



## Terms of reference for documenting a policy brief for publishing towards popularizing the findings from the study on institutional analysis of timber trade in Uganda.

### 1.0. About Environmental Alert

Environmental Alert (EA) is a Ugandan Non-Governmental Organization officially registered with the NGO Board, founded in 1988, that promotes sustainable agriculture and natural resources management for sustainable livelihoods in Uganda through supporting community development and policy lobbying and advocacy. EA envisions, '**Resilient and dignified communities, managing their environment and natural resources sustainably.**' EA is also a **1<sup>st</sup> prize winner of the Energy globe award for environmental sustainability-2005 under the category, earth.**

### 1.1. Introduction

Environmental Alert in collaboration with WWF-UCO conducted a study on institutional analysis of timber trade in Uganda with a focus on the following:

- (i) *Assessment of the institutional arrangements and adequacy on all ingredients of trade in country and across border, value addition, export potential, taxation, efficient production, producer associations;*
- (ii) *Comparison with other products such as coffee on how they are traded, exported, promoted and regulated;*
- (iii) *An assessment of whether ministries and agencies that procure timber and other forest products ensure that only legal forest products are procured;*
- (iv) *Generating advice on how best regulation of for timber trade could be done with the aim of promoting legality and enhancing national and actors' incomes from forestry investments;*
- (v) *Presentation of the study report at a validation workshop involving key actors in timber trade in Uganda.*

The study generated a lot of information and content that can further be used to influence and conduct follow up engagements towards advancing legal timber in Uganda. Besides, some key practical actions were developed with key responsible bodies. These needed to be followed through for implementation towards addressing the major gaps, limitations but also tap into existing opportunities to bring about the desired changes in the forestry sub-sector in Uganda. One of the proposed follow up activities is **policy brief<sup>1</sup> popularizing the findings from the study on institutional analysis of timber trade in Uganda.**

In view of the above, EA has received funds from the WWF Uganda Country Office towards documenting and publishing a policy brief popularizing the findings from the study on institutional analysis of timber trade in Uganda.

### 2.0 Background

The entire value chain of timber in Uganda is not well understood and there has been scanty information on what is happening in the sector and the contribution of timber value chain in terms of employment and revenue generation to the national economy. The size of the timber market in Uganda is difficult to estimate

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<sup>1</sup> A policy brief is a concise summary of a particular issue, the policy options to deal with it, and some recommendations on the best option. It is aimed at government policymakers and others who are interested in formulating or influencing policy.



as the trade is poorly regulated and much of the trade is undocumented and based mainly on outdated data from an assessment carried out in 2005 when the forest sector was better regulated and good quality information on the trade was available. However, the present saw wood market in Uganda is estimated at 369,000 m<sup>3</sup>. Most timber is consumed on the domestic market by the construction industry and in furniture manufacturing and other wood products. An estimated 80% is used for roofing with around 10% for furniture and 10% for other uses.

The WWF report (2012), *'Timber movement and trade in eastern Democratic Republic of Congo and destination markets in the region,'* indicates that in Uganda, under-payment of duties and taxes on imported timber was estimated at 50% in 2011 and is the main issue in the illegal trade. Illegal export of Ugandan timber mainly to South Sudan is also occurring, mainly by adding locally sourced timber to consignments in transit to South Sudan. Smuggling DRC timber into Uganda is not considered to be significant. According to the report, the challenge for the immediate future is to improve regulation and management of the trade so that it maximizes benefits to local communities and society at large while remaining environmentally, economically and socially sustainable.

### 3.0. Objective of the consultancy

The objective of the consultancy assignment is to, ***'document and publish a policy brief popularizing the findings from the study on institutional analysis of timber trade in Uganda.'***

### 4.0. Scope of the Assignment

The successful consultant will be required to carry out the following activities/tasks:

**Task 1:** To review the study on the institutional analysis of Timber trade in Uganda (*study report will be shared with the consultant/s*).

**Task 2:** Compile and design a policy brief with clear articulation of the issues (problem), policy implications and practical conclusions and recommendations towards addressing the issues.

### 5.0. Key deliverables

The consultant should submit following key deliverables:

- A) Inception report:** Building on the initial proposal submitted, the selected consultant will be expected to prepare an inception report within 2 days of being awarded the contract;
- B) Draft Policy brief Document:** The selected consultant will be expected to submit a draft policy to brief to EA for review and comments;
- C) Final study report:** The consultant will incorporate feedback and prepare a final policy brief.

### 6.0. Methodology

The methodology will be proposed by the consultant. However, we expect that the consultant will use participatory and interactive methods and approaches. Consultant will work closely with Environmental Alert designated contact person

### 7.0. Timeframe

The assignment is planned during the *months of December 2017 and is anticipated to take not more than 10 working days.*



## 8.0. Qualifications and required competencies for the consultants

Environmental Alert is looking for a competent consultant or team of consultant/s with requisite training, knowledge, skills, proven experience in undertaking similar assignments for Non-Government Organizations.

Applications from individuals or teams are welcome and will be assessed on their ability to demonstrate the following qualifications and competencies:

- a. *The Team Leader should have minimum qualification with a Master's degree in appropriate discipline including natural resources economics, forestry and other natural sciences;*
- b. *Demonstrated experience and knowledge (at least 5 years) of implementation of community development projects in forestry, agriculture, environment and natural resources management;*
- c. *Demonstrated experience (at least 5 years) in carrying out similar assignments in the forestry, agriculture, environment and natural resources sectors. Thus, consultants should share/present documents they have published earlier (e.g. policy briefs and or issues papers) from their previous work;*
- d. *Strong analytical, facilitation and communication skills;*
- e. *Good understanding of the policy making and implementation process in Uganda and how it relates with forestry, environment and natural resources management;*
- f. *Good understanding of critical issues and challenges in the Timber trade sub-sector in Uganda;*
- g. *Excellent presentation and reporting skills;*
- h. *The Team Leader should be fluent in spoken and written English;*
- i. *Ability to work efficiently and deliver on committed outputs under the assignment within agreed timelines and deadlines.*

## 9.0 Application Submission process

Both *Technical and Financial Proposal* should be submitted in soft copy. All proposal documents shall be provided in English language. *Individual consultant, consultancy firm, national NGOs or local capacity builders* are eligible to submit their technical and financial proposals.

Applications should be addressed to the **Executive Director, Environmental Alert, and P.O. Box 11259, Kampala, Uganda. Or E-mail to [pm@envalert.org](mailto:pm@envalert.org) with a copy to [ed@envalert.org](mailto:ed@envalert.org) or hand deliver to Plot 3, Sonko Lane, Kabalagala (off Gaba Road)**. Applications should be delivered to the above address not later than **27<sup>th</sup> November 2017**.