

TERMS OF REFERENCE
STRATEGIC ENVIRONMENTAL AND SOCIAL ASSESSMENT (SESA),
ENVIRONMENTAL AND SOCIAL MANAGEMENT FRAMEWORK (ESMF),
RESETTLEMENT POLICY/PROCESS FRAMEWORK (RPF/PF) AND SAFEGUARD
INFORMATION SYSTEM (SIS)
FOR
FIJI REDD+ READINESS
November 19, 2014

1. INTRODUCTION

Fiji has a forest cover of almost 1.1 million hectares, covering about 56% of the total land mass. Almost 90% of the land is communally owned by customary groups or *mataqali*. The Fiji National Forest Policy emphasizes the application of sustainable forest management principles and improving the livelihoods of rural forest owners. REDD+ is seen as an instrument to achieve these goals. REDD+ will play an important role in Fiji's development path, as forests hold an important place in the country's culture, history, environment and economy. Fiji recognises REDD+ as an important opportunity to contribute towards global climate change mitigation while strengthening the socio-economic situation of its forest resource owners and protect and restore its forest ecosystems.

Fiji has advanced in its national REDD+ readiness process since the first multi-stakeholder national REDD+ consultations in 2009. The National REDD+ Policy endorsed in 2010 contributes to the national forestry sector goal: 'Sustainable management of Fiji's forests to maintain their natural potential and to achieve greater social, economic and environmental benefits for current and future generations'. The REDD+ Policy also emphasizes safeguards to protect and respect the knowledge and rights of indigenous peoples, to ensure the active participation of resource owners, the consideration of gender issues in all phases of decision-making and the protection of natural forest and their ecosystem services.

The implementation of activities for REDD+ readiness is overseen by the Fiji National REDD+ Steering Committee (NRSC). The committee is made up of twenty agencies from various sectors. The Forestry Department is the lead implementation agency for REDD+ in the country. The Government of Germany, through the German Agency for International Cooperation (GIZ), has been supporting REDD+ readiness efforts in the country since 2009. In 2012, the Government of Fiji began allocating F\$300,000 per annum into this readiness effort.

Fiji hopes to further recognize and institutionalize numerous advancements, such as stakeholder consultation guidelines for developing REDD+ projects in communally-owned forests. Although much knowledge already exists, there is a need to gain a better understanding of the direct drivers, actors and underlying causes of deforestation and forest degradation throughout the Fijian islands in order to develop and select the strategic options to address these drivers. These options will be assessed against the range of social and environmental safeguards that Fiji has outlined in its REDD+ policy as well as those of international financing partners.

1.1 Fiji's progress in REDD+ readiness

Since the Cabinet endorsed the REDD+ policy in December 2010, Fiji has made important steps towards the development of its REDD+ strategy. Fiji is in the second phase of its national REDD+ program, which includes the establishment of pilot sites and strengthening technical Measuring, Reporting and Verification (MRV) capacities as well as the development of a national REDD+ strategy. Several rounds of stakeholder consultations on the development of the Fiji REDD+ strategy have already taken place. It is important to note that Fiji's national REDD+ strategy to date is much broader than the strategy options proposed in the R-PP. The REDD+ strategy under the national REDD+ programme outlines what Fiji must accomplish in order to participate in an international REDD+ performance-based financial mechanism in the future. The 30 activities identified so far in Fiji's national REDD+ program strategy include technical developments and MRV requirements, which form part of the REDD+ Readiness that may in part be financed by the FCPF. The first action identified in Fiji's national REDD+ program strategy is to identify the financing options available for REDD+ implementation, which includes the development of the R-PP.

In addressing social safeguards, Fiji already has in place strong legal frameworks that protect the rights of the iTaukei (indigenous Fijians). This includes a grievance redress mechanism and a benefit distribution structure. However, additional inputs will be necessary to further strengthen these structures to specifically address REDD+ safeguards requirements. In addition, structures addressing the needs and concerns of the non-iTaukei resource owners and land users will need to be strengthened.

Fiji has been undertaking activities in the Emalu national pilot site to come up with a practical approach that ensures a free, prior and informed consent process. This encompasses a consultation approach that confirms all true resource owners are present and participating (through cross-referencing with the *vola ni kawa bula* – the registry of all iTaukei members which identifies the clan, tribe and village they belong to), that cultural and traditional land agreements are recognized, that the externalities affecting decision-making of the resource owners are identified (e.g. traditional obligations and the church can be a strong influence) and that clear communication instruments to reach an often dispersed landowning group are established.

The Emalu REDD+ pilot site has served as a good site to develop these processes as the landowning clan is largely made up of women who live away from the village (putting to test the various communication and consultation outreach tools). There also exist strong traditional ties to other clans which allow non-landowning clans access to the pilot site (therefore, requiring a wider consultation process and sensitivity to the traditional arrangements to prevent tension or fracture to these relationships, established through generations). Since the first consultations began in 2011, valuable experiences have been gained from the Emalu pilot site and this will be fed into the development of a broader national FPIC guideline.

At the national scale, training of community facilitators have been carried out with specialized trainings for women and youth groups. Fiji has a high literary rate of almost 99% and the current Fiji REDD+

EMALU PILOT SITE MONITORING

Aside from carbon stock changes, monitoring procedures for all social, cultural, ecological, and economic aspects of the site and its people is being established for the Emalu REDD+ pilot site. Baseline information was collected to assess existing carbon stocks, biodiversity status, land use practices, local community socio-economic status, tangible and intangible social and cultural assets, and archaeological sites. A cultural mapping exercise involved the documentation of local traditional knowledge and practices (including traditional uses of forest products), customs, history, and folklore. Significant cultural and archaeological sites identified as sensitive were marked for protection and entered into the national database which subsequently meant that the sites are legally protected.

The preservation (or erosion) of traditional knowledge and customs will be assessed during the course of the project.

The socio-economic assessments were carried out through participatory rural appraisals, rapid rural appraisals, participatory field mapping.

awareness programme has been tapping into this resource of educated but unemployed youths living in villages. Selected Emalu pilot site youths have undergone training to be now part of the REDD+ community trainer/facilitator resource team. The training of the iTaukei women’s group serves to promote awareness amongst women who under Fiji’s iTaukei land law have equal landowning rights as their male clan members. In addition to the women and youths, the Provincial Officers have also undergone training. The development of a pool of local community facilitators for REDD+ is ongoing and it is anticipated that these trained personnel will be the driving force in reaching out to local communities all over the country. Meetings between the provincial officers and extension officers will be held regularly to ensure that work is carried out efficiently and information is consistent.

Valuable information has also been sourced from the pilot site on biodiversity indicators and focal species for national biodiversity monitoring. With the Emalu pilot site identified as one of the most biologically diverse ecosystems in Fiji, good baseline information on a pristine and intact forest was determined. The use of experienced and competent local experts (instead of international experts) and local graduate students from the Fiji-based University of the South Pacific and the utilization of trained local officers and field assistants reduces costs by half and at the same contributes to strengthening of local capacities development.

At the national level, a forest cover change assessment has been undertaken and the national forest carbon stock estimated. Stakeholder consultation workshops have been conducted in 2014 to draft a national biodiversity monitoring plan. The monitoring of forest biodiversity will be managed under the Fiji National Forest Monitoring System (to be developed through FCPF funds) and fed into the Safeguards Information System (managed by the Forestry Department)

1.2 Addressing the drivers of deforestation and forest degradation - potential strategy options

The following table outlines the main potential strategy options that address the identified drivers. This list is necessarily broad and these potential activities will be more fully assessed and prioritized and certain strategic options will also be removed if not considered viable. The strategy options result from a broad stakeholder workshop where participants identified what they thought were the drivers most relevant for Fiji and on how best to address clearance and forest degradation.

The table below provides a summary that groups the options considered most desirable and feasible.

