



REPUBLIC OF LIBERIA
ENVIRONMENTAL PROTECTION AGENCY
 4th Street Sinkor, Tubman Boulevard
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**CALL FOR EXPRESSION OF INTEREST
 TO PROVIDE CONSULTANCY SERVICE**

**Consultancy service to develop a Bill creating the Liberia Hydromet Agency
 TERMS OF REFERENCE FOR NATIONAL CONSULTANT**

Job Title	National Consultant		
Division/Department	Environmental Protection Agency/EPA		
Programme/Project Number	UNDP Energy & Environment Program/Country Program Support		
Activity Result	Liberia Hydromet Agency (LHA) Bill developed for legislative action		
Assignment	To develop a Bill creating the Liberia Hydromet Agency (LHA)		
Location	Monrovia, Liberia		
Reports to	Energy & Environment Coordinator/EPA-UNDP	Consultancy Duration:	2 Months (June 1-August 1, 2021)

BACKGROUND

The Environmental Protection Agency (EPA) through the United Nations Development Program (UNDP) Energy & Environment Program/Country Program Support intends to support the Government of Liberia through the Environmental Protection Agency to develop a Bill creating the Liberia Hydromet Agency for legislative action.

A Hydromet Agency is one that delivers high-quality weather forecast, early warning systems, water, hydrological and climate services; known as “hydromet services” which underpin resilient development by protecting lives, property and livelihoods. Ambitious climate action requires countries to be equipped with the most reliable warnings and best available climate information services.

The need is becoming imperative for developing country like Liberia to improve her ability to understand, predict, and warn their citizens of hydrological and meteorological (hydromet) hazards. The Liberia Hydromet Agency will be responsible for strengthening hydromet monitoring, forecasting and early warning systems, including through the upgrade of technological systems that gather, analyze, and produce hydromet data, and the provision of training on how best to share and use that knowledge for decision. (© 2020 Global Facility for Disaster Reduction and Recovery)

Effective weather, climate, and hydrological services (hydromet services) are critical to protect lives and property and to enhance socio-economic benefits. However, many National Meteorological and Hydrological Services (NMHSs) are facing serious challenges in responding to increasing societal and economic demands. The issue is more severe in low- and some middle-income countries where due to lack of resources, basic infrastructure, technical capacity, and visibility within their governments, timely provision of hydromet services and of adequate response are major difficulties.

At the same time, technological advances and open data policies have significantly enlarged the role of the private sector in the provision of hydromet services. Leveraging private sector capabilities without jeopardizing the provision of public hydromet services is a key condition to maximize socio-economic benefits. There is thus much interest among countries and stakeholders to explore the best ways of maximizing the public-private engagement (PPE) opportunities in their development projects.

The delivery of hydromet services along the hydromet value chain can be organized in different ways. The model chosen for a specific country depends not only on the economic principles but also on the country-specific situation and priorities. The following guidelines can help countries to navigate the issues and to decide on the optimal service delivery model: STEP 1 Define which services should be provided by the hydromet value chain, STEP 2 Assess which services are public services and which are not, STEP 3 Determine the form of service provision for public services and STEP 4 Organize the form of service provision for non-public services. [Global Facility for Disaster Reduction and Recovery (GFDRR)]

The needs of societies for more accurate and reliable weather, climate, and hydrological (hydromet) information are at the highest levels today. Weather events—including hurricanes, heat waves, floods, and droughts—jointly cause more economic damage and loss of life than any other disaster. Around the world, better warning systems, better meteorological and hydrological services, and customized service delivery can help prepare for and reduce the cost of weather events, minimize loss and damage, and build socio-economic resilience. Reliable hydromet services are in high demand in weather-dependent sectors like aviation, agriculture, shipping, transport, energy, and tourism. As the effects of climate change modify the patterns and intensity of natural hazards and as rapid urbanization and population growth increase vulnerability, adequate hydromet services are increasingly a very high value proposition. (Julie Dana Practice Manager, Global Facility for Disaster Reduction and Recovery)

The Environmental Protection Agency (EPA) along with the Ministry of Transport through the United Nations Development Program (UNDP) obtained funding from the Global Environmental Facility (GEF) to support the Early Warning System (EWS) Project for Liberia. The project supports the Government of Liberia to “Strengthen Liberia’s Climate-related monitoring capabilities, early warning systems and available information for responding to climate shocks and planning adaptation to climate change”. The project has three integrated and complementary outcomes:

