

## **TÉRMINOS DE REFERENCIA**

### **APOYO REUNIÓN HEMISFÉRICA DEL DIÁLOGO REGIONAL DE POLÍTICA**

“ \_\_\_\_\_ ”

**RG-T2017**

**Asistente de Investigación**

#### **I. ANTECEDENTES**

- 1.1 La **División de** \_\_\_\_\_, del Departamento del Sector \_\_\_\_\_, va a lanzar una nueva iniciativa del BID con miras a la creación de nuevas políticas que mejoren la \_\_\_\_\_. La Reunión Hemisférica “ \_\_\_\_\_ ” tendrá lugar en la ciudad de \_\_\_\_\_, entre los días \_\_\_\_ y \_\_\_\_ de \_\_\_\_\_ del 2011, con una exhibición simultánea de fotografías de diseños escolares recientes.
- 1.1 La completa organización de la Reunión Hemisférica es de responsabilidad de la División de \_\_\_\_\_, tanto desde el punto de vista temático y técnico, como la coordinación logística y administrativa. Se contará con la colaboración de la contraparte que designe el Ministro de \_\_\_\_\_ de \_\_\_\_\_, con la colaboración de la Representación del Banco en \_\_\_\_\_ y el apoyo de la Administración en la Sede.

#### **II. OBJETIVOS DE LA CONSULTORÍA**

##### **2.1 Objetivo**

Apoyar la organización de la Reunión Hemisférica “ \_\_\_\_\_ ” en sus aspectos comunicacionales, de contenidos y logísticos, según las necesidades de su desarrollo.

#### **III. CARACTERÍSTICAS DE LA CONSULTORÍA**

- 3.1 Tipo de consultoría: consultoría individual
- 3.2 Fecha de inicio y duración: \_\_\_\_ de \_\_\_\_\_ al \_\_\_\_ de \_\_\_\_\_ de 2011.
- 3.3 Lugar de trabajo: Sede del BID y \_\_\_\_\_.
- 3.4 Requerimientos técnicos: Graduado en Ciencias Sociales, economía, sociología, educación o un área similar; excelente habilidad de escritura en inglés y español; e iniciativa propia.

#### **IV. ACTIVIDADES**

- 4.1 El/la consultor/a realizará las siguientes actividades :
- a. Revisar la lista de expertos en los temas de la Reunión Hemisférica, completarla y contactar a los expertos verificar su interés en participar del evento.
  - b. Elaborar los materiales de difusión que se distribuirán a los participantes del Seminario.
  - c. Colaborar en el registro y difusión del evento
  - d. Desarrollar una minuta resumen de los principales acuerdos, propuestas y discusiones del seminario, que sirvan de insumo para la clausura del evento.
  - e. Elaborar un documento final que resuma los principales logros y mensajes de la Reunión Hemisférica, para su distribución a público de especial interés para la División.
  - f. Aportar aquella información que el Banco le solicite dentro del alcance de los objetivos de la consultoría y de su plazo de ejecución.

## V. INFORMES

- 5.1 **Producto 1.** Propuesta de Papelería de la Reunión Hemisférica
- 5.2 **Producto 2.** Informe resumen final

## VI. CONDICIONES DE PAGO

- 6.1 Los pagos se realizarán quincenalmente.

## VII. CONFIDENCIALIDAD

El/La consultor/a se compromete a mantener absoluta reserva de toda la información a la cual tenga acceso siendo pasivo, en caso contrario, de las sanciones que el Banco pudiera establecer. La información confidencial a la que tenga acceso no podrá ser utilizada en otros trabajos o presentaciones a menos que el Banco y el Ministerio le otorguen su previo consentimiento.

## VIII. COORDINACION

Se desempeñará bajo la coordinación directa de \_\_\_\_\_, a través del Coordinador responsable de la Reunión Hemisférica, \_\_\_\_\_ ([\\_\\_\\_\\_@iadb.org](mailto:____@iadb.org) tel. (202) 623-\_\_\_\_).

