

TERMS OF REFERENCE

MEASURES TO MITIGATE ENVIRONMENTAL IMPACT AND RISKS

PLAN INTERNATIONAL ENVIRONMENTAL ASSESSMENT GUIDANCE

ABOUT PLAN INTERNATIONAL

Plan International is an independent development and humanitarian organisation that advances children's rights and equality for girls in developing countries and around the world. We connect committed people with powerful ideas in order to find solutions and trigger change that makes a real difference for children, especially girls. For over 80 years, Plan International has supported girls and boys and their communities around the world to claim their rights, free themselves of poverty and live positive, fulfilling lives. Plan International has no religious or political affiliations.

BACKGROUND

Since 2019 Plan International has been developing a tool for identifying and assessing the environmental impact of project operations and activities and external environmental risks in our development and humanitarian programmes. The first edition of the **Plan International Environmental Assessment (PIE) tool**, finalised in 2022, is now used widely across the organisation to conduct project-level environmental screening (Annex 1). The tool is flexible and can be used at the different stages of project implementation from the scoping of the initial project ideas to the closure of the project. Plan International has also established a TWG consisting of staff from different parts of the world to support the application and revision of the tool based on the experience gathered from the users of the tool.

The PIEA tool provides a framework for internal environmental screening and is used to identify environmental impact and risks at the project level. While the tool is already being tested across the organisation, in its current form is still limited in providing guidance to address the impact and risks identified. Several sources of guidance to propose mitigation measures are already available from peer organisations, partners, and donors, however, these have not been adapted to the needs of the organisation and might be too technical or cumbersome to use by the audience with a limited experience in environmental screening and assessments.

Development of a **description of potential mitigation measures that directly link to the core thematic areas of the organisation (Annex 2)**, including the sectors of the Plan International's humanitarian response, would enhance the independent use of the tool and help the initial project design phase to take into consideration the potential costs of the measures to improve environmental sustainability in the long term. The aim is that PIEA will ensure safeguards/do no harm as well as help Plan International to increase its impact on strengthening community resilience and reducing vulnerabilities to environmental impact and risks.

OBJECTIVES AND SCOPE OF THE ASSIGNMENT

We seek consulting services to develop guidance on proposed mitigation measures relevant to Plan International's typical activities. The mitigation measures are presented as options in a dropdown menu

under agreed sectors and include guidance on resources required to implement them, as well as possible indicators for monitoring during the implementation of the project.

Consultant is expected to develop guidance in a user-friendly format contributing to the existing PIEA guidance.

We expect the assignment to be conducted between May and June 2023.

PROPOSED METHODOLOGY

We expect an interactive approach to the conduct of the assignment where the consultant will work in close collaboration with the PIEA technical working group. The proposed measures should be practical to be useful for an audience with a limited technical background in environmental sustainability and climate change.

The consultant is expected to review the existing guidance both from Plan International (PIEA) and external sources (e.g. DG ECHO [Minimum Environmental Requirements and Recommendations \(MERR\)](#), CSR [Environmental Stewardship Tool](#), Sphere Thematic Sheet #1: [Reducing environmental impact in humanitarian response](#)) as well as propose how mitigation measures link to the key thematic areas (AoGDs) of Plan International and key humanitarian sectors that organisation currently supports.

KEY DELIVERABLES

The final deliverables in line with the **Objective and Scope of the Assignment** include:

1. Inception report including a timeline of the assignment and proposed template for presentation of mitigation measures,
2. Description of proposed mitigation measures in the agreed template, including resources needed and/or indicators for monitoring these (as applicable), and
3. Improvements of the PIEA tool and guidance note focused on the proposed mitigation measures.

USERS GROUPS

The primary users of the information and deliverables generated in the process are programme staff involved in facilitating the implementation of the PIEA tool in Plan International and partner organizations.

