**Terms of reference**

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| **Position:** | Local consultant/ methodologist on predictive modeling of filling and breakthrough of moraine lakes (hereinafter referred to as the Contractor) |
| **Project Name:** | "Further strengthening Kazakhstan's programming capacity, institutional support for expanding direct access to the Green Climate Fund and development of green finance system." |
| **Contract type:** | Individual Contract |
| **Place of service provision:** | Home-based, with possible business trips to Almaty |

**Introduction:**

The International Center for Green Technologies and Investment Projects (hereinafter referred to as the Center), in 2022, was designated by the Ministry of Ecology, Geology, and Natural Resources of the Republic of Kazakhstan as the National Implementing Organization of the Readiness project "Further strengthening of Kazakhstan's programming capacity, institutional support for expanding direct access to the Green Climate Fund (hereinafter – GCF) and development of the green Finance system". The Readiness project is implemented jointly with the United Nations Office for Project Services (UNOPS).

The Readiness project is aimed at further strengthening the country's potential and creating favorable conditions for more active participation in the GCF and attracting climate investment. The first Readiness grant created an initial enabling environment for the institutionalization of the National Designated Authority (hereinafter referred to as theNDA) and interaction with the GCF. The project will strengthen the NDA's ability to effectively and efficiently perform its functions, facilitate the successful completion of the GCF accreditation process by direct access applicants, and thus open up access to GCF funds to address climate change challenges in Kazakhstan, and allow for the development of an updated country program with a clear framework for priority climate change investments and portfolio. strengthen the practice of sustainable finance in the financial sector of Kazakhstan by creating an enabling institutional environment and building the capacity of local experts.

The Readiness project provides for five tasks:

Task 1: Update the Country Programme in accordance with GCF procedures and establish a coordination mechanism

Task 2. Institutional and potential support for direct access applicants in the GCF accreditation process

Task 3: Building the capacity of the private sector to facilitate the planning and implementation of GCF-funded activities

Task 4: Support Hydrometeorological diagnostics and identify future investment needs

Task 5. Preparation of a concept for integrating green finance issues into existing operations of the banking sector and financial institutions.

**Goal:**

The goal is to improve the system of forecasting natural disasters, which will provide information about the possibility and strength of impending threats, by predictive modeling of filling and breaking of moraine lakes.

These models will be used to predict the amount of water entering the lake from various sources, such as rain, snowmelt, or glaciers, taking into account the geography of the region, climatic conditions and other factors to predict the probability of a moraine breakout creating the lake.

Modeling will be carried out in a pilot version at the key site-Big Almaty Lake (hereinafter - BAO).

**Scope of services:**

1. Development of an action plan for the collection and systematization of documentation for further use in the disaster forecasting system for filling and breaking moraine lakes in the Republic of Kazakhstan, indicating the timing and all organizational issues.

In addition, the Contractor must attach a brief methodology for the work with a description of the main approaches and expected results.

2. Consideration of the list of equipment and software necessary to collect initial data in the disaster forecasting system for filling and breaking moraine lakes in the Republic of Kazakhstan.

As a result of this task, the Contractor will create a list of hardware and software with a brief description.

3. A set of templates, questionnaires and forms in electronic form used to fill in data during their collection and processing in the disaster forecasting system for filling and breaking moraine lakes in the Republic of Kazakhstan.

4. Participation in the organization of an online seminar within the framework of the Readiness project on forecasting natural disasters on filling and breaking moraine lakes in the Republic of Kazakhstan

As part of this task, the Contractor must complete the following:

- preparation of the draft program for the online seminar;

- development of draft invitation letters;

- making a list of companies for further invitation.

All materials must be sent to the Customer before the event.

5. Assistance in conducting an online seminar within the framework of the Readiness project on forecasting natural disasters on filling and breaking moraine lakes in the Republic of Kazakhstan.