Driver/Reference Activity	Strategy Options	Co-Benefits of Strategy Option
Agriculture	<ul style="list-style-type: none"> • Develop a national land use plan (that accommodates local land use patterns) • Review policies and legislations that encourage unsustainable clearing of forests for agriculture • Rehabilitate degraded sites and grasslands, for agriculture development to avoid farmer encroachment into forests • Raise awareness on and enforcement of the Land Use Capability Classification System • Promote sustainable farming approaches and technologies 	<ul style="list-style-type: none"> • Overall sustainable management of natural resources • More income generating opportunities for farmers • Higher crop and income diversification leads to increased resilience against climate change impacts and natural disasters • Increased appreciation of economic value of forests • Local communities are skilled in

Driver/Reference Activity	Strategy Options	Co-Benefits of Strategy Option
	<ul style="list-style-type: none"> • Agroforestry and multi-cropping systems that promote the inclusion of trees in farming • Intensive farming to make optimal use of small areas of land • Diversify cash crops • Support value-adding of forest produce and create niche markets for forest communities to access high-end markets (e.g. hotels) • Introduce, promote and invest in alternative livelihoods (aside from cash crops) • Establish and train local landcare and forestcare groups to facilitate sustainable land use in forest areas 	<ul style="list-style-type: none"> various SLM technologies
Large-scale forest conversion by local communities	<ul style="list-style-type: none"> • Develop local land use plans with communities and relevant supporting agencies to promote sustainable forest management • Conduct educational programmes through the Provincial Offices and Divisional Offices • Promote eco-tourism in feasible forest areas • Conduct biodiversity assessment of these sites and inform and educate local communities • Implement Fiji's NBSAP and proposed protected area network • Ecosystem valuation • Promote value adding technologies for forest products 	<ul style="list-style-type: none"> • Biodiversity conservation • Better understanding of value of standing forests • Broader income generating base
Mining	<ul style="list-style-type: none"> • National land use planning where ecological and social values of forests are considered against mining impacts • Review legislation to ensure more thorough ecological and social consultations and assessments are carried out • Enforce EIA and HIA 	<ul style="list-style-type: none"> • Decrease in pollution and adverse health impacts caused by mining • Protection of forest ecosystem services
Infrastructure development	<ul style="list-style-type: none"> • Integrated land use planning to also include socio-economic and ecosystem impact assessments • Sustainable Infrastructure Development • Proposed infrastructure planning and development to be captured in the national land use plan 	<ul style="list-style-type: none"> • Conservation of mangroves and ecosystems • More sustainable development of the local population • A more intact environment will increase resiliency of infrastructure and local communities against climate change impacts and natural disasters
Forest fires	<ul style="list-style-type: none"> • Review legislation • Law enforcement • Local community awareness and education programmes • Active community involvement in enforcement and patrolling (fire wardens) 	<ul style="list-style-type: none"> • Local communities have an increased awareness and appreciation on the value of forests
Unsustainable timber harvesting	<ul style="list-style-type: none"> • Enforce the national harvesting code of practice • Afforestation/Reforestation programmes to increase timber supply 	<ul style="list-style-type: none"> • Biodiversity conservation • Economic diversification • Improved capacity and education

Driver/Reference Activity	Strategy Options	Co-Benefits of Strategy Option
	<ul style="list-style-type: none"> • Promote reduced impact logging • Improved Law Enforcement of SFM • Replant abandoned plantation sites • Education/Awareness for small-scale timber operators • Promote the utilisation of lesser known commercial timber species 	<p>for small-scale timber operators</p> <ul style="list-style-type: none"> • Added value to standing forests

Many studies have already been carried out to identify the causes for lack of implementation of policies and plans that aims at reducing deforestation and forest degradation. The lack of implementation of the National Harvesting Code of Practice for instance is attributed to the fact that there are no regulations to legally enforce it with associated penalties.

1.3 Evaluating and choosing strategy options

A REDD+ Activity Matrix will be designed as a tool for strategic decision-making tool related to REDD+ implementation. The REDD+ Activity Matrix will prioritise REDD+ activity types in relation to carbon benefits, ease of implementation, co-benefits, and safeguards. This may take the form of a so-called Decision Support System (DSS) for ecosystem management. Such systems analyse economic, social and environmental trade-offs of alternative land allocation and management scenarios, based on locally-derived information and the results of studies to be undertaken for assessing drivers of deforestation and forest degradation and assessment of options to address these. The result of this DSS exercise will be the connection of the various options to their different geographic localities (i.e. REDD+ Activity Map) and the scheduling of activities, prioritising the most urgent REDD+ activities based on criteria agreed with all relevant stakeholders in a participatory manner. The prioritisation/scheduling is determined on the balancing of trade-offs, cost-benefit analyses, and outputs in terms of emission reductions and social and environmental co-benefits. The ranking of those aspects, resulting in the prioritization will be done with all key stakeholders that are involved or affected by the REDD+ activity in the area.

The final choice should dovetail with other developmental objectives of Fiji, as well as be able to co-exist as a minimum but ideally generate synergies with other sectoral policies, such as those in the area of Trade, Agriculture, Development, and others; mainstreaming REDD+ across sectors. A policy and strategy analysis will provide an overview of the status quo and will take place before REDD+ strategy option development. Thereafter, the integration of the selected strategy options will be integrated into these policies and strategies.

1.4 Cost benefits analysis

The most important co-benefit of REDD+ in Fiji is the increased resilience to climate change, as the small island country will increasingly need to prioritize climate change adaptation over mitigation. Other potential co-benefits of the different strategy options include biodiversity conservation, environmental services protection, decreased vulnerability to natural disasters, and water and food security. Forest carbon is valued because of its role in climate change mitigation, but forests still provide the same benefits that they always did, before the emergence of forest carbon quantification. It is important to

recognize these benefits as they are often much more important to local communities than the potential economic benefits of forest carbon projects.¹

Through an ecosystem valuation of forests, Fiji hopes to generate a better understanding of the economic importance of forests beyond their value for timber. Assessing the benefits provided by standing and healthy forests in a credible way can help to implement REDD+ activities and demonstrate to certain key actors that REDD+ is in their best interest.

1.5. Links between the SESA and the REDD+ strategy options

The Strategic Environmental and Social Assessment (SESA) serves to further assess the environmental and social risks and impacts of the different strategy options and to identify to what extent different safeguards will apply for the Fiji REDD+. These potential environmental and social risks and impacts associated with the different options need to be fully assessed. A preliminary risk assessment of the different strategy options is shown in the table below.

Preliminary Risk Assessment of identified Strategy Options

Strategy Option	Risk and Impact	Significance
Agriculture <i>Develop a national land use plan</i>	<ul style="list-style-type: none"> • Lack of commitment from the all the involved agencies • Weak enforcement on the ground 	High
<i>Review policies and legislations that promote unsustainable forest clearance for agriculture</i>	<ul style="list-style-type: none"> • Lack of commitment from responsible sectors • Economic needs take priority 	High
<i>Promote sustainable farming approaches and technologies</i>	<ul style="list-style-type: none"> • Weak institutional capacity for implementation • Technology not accepted by farmers • Poor market demand & availability for crops • Lack of appropriate planting materials 	High
<i>Support value-adding of forest produce and create niche markets for forest communities to access high-end markets (e.g. hotels)</i>	<ul style="list-style-type: none"> • Disconnect between community (producer) and the markets. • Lack of consistency in supply and meeting demand • Weak government mechanisms to strengthen connection between local communities and markets 	High
<i>Rehabilitate degraded sites and grasslands for agriculture development to avoid farmer encroachment into forests</i>	<ul style="list-style-type: none"> • Lack of harmonization of inter-sectoral policies (FD, Agriculture, Environment) 	High
<i>Raise awareness on and enforcement of the Land Use Capability Classification System</i>	<ul style="list-style-type: none"> • No enforcement • Lack of personnel for training and awareness 	

¹ Vickers et al. “Community guidelines for accessing forestry voluntary carbon markets” FAO RAP publication 2012/16: Bangkok.

