

**NAP GLOBAL NETWORK - COUNTRY SUPPORT HUB
TERMS OF REFERENCE**

**Short-term Consultancy: Drafting Assistance for an Adaptation Communications for
Viet Nam**

March 2022 – October 2022

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. The Network's members include individual participants from more than 150 countries involved in developing and implementing National Adaptation Plans. Financial support for the Network has been provided by Austria, Canada, Germany, Ireland, 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 the development or implementation of National Adaptation Plans.

Background on Viet Nam's National Adaptation Plan

In October 2016, the Prime Minister of Viet Nam issued the Decision 2053/QĐ-TTg to endorse the implementation plan for the Paris Agreement from 2020-2030. The Ministry of Natural Resources and Environment (MONRE) has been assigned to develop the National Adaptation Plan for period 2021 – 2030, vision to 2050. The NAP process started from 2018.

On 20th July 2020, The Prime Minister has approved the National Adaptation Plan for period 2021 – 2030, vision to 2050 (decision 1055/QĐ-TTg) which aims to minimize vulnerability to and risks of climate change by: i) strengthening resilience, the adaptation capacity of communities, economic sectors and ecosystems and ii) promoting the integration of climate change adaptation into strategies and planning. The NAP has a time horizon of a 10-year period with possible review and update by mid-term (2025) to better address the climate change issue in the country.

The NAP identifies three specific groups of tasks and solutions to address the above objectives, including: (1) Improving the effectiveness of climate change adaptation; (2) Strengthening resilience and enhancing the adaptation capacity of communities, economic sectors, and ecosystems; (3) Reducing disaster risk reduction, mitigating damage and improving readiness to respond to natural disasters and extreme climate events due to climate change.

The implementation of the Plan shall require financial, technical, technology, and human resources. Among those, financial resources are the most important for implementing adaptation actions at national, sectoral, and local levels. To implement the NAP successfully and effectively, the Government recognizes the importance of mobilizing resources and engaging the private sector in the process.

Resources for the implementation of the Plan shall be mobilized from various sources: state budget (including central and local budgets); international support; enterprises' support; and community contributions, etc. Viet Nam is seeking international technical and financial support concerning capacity

building, developing/improving information base, and monitoring systems.

In 2022, the NAP will be updated to implement agreements that Viet Nam has committed to at COP26 including net-zero by 2050; reducing forest deforestation; methane reduction of 30% by 2030, and the social-economic development plan for the new period.

Background on the Adaptation Communications

Article 7 of the Paris Agreement calls on Parties to the UN Framework Convention on Climate Change (UNFCCC) to submit periodical submission of an adaptation communication to UNFCCC.

The 24th Conference of the Parties (COP24) saw the adoption of the Katowice climate package, which contains the ‘Paris rulebook’. The rulebook further defines adaptation communications by—among other things—noting their purpose as being 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 global stocktake;
- Enhance learning and understanding of adaptation needs and actions.

Furthermore, guidance on possible “elements” of an adaptation communication were formulated and included in an annex to the decision. It is important to note that the adaptation communication and all these elements are of voluntary nature and should not put an additional burden on countries.” To this end, Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) has developed an Adaptation Communication Drafting Assistance tool to assist countries in the preparation. The consultant will apply this tool in the drafting of an Adaptation Communication for Viet Nam.

Drawing on the National Adaptation Plan and the adaptation component of their Nationally Determined Contribution, and building on the first draft of the Adaptation Communication that was completed in December 2021, this project will update and finalize Viet Nam’s Adaptation Communication towards its formal submission to the UNFCCC.

Developing the adaptation communication is a two-phase process (see Annex A) and this consultancy will focus on activities related to Phase 2.

Expected outcomes of the consultancy

This consultancy will result in a completed Adaptation Communication validated by stakeholders for the review in line with national requirements and the UNFCCC’s guidance for the preparation of Adaptation Communication.

An Adaptation Communication Drafting Assistance tool is available to be provided to assist with collecting information.

The Adaptation Communication must be referenced in APA style and must meet IISD’s quality assurance guidelines, which include a plagiarism check. As it is intended for international audiences, the Adaptation Communication will be in English.

Activities

The assignment will build on Phase 1 of the Adaptation Communication development process, which was also supported by the NAP Global Network.

This assignment will serve as Phase 2 and will comprise the following activities:

- **Inception meeting with MONRE and IISD** to clarify the scope of the assignment and agree on the process.
- **Analysis of current significant policies of Viet Nam** on climate change adaptation.
- Update **progress on implementation of adaptation actions and plans** (National Strategy on Climate Change, Plan for Implementation of Paris Agreement, National Adaptation Plan, etc.)
- **Survey ministries and provinces to assess and update the following contents:**
 - Update climate change impacts on natural disasters, environmental resources, and socio-economic activities.
 - Assess progress and effectiveness of efforts to adapt to climate change at national and provincial levels, contributing to the Global Stocktake (GST) and serving for the Global Goal on Adaptation (GGA) in the Paris Agreement.
 - Assess support needs on climate change adaptation (Support needs on developing policies on climate change adaptation, capacity building on climate change adaptation, technology transfer for climate change adaptation, climate change adaptation finance, and capacity in monitoring, evaluation, reporting).
 - Update findings and typical cases of climate change adaptation and economic diversification plans, mitigation co-benefits.
 - Update findings on gender-responsive adaptation action, and the role of youth and children on climate change adaptation.
 - Update the implementation of international commitments of Viet Nam on climate change adaptation and suggest the priorities in climate change adaptation for Viet Nam to implement commitments in COP26, co-benefits adaptation actions to achieve the net-zero target in 2050.
- **Develop a second draft of the Adaptation Communication** (reflecting feedback from MONRE and IISD for their review).
- Deliver **stakeholder consultation workshops and a validation workshop** with key stakeholders to validate the updated draft.
- **Develop the final Adaptation Communication** (in English) incorporating feedback from IISD, MONRE, and relevant stakeholders.
- **Manage the copy editing, publishing, and printing** of the Adaptation Communication.

