



# Initiation Plan / GEF PPG

Empowered lives.  
Resilient nations.

**Project Title:** Demonstration of production phase-out of mercury-containing medical thermometers and sphygmomanometers and promoting the application of mercury-free alternatives in medical facilities in China

**Country:** China

**Country Programme Outcome:**

UN Development Assistance Framework China (2016-2020): More people enjoy a cleaner, healthier and safer environment as a result of improved environmental protection and sustainable green growth (Outcome 2).

**Gender Marker rating:** GEN2

**SESP Pre-Screening Categorization:** Moderate

Initiation Plan Start Date: 19 December 2019

Initiation Plan End Date: 18 December 2020

ATLAS Award ID: 00123767

**Total budget:** US\$ 300,000

ATLAS Project/Output ID: 00118944

Allocated resources:

- GEF US\$ 300,000

PIMS number: 6279

Management Arrangement: NIM

AGREED BY

Beate Trankmann  
Resident Representative  
UNDP China Country Office

Signature

Day/Month/Year

Date 16/01/2020

Foreign Environmental Cooperation  
Center, Ministry of Ecology and  
Environment

Signature

Date 14/2-2020

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## I. BRIEF DESCRIPTION OF THE INITIATION PLAN/GEF PPG

### **Objective & Final Outputs**

The objective of the GEF PPG is to develop the project concept into a Full-Size Project: Demonstration of production phase-out of mercury-containing medical thermometers and sphygmomanometers and promoting the application of mercury-free alternatives in medical facilities in China. As described in the project concept PIF, this project aims to establish the enabling environment to accelerate the transfer to the production of mercury-free medical devices, and to lay the foundation for market acceptance and growth for mercury-free devices in medical facilities, in order to meet associated phase-out deadlines under the Minamata Convention on Mercury. This project will be implemented using the NIM modality.

The following information is to be consulted as background for the GEF PPG phase:

- GEF Council approved PIF;
- SESP pre-screening (of PIF);
- Comments from GEF Secretariat, Council, STAP;
- Annotated UNDP-GEF Project Document Template and associated guidance included therein
- UNDP policies and procedures;
- UNDP-GEF guidance notes on GEF project development (which will be provided by the RTA) and
- GEF policies, in particular GEF policies on: Project Cancellation; Fee Policy for GEF Partner Agencies; Project and Program Cycle; and Minimum Fiduciary Standards for GEF Partner Agency (in particular sections dealing with the required separation of oversight and execution support services). All GEF policies are available [here](#).

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc), using the latest standard template (currently dated September 2019);
2. Mandatory annexes to the ProDoc listed in the Annotated UNDP-GEF Project Document Template;
3. GEF CEO Endorsement Request and all mandatory annexes; and
4. Validation Workshop report (required for projects with a high SESP categorization; as appropriate for all others).

Any additional studies and other reports produced under the GEF PPG and not included in Annex to the project document will be submitted to UNDP and saved for future reference.

### **Key Dates for the GEF PPG**

<b>Milestone</b>	<b>Date</b>	<b>Notes</b>
<b>Internal submission date for UNDP-GEF review and clearance</b>	20 September 2020	10 months of PIF approval for FSPs. Date to be confirmed with RTA during PPG. Date for RTA clearance will be prior to this date and needs to be confirmed with the RTA.
<b>First GEF Submission Deadline for CEO Endorsement</b>	20 November 2020	First submission must be within 12 months of PIF approval for FSPs. Failure to submit a ProDoc and CEO ER to the GEF Sec by this date will lead to the automatic cancellation of the project by the GEF Sec.
<b>CEO Endorsement</b>	20 May 2021	Endorsement must be within 18 months of PIF

Deadline after which the project will be cancelled if not endorsed		approval for FSPs. If the project has not been CEO endorsed by this date, then it will be automatically cancelled by the GEF Sec.
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### **Management Arrangements**

The UNDP China Country Office will lead the project development process and manage the GEF PPG budget in full consultation with the UNDP-GEF Regional Technical Adviser. The GEF PPG Atlas budget is presented in *Section IV: Total Budget and Work Plan*.

As appropriate, a Working Group will guide the GEF PPG team, and review and endorse the GEF PPG deliverables. The Working Group is responsible for ensuring that the deliverables outlined in this GEF PPG are completed on time and in line with UNDP and GEF requirements. The RR, EFP or Implementing Partner: Government Implementing Partner (FECO) will chair the Working Group. Working Group members will include: UNDP China, MEE, NHC and its suggested technical supporting organizations/institutions, MIIT, State Administration for Market Regulation (SAMR), FECO, and key stakeholders like companies, medical institutions; RTA; China Association for Medical Devices Industry (CAMDI).

The GEF PPG team will be described fully in section IV part of this document, but overall will consist of:-

- International Project Development Specialist (GEF PPG Team Leader)
- International Training Specialist
- Social and Environmental Safeguards Process (SESP) Specialist
- National technical consultant (Lead National Consultant)
- National Mercury Waste Handling and Management Specialist
- National Industry Information, Policy and Technology Specialist
- National Healthcare Information, Policy and Technology Specialist
- National Gender and Stakeholder Specialist

Draft Terms of Reference (TORs) for each team member is included in Annex 2 of this Initiation Plan.

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## **II. STAKEHOLDER ENGAGEMENT, PUBLIC DISCLOSURE AND OTHER REQUIREMENTS**

To ensure strong country ownership, and in line with the stakeholder engagement requirements outlined in UNDP's [Social and Environmental Standards](#) (SES), the [SES Guidance Note of Stakeholder Engagement](#), the GEF's [Guidelines on the Implementation of the Policy on Stakeholder Engagement and the GEF Policy on Gender Equality](#), the development of the project to be undertaken during this GEF PPG phase will be done in full consultation and close engagement with government, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e. direct project beneficiaries) and those who may be impacted (positively or negatively) by the project. Stakeholder Engagement and analysis must be conducted in an inclusive and gender-responsive manner, so that the rights of women and men and the different structural barriers, knowledge, needs, roles and interests of women and men are recognized and addressed. A list of main stakeholders will be prepared and included in Annex to the project document.

Careful and complete documentation of stakeholder engagement is vital. Detailed evidence of all consultations will be prepared and submitted to UNDP. A list of the consulted stakeholders and details of the associated meetings will be included in Annex to the project document, in addition to the Stakeholder Engagement Plan (see section B-d below).

If the fully designed project has an overall Social and Environment Screening Procedure (SESP) categorization of moderate or high, then the following disclosure requirements apply:

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report must demonstrate strong country ownership and will become a key reference document should an environmental and social complaint/grievance be filed during project implementation.
2. Before CEO endorsement (if appropriate given the GEF cancellation policy) or at the latest by the LPAC meeting, the UNDP-GEF project document, SESP and related draft management plans, and other relevant information/documents, will be made available to the public on the UNDP Country Office website or [open.undp.org](http://open.undp.org). It is recommended to make these documents available for 30 days in advance of the LPAC meeting for moderate risk projects, and 120 days in advance for high risk projects.

See the [SES Supplemental Guidance on Disclosure](#) for more information.

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### III. GEF PPG ACTIVITIES

#### Component A: Preparatory Technical Studies & Reviews

The following technical studies and reviews will be conducted, building on the PIF and the comments received to the PIF (e.g. from GEF Council and STAP).

##### a. Desktop and field-based studies and data collection

This research should produce the background information required to prepare the ProDoc (including its Annexes) and CEO Endorsement Request, including but not limited to:

- Development challenge and strategy (including threats, problems and barrier assessment);
- Review of national policy and legislative frameworks;
- Problem and solution trees developed in consultation with project stakeholders, for a robust Theory of Change; Results Framework and solid M&E plan;
- Review of relevant past and ongoing projects for lessons including [project evaluations](#); and
- Any other analyses required to address all comments on the PIF received from GEF Secretariat, GEF Council members and STAP.

