

THE REGIONAL ENVIRONMENTAL CENTRE FOR CENTRAL ASIA
Project: Strengthening coordination and positioning of Central Asia in global climate processes
(GIZ)

TERMS OF REFERENCE

Individual Consultant (IC) on capacity building to ensure active, productive, and knowledge-based participation of Central Asian delegates at COP28

1. BACKGROUND

The UNFCCC's annual Conference of Parties (COP) stands as one of the world's largest multistakeholder platforms for dialogue on climate change. Each year, COP attracts approximately from 10,000 to 15,000 high-level delegates and visitors, featuring a comprehensive agenda and fostering global awareness of intricate scientific findings and climate action debates. However, before COP26, delegations from Central Asian countries lacked coordination and faced challenges in effectively representing themselves within regional negotiation groups. This resulted in limited opportunities to promote Central Asia as a thriving region, attract investor attention, and raise global awareness about regional accomplishments, challenges, and openness to cooperation.

In 2021, an important milestone was reached when the Regional Environmental Centre for Central Asia (CAREC) successfully organized the Central Asian Pavilion (CAP) at COP26 in Glasgow, Scotland, UK. At the request and with the support of Central Asian delegations, the CAP served as a dedicated platform to unify the voices of Central Asian Countries within motto "5 countries - 1 region - 1 voice", hosting thematic meetings and exhibitions throughout the conference. CAREC facilitated the development of a Regional Statement by the Central Asian State bodies with the overall title "The voice of Central Asia" presented at COP26 in the CAP.

In 2022 at COP27 in Sharm-El-Sheikh, Egypt, CAREC developed a similar statement and presented it at COP27 margins. Through its dedicated efforts, CAREC has successfully facilitated the organization and active participation of Central Asian countries in COP27. By strengthening the negotiating power of these nations, CAREC has played a crucial role in ensuring that their voices are heard, and their interests are represented in global climate discussions.

In 2023, CAREC received support from GIZ under the "Supporting preparations and participation of the Central Asian countries at the UNFCCC COP28" project to help prepare Central Asian countries to participate in the UNFCCC COP28. This year CAREC, with the support from GIZ and other development partners, will be instrumental in coordinating and empowering Central Asian countries in their preparations and participation in COP28. By strengthening their negotiating power, organizing joint side events, increasing visibility, and attracting investments, CAREC will play a pivotal role in promoting regional cooperation and highlighting Central Asia's commitment to the Paris Agreement.

Building capacity on climate change negotiation processes and ensuring active, productive and knowledge-based engagement of Central Asian delegates at COP28 is crucial. By strengthening their understanding of negotiation dynamics, key issues and best practices, Central Asian delegates can effectively contribute to the global climate agenda. This includes providing them with comprehensive training on negotiation strategies, facilitating knowledge sharing, explaining the COP agenda and global/regional processes in climate negotiations, and describing specific events.

In addition, equipping delegates with the latest agenda items, trends and science will enable them to make informed contributions and advocate for the region's priorities. These capacity-building efforts will strengthen the representation of Central Asian countries, increase their influence and contribute to meaningful outcomes at COP28.

2. OBJECTIVE

The main objective of this assignment is to provide substantive support and implement a comprehensive capacity building programme on climate change negotiation processes to ensure knowledge-based engagement of Central Asian delegates at COP28 and to raise awareness of the COP28 process among the wider public.

3. SCOPE OF WORK

The IC will work under direct supervision of the CAREC Climate Change Specialist and with close cooperation with relevant public/state institutions to accomplish the following scope of work:

- Support CAREC in drafting the Conceptual Document "Central Asian Countries at the COP28";
- Develop agenda, materials, and delivering one half a day training session "COP28 at a glance and opportunities for Central Asian Countries," for delegates and the public covered with at least but not limited to:
 - a. previous COPs' main achievements and decisions
 - b. overview of the COP28 agenda: aims, objectives, key activities, and provisional list of side events
 - c. international expertise in climate-related Statements development from State bodies and Civil society
 - d. identify areas for more effective targeting of the Central Asian regional statement at COP28 based on global climate processes and review of the COP28 agenda
- Develop agenda, materials, and delivering one half-a-day training sessions "Intro: COP28 in details" for COP28 delegates;
- Support in organizing training session "Climate finance and COP28 opportunities for Central Asia";
- Develop an "Analytical overview of the climate negotiations in the run-up to UNFCCC COP28" (in Russian);
- Develop agenda, materials, and delivering one half-a-day session for Central Asian country delegates based on the developed "Analytical overview of the climate negotiations in the run-up to UNFCCC COP28";
- Develop an "Analytical Overview of the climate negotiation processes and key outcomes of UNFCCC COP28, assessing the prospects for Central Asian Countries" (in Russian);
- Develop agenda, materials, and delivering one half-a-day session for Central Asian country delegates based on the developed "Analytical overview of the climate negotiation processes and key outcomes of UNFCCC COP28, assessing the prospects for Central Asian Countries";
- Develop presentation materials for the COP-28 preparation process, taking into account the visibility requirements of CAREC and GIZ;
- Deliver presentations on the national and regional events organized by CAREC to promote building capacity on climate change negotiation processes and ensuring active, productive and knowledge-based engagement of Central Asian delegates at COP28;
- Collaborate and facilitate communication of the Central Asian Regional State Bodies Dialogue with the Central Asian Regional NGO Dialogue in relation to the preparation and formulation of mutually reinforcing two Central Asian Joint Statements for COP-28;
- Develop a comprehensive narrative report about the events held, lessons learned, and results achieved, which will contain recommendations and next steps for further follow-up actions;
- Presentation about the achieved results in the post-COP event.