## TERMS OF REFERENCE

Promoting Knowledge and Capacity Building through the Regional Policy Dialogue

RG-T2017

“ \_\_\_\_\_ ”

### I. BACKGROUND

- 1.1 The \_\_\_\_\_ Division of the Inter-American Development Bank has created the \_\_\_\_\_ Network under the framework of the Regional Political Dialogue. For the constitution of this Network, the \_\_\_\_\_ Division has developed a work plan to promote a space for discussions concerning common problems within the Latin American and Caribbean countries.
- 1.2 The \_\_\_\_\_ is a forum created to improve policies and public programs in Latin America and the Caribbean. The main objective is to tackle common problems in a joint effort by identifying opportunities of technical cooperation between countries in the region and establishing a strategy that will effectively raise political awareness on the importance of \_\_\_\_\_; increase the internal and external efficiencies of the sector; promote greater \_\_\_\_\_, both in quality and access; and achieve a \_\_\_\_\_.
- 1.3 In 2011, the \_\_\_\_\_ Network will examine the \_\_\_\_\_. The IADB's \_\_\_\_\_ Division, in collaboration with \_\_\_\_\_'s Ministry of \_\_\_\_\_, is inviting the vice-ministers of \_\_\_\_\_ of its 26 member countries to participate in a forum on \_\_\_\_\_ and \_\_\_\_\_, 2011 in \_\_\_\_\_. At the forum we will discuss the following topics: \_\_\_\_\_. There will also be room for discussion regarding \_\_\_\_\_. Finally, we will discuss \_\_\_\_\_.

### II. OBJECTIVES

- 2.1 In this forum, we propose to disseminate the acquired knowledge, share experiences and perspectives with the authorities of \_\_\_\_\_, and link the activities within the forum to the \_\_\_\_\_ policy agenda in the region.
- 2.2 The activity goal is to achieve \_\_\_\_\_ in Latin-America and the Caribbean focusing on \_\_\_\_\_, as an important factor conducive to a better \_\_\_\_\_ and \_\_\_\_\_ performance. In other words, the forum would like to convey the idea of \_\_\_\_\_ that respond to the needs of \_\_\_\_\_.

### III. CHARACTERISTICS OF THE CONSULTANCY

- 3.1 **Type of Consultancy:** Individual Consultant
- 3.2 **Duration:** \_\_\_\_ days, plus \_\_\_\_ days of per diem and a round trip to \_\_\_\_\_.
- 3.3 **Place of work:** \_\_\_\_\_

- 3.4 **Qualifications:** The expert should have experience in designing and \_\_\_\_\_ aiming to a better \_\_\_\_\_ performance.

#### **IV. ACTIVITIES**

- 4.1 The panelist (consultant) will prepare a short paper and deliver a 20 minute presentation as part of the panel on “\_\_\_\_\_” (in accordance to attached agenda). Within the one hour session, the consultants participating in the panel will allow for a 20 minutes question and answers space.
- 4.2 Both, the consultant’s paper and presentation should be motivational to the audience and induce them to think about different ways of \_\_\_\_\_ and better performance. The presentations should make the point that \_\_\_\_\_. It should introduce alternatives for \_\_\_\_\_ and/or designs for \_\_\_\_\_.

#### **V. REPORTS**

- 5.1 A paper (between 5 to 6 pages maximum) to be prepared in English, and a draft presentation to be sent to the Bank by Email, one week prior to the event, that is, by or before \_\_\_\_\_, 2011. Final paper and presentation to be sent to the Bank in Microsoft Word and PowerPoint respectively by \_\_\_\_\_, 2011, the day of the event.
- 5.2 The Bank shall own the copyright to any work prepared by the Consultant under this Agreement, including the right to reproduce, distribute, disseminate and publish such work in all languages as well as to prepare derivative work based thereupon. The Bank may use any copyrighted photographs and other graphic materials included in any work produced by Consultant under this Agreement, provided it obtains in advance a written authorization from the copyright owner of the material. Such an authorization may not be unreasonably held by the copyright owner of the material. It is understood and agreed that the work prepared by the Consultant under this Agreement is a work for hire and that the rights and duties provided for in this paragraph shall continue, notwithstanding the termination of this Agreement.

#### **VI. PAYMENT**

- 6.1 50% upon signing the contract and 50% upon delivery of the power point presentation.

