

# Ministry of Finance

## Request for Expressions of Interest

### Individual Consulting Services

Assignment Title: Environment & Social Safeguard Consultant

Programme: Green Climate Fund (GCF)

#### **A. BACKGROUND**

Green Climate Fund (GCF) is a unique global platform to respond to climate change by investing in low-emission and climate-resilient development. GCF was established by 194 United Nations Framework Convention for Climate Change (UNFCCC) countries to limit or reduce greenhouse gas (GHG) emissions in developing countries, and to help vulnerable societies adapt to the unavoidable impacts of climate change. Given the urgency and seriousness of this challenge, GCF is mandated to make an ambitious contribution to the united global response to climate change. To serve the Paris Agreement, GCF was established as the centerpiece of long-term finance.

The GCF was established by the UNFCCC to make a significant and ambitious contribution to global efforts towards attaining the international community's climate action goals. The Fund promotes a paradigm shift towards low-emission and climate-resilient development pathways by providing support to developing countries to limit or reduce their greenhouse gas emissions to adapt to the impact of climate change. GCF takes into account the needs of those developing countries particularly vulnerable to the adverse effects of climate change.

#### **B. ORGANISATIONAL CONTEXT**

On 1<sup>st</sup> September, 2016, Ministry of Finance (MOF) was nominated by the National Designated Authority (NDA)-MEIDECC, to be the Government's Accredited Entity (AE)/National Implementing Entity (NIE) through Direct Access Modality. This gives the opportunity for MOF to develop, submit funding proposals and overseeing the management and implementation of projects and programmes and deploying a range of financial instruments with their respective capacities.

MOF is currently the Delivery Partner and is continuing with GCF accreditation process to be Accredited Entity. The first step for the accreditation process had been completed which is the Self-Assessment Tool. This Tool was used to assess whether MOF has the proper capacity to facilitate the role of pushing their agenda to GCF Board.

As part of the Readiness and Preparatory Support undertaken by MEIDECC, there is a Gap Assessment that MOF need to undergo to determine whether they are capable of meeting the accreditation standards as well as for a smooth accreditation process. This Gap Assessment is

funded by the GCF Readiness and Preparatory Support Programme, conducted by Price Waterhouse Coopers (PWC) UK – a multinational professional network of firms that conduct auditing services worldwide. PWC provided a list of required documents as per the accreditation application requirement for MOF to compile and upload through GCF Online Application System (OAS).

MOF is now seeking to recruit a local consultant (MOF Environmental & Social Consultant) to write up the environmental and social policy guidelines for the ministry with regards to this GCF accreditation process. The consultant will work under the overall supervision of the Deputy CEO – Resilient Development & Financing Division, Ministry of Finance. The consultant will work in coordination with other team members and relevant participating ministries and counterparts.

### **C. SCOPE OF WORK**

The MOF Environmental & Social Safeguard Consultant is expected to develop and produce an Environmental and Social Policy in accordance to the current accreditation framework that:

- Includes an overarching statement of the E&S objectives and principles guiding the ministry.
- States the E&S standards the ministry adheres to including laws implementing host country obligations under the international law.
- Indicates whom within the ministry will ensure conformance with the policy and be responsible for its execution and is consistent with the Performance Standards (PS 1-8), endorsed by Management and communicated within the ministry.

It is important for the AE to be in alignment with the GCF's ESS standards. The performance standard 1 applies to all entities seeking to become accredited and AEs at the institutional level, and at the project/programme level.

- As it is presented in the accreditation framework: “25. Performance standard 1 establishes the importance of: (a) Integrated assessment to identify the E&S impacts, risks and opportunities of funding proposals; (b) Effective community engagement through the disclosure of project-related information and consultation with local communities on matters that directly affect them; (c) Management of E&S performance throughout the life of the project or programme; and (d) Engagement with affected communities or other stakeholders throughout the project or programme life cycle, including on communications and grievance mechanisms.”
- Includes a formal E&S risks and impacts identification and assessment procedure describing the due diligence approach which may be implemented by the relevant part of the ministry that:
  - Identifies the E&S risks and impacts of projects/programmes; The ESS standards is applied to all projects and programmes including individual projects or activities within a programme or under financial intermediation, finance through GCF.
  - Is consistent with good international industry practice;
  - Is consistent with PS1-8;

