



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference

Job Title: FAO FLEGT Programme – Project evaluation specialist

Location: Home based – with possible travel to project countries

Start date of Action: 30 September 2016

Duration: 50 days when work

Completion Date: 28 February 2017

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

1. Context and justification

The FAO FLEGT Programme is funded by the European Commission, the UK and Swedish Governments and is implemented by FAO's Forestry Department. The programme started in 2008 and has been implemented in three subsequent phases. Currently the programme management is closing out Phase II and Phase III activities started in January 2016. The programme supports local government institutions, civil society organisations and private sector associations to address their priority forest governance and law enforcement needs. The main objective of the Programme is to support the European Union's Forest Law Enforcement Governance and Trade (FLEGT) Action Plan which covers eight thematic areas:

- 1) Sharing or developing information and knowledge about the FLEGT Action Plan;
- 2) Improving transparency in the forest sector;
- 3) Setting up independent monitoring in the forest sector;
- 4) Supporting local communities and community forestry activities in line with the FLEGT process or a national strategy for improving forest governance;
- 5) Supporting improvements in national timber traceability systems, traceability of forest products and national control systems;
- 6) Supporting improvements of policy, legal and regulatory frameworks;
- 7) Supporting private sector initiatives;
- 8) Addressing domestic and regional market issues.

The programme also supports dissemination of information and knowledge sharing which includes the organization of workshops, conference, production of learning material and publications that address the FLEGT Action Plan thematic areas. Grants are provided to different forestry sector stakeholders, through competitive calls for proposals and requests for Direct Assistance by government institutions and private sector.

In the next year the FAO FLEGT Programme will engage in a lessons learning process to assess and analyse the impacts of FAO funded projects on the implementation of the FLEGT Action Plan, in relation with the different thematic areas, and to seek innovative ways to support inclusive actions that will improve the FAO FLEGT contribution to the results of the Action Plan.

2. Objective of the Terms of Reference

The Programme management is seeking a consultant to evaluate projects outputs relative to programme objectives, assess lessons learned in specific thematic areas, to be agreed between the consultant and FAO FLEGT Team, and compile and present this information in the final narrative report of the EU-FAO FLEGT Programme.

3. Expected Outputs

The consultant is expected to evaluate and present lesson learned in key thematic areas from Phase II of the FAO FLEGT Programme and provide a description of programme results. At the end of the contract the consultant will deliver a final Phase II project narrative report based on the desktop review and field level assessment conducted.

To support the reflection and strategic direction of this work a number of documents will be at the disposal of the consultant and serve as a basis for understanding priority FLEGT actions. These documents include but are not limited to: Programme Mid-Term evaluation conducted in 2014; FLEGT Action Plan evaluation from 2015; FLEGT Action Plan audit conducted by the European Commission Court of Auditors and the FAO FLEGT Phase III programme document.

Specific duties are as follows:

- Develop a workplan to evaluate outcomes of the EU FAO FLEGT Programme Phase II based on discussions with the FLEGT Team members and based on the priority setting discussions with partner institutions and the European Commission points of contact.
- Evaluate key outputs of agreed projects supported under Phase II and catalogue outputs and data from projects within the reporting framework of the logical framework. Conduct follow up interviews with service providers and conduct possible field visits to ensure indepth understanding of both outputs and anecdotal outcomes of projects.
- In close coordination with FAO FLEGT communications focal points and programme officer in each region, review lessons learnt which have been written up to date, categorize key outputs per thematic objective and compile overall lessons learned.
- Based on the above actions, write short policy recommendations and potential opportunities on which to build during Phase III of the programme on the 8 specific thematic areas of the programme but with special emphasis on the following key areas:
 - Forest Certification Schemes and their possible contributions to VPA verification systems or and/or improving forest governance (inclusive of support to community forestry actions and work to improve market access to SMEs and small holders),
 - streamlining chain of custody procedures and the implications on governance improvements,
 - domestic markets and actions to improve access to and benefits from legality,
 - independent monitoring and impacts on improving forest governance, transparency and forest management,
 - Support to law enforcement initiatives through CITES, contributions to TLAS development and implementation, and
 - Contributions to improving linkages between FLEGT and REDD approaches.
- Conduct interviews with selected project proponents and partner organizations to assess the utility of the programme and provide recommendations for steering programme support (assessment of what has worked, how the programme has contributed to FLEGT and what has been less useful based on the five principle UN evaluation principles – relevance, effectiveness, efficiency, sustainability and impact).
- Write a narrative description of the programme results consistent with the reporting requirements of the European Commission and other donors.

4. Supervision and Responsibilities of the consultant

The consultant will work under the overall supervision of the Director of FOA and will report to FLEGT Programme Manager for their day-to-day activities. The consultant will also operate in close collaboration with FAO FLEGT Programme Officers in each region covered by the Programme.

5. Expected Deliverables

The consultant is expected to deliver the following:

- A workplan within 1 month of contract signature.
- Briefing notes on FLEGT relationship to emerging issues as defined in the agreed workplan.
- Final report with graphics and data compiling findings from the analysis of FAO FLEGT Phase 2 programme implementation, detailing main results areas and impacts identified.

6. Required Competencies

The consultant will have the following minimum qualifications and experience:

- University degree in forestry, forest economics, natural resources management, or other relevant field to the Terms-of-Reference;

- Ten years of progressively responsible professional experience, including development, management and/or evaluation of field projects relating to forest sector governance;
- Experience working with and understanding of the EU FLEGT Action Plan;
- Experience in administrative and financial management of field projects;
- Demonstrated experience in designing and implementing evaluations of field-based projects and technical support programmes;
- Experience in working with international organizations;
- Excellent capacity to understand and synthesize data;
- Excellent writing and communication skills;
- Fluent in English; working knowledge of French or Spanish a plus.

7. Application Procedures

Email cover letter and copy of curriculum vitae **by 17:00 hours September 25th 2016** to Mr. Marc Vandenhoute
Marc.Vandenhoute@fao.org