

PARTNERSHIP FOR MARKET READINESS: PMR - Thailand

(Ref. No.CS-2) Terms of Reference for Employment of a Technical Officer for Low Carbon City program

1. Background and Overview of the Partnership for Market Readiness (PMR):

As the world seeks to enhance global mitigation efforts post-2012, various proposals for new market instruments and reforming the CDM have been tabled to scale-up emission reductions. In December 2010 (COP16), Parties to the UNFCCC decided to “consider the establishment of one or more market-based mechanisms to enhance the cost-effectiveness of, and to promote, mitigation actions...” (Decision 1/CP.16). To advance these proposals further and inform the design process for these new mechanisms, opportunities need to be created; for a technical forum to discuss them; for building in-country capacity to get ready for them; and for piloting and exchanging experiences and lessons learned.

The World Bank has established a Partnership for Market Readiness, which is supported by a grant-based capacity building trust fund (“the Partnership”).¹ The Partnership aims to provide financial and technical support to developing countries to build their capacity and pilot market instruments that would allow them to scale up their mitigation efforts. In addition, the Partnership will provide a platform for technical discussions, and collective innovation on new market instruments. The Partnership will create and share, including with the UNFCCC, a body of knowledge on market instruments and lessons learned.

On behalf of Thailand, the Thailand Greenhouse Gas Management Organization (Public Organization: TGO) proposes PMR activities for implementation phase with four main components including: (1) Preparation of key market components of the voluntary Energy Performance Certificate (EPC) scheme; (2) Development of Local Greenhouse Gas Abatement Plans and a study on Low Carbon City (LCC) Pricing and LCC Fund for the LCC program; (3) Policy recommendation on legal framework to establish the Emission Trading Scheme (ETS) and (4) Project Management. The EPC scheme focuses on reducing energy consumption, which in turn leading to GHG emission reduction, in the Designated Factories and Buildings (DF&Bs) of the intensive energy consumption sectors. The LCC program aims to promote and support municipalities and local communities to implement GHG mitigation actions while achieving sustainable development and low carbon society goals through domestic market mechanism. Given a number of activities to be implemented during 2017-2019, it is essential that a consultant will be employed to work at TGO under the Project Management unit to ensure timely and effective delivery of the activities under the EPC scheme.

TGO will hire an individual consultant as the Technical Officer for LCC program to be responsible for implementation of LCC activities to be carried out during 2017-2019. The overall responsibilities and specific jobs descriptions for the technical officer for LCC program are described below.

2. Objective of Services:

The Technical Officer for LCC program is responsible for planning, managing, monitoring and reporting activities related to LCC program under PMR project. The incumbent shall have extensive technical experiences and be capable identify, investigate and solve problems

¹ More information on the PMR is online available at: <http://www.thepmr.org>

PARTNERSHIP FOR MARKET READINESS: PMR - Thailand

throughout the project period. S/He shall also coordinate program activities with TGO and other relevant public and/or private agencies to ensure effective scheme development and compliance with the World Bank policies and procedures and also has social skill to build up cooperation from local municipal office throughout the project period.

3. Scope of Work: The Technical Officer for LCC program will work under supervision of the Project Director. Overall responsibilities of the Technical Officer would include the followings:

- 3.1 Prepare ToR for hiring consultants to conduct activities under the LCC program;
- 3.2 Coordinate the selection and hiring of the LCC consultants;
- 3.3 Support TGO staff to manage all relevant activities as defined in the LCC program. Must be capable to highlight the keys bottlenecks or problems occurred during the project operation and suggest possible solutions; as well as to ensure smooth linkages to other LCC-related activities of the TGO (but not under the PMR project scope);
- 3.4 Coordinate with the key stakeholders, such as the World Bank, local municipal offices, and the consultants, in agreement with their roles. Provide coordination support to the Project Coordinator of each stakeholder to ensure seamless coordination and data/information sharing between all stakeholders under the LCC program;
- 3.5 Prepare periodic reports (both Thai and English) on the progress of implementation of all activities under the LCC program and also cooperate with the EPC technical officer to collect all information and provide progress reports of all activities under PMR.
- 3.6 Follow up/monitor the operation in progress of the consultants. Review and check the completeness the reports and provide recommendation to ensure that the deliverables achieve the proposed requirements;
- 3.7 On-site visit with the consultants to ensure that all activities under ToR are completely conducted.
- 3.8 Coordinate with TGO staff on logistical arrangement of internal and external meetings (including the meeting of project steering committee, technical working group, project team meetings). Prepare presentations, documents and minutes of meetings;
- 3.9 Any other related assignment as assigned by the Project Director.

4. Contract Supervision:

The Technical Officer will work full-time under the overall oversight of the Thailand Greenhouse Gas Management Organization (Public Organization: TGO), and in close cooperation with the World Bank task team, local municipal offices and other stakeholders.

5. Professional Skills and Experiences:

- At least Master's degree in Environmental Engineering, Energy Engineering, Environmental Science, Environmental and Social Development, Urban Planning, or other related fields;
- Minimum 3 years of relevant working experiences in Project Management, Project Coordination, and Stakeholder Consultation will be the advantages;
- Good command of written and spoken English are considered essential;

PARTNERSHIP FOR MARKET READINESS: PMR - Thailand

- Comprehensive knowledge in urban development, environment & GHG management, statistical & data analysis are required;
 - Excellent communication and supervisory skills;
 - Must have the demonstrated capability in management, leadership, analytical, and team-working skills;
 - Proficiency in using relevance software, i.e. Words, Excel, PowerPoint, and Program for mathematical and statistical analysis.
- 6. Contract Duration:** The assignment will be 1 years and 3 months (preferably the Consultant to be on board by November 2017) subject to the annual performance evaluation. The assignment period may be extended subject to the project duration.