



NAP GLOBAL NETWORK – COUNTRY SUPPORT HUB

TERMS OF REFERENCE

Short-Term Consultancy: Preparation of an Adaptation Communication (AdCom) for the Government of Namibia, in advance of COP 26 and to inform synthesis reporting for the Global Stocktake (GST) June 2021–September 2021

The National Adaptation Plan (NAP) Global Network is a multi-funder initiative that was created in 2014 to support developing countries in advancing their NAP processes and help accelerate adaptation efforts around the world. Financial support for the Network has been provided by Austria, Canada, Germany, the United Kingdom, and the United States. The Secretariat is hosted by the International Institute for Sustainable Development (IISD).

The NAP Global Network's **Country Support Hub** provides expert advice and short-term technical support on specific issues related to national adaptation planning and implementation.

Background information

Namibia ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1995 and has been a signatory party to the Paris Agreement since 2016. Namibia submitted its Fourth National Communication (NC4) to the UNFCCC in 2020, which provides an update on vulnerability and adaptation.

The multi-sectoral National Climate Change Committee (NCCC), chaired by the Ministry of Environment, Forestry and Tourism (MEFT), provides the overall oversight and advisory role for adaptation. The Climate Change Unit, under the Department of Environmental Affairs and Forestry of the MEFT, is responsible for coordinating and implementing adaptation activities, including the preparation of the NAP and the Adaptation Communication (AdCom).

Namibia's Nationally Determined Contribution (NDC) explains that the country's NAP will include an advanced adaptation strategy and plan. Adaptation is of primary importance to the country and is high on the government's agenda to guarantee the welfare of the people while reducing risks and building resilience.

Namibia's current adaptation priorities are identified in the National Climate Change Policy (NPCC), National Climate Change Strategy and Action Plan (NCCSAP), and NDC. The documents set out broad actions and implementation plans for adaptation, including improving technical capacities, developing and implementing appropriate responses and adaptation strategies, and integrating adaptation in policies and practices in vulnerable sectors. The planned NAP formulation and implementation process will build on existing institutional structures and coordination mechanisms. This will contribute to progress already made by the Government of Namibia regarding long-term climate change planning.

Namibia is receiving support and implementing projects that complement the preparation of its NAP. It is initiating a Capacity-building Initiative for Transparency (CBIT) project focused on measurement and reporting under the enhanced Paris Agreement that will contribute to the design and establishment of

domestic measurement, reporting, and verification systems for climate change mitigation and adaptation measures.

To further its work on adaptation, the Government of Namibia intends to prepare an AdCom, in advance of the UNFCCC's 26th Conference of the Parties (COP 26), to inform synthesis reporting for the Global Stocktake (GST).

Adaptation Communication

The Paris Agreement (Article 7, paragraph 10) of the UNFCCC established that each party should, as appropriate, periodically submit and update an AdCom, which may include its priorities, implementation, and support needs, plans, and actions without creating any additional burden for the developing country party.

The Katowice Climate Package, adopted in 2018, elaborates the implementation guidelines for the Paris Agreement and notes that the purpose of the AdCom is to:

- Increase the visibility and profile of adaptation and its balance with mitigation.
- Strengthen adaptation action and support for developing countries.
- Provide input to the GST.
- Enhance learning and understanding of adaptation needs and actions.¹

The first GST will take place in 2023, and parties are expected to submit their AdCom to the UNFCCC Secretariat by January 2022 to inform that stocktake.

Assignment

The expert will prepare a draft and final AdCom with the Government of Namibia. The work will include collection and review of key documents that can inform the AdCom stakeholder consultation and discussion, review of best practices, engagement with the Climate Change Unit under the Department of Environmental Affairs and Forestry of MEFT and key stakeholders, and drafting the AdCom.

