ANNEX 2

Terms of reference for a Country Environmental Profile

As part of the programming cycle, preferably before the programming starts, the EU Delegation prepares an analysis of the country environmental and climate change context and of past and present EU cooperation in relation with environment and climate change (including Mainstreaming). The analysis, often known as the Country Environment Profile (CEP), covers the key environmental and climate-related challenges and opportunities, the way they are addressed in the National Development Plan and other policies, and the implications for future EU cooperation and policy dialogue. The assessment informs the evaluation of the national policy documents on which the programming will be based, the policy dialogue, the preparation of the EU response (the Multiannual Indicative Programme), its implementation and its mid-term review.

This annex presents terms of reference for a comprehensive country environmental and climate change analysis. These ToR have to be adapted to the needs of the EU delegation based on the availability of other similar analyses and on the scope of the analysis.

Three possible approaches are:

1. there are no equivalent recent analyses available, or the sources of information are not reliable – in this case it is recommended to prepare a complete CEP based on these ToR;
2. there are equivalent recent analyses available which can inform the integration of environment and climate change in programming – in this case, the analysis can focus on completing any missing relevant information required under these ToR (including an overview of integration of environment and climate change into EU development cooperation under past and current programmes and projects), and analysing the information available to draw recommendations for the better integration of environment and climate change in EU programming;
3. a joint country environmental and climate change analysis, CEP (or equivalent document) is prepared together with other donors, in which case the document should cover all key aspects as per these ToR, including (especially) the analysis and recommendations for the better integration of environment and climate change in programming.

Explanations or sections to be completed according to individual circumstances are given in italics. To aid the preparation of ToRs for a CEP and management of the process, a guide is available citing examples of CEPs that are considered to demonstrate good practice for a number of criteria

ToR for the preparation of the Country Environmental Profile of (*name of the country*)

1. BACKGROUND

Give a brief overview of the country, its current socio-political situation, EU cooperation experience on the major environmental concerns and responses by the government and/or other donors, the objectives and rationale for integrating the environment and climate change in the EU country analysis and programming documents and the current timetable with respect to the multi-annual programming process.

2. OBJECTIVE

The main objective of the Country Environmental Profile is to identify and assess environmental and climate change issues to be considered during the preparation of a country programme, which will directly or indirectly influence EU cooperation with the country. The Country Environmental Profile will provide decision makers in the partner country and in the EU with clear information on the key environmental and climate change challenges and opportunities, including the implementation of the new Sustainable Development Agenda 2030 and the transition to a green economy. It will cover the current policy, regulatory and institutional framework and the strategies and programmes (including those of the EU and other donors) to address them. The analysis aims to inform the preparation of the EU cooperation programme, to guide the integration of environmental and climate change concerns and objectives in the policies and programmes supported by the EU and to establish the necessary environment and climate change safeguards for all cooperation activities undertaken in the country. The Profile will describe the key linkages between the environment, including climate change, and poverty reduction. It will constitute an important source of baseline information and contribute to focusing political dialogue and cooperation with the country on key areas of concern including sustainable development as well as raising awareness among policy makers.

3. RESULTS

The profile will deliver the following results:

- an assessment of the state of the environment and key environmental factors and trends, including those related to climate change, influencing the country's sustainable development and stability;
- an assessment of the main links between the state of the environment, climate change and human development in its multiple dimensions (income, consumption, health, security, vulnerability, ...);
- an assessment of national environmental and climate change policy and legislation/regulations, institutions and capacities, and the involvement of civil society in environmental and climate change matters (including areas relevant for the transition to a green economy);
- an assessment of available analyses on the potential impacts of increasing climate variability and climate change on different key sectors and the strategies and processes in place or under development to respond to them;
- an assessment of the integration of environmental and climate change concerns in development policy and sectors (including an overview of existing institutional arrangements for mainstreaming at sector level);
- an overview of past and ongoing international (including EU) cooperation in environment and climate change as an area for cooperation and environmental and climate change integration;

- recommendations and, as far as possible, guidelines or criteria for mainstreaming environmental and climate change (adaptation and mitigation) concerns in cooperation areas. These recommendations should support the preparation of the country programming and include guidance or criteria to be used for environmental and climate change integration in subsequent phases of the cycle of operations.

4. ISSUES TO BE ASSESSED

The following issues should be analysed using existing sources of information and key stakeholders' perspectives. It is not expected that the preparation of the Profile will involve the collection of original data.

