

Project Title: Enabling the Implementation of Georgia's Forest Sector Reform (ECO.Georgia)

Project/Activity Number: 20.2275.4-007.00/ 0302

Title of the assignment: Establishment of a locally accessible complaints and grievance redress mechanism

1. Brief information on the project

Climate change impacts and the demand for fuelwood from rural population put significant pressure on Georgia's forests: up to 90% of rural households (1.43 million people) rely on fuelwood for their energy needs. The problem is exacerbated by the fact that households use obsolete technologies, such as traditional stoves with a lifetime of two years and an efficiency of 35% or less. Fuelwood demand exceeds sustainable harvesting levels, considering reduced productivity of many forests in the country because of extensive forest degradation. This forest degradation leads to a loss of carbon absorption capacity which is projected to decrease by five times between 1990 and 2030.

In order to address this negative development, the project "Enabling the Implementation of Georgia's Forest Sector Reform - ECO.Georgia" supports the Government of Georgia to implement its transformational forest sector reform agenda to put the entire nation's forests under the framework for sustainable forest management (SFM). It will do so by supporting the establishment of a nation-wide SFM system (Component 1) and in parallel promoting market development for energy efficient appliances and alternative fuels (Component 2) to address the main driver of forest degradation. The project will safeguard the reform implementation by diversifying livelihood opportunities and strengthening local self-governance in forest adjoining rural communities (Component 3).

The project is funded by the Green Climate Fund (GCF), the German Federal Ministry for Economic Cooperation and Development (BMZ), and the Swiss Development Cooperation (SDC) with GIZ being the project's accredited entity. The German contribution is part of the wider German support in the priority area "Environmental policy, conservation and sustainable use of natural resources in the South Caucasus", which aims at the sustainable use of natural resources, biodiversity conservation and climate protection, particularly for the benefit of the rural population. Similarly, both the share of renewables in the energy composition as well as the energy efficiency levels will increase.

Especially rural households using firewood as their source of heating energy will benefit from improved air quality and reduced fuelwood demand through eased access to energy efficient stoves. Forest-related small and medium-sized enterprises and their employees will receive support to improve economic efficiency and environmental sustainability of their business activities. Additionally, staff members of relevant public institutions (National Forestry Agency NFA, Department of Environmental Supervision DES, Environmental Information and Education Center EIEC, Rural Development Agency RDA, municipalities) will receive direct support through human capacity development measures and grant finance.

ECO.Georgia primarily contributes to achieving the SDG 15 (Protect, restore and promote sustainable use of terrestrial ecosystems) of the 2030 Agenda of the UN, but also to achieving SDG 7 (Ensure access to affordable, reliable, sustainable and modern energy for all), SDG 13 (Take urgent action to combat climate change and its impacts), SDG 1

(End poverty in all its forms everywhere), and SDG 5 (Achieve gender equality and empower all women and girls).

The duration of ECO.Georgia is from April 2021 until June 2028.

2. Description of the Assignment

2.1. Context

One of the objectives of the ECO.Georgia project is to establish participatory sustainable forest management mechanisms to better protect the interests of local stakeholders in forest management and forest resource use and find mutually beneficial outcomes for forest managers and local populations. Benefit sharing mechanisms and active participation mechanisms might not be implemented properly, as included in the new forest code, and local communities might not benefit from local forest utilization. At the same time, the new Forest Code of Georgia foresees a much stronger participation of local level stakeholders in decision-making and forest utilization than before. More active participation is foreseen in developing forest management plans (FMP), in decision-making on grazing areas and utilization of Non-timber Forest Products (NTFP) collection, as well as implementation of Sustainable Forest Management (SFM) in general. In the course of implementation, forest management activities, including forest policing, will intensify, leading to potential more conflicts between authorities and local population. In order to effectively resolve and eliminate any possible conflicts and mitigate risks, two parallel processes are being carried out in the project. First will be done by developing, testing and promoting better participation and benefit sharing mechanisms, in order to avoid the risk of conflicts before they actually arise and implement the do-no-harm principle. And if conflicts still arise, the second process will ensure that all concerns are addressed through an interest protection or the grievance mechanism. Grievance mechanism should support better and more inclusive participation, improve local governance processes, and strengthen fair benefit sharing processes. It will have a clear reporting hierarchy including local, municipal or regional, and national levels. The formation of advisory councils and/or third-party arbitration approaches for conflict mitigation will be considered to help facilitate conflict resolution, benefit-sharing, and other topics related to forest management, social/environmental impacts, safeguards and risks.

2.2. Objective(s) of the assignment and work packages/tasks

The objective of the assignment is to support the establishment of a complaints and grievance redress mechanism for the forest sector, which will be easily accessible and convenient for all communities, NGOs, local institutions and stakeholders concerned by the operations of the forest sector authorities and workers. More specifically to:

- Analyze locally existing complain / grievance mechanisms, conduct stakeholder consultations with the representatives of all 8 target municipality administrations (Akhmeta, Dedoplistskaro, Telavi, Kvareli, Tianeti, Ozurgeti, Chokhatauri and Lanchkhuti), as well as GIZ colleagues, local NGOs, CSOs, internationally supported projects and the representatives of other natural resource use sectors such as protected areas administrations, rural development organizations and others to identify

appropriate grievance approaches and complaints mechanisms for local forest users, and building on existing good practices.