## TÉRMINOS DE REFERENCIA

Consultora del Diálogo Regional de Política. Red de \_\_\_\_\_ del Sector de \_\_\_\_\_

(RG-T2017)

### VII. ANTECEDENTES

- 7.1 La División de \_\_\_\_\_, \_\_\_\_/\_\_\_\_, está desarrollando un programa de \_\_\_\_\_ en \_\_\_\_ frentes: (i) contribuir a mejorar \_\_\_\_\_ (ii) contribuir a mejorar los \_\_\_\_\_ y (iii) mejorar \_\_\_\_\_ en América Latina y el Caribe. En este contexto, se desarrollará las actividades de la Red de \_\_\_\_\_ del Diálogo Regional de Política.
- 7.2 La Red de \_\_\_\_\_ busca establecer y mantener un diálogo entre los tomadores de decisión de América Latina y el Caribe sobre los varios retos que enfrentan los países en materia de \_\_\_\_\_. Los objetivos principales de la Red son generar mayor conciencia sobre estos desafíos, intercambiar experiencias y buenas prácticas así como contribuir al proceso de toma de decisiones de los gobiernos y facilitar la cooperación regional.
- 7.3 Importantes retos en esta materia son la necesidad de examinar la dinámica regional de \_\_\_\_\_ y evaluar alternativas que permitan \_\_\_\_\_, sin que estos generen \_\_\_\_\_. De igual manera, la Red de \_\_\_\_\_ tendrá otras áreas de investigación en los ámbitos de \_\_\_\_\_, fortalecimiento de ministerios de \_\_\_\_\_ y \_\_\_\_\_.
- 7.4 Adicionalmente, la red trabajará en colaboración con otras divisiones y unidades del Banco sobre las principales interacciones de \_\_\_\_\_, tales como: \_\_\_\_\_. Con la creación de la Red de \_\_\_\_\_ se busca profundizar y ampliar los importantes esfuerzos realizados hasta la fecha por el Banco en \_\_\_\_\_.

### VIII. OBJETIVO DE LA CONSULTORÍA

- 8.1 La consultoría tiene como objetivo contribuir a aspectos técnicos y operativos para la coordinación y preparación de las actividades de la Red de \_\_\_\_\_ del Diálogo Regional de Política.

### IX. CARACTERÍSTICAS DE LA CONSULTORÍA

- 9.1 **Tipo de Consultoría:** Consultoría individual.
- 9.2 **Fecha de inicio y duración:** iniciando el \_\_\_\_ de \_\_\_\_\_ de 2011 al \_\_\_\_ de \_\_\_\_\_ de 11.
- 9.3 **Lugar de trabajo/viajes:** Washington, D.C., en la sede del Banco, y en los países de la Región cuando así se requiera.
- 9.4 **Calificaciones:**

- a. Experiencia en identificación y análisis de mejores prácticas, experiencias significativas y gestión de conocimiento sectorial.
- b. Experiencia en coordinación de eventos de alto nivel, involucrando hacedores de política en América Latina.
- c. Formación académica: formación superior en derecho, economía, política pública o similar, con posgrado en políticas públicas o materia relevante al clima de negocios y gobernabilidad.

9.5 **Forma de pago:** los servicios del Consultor se contratarán por suma alzada y se pagarán de forma mensual posterior a la entrega de informes de actividades y a su aceptación por parte del Banco.

## X. ACTIVIDADES

10.1 Las responsabilidades del Consultor incluirán, pero no están limitadas a las siguientes:

- Contribuir en aspectos técnicos y operativos, en particular, la coordinación de la Red de \_\_\_\_\_ y preparación de la Reunión \_\_\_\_\_ del Diálogo Regional de Política Laboral:
- Coordinar, en apoyo a los especialistas responsables de la Red \_\_\_\_\_ del Diálogo, la organización del mismo, abarcando contribuciones y apoyo en temas estratégicos, operativos y logísticos como: (i) la definición de objetivos y destinatarios clave, internos y externos; (ii) agenda y gestión de panelistas, ponencias y 'proceeds'; (iii) aspectos comunicacionales (estrategia de difusión, prensa, BidTV); (iv) website del evento; (v) coordinación con el equipo administrativo de la División de los aspectos administrativos, procedimentales, contractuales y logísticos; (vi) otras contribuciones a los equipos asignados al monitoreo, programación y seguimiento del Diálogo,
- Revisar técnicamente documentos para asegurar su precisión, integridad y calidad del producto final y su aplicación acorde a las guías relevantes.
- Coordinación, compilación y consolidación de documentación para reuniones, seminarios, presentaciones e informes relacionados con los proyectos y la investigación asociada.
- Generar listas de contactos relevantes para la Red \_\_\_\_\_.
- Coordinar con el equipo administrativo de la División la logística y administración para la organización de seminarios, conferencias y reuniones asociadas con las operaciones, así como lo relativo a procedimientos operativos internos del Banco.