The sub-headings below are the same as the recommended profile format.

4.1. STATE OF THE ENVIRONMENT/CLIMATE CHANGE, TRENDS AND PRESSURES

This chapter should identify the **state** and **trends** of key environmental resources or components in the country, including (as relevant), but not necessarily limited to:

THEMES	ASPECTS
1. Land	• Soil erosion and degradation • Desertification • Land use, arable land, losses due to urbanisation or infrastructure building
2. Water	• Water regime • Groundwater • Water quality
3. Air quality	• Urban air quality • Indoor air quality
4. Forest, vegetation, ecosystems	• Forest cover, and forest cover change • Pastureland • State of particular ecosystems (e.g. savannahs, mangroves, coral reefs)
5. Biodiversity, wildlife	• Local status of globally threatened species/habitats • Alien invasive species • Fish stocks • Species with special value
6. Mineral resources and geology	• Mineral resources • Geological risks (seismic, volcanic and related risks)
7. Landscape	• Aesthetic and cultural value of landscape
8. Living conditions in human settlements	• Air and water quality • Sanitation • Slums • Environmental health • Vulnerability to disasters
9. Climate trends	• Temperature • Precipitation • Frequency of extreme weather events, natural climate-related disasters

Expected impacts of climate change should be described, focusing on key impacts affecting national and sectoral development, taking into account direct and indirect impacts. An overview should be provided of climate vulnerability for key development sectors, including an indication of the social groups that are particularly vulnerable to climate change due to their particular exposure, sensitivity or adaptive capacities.

This section will also highlight the effects of climate change in exacerbating existing environmental pressures and the linkages between environmental degradation (ecosystem services) and vulnerability, with a focus on the poorest and most exposed social groups.

Existing national or sub-regional studies on the expected effects of climate change should be considered, including proposed responses, which may include technical, policy and institutional components.

The overall implications of climate change for focal areas of cooperation should be assessed, including any safeguards or need for additional analyses to ensure that investments are adapted to increasing climate variability and predicted climate change effects.

Pressures on the environment and on climate vulnerability explaining the main negative trends should be identified, as well as pressures contributing to global environmental problems and to the atmospheric concentration of greenhouse gases (GHG), using the following table as a guiding checklist.

PRESSURE ON ENVIRONMENT AND/OR CLIMATE VULNERABILITY	POSSIBLE ASPECTS TO CONSIDER
1. Mining, extraction of hydrocarbons	• Extraction, processing and transport of minerals and hydrocarbons, and the resulting pollution and waste
2. Water use and management	• Water extraction (surface and groundwater) • Wastewater discharges, water treatment • Water use
3. Land use and management	• Land use planning including strategic environmental implications; land use change and related GHG emissions, large-scale land conversion.
4. Forest exploitation, hunting, fisheries, biodiversity	• Deforestation and forest degradation and related GHG emissions • Forest product extraction; illegal logging • Forest and fisheries management practices • Hunting and fishing activities, poaching • Wildlife trafficking • Use of non-timber forest products • Fires • Introduction of alien species
5. Livestock	• Overgrazing • Rangeland management, use of fire, water management • Livestock waste and pollution management
6. Agriculture	• Expansion of agricultural land • Shifting cultivation • Intensification • Irrigation and water use • Pest control • Agricultural practices, soil management • Agricultural waste and pollution management

PRESSURE ON ENVIRONMENT AND/OR CLIMATE VULNERABILITY	POSSIBLE ASPECTS TO CONSIDER
7. Energy supply and use	• Sources of energy • Supply- and generation-related waste and emissions • Energy consumption and associated emissions • Energy efficiency
8. GHG emissions	• Emissions of main GHG and sources
9. Urbanisation, infrastructure and industry	• Urban growth and sprawl, urban planning • Dams, roads, ports, other major infrastructure • Polluting industries, tourism
10. Transport	• Transport of goods • Transport of people
11. Waste disposal and management	• Waste production • Waste management • Public behaviour and practices • Hazardous waste management

As far as possible, the driving forces influencing these pressures should be identified, such as economic and fiscal incentives (including those affecting the transition to a green economy), demographic pressure, growing demand for commodities, unsustainable production systems, governance of natural resources, access rights to natural resources and land tenure systems.