- Increased capacity of hydro-meteorological services and associated networks to monitor and predict extreme weather, climate-related hazards and climate trends
- Efficient and effective use of tailored climate, environmental and socio-economic data to produce appropriate information which can be communicated to government entities and communities to enable informed decision-making
- Increased awareness in government, private sector and local communities of the major risks associated with climate change, and use of available information when formulating development policies and strategies

The overarching goal of the project was to reduce the vulnerability of local communities to climate change and safeguard the accomplishments of on-going and planned development efforts from climate change impacts in Liberia. This goal is consistent with a number of important policies and strategies governing Liberia’s national development and its specific responses to climate change. The project outcomes are closely aligned and coordinated with on-going

efforts in Liberia to promote development which is resilient to climate change at the national and local levels, and to be able to combine this information with other environmental and socio-economic data to improve science-based decision-making for early warning and adaptation planning.

Considering all the changing global trends in dealing with the environment and climate developments and learning from the Early Warning Project implementation, the Government of Liberia with support from the UNDP have decided to draft a Bill creating Liberia Hydromet Agency.

Pursuant to this, the EPA with support from the United National Development Program (UNDP) intends to hire a National Consultant/International Consultant to draft a Bill creating Liberia Hydromet Agency (LHA) for enactment by the National Legislature. Considering the above, the UNDP through the Energy & Environment Unit of the EPA requests the services of a National 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 PWDs.

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 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 Act/Law that established the Ministry of Mines and Energy (the institution under which the LHS belongs)
- Review the Act/Law that established the Liberian Hydrological Service to clearly understand the institution's functions. Ensure that all functions are integrated into the document that is to be formulated.
- Review existing Acts/Laws on Hydromet Agencies established in the sub-region
- Review World Meteorological Organization (WMO) and International Civil Aviation Organization (ICAO) on cost-recovery for meteorological services to aviation
- Review guidelines on the roles, operations, and management of national hydrological services.
- Review relevant documents that explain the work of hydrology to the enhancement of climate services.
- Also, consider cost-recovery for meteorological services to maritime/shipping

- Review the current related Acts/Laws and its complementary documents, and proffer necessary recommendations, amendments and edits for the creation of Liberia Hydromet Agency (LHMA)
- Conduct stakeholders' inception and validation meetings on the proposed Bill
- Develop final draft Act for legislative action

Job Responsibilities:

- Review other sectoral Acts/Laws and policies
- Stakeholder engagement with institutions heads (LHS and LMS) their functions and the importance of integrating them into a single institution (LHMA).
- Review World Meteorological Organization (WMO) and International Civil Aviation Organization (ICAO) on cost-recovery for meteorological services to aviation
- Also, consider cost-recovery for meteorological services to maritime/shipping
- Develop final draft Bill creating the Liberia Hydromet Agency (LHMA) inclusive of best practices and harmonized with sector Agencies national policies
- Present final copies of the draft Bill for Legislative actions

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 law writing and proposal development
- Knowledge of WMO Requirements, Standard and Recommended Practices (SARPs) for Hydromet Agencies is an advantage
- Having basic knowledge on the responsibilities and functions of hydrological services, including planning and strategy, human resource management, financial management, asset management, marketing, process and quality management and management of relationships with other institutions will be of great advantage.

Key Expected Results

Draft Bill creating Liberia Hydromet Agency (LHMA) for legislative action is developed

Output

The Consultancy will achieve the following deliverables:

- Develop final draft Bill creating Liberia Hydromet Agency (LHMA) inclusive of best practices and harmonized with sector Agencies national policies.

QUALIFICATION

Education:

- Master's Degree in Law; Bachelor's Degree in Law; PhD or its equivalent or its equivalent or Master's Degree in Environmental Science, Meteorology, Hydrology, Water Resource Engineering & Early Warning and Climatology and Climate Change.

- **Experience**
- More than two (5) years of documented experience of working in related field of study in regions across the world;
- Knowledge and experience in various jurisdiction of Liberia Laws, Policy especially in Meteorology, Hydrology, Early Warning, Environmental Science, Regional Planning and Public Policy;
- Experience performing similar services requested;
- Knowledge of capacity development, and Policy Analysis
- 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:

Rebecca E. Doo

Assistant Manager, Procurement

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or through email (rdoo@epa.gov.lr), indicating in subject area “**Consultancy service to develop Liberia Hydromet Agency for Legislative Actions**” Closing date for submission of TORs is 4PM, May 18, 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.org and local dailies.