REPUBLIC OF LIBERIA

ENVIRONMENTAL PROTECTION AGENCY

4th Street Sinkor, Tubman Boulevard

1000 Monrovia, 10 Liberia

P.O. Box 4024

CALL FOR EXPRESSION OF INTEREST

TO PROVIDE CONSULTANCY SERVICES

Consultancy Service to Review and Provide Harmonization Proposals for Amendment of the EPA Act by the Legislature

EOI NO. EPA/E&E/CON/ICS/001/2021

TERMS OF REFERENCE FOR INTERNATIONAL CONSULTANT

Job Title		International Consultant	
Division/Department		Environmental Protection Agency/EPA	
Programme/Project Number		UNDP Energy & Environment Program/Country Program Support	
Activity Result		Draft amendment EPA Act developed for legislative action	
Assignment		Review and Provide Harmonization Proposals for Amendment of the EPA Act by the Legislature	
Location		Monrovia, Liberia	
Reports to	Energy & Environment Coordinator/EPA-UNDP	**Consultancy Duration:**	2 Months (April 15-June 15, 2021)

BACKGROUND

The Environmental Protection Agency (EPA) through the United Nations Development Program (UNDP) Energy & Environment Program/Country Program Support intents to support the Government of Liberia through the Environmental Protection Agency to harmonize and strengthen the EPA Act for amendment by the Legislature.

The current EPA Act was created and approved on November 26, 2002 and published by the Authority of the Ministry of Foreign Affairs in Monrovia, Liberia April 30, 2003. The Act has Seven (VII) Parts and fifty eight (58) sections.Section 4 of the EPA Act states: there is hereby established under the Executive Branch ofGovernment, an autonomous body to be known as the Environment Protection Agency of Liberia in this Act to be referred to as "the Agency"; that the Agency shall be a bodycorporate with perpetual succession and a common seal, and that the Agency shall, in its own name be capable of suing and being sued and doing, suffering all acts, things as bodies corporate may lawfully do or suffer.Section 5:provides that the EPA shall be the principal authority in Liberia for the management of the environment and shall co-ordinate, monitor, supervise and consult with relevant stakeholders on all activities in the protection ofthe environment and sustainable use ofnatural resources.

Considering all the changing global trends in dealing with the environment and climate developments and after 17 years since the current EPA Act was created, it has become imperative for review and amendment. The review follows a SWOT and GapAnalysis undertaken by the Cross-cutting Capacity Development (CCCD) Project that identified the gaps, overlaps, conflicting mandates and the omnibus duties of the EPA under the Act. The SWOT and Gap Analysis Report recommended the review and harmonization of sector laws in order to reconcile weaknesses and gaps in key environmental policies and legal instruments.

Pursuant to this, the EPA with support from the United National Development Program (UNDP) intends to hire a National Consultant/International Consultant to harmonize and strengthen the EPA Act for amendment by the Legislature. Considering the above, the UNDP through the Energy & Environment Unit of the EPA requests the services of a National Consultant/International Consultant to work in collaboration with the EPA in achieving this objective.

With the plethora of challenges, the Energy and Environment (E&E) programme seeks to support the Government's efforts in achieving diversified and inclusive economic growth through investments in sustainable and environmentally friendly agriculture, food security, job creation and improved resilience to climate change and natural disasters. UNDP works to empower the population and build a resilient nation. It supports the government to develop and implement interventions aimed at improving the lives of the people, including women, youth and PWD.

Through its Energy and Environment (E&E) Programme, UNDP supports the government through its relevant Ministries, Agencies and Commissions (MACs) to address environmental issues and mitigate their impacts to support the collective growth and development of the country.

Contract and Reporting Requirements

The Consultant will be hired against a performance-based contract for Two (2) Months. He/she will report to Coordinator of the EPA-UNDP Energy & Environment Unit. The Consultant shall submit the reports summarized below, for the respective period(s). All documents/reports should be issued in English, submitted in both hard and electronic copies.

- Monthly Progress Reports: The Consultant shall prepare weekly concise reports with the relevant information on progress, highlighting achievements, emerging issues that need to be clarified with the client and recommendations.
- Final Report: Before the end of the assignment: The Consultant shall submit a final report detailing all the activities undertaken. The report should outline achievements and issues and lessons learnt.

Scope of Work and Tasks

The Consultant will have the following responsibilities:

- Review the current EPA Act and its complementary documents, and proffer necessary recommendations, amendments and edits.
- Conduct stakeholders' inception and validation meetings on the revised draft Act
- Develop final draft for legislative action

Job Responsibilities:

1) Review EPA current Act
2) Review other sectoral Acts/Laws and policies
3) Advance new draft EPA Act addresses sectoral over links functions

4) Develop final draft revised EPA inclusive best practices and harmonized with sector Agencies national policies.
5) Arrange stakeholders' meeting to validate the final/revised
6) Presentfinal copies

Functional Competencies:

- Excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options concisely conveying maximum necessary information, making and defending recommendations; ability to convey difficult issues and positions to the public.
- Have a considerable knowledge of proposal development

Key Expected Results

Draft amendment EPA Act developed for legislative action

Output

The Consultancy will achieve the following deliverables:

1) Develop final draft revised EPA inclusive best practices and harmonized with sector Agencies national policies.

QUALIFICATION

Education:

- Master's degree in Law (LLM) or its equivalent,or Master's Degree in International Environmental Management, International Economic Law and Policy, Public Policy or related social science discipline; and
- Holds a qualification as an advocate/counsellorand admitted to the Bar in a Common Law jurisdiction.

Experience

- At least five (5) years of documented experience of working in the legal sector both in country of qualification and international;
- Knowledge and experience working as an embedded policy formulation or legal advisor in a governmental agency in Liberia;
- Knowledge and experience in the institutional, legal and policy framework of the environmental sector in Liberia;
- Knowledge and experience in legislative review, legislative drafting, legal review and policy analysis;
- Knowledge and experience in various jurisdictions of International Environmental Management, International Economic Law and Policy, Public Policyor related social sciences discipline;
- Documented social skills and networking capabilities is an advantage;
- Experience in management and organizational development;

OTHER SKILLS

- Excellent team player with good interpersonal skills
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to work in a multi-cultural environment
- Oral communication/presentation skills
- Proactive mindset
- Experience in working with the EPA or UNDP funded activities/projects

ATTENTION:
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or through email (**rdoo@epa.gov.lr**), indicating in subject area "**Consultancy service to Harmonize and strengthen the EPA Act for amendment by the Legislature**"Closing date for submission of TORs is 4PM, April 8, 2021. Any submission coming/received after this deadline will not be given consideration. Only submissions that meet the requirement/criteria as contained in the Request for Expression of Interest will be considered for evaluation. The application package must include CV, credentials and Technical and Financial Proposal.

NOTE: This information is also posted on these websites:www.emansion.gov.lr, www.ekmsliberia.info., www.epa.gov.lr, www.unpd.and local dailies.