Trends in the state of the environment and climate should be analysed with regard to their social and economic impact, including:

- impact on the economy;
- decline in production or productivity (e.g. agriculture, forestry, fisheries);
- threats to human health;
- human exposure to environmental disasters (e.g. floods, drought, landslides);
- conflicts and security issues;
- impact on poverty, differentiated impact on women and men, impact on vulnerable groups (including children and indigenous peoples);
- sustainability of resource use;
- cultural values.

The concluding paragraphs of this section should summarise the main problems identified, described in terms of situations or trends that are undesirable due to their current socio-economic consequences (e.g. falling productivity, health problems, natural risks, social crises, conflicts), their future consequences (e.g. decline in natural resources, cumulative pollution) or their contribution to global environmental problems. The main links between the environment, climate change and human development (in its multiple dimensions: income, consumption, health, security, vulnerability ...) should be highlighted, possibly in the form of a matrix or 'problem tree'.

As appropriate, the consultant should refer to environmental and climate change indicators that could be used for monitoring changes in key parameters in the country. To the extent that data are available, trends in relation with the sustainable development goals, targets and indicators should be provided; trends in additional indicators

related to country-specific environmental issues can also be provided, as available, to highlight those that are significant.

If appropriate, the information could be organised according to eco-geographical subdivisions with the scale (regional, national, local) of the issues indicated.

4.2. ENVIRONMENTAL AND CLIMATE CHANGE POLICY, REGULATORY AND INSTITUTIONAL FRAMEWORK

A brief description and review should be provided of the main government responses to deal with key environmental and climate change issues and promote sustainable development. This section should analyse strengths and weaknesses and cover the following aspects.

ASPECTS	EXAMPLES OF ISSUES TO CONSIDER
1. Policies[1]	• Existence of national policies, strategies and action plans for the environment, including possible national strategy for sustainable development, national climate change strategy, national environmental action plan, National Adaptation Plan (NAP), low carbon-, green economy- or green growth strategies • Policy responses to global issues, sustainability issues (depletion of natural resources), and specific environmental and climate change issues identified above • Consistency between policies • Policies on gender and environment • Important measures taken by the government to address environmental climate vulnerability concerns and types of policy instruments used for implementation • Effectiveness in achieving targets
2. Regulatory framework, including Environmental Impact Assessment (EIA) and Strategic Environmental Assessment (SEA) legislation	• Ratification status and implementation of Multilateral Environmental Agreements such as those concerning climate change, biodiversity and desertification (with reference to any official plans, programmes, communications or reports issued in the context of these conventions) • Adequacy of environmental legislation, including on land tenure and land reform, access rights to natural resources, management of natural resources, requirements for environmental assessment such as for EIA and SEA, pollution control, development control • Provision and procedures for public participation in environmental decision-making • Effectiveness of legislation enforcement • Use of other (non-legislative) instruments, e.g. 'green budgeting', environmental fiscal reform and market-based mechanisms, voluntary schemes (e.g. environmental management systems, environmental labelling, voluntary industry–government agreements) • Potential impact of non-environmental legislation
3. Institutions with environmental and climate change responsibilities	• Identity and quality of institutions involved in policy-making, legislation, planning, environmental protection, monitoring and enforcement • Level of coordination and decentralisation • Strength and capacities of individual institutions • Influence on other institutions • Good governance practices • Capabilities, means, functioning of environmental services • Major NGOs, institutes or other organisations involved in environmental/climate change management or policy

ASPECTS	EXAMPLES OF ISSUES TO CONSIDER
4. Public participation	• Transparency and access to environmental information • Role of NGOs and civil society in environmental decision-making • Effectiveness of participation • Participation by women and traditionally less represented groups • Access to justice in environmental matters
5. Environmental services and infrastructure	• Protected areas: number, areas, relevance, effectiveness of protection • Sanitation and waste treatment infrastructure • Disaster risk reduction systems • Emergency response mechanisms
6. Environmental and climate resilience monitoring system	• Relevance of selected indicators, particularly those linked to the SDG targets • Measurement of the indicators: periodicity, reliability • Integration in the general development indicators

(1) Note that climate-related policies and strategies may be briefly described here but are also covered in more detail in section 4.3.

4.3. INTEGRATION OF ENVIRONMENTAL AND CLIMATE CHANGE CONCERNS INTO KEY POLICIES AND SECTORS

The analysis should examine the integration of environment and climate change in the national development policy and in sector policies, particularly those that might be identified for EU support, taking into account the focal areas in the current programming document as well as any pre-identified option for future cooperation.

