

Terms of Reference (ToR) call for two PCB experts in Armenia

Post/Position title: PCB expert x 2
Project title: validated PCB inventory pilot in Armenia 1674
Project timeline: June 2024 and mid-February 2025
Period of assignment: August 2024 - mid-February 2025
Counterpart: SCRC Czech Republic at RECETOX, Masaryk University

Background

The Stockholm Convention requires each Party to take action towards the elimination of the use of PCB in equipment (e.g. transformers, capacitors or other receptacles containing liquid stocks) by 2025, subject to review by the Conference of the Parties. Equipment containing PCB greater than 0.005% (50 mg/kg) and volumes greater than 0.05 L need to be identified and removed from use. It also further requires each Party to make determined efforts designed to lead to environmentally sound waste management of liquids containing PCB and equipment contaminated with PCB having a PCB content above 0.005% (50 mg/kg), in accordance with paragraph 1 of Article 6, as soon as possible but no later than 2028, subject to review by the Conference of the Parties (COP).

The project entitled "Global clean-up initiative in view of meeting the 2025 and 2028 targets on PCB elimination under the Stockholm Convention" is being implemented by BRS/UNEP in collaboration with several regional centres and the SCRC Czech Republic hosted by RECETOX is the one working with pilot countries in the Eastern European region pilot countries Armenia and Moldova. Component 2 of the project focuses on the updating and validation of PCB inventories and PCB waste stockpiles and on the development of strategies for long-term solutions for financing PCB elimination and options for scaling up available funds but also range of activities in view of meeting the 2025 and 2028 targets on PCB elimination under the Stockholm Convention.

The SCRC Czech Republic hosted at RECETOX, Masaryk University, Brno, Czech Republic acting as the regional executing agency seeks in this call **two qualified and experienced experts** to gather, review and analyze existing and new information on PCB management available for Armenia, contributing to the improvements of the current PCB inventory for the Republic of Armenia and sharing lessons learned with the broader Eastern European region in a timely and structured manner.

Description of expert duties and responsibilities:

The services to be provided by the experts are the following:

- Provide information on progress and national capacities for PCB elimination in Armenia based on existing projects and ongoing activities
- Review existing information on national PCB inventories and disposal (national) capacities and past activities and collect and compile new information on progress of PCB elimination and disposal in Armenia
- Stakeholder map of holders of PCB equipment (indication of sectors including percentage of share - energy, transport (i.e. railways in particular), mining as well as health - hospitals, and other relevant sectors)
- Participate in a 1-day project inception workshop to engage relevant national authorities and all relevant stakeholders to gather inputs into the action plan and data for inventory and prepare minutes of the meeting (technical components)
- Prepare a meeting report from the inception workshop (English/Armenian)
- Prepare a draft updated national PCB inventory (comprising results of the desk study, interviews, field visits, inspections, sampling and analysis) to be validated with key stakeholders;

- Develop PCB phase out plan/roadmap for Armenia (beyond 2025 but before 2028) - on follow up activities on PCB elimination - on the basis of the updated PCB inventory
- Develop a report on Options and opportunities for scaling up funding for PCB elimination in Armenia
- Participate in the 1-day final workshop to present findings, lessons learned and updated PCB inventory for validation as well as a roadmap for follow up activities on PCB elimination (roadmap including treatment and disposal options
- Prepare a meeting report from the final workshop (English/Armenian)
- Participate in the regional task-force in the Eastern European region and in the national consultative working group in Armenia and present outcomes and lessons learned from the project in the regional webinar(s)
- provide comments to updated/revised guidance documents on PCB environmentally sound management and elimination and draft global reports summarizing PCB inventories developed by the Small intercessional working group on PCB (SIWG)

Expected results/outputs to be achieved by Armenian experts:

