



This project is funded by the European Union

Terms of Reference

CONSULTING SERVICES TO CONDUCT A **BASELINE STUDY** FOR THE 'PROMOTING SUSTAINABLE FOREST MANAGEMENT IN THE KAVANGO-ZAMBEZI REGION OF NAMIBIA' PROJECT
(referred to as NSFM-Project)

1) Introduction

Namibia is endowed with an abundance of natural resources. The north and north-eastern region (KAZA-Region) is characterised, inter alia, by tropical hardwood forests. The export of such hardwood from Africa to Asia has significantly increased in the last decade with particularly high demand for timber species grouped under the name of rosewood. However, the economic viability of the country's annual timber harvest is hindered by the fact that domestic wood prices are significantly undervalued when compared to international timber price trends. Local tree sellers receive only a fraction of what their hardwood would sell for on international timber markets (about 2-3%). In addition, the KAZA-Region of Namibia does not have the infrastructure required to organise a value chain that would help to retain the overall value of hardwood resources in the region. Wood is exported as a raw material in the form of logs and this leads to further losses in potential national revenue.

In recent years, numerous reports in conventional and social media (e.g. newspapers, TV, radio, articles on social media from investigative journalists) shed light on the extent to which Namibia's valuable hardwood resources are harvested. In almost all cases, these are harvested unsustainably, and many are traded illegally due to a combination of factors including corruption, maladministration, mismanagement, ignorance, and unawareness. This is in part a result of the unclear guidelines surrounding Forest Management in Namibia that has led to miscommunication and a diminished capacity of the respective authorities to effectively regulate the industry. If deforestation continues at its current rate, recent reports go so far as to state that Namibia's hardwood forests could disappear by 2040.

Given this background, the Hanns Seidel Foundation Namibia (HSF), in collaboration with the Desert Research Foundation (DRFN), seeks to support an active multi-stakeholder dialogue on Sustainable Forest Management (SFM) with focus on valuable hardwood as contribution to an improved implementation of SFM in the Kavango-Zambezi- (KA-ZA) Region in Namibia's north-east. With this 'Promoting Sustainable Forest Management in the Kavango-Zambezi Region of Namibia' Project (N-SFM-Project) funded by the Delegation of the European Union in Windhoek, the HSF and the DRFN aim to raise awareness and sensitise, support exchange and communication as well as build capacities amongst selected nature and environment organisations, decision-makers, members of Community Forests (CFs) and multipliers (i.e. leading members of local communities in CFs and youth representatives).

2) Purpose and objectives of the Baseline Study

The purpose of the Baseline Study is to provide an information base against which to monitor and assess the impact, progress and effectiveness of the NSFM-Project, including the information campaign which will be developed as part of the project. The Baseline Study serves to:

- Analyse the status quo of sustainable forest management in Namibia, including the legal framework, forest management plans at local and regional level, certification systems, existing/ potential value chains;
- Identify currently registered Community Forests (CFs; approved by annual report or equivalent) and their locations, leading members of local communities in CFs and youth representatives who could function as multipliers, and regional administrative representatives (including their contact details) in the Kavango and Zambezi region which are willing to be trained on SFM. It should also include a basic assessment of their understanding, knowledge, and awareness of SFM;
- Provide an information base against which the NSFM-Project can be evaluated.

3) Scope of work and deliverables

	Activity	Deliverable	Due date
1	Desktop analysis: <ul style="list-style-type: none"> - Status quo analysis of SFM in Namibia, including the legal framework of SFM, certification systems, existing/ potential value chains, good practice approaches - Assessment of the network of key stakeholders active in the field of forestry (such as institutions, organisations, companies, Community Forests, national authorities, etc.) 	Status quo analysis (report) Stakeholder mapping, incl. assessment (report)	01/02/2021
2	Study design: <ul style="list-style-type: none"> - Design of an survey (questionnaire/ interviews) to assess the level of awareness, understanding and knowledge on SFM among the project's target groups, which include <i>inter alia</i> Community Forest members, regional administrative representatives, national, local and traditional authorities, nature and environment organisations (non-exhaustive list) - Selection and description of methods used 	Questionnaire/ interview agenda (written document) Description of methods (written document)	01/02/2021
3	Presentation of status quo analysis at Project Launch	Presentation (30 minutes)	End of January 2021 (tbc)
4	Study conduct: <ul style="list-style-type: none"> - Identification of all currently registered potential Community Forests in the Kavango-Zambezi-Region, at least 120 leading members of local communities in CFs and youth representatives who could function as multipliers, and at least 80 regional administrative representatives who would be willing to be trained on SFM - Organise and conduct a survey including (political) decision makers at all levels (minimum sample size: 10 percent of available target group) 	List of potential CFs, multipliers and regional administrative representatives, incl. contact details Summary of the outcomes	15/03/2021

		Questionnaires/ interview recording & transcripts	
5	Draft report consolidating deliverables 1 – 4 and key messages and recommendations for the NSFM-Project and information campaign	Draft report	23/03/2021
6	Final report after review by DRFN and HSF	Final report	31/03/2021

4) Management and Supervision

The consultant will provide the following to the to the DRFN Director and the HSF Project Manager:

- Succinct weekly progress updates
- Address all comments and feedback received from DRFN and HSF
- Keep a comprehensive electronic file of all collected reports, publications, documents, transcripts, and contact details

5) Travelling

This work requires the consultant(s) to travel. Travel costs, accommodation and food have to be included in the lump sum for the consultancy services.

6) Duration

The consultancy is planned to run from 01 January 2021 to 31 March 2021 (subject to agreement).

7) Qualifications of the Consultant

Education

The consultant shall possess a university degree in natural resource management, agricultural or forestry science, economics, social sciences, or other relevant degree.

Work experience

- Demonstrated expertise and understanding of the forestry (and agricultural) sector of Namibia
- Demonstrated experience in working with different target groups including (but not restricted to Community Forest members, regional administrative representatives, national, local and traditional authorities, nature and environment organisations, decision-makers)
- Experience in designing and conducting qualitative (and possibly) quantitative research
- Excellent communication skills and good understanding of the realities of working in rural settings in Namibia

8) Request for Proposals

Interested consultants have to submit their conclusive technical and financial proposal together with their CV via email to Dr Martin Schneider (martin.schneider@drfn.org.na) **and** Dr Lara Beer (sustainability@hsf.org.na) by **11 December 2020**.