## XI. COORDINACIÓN

11.1 El Consultor estará coordinado por \_\_\_\_\_ de la División de \_\_\_\_\_ (\_\_\_\_/\_\_\_\_), \_\_\_\_\_@iadb.org; tel. 202-623-\_\_\_\_.

**TÉRMINOS DE REFERENCIA**

**REUNIÓN REGIONAL DE LA RED DE \_\_\_\_\_ DEL DIÁLOGO REGIONAL DE  
POLÍTICA  
(RG-T2017)**

\_\_\_\_ Y \_\_\_\_ DE \_\_\_\_\_  
WASHINGTON D.C

**I. ANTECEDENTES**

El objetivo de la Red de \_\_\_\_\_ es promover el intercambio horizontal de experiencias y la identificación de oportunidades de cooperación técnica entre los países de la región, así como estrategias para incrementar la efectividad de las políticas encaminadas a \_\_\_\_\_, la superación de \_\_\_\_\_ y el mejoramiento de \_\_\_\_\_ de América Latina y el Caribe.

En esta vigencia la Red de \_\_\_\_\_ se enfocará en el área de \_\_\_\_\_ con el propósito de traer experiencias en el ámbito de \_\_\_\_\_. Varios países de la Región están optando por la implementación de estrategias no convencionales para implementar, expandir y mejorar la \_\_\_\_\_. Entre estas estrategias se encuentra la provisión directa de servicios por parte de \_\_\_\_\_, específicamente \_\_\_\_\_ que son utilizadas para alcanzar a población dispersa, donde la \_\_\_\_\_, o para expandir o complementar \_\_\_\_\_ que requieren inversiones considerables para \_\_\_\_\_.

Con este propósito se han invitado \_ experiencias importantes desarrolladas en la región para conocer sus enfoques, desarrollo y especialmente las evaluaciones y lecciones aprendidas, que permitirán servir de base para la preparación de agendas de investigación para futuros diálogos regionales.

- \_\_\_\_\_
- \_\_\_\_\_

En el desarrollo de la reunión después de cada presentación del programa por el experto del País, se presentara una exposición sobre los avances de estos programas en la región y los beneficios que ellos han traído con la amplia participación comunitaria en el posicionamiento del programa, en su efectividad y en su calidad.

Para ello requerimos de expertos en los temas que se debatirán en la reunión.

## II. OBJETIVOS DE LA CONSULTORÍA

El objetivo es proporcionar a los participantes en el diálogo político una apreciación del impacto del programa que \_\_\_\_\_ ha tenido en \_\_\_\_\_ y en otros países de la región y cómo las comunidades pueden y deben ser líderes en \_\_\_\_\_ de sus habitantes más vulnerables.

## III. CARACTERÍSTICAS DE LA CONSULTORÍA

- 3.1 Tipo de consultoría: Individual.
- 3.2 Lugar de trabajo: Washington D.C
- 3.3 Requerimientos: El consultor debe ser experto en temas de \_\_\_\_\_ y \_\_\_\_\_ y conocer ampliamente el programa de \_\_\_\_\_, no solo en \_\_\_\_\_ sino en otros países de la región. Amplio conocimiento de los programas de \_\_\_\_\_.

## IV. ACTIVIDADES

Participar como ponente en el Diálogo de Política Regional en el panel de \_\_\_\_\_, que tendrá lugar en Washington DC, \_ y \_ de \_\_\_\_\_ 2011.

Preparar una presentación para apoyar y ampliar las observaciones del señor/a \_\_\_\_\_, lo que permitirá demostrar la aplicabilidad del programa \_\_\_\_\_ en \_\_\_\_\_ y en otros países de la región y los nuevos desarrollos de la estrategia basada en la participación comunitaria.