Outputs	Deliverable Due Date	Comment
Report on existing information on national PCB inventories and disposal capacities and past and ongoing activities and develop an action plan for field visits, inspections, sampling and analyses of PCB in electrical equipment and waste in major sectors second semester 2024 in Armenia;	August 2024	
Map of stakeholders and sectors with PCB equipment	August 2024	Not a geographical representation but estimated distribution/share of the PCB holders per relevant sector. Not only energy sector/ providers but also other sectors
Presentations for the workshop, 1 day, 30 persons, in Yerevan,	September 2024	with translation En-Armenian
Technical report of the national inception workshop	September 2024	
Presentations for the workshop - national (final) workshop, 1 day, 30 persons, in Yerevan, to validate updated PCB inventory and discuss phase-out plan	January 2025	with translation En-Armenian
Validated PCB inventories for Republic of Armenia	January 2025	
Phase-out plan/roadmap including treatment and disposal options	January 2025	
Report on Options and opportunities for scaling up funding for PCB elimination	15 February 2025	

Qualifications and experience

The applying experts should ideally fulfill all points below:

- Advanced university degree in particular in natural sciences, environmental sciences, engineering, chemicals management. For specific but limited amount of outputs possibly also a degree in law.

- Minimum of 6-10 years of professional experience in the field of chemicals management and POPs, in particular PCB, in Armenia.
- Knowledge of the PCB relevant Armenian legislation and legal arrangements in the area of the environment and chemicals management relevant to the assignment i.e. and knowledge of POPs issues and of the Stockholm Convention on POPs and Basel Convention .
- Experience with state administration, implementation of environmental programmes and projects, including the writing of environmental management plans is an asset.
- Fluency/ very good command in written and spoken English is required.
- Fluency/very good command of Armenian at least equivalent to B2 (advanced) level is required. Knowledge of other locally used languages is an asset.
- Good interpersonal, communication and management skills.
- Computer skills - text editing, data management, presentations and online meetings.

Reporting requirements

The expert works under the supervision of SCRC Czech Republic (RECETOX) and regularly reports to its director on the progress in preparing his/her assigned deliverables. Progress reports (or meetings reporting on the progress/consultation) take place online once per month during the assignment.

Financial allocations

Maximum financial allocation is 15500 USD for senior national expert and 13500 USD for national expert. The budgeted fee will be paid to the expert in installments related to national meetings and consultations, however, the funds will be released after the deliverable is completed, submitted to RECETOX and endorsed by RECETOX on the basis of consultations with UNEP. The endorsement is issued in writing.

Period of assignment

Maximum 5 months

Assignment period falls between August 2024 and mid-February 2025 and the amount of days depends on the range of work assigned to each individual expert that is successful applicant in the call for experts.

Each successful expert will receive a contract with all the necessary details including the dates of submission of "their" deliverables, in line with the table of deliverables.

Place of work/duty station: Armenia

Expected start: August 2024

Application

To apply for this post/position please send **an e-mail** in English comprising the following documents in pdf format (all documents need to be in English and clearly labelled by Expert name):

- **a signed cover letter** describing the applicant's expertise related to PCB management and inventory, fields of interest under this assignment including relevant deliverables from the list above. The letter should also confirm availability to start the expert work on the assignment
- **Curriculum Vitae (CV) of the applicant**, ideally in Europass format. The CV should also contain sources confirming the applicants expertise (i.e. list of publications, teaching records or work/study references complemented by their email and telephone contact information and/or other relevant information)

and stating in the **subject line: PCB inventory validation pilot in Armenia**

to katerina.sebkova@recetox.muni.cz and lukas.pokorny@recetox.muni.cz on or before the deadline.

For any questions concerning the position, please contact katerina.sebkova@recetox.muni.cz by e-mail.

Deadline for application: Tuesday 27 August 2024 at 17:00 CET (Brno/Geneva time) (deadline for reception of the email with all required documentation).

All candidates will be informed on the outcome of their application by e-mail within 10 days after the application deadline has expired. Application documents shall remain the property of the SCRC Czech Republic at RECETOX. Shortlisted candidates may be contacted to participate in an (online) interview with the representatives of SCRC Czech Republic. The successful candidate will be notified in writing of the award of the contract.