This section should examine whether Strategic Environmental Assessments (or similar assessments) are available for the national development strategy or poverty reduction strategy and for the sectors of interest. If such SEAs exist, they should be briefly described including the main recommendations. The main legislation, institutional arrangements and measures that address environmental issues in the sector, especially those identified in section 4.1 above, should be examined.

4.4. EU COOPERATION WITH THE COUNTRY FROM AN ENVIRONMENTAL AND CLIMATE CHANGE PERSPECTIVE

This section should briefly review the past and current experience with development cooperation interventions related to environment, natural resource management , climate change and the green economy, as well as the steps taken to integrate the environment into other cooperation areas (e.g. SEA or EIA studies conducted in the context of EU-funded programmes/projects). Where information is available, the environmental impacts or potential risks of past or ongoing cooperation should be identified for the benefit of future programmes. The relevant findings and conclusions of existing evaluations/reviews should be summarised.

4.5. COOPERATION FUNDED BY OTHER DONORS FROM AN ENVIRONMENTAL AND CLIMATE CHANGE PERSPECTIVE

This section should review the past and current involvement of other donors (in particular EU Member States, but other significant donors should also be included) and their experience in the country, and include a list of recent and planned projects/programmes with an environmental, climate change and/or green economy focus or anticipated impact. Coordination mechanisms between donors and the EU with respect to the environment, climate change and green economy should be assessed.

5. CONCLUSIONS AND RECOMMENDATIONS

The key environmental and climate change aspects in the country (state, trends and pressures), and the policy, regulatory and institutional opportunities and challenges should be identified as clearly as possible, indicating how these affect national and sectoral development, including vulnerability. These key aspects may be presented in a matrix, comparing environmental/climate change concerns and the main sectors or policies.

Based on a comprehensive assessment of available information and on consultations with stakeholders, conclusions and recommendations should be formulated on how the partner country and the EU can best address identified environmental/climate change challenges, enhance natural capital and promote the green economy in the programming and implementation of EU cooperation, taking into account current programmes and any pre-identified option for future cooperation. Conclusions and recommendations should feed into the country analysis, response strategy and possibly the identification of focal cooperation sectors[1]. They should address (but not necessarily be limited to) the following aspects:

- Rationale and possibilities for considering the environment or climate change as an area for cooperation, and/or (more frequently) the need to integrate environmental objectives, safeguards and complementary actions in other areas of cooperation, in order to address environmental and climate change constraints and opportunities as appropriate, including opportunities to contribute to the transition towards a green economy. Measures may include, for example, proposals for institutional strengthening and capacity building (including the enhancement of the regulatory framework and enforcement capacities) particularly in relation to environmentally- and climatically-sensitive sector programmes and budget support programmes. Opportunities may include supporting sustainable and resource efficient production systems or low-carbon development plans and programmes;

- Recommendations to ensure that projects and programmes are adapted to increasing climate variability and the anticipated effects of climate change, and can thus deliver sustained developmental benefits. Information gaps preventing this work from being accomplished should be identified;

- Opportunities for coordination on environmental/climate change issues with other donors, seeking to achieve complementarities and synergies in order to more effectively deliver development objectives;

- Proposals for environment- and climate change-related indicators to be used in the Multiannual Indicative Programme or to be considered during the formulation of cooperation actions. Wherever possible, indicators from the country results frameworks and indicators related to the Sustainable Development Goals should be used, taking account of the availability of data and actual capacity to monitor their evolution. The report should mention whether the proposed indicators are included in the performance assessment framework of national (e.g. national development plan or poverty reduction strategy) or sectoral strategies/programmes.

Individual recommendations should be clearly articulated and linked to the issues to be addressed and grouped according to the sector or institutional stakeholder concerned. The relative priority of the recommendations and an indication of the challenges to their implementation should be given.

Any constraints to preparing the profile resulting from limited information should be described.