Strategy Option	Risk and Impact	Significance
2. Eco-tourism in forested areas	<ul style="list-style-type: none"> • Lack of tourists • Accessibility (remoteness) • Loss of interest of communities • Clashing of traditional and business cultures • Poor business management • Social and gender issues 	Medium
3. Implementation of Fiji's NBSAP and implementation of proposed protected area network	<ul style="list-style-type: none"> • Poor management by responsible agency • Poor financial management and disbursement of funds to implementing agencies • Lack of capacity (trained personnel) • Sourcing funds through Department of Environment/ lack of formal structure (formalize the protected areas network) 	High
4. SFM and Forest Enhancement Activities: <i>Forest management by local communities</i>	<ul style="list-style-type: none"> • Lack of legal protection , • Illegal logging • Encroachment • Unsustainable subsistence utilisation of forest products • Uninformed new village arrivals / need for regular awareness (high villager turnover) • Traditional agreements (on land utilization by other groups) existing that conflict with project • Conflicting advice from other sectors e.g. agricultural extension promoting crop production 	Medium
<i>Afforestation/ Reforestation programmes</i>	<ul style="list-style-type: none"> • Fire • Free roaming animals , • Pest and diseases (weeds, invasive alien spp) • Extreme weather conditions (e.g. prolonged droughts, high rainfall) • Conflicting plans from other sectors e.g. factory, etc. • Contamination of genetic pool (bringing in exotic species) • Introduction of incorrect species during inappropriate succession phase of forest growth 	High
<i>Reduced Impact Logging</i>	<ul style="list-style-type: none"> • Lack of enforcement of Fiji Code of Harvesting Practice • Lack of capacity and resources for enforcement, 	High
<i>Improved Law Enforcement of SFM</i>	<ul style="list-style-type: none"> • Unsecure lease • Lack of long term capacity for landowners to develop and manage the plantations 	High
<i>Expand Tree plantations</i>	<ul style="list-style-type: none"> • Selection of ideal tree species (market demands, resilient, fast growing etc.) 	Medium
5. Sustainable Infrastructure Development	<ul style="list-style-type: none"> • National economic drive for development (tourism etc.) • Weak inter-sectoral decision making and planning • Non compliance of process (EIA, etc.) 	Medium

Strategy Option	Risk and Impact	Significance
6. National land use planning	<ul style="list-style-type: none"> • Lack of inter-sectoral collaboration • Lack of legislation 	High

Source: R-PP Stakeholder Workshop, 20 June 2013

1.6 Consultation and Participation plan

Community participation ensures that the priorities of REDD+ are in line with those of the primary beneficiaries: Fijian subsistence land users. Before community consultation takes place, significant awareness raising and information sharing will need to occur. Therefore, information regarding the SESA must be incorporated early on in the Early Dialogue and Information Sharing that will continue during R-PP implementation (described in RPP, Component 1b).

On 18 June 2013, a Consultation and Participation (C&P) Plan was collectively developed in a broad stakeholder workshop. The C&P Plan was shared with the Steering Committee in its entirety on July 18th 2013, when stakeholders held a final discussion on whether any changes were required before submission to the FCPF. The C&P Plan is therefore considered validated and properly addressed the issues raised by stakeholders. The consultation and participation plan was designed following the FCPF and UN-REDD Joint Guidelines on Stakeholder Engagement in REDD+ Readiness and is structured according to those guidelines.

The goal of the C&P Plan is to integrate REDD+ consultation and participation objectives into existing outreach structures, systems and norms as opposed to launching an isolated REDD+ consultation campaign. This would help to minimize the costs of consultations while ensuring that REDD+ is being communicated in a way that is understood by the diversity of stakeholders that will be consulted. Furthermore, this will help to ensure that stakeholder participation is not a one-time discussion, but instead an on-going process. REDD+ priorities must be integrated to the best extent possible into the regular stakeholder consultations taking place in Fiji.

The terms of the consultation and participation process are defined as follow:

- Landowners need to be educated about REDD+ in an objective way. Community facilitators need to recognize that they are coming in with a perspective that is biased towards REDD+. The goal is to inform and educate landowners enough, so that their decision for whether or not to participate in REDD+ is a fully informed decision.
- The Provincial Office and TLTB should be involved in all stages of consultations with *iTaukei* landowners
- It may be difficult to speak directly with all land owners, representatives of different stakeholder groups will need to be consulted. It is important to ensure that these representatives truly represent the interests of those on whose behalf they are speaking. Gender concerns will be specifically addressed in this regard.
- Consult with communities in the vicinity of the project site
- Traditional protocols and etiquette will be respected at all times. This includes the proper use of language, dress code, following formal communication channels via the Provincial Council, and a timely request for a consultation before any discussions take place.

- Vernacular language will be used and where necessary, REDD+ will be explained using images, illustrations, and presentations.
- Explanations will strive to be simple yet comprehensive and accurate and build upon any previous community consultations in order not to be repetitive.
- All information shared will be standardized through the development of field guides or manuals, so that the same messages are being shared with all.
- The consultation process will be continuously improved, integrating the feedback as the C&P plan is carried out. If certain things are not explained clearly enough, then explanations will need to be improved for the next time.
- Local facilitators who know the people and area will be used at all times in order for them to conduct the consultations in the most appropriate and respectful manner. If outsiders are present during the consultations, then they will act more as observers without an active role.
- Verification of mataqali (landowning clan) members before consultations. This includes the formal identification and location of clan members using the iTaukei landowning registry (*vola ni kawa bula*). This would be crucial especially for women clan members who have equal landowning rights to the clan land but are usually living away from the village because of marriage.
- Monitoring and evaluation plan for each consultation to assess the effectiveness of the consultation (for other stakeholders develop from engagement tools)
- All consultations and documentation should be reported to the REDD+ SC secretariat

Consultations carried out will also serve as the cornerstone for the SESA and is the main means through which the SESA will be carried out. During the consultations, stakeholders will be asked to give their understanding of the most important social and environmental risks associated with the different REDD+ strategy options and these will inform the results of the SESA. These processes will be streamlined so that the consultations and communication with stakeholders is consistent and straight-forward. The Consultation and Participation Plan will be continuously adapted according to the experiences in the field.

2. PRINCIPLES AND OBJECTIVES OF THE CONSULTANCY

2.1 Principles

The work and deliverable required in this contract includes a collection of linked activities: (i) development of the SESA, (ii) a ESMF; (iii) analysis of land issues and if necessary, the preparation of a Resettlement Policy/Process Framework; and (iv) the identification of the elements of a Safeguard Information System. These activities will support the integration of social and environmental safeguards into the REDD+ policy development. Each of these initiatives is discussed in detail below. A key overarching principle for this consultancy is that the outputs need to be generated in an integrated manner in tandem with the other REDD Readiness processes. There needs to be close coordination with the Steering Committee, and depending on the specific activities, cooperation in planning, undertaking and analyzing the results with designated stakeholders and as appropriate, other consultants.

The development of the SESA will be done in tandem with the evaluation of the strategic options described in the Fiji RPP, Component 2b. The SESA will assess the different REDD+ strategy options in

an iterative and participatory way. This will be accomplished through a national policy dialogue that includes Fijians who represent the daily needs of subsistence land users at the local level. The SESA will value iTaukei (indigenous Fijians) principles and traditional authority and will include processes to build these principles into project design through the use of full, prior and informed consent. The Safeguards Working Group (SWG) of the national REDD+ steering committee will provide oversight and coordination for the SESA and other safeguards reports described below.

