



Indian Council of Forestry Research and Education

(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)

P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA

No. 3/2018/ESIP/BCC/ICFRE

Dated: 15/09/2021

REQUEST FOR EXPRESSIONS OF INTEREST (Individual Consultant - Selection)

COUNTRY: INDIA

NAME OF PROJECT: ECOSYSTEM SERVICES IMPROVEMENT PROJECT

Grant No.: TF0A3990

Assignment Title: Policy-cum-Knowledge Management Consultant

Reference No.: IN-ICFRE-249365-CS-INDV

The Government of India has received financing from the World Bank toward the cost of the Ecosystem Services Improvement Project (ESIP), and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include engagement of Individual Consultant (IC) for implementing of one of the component of ESIP *i.e.* Scaling up Sustainable Land and Ecosystem Management in Selected Landscapes. The consultant would need to look into the policy and knowledge management related activities of ESIP in the states of Chhattisgarh and Madhya Pradesh. The duration of the contract for this assignment is up to 30 July 2022 or project completion date, whichever is later. Terms of Reference for selection of Consultant is given in Annexure - I.

The Indian Council of Forestry Research and Education (ICFRE), Dehradun now invites eligible individual consultants to indicate their interest in providing the Services. Interested candidates should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The short listing criteria are:

1. Essential qualification is Postgraduate degree in Environmental Laws/ Policy and Knowledge Management/ Social Science/ Forestry/Natural Resource Management/ Environmental Science or equivalent and desirable qualification is doctorate degree in the relevant field.
2. Minimum 10 years of experience in analysis of policies and knowledge management particularly in the context of natural resource management/ forestry projects etc. Candidates with diverse practical and research experience in the field will have an advantage.
3. Experience of working with government agencies and of working in natural resource management/ forestry projects/policies and knowledge management.
4. Proven record of scientific peer-reviewed publications and development of knowledge products with respect to natural resource management.

5. Strong background in analysis policies, knowledge management and framing of policies activities is an advantage.
6. Knowledge of and experienced in project cycle management and well versed in logical frameworks.
7. Extensive knowledge of conventions on climate change, combating desertification and biodiversity (UNFCCC, UNCCD and CBD).
8. Fluent in speaking and writing English.
9. Strong communication skills.
10. Computer skills.
11. Ability to work effectively in a team interacts persuasively with a range of stakeholders, and travel extensively.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers [Government of India, 16 August 2017]* ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Selection Based on the Individual Consultant Selection Method set out in the Consultant Guidelines.

Further information can be obtained at the address below during office hours [0900 to 1730 hours].

Any representation/ complaints pertaining to this REOI shall be addressed to the Grievance Redressal Committee, ESIP-PIU, ICFRE, at projectdirectoresip@gmail.com.

Expression of interest (with individual CV to be furnished as per Annexure-II) must be delivered in a written form to the address below (in person, or by post or by email) on or before **29 September 2021 (15:00 hrs)**.

Project Director,
Ecosystem Services Improvement Project
Room No: 143
Indian Council for Forestry Research and Education
P.O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)
Tel: +91-135-2224803, 2224823, 2224831 Tele Fax: +91-135-2750296
Email: projectdirectoresip@gmail.com, Website: www.icfre.gov.in

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Terms of Reference

(Policy cum Knowledge Management Consultant)

1. Background

The Government of India has received financing from the World Bank toward the cost of the Ecosystem Services Improvement Project. Indian Council of Forestry Research and Education (ICFRE) is one of the implementing partners of ‘Ecosystem Services Improvement Project (ESIP)’ and may implement one of the components of ESIP, *i.e.*, Scaling up Sustainable Land and Ecosystem Management (SLEM) in Selected Landscapes. The main objectives of this component are to prevent land degradation and desertification and increase above-ground forest carbon stock through a combination of investments to implement and scale-up tried-and-tested SLEM best practices, to increase national capacity for monitoring land degradation and track associated indicators, and to generate knowledge exchange on SLEM approaches. The goal is to benefit small and marginal farmers and other rural poor and to develop a national knowledge platform for supporting a community of practice on SLEM. These activities are designed to overcome the twin challenges of arresting land degradation and meeting food security targets. This component will finance on-the-ground sustainable land management investments in private land holdings and common property lands and enhance knowledge and capacity for further scaling up of SLEM approaches at the national level. It will draw heavily from the best practices and approaches that were tried and successfully developed under SLEM project. This component can help increase national capacity for monitoring the status of land degradation and desertification and SLEM outcomes, as well as the results of UNCCD action programmes at the country level.

