Initiation Plan / GEF PPG

Empowered lives.
Resilient nations.

Project Title:
Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions

Country: China

Country Programme Outcome:
Country programme document for China (2026–2030):
Achieving green development and a more sustainable and resilient environment.
COOPERATION FRAMEWORK OUTCOME INVOLVING UNDP #3.

Gender Marker rating: *GEN 2*

SES Pre-Screening Categorization: *Substantial*

Quantum Project ID: 01005272 Quantum Award ID: 1537495 PIMS number: 10140 Management Arrangement: *DIM*	**Total budget:** Allocated resources: • GEF • Government • UNDP	**US$ 200,000** US$ 200,000 US$ US$

AGREED BY

UNDP Resident Representative ad interim — Signature — *Day/Month/Year* Date 2/2/2026

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I. Brief Description of the Initiation Plan/GEF PPG

Objective & Final Outputs

The objective of the GEF PPG is to develop the project concept into a full project: Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions. As described in the project concept (PIF/child project concept note), this project aims to strengthen conservation and restoration in two priority peatland landscapes in China through coherent policy reforms and scalable ecosystem-service incentives. The project will thus contribute to China's commitments to carbon neutrality by 2060 and the Kunming–Montreal Global Biodiversity Framework elevate peatland conservation as a national priority. In the permafrost peatland landscapes of the Lesser Khingan and Qilian Mountains, carbon storage, hydrological regulation, and habitats for globally significant biodiversity are at risk from climate change, overgrazing, peat extraction, and poorly planned infrastructure. Fragmented governance and limited access to conservation finance have left peatlands outside otherwise robust forest and grassland protections.

The project adopts a landscape-level approach that links national reform with site implementation and community incentives. Component 1 strengthens the enabling environment by embedding peatlands in national and provincial planning, developing restoration and carbon-accounting guidelines, integrating peat-sensitive EIA and extraction/drainage controls, and mobilizing sustainable public–private finance. Component 2 demonstrates integrated landscape management in two representative regions by restoring hydrology, improving protected-area management, and promoting sustainable grazing and land use across surrounding production mosaics. Component 3 secures durable uptake through co-designed incentives (including PES), transparent benefit delivery, and community-based monitoring and knowledge exchange.

The project will establish a new 20,000-ha protected area, improve management across 293,646 ha, restore 10,800 ha of degraded peatlands, and promote sustainable practices on 500,000 ha of adjacent landscapes. Together, these actions reduce greenhouse-gas emissions and provide a replicable model for integrating peatland conservation into China's climate and biodiversity strategies. Results are cost-realistic, leveraging national co-finance for delivery at scale.

The following information is to be consulted as background for the GEF PPG phase:

- PIF cleared for WP inclusion or GEF Council approved PIF (PFD and child project concept note for projects that are part of a program)
- SES pre-screening (of PIF)
- Comments from GEF Secretariat, Council, STAP
- Annotated UNDP-GEF Project Document Template and associated guidance included therein
- UNDP policies and procedures
- UNDP-GEF guidance notes on GEF project development (which will be provided by the RTA) and
- GEF polices on: Project Cancellation; Fee Policy for GEF Partner Agencies; Project and Program Cycle; and Minimum Fiduciary Standards for GEF Partner Agency (in particular sections dealing with the required separation of oversight and execution support services). All GEF policies are available here.

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc).

2. Mandatory annexes to the ProDoc
3. GEF CEO Endorsement Request and all mandatory annexes; and
4. Validation Workshop report (required for projects with a high SESP categorization, as appropriate for all others).

Any additional studies and other reports produced under the GEF PPG and not included in Annex to the project document will be submitted to UNDP and saved for future reference.

Key Dates for the GEF PPG

Milestone	Date	Notes
Internal submission date for BPPS review and clearance	*10 October 2026*	FSP: within 10 months of PIF approval MSP: within 6 months of PIF approval PFD or IP child projects: within 8 months before the program commitment deadline included in the PFD
First GEF Submission Deadline for CEO Endorsement	*19 December 2026*	FSP must be within 12 months of PIF approval MSP: must be within 8 months of PIF approval PFD or IP child projects: must be within 6 months before the program commitment deadline **Failure to submit a ProDoc and CEO ER to the GEF Sec by this date will lead to the automatic cancellation of the project by the GEF Sec.**
CEO Endorsement Deadline after which the project will be cancelled if not endorsed	*19 June 2027*	FSP: must be within 18 months of PIF approval MSP: must be within 12 months of PIF approval. PFD or IP child projects: program commitment deadline **If the project has not been CEO endorsed by the deadline, it will be automatically cancelled by the GEF Sec.**

Management Arrangements

The UNDP China will lead the project development process and manage the GEF PPG budget in full consultation with the BPPS VF unit and the Regional Technical Adviser. The GEF PPG Quantum budget is presented in *Section IV: Total Budget and Work Plan*.