2.2 Objectives

The core of this consultancy is the SESA that will assess the potential environmental and social risks and impacts, both positive and negative, of the proposed REDD+ strategy. The SESA makes use of a variety of tools, and can be defined as “a range of analytical and participatory approaches that aim to integrate environmental and social considerations into policies, plans and programs and evaluate the inter linkages with economic, political, and institutional considerations”.

The SESA will provide a cumulative assessment of the potential impacts of REDD+, according to the different strategy options. The identification of negative impacts and formulation of adequate mitigation measures will be integrated in the preparation of other components of the R-PP, as a means of ensuring that the World Bank Safeguards are incorporated from the onset to avoid, limit and/or mitigate harm to people and the environment, and strive to achieve benefits instead. The SESA protocols will comply with the World Bank safeguard policies as laid out in the FCPF’s Common Approach.

The SESA will integrate environmental and social considerations in the Fiji REDD+ strategy options (Fiji RPP, Component 2b) and will advise on a framework for managing potential environmental and social risks and impacts associated with the implementation of these strategy options (Fiji RPP, Component 2c).

The SESA aims to:

- Critically analyze REDD+ strategy options from a social and environmental point of view, with the aim of minimizing risks. This will include the development of criteria/indicators for the identification and prevention of social and environmental risks;
- Propose measures to mitigate environmental and socio-economic risks and impacts during REDD+ strategy implementation;
- Develop a multi-stakeholder engagement approach (that will be part of the Consultation and Participation Plan) to minimize risks and adverse impacts; and
- Identify and discuss options to improve sustainable development impacts of REDD+ activities as well as any associated measures that will complement climate change adaptation strategies.

The outcome of abovementioned assessments will lead to the development of mitigation, risk management and capacity building measures that will be defined in the Environmental and Social Management Framework (ESMF). If found necessary, this will include the application of appropriate measures to avoid or properly compensate for displacement and continued access and use of resources as part of the Resettlement Policy/Process Framework. The SESA will also provide the foundation for developing the national Safeguard Information System (SIS) The SIS will be developed to assess and monitor how safeguards are addressed by Fiji’s REDD+ activities.

3. SESA AND SAFEGUARDS WORK PLAN

This section describes the tasks to be undertaken to ensure proper SESA undertaking and associated safeguard implementation and documentation. Since this is the key building block for all 4 consulting products, the early workplan and budget preparation should cover all required safeguard products and outputs.

Task 1: Stakeholder analysis and final workplan development

This phase builds on the consultations carried out during the R-PP formulation. Firstly the consultants should carry out a stakeholder gap analysis to identify any relevant stakeholders that might not have been considered during the R-PP formulation phase. This would especially target forest resource owner representatives, forest users of all ethnicities, the private sector, women and youth representatives, and government and non-governmental agencies working in the forestry and land use sectors. Since this is part of the early phase of the contract, it is understood that most of this analysis can be based on document review and discussions with key steering committee members.

Secondly, the consultants should facilitate the development of an inception report that contains a detailed work plan and budget for the SESA and other safeguards products. This will be carried out following a participatory consultation processes with relevant stakeholders. The consultations will also include a review of the current Consultation and Participation plan, as presented in the Fiji RPP, as this plan will guide the consultation and participation activities for the SESA. The development of the work plan will be coordinated with the preparation of the REDD+ strategy options to ensure consistency of timelines, in particular for consultation activities. The consultants will work closely with the SWG to get feedback on the Work Plan and budget.

The output of this step is a draft Inception Report with a detailed work plan and budget covering all safeguard related products including a revised consultation and participation plan.

Task 2: Launching the SESA and Safeguards Work plan

This second step is to validate and gather endorsement of the SESA and safeguards workplan. The consultants will support the REDD+ Steering Committee in presenting the draft safeguards work plan and budget in a broad national stakeholder validation workshop in order to define the legitimacy of the work plan and all subsequent stakeholder consultation and participation processes. The consultants should incorporate the comments from the validation workshop to write the final Workplan ². The final work plan will also be publicly disclosed through other appropriate means and platforms.

The output of this step is a validated SESA and Safeguards work plan and budget.

Task 3: Situational Analysis

The aim of this step is to collect and analyze baseline information that is necessary to identify the relationship between REDD+ policies and land use; existing environmental and social issues related to REDD+ policies;

² The Fiji REDD+ focal point will prepare a cabinet information paper on the final SESA workplan to be presented to cabinet to secure official support and ensure it is recognized within government processes. This is not the responsibility of the consultants, but they will support the focal point in preparing necessary documentation and presentation material.

relevant sectoral policies and institutional gaps; and key stakeholders that are associated with these issues/gaps identified.

Fiji has been implementing REDD-readiness activities since 2009 and therefore, useful information and lessons are already available with regards to environmental and social issues that pertain to the implementation of REDD+ activities. This includes, for example, the current development of the national biodiversity monitoring framework and the REDD+ community consultation and participation processes being undertaken in the pilot sites and more broadly in across the country.

Lessons learned from participatory environmental impact assessments in the mining and forestry sectors must be fully assessed. The EIA process undertaken for activities that are relevant to REDD+ and surveys conducted in the REDD+ pilot sites can provide a baseline for biodiversity and ecosystem monitoring.

The consultants should undertake the following activities:

- a. Assessment of existing information, policies, regulations, procedures and institutional structures that are supporting the implementation of environmental and social safeguards in Fiji.
- b. Assessment of existing land tenure and land rights, conflict resolution mechanisms, and equitable distribution of benefits including benefits for the resource owners and other indirect and co-benefits.
- c. Assessment of key stakeholders including a gender assessment on key issues.
- d. Assessment of current progress in Fiji with regards to addressing social and environment risks relating to REDD+ (includes drawing from information from the current C&P process) including an analysis of the institutional arrangements for coordinating the integration of environmental and social issues in REDD+ readiness.

The output of this step is a report on the situational analyses on the social and environmental issues relating to REDD+ implementation in Fiji.

Task 4: Identification of key environmental and social issues

Following from the situational analysis above and through the application of appropriate analytical tools, this step aims at identifying environmental and social risks and impacts associated with deforestation and forest degradation/strategy options in Fiji.

The SESA consultants should conduct this analysis using spatial analysis, case studies and participatory rural appraisal methods. Spatial analysis will be applied in mapping and for overlaying different sets of information to identify critical issues and specific geographic areas with environmental and social risks and impacts. Appropriate case studies will be used to show opportunity costs of different land uses including environmental and ecosystems valuation. Case studies will also help to dig deeper into key issues, inter-sectoral linkages, and potential policy trade-offs in key areas. Participatory rural appraisal would be the main vehicle for identifying key environmental and social issues at the community level.

The consultants in coordination with the SWG will produce a scoping report that will, among others:

1. Analyze critical institutional, legal, regulatory, policy and capacity gaps underlying the key environmental and social issues identified and formulate policy recommendations for a policy framework to address key environmental and social impacts, and for addressing institutional and governance weaknesses. This includes identifying gender concerns.