2. Objective(s) of Assignment

- i. To ensure that the program outputs contribute to strengthening the policy foundations for scaling-up of integrated SLEM approaches for reducing land degradation and desertification.
- ii. Ensure development of knowledge products related to scaling-up of SLEM approaches.
- iii. Develop strategies for scaling-up of integrated SLEM approaches for reducing land degradation and desertification
- iv. Building national capacity for land degradation and desertification monitoring, and implementation of a national knowledge network.
- v. Gather and disseminate information and experiences on communication strategies pertaining to the project to a wide audience.
- vi. Bringing out quality publications, policy documents, knowledge products and other documentations etc. related to the project.

3. Scope of Services, Tasks (Components) and Expected Deliverables

(a) Scope of Services, Tasks (Components)

- i. Provide technical leadership and facilitate relevant strategy development for promoting and facilitating coordination with State Governments and project implementation agencies and other stakeholders.
- ii. Support development of annual action plans in consultation with the Project Director, Project Manager and other technical consultants, focusing on coordination with all the stakeholders.
- iii. Support in preparation of relevant guidelines, operational manuals, policy documents and knowledge products.
- iv. Support in organizing and facilitating meetings with State Governments, technical expert committees, civil society organizations and other stakeholders related to project implementation.
- v. Support in quality implementation of other thematic activities in the project, such as training programs, communication strategy, project MIS and operations research etc.
- vi. Support in documentation and dissemination of best practices as well as development of knowledge products on SLEM.
- vii. Analysis of policies related to natural resource management and SLEM.
- viii. Support the Project Director and Project Manager in implementation of project, preparation of progress reports and other documents related to the project.
- ix. In addition to the above listed tasks, the consultant may be called upon to assist in any other tasks (related to project) assigned by Project Director and Project Manager of ESIP related to the core expertise of the consultant.

(b) Expected Deliverables

- i. Contribute to prepare coordination framework documents of the project.
- ii. Contribute to write the annual work plan for the project in consultation with other project experts.
- iii. Contribute to prepare regular progress report of the project.
- iv. Contribute to prepare technical reports, technical papers, policy papers and approach papers related to coordination with all stakeholders under the project.
- v. Development of knowledge products and knowledge sharing platform related to SLEM
- vi. Undertake quarterly thematic visits related to the project works.
- vii. Conceptualize the training modules for capacity building of communities on NRM, SLEM, land degradation and desertification monitoring etc.
- viii. Any other tasks (related to project) assigned by Project Director and Project Manager of ESIP.

Expected deliverables along with timelines are given in the following table:

S.No.	Expected Deliverables	Timelines
1	Contribute to prepare coordination framework documents of the project.	Within 3 months from the date of signing of contract
2	Contribute to write the annual work plan for the project in consultation with other project experts.	March 2022
3	Contribute to prepare regular progress report of the project.	Monthly, quarterly, annually
4	Contribute to prepare technical reports, technical papers, policy papers and approach papers related to SLEM in coordination with all stakeholders under the project.	Within 2 months from the date of assigning of task

5	Development of knowledge products and knowledge sharing platform related to SLEM	Within 1 months from the date of assigning of task
6	Undertake thematic visits related to the project works.	Quarterly
7	Conceptualize the training modules for capacity building of communities on NRM, SLEM, land degradation and desertification monitoring etc.	As and when required basis
8	Any other tasks (related to project) assigned by Project Director and Project Manager of ESIP.	As and when required basis

Data and documents/ reports /papers etc. generated by the consultant under ESIP will be the sole property of ICFRE. Consultant should ensure to hand over print and electronic copies of data and documents/ reports /papers to the Project Manager of ESIP before completion or termination of the contract.

