Feasibility Study to transform Wastes to Energy at Whein Town and the New Cheesemanburg Landfills and leading to the development of the Energy and Environment Programme Document, it was evident that city authorities and other waste management service providers such as the Monrovia City Corporation (MCC) Community Based Enterprises (CBEs) and that of the Small and Medium Enterprises (SMEs) are only engaged in waste collection and not in the management and recovery of waste as a resource.

(This should be part of the finding from the exercise and therefore should not be included here.)

It is against this background that the EPA as Implementing Entity (IE) and in collaboration with the Monrovia City Corporation (MCC) is recruiting a National Consultant to "Review and Determine Institutional, Policy and Legal

Constraints/Barriers to Effective Waste Management for improved Policy, Legal and Institutional Framework for Waste Management at the National and Local Levels”. The review will cover three cities in Montserrado County (Monrovia, Paynesville and Brewerville).

## **OBJECTIVE**

The objective of this consultancy is to enhance efficient coordination and sustainable solid waste management in Liberia (i.e. Monrovia, Paynesville and Brewerville) to ensure a healthy environment by addressing concerns and seeking remedy to the non-sustainable practices in disposal of wastes at national and local levels. To achieve this objective, the consultant will have to review the mandates, guidelines, operations, and challenges of institution(s) responsible for waste management in the targeted areas and advance remedial measures for efficient coordination and sustainable waste management.

## **DUTIES/RESPONSIBILITIES**

In collaboration and consultations with the EPA Energy & Environment Unit and MCC, the National Consultant will have the following overall duties and responsibilities:

- Carry out background studies, ensuring they are appropriate in scope and provide required analyses;
- Determine strategy, priorities, key partners, and key barriers of the Consultancy
- Develop work plan and technical proposal for the Consultancy, and
- Carry out desk review of relevant documents and conduct gap analysis

It is anticipated that this exercise will produce a report containing findings on the mandates; guidelines, scope of operations, and challenges faced by institutions responsible for solid waste management, as well as suggested or proposed remedial measures for efficient coordination and sustainable waste management.

## **Period of performance**

It is expected that the work will begin as soon as possible after the finalization of the vetting process and concluded before the deadline of December 31, 2020.

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**KEY PERFORMANCE INDICATORS**

- 1) Background studies with scope and required analyses of the Consultancy
- 2) Strategy, priorities, key partners, and key barriers of the Consultancy
- 3) Technical proposal with work plan and funding cost for the Consultancy
- 4) Desk review and gap analysis of relevant documents of the waste management sector, roles and responsibility of institutions involved in the sector, and how waste management is currently been financed and sources of finances
- 5) Options for private sector participation
- 6) Potential private sector investment proposal for waste management in Liberia (i.e. Monrovia that is replicable in other cities in Liberia)

**EXPECTED OUTPUTS:**

Under the supervision of the EPA Energy & Environment Unit Coordinator, the key products to be delivered include:

1. Copy of Technical Proposal with Work Plan
2. Final report from desk review of solid waste documents and operations of institutions responsible for waste management, containing gap analysis, priorities form consultations held, and key partners and barriers identified;

Required Completion Date:

December 31, 2020

**REQUIRED COMPETENCIES**

**EDUCATION**

- LLB/LLM Degree in Law, Bachelor and, or Masters degree in Development Studies, Waste Management, Environmental Management, Project Management, Sustainable Development, Social Sciences and or other relevant disciplines.

## **EXPERIENCE**

- At least 3 years of relevant experience in Environmental Management
- Proven experience in working with the EPA or MCC is a great advantage
- Previous experience in working for a donor/UNDP funded project
- Proven expertise in report writing
- Experience in project management, stakeholders engagement and consultation

## **OTHER SKILLS**

- Excellent team player with good interpersonal skills
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight schedules
- Ability to work in a multi-cultural environment
- Ability to communicate effectively; orally and in writing English in order to communicate complex, technical information to technical and general audiences
- Strong strategic planning, results-based management and reporting capabilities
- Displays cultural, gender, religion, nationality and age sensitivity and adaptability

## **IMPLEMENTATION ARRANGEMENTS**

The EPA through the Energy & Environment Coordinator will supervise the National Consultant's performance, and be responsible for review and acceptance of all written deliverables.

Consultant will be stationed at the Monrovia City Corporation (MCC) at an assigned desk during the period of the Consultancy or work virtually at a distance at times if necessary;

Consultant will have to work with his or her laptop during the period of the consultancy;

## **SUBMISSION OF APPLICATIONS**

### **ATTENTION:**

Rebecca E. Doo

Assistant Manager, Procurement

Environment Protection Agency (EPA)

4<sup>th</sup> Street, Sinkor

1000 Monrovia, 10 Liberia

P.O. Box 4024

or through email ([rdoo@epa.gov.lr](mailto:rdoo@epa.gov.lr)), indicating in subject area “Consultancy to Review and Determine Institutional, Policy and Legal Constraints/Barriers to Effective Waste Management for improved Policy, Legal and Institutional Framework for Waste Management at the National and Local Levels”. Closing date for submission of Expression of Interest is 4PM Liberia’s time, October 23, 2020. Any submission coming/received after this deadline will not be given consideration. Only submissions that meet the requirement/criteria as contained in this Expression of Interest will be considered for evaluation. The application package must include CV and Technical and Financial Proposal. **NOTE:** This information is also posted on the below websites: [www.emansion.gov.lr](http://www.emansion.gov.lr), [www.ekmsliberia.info](http://www.ekmsliberia.info), [www.epa.gov.lr](http://www.epa.gov.lr), [www.unpd.org](http://www.unpd.org) and local dailies.