- Estimate users and resources required to operate a sector-wide grievance mechanism.
- Develop a concept for a locally accessible grievance mechanism and incident reporting system for the forest sector.

In particular, the consultant shall fulfil the following tasks:

Work package 1 (for output 1): Analyze locally existing complain / grievance mechanisms

The contractor is responsible for the following tasks in this work package:

In consultations with stakeholders' survey formal and informal grievance mechanisms currently existing in the forest sector of Georgia such as formal governmental grievance system or administrative claim under the General Administrative Code of Georgia. At the community level, identify if there are informal institutions that are already dealing with grievance redress issues in forest, as well as other natural resources use sectors. Evaluate the scope of these systems and identify the potential to build on them while, acknowledging the need for grievance redress mechanisms (analyse GIZ's Good governance for local development (GGLD), South Caucasus project approach and applicability for the forest sector).

Work package 2 (for output 2): Estimate users and resources required to operate a grievance mechanism

Estimate the number of citizens that are likely to use the grievance mechanism and assess the resource - human, financial, and technological that are available and may be required for the grievance mechanism to function effectively within the forest sector. Accordingly, identify resource gaps and produce recommendations.

Work package 3 (for output 3 and 4): Written concept for a locally accessible grievance mechanism and incident reporting system

First, the consultant will develop and submit a table of content and a work plan of the concept. After approval by GIZ, consultant will deliver concept for operating procedures - guidelines detailing how the grievance process will unfold within the operating system of forest sector and how it will be monitored and reported. The consultant will recommend how the key implementing agencies can most effectively manage the proposed system. In addition, the concept should include a roll-out plan for a piloting phase in the target regions of ECO.Georgia and up-scaling phase into the entire sector.

The consultant should discuss the concept with project partners and update it according to their feedback. Conduct the process in the following stages:

- Present the draft concept to main partners such as - MEPA, NFA, DES, EIEC, ECO.Georgia, and representatives of the target municipalities;
- Update the concept based on feedback from consulted partners;

The consultant should have close liaison, consultation, feedback loop with GIZ throughout the assignment.

2.3. Outputs/deliverables

Expected outputs are:

Output 1: Survey report on locally existing complain / grievance mechanisms.

Output 2: Report on estimation of resources required to operate grievance mechanism.

Output 3: Draft concept / Guidelines for of the operation of a locally accessible grievance mechanism and incident reporting system.

Output 4: Final concept / guidelines for of the operation of a locally accessible grievance mechanism and incident reporting system.

2.4. Schedule and timeframe

	Deadline	Number of experts	Number of days per expert
Output 1	Until 30 th of November 2022	1	Up to 16
Output 2	Until 15 th of December 2022	1	Up to 10
Output 3	Until 30 th of December 2022	1	Up to 10
Output 4	Until 20 th of February 2023	1	Up to 4
Travel expenses		Number of experts	Number of days/nights per experts
• Overnight allowance in country of assignment		1	ca. 16
• Travel costs (train, private vehicle)		1	ca. 10

3. Company and Experts' profiles

Company/organization - Required competences

- At least 5 years of experience in environmental projects, public sector development, institutional development, conflict management or sociology

Requirements for experts (in case of suggesting several experts please indicate experience of a key expert):

- **Education:** Master's degree in Law, Economy, Human resources management or Institutional and capacity development, social sciences
- **Professional experience:** At least 7 years of experience in respective technical areas cited in the scope of work, with a minimum of five years of experience in Georgia, preferably including areas such as public sector development, social assessment or relevant field.
- **Experience in the region/knowledge of the country:** Georgia, minimum 10 years.
- **Language skills:** Fluency in Georgian and English.

4. Timing and duration

From 31st of October 2022 to 31st of March 2023.

5. Place of assignment

Georgia

6. Reporting

- Reports are to be prepared according to the GIZ template to be provided by the project;
- All documents shall be delivered electronically (text files, PPT) in English and in Georgian;
- The consultant shall report to Sofia Tvaradze (ESS and Gender officer, GIZ/ECO.Georgia)
- The consultant is expected to coordinate very closely with Sofia Tvaradze (ESS and Gender officer, GIZ/ECO.Georgia).

7. Other provisions

Interim payment can be initiated upon submitting of outputs 1, 2 and 3 and written confirmation from the GIZ.

Final payment will be affected after provision and confirmation services for Output 4.

The technical proposal of the bidder shall explain in detail (in form of a concept and implementation methods structured by tasks) how the contractor will ensure timely provision of deliverables, which are listed in this ToR.

Bidder should provide CV(s) of proposed expert(s). which includes references of executed projects and shall be submitted together with the technical proposal.

The number of days indicated in the Article 2.4 can be changed per bidder's own calculation.