



Ministry of Environment, Climate Change and Technology
Male', Republic of Maldives

Recruitment of a Project Technical Coordinator (PTC) for “Biennial Transparency Report” project

Terms of Reference

Reference Number: (IUL)438-HRU/438/2023/420

1. PROJECT OBJECTIVE

To support Maldives prepare and submit its First Biennial Transparency Report (BTR1) that comply with the United Nations Framework Convention on Climate Change (UNFCCC) and Paris Agreement reporting requirements while responding to national development goals.

At the national level, to allow for “built-in flexibility” if the country needs it in light of its capacities and national circumstances, priorities and needs, while bridging gaps identified.

2. SCOPE OF WORK

With the adoption of the Paris Agreement (PA), adopted at the 21st Conference of the Parties (COP) to the UNFCCC in December 2015, all countries agreed on an enhanced transparency framework (ETF) for action and support (Article 13), with built-in flexibility which takes into account Parties’ different capacities and builds upon collective experience. The Paris Agreement, sets out a global action plan that puts the world on track to avoid dangerous climate change holding the increase in the global average temperature to well below 2°C above pre-industrial levels and pursuing efforts to limit the temperature increase to 1.5°C above pre-industrial levels. . It establishes that each individual Party should submit a Nationally Determined Contribution and revise it every five years in order to achieve the global goal of reducing greenhouse gas (GHG) emissions.

In the context of the ETF, countries are expected to track and report progress towards achieving their NDCs, and communicate adaptation actions, including good practices, priorities, needs and gaps, so as to inform the global stock take under Article 14 of the Agreement. Besides submitting their National Communications (NCs) every four years, signatory countries will be expected to submit Biennial Transparency Reports (BTRs) including a National Inventory Report every two years starting from December 2024, thus replacing the Biennial Update Reports (BURs).

Under this BTR project, Maldives will receive support to prepare its First BTR and submit them to the UNFCCC by December 2024, in compliance with UNFCCC and PA reporting requirements and in alignment to national development goals, with built-in flexibility provided



in light of its capacities. Moreover, the country will be supported to undertake a self-assessment and stocktaking exercise for the preparation of subsequent BTRs and NCs.

3. TASKS OF THE PROJECT TECHNICAL COORDINATOR

Main project management duties

- Execution of the project in accordance with the project objectives, activities and budget
- Review and provide technical inputs for all the outputs provided by the Consultants.
- Elaborate the Chapter IV of the BTR report.
- Manage financial resources and processing all financial transaction relating to sub-allotments
- Attend and facilitate inception workshops and national steering committee meetings

4. EXPECTED OUTPUTS AND DELIVERABLES

- Inception workshop conducted and report delivered
- Quarterly progress reports
- Final Report
- Chapter IV - Information on financial, technology development and transfer and capacity-building support needed and received under Articles 9–11 of the Paris Agreement
- Technical contributions for Chapter I, II, III.

5. COMPETENCIES

Professionalism: Knowledge and understanding of inter-governmental and inter-agency negotiation and networking functions; Ability to identify environmental, political, economic and social development issues, analyze and participate in the resolution of issues/problems; Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities; Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges;

Remains calm in stressful situations: Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

Communication: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.



Planning and organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

6. RECRUITMENT QUALIFICATIONS

Education: Minimum first degree (Bachelor's Degree) in climate change, environmental management or relevant field.

Experience: A minimum of seven (7) years of proven work experience in managing projects in the area of climate change or related.

Language Requirements: For the post advertised, fluency in written and oral English is required. Fluency in Dhivehi is required as well.

Other Skills and Requirements:

- Experience working with GEF projects

7. REPORTING

The PTC will work under the overall guidance of the head of the Project Management and report to the head of the Climate Change Directorate, Ministry of Environment, Climate Change and Technology.

8. CONTRACT DURATION

The incumbent will start from the date of signing of the contract for twenty-four months.

9. REMUNERATION

The selected candidate will be provided an all inclusive monthly remuneration of **MVR 26,700**



10. SELECTION CRITERIA

The Project Technical Coordinator will be selected based on the following criteria.

Rating Criteria	
Criterion	Rate
Academic qualifications	40 points
Minimum of seven years experience in managing projects in climate change or related field	10 points
Experience working with GEF projects	10 points
Interview	40 points

11. APPLICATIONS

Interested consultants may submit the **expressions of interest** with the following.

- Cover Letter
- Curriculum Vitae (CV) of the applicant indicating the previous experiences on similar works performed in the past with referees details;
- Attested copies of academic qualifications;
- Copy of National Identification Card (or Passport)
- Reference letters of similar assignments completed

12. SUBMISSION

Interested applicants may submit their applications on or before **12:00 hrs 7th September 2023**, to the following address.

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Handhuvaree Higon, Maafannu
Male', 20392
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