ETHICS AND SAFEGUARDING

Plan International is a children's rights organisation that focuses on the well-being of children. We require all those involved in our work to commit to our child protection guidelines and to treat children and young people in a way that respects their rights and dignity and pays equal attention to their best interests.

TIMELINE

This assignment is approximately 15-20 working days between April-June. Final timelines will be agreed upon between the consultant and Plan International Finland at the start of the consultancy. The assignment is home-based. No travel is expected during the consultancy.

BUDGET

All applicants should submit an all-inclusive budget as part of their application. The payment will be made upon approval of deliverables by Plan International Finland in two instalments, the first instalment

(25%) after approval of the inception report and the final instalment (75%) after approval of all deliverables at the end of the assignment.

EXPECTED QUALIFICATIONS

We are looking for an individual consultant(s) or a company with experience in identifying and addressing the environmental impact and risk associated with the programme and operations of an organisation working in international development cooperation.

We look for a consultant with specific qualifications, including:

- At least three years of experience in advising the conduct of project-based environmental screenings/assessments.
- Excellent data management skills and high competence in the use of Microsoft Excel for data management, including its more advanced functions.
- Experience in working for Plan International or similar organisations promoting gender equality and girls' rights.
- A demonstrated experience editing or producing high-quality, concise, and user-friendly training materials and guidance manuals on environmental sustainability standards and monitoring of environmental impact at the project level.
- Native level in written English.

CONTACT

For more information on the assignment, contact Climate Resilience Specialist Katja Pellini: katja.pellini@plan-international.org.

APPLICATIONS

Interested applicants should provide an hourly rate, an estimate of the hours required to complete the assignment, consultant CV(s), and availability during the requested timeframe and milestones.

Please send your proposal by email to katja.pellini@plan-international.org by the **21st of April 2023**.

ANNEXES

1. Plan International Environmental Assessment (PIEA) tool (summary)
2. Plan International Areas of Global Distinctiveness

TOOL - ENVIRONMENTAL ASSESSMENT OF DEVELOPMENT AND HUMANITARIAN INITIATIVES

Environmental degradation, climate change and poverty are tightly linked - often referred to as the *triple emergency, crisis or challenge*.¹ Children, girls and women are among the groups most vulnerable to those threats, and often highly reliant on ecosystem services for their well-being. Development and humanitarian initiatives can result in additional harm to the environment if appropriate environmental safeguards are not put in place.

The environmental assessment tool is a project-level assessment/screening tool designed to identify (1) current underlying contextual environmental risks (ER), including climate risks; (2) identify potential environmental impacts (EI) associated with project activities; (3) help planning for mitigation measures; and (4) identify potential beneficial outcomes of the initiative.

The tool has seven iterative steps and will suggest which steps to take depending on your project. Each step has its own sheet in excel and a page in the guidance note. Information will also be automatically transferred from earlier steps to later ones in the excel tool.