Deliverables

The following table describes the anticipated key deliverables for the assignment:

Deliverables		Number of Days per Consultant	Due date
1	Inception report and work plan	2	March 25, 2022
2	Analysis of Viet Nam’s policies Analysis of current significant policies of Viet Nam on climate change adaptation	3	April 20, 2022
3	First report on surveys of ministries and provinces This first report will outline progress made on surveying ministries and provinces and will summarize inputs received on the items listed above in the “Activities” section.	5	May 10, 2022
4	Second report on surveys of ministries and provinces This second report will outline progress made on surveying ministries and provinces and will summarize inputs received on the items listed above in the “Activities” section.	5	May 31, 2022
5	Third report on surveys of ministries and provinces This third report will outline progress made on surveying ministries and provinces and will summarize inputs received on the items listed above in the “Activities” section.	5	June 24, 2022
6	Updated draft of Viet Nam’s AdCom Develop a draft of the Adaptation Communication (reflecting feedback from MONRE and IISD for their review).	9	August 12, 2022
7	Stakeholder Consultations/Workshops and Validation Workshop Report <ul style="list-style-type: none"> • Deliver a consultation workshop on the implementation of international commitments of Viet Nam on climate change adaptation and the priorities for Viet Nam to implement commitments in COP26, co-benefits adaptation actions to achieve the net-zero target in 2050, and Global Goal on adaptation. • Deliver a consultation workshop on the survey results to assess and update content related to climate change adaptation at relevant ministries and provinces of Viet Nam. • Deliver a validation workshop with key stakeholders to validate the updated draft. • Consultations/ workshop reports (including agenda, participants’ list, presentations, key discussion points, and feedback received) 	5	June 30, 2022 July 29, 2022 September 1, 2022

8	Final AdCom Develop a final draft of the Adaptation Communication (in English) incorporating feedback from IISD, MONRE, and relevant stakeholders.	5	September 30, 2022
9	Management of printing Manage the copy editing, publishing, and printing of the Adaptation Communication	1	October 3, 2022
TOTAL		40	

For all deliverables, the estimated time requirement is **80 days (40 days per consultant)** over an estimated period of **eight months**. The consultant will work closely with MONRE and a member of the NAP Global Network Secretariat on all activities.

Reporting

For contractual matters, the consultant will report to IISD.

For technical matters, the consultant will work closely with MONRE and IISD.

The required qualifications are

- Advanced degree in a relevant field (e.g., public policy or other related social science discipline)
- Five (5) years of work experience on climate change adaptation.
- Previous experience working on government policy related to climate change adaptation in Viet Nam.
- Excellent conceptual understanding of climate change adaptation and associated concepts.
- Familiarity with the United Nations Framework Convention on Climate Change (UNFCCC) process.
- Strong research, analysis, and writing skills.
- Strong workshop organization and facilitation skills.
- Fluency in Vietnamese and English (spoken and written). Strong writing skills in English are essential.

Application Process

- To apply for this consultancy, please submit a cover letter, CV (maximum 4 pages), your daily rate in EUR and a proof of your daily rate (e.g., copy of a contract of at least 20 days that states a daily rate) to: info@napglobalnetwork.org
- In your application, please clearly demonstrate how you meet the criteria outlined above.

Reporting

The consultant will report to IISD and work closely in consultation with MONRE.

Application deadline: March 18, 2021

Location: Hanoi

Annex A: Two-Phase Approach to Developing the Adaptation Communication

This consultancy will focus on Phase 2.

Phase 1

- Preparation of a methodology for developing an Adaptation Communication
- Stakeholder consultations and/or validation workshop for the above methodology
- Preparation of a first draft, which should include the elements named above
- Consultation workshop on first draft of the Adaptation Communication: barriers, challenges, and gaps related to the implementation of adaptation actions in Viet Nam
- Refinement of the draft, incorporating feedback from MONRE, stakeholders, and IISD

Phase 2

- Survey ministries and provinces to assess and update the following contents:
 - Update climate change impacts on natural disasters, environmental resources, and socio-economic activities.
 - Assess progress and effectiveness of efforts to adapt to climate change at national and provincial levels, contributing to the Global Stocktake (GST) and serving for the Global Goal on Adaptation (GGA) in the Paris Agreement.
 - Assess support needs on climate change adaptation
 - Update findings and typical cases of climate change adaptation and economic diversification plans, mitigation co-benefits.
 - Update findings on gender-responsive adaptation action, and the role of youth and children on climate change adaptation.
 - Update the implementation of international commitments of Viet Nam on climate change adaptation and suggest the priorities in climate change adaptation for Viet Nam to implement commitments in COP26, co-benefits adaptation actions to achieve the net-zero target in 2050.
- Developing a second draft of the Adaptation Communication (reflecting feedback from IISD and MONRE, for their review), including in addition to the above elements:
 - Summary of progress on implementation of adaptation actions and plans (National Strategy on Climate Change, Plan for Implementation of Paris Agreement, National Adaptation Plan, etc.)
- Delivery of stakeholder consultations/workshops and a validation workshop for the updated draft
- Developing a final draft of the Adaptation Communication (in English) incorporating feedback from IISD, MONRE, and relevant stakeholders.
- Manage the copy editing, publishing, and printing of the Adaptation Communication