



Term of Reference

Technical Expert Enhancing Governance and Financial Sustainability of Protected Areas in Malaysia

UNDP Malaysia in collaboration with the Ministry of Natural Resources and Environment (NRE) has agreed to assist the Ministry to source for Technical Expert(s), on a short-term basis. The Expert is expected to provide technical and substantive advice on the design and development of a Global Environment Facility (GEF) supported biodiversity Project Document and Logical Framework Analysis on Enhancing Governance and Financial Sustainability of Protected Areas in Malaysia.

In mid-2008, UNDP Malaysia and NRE, proposed to develop a Full Scale Project in the area of Biodiversity, specifically in Protected Areas with the aim of addressing the shortcomings of the Protected Areas (PA) management in Malaysia. This also aims to ensure that PA in Malaysia is underpinned by adequate financial and technical resources, within an overall system that ensures representativeness and nation-wide coherence. To help move towards this goal, the project's objective will be to establish a performance-based financing structure to support effective PA systems management. In mid-2009, GEF approved the Project Identification Form (PIF) for this project with the total budget of USD5.6 million. The co-funding from the Government of Malaysia will be in the form of cash and in-kind contribution of about USD9.8 million. UNDP Malaysia and Government of Malaysia are expected to submit the Project Document and Logical Framework Analysis of this project for GEF endorsement no later than November 2010.

The Technical Expert(s) will report to the Head of Energy and Environment Cluster of UNDP Malaysia and will liaise closely with Malaysia GEF Focal Point, Conservation and Environmental Management Division, NRE and National Project Director, Department of Wildlife and National Parks (DWNP). He/She is expected to work closely with relevant stakeholders as and when required. **The main output is a detailed Project Document and Logical Framework Analysis.**

Duties and Responsibilities

1. Coordinate and implement activities relevant to the preparation of Project Document in close cooperation with UNDP Malaysia, NRE and DWNP to ensure quality control, adequate use of resources and timely delivery of outputs in accordance with the project schedule.

2. Carry out research to analyse, quantify and establish baseline data that is necessary to reflect the current state of the PAs including the financing and management effectiveness. The key baseline parameters are as below:
 - Biodiversity significance and value
 - Cost of PA management
 - Revenue types and collection systems of PA
 - Types and trends of demand for PA.
3. Survey, review and analysis of the following information:
 - National, regional and global plans/programmes and policies of PA management standards
 - National, regional and global best practices of financial sustainability of PA government concerning the buildings sector
 - Past practices of PA management in Malaysia.
4. Organise, facilitate and conduct Logical Framework Analysis (LFA) workshop – define project goal, objective, outcomes, outputs and activities, project planning matrix (log frame) including success indicators, the project M&E plan, the Annual Targets, clear delineation of responsibilities among the stakeholders as well as the LFA workshop proceedings.
5. Prepare detailed Design of Project Components & Activities (following the approved PIF and the outcome of the LFA consultation).
6. Identify Coordination Mechanisms and other Institutional Framework – include discussions with project partners (e.g., demonstration hosts and co-financers).
7. Identify demonstration areas in consultation with implementing agencies.
8. Liaise with technical, management and financial partners that have experience in PA management such as DWNP, WWF Malaysia, RSOP, MPOB, State Governments and MTC in ensuring the establishment of operational mechanisms that links the project with other GEF and non-GEF initiatives on PA and/or forest biodiversity conservation.
9. Prepare the project budget taking note of the incremental cost analysis and the GEF-approved budget allocation.
10. Prepare GEF Project Document and LFA in accordance with UNDP/GEF official format.
11. Revise project document based on comments from GEF & UNDP accordingly,
12. Finalise Project Document and LFA for GEF CEO's endorsement and other associated activities.

Deliverables and Schedule

Phase	Schedule
1. Satisfactory acceptance of first draft of Logical Framework Analysis by Malaysia GEF Focal Point, NPD and UNDP.	26 February 2010

2. Satisfactory acceptance of first draft of Project Document by Malaysia GEF Focal Point, NPD and UNDP.	22 March 2010
3. Satisfactory acceptance of final draft of Logical Framework Analysis and Project Document by Malaysia GEF Focal Point, NPD and UNDP.	15 April 2010
4. Final acceptance of Project Document and Logical Framework Analysis by GEF and UNDP.	31 May 2010

Qualifications and Experience

UNDP Malaysia is looking for qualified Malaysian individuals/company/organisation to fill the position of Technical Expert(s). Successful candidates should have the following pre-requisites:-

- An academic and professional background in natural resources/protected areas management and/or environmental economics, and have experience in biodiversity conservation and an understanding of the multi-use of the forest ecosystems.
- A minimum of 10 years' of relevant working experience.
- Experience in implementation of technical assistance projects.
- Solid knowledge of Logical Framework Analysis.
- Ability to assess the institutional capacity and incentives is an asset.
- Have an understanding of political, economic and institutional issues associated with Protected Area management as well as environmental governance in the context of Malaysia's development.
- Excellent English writing and communication skills.
- Excellent in human relations, coordination, planning and team work.

Interested parties are kindly requested to submit **proposal** together with a detailed individual/company/organisation profile [to include areas of expertise and experience, examples of relevant ongoing and past consultancies, services provided and staff capacity], **complete Personal History Form** (P11 form) (available at <http://www.undp.org.my/uploads/p11%20personal%20history%20form.doc>), **work plan** and **expected fees** to:

**Resident Representative
United Nations Development Programme
Wisma UN, Jalan Dungun, Damansara Heights
50490 Kuala Lumpur.
Fax: 603 – 2095 2870
Email: registry.my@undp.org**

Deadline for applications: 4.30 pm, 23 November 2009
Only short-listed applicants will be notified.