As appropriate, a Working Group will guide the GEF PPG team and review and endorse the GEF PPG deliverables. The Working Group is responsible for ensuring that the deliverables outlined in this GEF PPG are completed on time and in line with UNDP and GEF requirements. The UNDP China will chair the Working Group. Working Group members will include: *National Forest and Grassland Administration. Project-level coordination will also take place involving Qinghai Forestry and Grassland Department (Qinghai FGD) and Heilongjiang Forestry and Grassland Department (Heilongjiang FGD); research institutes, including Chinese Academy of Sciences, Beijing Forestry University; and PA Management authorities, including Qilian Mountain National Park Administration Center, Youhao National Nature Reserve Management Authority (Youhao NNRMA), Bishui NNRMA, and Wuyiling NNRMA.*

The GEF PPG team will be composed of the consultancies described in the draft Terms of Reference (TORs) in Annex 2.

II. Stakeholder Engagement, Public Disclosure, and Other Requirements

To ensure strong country ownership and in line with the stakeholder engagement requirements outlined in UNDP's Social and Environmental Standards (SES), the SES Guidance Note of Stakeholder Engagement, the GEF's Guidelines on the Implementation of the Policy on Stakeholder Engagement and the GEF Policy on Gender Equality, the development of the project to be undertaken during this GEF PPG phase will be done in full consultation and close engagement with government, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e., direct project beneficiaries) and those who may be impacted (positively or negatively) by the project. Stakeholder Engagement and analysis must be conducted in an inclusive and gender-responsive manner so that the rights of women and men and the different structural barriers, knowledge, needs, roles, and interests of women and men are recognized and addressed.

Careful and complete documentation of stakeholder engagement is vital. Detailed evidence of all consultations will be prepared and submitted to UNDP. A list of the consulted stakeholders and details of the associated meetings will be included in the Comprehensive Stakeholder Engagement Plan (see section B-a below).

If the fully designed project has an overall Social and Environment Screening Procedure (SESP) categorization of moderate, substantial, or high, then the following disclosure requirements apply:

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report will become a key reference document should an environmental and social complaint/grievance be filed during project implementation. This is mandatory for high and substantial risk projects and recommended for moderate risk projects.
2. The UNDP-GEF project document, SESP and related draft management plans and frameworks, and other relevant information/documents will be made available to the public on the UNDP Country Office website or open.undp.org. These documents should be available 30 days before the LPAC meeting for moderate risk projects, 60 days in advance for substantial risk projects, and 120 days in advance for high-risk projects.

See the SES Supplemental Guidance on Disclosure for more information.

III. GEF PPG Activities

Component A: Preparatory Technical Studies & Reviews

The following technical studies and reviews will be conducted.

a. Desktop and field-based studies and data collection

This research should produce the background information required to prepare the ProDoc (including its Annexes) and CEO Endorsement Request, including but not limited to the following:

- Development challenge and strategy (including threats, problems, and barrier assessment);
- Review of national policy and legislative frameworks;
- Problem and solution trees, assumptions and risks, developed in consultation with project stakeholders for a robust Theory of Change, Results Framework, and solid M&E plan;

- Review of relevant past and ongoing projects for lessons, including project evaluations; and
- Any other analyses required to address all comments on the PIF received from GEF Secretariat, GEF Council members, and STAP.

b. Gender Analysis

A gender analysis will be prepared to fully consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) and to identify appropriate measures to address these and promote gender equality and women's empowerment. See the guidance available here.

c. Social and Environmental Standards: Screening and Assessments

The social and environmental safeguards pre-screening prepared during the PIF design phase has initially determined the overall risk categorization of this project as Substantial and highlighted potential safeguards risks to be further assessed during the PPG phase.