##### b. Gender Analysis

A gender analysis will be prepared to fully consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) and to identify appropriate measures to address these and promote gender equality and women's empowerment. See guidance available [here](#).

**c. Social and Environmental Standards: Screening and Assessments**

The social and environmental safeguards pre-screening (pre-SESP) prepared during the PIF design phase determined the overall risk categorization of this project as *Moderate* and highlighted potential safeguard risks to be further assessed during the PPG phase.

An Environmental and Social Management Framework (ESMF) will be prepared, to ensure that the required assessments are carried out during the first phase of project implementation. A standard template for an environmental and social management framework is available here: [ESMF outline](#). The ESMF and ProDoc must clearly state that none of the associated project activities will commence until: the assessment(s) have been completed; the required management plan(s) have been prepared; and the plan(s) have been disclosed and approved by the Project Board.

Per the pre-SESP, all risks can be managed through the design of the project.

**d. Identification of project sites**

Based on the above reviews, and through consultation with stakeholders, the targeted project demonstration sites will be identified. At the time of PIF submission, the major provinces involved in the production of mercury thermometers and sphygmomanometers are Jiang Su province and Shandong provinces; and as such, these two provinces will likely be the location of the main project sites. However, it is also acknowledged that there are also some enterprises in An Hui province and Shaan Xi province which could yield potential locations as well. Project National Implementation partner FECO will therefore open the door for all enterprises involved in Hg thermometer and sphygmomanometer production to apply for participation in demonstration, with final decision being made during PPG based on application of selection criteria during the PPG, such as:-

- a) avoidance of high risk/highly contaminated sites during PPG,
- b) willingness to bring investment and other co-finance to the project,
- c) preparedness of the enterprise to dedicate themselves to swift and verifiable transition of operations.

In the case of the medical facilities, there might be criteria related to:-

- (i) Size of facility and therefore volume of devices used at facilities,
- (ii) preparedness to switch to Green Procurement practices
- (iii) location and readiness of premises for safe storage and handling of mercury waste.

However, overall, there will be careful balance made to end up with demonstrations that not only generate greatest impact, but those that can also generate critical lessons and the like to increase the chances to inform the wider National Minamata Implementation Plan on the ways to deal with phase out of mercury at large and small enterprises and medical facilities alike.

**e. Financial planning, co-financing and investment mobilized**

Co-financing and investment mobilized – as defined in the GEF Policy and Guidelines on co-financing - will be confirmed, and additional sources identified through a series of consultations with partners to ensure a coherent and sustainable financing package for the project, including post-GEF grant phase to the extent possible.

**f. Stakeholder analysis**

Building on the initial identification of stakeholders in the PIF, an appropriately scaled analysis of project stakeholders will be undertaken. This stakeholder analysis will provide the foundation for development of the project's comprehensive Stakeholder Engagement Plan and will facilitate prioritization of engagement activities with particular stakeholder groups and individuals. See the [UNDP SES Guidance Note on Stakeholder Engagement](#).

**g. Other required studies**

As detailed in the consultant TOR listing in Annex 2, and as further specified in the PPG work plan, and subsequent direction from the PPG Team Leader during the course of the PPG period.

**Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes**

Based on the technical studies and reviews undertaken under **Component A**, the UNDP-GEF Project Document will be developed, and the GEF CEO Endorsement Request will be prepared. See additional guidance notes below.

The GEF PPG Team Leader will be responsible for the consolidation and finalization of all required materials.

Preparation of the UNDP-GEF ProDoc includes a specific focus on the following areas, which do not exhaustively capture the required ProDoc content:

**a. Stakeholder Engagement Plan:**

Based on the consultations undertaken during the PPG phase, a comprehensive Stakeholder Engagement Plan will be developed.

At a minimum, the Plan must include the following elements:

- Stakeholders who have been and will be engaged (based on stakeholder analysis), including potentially marginalized or disadvantaged groups/individuals (the 'who');
- Key stakeholder objectives and interests (the 'why');
- Steps and actions to achieve meaningful consultation and inclusive participation, including information dissemination and any special measures required to ensure inclusive participation of marginalized disadvantaged groups/individuals the dissemination of information (the 'how');
- Breadth and depth of stakeholder engagement throughout the project cycle, and decisions that need to be made through stakeholder engagement (the 'what');
- Timeline for engagement activities and how they will be sequenced, including information disclosure (the 'when');
- Indicators of stakeholder engagement and monitoring plan;
- Roles and responsibilities for ensuring effective stakeholder engagement through implementation of the Plan; and
- Resource requirements and associated budget.

For fully designed projects with a SESP rating of Moderate or High:

- A project-level Grievance Redress Mechanism (GRM) will be described in the comprehensive Stakeholder Engagement Plan and established in the first year of project implementation. See the UNDP [guidance on GRM](#) and [sample TOR](#).
- A comprehensive Stakeholder Engagement Plan is required.

See the [UNDP SES guidance on Stakeholder Engagement](#), the [standard SEP template](#), and the [GEF guidelines on stakeholder engagement](#).

#### **b. Gender Action Plan and Budget**

The Gender Analysis conducted in **Component A**, along with relevant findings from the stakeholder analysis and background studies, will form the basis of a Gender Action Plan to guide gender mainstreaming during project implementation. The Gender Action Plan must include indicators, targets, timeframe, responsible party and budget which are linked to the project's components/outputs, outcomes and activities. As part of the work of preparing the Gender Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender mainstreaming actions.

See guidance available [here](#).

#### **c. Social and Environmental Standards: Screening and Management Measures**

In line with the assessments conducted during **Component A** (above) and [UNDP's Social and Environmental Standards \(SES\) policy and all associated SES Guidance Notes](#), the SESP will be updated and all risks identified in the SESP will be reflected in the risk table and risk section of the ProDoc.

The ESMF will identify the required management plans that will be prepared during project implementation. Per the pre-SESP, all risks can be managed through the design of the project and therefore no other separate management plans are needed.

See the [SES Guidance Note on Assessment and Management](#) for further guidance. Please contact UNDP for additional information as needed.

#### **d. GEF Core Indicators**

The CEO endorsement-stage data for the relevant Core Indicators and sub-indicators will be prepared. The completed Core Indicators worksheet—with both the original PIF-stage data and the CEO endorsement-stage data—will be annexed to the ProDoc.

Core indicators for this project are: reduction amount of mercury under improved management; One country with legislation and policy implemented to control chemicals and waste; number of direct male and female beneficiaries.

As part of the GEF Core Indicators requirement, the required METTs will be prepared in the GEF-7 Excel template; the relevant details will be included in the Core Indicators template; and the final Excel METT file will be submitted to UNDP (not be annexed to the ProDoc).

The Core Indicators will be used in the project's Results Framework, at the Objective level, where appropriate. See the GEF policy and guidance.



**e. Completion of the required official endorsement letters**

These letters include the official letters on co-financing guarantee(s) from participating government institutions, bilateral development partners, multilateral development partners, NGOs, private sector, or others who wish to provide co-financing and/or investment mobilized to the project.

Updated GEF OFP endorsements letters are required if the requested GEF grant amount has changed since PIF/PFD approval.

**f. Mandatory Annexes**

In addition to the documents listed above, the following Annexes should be prepared by the GEF PPG team:

- Project map and Geospatial Coordinates of project sites
- Initial Project Team Procurement Plan and TORs for key Project Team staff
- Multi Year Work Plan
- Monitoring Plan
- UNDP Risk Log
- Overview of Technical Consultancies
- GEF 7 Taxonomy
- List of people consulted during project development

Upon a request from the UNDP Regional Technical Adviser during the PPG implementation, the PPG team may be required to prepare additional annexes.

**g. Project Management Arrangements**

Based on the stakeholder analysis and consultations undertaken in **Component A** above, agreement(s) on project management and governance arrangements—including roles, responsibilities and accountabilities of lead and partner Agencies—will be secured early in the project development phase and will be fully detailed in the ProDoc. Standard text from the governance and management arrangement from the GEF-7 template should never be removed. All PIFs approved as of 1 March 2019 are subject to the new [GEF cancellation policy](#). This means that consultation with GEF SEC on execution support must be agreed to during the PPG phase.

**Component C: Validation Workshop and Report**

A validation workshop will be held with relevant stakeholders to present, discuss and validate the project activities, and the final draft of the UNDP-GEF project document if possible. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

**Total Budget and Work Plan for GEF PPG**

<b>Atlas Award ID:</b>	00123767
<b>Atlas Project/Output ID:</b>	00118944
<b>Award Title:</b>	Demonstration of production phase-out of mercury-containing medical thermometers and sphygmomanometers and promoting the application of mercury-

	free alternatives in medical facilities in China
<b>Project ID</b>	00118944
<b>Business Unit:</b>	CHN10
<b>Project Title:</b>	Demonstration of production phase-out of mercury-containing medical thermometers and sphygmomanometers and promoting the application of mercury-free alternatives in medical facilities in China
<b>PIMS number:</b>	6279
<b>Implementing Partner:</b>	Foreign Environmental Cooperation Center, Ministry of Ecology and Environment

GEF Outcome/Atlas Activity	Responsible Party	Fund ID	Donor Name	Atlas Budgetary Account Code	ATLAS Budget Description	Amount US\$	Budget Notes	
Project preparation grant to finalize the UNDP-GEF project document for project <i>Mainstreaming biodiversity-based tourism in Thailand to support sustainable tourism development</i>	FECO	62000	GEF TRUSTEE	71300	Local Consultants	49,700	B1/B2/B5	
				72100	Contractual Services - companies	110,400	B3/B4	
				71600	Travel	4,000	C	
				72500	Supplies	1,000	D	
				74500	Miscellaneous Expenses	2,000	E	
				75700	Trainings, workshops	8,200	F	
				sub-total		175,300		
	UNDP	62000	GEF TRUSTEE	71200	International Consultants	66,900	A1-A3	
				74500	Miscellaneous Expenses	4,500	E	
				75700	Workshops	2,000	F	
				71600	Travel	51,300.00	C	
				sub-total		124,700		
	<b>PROJECT TOTAL</b>						<b>300,000</b>	

Budget Note	Items	Total estimated person weeks	Budget (USD)	Budget Note
A1	International Specialist for Project Development (GEF PPG Team Leader/Lead consultant)	12	42,000	Please see Annex 2 for key responsibilities.
A2	International Training Specialist	6	21,000	
A3	SESP Specialist	3	3,900	
B1	National technical consultant /Lead National Consultant	32	22,400	
B2	National Mercury Waste Handling and Management Specialist	28	19,600	
B3	National Industry Information, Policy and Technology Specialist	24	55,200	
B4	National Medical Information, Policy and Technology Specialist	24	55,200	

B5	National Gender and Stakeholder Specialist	11	7,700	
C	Travel		55,300	International consultant missions to China plus domestic travel; National consultants travel to demonstration sites
D	Supplies		1,000	Supplies for PPG
E	Miscellaneous Expenses		6,500	Expenses such as translation costs etc
F	Workshops		10,200	PPG inception and validation workshops in Beijing; consultation workshops at provincial demonstration sites

**IV. GEF PPG IMPLEMENTATION SCHEDULE**

PPG Activity	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Budget (US\$)
Component A: Technical studies, etc.											233,100
Component B: Formulation of ProDoc, etc.											56,700
Component C: Validation Workshop											10,200
Delivery of final outputs to RTA											300,000
UNDP-GEF clearance processes											
GEF Secretariat submission deadline											
GEF Secretariat review (indicative)											

## V. MANDATORY ANNEXES

### Annex 1: GEF CEO PIF/PPG Approval Letter



**Naoko Ishii**  
CEO and Chairperson

November 20, 2019

Mr. Pradeep Kurukulasuriya  
GEF Executive Coordinator  
United Nations Development Programme  
New York, NY 10017

Dear Mr. Kurukulasuriya:

I am pleased to inform you that I have cleared the project concept detailed below for inclusion in the upcoming work program. I have also approved your request for Project Preparation Grant.

Decision Sought:	Project Identification Form (PIF) Clearance for Work Program Inclusion and Project Preparation Grant Approval
GEFSEC ID:	10349
Agency(ies):	UNDP
Agency(ies) ID:	6279
Focal Area:	Chemicals and Waste
Project Type:	Full-sized Project
Country(ies):	China
Name of Project:	Demonstration of Production Phase-out of Mercury-Containing Medical Thermometers and Sphygmomanometers and Promoting the Application of Mercury-free Alternatives in Medical Facilities in China
Indicative GEF Project Financing:	\$16,000,000
Indicative Agency Fee:	\$1,440,000
PPG Grant:	\$300,000
PPG Agency Fee:	\$27,000
Funding Source:	GEF Trust Fund

Indicative Agency Fee Commitment:					
Agency	Trust Fund	20% to be committed at Council approval (US\$)	50% to be committed at first disbursement (US\$)	30% to be committed at mid-term review (US\$)	Total (US\$)
UNDP	GEFTF	288,000	720,000	432,000	1,440,000
<b>Total</b>		<b>288,000</b>	<b>720,000</b>	<b>432,000</b>	<b>1,440,000</b>

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This PIF clearance and PPG approval are based on the understanding that the project is in conformity with GEF Trust Fund focal area strategies and with GEF policies and procedures. Please ensure that your final project document, having fully addressed all Secretariat, STAP and Council comments, will be endorsed within 18 months of Council approval of the work program.

Sincerely,



Naoko Ishii  
Chief Executive Officer and Chairperson

Copy to: Country Operational Focal Point, GEF Agencies, STAP, Trustee

**Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)**

<b>Position, Type and Cost</b>	<b>Role, Deliverables and Qualifications</b>
<p><b>Consultant 1:</b> International Project Development Specialist (GEF PPG Expert Team Leader)</p> <p><b>Type:</b> IC</p> <p><b>Cost per person week:</b> US\$3,500</p> <p><b>Number of person weeks needed:</b> 12 (60 days)</p>	<p><b>Role</b></p> <p>The International Project Development Specialist will be the GEF PPG Expert Team Leader and will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. S/he will be responsible for managing all consultants on the GEF PPG Team and coordinating the Team’s work.</p> <p><b>Responsibilities and Deliverables</b></p> <ol style="list-style-type: none"> <li>1) <u>Technical Support for the management of the GEF PPG Expert Team</u> <ol style="list-style-type: none"> <li>a. Define and submit a detailed methodology and work plan in consultation with the other consultants with clear delegation of responsibilities for the International Consultants (ICs) and National Consultants (NCs);</li> <li>b. Ensure that project development is participatory, gender-responsive and based on extensive stakeholder engagements; and</li> <li>c. Verify and ensure that all project components are technically sound and cost effective.</li> </ol> </li> <li>2) <u>Preparatory Technical Studies and Reviews (Component A):</u> With inputs from the national consultants, as detailed in their respective TORs: <ol style="list-style-type: none"> <li>a. Compile baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate;</li> <li>b. Lead and oversee the stakeholder analysis and consultations, with support from national consultants, and ensure that they are complete and comprehensive including consultations with the private sector and tourism associations and bodies;</li> <li>c. Ensure the preparation of the gender analysis and ensure its findings are meaningfully integrated into the project’s strategy, theory of change and results framework;</li> <li>d. Ensure action points, including risk assessments, from the UNDP Social and Environmental Screening Procedure (SESP) at the PIF stage (“pre-screening”) are fully implemented during the PPG, and update that screening in an iterative process throughout the PPG, and as appropriate;</li> <li>e. Oversee the identification of the project sites, with documentation of selection criteria and making sure that geo-referenced data and maps are clearly presented both for targeted protected areas and broader landscapes, as applicable;</li> <li>f. Ensure the design of appropriate project knowledge management processes and platforms, ensuring appropriate linkages to existing mechanisms and knowledge sharing in project landscapes;</li> <li>g. Lead and oversee the identification of opportunities for private sector engagement and co-financing;</li> <li>h. Ensure the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process;</li> <li>i. Oversee the consultations with partners regarding financial planning; and</li> </ol> </li> </ol>