2. Discuss key forest areas land use trade-offs by analyzing the opportunity cost of conserving forests and other proposed REDD+ activities versus developing these areas into alternative land uses such as housing/settlement, industrial estates, agriculture, among others.
3. Identify any gaps in knowledge where additional data-gathering and analysis may be needed.
4. Map environmental/forest hotspots that are under threat. This will involve, amongst other things:
 - a. Construction of a base map (first layer), using information on forest cover (stratified forest classes if available), mangroves, watersheds, water bodies, and special forest ecosystems, including biodiversity hotspots, protected areas and sites of local significance.
 - b. Mapping of main economic activities in forest areas and surroundings including but not limited to logging, farming, agriculture, mining, roads, settlements (including squatter settlements in mangroves) and tourism. The map will include information on existing land tenure and lease boundaries and village locations (second layer).
 - c. Mapping of existing and, where possible, large scale infrastructure such as hydro-dams and reservoirs (third layer).
 - d. Superimposition of these layers of information, and other relevant existing resource maps, to define critical forest areas that are currently and/or potentially under environmental stress.
 - e. Examination of specific environmental issues by using participatory consultation approaches and analysis of case studies.
5. Map areas with high social vulnerabilities and areas of cultural significance. This will involve:
 - a. Construction of a base map (first layer) of significant communities in and around forest and mangrove areas, including key demographic indicators such as number of inhabitants, ethnicity, and land use practice.
 - b. Map of existing land leases and other land use tenements such as agriculture leases, commercial leases, reserved forests, mining leases, mineral exploration tenements and land bank allocations and other development leases (second layer).
 - c. Map of culturally significant sites as defined by the Fiji Museum Database and the Ministry of iTaukei Affairs (third layer)
 - d. Map of communities vulnerable to impacts of climate change and natural disasters. Reference can be made to the vulnerable community mapping undertaken by the Ministry of iTaukei Affairs, the Climate Change Division and the National Disaster Management Office. There are implications on this as it affects the socio-economic status of forest resource owners and the possibility of villages and settlements relocating to forest areas (fourth layer).
 - e. Superimposition of the above layers of information, and other relevant resource maps, to define critical social issues in forest areas.
6. Examination of specific social issues by using participatory consultation approaches based on the principles of free, prior and informed consent and analysis of case studies to document critical interactions and synergy of different social factors affecting forest utilization in Fiji.

Building on the evidence and results of these analyses, the consultants should produce a report of key environmental and social risks and impacts associated with deforestation and forest degradation in Fiji.

The output of this step is a report that will inform the stakeholder consultations for the selection of the SESA’s environmental and social priorities.

Task 5: Identification of environmental and social priorities

Based on the results of the scoping report from Task 4, consultations will be undertaken with all relevant stakeholders to identify environmental and social priorities. The approach will follow the terms of the consultation and participation process as defined for the C&P plan. The consultation workshops will include both focused group consultations (which include the iTaukei Resource Owners Committee, the Protected Areas Committee, civil society groups, local women organizations, youth representatives and faith-based organizations) and broader stakeholder participation conducted at various levels.

The consultants, in consultation with the SWG, will synthesize the results from the stakeholder consultations and prepare a report on Priority Environmental and Social issues. This report will be presented for discussion at a national stakeholder consultation workshop. The objective of the workshop is to discuss the synthesized results of the target group consultations and to agree on a common set of environmental and social priorities. The consultants will prepare a report on the selection of priorities by the SESA stakeholders. The final report after the workshop will be published and publicly disclosed through appropriate means.

The output of this step is report on Environmental and Social Priorities as informed by the scoping and consultation exercises in these early tasks.

Task 6: Safeguards assessment of candidate REDD-Plus Strategy options

The Consultants with support from the SWG (in parallel with any other similar consulting work across REDD Strategic Planning and Design) will assess how REDD+ Strategy options address the SESA’s environmental and social priorities as well as determine on a preliminary basis potential environmental and social risks and impacts. When specific REDD+ strategy options have been identified as falling short of these considerations, specific recommendations will be made to refine the REDD+ strategy options to close these gaps. This process will ensure that priority environmental and social considerations and to some extent forest valuation will be integrated into the preparation of the REDD+ strategy.

The expected output is a “Safeguards” REDD+ strategy options analysis.

The revised REDD+ strategy options will be assessed against the environmental and social impacts and risks that they may present during their implementation. These risks and impacts will be assessed against existing legal and policy provisions and vis-a-vis the World Bank environmental and social safeguard policies. For example, one of the REDD+ strategy options may result in new restrictions on use or access to “protected” forest areas which would require application of the “process framework” provisions defined in World Bank OP 4.12

The SWG will be consulted during this assessment and review a draft Safeguards Assessment Report that will be submitted to the National REDD+ Steering Committee for review.

The output of this step is a final report covering all the information from tasks 4 and 5.

Task 7: Validation of Safeguards Assessment of the REDD-Plus Strategy Options

The consultants and the SWG will present the draft REDD-Plus Strategy Safeguards options to a national validation workshop. Participants in the workshop will include those involved in the initial national consultation on the identification of priorities as well as women's groups and marginalized communities. The consultants should integrate comments arising from the validation workshop and finalise the report for submission to the REDD+ Steering Committee.

The output of this step is the endorsed report on Safeguards Assessment of the REDD-Plus Strategy Options.

4. DEVELOP THE ESMF

4.1 The Purpose of the ESMF

The Environmental and Social Management Framework (ESMF) will be developed from results of the SESA. The ESMF is an instrument to manage safeguards risks and impacts. The ESMF will help minimize and mitigate any potential negative safeguard risks and impacts of REDD+ as well as ensure its social and environmental integrity. The ESMF will lay out the processes, procedures and/or requirements through which future activities and projects under the REDD+ program, shall undergo to ensure compliance with safeguards.

In terms of engagement of all stakeholders, the ESMF will take the outcome of the stakeholder mapping exercises from the earlier SESA activities into consideration and give specific consideration to the protection of special and/or vulnerable groups of stakeholders. An assessment will be made of the capacity required to develop, implement, and administer the ESMF and potential shortfalls will be remedied with a capacity development program.

The ESMF incorporates procedures for:

- (i) In-depth voluntary consultations with concerned stakeholder groups based on the free prior and informed consent to seek their broad support;
- (ii) Culturally-appropriate capacity building measures;
- (iii) Environmental and social impact screening, assessment, and monitoring; and
- (iv) Grievance redress.

The ESMF also specifies the inter-institutional arrangements for the preparation of time-bound action plans for managing and mitigating adverse impacts related to the future project(s), activity(-ies), or policy(-ies)/regulation(s).

By doing the above, the output is an ESMF that is compliant with applicable safeguard policies at the time of the assessment of the R-Package while also providing the overall framework for addressing social and environmental risk management issues in REDD-plus activities that are implemented beyond the readiness preparatory work.

The development of the ESMF will be supervised by the National REDD+ Steering Committee and the SWG of the committee will be working closely with the consultants of the SESA/ESMF to provide advisory support. The Chairperson of the REDD+ Steering Committee and the national REDD+ focal agency, the Forestry Department, will coordinate the implementation of the ESMF drafting workplan.

4.2 Contents of the ESMF

The Consultant will prepare a draft ESMF suitable for public consultations that includes the following:

- Review of the country's existing legal and institutional framework and current practices of relevant government agencies, vis-à-vis safeguards as provided in the FCPF Common Approach including the relevant World Bank Safeguards policies as described in the R-PP Assessment Note, and the initial set of REDD+ strategy options (collected as part of the SESA activities);
- Description of the expected project/activity types under the REDD+ program i.e., the typology of potential REDD+ projects to be implemented;
- A list and description of the potential environmental and social risks and impacts for each anticipated project activities;
- Safeguard screening requirements for the overall REDD+ program at each stage of the project cycle, including required processes and approaches (e.g. awareness, consultation, social and environmental review, consensus building, stakeholder participation, etc.), documentary requirements (e.g. Environmental and Social Assessment Report, Environmental and Social Management Plan, evidence of free, prior and informed consultation, community consent, land acquisition documents such as landowner consent, lease agreement, etc.) and the responsible project unit;
- Methods by which the particular needs of indigenous people have been incorporated in the overall project design (See ANNEX 1);
- Institutional arrangements to implement the ESMF (e.g., TLTB, Department of Environment, Forestry Department) and relevant program units and staffing arrangements;
- Specific guidelines (e.g. how to conduct an environmental and social review of proposed project, consultation, etc.) and templates/forms for: (i) Environmental and Social Screening; (ii) Environmental and Social Management Plan (ESMP); (iii) specific checklists for those project types requiring greater environmental and social due diligence; (iv) approval; and (v) audit/monitoring requirements; and
- A capacity building plan for the various agencies and REDD+ program units involved in the implementation of the ESMF that includes a review of the authority and capability of institutions at different administrative levels (e.g. local, district, provincial/regional, and national).