Performance of the consultant will be measured against assigned work plan and it will be updated every six months. Consultant will submit half yearly progress reports stating her/his accomplishments against the agreed work plan and also submit any other reports as required by the project management authorities. Bi-annual progress reports submitted by the consultant will be reviewed by the Project Director, ESIP and acceptance thereof.

4. Qualification Requirements

- i. Essential qualification is Postgraduate degree in Environmental Laws/ Policy and Knowledge Management/ Social Science/ Forestry/Natural Resource Management/ Environmental Science or equivalent and desirable qualification is doctorate degree in the relevant field.
- ii. Minimum 10 years of experience in analysis of policies and knowledge management particularly in the context of natural resource management/ forestry projects etc. Candidates with diverse practical and research experience in the field will have an advantage.
- iii. Experience of working with government agencies and of working in natural resource management/ forestry projects/policies and knowledge management.
- iv. Proven record of scientific peer-reviewed publications and development of knowledge products with respect to natural resource management.
- v. Strong background in analysis policies, knowledge management and framing of policies activities is an advantage.
- vi. Knowledge of and experienced in project cycle management and well versed in logical frameworks.
- vii. Extensive knowledge of conventions on climate change, combating desertification and biodiversity (UNFCCC, UNCCD and CBD).
- viii. Fluent in speaking and writing English.
- ix. Strong communication skills.
- x. Computer skills.
- xi. Ability to work effectively in a team interacts persuasively with a range of stakeholders, and travel extensively.

5. Client's Input and Counterpart Personnel

(a) Services, facilities and property to be made available to the consultant by the Client:

1. Furnished office room
2. Computer, internet facility
3. Relevant documents required for imparting services.
4. @ 1days leave per month
5. Any other services required.
6. Traveling expenditure as per Government of India norms for the consultants/ contract personnel.

(b) Professional and support counterpart personnel to be assigned by the client to the Consultant's Team: Nil

6. Duration and Location

The duration of the contract for this assignment is up to 30 July 2022. The consultant will report to the Project Director and Project Manager of ESIP. Consultant will be based at ICFRE, Dehradun. However, contracts involve extensive long duration touring in the project areas under the states of Chhattisgarh and Madhya Pradesh for execution of project activities.

7. Remuneration

The consolidated remuneration of the consultant will be INR 80,000/- per month and TDS will be deducted as per the Income Tax Norms.

Annexure – II

**Format for Submission of Proposal of Expression of Interest for Selection of
Policy-cum-Knowledge Management Consultant under
Ecosystem Services Improvement Project**

1. Name of Candidate (in block letters):

2. Father's Name :

3. Permanent Address :

4. Full Postal Address for
Correspondence :

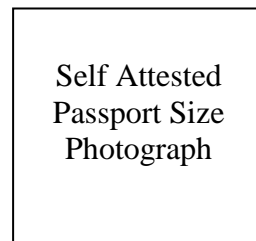
5. Mobile No. Telephone No.

6. E-mail ID :

7. (a) Date of Birth :

(b) Age as on 31.08.2021 :

8. Nationality :



9. Educational Qualifications (Graduation onwards):

Examination passed	Subjects of Examination	Name of Board/University	Year of Passing	Division

10. Relevant Experience in the field of Policy-cum-Knowledge Management:

Name of Employment/ Designation	Name of the Organisation where worked	Duration of Experience		Year of Experience	Nature of Duty Performed
		From	To		

11. List of Published Peer Reviewed Documents/Reports/ Papers:

12. List of Forestry Projects handled/ executed (in chronological order):

13. Training Programmes Attended:

14. Computer Skills:

15. Communication Skills:

16. Other Professional Skills:

17. Two References:

18. Justification as to, why he/she should be considered as a suitable candidate for engaging as a Policy-cum-Knowledge Management Consultant?

Declaration

I affirm that all information supplied by me as stated above is true and correct, I also fully understand that if any stage, it is discovered that any attempt has been made by me to willfully conceal or misrepresent the facts, my candidature is liable be summarily rejected. Curriculum vitae and self-attested copies of all the necessary documents are enclosed for proof of age, essential qualifications and relevant essential experiences.

Place:

Signature of the candidate

Date: