**TERMS OF REFERENCE**

**Preparing a Country Policy Analysis Report in support of Saint Lucia’s accession to the Kigali Amendment to the Montreal Protocol for HFC Phase-down**

1. **BACKGROUND**

The Kigali Amendment to Montreal Protocol on Substances that Deplete the Ozone Layer (KA) was adopted at the 28th Meeting of Parties in 2016 in Kigali, Rwanda and entered into force on 1 January 2019, after its ratification by more than 20 countries.

The KA proposes to phase down the production and consumption of hydrofluorocarbons (HFCs) by mid-2040 and offers an opportunity to countries for flexibility in doing so according to the principle of common but differentiated responsibilities. HFCs are synthetic chemicals that are widely used in air-conditioning, refrigeration and foam insulation and are powerful greenhouse gases, more potent than carbon dioxide. As such, HFCs can contribute significantly to climate change. The KA is therefore a significant milestone in international environmental protection as achievement of its objectives could help to reduce global temperature rise by about 0.5◦C by the year 2100.

The provisions of the KA include specific targets and timetables for the (i) replacement of HFCs with alternatives that have lower global warming potential (GWP) and (ii) restriction from trading in controlled substances with states that have not ratified it. The KA also highlights the importance of energy efficiency of cooling technologies and proper management of chemicals throughout their life-cycle, including the safe disposal and destruction of refrigerant gases.

HFCs are not ozone depleting substances (ODS) but are greenhouse gases. This implies that some elements of the KA may fall under the policy framework of climate change. In addition, given that significant climate gains can be achieved from improving energy performance of cooling technologies, the KA is extremely relevant for the energy and energy efficiency portfolio. The new alternatives to existing refrigerants and ODS are toxic and flammable and so the KA also has implications for the policy framework concerning chemical safety and management. Consequently, careful consideration must be given to policies and regulations that may emerge to support implementation of the KA to ensure overall policy congruence and avoid policy conflicts.

The success of Montreal Protocol in phasing out of ozone depleting substances rests on its effective policy implementation mechanism at the national level. In so doing, it presents opportunities to address and achieve synergies in other interrelated areas under the umbrella of Sustainable Development Goals and Agenda 2030.

The Government of Saint Lucia has a well-established legal and institutional framework to achieve the Montreal Protocol commitments already ratified. Notwithstanding, the Kigali Amendment will bring additional challenges to: (a) determine the national requirements and needs for ratification of this Amendment, (b) establish a sound foundation to undertake future work towards implementation; and (c) bolster the efforts of the Government of Saint Lucia in the fight against global warming.

The Government of Saint Lucia is currently undertaking a project entitled “Kigali Amendment Enabling Activities Project” which seeks to facilitate the ratification of the Kigali Amendment and related revision of the licensing system, as well as capacity building and demonstration projects and other related activities for adopting alternatives to HFCs.

The Project consists of four components described below:

* Component 1 Facilitate ratification of the Kigali Amendment: The objective of this component is to attain a broader understanding of the requirements under the Kigali Amendment (KA) and to prepare the necessary instruments in support of ratification.
* Component 2 Capacity-building & training for alternatives: This component seeks to enhance capacity within the RAC servicing sector for the management of alternatives through their life cycle (use, storage, transportation and disposal).
* Component 3: Article 4B licensing & Reporting: The objective of this component is to strengthen the existing regulatory import/export licensing system to include HFCs and HFC alternatives.
* Component 4: Development of National Strategies: This component seeks to effect a change in the mindset of the RAC servicing sector towards low GWP and flammable refrigerants and to increase the uptake of their technologies.
1. **OBJECTIVE**

The objective of this Consultancy is to conduct a review and analysis of existing policy[[1]](#footnote-1) framework in Saint Lucia on ODS phase out, including Building codes and other related documents, and preparation of a policy paper to support the Ratification of the Kigali Amendment. The consultancy responds to component 1 of the Kigali Amendment Enabling Activities Project.

1. **METHODOLOGY**

This assignment will involve desk research and literature review, focused surveys, interviews and consultation workshops with key stakeholders. The Consultant will work closely with the NOU and UN-Environment to complete the assignment.