6. WORK PLAN

The work plan should include but not necessarily be limited to the following activities:

- Consultations with EC country desk officers and other relevant officials, EU Delegation, the national competent environmental and climate change authorities and a selection of national and local authorities,

[1] Taking into account that other factors intervene in the choice of cooperation sectors, including past cooperation areas and the 'division of labour' between development partners in the context of the Paris Declaration.

key international donors, plus key national and international civil society actors operating in the environmental, climate change and green economy areas;

- Review of key documents and reports, including (include here a list of key documents already identified by the EU Delegation) EU programming document for the country; evaluation reports; existing environmental assessments of EU-funded projects and/or sector programmes relevant national documents (e.g. state of the environment reports); previous Country Environmental Profiles and/or Country Environmental Analysis or similar analytical reports; the current (particularly those related to potential future focal sectors); environmental and climate change literature; environmental and climate change policies, legislation and regulations; environmental and climate change monitoring data; and environmental/climate change performance indicators;

- Field visits to sites of key environmental/climate change concern and (if possible) the organisation of a national workshop attended by national authorities, development partners, experts and representatives of civil society with the aim of clarifying and validating key environmental, climate change and green economy concerns;

- On the basis of the outline and time schedule given in these Terms of Reference, a detailed work plan should be proposed.

7. EXPERTISE REQUIRED

The proposed mission shall be conducted by a team of (typically two) experts who should have the following profile:

- Expert level I or level II with at least 10 years' experience in environmental issues including institutional aspects, international environmental policies and management, environmental assessment techniques, climate change and experience in rapidly assessing information and developing recommendations. He/she would be the team leader;

- Expert level II with 10 years' experience and with an environment or climate change background complementary to the team leader.

In addition:

- Previous working experience in the country or the region is requested for at least one team member;

- Excellent analytical and synthesis skills;

- Experience in undertaking environmental and climate change analyses and preparation of development programmes would be an asset;

- Familiarity with Commission guidance on programming, country strategies, project cycle management, policy mix and integration of environmental and climate change issues into other policy areas is desirable;

- Experience on green economy policy would be an asset;

- Experience of participatory planning processes and gender issues would be an advantage.

The experts should have excellent communication skills in *(specify)* and *(specify)* (Knowledge of *(specify)* would be an asset.) *(Specify language)* will be the working language; the final report must be presented in *(specify language)*.

8. REPORTING

The results of the study should be presented based on the outline presented in Section 10 of these ToR. The draft profile, in (*number*) hard copies (double-sided printing on certified or recycled paper) and electronic version (Microsoft Word), should be presented to (*specify*) by (*date*) at the latest. Within (*number*) weeks, comments on the draft report will be received from the relevant authorities and the EU. The consultants will take account of these comments in preparing the final report (maximum 45 pages excluding appendices). The final report in (*language*) and (*number*) copies (double-sided printing on certified or recycled paper) is to be submitted by (*date*).

9. INDICATIVE PLAN OF ACTIVITIES AND MAN-DAYS REQUIREMENTS

	Expert I	Expert II
Desk analysis, including briefing to the team leader in (*place*)	5	2
Field phase including travel and possible workshop	15-20	15-20
Report finalisation (draft)	3	2
Debriefing in (*place*) – not later than (*date*)	1	
Final report (*date*)	1	1
Total days	25-30	20-25

10. REPORT FORMAT FOR A COUNTRY ENVIRONMENTAL PROFILE

Maximum length (excluding appendices): 45 pages.

The following text appears on the inside front cover of the report:

> This report is financed by the European Union and is presented by (*name of consultant*) for (*national institution*) and the European Commission. It does not necessarily reflect the opinion of (*national institution*) or the European Commission.

Structure of the report:

1. Summary

(The summary should succinctly and clearly present the key issues described in the profile following the order of headings 2 to 6 given below. The summary should not exceed 6 pages).

2. State of the environment/climate change, trends and pressures
3. Environmental and climate change policy, regulatory and institutional framework
4. Integration of environmental and climate change concerns into key policies and sectors
5. EU and other donor cooperation with the country from an environmental, climate change and green economy perspective
6. Conclusions and recommendations

(Comprising the main issues presented in sections 2 to 6 above (excluding section 7) in no more than 4 pages).

7. Technical appendices
    a. Relevant maps (e.g. environmental variables, climate projections)
    b. Reference list of environmental and climate change policy documents, statements and action plans
    c. Reference list of environmental and climate change legislation and regulations
    d. Other relevant technical information
8. Other appendices
    a. Study methodology/work plan (1–2 pages)
    b. Consultants' itinerary (1–2 pages)
    c. List of persons/organisations consulted with their affiliation and contact details
    d. List of workshop participants (if organised)
    e. List of documentation consulted
    f. Curriculum vitae of the consultants (1 page per person)
    g. Terms of Reference