Republic of Liberia

ENVIRONMENTAL PROTECTION AGENCY
Monrovia, Liberia

(CONSULTING SERVICES)

NAME OF PROJECT: ENHANCING CLIMATE INFORMATION SYSTEMS FOR RESILIENT DEVELOPMENT (LIBERIA CIS)

Assignment Title: **International Consultant to Strengthen Liberia's Disaster Management Framework**

Financing Agreement reference:
Project ID No: **SAP018**
Reference No**. EPA/CIS/ICS/2026/001**
Issue Date: 14th August 2026
End Date: 28th August 2026

1. Background

The Environmental Protection Agency (EPA) in Liberia was created by an act of the Legislature on November 26, 2002, and published as a handbill on April 30, 2003, to ensure sound environmental management and sustainable use of natural resources. The EPA functions to ensure long-term economic prosperity through sustainable development and establish a legal framework for environmental management.

The EPA received funding from the Green Climate Fund to implement a five-year project called "Enhancing Climate Information Systems for Resilient Development in Liberia" (the Liberia CIS Project).

The Liberia CIS Project is a US$11,431,969 GCF, AFDB, and GOL-funded project that aims to increase the resilience of Liberia's population and infrastructure to climate change. In particular, the project will strengthen the country's adaptive capacities to integrate better long-term climate risk reduction and adaptation measures in national planning and development through the development of a well-functioning Multi-Hazard Impact-Based Forecasting and Early Warning System (MH-IBF-EWS).

The implementation of the project will entail training and equipping the existing Liberia Meteorological Service (LMS), Liberia Hydrological Service (LHS), Environment Protection Agency (EPA) and National Disaster Management Agency (NDMA) to collect weather and climate data; introduce and maintain modelling, forecast weather events and provide early warnings systems; and scale-up evidence-based climate-informed decision-

making, planning, and response actions Countrywide. The objective of the project is to strengthen Liberia's climate-related observation and monitoring capabilities, early warning and early action systems, and other environment-related information systems. The objective seeks to drive a paradigm shift towards evidence-based climate-informed decision-making, planning, and response by integrating green growth, environmental resilience, and adaptation into national development planning through effective climate information systems in Liberia.

2. Purpose of the Consultancy

The main objective of this consultancy is to strengthen Liberia's disaster management framework by conducting a comprehensive assessment of the existing legal, policy, institutional, and operational arrangements for disaster risk management (DRM) and proposing a reformed, fit-for-purpose framework aligned with international best practices (e.g., Sendai Framework for Disaster Risk Reduction 2015–2030).

The consultancy will provide a strategic roadmap to enhance NDMA's mandate, coordination mechanisms, financing structures, and integration with climate information systems, early warning, and sectoral planning. The ultimate goal is to improve Liberia's capacity to anticipate, prepare for, respond to, and recover from natural hazards and climate-related disasters.

3. Scope of Services to Be Performed

The international consultant will work closely with the EPA, NDMA, and other national stakeholders, and may coordinate with any local consultant engaged on related institutional reforms.

A. Policy and Institutional Assessment

- Review existing legal and policy instruments governing disaster management in Liberia, including the NDMA Act, National Disaster Management Policy, and related sectoral plans.
- Assess the institutional capacity, coordination mechanisms, and operational effectiveness of NDMA at national, county, and local levels.
- Evaluate the integration (or lack thereof) between disaster management, early warning systems, climate information, and sectoral planning (agriculture, health, public works, etc.).
- Identify overlaps, gaps, inefficiencies, and bottlenecks in disaster risk reduction (DRR), preparedness, response, and recovery.

B. Benchmarking and Gap Analysis

- Compare Liberia's disaster management framework with international best practices, particularly the Sendai Framework, and with successful models from African countries with similar contexts (e.g., Sierra Leone, Ghana, Malawi, Mozambique, Kenya, and Senegal etc).

- Conduct a gap analysis highlighting weaknesses in legal mandate, coordination, financing, early action protocols, and community engagement.

C. Stakeholder Engagement

- Lead consultative workshops and key informant interviews with NDMA, EPA, Ministry of Local Government, Ministry of Finance and Development Planning, Public Procurement Commission, Ministry of National Defense, Ministry of Health etc, Liberia National Red Cross Society, UN agencies, NGOs, civil society, private sector, and disaster-affected communities.
- Facilitate a multi-stakeholder validation workshop to present preliminary findings and co-develop recommendations.

D. Development of a Strengthened Disaster Management Framework

- Develop a revised or new Disaster Management Policy Framework (or recommended amendments to existing laws/policies) that clearly defines:
    - Mandate, functions, and governance structure of NDMA
    - Coordination mechanisms across sectors and levels of government
    - Disaster risk financing and resource mobilization strategies
    - Integration with MH-IBF-EWS and climate information systems
    - Community-based disaster risk management (CBDRM) approaches
- Propose an implementation roadmap and action plan with clear timelines, responsible actors, and estimated costs**.**

E. Final Deliverables

1. Inception Report (within 2 weeks of start) detailing methodology, work plan, and stakeholder mapping.
2. Diagnostic Assessment Report (including legal, institutional, and gap analyses).
3. Draft Strengthened Disaster Management Framework (policy document and implementation roadmap).
4. Validation Workshop Report.
5. Final Framework and Roadmap incorporating stakeholder feedback.

4. Minimum Qualifications, Skills, and Experience

The assignment is open to an international individual consultant with the following qualifications:

- Advanced degree (Master's or PhD) in Disaster Risk Management, Public Policy, Environmental Management, Climate Change Adaptation, Law, Public Administration, or a related field.
- At least 10 years of cumulative experience in disaster risk management policy, institutional reform, or related fields, with demonstrated experience in Africa (post-conflict or fragile state experience is an asset).
- Proven track record in conducting institutional assessments and developing disaster management frameworks or similar policies for governments, preferably with organizations such as UNDRR, UNDP, World Bank, AfDB, or UN agencies.
- Strong knowledge of the Sendai Framework for Disaster Risk Reduction, early warning systems, and climate-related disaster management.
- Excellent analytical, writing, and communication skills in English.
- Ability to work in complex multi-stakeholder environments and facilitate high-level policy dialogue.
- Familiarity with Liberia's governance, environmental, or disaster context is highly desirable.

Professionalism: Ability to adapt to changing circumstances, work under pressure, meet tight deadlines, and maintain flexibility.

Duty Station: **Monrovia**
Start Date: September 15, 2026
End Date: November 24, 2026
Duration of Assignment: 10 Weeks

The Environmental Protection Agency (EPA) now invites eligible individual consultants to indicate interest in providing these services by submitting their Curriculum Vitae (CV), demonstrating experience in performing similar assignments with references, and showing responsiveness to the qualifications requirements outlined in this REOI. Eligibility criteria and the selection procedure shall be in accordance with the African Development Bank's *"Procurement Policy Framework for Bank Group Funded Operations"* October 2015, which is available on the Bank's website at http://www.afdb.org.

Further information can be obtained at the address below during office hours, i.e. from 0900 to 1700 hours (GMT) on working days.

Expressions of interest must be delivered in a written form to the address below by either hard copy or email by @ 1700 hours (GMT) and mention "Provision of International Consultancy Services to Strengthen Liberia's Disaster Management Framework under the Liberia CIS Project."

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