1. **SCOPE OF SERVICES REQUIRED**

The Consultant is expected to:

* 1. Participate in an inception meeting with the NOU
	2. Undertake an analysis of existing ozone and climate policy to make adjustments to support implementation of the KA. The analysis should include the comparative impacts to Saint Lucia, of ratification of the KA;
	3. Prepare a Policy Paper on the Ratification of the KA;
	4. Undertake stakeholder consultations to facilitate the ratification process, in collaboration with the NOU;
	5. Develop factsheets/infographics on the Kigali Amendment on HFC phase-down to raise awareness among stakeholders
	6. Work closely with the consultants undertaking components 2 and 3 to facilitate synergies and maximise efficiencies.
1. **DELIVERABLES**

The Consultant/s is expected to deliver the following outputs:

* 1. Inception Report
	2. A draft and final Country Policy Analysis Report prepared and distributed to relevant agencies (Proposed suggestion of the analysis report is presented in Annex 1)
	3. A draft and final Policy Paper on the Ratification of the KA for endorsement by Cabinet of Ministers
	4. At least three (3) stakeholder consultations on the ratification of the Kigali Amendment
	5. Fact sheet/infographic design on the KA to facilitate stakeholder consultations and support the ratification of the Kigali Amendment
1. **QUALIFICATIONS AND EXPERIENCE**

The consultant or consulting team should meet the following requirements for qualifications and experience:

* An advanced university degree in natural sciences, environmental science, or any other related fields;
* A minimum of 5 years’ experience in research and policy preparation;
* Good understanding and knowledge of Montreal Protocol and climate change issues; environmental sustainability; sustainable industrial and economic development;
* Demonstrated experience in preparing related policy assessments
* Excellent research and drafting skills;
* Proven ability to write and present complex policy-related issues for a non-technical audience;
* Excellent command of the English language;
1. **REMUNERATION**

The Consultant is required to submit a bid for evaluation, following which negotiations will be held with the successful applicant. In the assessment of submissions, consideration will be given to technical competence, qualifications and experience, demonstrated local and regional experience on similar assignments, proposed cost and existing commitments.

1. **TIMEFRAME**

The Consultant will be contracted for a period not exceeding five (5) months.

1. **SUBMISSION**

Bidders are required to submit two (2) hard copies of their proposal, including both the technical and financial proposals, in a sealed envelope clearly marked **“Consultancy: Preparing a Country Policy Analysis Report in support of Saint Lucia’s accession to the Kigali Amendment for HFC Phase-down”.**

Submissions must be made to the following address no later than 12 noon on Tuesday 31 December, 2019

**The Secretary**

**Department Tenders Board**

**Department of Sustainable Development**

**Georgiana Court**

**John Compton Highway**

**Vigie**

**CASTRIES**

**Annex 1**

**Proposed outline of the country policy[[2]](#footnote-2) analysis report**

It is recommended that the report does not exceed 30 pages with the main chapters covering the following topics. These can be adjusted depending on the country context and scope of the project and budget:

1. Introduction
	* The implementation of Montreal Protocol in Saint Lucia, its results both for the environment and development of the country
	* Kigali Amendment provisions and implications of the Kigali Amendment for the country, its economy and sustainable development prospects
	* Objective of the report and its method of development
2. Brief Overview of the Market (*can build on the work already done under the Caribbean Cooling Initiative Market Assessment)*
	* Marco-economic overview of the economy and growth forecasts
	* RAC sector overview, subsectors, market trends
		+ Gas choices and consumption quantification
		+ Type of technologies and forecasts
	* Preparedness of the market and its players to transition from HFCs to their low-GWP alternatives*(based on interviews):*
		+ overview of existing barriers and
		+ what necessary conditions should be in place for smooth technology transfer and adoption of alternative gases and technologies.
3. Assessment of existing policy context in the country relevant to Kigali Amendment
	* Overview of existing policies[[3]](#footnote-3)related to Environmental Protection, Ozone Layer Protection, Air Quality, Climate Change, Energy and Energy Efficiency, Safety, Chemical Management. The overview should show what makes them relevant for the implementation of Kigali Amendment, and identify areas of consistency and areas of potential conflict. This can look but not limited to quota and licensing system, servicing sector technicians training, trade control and promotion measures, recovery, recycling, disposal and destruction of gases, safety aspects, energy efficiency, contribution to National Determined Contributions under Climate Change obligations, Sustainable Development Goals and implementation of the Agenda 2030.
	* Stakeholder identification: institutional and administrative system and its key players, their perspective and position on Kigali Amendment
	* Critical gaps in policies and what necessary changes need to be made (e.g. new regulation and policies and amendments)
4. Recommendations
1. Policy is defined in a broad term to include also national strategies and plans, legislation, and other policy interventions e.g. standards, taxation, incentives, guidelines, market-based approaches, communication tools etc with the purpose of achieving certain goals set by the government. [↑](#footnote-ref-1)
2. Policy is defined in a broad term to include also national strategies and plans, legislation, and other policy interventions e.g. standards, taxation, incentives, guidelines, market-based approaches, communication tools etc with the purpose of achieving certain goals set by the government. [↑](#footnote-ref-2)
3. [↑](#footnote-ref-3)