The ESMF will also contain specific sections addressing the requirements of the applicable World Bank safeguard policies covered in the separate RPF/PF document and the summary of proposed stakeholder engagement and dispute resolution framework.

The deliverable for these activities will be a draft and final ESMF.

5. LAND TENURE AND NEEDS ASSESSMENT

5.1 Analysis of land requirements and Preparation of Safeguard Documents

The activities in this task are to be complimented with the preparatory work by the Forest Governance and Land Tenure analysis (under separate contract) and the SESA process. Given the locality based nature of REDD+ projects, it is considered likely that projects may have impacts on land and access to livelihood resources. Accordingly a detailed analysis of land requirements will be required to identify these issues/risks early in the process. To address these issues/risks, a Resettlement Policy Framework (RPF) and/or Process Framework (PF) may need to be prepared to establish objectives and principals, organizational arrangements, capacity building activities and funding mechanisms for any land requirements including compensation for resettlement or restrictions to access as required by the World Bank OP 4.12, Involuntary Resettlement. Since the extent and location of resettlement/compensation is not known at this time and will be determined as the SESA process unfolds and REDD activities are detailed, the Framework provides the opportunity to document how compliance with OP4.12 will be achieved, either through existing country systems, or through the use of special provisions documented in the Framework . If any resettlement/compensation is identified for any future REDD activity, preparation of a Resettlement Action Plan or Process Framework will be subsequently prepared.

The RPF ensures that any Resettlement Action Plan protects affected parties and physical structures, and livelihoods are restored to their previous standard and preferably exceed their current status. The RPF will include the process for valuation of all associated impacts on people's property and livelihoods and address mitigation of the impacts of resettlement based on international standards. A guide to Minimum Requirements for a Resettlement Policy Framework is held at Annex 2.

A Process Framework may be required in place of the RPF to address restrictions of access to legally designated parks and protected areas which result in adverse impacts on livelihoods of the affected persons. To determine the appropriate coverage of the Process Framework, the SESA activities will identify if any involuntary restrictions of resource access are anticipated.

The **Process Framework** will outline the criteria and procedures as described in OP 4.12, which will be followed for REDD activities in cases where project-induced involuntary restriction of access to natural resources results in adverse livelihood impacts, to ensure that eligible, affected persons are assisted in their efforts to restore or improve their livelihoods in a manner which maintains the environmental sustainability of the nature reserve in question. More specifically, it describes the participatory process by which: (a) specific components of the Project were prepared and will be implemented; (b) the criteria for eligibility of affected persons will be determined; (c) measures to assist the affected persons in their efforts to improve or restore, in real terms, to pre-displacement levels, their livelihoods (e.g., as appropriate, alternative grazing areas, cultivation of unique non-timber forest products such as mushrooms, or of other crops, or investments in community infrastructure) while maintaining the sustainability of the park or protected area will be identified; and (d) potential conflicts involving affected persons will be resolved. It also provides a description of the arrangements for implementing and monitoring the process.

The deliverable for this task will be an analytical report on REDD+ impacts on land and livelihood access. If required, a Resettlement Policy Framework or Process Framework addressing these issues will be drafted.

5.2 Consultation On and Disclosure of the ESMF (and if relevant the RPF/PF)

The draft ESMF (and if relevant the RPF/PF) will be reviewed and discussed at a designated stakeholder workshops. The consultants and SWG will agree on the most efficient manner to ensure broad stakeholder feedback and consultation. Aside from the broad stakeholder consultations, targeted workshops should be held with the National iTaukei Resource Owners Committee, the Provincial Officers, the Fiji Protected Areas Committee and the civil society groups. All consultations should follow the C & P principles and be based on the principles of free, prior and informed consent. Prior to the consultation workshop, hard copies of the draft documents should be sent to all concerned stakeholders including the Provincial and Divisional offices, and relevant public sector institutions, civil society and the private sector. These consultations will also serve as validation workshops that will conclude with the final ESMF and if relevant, the RPF/PF reports.

6.0 SAFEGUARDS INFORMATION SYSTEM

This collection of tasks will define the function and structure of the Fiji SIS to provide information on how all Cancun safeguards³ are addressed and respected and at the same time serve as the main repository and information sources for all safeguards related information across the REDD+ Program. The SIS will be implemented at a national level and built on existing systems, as appropriate. The work will focus on two major components: (i) defining the type of information that needs to be collected, stored and made available in a transparent manner, and (ii) determining the platform and functional requirements for establishing the SIS. The consultants are expected to have a solid understanding of the various “safeguard systems” being promoted and used around the REDD + countries (e.g., REDD+ SES, UN-REDD, WRI, FCMC etc.)

The tasks associated with this SIS work are listed below.

Task 1: Define the scope of the SIS including information and data sources. The SIS could be built on existing country systems to collect and provide data, such as those in place to monitor and report on biodiversity conservation under the Convention on Biological Diversity (CBD) or to prepare their national reports for the Global Forest Resources Assessments of the Food and Agriculture Organization of the United Nations (FAO). Existing systems may need to be adapted for REDD+ if, for example, they do not cover specific issues such as permanence and leakage, which are more specific to a greenhouse gas (GHG) emissions context. A new institutional framework may also need to be created for the purposes of consolidating different streams of information and reporting to the UNFCCC. The fundamental requirements must be designed around defining the following:

- Data that already exist (detailing types and location of data sources);
- Data to be collected (e.g. income data);
- Methodologies to be used (e.g. household surveys; participatory approaches, such as participatory biodiversity monitoring);
- Who is to collect additional data;

³ It was agreed at the UNFCCC Conference in Cancun in 2010 (COP16) that a set of seven safeguards should be promoted and supported when undertaking REDD+ activities. The Cancun Agreements, and the subsequent Durban Agreement, also request parties implementing REDD+ to provide information on how safeguards are being addressed and respected throughout the implementation of the REDD+ activities.

- How often are data collected;
- The scale at which data are collected (e.g. at the country, local or project level);
- Quality assurance/quality control of the data collection system;
- Where will the data be stored and managed;
- Data security and back-up;
- How the data are being used and by whom.

Task 2: Establish the institutional and governance arrangements. A crucial step for the SIS is conducting a national assessment of existing information sources, and existing systems for provision of information that are relevant to the safeguards. This will include identification of all organizations and institutions that collect and /or store relevant information like environment, natural resource, demographic, socio-economic, etc. Much of this background should be generated as part of the other consultancies in the REDD+ Readiness program and this work should not reinvent the wheel. This is where the input and coordination role of the SWG can be most effective in directing proper attention to already ongoing initiatives to avoid duplication. Based on this, an assessment can be made regarding what types of new processes or procedures and the proper alignment and/or affiliation across institutions, among other structures, might be needed.

Task 3: Identify practical indicators to track over time. In order to collect information on whether safeguards are being addressed and respected, indicators will be needed. These could be process indicators (e.g. illustrate whether or not an output has been achieved) or impact indicators (e.g. linked to actual social or environmental impacts). The indicators used may vary depending on the degree of detail the REDD Program wishes to provide. There are numerous existing indicators for other contexts, such as those linked to implementation of forest policies or assessing income distribution. While these may be adequate for REDD+ safeguards, new indicators may need to be developed as well⁴.

The indicators provide the parameters to determine what information needs to be collected, tracked and reported on over time. The consultants need to work closely with the Steering Committee to define the basic information types and use of such information. There needs to be clear definition on the reason for selection of such indicators and the building blocks to feed into these indicators. Experience shows that too many overwhelms any such design, and this task should also build upon the SESA process to help identify a suite of practical and useful indicators supporting national, other donor and voluntary REDD carbon payment and UNFCCC requirements.