Outputs

- An **AdCom**¹ containing information on progress made; barriers, experiences, and support needed; and recommendations for the NAP. It may include the following information in accordance with the Paris Rulebook:
 - National circumstances, institutional arrangements, and legal frameworks
 - Climate impacts, risks, and vulnerabilities
 - National adaptation priorities, strategies, policies, plans, goals, and actions
 - Support and implementation needs (in the case of developing countries)
 - Additional information, as appropriate, including:
 - Implementation, including progress and results; adaptation efforts for recognition; cooperation; barriers, challenges, and gaps; good practices; lessons and information sharing; monitoring and evaluation
 - Adaptation and economic diversification plans with mitigation co-benefits

¹ Decision [9/CMA.1](#) (2018) outlines the purpose of AdComs and the elements that parties are invited to provide information on.

- Contribution of adaptation to other frameworks and conventions
- Gender responsiveness and traditional, Indigenous, and local knowledge
- Any other information.

Namibia’s AdCom will highlight those areas of planning and implementation still in need of support. The AdCom will be completed in advance of COP 26, which is scheduled to take place in November 2021. It will inform synthesis reporting for the GST.

Activities related to the assignment

The candidate will:

- Prepare a methodology that describes the approach to develop and key milestones in the process of completing the Government of Namibia’s AdCom.
- Prepare an **annotated outline of Namibia’s AdCom**, based on the Paris Rulebook and other international guidance, with the draft to be finalized based on feedback from the Government of Namibia and the NAP Global Network Secretariat.
- Facilitate **stakeholder consultations** where government agencies and stakeholders involved in the NAP process can share experiences about progress made, exchange ideas, and discuss existing adaptation efforts in the country as an input to the development of the AdCom.
- **Produce a summarized document** synthesizing discussion from the stakeholder consultations.
- Prepare a **first draft of the AdCom** under the guidance of the NCCC.
- Organize a validation workshop to present the draft AdCom to government officials and stakeholders.
- Incorporate comments and feedback received at the validation workshop, as well as from the Government of Namibia, stakeholders, and the NAP Global Network Secretariat to produce the **final AdCom**.
- Meet with officials from the NCCC and representatives from the NAP Global Network Secretariat, as requested, to provide updates on progress.

Anticipated timeline

| Task | Output | Timeline |
|---|-----------------------------------|--------------------|
| Prepare a methodology and annotated outline for Namibia’s AdCom | Final AdCom Outline | July 16, 2021 |
| Facilitate three stakeholder consultations | Summary Document | August 6, 2021 |
| Prepare the first draft of Namibia’s AdCom | First AdCom Draft | August 27, 2021 |
| Organize a Validation Workshop | Validation Workshop Report | September 17, 2021 |
| Incorporate feedback and comments | | |
| Deliver final AdCom | Final AdCom | September 30, 2021 |

For all deliverables, the estimated time requirement is **30 days** over an estimated period of four

months. The cost for the inception/validation workshop and related costs will be covered by the NAP Global Network.

Required qualifications

- Masters degree in a relevant field (e.g., public policy or another related social science discipline).
- Demonstrated expertise in climate change adaptation and the NAP process; experience in climate adaptation in Namibia a strong asset.
- Familiarity with the UNFCCC process.
- Strong research and writing skills
- Strong workshop organization and facilitation skills.
- Fluency in English (spoken and written).

Reporting and work arrangement

- The consultant will work closely with the NCCC, the MEFT, and the Government of Namibia in accordance with COVID-19 public health guidelines. The consultant will work closely on a virtual basis with Deborah Murphy, NAP Global Network, who will provide technical guidance for the project.
- The consultant must have their own computer equipment, as well as the appropriate software to carry out the activities provided for in these Terms of Reference. The consultant is expected to work during normal working hours.
- Consultants are encouraged to work with local youth organizations and programs to provide work experience/mentorship that will help them to build their skills in matters related to the environment, climate change, and sustainable development.

Application process

To apply for this consultancy, please submit a statement of interest, CV (4 pages max), and expected daily rate to info@napglobalnetwork.org, specifically mentioning in the subject “Short-term Consultancy in Namibia.” If you are selected for the consultancy, you may be required to provide proof of your daily rate (e.g., a copy of a contract of at least 20 days that states a daily rate).

In your application, please clearly demonstrate how you meet the criteria outlined above.

Application deadline: June 16, 2021

Start date: June 23, 2021



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