

Terms of Reference for IP Agreement (Annex 1)

Project Number: UB 4200665
Title: TO SUPPORT THE GOVERNMENT AND CIVIL SOCIETY TO ADDRESS ENVIRONMENTAL ISSUES
Programme: ECONOMIC AND ENVIRONMENTAL
Start of assignment: 10 MARCH 2015
End of assignment: 10 DECEMBER 2015
Brief description: TO STRENGTHEN CAPACITIES OF AUTHORITIES AND CIVIL SOCIETY ORGANIZATIONS TO ADDRESS THE CHALLENGES OF COMPLYING WITH THE AARHUS CONVENTION

Background: The overall goal of the project is to empower civil society in Armenia to support the Government implement the UNECE Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters (Aarhus Convention). The scope of the project is limited to the Aarhus Convention.

The project aims to achieve this goal by supporting a network of 15 “Aarhus Centres”, which provide public space to promotes access to environmental information, participation in decision-making and also contribute to the creation of a climate of transparency concerning environmental affairs. The project will also facilitate dialogue and strengthen co-operation among the stakeholders on the regional and national levels, to stimulate discussion and partnership, maintain the Aarhus Centres website as well as to strengthen partnership between Government and non-governmental organisations vis-à-vis environmental policy making and its implementation.

Project Tasks:

Activity 1.1: Aarhus Centres in Armenia will continue to raise awareness and respond to environmental challenges and threats by providing the public with wider access to environmental information. Aarhus Centres will advocate for increased civil society involvement in environmental management and decision-making processes, offer platform for effective co-operation between government agencies and civil society organizations. Detailed description will be provided in the ToR and the Annex I (budget)

Sub-activity 1.1.1 Aarhus centres will collect and disseminate environmental and health risks related information coming from contaminated water and air in urban environments, near mining sites and other environmental hotspots; to enhance the effectiveness of public participation, the development of an open administrative culture which supports public participation and transparency in environmental matters, values them as positive contributions to democratic, effective and good governance.

Sub-activity 1.1.2 Aarhus Centres will organize trainings and awareness-raising activities for environmental decision-makers, NGOs, professionals and other stakeholders, raise awareness on the National and International legislation, continue to promote implementation of Aarhus and Espoo Conventions.

Sub-activity 1.1.3 Aarhus Centres will facilitate access to available environmental information through various tools (www.aarhus.am web-site, newsletters, information boards, etc), communicate more actively with local and national media.

Sub-activity 1.1.4 Aarhus Centres will promote environmental education and responsible behaviour among the public as regards the environment, including the exercise of the rights guaranteed by the Convention.

Expected Outputs/Deliverables and Deadlines:

- Round-table discussions/training/seminars in Aarhus centres – 10 March 2015 to 10 December, 2015
-
- Collection and dissemination of information on environmental and health issues, inquiries - 10 March 2015 to 30 November 2015.
- The aarhus website maintenance www.aarhus.am, cooperation with social nets and media 10 March 2015 to 10 December, 2015
- Narrative Reports - July 10; October 10, December 17, 2015

Necessary Qualifications:

The “Blejan Ecological, Social and Business support” NGO was selected based on the open competition. The NGO was established in 2006 and has big experience to work and manage projects in the field of environment. The Staff involved in the implementation selected on competitive basis and meets professional requirements.

Proposed IP staff:

Ms. Liana Asoyan Project Manager responsible for daily management of the project implementation, activities and actions towards the results

- To manage the proper and correct implementation of the project modalities.
- Responsible for contracting the Aarhus Centre and the aarhus web staff www.aarhus.am.
- Prioritization of tasks and obligations of the Aarhus Centre and the Web Team.
- Responsible of quarterly coordination meetings;
- Responsible for quarterly training for the Aarhus Centres staff;
- Responsible for daily operations of the Centres: internet, transportations etc.
- Coordinate and assist on information exchange between the centres and assisting on the networking.
- Supervision over the programmatic operations of the Aarhus Centres and the website;
- Acceptance of the monthly reports on the activities performed by the Centres.
- Coordinate operation of the www.aarhus.am website.
- Preparation and submission of financial Reports on the project.

- Preparation and submission of the Narrative reports on the project.
- **Mr. Gevorg Pertosyan**-to assist the Project Manager on the activities implemented by the Manager.

The Aarhus Centers Coordinators tasks (the list of CVs attached):

- Development of the Annual Working Plan in line with the objectives of the Project;
- Organization of training seminars, awareness raising events for responsible parties, NGOs, the media, educational institutions and other interested parties in making important decisions regarding the environment;
- Organization of events for LSG and regional government officials on the Aarhus Convention and their liabilities in accordance with the national legislation.
- based on the sustainable production and consumption models, PRTR data, supporting or implementing training and public awareness raising activities for citizens and representatives of enterprises,
- Contribution to the implementation of the Aarhus and Espoo Conventions.
- Suggesting effective means and mechanisms for cooperation among government agencies and civil society organizations
- Promotion to environmental education and assistance on the rights guaranteed by the Convention,
- Providing platforms for ensuring public participation in public hearings, workshops, negotiations and intermediation.
- Support in public consultation organization process.
- Contribution in involvement more active citizens in the environment protection process, supporting their participation in the decision-making process, organization of events covering environmental issues, particularly issues relating to the Aarhus Convention,
- Supporting and promoting cooperation between CSOs and formation of partnership relations at local and national levels.
- Collaboration with the private sector, supporting in the areas associated with the implementation of the above mentioned Conventions.
- Supporting the EIA process by dissemination of information, creating conditions for ensuring public participation if necessary.
- Cooperation with other initiatives or programs dealing with the environmental protection and sustainable development issues at local and national levels
- Collection of information associated with the environmental and health risks emerging by the contaminated water and air in urban environments, near mining sites and other environmental hot spots
- clarification of the collected information, offering and distribution in a language understandable to the public, video broadcasting and distribution of expert commentaries refer to the environmental and health risks, human ecological rights

through the Aarhus TV broadcasting of complete video recordings of public hearings, debates through the Aarhus TV, whenever possible

Ms. Mari Chakryan

- Collect information for updating the relevant sections of the website: "Aarhus Centers Related Documents", "International Conventions", "Documents relating to the Aarhus Convention", "Aarhus Centers Library", "Links", "Organizations", "Publications" and so on, and transfer those to the editor of the website:
- Editing, translating materials to be posted on the website.
- Active and passive dissemination of information regarding the Aarhus Centers activities, on the process of implementation of the Aarhus and Espoo Conventions, Aarhus Convention Compliance Committee decisions to the mass media and other interested organizations.
- Formation of cooperation and partnership in order to support environmental protection, promote sustainable development and good governance with local, national and regional initiatives and programs.

Ms. Silva Aivazyan

- Responsible for the web operation and assisting the PR manager of information collection, dissemination, social net`s partnership.

Mr. Never Poghosyan

- Responsible for the development of the Action Plan on Natural Reduction Risk Management on local level to be implemented by Aarhus Centers in partnership with the Self-Governmental Bodies as follow up of the UNDP/ENVSEC training on Disasters Risk Reduction Training
- Responsible for conducting three seminars on the developed Action Plan and monitor its implementation.

Justification of selecting the IP

- The NGO is selected based on the open competition. The Selection Report is attached.