Term of Reference (TOR)

Development of training materials and program for sector BAT/BEP promotion for mills and design institutes

(Ref. No. CS-26)

1. Project Background

1. For the purpose of protecting human health and the environment from releases of persistent organic pollutants (POPs), as well as to enforce the obligations resulting from the Stockholm Convention on Persistent Organic Pollutants, China has developed a National Implementation Plan (NIP). According to the NIP, the pulp and paper industry is one of the priority sectors to be addressed to control and reduce releases of un-intentionally produced POPs (UPOPs). The main source of UPOPs related to the pulp and paper industry is the elemental chlorine bleaching section during the pulping process. Therefore, the NIP proposed a series of measures with the objective that emissions of UPOPs in pulp and paper industry should be controlled and reduced.

2. To facilitate achievement of this objective, the government of China has requested the World Bank to help prepare and implement a project to reduce releases of dioxins from the pulp and paper industry. The project started in June 2012 and will be ended in June 2017. The Foreign Economic Cooperation Office (FECO) of the Ministry of Environmental Protection (MEP) of China is the domestic implementing agency of this GEF project.

3. There are four components of this GEF project as following:

   1) BAT/BEP Investment in Participating Mills

   2) National Action Plan for Sector-Wide Replication

   3) Monitoring and Evaluation

   4) Project Management

4. Since the implementation of the project from June 2012, some technical documentary has been completed such as release factor of the dioxin emission, BAT/BEP guideline and the sampling guideline of the sector. To promote outcomes and achievements of the project to the whole sector, FECO/MEP is seeking an independent consultant firm (refer as ‘the consultant’) to support FECO/MEP to develop the training material and implement the training works for the dioxin pollutant controlling in the pulp and paper
industry. This activity is aimed to enhancing the related knowledge and technology and will be significant for the POPs reduction and control.

2. Objectives

5. Through the introduction of the project’s objectives, contents and the progress of the implementation, the training material should enclose the experience both about the technology and management for the dioxin pollutant control of the pulp and paper industry. And the training works should aim to the increase the comprehension about the BAT/BEP measures for dioxin control and to promote the project’s achievements.

3. Scope of Work

Task 1. Prepare implementation plan.

6. The consultant shall develop a work plan with its experience to explain how to carry out activities specified in this TOR with the detail working objectives and outputs.

Task 2. Training Material Development

7. The trainee should include but not limited to,
   a. Technical managers from the enterprise
   b. Staffs from the audit or consulting firms for the sector of cleaning-production
   c. Staff from the design or engineering firms

8. The content of the training material should include but not limited to,
   a. Stockholm convention and main regulations,
   b. The dioxin pollution problem of the pulp and paper industry,
   c. The related activities and regulation has been carried out for dioxin controlling in China,
   d. BAT/BEP measures for the dioxin pollutant control in pulp and paper industry,
   e. Case study for relative practices including the designing and O&M

9. The training material should meet the standard of the publishing requirement of the engineering and technical textbooks. The detail requirement will be request by the press engaged by FECO.

Task 3. Carry out the training works
10. The consultant should carry out the training works according to approved working plan in the specific period. And the requirement of the training work is as following,
   a. Three time training workshops aim to the pulp and paper production enterprises and the audit or consulting firms for the sector cleaning production. And the participating of the production enterprises should no less than 50.
   b. One training workshop aims to the design or engineering firms. And the participants should no less than 20.
   c. The consultant should submit the original records such as sign-in sheet, questionnaire.
   d. Disseminate the training activities though related media or website.

**Task 4. Final report**

11. The consultant should submit the final report of the training works and prepare news release as the PMO requirement.

**4. Outputs:**

12. Submit the workplan in 15 days after signing of the contract.
13. Satisfactory training material about the dioxin pollutant control in the pulp and paper industry
14. Finish the training works and submit the related summary and record documents.
15. Submit the news release in 10 workdays after the activities finished and the final report in 1 month.

**5. Duration:**

16. The working duration of this assignment will be 8 months after the contract assignment.

**6. Qualifications**

17. The consultant should be an independent legal entity.
18. Specific qualification requirements for the consultant include:
   a) Ability to special education in the environmental field, with extensive experience in training and education organizations and platforms
b) Be able to set up a project implementation team with the required expertise and knowledge of experts and the team should have good information gathering, organizing and writing ability.

c) Knowledge of the Stockholm convention requirement underrating of the working progress of national implementation, and have experience in similar training project is preferred

7. Supports to the Consultant

a) Relative implementation documentaries, including the project implementation manual, relative technical summary reports, the final summary report of the demonstration project, etc..

b) Relative technical guidelines, manuals and O&M documents, etc., developed through the project.

c) Communicate to other consultant firms or experts of the project.