

Ministry of Forestry
Term of Reference
For
Training on Geographical Information System for an Assessment
of Forest Carbon

1. Introduction

Fiji developed its Readiness Preparation Proposal (R-PP) and submitted to the Forest Carbon Partnership Facility (FCPF) in January 2014. In May 2015, Fiji became a recipient of the FCPF REDD+ readiness grant amounting to USD 3.8 mil. Currently, Fiji is conducting various types of REDD+ readiness activities as stipulated in the R-PP.

Establishment of National Forest Monitoring System and Construction of Forest Reference Level for Fiji are some of the major activities that Fiji has to perform to ready for implementing REDD+ in the country. Besides, in the course of REDD+ implementation a continuous measurement, monitoring, and reporting of forest resources are paramount. Most of the countries use field measurement and Remote Sensing techniques to assess the forest or carbon. In Fiji, Management Service Division of Ministry of Forestry has been assessing forest resources with limited knowledge and skills of Remote Sensing and Geographical Information System. Considering the skill and knowledge on RS/GIS that requires for measuring, monitoring, and reporting of forest Carbon, training is essential for staff working in Management Service Division, and Divisional Forest Office is essential.

The REDD+ Unit, Ministry of Forestry is seeking to engage a consultant to conduct three events of training (Central, Western and Northern Division) to enhance the capacity of Ministry of Forestry staff on the use of RS/ GIS for the forest carbon assessment.

2. Objective

The overall objective of the training is to capacitate the government staff to acquire the knowledge and skill of GIS and Remote Sensing and apply it for carbon assessment

Specific objectives of the training are:

- To familiarize the participants with the application of GIS and Remote Sensing in the forestry sector
- To enable the participants the application of QGIS in forest mapping
- To enable participants digitizing images
- To enable the participant use of GPS for forest mapping

After participating in this training, the participant will be able to familiar with application of GIS/RS for carbon assessment. Also, the participants will be able to use QGIS software for developing forest maps.

3. Task

The consultant carry out the following activities

The training course at least should contain the following topics:

- Fundamental of QGIS
- Digitization
- Use of Garmin GPS 64S
- Developing Map using GIS software
- Use of GPS for mapping

To achieve the above objective, the following activities are essential:

- Prepare session plan and schedule of training.
- Three events of 5 working days training will be organized with four sessions each day (1.5 hours = one session)
- Each lecture should be followed by a practical class wherever possible
- If necessary field visit is carried out
- Prepare and handover handout and training materials

4. Approach Methodology

To deliver the knowledge and skill to the targeted participant's, the consultant will adopt the following process.

- Lecture method
- Practical session

The consultant will develop a detail session plan in consultation with REDD+ Unit.

5. Minimum qualification and capabilities required

The consultant should have a minimum of Bachelor Degree in Geographic Information Science or related subject with at least ten years of working experience in GIS/RS related work. Experience in REDD+ and carbon assessment will be an advantage. Previous experience of conduction training and developing course contents and implementing training is preferable. Must have skills of using open source GIS software QGIS (this is open source software).

6. Reporting and Deliverables

In short, the following deliverables will be submitted to REDD+ Unit in digital form:

- Schedule and course contents
- Lecture and training handout
- GIS digital data for demonstration only

7. Training arrangements and logistics

- REDD+ Unit will arrange the following logistics:

- Booking of the training hall
- Invitation to training participants
- Accommodation and logistic support for the participants
- Desktop or Laptop and other necessary electronic devices

8. Payment Schedule

Output	Payment
Submission of Session Plan and Training Schedule	10%
Completion of 2 events of training	50%
Completion of 1 event of Training and submission of a Training Report	40%

9. Application Requirements

- A detailed resume with cover letter
- Email addresses and phone numbers of two accessible referees familiar with the individual's work.

10. Consultant's Selection Method

A consultant will be selected using the World Bank's individual consultant selection method. For further details refer to the World Bank's Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011 (Consultant Guidelines 2014).

Evaluation criteria are based on the "selection of individual consultants" focusing on relevant experience, qualifications, and capacity to carry out the assignment.

11. Contact

For further information on this Terms of Reference, please contact:

REDD+ Unit

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