Ofrecer apoyo al Sr/Sra \_\_\_\_\_ toda la información podrá solicitar relacionados con la documentación a principios de la experiencia de la \_\_\_\_\_.

## V. RESULTADOS

Presentación de la importancia de los programas de \_\_\_\_\_ durante la reunión

Participación, comentarios y contribuciones a la discusión.

## VI. PRESUPUESTO Y CONDICIONES DE PAGO

Habrà un solo pago a la entrega de su presentación y participación durante los dos días en el evento.



## **VII. SUPERVISIÓN O COORDINACIÓN**

La supervisión del contrato estará a cargo de \_\_\_\_\_ (\_\_\_\_/\_\_\_\_) Washington  
D.C. Tel 202 623-\_\_\_\_\_. Email \_\_\_\_\_@iadb.org

## **TERMS OF REFERENCE**

### **Disaster Risk Reduction Best Practices for Climate Resilient Coastal Area Development**

**RG-T2017**

#### **I. BACKGROUND**

- 1.1 The countries of the Caribbean include small island developing states (SIDS) and mainland territories that collectively constitute the second most hazard-prone region in the world, typically experiencing disaster losses amounting to US\$3 billion annually. A significant proportion of these losses are incurred within coastal areas, where disaster risk is concentrated in densely populated coastal towns and communities. These areas typically are low lying, prone to various natural and technological hazards including extreme weather systems, earthquakes, the effects of volcanic eruptions, floods, landslides and oil spills; have characteristic unplanned, unregulated development and/or a concentration of economic activity.
- 1.2 Global climate change is predicted to increase disaster risk in the Caribbean by increasing the frequency and severity of hurricanes, tropical storms, floods, storm surge, coastal erosion and generating new hazards such as sea level rise; that will have debilitating effects on coastal ecosystems, directly impact on key economic activities that depend on coastal resources such as tourism, fisheries, agriculture and water resource management, and increase socioeconomic vulnerability. These scenarios demonstrate the need for the planning and implementation of appropriate adaptation measures in order to cope with climate change impacts and protect the physical, environmental and economic viability of coastal zone.
- 1.3 A significant proportion of the losses that accrue to climate change can be averted through comprehensive disaster risk management (DRM). For example, it is estimated that up to 45% of the losses that accrue to climate change in the Caribbean can be averted through prevention and mitigation measures<sup>1</sup>. Urgent and coordinated action to incorporate risk management solutions, including those associated with climate change, into coastal area development in the Caribbean is a critical adaptation strategy.
- 1.4 The promotion or facilitation of adaptation measures in the context of disaster risk reduction (DRR) has gained increasing importance in international political discourse over the last five years. In 2005 the Hyogo Framework for Action identified the need to “promote the integration of risk reduction associated with present climate variability and future climate change into strategies for the

1.1 \_\_\_\_\_

<sup>1</sup> ECA, 2010

reduction of disaster risk and adaptation to climate change”. In 2007 the 13<sup>th</sup> COP, Bali – Action Plan called for the first time, consideration of “risk management and risk reduction strategies, including risk sharing and transfer mechanisms, such as insurance”. The same AP also highlights the needs to enhancing action on adaptation, including “disaster reduction strategies and means to address loss and damage associated with climate change impacts in developing countries”. More recently, in 2009, the IPCC/ISDR commissioned a two-year study on “Managing Climate Extremes and Disasters to Advance Climate Change Adaptation”.