	<p>j. Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs.</p> <p>3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):</u> With inputs from the national consultants, as detailed in their respective TORs, and based on international best practice:</p> <p>a. Develop, present and articulate the project’s theory of change;</p> <p>b. Develop the Results Framework in line with UNDP-GEF policy;</p> <p>c. Develop a detailed Monitoring and Evaluation Plan and Budget;</p> <p>d. Oversee and ensure the preparation of a comprehensive Stakeholder Engagement Plan;</p> <p>e. Oversee and ensure the preparation of a Gender Action Plan and Budget;</p> <p>f. Oversee and ensure the updating of the SESP based on assessments undertaken during Component A, and ensure the development of required environmental and/or social management plan(s) as required;</p> <p>g. Oversee the preparation of the required project Monitoring and Evaluation Framework and development of project level indicators to feed into the GEF Core Indicators, and ensure these are supported by robust and validated data;</p> <p>h. Secure all co-financing letters;</p> <p>i. Prepare the indicative procurement plan (with UNDP Thailand support);</p> <p>j. Secure and present agreements on project execution and management arrangements and ensure that the project aligns to UNDP-GEF guidance on UNDP execution support;</p> <p>k. Ensure the completion of the required official endorsement letters; and</p> <p>l. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes, using the templates.<sup>1</sup></p> <p>4) <u>Validation Workshop (Component C):</u></p> <p>a. Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans;</p> <p>b. Oversee all necessary revisions that arise during the workshop; and</p> <p>c. Ensure completion of Validation Workshop Report.</p> <p>5) <u>Final Deliverables:</u></p> <p>a. Consolidation of all technical and consultation inputs and comments including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance;</p> <p>b. Completion of the GEF CEO Endorsement Request;</p> <p>c. Finalized SESP (and stand-alone management plans as required);</p> <p>d. All documentation from GEF PPG (including technical reports, meeting minutes, etc.); and</p> <p>e. Validation Workshop Report.</p> <p><b>Qualifications</b></p>
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<sup>1</sup> Please verify with the UNDP-GEF team that the correct templates are being used.



	<ul style="list-style-type: none"> <li>▪ Minimum 10 years working experience in the area of environmental protection or related areas, such as mercury management and good knowledge of the Minamata Convention;</li> <li>▪ At least Bachelor’s degree in environment protection, economics or related area.</li> <li>▪ Advanced knowledge and demonstrated experience in environmental protection and mercury management, and other relevant fields;</li> <li>▪ Understanding GEF’s strategic plan and priority areas in GEF VII;</li> <li>▪ Familiarization with UNDP procedures is highly desirable;</li> <li>▪ Previous experience with donor-funded development projects in China is highly desirable;</li> <li>▪ Good team-work spirit.</li> </ul>
<p><b>Consultant 2:</b> International Training Specialist</p> <p><b>Type:</b> IC</p> <p><b>Cost per person-week:</b> US\$3,500</p> <p><b>Number of person-weeks needed:</b> 6 (30days)</p>	<p><b>Role</b></p> <p>The International Training Specialist will provide specialist inputs on medical training and experiences of phase-out mercury-added products in healthcare industry to support the development of the UNDP Project Document (ProDoc), and work closely with the National Mercury Waste Handling and Management Specialist, the Industrial and Health specialist organizations, to build capacity in the safe-handling and management of mercury waste (including contaminated equipment) through development of relevant training plans and modules for relevant stakeholders, whether for government enforcement or inspectorate, enterprise and/or medical facility personnel. The consultant will be a specialist in designing and developing training plan including training needs assessment, appropriate courses and training modules and timeline, with better considering in conjunction with WHO and associated international agencies.</p> <p><b>Deliverables</b></p> <p>1) <u>Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Expert Team Leader, including:</u></p> <ul style="list-style-type: none"> <li>a. Assess existing training needs, appropriate courses and training modules in China and identify opportunities to integrate WHO and associated international agencies collaboration, South-South cooperation, and One Belt And One Road. The uptake of more phase-out mercury-added products in healthcare industry (i.e., thermometer, sphygmomanometer and dental amalgam) international experiences and behaviours;</li> <li>b. Identify additional functionality, activities and budget needed to achieve the training goal.</li> <li>c. Identify project interventions to support knowledge exchange and transfer on non-mercury alternatives market development, leveraging existing networks, platforms, resources and processes.</li> <li>d. Work closely with National Mercury Waste Handling and Management Specialist to build training tools and curricula to enhance capacity in safe-handling and management of mercury waste (including contaminated equipment) and safeguarding personnel from contaminated areas on premises, for government inspectorate/enforcement and enterprise personnel.</li> </ul> <p>2) <u>Contributions to the Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):</u></p> <ul style="list-style-type: none"> <li>a. provide relevant quality text sections for the ProDoc on the aspects</li> </ul>

	<p>mentioned above.</p> <p>b. Coordinated by lead technical specialist, working with other areas of the PPG team specialists, ensuring, <i>inter alia</i>:-</p> <ul style="list-style-type: none"> <li>➤ overall contribution to strengthening the theory of change, project baseline, projections for impact and transformation through the project, and embedding post-project replication and long-term sustainability modalities in the design of component activities,</li> <li>➤ flagging barriers, risks (SESP and non-SESP risks such as institutional, financial, political, climate risks etc) and solutions in this particular area of PPG consultancy,</li> <li>➤ contribution to stakeholder identification to contribute to stakeholder and gender plan development as required</li> <li>➤ contribution to relevant areas of indicator development and the overall M&amp;E framework, and</li> <li>➤ any other foundational activities that are required to validate baseline and ultimately the approaches developed for the relevant component activities of the project.</li> </ul> <p>3) <u>Validation Workshop (Component C)</u>:</p> <p>a. Participate in and contribute to the validation workshop, if necessary; and</p> <p>b. Support necessary revisions that arise during the workshop, as appropriate.</p> <p>4) <u>Final Deliverables</u>:</p> <p>a. Report summarizing the status quo of the mercury-added products in healthcare industry (i.e., thermometer, sphygmomanometer and dental amalgam) abroad, and it's phasing out international experiences;</p> <p>b. A training plan considering in conjunction with WHO or other related organizations /agencies, includes training needs assessment, appropriate courses and training modules, the best available resources person or organization list, corresponding training calendar and budget, and replication/long-term sustainability methodology to embed training capacity in China;</p> <p>c. Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader.</p> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master's degree or higher in a relevant field, such as medical training; public health or related field;</li> <li>▪ Minimum 3 years of demonstrable experience in phasing-out mercury-added products in healthcare industry (i.e., thermometer, sphygmomanometer and dental amalgam);</li> <li>▪ Demonstrated understanding of political, legal and institutional context and priorities for medical devices production and usage;</li> <li>▪ Demonstrated understanding of potential impacts of mercury on environment and human beings an advantage;</li> <li>▪ Excellent written and oral communication skills in English.</li> </ul>
<p><b>Consultant 3:</b> International Safeguard Specialist</p>	<p><b>Role</b></p> <p>The International Safeguards Specialist will develop mandatory project Annexes related to application of social and environmental safeguards and support</p>