4. SCHEDULE AND DELIVERABLES

DELIVERABLES	DEADLINE
<p>Interim narrative report on implemented activities, with following attachments and/or information reflected:</p> <ul style="list-style-type: none"> - drafted sections of the Conceptual Document "Central Asian Countries at the COP28; - developed agenda, materials, and information about delivered one half a day training session "COP28 at a glance and opportunities for Central Asian Countries"; - description of collaboration and facilitation of the Central Asian Regional State Bodies Dialogue with the Central Asian Regional NGO Dialogue in relation to the preparation and formulation of mutually reinforcing two Central Asian Joint Statements for COP-28; - preliminary structure/outline of the Analytical overview of the climate negotiations in the run-up to UNFCCC COP28; - developed presentation materials for building the capacity of Central Asian delegates at COP28, considering the visibility requirements of CAREC and GIZ. 	<p>not later than September 15st, 2023</p>
<p>Interim narrative report on implemented activities, with following attachments and/or information reflected:</p> <ul style="list-style-type: none"> - developed agenda, materials, and information about delivered half-a-day training session "Intro: COP28 in details" for COP28 delegates; - description of support provided within the organization of training session "Climate finance and COP28 opportunities for Central Asia"; - developed "Analytical overview of the climate negotiations in the run-up to UNFCCC COP28"; - developed agenda, materials, and information about delivered one half-a-day session for Central Asian country delegates based on the developed "Analytical overview of the climate negotiations in the run-up to UNFCCC COP28"; - a list of events where the process of building capacity for Central Asian delegates at COP28 was presented and promoted. 	<p>not later than November 10th, 2023</p>
<p>Final comprehensive narrative report on implemented activities, with following attachments and/or information reflected:</p> <ul style="list-style-type: none"> - developed "Analytical overview of the climate negotiation processes and key outcomes of UNFCCC COP28, assessing the prospects for Central Asian Countries"; - developed agenda, materials, and information about delivered one half-a-day session for Central Asian country delegates based on the developed "Analytical overview of the climate negotiation processes and key outcomes of UNFCCC COP28, assessing the prospects for Central Asian Countries"; - information about the events held and outputs achieved; - recommendations and next steps for further follow-up actions on COP-28; - support provided in conduction of post-COP event. 	<p>not later November 30th, 2023*</p>
<p><i>*Considering the COP28 timeframe, the assignment may be negotiated for extension without changing the costs and without changing the cost and the timing of reporting for Deliverables 1 and 2.</i></p>	

5. REQUIRED QUALIFICATION

- Scientific degree in natural sciences or other relevant fields is essential, and special recognition of climate change issues is a preference;
- At least 3 years' experience in building capacity and/or facilitating negotiation processes on global climate-related negotiations with State and non-State Bodies in Central Asian Countries;
- Strong contacts with State and non-State parties from Central Asian countries are essential;
- At least one proven experience in the development of an analytical overview on climate negotiation processes;
- Excellent language skills (oral and written) in Russian and English.

6. TRAVEL REQUIREMENTS

- This assignment is home-based, with travels on regional offline events of the Central Asian Regional Negotiation Working Group. CAREC will cover the cost of this travel in accordance with CAREC rules and procedures, independent of this contract, based on the subsequently identified needs for the expert's onsite participation.

7. TIMELINE AND REPORTING

- The estimated duration of the consultancy will be July-November 2023.
- The Consultant shall report to the Climate Change & Sustainable Energy Program Manager.

8. APPLICATION REQUIREMENTS

- Curriculum Vitae (or Resume) in Russian and/or English languages;
- Brief motivation letter (max 1000 words) in Russian and/or English languages.
- Copy of Diploma and relevant certificates if any;
- Any additional supporting documents that could provide information that enhances the effectiveness of the selection of candidates.