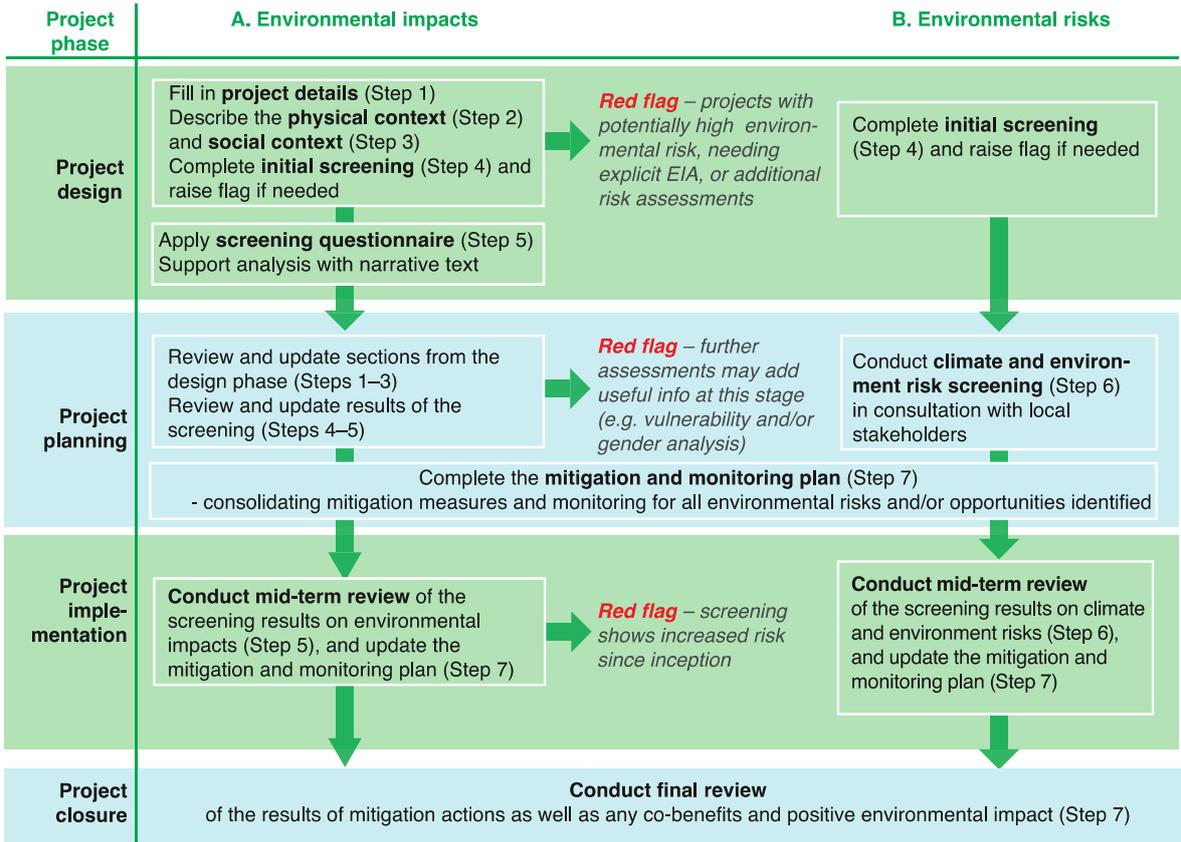


Figure 1 PIEA Tool is used in different stages of project implementation to support screening and addressing environmental impact and risks

¹ https://www.bond.org.uk/sites/default/files/resource-documents/bond_addressing_the_triple_emergency.pdf

Annex 2 Plan International Areas of Global Distinctiveness

	<p>INCLUSIVE QUALITY EDUCATION</p> <p>Teaching and Learning Out of school children School Governance School Environments Curriculum and learning materials</p>
	<p>SKILLS & OPPORTUNITIES FOR YOUTH EMPLOYMENT AND ENTREPRENEURSHIP</p> <p>Vocational- and Entrepreneurship-skills & Community Support Youth Employment Youth Entrepreneurship Privat sector decent work</p>
	<p>EARLY CHILDHOOD DEVELOPMENT</p> <p>Gender sensitive, responsive parenting Maternal, new-born and child health Sanitation and hygiene Early learning</p>
	<p>PROTECTION FROM VIOLENCE</p> <p>Family and community protective environment Prevention and response services to children who have experienced violence Protection system, policies, and legal frameworks Addressing specific protection risks</p>
	<p>CHILDREN, ADOLESCENTS AND YOUTH AS ACTIVE DRIVERS OF CHANGE</p> <p>Preparing young people to be active drivers of change Young people take collective action Government/duty bearers realising young people’s participation Media for young drivers of change</p>
	<p>SEXUAL, REPRODUCTIVE HEALTH & RIGHTS</p> <p>Positive sexuality education and dialogue Quality adolescent and gender responsive SRHR and GIV services Childe early and forced marriage (CEFM) and FGM/C Support for girls, adolescents, and young women most at risk HIV and AIDS</p>