- 1.5 These international policy mandates and discourse continue to highlight that many of the issues of concern to climate change adaptation (CCA) are clearly related to disaster risk reduction (DRR) and demand a close and individual consideration when seen from a disaster risk management (DRM) perspective. Thus there is a need to examine how the CCA, DRM, and development planning nexus is and could be applied for building climate resilience for sustainable development.
- 1.6 At a regional level, the regional strategies for disaster risk management and for climate change in the Caribbean viz. the Enhanced Comprehensive Disaster Management (CDM) Strategy and the Regional Strategy for Development Resilient to Climate Change, endorsed by the Caribbean Community (CARICOM) in 2008 and 2009 respectively, recognize that (i) both DRR and CCA are rooted in development practice, and (ii) the need to address total climate risk i.e. impacts of changing CC averages and climate variability, in an integrated, holistic climate risk management framework, and in this context of the need for an integrated approach to DRR and CCA for sustainable development.
- 1.7 Within the context of CDM, a plethora of well established DRR best practices have been implemented at the regional, national, sectoral and community levels in the Caribbean, at the levels of policy and practice. In the case of CCA, a relatively young and emerging field, the primary focus to date has been on the generation of CC strategy, research, data, and theories to support the identification of climate change vulnerabilities. Practical applications of CCA are less common though increasing.
- 1.8 Notwithstanding that the regional strategic frameworks for DRR and CC articulate the need for the integration of DRR and CCA for sustainable development, its practical application in general and in coastal zone management in particular at the national, sectoral and local levels is at an incipient stage. Coastal zone managers in the Caribbean are currently faced with the challenge of improving their knowledge and understanding of climate related disaster risk as well as on the techniques and tools by which that knowledge could be applied to routine decision-making in the coastal zone. More specifically there is a need to identify and incorporate the risk associated with climate variability and change into the design and implementation of disaster risk reduction policy, institutional frameworks, laws and regulations, and programs related to the coastal zone as a

key strategy for adaptation. An important issue to be addressed relates to the disconnect that currently exists between the DRM, CCA and CZM and development planning communities that appears to be hampering seamless integration.

- 1.9 Against the background of increasing coastal vulnerability, and in order to assist countries to improve climate resilience in the coastal zone, the Sustainable Energy, Climate Change and Disaster Risk Management Network of the IDB will host a sub-Regional Policy Dialogue on Disaster Risk Reduction Best Practices for Climate Resilient Coastal Area Development:, in Barbados in February 2010. The dialogue will bring together policy makers and technical specialists in coastal zone management, climate change adaptation, disaster risk reduction and development planning.
- 1.10 These terms of reference refer to the services of an individual consultant to prepare a technical study on DRR best practices that could support CCA in the coastal zone of the Caribbean and that will inform the sub-Regional Policy Dialogue.

## **II. OBJECTIVE**

- 2.1 The objective of the consultancy is to prepare a technical study on disaster risk reduction best practices that could be used to improve climate change adaptation in coastal areas in the Caribbean; and to deliver its results at a sub-Regional Policy Dialogue to be hosted by the Bank's Sustainable Energy, Climate Change and Disaster Risk Management Network in February 2010.

## **III. ACTIVITIES**

- 3.1 The consultant will conduct the following activities:

### **Technical Study**

- (i) The technical study will be conducted in the Caribbean and will focus on IDB member countries in the Caribbean (Barbados, Bahamas, Belize, Dominican Republic, Guyana, Haiti, Jamaica, Suriname and Trinidad and Tobago), though practices in the wider Caribbean will be included. It shall include but not be limited to the following:
  - (a) A review of the physical, economic, social and environmental impacts of climate change on (i) disaster risk management and (ii) coastal zone management in SIDS in the Caribbean; documenting existing and predicted impacts of various coastal hazards (hurricane and tropical storms and associated wind and storm surge hazard; coastal erosion, inland flooding, landslides, drought, earthquakes, volcanic eruptions, sea level rise);
  - (b) An assessment of the extent to which DRM and CCA are incorporated in CZM policy and practice in the Caribbean

countries, separately and integrally, and directly and indirectly. The assessment should provide specific examples in specific countries, document the main challenges, and identify opportunities for integrating DRR and CCA in ICZM;