Task 4: Determine how to collect, store, manage and analyze information. Data will need to be organized in a functioning database. This also defines how information is shared. It will also need to be presented in a way that makes it easily understandable, accessible and actionable by country stakeholders (e.g. publication through a regularly updated web-based platform and/or in printed information in local languages). Summary information will need to be provided to the UNFCCC. Domestic-level dissemination of information may need to exist in various formats and be communicated at varying frequencies, depending on national circumstances and defined needs from the broad collection of stakeholders.

⁴ For example see the UN-REDD Programme Participatory Governance Assessment process designed to help countries develop governance indicators relevant for REDD+ activities, and the REDD+ SES designed to help countries develop indicators across many REDD related issues.

Task 5: Establish reporting, information use and access. Approaches for provision of information will need to be defined and developed. These will need to elaborate how information is tracked over time, the form of the information and the channels through which it should be reported both internationally and at the national level. Today, much of this information can be hosted on publically available platforms so that all “cleared” data and information (including maps and other time series spatial information) is accessible.

The range of standard reports including content and frequency shall be defined and how this information will be made publically available and recommendations for access will be described. Specific information restrictions will also be discussed.

The deliverable for this collection of tasks is the Safeguards Information Systems Design Concept.

7. SCHEDULE AND DELIVERABLES

The overall timeframe for the SESA and safeguards consultancy (from signing of contract) will be 12 months.

The table below summarizes the deliverables and schedule for the consultancy.

Task	Deliverable	Schedule
SESA Process		
1. Stakeholder analysis and final workplan	Inception Report With detailed workplan and budget	Within 3 weeks of signing of the contract
2. Launching the SESA and safeguards workplan	Final Workplan Validated and disclosed	Within 3 weeks from the Inception Report
3. Situational analysis	Report on Situational Analysis review and discussion of E&S issues associated with REDD+ Strategy Options	Within 3 months
4. Identification of key environmental and social issues		
5. Identification of environmental and social issues		
6. Safeguards assessment of candidate REDD+ Strategy options	Safeguards Assessment Report Combines activities in tasks 4, 5 and 6	Within 8 months
ESMF		
Draft and final ESMF	ESMF	Within 9 months
RPF/PF (if required)		
Draft and final RPF/PF	Resettlement Policy Framework/Process Framework	Within 10 months
SIS		
Draft and final SIS	Design functional elements and structure if the SIS	Within 11 months

8. BUDGET AND PAYMENTS

The consultancy for the SESA and safeguards products is allocated a budget of up to USD350, 000 which includes all consultancy fees, subsistence allowances, travel, accommodation and necessary incidentals.

Workshop and meetings costs will be separately covered by the REDD + National Program and the Forestry Department.

Output	Payment (%)
Upon signing of contract	20%
Final Workplan	10%
Final Safeguards Assessment Report	20%
Final ESMF	20%
Final RPF/PF (if undertaken but if otherwise then the 10% is spread out to the ESFM (5%) and SIS (5%))	10%
Final Design of the SIS	20%

9. CONSULTANT QUALIFICATIONS AND EXPECTED LEVEL OF EFFORT

The SESA and safeguards consultancy will be conducted by a multidisciplinary team of experts in collaboration with relevant governmental and non-governmental institutions. There will be a preference for local and regional consultants to encourage greater ownership by Government whilst closing capacity gaps. The consultant team hired to conduct this work will work closely with the REDD+ Safeguards working group of the REDD+ Steering Committee and other relevant agencies. The tasks described are considered an important capacity building process where consultants are expected to work closely with local agencies and officers to transfer skills and knowledge.

The consultants for these tasks have to be capable of addressing all the safeguard policies triggered by the project(s), activity (-ies), or policy(-ies)/regulation(s) that may occur in the future from the implementation of the emerging REDD+ strategy option(s). The experts should demonstrate the ability to facilitate multi-stakeholder consultation processes surrounding these issues and be knowledgeable of Fiji's social structures and environmental issues, especially on the forest sector.

The Team Leader should demonstrate sufficient experience in leading multi-disciplinary teams. He/She is expected to possess an excellent knowledge of the World Bank safeguards requirements with experience in developing SESA, ESMF, RPF/PF and have understanding of the SIS tasks. The team of experts will possess expertise in the following fields: policy development, natural/ecosystem management, forestry, social development, communication and stakeholder engagement, land tenure and administration, Geographical Information Systems (GIS) and information systems management.

The following field of technical expertise and working experiences are required:

Expert	Minimum qualification	Required experience and skills	Other desired skills
1. Policy Analyst /SESA – Safeguards specialist (Team Leader)	Master’s degree in natural resources/land management, forestry, environmental economics and/or social sciences.	<ol style="list-style-type: none"> 1. Working knowledge of the World Bank safeguards requirements with experience in developing SESA, ESMF, RPF/PF 2. Proven experience in leading sector and national reviews and assessments of public policies or development strategies. 3. Experience in leading and managing multi-disciplinary teams from other cultural backgrounds 4. At least 15 years of experience in a relevant field, of which 10 years are relevant experience in developing countries with at least 5 years of experience in Pacific Island countries 5. Excellent communication and reporting skills 	<ul style="list-style-type: none"> • Familiar with participatory tools for consultations at all levels will be an advantage • Facilitation skills
2. Natural Resource/ Environmental Specialist	Master’s degree in Environmental Science, Environmental Economic, Ecology, Natural Resource Management or a related field. In lieu of a Master’s degree, a Bachelors degree with at least 10 years’ experience in Fiji will be acceptable.	<ol style="list-style-type: none"> 1. At least 5 years of experience in natural resource and/or environment management in Fiji including work in policy development and environmental assessments 2. Familiar with the legal, policy, and institutional frameworks of environmental management, governance, economics and sustainable development in Fiji. 3. Familiar with participatory tools for consultations at all levels 4. Familiar with World bank safeguards requirements 5. Excellent communication and reporting skills 	<ul style="list-style-type: none"> • Experience in environmental valuation and opportunity cost analysis is desirable • Facilitation skills
3. Forestry Specialist	Master’s degree in Forestry or a related field. In lieu of a Master’s degree, a Bachelor’s degree with at least 10 years’ experience in Fiji will be acceptable.	<ol style="list-style-type: none"> 1. At least 5 years of experience in the Fiji forestry sector. 2. Familiar with the legal, policy, and institutional frameworks of forest management, governance, economics and trade in Fiji. 3. Knowledge of the timber sector and community-based forest operations. 4. Good knowledge of social and land tenure issues relating to forest communities 5. Familiar with participatory tools for 	<ul style="list-style-type: none"> • Speak in the local language(s) • Facilitation skills

Expert	Minimum qualification	Required experience and skills	Other desired skills
		<p>consultations at all levels</p> <p>6. Excellent communication and reporting skills</p>	
<p>4. Social Development Specialist</p>	<p>Master's degree in development studies, sociology or a related field.</p> <p>In lieu of a Master's degree, a Bachelor's degree with at least 10 years' experience in Fiji will be acceptable.</p>	<ol style="list-style-type: none"> 1. At least 10 years of experience in social policy development and assessment where at least 5 of these years are in the Pacific 2. Experience working with forest communities, rural communities and indigenous people in Fiji 3. Familiarity with social issues associated with the forest sector in Fiji 4. Familiar with participatory tools for consultations at all levels 5. Familiar with World bank safeguards requirements 6. Excellent communication and reporting skills 	<ul style="list-style-type: none"> • Ability to communicate in the local language(s) will be an advantage • Facilitation skills
<p>5. Communication / Stakeholder Engagement Specialist</p>	<p>Bachelor's degree in communications or a related field</p>	<ol style="list-style-type: none"> 1. At least 5 years of working experience in Fiji or the Pacific in the field of communication. 2. Experience in developing communication strategies and participation plans 3. Experience in applying participatory and stakeholder engagement tools 4. Excellent facilitation skills 5. Excellent communication and reporting skills 	<ul style="list-style-type: none"> • Ability to communicate in the iTaukei language and translate will be highly desirable.
<p>6. Land Tenure Specialist</p>	<p>Master's degree in land management, land administration or related field.</p> <p>In lieu of a Master's degree, a Bachelor's degree with at least 10 years' experience in Fiji will be acceptable.</p>	<ol style="list-style-type: none"> 1. At least 10 years of working experience on land tenure and land management in Fiji. 2. Familiar with the iTaukei administration structures and mechanisms and other land tenure arrangements of Fiji 3. Experience with assessing issues and options relating to land tenure and land rights, conflict resolution mechanisms 4. Familiar with national legislations and regulations on land tenure, especially with regards to iTaukei land and benefit distribution arrangements 5. Excellent communication and reporting skills 	<ul style="list-style-type: none"> • Experience in land valuation will be an advantage.