<p><b>Type:</b> IC</p> <p><b>Cost per person-week:</b> US\$1,300</p> <p><b>Number of person-weeks needed:</b> 3 (15 days)</p>	<p>adherence of project development to UNDP's SES and specific requirements, as appropriate.</p> <p><b>Deliverables</b></p> <ol style="list-style-type: none"> <li>1) Contributions to the Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B): Prepare inputs and support the required analyses/studies, as agreed with the PPG Team Leader, and with the support of the National consultants including:       <ol style="list-style-type: none"> <li>a. Review the pre-screening (SESP) of the PIF; agree to a project-specific safeguards approach, workplan and mission schedule (as needed) with the UNDP Country Office, UNDP-GEF Regional Technical Advisor and the PPG Team Leader; Support the application of Free, Prior and Informed Consent (FPIC) for the PPGs with that requirement; Familiarize other PPG team members with UNDP's SES and specific requirements, as appropriate.</li> <li>b. Update the SESP and prepare an Environmental and Social Management Framework (ESMF) or stand-alone management plan for the project; conduct initial assessments of all Moderate and High risks, including one field mission to China; assist and/or advise the PPG Team in securing initial FPIC, where required; develop the draft ESMF (or stand-alone management plan), with support from the national consultant, in line with UNDP's Guidance Note on Assessment and Management; finalize the ESMF (or stand-alone management plan) in coordination with the PPG Team Leader, based on stakeholder consultations and close engagement.</li> <li>c. Update and finalize the SESP, based on the ESMF;</li> <li>d. Provide inputs, advice and/or feedback on relevant sections of the ProDoc to ensure alignment with and consideration of safeguards, including but not limited to: Stakeholder Engagement Plan; Gender Analysis and Action Plan; Risk Table and "Risks and Assumptions" section; Relevant project Outcomes and/or Outputs; Terms of Reference for the project management unit.</li> </ol> </li> <li>2) <u>Validation Workshop (Component C):</u> <ol style="list-style-type: none"> <li>a. Contribute to the validation workshop (remote inputs); and</li> <li>b. Support all necessary revisions that arise during the workshop, as appropriate.</li> </ol> </li> <li>3) <u>Final Deliverables:</u> <ol style="list-style-type: none"> <li>a. Finalized SESP</li> <li>b. Finalized ESMF (or stand-alone management plan)</li> <li>c. Appropriate inputs to the final UNDP-GEF project document and GEF CEO ER based on guidance from the PPG Team Leader.</li> </ol> </li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master's degree in field related to international development, with specific academic background related to social and environmental sustainability.</li> <li>▪ At least 15 years of experience related to social and environmental standards and impact assessment in an international development context.</li> <li>▪ Fluency in English.</li> <li>▪ Familiarity with the UN System, in particular UNDP.</li> <li>▪ Specific technical expertise in the SES thematic area of Social and</li> </ul>
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	<p>Environmental Screening and Assessment, with prior experience in displacement and resettlement and asset.</p> <ul style="list-style-type: none"> <li>▪ Prior experience in application of safeguard standards in China an asset.</li> </ul>
<p><b>Consultant 4:</b> National Technical Specialist / Lead National Consultant</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$700</p> <p><b>Number of person-weeks needed:</b> 32 (160 days)</p>	<p><b>Role</b></p> <p>The National Technical Specialist will be the lead national consultant and will be responsible for coordinating other consultants and compiling inputs from them to support the development of the UNDP Project Document (ProDoc) and draft CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. This consultant will be critical to validate the indicators of stakeholder engagement, monitoring and evaluation of the project. The consultant will also be an important role and be responsible for stakeholder engagement through implementation of the plan, and to validate resource requirements and associated budget. The consultant will be a specialist in mercury related works, with knowledge in the field of policy and planning, technical transfer and investment, mercury monitoring, green procurement and current mercury status in Chinese medical institutions.</p> <p><b>Deliverables</b></p> <ol style="list-style-type: none"> <li>1) <u>Support the Management of the PPG Expert team:</u> <ol style="list-style-type: none"> <li>a. Support the GEF PPG Expert Team Leader with Technical Support for the management of the GEF PPG Expert Team</li> <li>b. Ensuring coordination between individual national consultants and stakeholder groups to facilitate analysis and other stakeholder inputs;</li> </ol> </li> <li>2) <u>Preparatory Technical Studies and Reviews (Component A):</u> Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Expert Team Leader, including:       <ol style="list-style-type: none"> <li>a. Prepare draft CEO Endorsement Request with all mandatory and project specific Annexes and supporting documentation with the inputs from ICs and NCs;</li> <li>b. Prepare monitoring plans on mercury status in medical institutions and manufacture enterprises to promote the application of mercury-free medical devices in medical institutions; and</li> <li>c. Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader.</li> </ol> </li> <li>3) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):</u> <ol style="list-style-type: none"> <li>a. Provide relevant quality text sections for the ProDoc package on the aspects mentioned above.</li> <li>b. Acts as lead coordinator, working with other areas of the International Lead Consultant and the other PPG team specialists, ensuring overall consolidation of efforts by PPG team towards, inter alia:-           <ul style="list-style-type: none"> <li>➤ Analyzing the baseline for the sectors and sub sectors, and collect the data with mercury baseline for the would-be demonstration projects;</li> <li>➤ Verify the quantities of mercury to be tracked and eliminated from production with the support of National Mercury Waste Handling and Management Specialist;</li> <li>➤ Visit the demo projects, discuss about technological alternatives for</li> </ul> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>➤ substitute mercury in the companies;</li> <li>➤ Identifying barriers, risks, and solutions for the projects,</li> <li>➤ Contribute to indicator development and the M&amp;E framework, especially the indicators of stakeholder engagement, monitoring and evaluation of the project;</li> <li>➤ Work with the other PPG consultants to make sure that their area of expertise threads through the other outputs of those consultants.</li> <li>➤ Support and validate the theory of change of the project;</li> <li>➤ Support to put forward the duplication and scale up plans for non-mercury alternatives</li> <li>➤ Identifying stakeholders who have been and will be engaged (based on stakeholder analysis by National Gender and Stakeholder Specialist), including potentially marginalized or disadvantaged groups/individuals, and discern key stakeholder objectives and interests;</li> <li>➤ Defining the breadth and depth of stakeholder engagement throughout the project cycle;</li> <li>➤ Validating the timeline for engagement activities and how they will be sequenced (based on the inputs of ICs and other NCs), including information disclosure;</li> <li>➤ validating resource requirements and associated budget;</li> </ul> <p>4) <u>Validation Workshop (Component C):</u></p> <ol style="list-style-type: none"> <li>a. Contribute to the validation workshop; and</li> <li>b. Support all necessary revisions that arise during the workshop, as appropriate.</li> </ol> <p>5) <u>Final Deliverables:</u></p> <ol style="list-style-type: none"> <li>a. A draft CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation with the inputs from ICs and NCs ;</li> <li>b. Monitoring plans on mercury status in medical institutions and manufacture enterprises; and</li> <li>c. Appropriate inputs provided to the Project Document and Annexes, as agreed with PPG Team Leader.</li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Doctor’s degree in a relevant field, such as Environmental science; Chemistry and environmental chemistry; Environmental policy and management or related field;</li> <li>▪ Demonstrated understanding of Minamata Convention and relevant knowledge;</li> <li>▪ Minimum 5 years of demonstrable experience in the technical area of mercury like mercury monitoring and assessment, and technical development, etc;</li> <li>▪ Experience working on GEF and other international projects including project development and execution;</li> <li>▪ Excellent written and oral communication skills in English and fluency in Chinese.</li> </ul>
<b>Consultant 5:</b>	<b>Role</b>