- (c) A detailed comprehensive inventory of DRM best practices that are currently being implemented in the countries in the context of CDM, that coastal zone managers in the region may use, in their existing form or enhanced, to address the core challenges of CZM in the context of climate change adaptation. These challenges include issues of coastal flooding, inland flooding, coastal erosion, cliff instability/ landslides, salt water intrusion, loss of wetlands, beach loss and public access. The inventory should include detailed descriptions of tools and instruments at the level of policy and practice in the areas of (i) risk identification; (ii) prevention and mitigation; (iii) financial protection and risk transfer; (iv) preparedness and response (such as EWS, community based systems); (v) rehabilitation and reconstruction; and (vi) monitoring of risk management performance. The inventory should document national, sectoral and community level practices. Regional best practices should be included in the context of their applicability at the national level. Where the identified DRR practices need to be enhanced for CCA, the consultant should indicate what steps are required (e.g. setback determination, infrastructure design, sustainable land use planning), with appropriate responsibility;
- (d) A similar inventory of other DRR best practices that are applicable to the Caribbean but not currently applied by coastal zone managers in the Caribbean, for example from other SIDS e.g. Pacific region;
- (e) On the basis of (a) to (d) above, make recommendations for appropriate actions to be taken by policy makers and technicians in coastal zone management, DRM, CCA and development planning that would facilitate and improve the efficient mainstreaming of DRR and CCA in ICZM and the increased use of DRR best practices in support of risk-based decision-making in coastal zone management. These may include identification of needs (e.g. use of decision support tools, cooperation, financing, monitoring) and improvements in policy, institutional legal and regulatory frameworks, and action at the national, sectoral and community levels. This should include a checklist for integrating DRR and CCA in CZM for use by coastal zone managers, disaster risk managers and climate change adaptation specialists and/or a review of an existing ICZM plan for an IDB member country in the Caribbean indicating specifically where this may be achieved. document challenges for implementation of a ICZM mandate that incorporates DRR and CCA;

- (f) On the basis of the results obtained, make recommendations for future Bank technical assistance and investment.
- (ii) As part of the consultancy, the consultant shall undertake a field visit to the Region after receipt of IDB comments on the first draft of the technical study in order to obtain additional information including discussion with stakeholders as needed. The consultant shall include a proposal for the criteria for selection of the specific country/countries to be visited in the inception report.

#### **Resource Person at RND Retreat**

- (ii) Prepare a 30-minute PowerPoint presentation (with detailed notes for delivery) summarizing the results of the technical study; and deliver the presentation at a sub-RPD to be held in Barbados in February 2011. The consultant will also function as a resource person at the sub-RPD.

### **IV. REPORTS AND DELIVERABLES**

#### **4.1 The consultant shall submit the following deliverables:**

- An inception report which includes an outline of the technical study, a description of the methodology; and work program within one week of the start of the consultancy (20<sup>th</sup> December) . The inception study shall identify a proposal for a field visit to the region in order to obtained additional information as needed.
- A first draft technical study, as described in paragraph 3.1, within six weeks of the start of the consultancy (24<sup>th</sup> January). The IDB shall submit comments on the first draft within 10 days of receipt of the first draft (3<sup>rd</sup> February).
- A revised draft technical study and draft PowerPoint Presentation, which incorporates IDB's comments within 10 weeks of the start of the consultancy (21<sup>st</sup> February).
- A final technical study and PowerPoint presentation incorporating the comments of the Regional Policy Dialogue, within two weeks after the Dialogue, which will take place in Barbados at a date to be determined in mid August 2011.

All documents submitted will be presented in English.

### **V. CHARACTERISTICS OF THE CONSULTANCY**

- *Type:* Individual, international consultant.

- *Starting date and duration:* December 13, 2010. A total of 40 discontinuous working days, and ending on April 15, 2011.
- *Place:* The consultant's residence and Barbados for delivery of the presentation. Travel is required.
- *Qualifications:* The consultant shall have the following minimum experience and capabilities:
  - (i) Postgraduate degree in engineering, geosciences, environmental management, or related fields;
  - (ii) Familiarity with existing international frameworks for the integration of climate change adaptation and disaster risk management such as UNFCCC and Hyogo Framework for Action 2005-2015.
  - (iii) At least 10 years professional experience in disaster risk management and climate change adaptation issues;
  - (iv) At least seven (7) years international experience in disaster risk management in the Caribbean; previous work experience with the IDB will be an asset; and
  - (v) Proficiency in English language.

## **VI. PAYMENTS**

- 6.1 Payments for the consulting services will be specific in the contract, suing the concept of lump sum, and will be made as follows.
- (a) 25% upon approval of the inception report.
  - (b) 50% upon approval of the revised draft technical study and draft PowerPoint presentation.
  - (c) 25% upon approval of the final technical report.

## **VII. EXECUTION**

- 7.1 The Division of Environment, Rural Development and Natural Disasters (INE/RND) of the IDB will be responsible for the technical supervision of the deliverables of the consultancy, in collaboration with INE/ECC.