



Government of St. Kitts and Nevis

Ministry of Environment and
Cooperatives

Department of Environment

CONSULTING SERVICES

COUNTRY: Saint Kitts and Nevis

NAME OF PROJECT: Enabling Activities for HFC phase-down in St. Kitts and Nevis

ASSIGNMENT TITLE: To Undertake the Ratification of the Kigali Amendment Component of the Enabling Activities for HFC phase-down in St. Kitts and Nevis.

PERIOD OF ASSIGNMENT/SERVICES: 6 MONTHS

1. BACKGROUND

The Montreal Protocol on Substances that Deplete the Ozone Layer is a well-established Multilateral Environmental Agreement (MEA). The Protocol has successfully prevented massive damage to human health and the environment from excessive UV rays from the sun by phasing out the production and consumption of substances that deplete the ozone layer. As a signatory to the Montreal Protocol, St. Kitts and Nevis is required to ratify the Kigali Amendment. The Kigali Amendment is an international agreement to gradually reduce the consumption and production of hydrofluorocarbons (HFCs) and entered into force on 1st January, 2019. Parties who ratify the Kigali Amendment, will be able to access technical, and financial support through the Multilateral Fund to facilitate strengthen of the legislative and policy framework, training of the National Ozone Unit (NOU), Customs and Enforcement Officers and Refrigeration and

Air Condition (RAC) technicians. The Ministry of Environment and Cooperatives will be the Executing Agency for this project.

2. OBJECTIVES OF THE CONSULTANCY

The objectives of this consultancy are to;

- i. Conduct a desk study of the present Ozone legislation and address the gaps found
- ii. Prepare necessary instruments in support of the ratification in an effort to assist St. Kitts and Nevis in meeting its obligation under the Montreal Protocol.
- iii. Strengthen the existing regulatory framework to include HFC and HFC alternatives.
- iv. Conduct stakeholder consultations in effort to create a broader understanding of the requirements under the Kigali Amendment.
- v. Conduct training within the Refrigeration and Air-conditioning (RAC) sector and the Refrigeration Servicing Sector (RSS).

This consultancy corresponds to Component 1 of the Enabling Activities for HFC phase-down project in St. Kitts and Nevis.

3. SCOPE OF SERVICES

The International/National Firm or Group will work under the guidance of the National Ozone Unit (NOU). The International firm shall work along with a national expert or team of St. Kitts and Nevis.

The International/National Firm or Group shall be responsible for:

- a. Conducting a review of the present legal framework and submit a report addressing the gaps which need to be amended to fulfil obligations under the Kigali amendment. The report shall include the following:
 - i. A work plan to be submitted within one week of contract signing including schedules for consultations.
 - ii. Timeline for submission of deliverables.
- b. Preparing a draft amendment bill of the Montreal Protocol legislation, including and update the St. Christopher (St. Kitts) and Nevis Country Handbook on ODS Regulations.
- c. Undertaking at least two (2) stakeholder consultations to discuss draft amendment and update of St. Christopher (St. Kitts) and Nevis Country Handbook on ODS Regulations.

- d. Undertaking a sensitization workshop on proposed legislation with key stakeholders;
- e. Developing Cabinet submission for ratification of the Kigali Amendment;
- f. Providing suggestions/ recommendations on the establishment of an Ozone policy for HFC management;
- g. Submitting one hard copy and one electronic copy of the final draft of the amended bill and the updated regulations to the NOU;

4. VENUE, OFFICE AND OTHER SUPPORT

The NOU will provide administrative support to the consultant including the organization of the sensitization workshop and coordinate relevant meetings and consultations.

5. REPORTING

The International/National Firm or Group shall report to the National Ozone Unit (NOU) and may secondly, report to the Director of Environment. **Note:** The data compiled by the Consultant shall become the property of the Government of St. Kitts and Nevis.

6. DELIVERABLES

The International/National Firm or Group will be mainly responsible for the following deliverables:

- a. A work plan, complete with timeline of deliverables, at the start of the consultancy;
- b. At least one consultation with the NOU.
- c. An amendment of the Ozone legislation including updated ODS Regulations.
- d. At least two consultations for national stakeholders.
- e. A Cabinet submission for the ratification of the Kigali Amendment.
- f. A periodic report/update after each deliverable is met.
- g. Recommendations on the establishment of an Ozone policy for HFC management;
- h. An electronic copy and a hard copy of the amendment bill and the updates ODS Regulations.

7. QUALIFICATION AND EXPERIENCE

The consultant must:

- Demonstrate exceptional analytical and quantitative skills, alongside strong synthesis and strategic thinking skills.
- Have a Post Graduate degree in Law, Legal Studies, or any other relevant qualification in related fields, with at least five years' experience in the related fields. Applicants with an Undergraduate degree with at least five years' experience and at least three years' experience working in the Montreal Protocol or any other related MEA will be considered.
- Demonstrate prior experience (at least five (5) years) in legislative drafting.
- Prior related work experience in the region would pose as an advantage.
- Must have excellent written and oral English language skills;
- Demonstrate ability to work with a wide variety of people from government, non-governmental organizations;

8. LANGUAGE

All deliverables shall be written in English language.

9. REMUNERATION

The International/Regional/National or Group is required to submit a proposal, following which negotiations will be held with the successful applicant. In the assessment of submissions, consideration will be given to technical competence, qualifications and experience, regional experience on similar assignments, proposed cost and existing commitments.

10. SUBMISSION

Submissions must be made to the following address or by email by 16:00 local time on Thursday 23rd September, 2021:

Ms. June Hughes
Department of Environment
Ministry of Environment and Cooperatives
3rd Floor Ursula Amory Building

Corner of Central and New Street

Basseterre

St. Kitts

Tel: 1-869-466-8535

Email: june.hughes@gov.kn

Cc: vicia.woods@gov.kn.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or emails indicated above.