<p>National Mercury Waste Handling and Management Specialist</p> <p><b>Type:</b> NC</p> <p><b>Cost per person week:</b> US \$700</p> <p><b>Number of person weeks needed:</b> 28 (140 days)</p>	<p>The National Mercury Waste Handling and Management Specialist will be responsible for the preparation of an implementation plan for management and safe-handling activities on the sound management of obsolete mercury-containing devices, and mercury-contaminated areas to support the development of the UNDP Project Document (ProDoc). This consultant will be critical to validating the quantities of mercury baselined for elimination, with clear assignment of mercury phase out quantities at demo sites (at both production and medical facilities), clear siting of spot contamination at the premises of demo premises, and development of appropriate tracking indicators that ensure that the promised GEBs can be tracked and verified by the M&amp;E framework of the project, so that the project's impact can feed into GEF's Core Indicator framework. They will also be important to assess critical areas of risk and develop appropriate project activities associated with safe management of contaminated premises, contaminated equipment and improvement of flawed handling process at enterprise or medical sites. Working closely with the International Training Specialist, and the Industrial and Health specialist organizations, they will collaborate to develop safe-handling training outlines and other related outputs. The consultant will be a mercury waste handling and sound management specialist with experience in solid and/or hazardous waste management, and contaminated site remediation to support technology transfer and enhancing knowledge.</p> <p>Deliverables</p> <p>1) Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</p> <ol style="list-style-type: none"> <li>a. Identifying stakeholders and the scope and areas of expert group in mercury wastes handling and management, related to medical devices production and utilization; contributing as needed to the gap analysis on policy, regulatory and fiscal frameworks in management of obsolete mercury-containing devices at production enterprises and health facilities, as well as spot contaminations on relevant premises (the gap analyses being led by the policy specialists of the PPG in the area of industry and health sectors) .</li> <li>b. Conducting a rapid assessment of the quantities of mercury waste , contaminated equipment ,and the safe-handling and management situation at both enterprises and medical facilities demo site identified; clarify the scope and depth of domestic management system research; propose working ideas for improving supervision and law enforcement capabilities;</li> <li>c. Using international best practice documentation, and with input as appropriate from other consultants, propose methods and paths of risk mitigation and safe-handling program and associated capacities;</li> <li>d. Supporting International Training Specialist to prepare a mercury waste sound management and safe-handling training outline for knowledge sharing ;Under lead coordination by the lead national consultant, and in collaboration with the Gender and Stakeholder consultant, contribute to local stakeholder analysis and consultations feeding into the stakeholder engagement plan;</li> <li>e. Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader.</li> </ol>
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	<p>2) Contributions to the Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B): The expert will coordinate the lead expert jointly and independently accomplish the following works;</p> <ol style="list-style-type: none"> <li>a. Provide relevant quality text sections for the ProDoc package on the aspects mentioned above.</li> <li>b. Assist the national technical specialist to work and coordinate with other areas of the International Lead Consultant and the other PPG team specialists, ensuring overall consolidation of efforts by PPG team towards, inter alia:- <ul style="list-style-type: none"> <li>➤ Analysing the baseline for the sectors and sub sectors, and collect the data with mercury waste management and safe handling baseline for the would-be demonstration projects;</li> <li>➤ Support the national technical specialist to verify the quantities of mercury to be tracked and eliminated from production;</li> <li>➤ Visit the demo projects, discuss about technological alternatives for substitute mercury in the companies;</li> <li>➤ Design the safe-handling mechanisms, training scope and content etc. for the demonstration projects.</li> <li>➤ Identifying barriers, risks, and solutions of safe-handling and management for the projects,</li> <li>➤ Contribute to indicator development and the M&amp;E framework;</li> <li>➤ Work with the other PPG consultants to make sure that their area of expertise threads through the other outputs of those consultants.</li> <li>➤ Support and validate the theory of change of the project;</li> <li>➤ Support to put forward the duplication and scale up plans for non-mercury alternatives.</li> </ul> </li> </ol> <p>3) Validation Workshop (Component C):</p> <ol style="list-style-type: none"> <li>a. Participate in and contribute to the validation workshop.</li> <li>b. Support necessary revisions that arise during the workshop, as appropriate.</li> </ol> <p>4) Final Deliverables:</p> <ol style="list-style-type: none"> <li>a. Written contribution to the Gap analysis report(s) on policy, regulatory framework in management of obsolete mercury-containing devices and mercury-contaminated site as led by the Policy specialist areas of the PPG (eg. in outlining optimal standards for safe handling regulation and inspectorate/enforcement capacities needed for legislative oversight of mercury (waste) management of enterprises and health sectors).</li> <li>b. Rapid assessment report of the quantities of mercury waste, contaminated equipment, and the safe-handling and management situation at both enterprises and medical facilities demo site identified;</li> <li>c. Road map of risk mitigation and safe-handling program and associated capacities;</li> <li>d. Report on knowledge sharing and management about sound management of mercury-contaminated site and obsolete mercury-containing devices in medical institutions and industries and training suggestions to International Training Specialist;</li> <li>e. Appropriate inputs provided to the Final Project Document and Annexes,</li> </ol>
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	<p>as agreed with the PPG Team Leader.</p> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master's or higher in a relevant field, such as environmental science, Chemistry, natural resource management, or environmental management or related field;</li> <li>▪ Minimum of 6 years of demonstrated relevant professional experience in waste handling and management;</li> <li>▪ Demonstrated understanding of political, legal and institutional context for waste handling and management in China;</li> <li>▪ Experience working with on GEF projects an advantage; and</li> <li>▪ Excellent written and oral communication skills in English and fluency in Chinese.</li> </ul>
<p><b>Consultant 6:</b> National Industrial Information, Policy and Technology Organization/Agency</p> <p><b>Type:</b> NC</p> <p><b>Cost per week:</b> US\$ 2,300</p> <p><b>Number of weeks needed:</b> 24 (120 days)</p>	<p><b>Role</b></p> <p>National Industrial Information, Policy and Technology Organization/Agency will provide advice on industrial baseline, policy gap analysis and demonstration plan in production of mercury-free and phase out of mercury-containing medical devices in China to support the development of the UNDP Project Document (ProDoc). The Organization/Agency will have Industry specialists with comprehensive understanding of production of mercury-free, phase out of mercury-containing medical devices and its quality standards in China and its related policies.</p> <p><b>Deliverables</b></p> <ul style="list-style-type: none"> <li>• <u>Preparatory Technical Studies and Reviews (Component A):</u> Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including: <ul style="list-style-type: none"> <li>○ Prepare inputs for the baseline/situational analysis on enterprise information which produce mercury-containing and mercury-free medical devices in China;</li> <li>○ Analysis on policy, regulatory framework, quality standards, fiscal tools in technological transfer and investment in production of mercury-free medical devices;</li> <li>○ Analysis on gas on the production of mercury-free medical devices and phase out of production of mercury-containing medical devices;</li> <li>○ Develop an identification plan and selection criteria for the demonstration enterprises for technology transfer and investment;</li> <li>○ Develop an appropriate replication modality, including an embedded national green finance scheme, to provide long-term incentivization and access to finance to enable enterprises to scale up the project's results for the long term, so that full sectoral phase out of mercury device production can be achieved post project and the success of the project's catalytic role proven.</li> <li>○ Prepare a promotion and scale up plans for enterprises after demonstration in dedicated enterprises;</li> <li>○ Compile a project implementation manual to detailed describe project execution process for enterprises, timeline and list the best available resources person or organization.</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>• <u>Contributions to the Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):</u> <ul style="list-style-type: none"> <li>○ Provide relevant quality text sections for the ProDoc on the aspects mentioned above.</li> <li>○ Coordinated by lead technical specialist, working with other areas of the PPG team specialists, ensuring, <i>inter alia</i>:-</li> </ul> </li> <li>• Overall contribution to strengthening the theory of change, project baseline, projections for impact and transformation through the project, and embedding post-project replication and long-term sustainability modalities in the design of component activities,</li> <li>• Flagging barriers, risks (SESP and non-SESP risks such as institutional, financial, political, climate risks etc) and solutions in this particular area of PPG consultancy,</li> <li>• Contribution to stakeholder identification to contribute to stakeholder and gender plan development as required</li> <li>• Contribution to relevant areas of indicator development and the overall M&amp;E framework, and</li> <li>• Any other foundational activities that are required to validate baseline and ultimately the approaches developed for the relevant component activities of the project.</li> <li>• <u>Validation Workshop (Component C):</u> <ul style="list-style-type: none"> <li>○ Participate in and contribute to the validation workshop, if necessary;</li> <li>○ Support necessary revisions that arise during the workshop, as appropriate.</li> </ul> </li> <li>• <u>Final Deliverables:</u> <ul style="list-style-type: none"> <li>○ Report on the analysis on enterprise information which produce mercury-containing or mercury-free medical devices in China;</li> <li>○ Gap analysis report(s) on policy, regulatory framework in management of obsolete mercury-containing devices and mercury-contaminated (with relevant inputs from the Mercury Safe Handling Specialist eg. in outlining optimal standards for safe handling regulation and inspectorate/enforcement capacities needed for legislative oversight of mercury (waste) management of enterprises and health sectors).</li> <li>○ Gap analysis report on regarding the production of mercury-free medical devices and phase out of production of the mercury-containing medical devices;</li> <li>○ A demonstration plan and selection criteria on enterprises for technology transfer and investment of mercury-free devices;</li> <li>○ Articulated national replication modality, including an embedded national green finance scheme, to provide long-term incentivization and access to finance to enable enterprises to scale up the project's results for the long term, so that full sectoral phase out of mercury device production can be achieved post project and the success of</li> </ul> </li> </ul>
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the project's catalytic role proven.;

