UNITED NATIONS DEVELOPMENT PROGRAMME

**TERMS OF REFERENCE**

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| **I. POSITION INFORMATION** | |
| **Position Name:**  **Project Name:**  **Duration:**  **Timeframe:** | International Consultant for End of Project Evaluation on UNDP-funded Projects   1. Improved Seed Production for Sustainable Agriculture 2. Reduction of Post-Harvest Losses for Food Security   Consultancy work covers period of three weeks in total, including two-week mission to Pyongyang (12 working days) and 4 project sites, and 6 working days of desk work (1 day to prepare for the mission).  Mission to DPRK shall start in the week of 24th March 2014. |
| II. BACKGROUND INFORMATION/OBJECTIVES | |
| The Democratic People’s Republic of Korea (DPRK) has had mixed experience in its quest to achieve food security. One of the factors constraining the country’s efforts has been poor quality seeds. The seed multiplication sub-sector is struggling with weak research infrastructure and extension programme, low level of awareness among farmers, low level of technology adoption and poor technology applications. All these factors have affected efforts to increase agricultural productivity and rural livelihoods in a sustainable manner. To address this, the Seed project has been supporting interventions at 3 seed farms and 1 Seed Inspection Centre as demonstration to support quality seed multiplication (improved quality and variety), capacity enhancement at the farm level, providing appropriate technology and seed management skills and policy reviews and, reforms with a bid to increase productivity and food availability in an ecologically sustainable manner for sustainable rural livelihoods.  The Democratic People’s Republic of Korea’s effort towards food security has been constrained by several factors notably the high level of losses in farm produce after harvest. The high rate of post-harvest losses has been identified to have serious dampening effect on the country’s efforts for increased agricultural productivity and food security. The Post-Harvest project has been supporting inventions to enhance capability in post-harvest handling of grains through introducing, testing, and optimizing improved, new and appropriate post-harvest technologies, and raising skills development in the management, maintenance and repair of equipment at the county and farm levels. Six cooperative farms have been supported by the project as demonstration farms to raise the awareness of famers on strategic actions and strengthen capacities in loss assessment and use of technologies to reduce post-harvest losses  Both the above projects were initially approved and signed in November 2006, but the implementation could not be started due to suspension of all UNDP programmes in DPR Korea in March 2007. In line with Executive Board directives both the projects were reformulated and finally re-approved in April 2011.  The mission will be composed of an independent international consultant. The evaluation of the projects is intended to do a stocktaking of the projects in close consultation with all the concerned stakeholders within 2013 and based on that provide recommendations to the Government of the DPR Korea, the resource partner – UNDP, and the executing partner – FAO on the progress achieved and effectiveness of stated outputs.  Analysis and recommendations are to be provided through appropriate high-quality reports on technical and managerial aspects of project implementation. | |
| **III. FUNCTIONS** | |
| The Evaluation will assess the performance of the Projects, against the internationally accepted evaluation criteria, namely:   1. Relevance 2. Efficiency 3. Management 4. Effectiveness 5. Impact 6. Sustainability, including environmental sustainability   The mission will assess:   * 1. The relevance of the project to development priorities and needs.   2. The clarity and realism of the project's development and immediate objectives, including prospects for sustainability.   3. The validities of assumptions and frameworks informing the project.   4. The quality, clarity and adequacy of project design including:      + - the clarity and logical consistency between, inputs, activities, outputs and progress towards achievement of objectives (quality, quantity and time-frame);        - the cost-effectiveness of the project design.   5. The efficiency and adequacy of project implementation including: availability of funds as compared with budget; the quality and timeliness of input delivery by both FAO and the Government of the DPRK; managerial and work efficiency; implementation difficulties; adequacy of monitoring and reporting; the reliability of data, sources and means of verification; the extent of national support and commitment and the quality and quantity of administrative and technical support by FAO.   6. Efficiency and accountability in overall management of the project including; * procurement of equipment and other deliverables; processes and quality assurance of goods received * qualitative and quantitative assessment and evaluation on construction of infra-structures and buildings at the project sites * efficiency and transparency in overall financial management for project activities * adequacy of reports submitted by FAO to UNDP.   1. Effectiveness of project results, including a full and systematic assessment of outputs produced to date (quantity and quality as compared with work-plan and objectives). The mission will especially review the status and quality of work on:      + - Improved seed production for sustainable agriculture;        - Reduction of post-harvest losses for food security;        - Capacity building.   2. The prospects for sustaining the projects’ results by the beneficiaries and the host institutions after the termination of the project   3. The cost-effectiveness of project activities.   Based on the above analysis the mission will draw specific conclusions and make proposals for any further necessary action by the Government of the DPRK, UNDP and FAO to ensure sustainable development, including any need for additional assistance and activities of the project prior to its completion. The mission will draw attention to any lessons of general interest.  Prior to engagement and visiting the Project Office, the Mission shall receive all the relevant documents including, but not limited to:   * Project Document for two projects * UN Strategic Framework 2011-2015 for the DPRK * DPRK Country Programme Document 2011-2015 * Letter of Agreement for the Implementation of the Project between UNDP and FAO * 6-month/Annual Progress Reports submitted by the CTA * Existing Annual Work Plans * Quarterly Financial Reports * Minutes of Project Steering Committee meetings * Back-to-Office Reports of UNDP staff (if any) * Consultancy Reports submitted by Technical Backstopping Missions and other consults for the projects   The International consultant should at least interview the following people including, but not limited to:   * UNDP Resident Representative * UNDP Deputy Resident Representative * UNDP Programme Analyst on Food Security and Rural Development * NCC (National Coordinating Committee) Coordinator for UNDP (DPRK Government Official) * NCC (National Coordinating Committee) Coordinator for FAO (DPRK Government Official) * National Project Director from the Ministry of Agriculture * National Project Coordinator from the Ministry of Agriculture * Project Manager (FAO) * Manager of the Project farms at the project sites * Project Administrative Assistant (FAO) * UNDP Operations Manager * UNDP Procurement Analyst * Project Steering Committee Members * Relevant project stakeholders and personnel * Other relevant personnel at UNDP Country Office and FAO representation in the DPRK. | |
| **IV. DELIVERABLES** | |
| * Management De-briefing | |
| * Draft Stock Taking Report * Set of recommendations for **options** on project extension and/or substantive revision; focus, scope and approach. | |
| * Final Evaluation Report | |
| **V. Minimum Requirement for Qualifications and Experience** | |
| 1. Advanced universitydegree in agricultural economics 2. Experience of drafting high-quality Project evaluation and monitoring reports for international donors and executing agencies 3. Experience of evaluating agricultural development projects focusing on seed and post-harvest sectors 4. Experience of working in DPR Korea or similar working conditions will be another distinctive asset 5. An understanding of the food security dimensions of agricultural projects and the Millennium Development Goals 6. Excellent facilitation, diplomatic, communication and team working skills are required 7. An excellent working command of English (spoken and written) is required. | |