Expert	Minimum qualification	Required experience and skills	Other desired skills
7. GIS (Geographic Information Systems)/ Mapping Specialist	Bachelor's degree in GIS or related field	<ol style="list-style-type: none"> 1. At least 10 years of experience in Forest and Land Use GIS mapping and analysis using up-to-date software and tools 2. Proficient in applying GIS and remote sensing technologies 3. Excellent data interpretation and analytical skills 4. Ability to cover all mapping requirements of the SESA 5. Training skills as the specialist is expected to work with and train local GIS officers 6. Excellent communication and reporting skills 	<ul style="list-style-type: none"> • Experience working in Fiji • Familiar with web formats (for posting interactive maps on the web)
8. Information Systems Specialist	Bachelor's degree in information management	<ol style="list-style-type: none"> 1. At least 10 years of experience in Information and database management and analysis using up-to-date software and tools 2. Ability to conduct user needs assessment for complex and multiple use data bases 3. Demonstrated capability in designing and using data bases and interacting with spatial systems 4. Excellent data interpretation and analytical skills <p>Ability to understand the various spatial and information databases across multiple institutions in the country</p>	<ul style="list-style-type: none"> • Experience working on data bases in Fiji • Familiarity with environment and climate datasets

CONTACT

For further information about the Fiji FCPF REDD+ Project and on these terms of reference please contact:

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ANNEX 1: INCORPORATING PARTICULAR NEEDS OF INDIGENOUS PEOPLE IN THE OVERALL PROJECT DESIGN.

<i>IPP Elements (OP 4.10, Annex B)</i>	<i>Best Available Means for Incorporation</i>
1. Summary of legal and institutional framework, and baseline data, as relating to Indigenous Peoples in the project context.	To the extent that such information is relevant in the project context, it may best be presented in an Environmental and Social Impact Assessment, if one is to be prepared, or a stand-alone social assessment.
2. Summary of social assessment findings.	This summary is, obviously, best presented within the Environmental and Social Impact Assessment, if one is to be prepared, or a stand-alone social assessment.
3. Summary of consultations with Indigenous Peoples communities.	Frequently, some or all of the necessary consultations are conducted in tandem with the social assessment process. If that is the case, consultation results can be presented within the Environmental and Social Impact Assessment, if one is to be prepared, or a stand-alone social assessment. For consultations conducted independent of the social assessment process, or after the social assessment process is completed, the borrower prepares and submits to the Bank a note summarizing consultation results, including assessment of Indigenous Peoples communities' support for the project and its objectives.
4. Actions to ensure that Indigenous Peoples receive culturally appropriate social and/or economic benefits.	Such actions are incorporated into an overall project Environmental and Social Management Framework and/or Environmental and Social Management Plan. If Indigenous Peoples also are to be affected by land acquisition or loss of access to natural resources, measures to address these impacts should also be incorporated into the Resettlement Policy Framework and/or Resettlement Action Plan that would be required under OP 4.12, Involuntary Resettlement.
5. Actions to address any adverse impacts on Indigenous Peoples communities.	Such actions are incorporated into an overall project Environmental and Social Management Framework and/or Environmental and Social Management Plan. If Indigenous Peoples also are to be affected by land acquisition or relocation, mitigation measures <u>must</u> be incorporated into the Resettlement Policy Framework and/or Resettlement Action Plan that would be required under OP 4.12, Involuntary Resettlement. If Indigenous Peoples also are to be affected by loss of access to natural resources in relation to legally designated parks and protected areas, mitigation measures <u>must</u> be incorporated into the Process Framework that would be required under OP 4.12, Involuntary Resettlement.
6. Cost estimates and financing plan for implementing actions or activities.	Where any actions relating to provision of benefits or mitigation of adverse impacts are necessary, costs are estimated and financial arrangements are specified in the Environmental and Social Management Plan and/or the Resettlement Action Plan, as relevant.
7. Appropriate grievance procedures.	Appropriate grievance procedures may be incorporated into the Environmental and Social Management Plan and/or Resettlement Action Plan, as relevant.
8. Monitoring and evaluation arrangements.	Monitoring and evaluation arrangements regarding Indigenous Peoples may be specified in either the Environmental and Social Management Plan or the Resettlement Action Plan, or both as relevant.

ANNEX 2: Guide to Minimum Requirements for Resettlement Policy Framework

Legal Framework: a) Reviews of relevant laws, policies, legal and administrative procedures of the Government of Fiji, relevant customary and traditional laws and laws and regulations relating to the agencies responsible for implementing land acquisition and involuntary resettlement activities; b) to identify gaps with regards to the World's Bank Involuntary Resettlement Policy and, c) suggest the mechanisms to bridge such gaps to ensure the effective implementation of resettlement activities in line with international standards.

Institutional Framework: Review of previous land acquisition and involuntary resettlement activities in relevant sectors and assessment of institutional capacity of local institutions and relevant agencies and suggest an organizational structure responsible for resettlement activities and, propose mechanism or activities to enhance its institutional capacity.

Methods for Valuation of Assets: Identification of methodology to be used in valuing losses to determine their replacement cost; and a description of the proposed types and levels of compensation under local law and such supplementary measures as are necessary to achieve replacement cost for lost assets.

Resettlement measures: A description of the technically, socially and economically feasible packages of compensation and other livelihood restoration and social assistance measures. The resettlement packages should be compatible with the cultural preferences of the displaced persons, and prepared in consultation with them.

Site selection, site preparation, and relocation. Identification of (a) institutional and technical arrangements for identifying and preparing relocation sites, (b) any measures necessary to prevent land speculation or influx of ineligible persons at the selected sites; (c) procedures for physical relocation under the project, (d) legal arrangements for regularizing tenure and transferring titles to re-settlers.

Participatory Process: To establish specific community and individual consultation and participatory planning processes for land acquisition and involuntary resettlement.

Implementation Arrangements: To develop a) an implementation schedule covering all land acquisition and involuntary resettlement activities and, b) grievance redress mechanism⁵ that provide local communities with a means of raising concerns relating to the project's operations, and dealing with these in ways that are considered to be fair, by both the community and the project management.

Monitoring and Evaluation Arrangements: To develop principles, strategy and plan for monitoring and evaluation of land acquisition and involuntary resettlement activities, and to set a frame work for project evaluation and impact assessment including specific results indicators.

Cost and Budget and identifying possible Source of Funding: Estimation of a) budget to cover loss of physical and/or economic assets, livelihood restoration and social assistance measures, operational arrangements as well as for necessary studies. b) Identification of possible funding sources c) institutional mechanisms for the payment of compensation and for the development and implementation of livelihood support and social assistance measures.

⁵ That is to be linked and complimentary to the independent consultancy on Dispute Resolution and Grievance Redress for REDD Readiness.