- A promotion and scale up plans after demonstration in dedicated enterprises.
- A project implementation manual to detailed describe project execution process for enterprises, timeline and list the best available resources person or organization.

**Qualifications**

**Professional Qualifications of the Successful Contractor and its key personnel**

**The minimum requirements for the company/organization/institution:**

- Minimum of 5 years of demonstrated relevant professional experience in policy analysis regarding management of enterprises medical devices in China;
- Demonstrated understanding of political, legal, and institutional context for production of medical devices in China;
- Familiar with the baseline information on enterprises that producing mercury-containing medical devices and its alternatives;
- Demonstrated professional experience in providing demonstration plan in related areas.
- Professional experience in systemic analysis, design and transformation of organizations;
- Show evidence of having successfully completed two similar assignments;
- The work team has at least one person with excellent English;
- Experience working with international agencies/organizations is an asset;

**The minimum requirements for the members of the team:**

• **Team leader**

- MSc degree in Design, Innovation, Public Administration/Policy, Political Science, Economics and other related fields;
- A minimum of 10 years of professional experience in systemic thinking, strategic design and strategic solutions development;
- Experience as a professor, a lecturer, a trainer or a facilitator in the area of systemic thinking, strategic design and/or strategic solutions development will be of advantage;
- Proven knowledge or professional experience in organizational transformation;
- Demonstrated capacity in delivering training and facilitating workshops;
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• **System Designer**

- MSc degree in Design, Innovation, Public Administration/Policy, Political Science, Economics and other related fields;
- A minimum of 3 years of professional experience in systemic design and strategic design;
- Experience as a lecturer, a trainer or a facilitator in the area of systemic thinking, strategic design and/or strategic solutions

	<p>development will be of advantage;</p> <ul style="list-style-type: none"> <li>• Proven knowledge or professional experience in organizational transformation;</li> <li>• Demonstrated capacity in delivering training and facilitating workshops;</li> </ul> <ul style="list-style-type: none"> <li>• <b>Project Coordinator</b></li> <li>• Bachelor’s degree or higher in Design, Public Administration/Policy, Political Science, Economics and other related fields;</li> <li>• At least 5 year engagement with project work in systemic approach and solution design;</li> <li>• Demonstrated capacity in supporting the systemic design team to coordinate work with different entities and communication;</li> </ul>
<p><b>Consultant 7:</b> National Healthcare Information, Policy and Technology Organization/Agency</p> <p><b>Type:</b> NC</p> <p><b>Cost per week:</b> US\$2,300</p> <p><b>Number of weeks needed:</b> 24 (120 days)</p>	<p><b>Role</b></p> <p>The National Healthcare Information, Policy and Technology Organization/Agency will provide advice on medical institutions baseline and management information, policy gap analysis and demonstration plan in application of mercury-free medical devices in China together with knowledge on green procurement to support the development of the UNDP Project Document (ProDoc). The consultant organization will have health care specialists with comprehensive understanding of application of medical devices in Chinese medical institutions.</p> <p><b>Deliverables</b></p> <p>1) <u>Preparatory Technical Studies and Reviews (Component A)</u>: Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</p> <ol style="list-style-type: none"> <li>a. Prepare inputs for the baseline/situational analysis on medical institutions information which using mercury-containing and mercury-free medical devices in China;</li> <li>b. Analysis on policy, regulatory framework, operating guidance, fiscal tools in medical devices application and investment in medical institutions;</li> <li>c. Analysis on procedure and barriers on green procurement of mercury-free medical devices in Chinese medical institutions;</li> <li>d. Develop an identification plan and selection criteria for the demonstration medical institutions for application of mercury-free medical devices;</li> <li>e. Develop an appropriate replication modality, including an embedded national green finance scheme, to provide long-term incentivization and access to finance to enable medical facilities to scale up the project’s results for the long term, so that full sectoral phase out of mercury device use through green procurement practices (or other appropriate modalities) can be achieved post project and the success of the project’s catalytic role proven;</li> <li>f. Prepare a promotion and scale up plans for medical institutions after demonstration in dedicated medical institutions.</li> <li>g. Knowledge sharing plan about application of mercury-free medical devices in medical institutions in China after demonstration.</li> <li>h. Compile a project implementation manual to detailed describe project execution process for medical institutions, timeline and list the best available resources person or organization.</li> </ol> <p>2) <u>Contributions to the Formulation of the ProDoc, CEO Endorsement Request</u></p>