As part of this task, the Contractor must complete the following:

- sending out invitation letters;

- consultation of interested companies and formation of a list of participants;

- collection of presentation materials from speakers;

- assistance in the preparation of the final documents of the online seminar (program, list of participants, etc. materials);

- collection of recommendations from participants of the online seminar (if available).

6. Based on the results of the online seminar, an addition to the list of equipment, software, templates, questionnaires and forms used in the collection and processing of data in the disaster forecasting system for filling and breaking moraine lakes in the Republic of Kazakhstan (if necessary). Providing a final report on the results of the work performed.

**RESULTS AND DEADLINES**

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| **№**  **n** | **Expected Results** | **Deadline** |
|  | An action plan has been developed for the collection and systematization of documentation for further use in the disaster forecasting system for filling and breaking moraine lakes in the Republic of Kazakhstan, indicating the timing and all organizational issues.  A report on the work performed under item 1 has been prepared, containing supporting materials (an action plan, a brief methodology for the work). | 4 weeks from the date of signing the contract |
|  | The list of equipment and software necessary for collecting initial data in the disaster forecasting system for filling and breaking moraine lakes in the Republic of Kazakhstan is considered.  A report on the work performed under item 2 has been prepared, with a list of hardware and software with a brief description attached. | 10 weeks from the date of signing the contract |
|  | A set of templates, questionnaires and forms (electronic) used to fill in data during their collection and processing in the disaster forecasting system for filling and breaking moraine lakes in the Republic of Kazakhstan.  A report on the work performed under item 3 has been prepared, containing supporting materials (templates, questionnaires and forms in electronic format). | 14 weeks from the date of signing the contract |
|  | An online seminar on forecasting natural disasters on filling and breaking of moraine lakes in the Republic of Kazakhstan was organized.  A report on the work performed under item 4 has been prepared, containing supporting materials (draft programs and invitation letters, a list of companies to invite). | 20 weeks from the date of signing the contract |
|  | An online seminar on forecasting natural disasters on filling and breaking of moraine lakes in the Republic of Kazakhstan was held.  A report on the completed work on item 5 has been prepared, based on the results of the online seminar (seminar program, list of participants, screenshots of the online seminar). | 25 weeks from the date of signing the contract |
|  | Final report | 28 weeks from the date of signing the contract |

**Business trip**

Business trips are not provided.

**Note:**

* The contractor is responsible for thequality of the prepared materials within the scope of its duties;
* The contractor works under the supervision of the team leader and the overall guidance руководителяof the project manager.
* The contractor prepares reports in Russian.
* The report must be submitted electronically in MS Word format for Windows files.

**Basic conditions**

* When performing the entire scope of services, the Contractor must ensure the complete safety of materials and finished products, excluding the creation of counterfeit products.
* It is necessary to ensure compliance with the legislation and regulations of the Republic of Kazakhstan on copyright (and related rights).
* All rights to manufactured products, including original documents and copies thereof, may be transferred to any third party by the Customer's decision, and such transfer may be made directly to a third party and immediately after completion and acceptance. All work performed in accordance with this Technical Specification (hereinafter referred to as the TOR).

**Payment schedule**

The contractor must include all expenses, including fees for professional services, travel, accommodation and other expenses, in its financial proposal for performing the tasks of the TOR. Transportation costs are indicated only if the trip is provided for by the ToR.

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| **Payment stage** | **% of the contract amount** | **Results** |
| 1 | 15 | Result 1 |
| 2 | 20 | Result 2 |
| 3 | 15 | Result 3 |
| 4 | 20 | Result 4 |
| 5 | 15 | Result 5 |
| 6 | 15 | Result 5 |

**Required skills and abilities:**

**Education:**

higher education in economics.

**Technical and functional experience:**

 At least 3 years of experience in the preparation of analytical materials, such as research, analytical reports, data collection and processing, preparation of informational presentations;

 At least 3 years of experience in organizing seminars in terms of preparing the program, the list of participants and solving logistical issues;

 Experience working with international organizations and projects.

**Language skills:** fluency in spoken and written Russian is required.