- Defines the responsibilities for implementation of the procedures including of whom within the ministry determines the categorization
- Defines management program including formal operational processes or procedures, documenting practices describing how individual projects/programmes mitigation actions will be documented, tracked and applied.
- Includes documented institutional process for managing mitigation measures and actions stemming from the E&S risk identification process.
- Defines requirements for auditing on ministry’s management program effectiveness.
- Defines organizational chart that identifies units or departments, line management and the individuals having E&S performance and compliance responsibilities.
- Defines capacity and competency in E&S PS1-8.
  - List of key in-house persons undertaking necessary work in these areas, specifying responsibility and area of competency for each person.
  - Brief bio data of these people including relevant qualifications and experience.
  - If outsourced, similar data in respect of outsourced persons/agency
  - Sample work done by the in-house/outsourced resources in these areas.
- Includes written processes or procedures describing external communication systems, location and registration of enquiries (website, etc.)
- Defines the internal control processes, along with clearly defined roles/responsibilities and timelines, to support a monitoring/supervision program that tracks and ensures completion of mitigation and performance improvement measures.

**D. REPORTING**

The Consultant will report to the MOF Chief Executive Officer through the Deputy CEO – Resilient Development and Financing Division, Ministry of Finance and lead in relevant coordination meetings to provide updates on the policy.

**E. EXPECTED OUTPUTS**

**The following Outputs will be expected to be delivered by the Consultant:**

<b>No.</b>	<b>Deliverables and Expected OUTPUTs</b>	<b>Key Performance Indicators</b>	<b>Timeline</b>
1	Workplan for the duration of the contract to be in line with policy requirements to be produced after 1 week of contract signing.	1. Approval of the Environmental & Social Safeguard Policy.	The duration of the consultancy is 2 months with possible extension pending on budget and performance.
2	Environmental and Social Policy.	2. Professional performance with minimum supervision. 3. High Quality and Timely delivery of expected outputs.	

		4. Effective communication with MOF and other relevant stakeholders.	
--	--	--	--

**F. LOGISTIC AND ADMINISTRATIVE SUPPORT AVAILABLE TO CONTRACTOR**

The Consultant should be fully equipped with laptop and mobile phone. The Ministry of Finance will facilitate the office space and associated facilities during the engagement period

**G. QUALIFICATIONS AND COMPETENCIES**

The MOF Environmental & Social Safeguard Consultant will require the following qualifications, experience, competencies, and language skills.

1. Education and Professional Qualification Required:
<ul style="list-style-type: none"> <li>• Bachelor’s degree in environment, social science, economics or related technical fields.</li> </ul>
2. Experience & Competencies Required:
<ul style="list-style-type: none"> <li>• Minimum of 3 years’ experience in Environment &amp; Social Safeguard Policy writing.</li> <li>• Familiar with Environment &amp; Social safeguards in Tonga.</li> <li>• Familiarity with the GCFs interim Environment &amp; Social Safeguard standards (which are the International Finance Corporation’s Performance Standards on Environmental and Social Sustainability) will be an advantage.</li> <li>• Work experience in socio-economic development policies.</li> <li>• Experience in report writing and expert computer skills.</li> <li>• Operational effectiveness and initiatives.</li> <li>• Focus on results and respond positively to feedback.</li> <li>• Consistently approach work with energy and positive mindset.</li> <li>• Demonstrate openness to change and ability to manage complexity</li> <li>• Team spirit and excellent interpersonal skills.</li> <li>• Ability to adapt to a multi-cultural working environment.</li> <li>• Ability to work under pressure.</li> </ul>
3. Language Required
<ul style="list-style-type: none"> <li>• Fluency in English is required and Tongan is an advantage.</li> </ul>

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) no later than **16:30pm of Tuesday, 2nd November 2021.**

Attn: Chief Executive Officer  
Ministry of Finance  
Nuku’alofa  
Tonga Islands

Tel: +676 740-0700

E-mail: [slolo@finance.gov.to](mailto:slolo@finance.gov.to) and copy to: [kngaluafe@finance.gov.to](mailto:kngaluafe@finance.gov.to)