	<p><u>and Mandatory and Project Specific Annexes (Component B):</u></p> <ol style="list-style-type: none"> <li>a. Provide relevant quality text sections for the ProDoc on the aspects mentioned above.</li> <li>b. Coordinated by lead technical specialist, working with other areas of the PPG team specialists, ensuring, <i>inter alia</i>:-       <ul style="list-style-type: none"> <li>➤ Overall contribution to strengthening the theory of change, project baseline, projections for impact and transformation through the project, and embedding post-project replication and long-term sustainability modalities in the design of component activities,</li> <li>➤ Flagging barriers, risks (SESP and non-SESP risks such as institutional, financial, political, climate risks etc) and solutions in this particular area of PPG consultancy,</li> <li>➤ Contribution to stakeholder identification to contribute to stakeholder and gender plan development as required</li> <li>➤ Contribution to relevant areas of indicator development and the overall M&amp;E framework, and</li> <li>➤ Any other foundational activities that are required to validate baseline and ultimately the approaches developed for the relevant component activities of the project.</li> </ul> </li> </ol> <p>3) <u>Validation Workshop (Component C):</u></p> <ol style="list-style-type: none"> <li>a. Participate in and contribute to the validation workshop, if necessary;</li> <li>b. Support necessary revisions that arise during the workshop, as appropriate.</li> </ol> <p>4) <u>Final Deliverables:</u></p> <ol style="list-style-type: none"> <li>a. Report on the analysis on current situation information about the application of mercury-containing or mercury-free medical devices in Chinese medical institutions;</li> <li>b. Gap analysis report on the application of mercury-free medical devices in Chinese medical institutions including green procurement;</li> <li>c. A demonstration plan and selection criteria on medical institutions for application of mercury-free medical devices in China;</li> <li>d. Articulation of an appropriate replication modality, including an embedded national green finance scheme, to provide long-term incentivization and access to finance to enable medical facilities to scale up the project's results for the long term, so that full sectoral phase out of mercury device use through green procurement practices (or other appropriate modalities) can be achieved post project and the success of the project's catalytic role proven;</li> <li>e. A promotion and scale up plans for medical institutions after demonstration in dedicated medical institutions;</li> <li>f. A project implementation manual to detailed describe project execution process for medical institutions, timeline and list the best available resources person or organization</li> </ol> <p><b>Qualifications</b>  <b>Professional Qualifications of the Successful Contractor and its key personnel</b></p> <p><b>The minimum requirements for the company/organization/institution:</b></p> <ul style="list-style-type: none"> <li>▪ Demonstrated understanding of political, legal, and institutional context</li> </ul>
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	<p>for healthcare management and green procurement in China;</p> <ul style="list-style-type: none"> <li>▪ Familiar with the baseline information on medical institution in China</li> <li>▪ Minimum of 6 years of demonstrated relevant professional experience in policy analysis regarding medical institutions in China;</li> <li>▪ Professional experience in systemic analysis, design and transformation of organizations;</li> <li>▪ Show evidence of having successfully completed two similar assignments;</li> <li>▪ The work team has at least one person with excellent English;</li> <li>▪ Experience working with international agencies/organizations is an asset;</li> </ul> <p><b>The minimum requirements for the members of the team:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Team leader</b></li> <li>▪ MSc degree in Design, Innovation, Public Administration/Policy, Political Science, Economics in healthcare area and other related fields;</li> <li>▪ A minimum of 10 years of professional experience in systemic thinking, strategic design and strategic solutions development;</li> <li>▪ Experience as a professor, a lecturer, a trainer or a facilitator in the area of systemic thinking, strategic design and/or strategic solutions development will be of advantage;</li> <li>▪ Proven knowledge or professional experience in organizational transformation;</li> <li>▪ Demonstrated capacity in delivering training and facilitating workshops;</li> </ul> <ul style="list-style-type: none"> <li>▪ <b>System Designer</b></li> <li>▪ MSc degree in Design, Innovation, Public Administration/Policy, Political Science, Economics in healthcare area and other related fields;</li> <li>▪ A minimum of 3 years of professional experience in systemic design and strategic design;</li> <li>▪ Experience as a lecturer, a trainer or a facilitator in the area of systemic thinking, strategic design and/or strategic solutions development will be of advantage;</li> <li>▪ Proven knowledge or professional experience in organizational transformation;</li> <li>▪ Demonstrated capacity in delivering training and facilitating workshops;</li> </ul> <ul style="list-style-type: none"> <li>▪ <b>Project Coordinator</b></li> <li>▪ Bachelor's degree or higher in Design, Public Administration/Policy, Political Science, Economics in healthcare area and other related fields;</li> <li>▪ At least 5 year engagement with project work in systemic approach and solution design;</li> <li>▪ Demonstrated capacity in supporting the systemic design team to coordinate work with different entities and communication;</li> </ul>
<p><b>Consultant 8:</b> National Gender and Stakeholder Specialist</p> <p><b>Type:</b> NC</p> <p><b>Cost per person-week:</b> US\$700</p>	<p><b>Role</b></p> <p>The National Gender and Stakeholder Specialist will work with the PPG team to ensure that stakeholder consultations are gender responsive, to integrate the gender analysis results into the Prodoc and to use the results to identify opportunities and gaps to help better understand and address gender concerns within the project context. The Specialist may assist with other capacity building and other aspects of project preparation to ensure gender considerations are mainstreamed into the development of the project.</p> <p><b>Deliverables</b></p>

<p>Number of person-weeks needed: 11 (55 days)</p>	<ol style="list-style-type: none"> <li>1) <u>Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</u> <ol style="list-style-type: none"> <li>a. Working closely with the Lead national consultant and collaborating with the other PPG Team specialist areas, act as lead advisor and executor of the gender and <b>stakeholder analysis and consultations</b> and ensure that they are complete and comprehensive;</li> <li>b. Carry out a participatory gender analysis to fully consider the different needs, roles, benefits, impacts, risks and access to/control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) given a project's context, and appropriate measures taken to address and these and promote gender equality; collect gender responsive baseline data relevant to project planning and monitoring; identify the share of female and male direct beneficiaries.</li> <li>c. Prepare the gender analysis and action plan and work closely with the GEF PPG Team Leader to ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework;</li> <li>d. Advise on gender responsive stakeholder analysis and consultations and ensure that they are complete and comprehensive;</li> <li>e. Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader.</li> </ol> </li>   <li>2) <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u> <ol style="list-style-type: none"> <li>a. Prepare the Gender Mainstreaming Plan, with appropriate budget and identification of appropriate project interventions to ensure gender mainstreaming including at project demonstration sites;</li> <li>b. Using the findings from the gender analysis, provide inputs to the project's results framework and theory of change; ensure gender considerations are integrated into the project's theory of change;</li> <li>c. Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive;</li> <li>d. Prepare the Gender Action Plan and Budget;</li> <li>e. Support the agreements on project management arrangements and ensure that gender and safeguards are adequately incorporated into these arrangements.</li> <li>f. Coordinated by lead technical specialist, working with other areas of the PPG team specialists, ensuring, inter alia:- <ul style="list-style-type: none"> <li>➤ overall contribution to strengthening the theory of change, project baseline, projections for impact and transformation through the project, and embedding post-project replication and long-term sustainability modalities in the design of component activities,</li> <li>➤ Flagging barriers, risks (SESP (e.g. gender-related and livelihood risks) and associated non-SESP risks such as institutional, financial, political, climate risks etc.) and solutions in this particular area of PPG consultancy,</li> <li>➤ Contribution to relevant areas of indicator development and the overall M&amp;E framework, and</li> <li>➤ Any other foundational activities that are required to validate baseline and ultimately the approaches developed for the relevant component activities of the project.</li> </ul> </li> </ol> </li> </ol>
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	<p>3) <u>Validation Workshop (Component C):</u></p> <ol style="list-style-type: none"> <li>a. Contribute to the validation workshop; and</li> <li>b. Support all necessary revisions that arise during the workshop, as appropriate.</li> </ol> <p>4) <u>Final Deliverables:</u></p> <ol style="list-style-type: none"> <li>a. Gender Analysis and Gender Mainstreaming Plan</li> <li>b. A Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities and any Indigenous Peoples or Ethnic Minorities present within the demonstration landscape;</li> <li>c. Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader.</li> </ol> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>▪ Master’s degree or higher in a relevant field, such as gender studies, gender and development, women and environment, women and sustainable development or related field;</li> <li>▪ Minimum 5 years of demonstrable experience in the technical area of gender mainstreaming and community development;</li> <li>▪ Experience carrying out participatory gender analysis; experience collecting and formulating gender responsive indicators and sex-disaggregated data and preparing gender responsive project analysis; developing gender action plans;</li> <li>▪ Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations;</li> <li>▪ Experience with project development and results-based management methodologies is highly desired;</li> <li>▪ Excellent analytical, writing, advocacy, presentation, and communications skills are required; and</li> <li>▪ Excellent written and oral communication skills in English and fluency in Chinese.</li> </ul>
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