An SES Framework –consisting of an Environmental and Social Management Framework (ESMF), as well as a Livelihood Action Framework (LAF) and a Process Framework (PF) etc. will be prepared to ensure that the necessary assessments are carried out during project implementation. The standard templates are available in the UNDP SES Toolkit. The Framework(s) and ProDoc must clearly state that none of the associated project activities will commence until: the assessment(s) have been completed; the required management plan(s) have been prepared, and the plan(s) have been publicly disclosed and approved by the Project Board.

d. Identification of project sites

Based on the above reviews and through consultation with stakeholders, the targeted project sites were identified during the PIF development phase and consist of the establishment of the 20,000-ha Qinghai Qilian Mountain National Park (to be upgraded from Nature Park) and four terrestrial Protected Areas across the Qilian Mountains Peatland Landscape PPL covering a total of 293,646 ha, namely:

- Heilongjiang Wuyiling National Nature Reserve
- Heilongjiang Youhao National Nature Reserve
- Heilongjiang Bishui National Nature Reserve
- Qilian Mountains National Park (Qinghai section)

Detailed information on the selected project sites will be developed during the PPG phase. This should include providing geographic coordinates, maps, and shapefiles for inclusion in the ProDoc.

e. Financial planning, co-financing, and investment mobilized

Co-financing and investment mobilized – as defined in the GEF Policy and Guidelines on co-financing - will be confirmed, and additional sources identified through a series of consultations with partners to ensure a coherent and sustainable financing package for the project, including post-GEF grant phase to the extent possible. The GEF is seeking high co-financing/investment mobilized to GEF grant ratios with a preference for grants, loans, and other public investments over in-kind co-financing. The GEF also expects the Government to significantly support the costs associated with project execution (i.e., PMC).

f. Stakeholder analysis

Building on the initial identification of stakeholders in the PIF, an appropriately scaled analysis of project stakeholders will be undertaken. This stakeholder analysis will provide the foundation for developing the project's Comprehensive Stakeholder Engagement Plan and facilitate the prioritization of engagement activities with particular stakeholder groups and individuals. Projects with pre-screening categorizations of Substantial or High will prepare a **comprehensive** stakeholder analysis. See the UNDP SES Guidance Note on Stakeholder Engagement.

g. Appraise and formulate the most appropriate project implementation and execution modality

The design of the project will comply with the UNDP's Program and Operations Policy and Procedures (POPP), Financial Regulations, Programme and Project Management and Quality Standards, and UNDP-GEF guidance (which will be provided by the RTA). A full assessment of the most appropriate project implementation and management arrangements will be conducted in full consultation with the RTA, UNDP Country Office, Resident Representative (or their Deputy), the relevant government coordinating agency, and the GEF OFP.

Project management arrangements must be discussed and agreed upon early in the PPG phase and an assessment and selection of the most appropriate Implementing Partner and/or third parties (Responsible Parties) with full capacity to execute the project must be carried out.
During the first two months of the PPG phase:

- For all potential Implementing Partners, carry out capacity assessments to assess their capacity to implement the project and assess all related risks. This must include HACT and PCAT assessments[1].
- Discuss the level of co-financing the Government and Implementing Partner can commit to this project. As per GEF Policy, the GEF is seeking high co-financing to GEF grant ratios and expects the Government to significantly support the costs associated with project execution (i.e., PMC) for this project.
- Based on these assessments, select and confirm the Implementing Partner for the project in consultation with all relevant stakeholders. The selected Implementing Partner must express willingness to serve as the Implementing Partner for the Project, and the concerned government must agree to use the selected Implementing Partner for the Project. (Please see UNDP's Policy on Selecting Implementing Partners).
- If the Implementing Partner does not have full capacity to execute the project, and execution support is likely needed, discuss with the UNDP Resident Representative whether Implementing Partner is the correct choice. If not, select another Implementing Partner, if possible. If that is not an option, explore alternative options for providing execution support via Responsible Parties (see UNDP Policy on Selecting Responsible Parties). Discuss with the Implementing Partner the role of the responsible parties in project execution and the execution support these parties could provide.
- The GEF Policies on Minimum Fiduciary Standards require a separation of functions between project implementation (i.e., oversight) and project execution (which generally includes managing and administrating the day-to-day activities of projects in accordance with the legal agreements with the GEF). Oversight activities are the primary responsibility of the GEF Agency (i.e., UNDP). In contrast, the execution activities are the responsibility of the Executing Entity

[1] Including mandatory procurement assessment and construction assessment when applicable

(i.e., the Implementing Partner and/or Responsible Party in UNDP terminology). While UNDP policy offers the possibility for UNDP to provide execution support to NIM or execute the project under a DIM modality in case there is a government request for such support, GEF policy only allows GEF Agencies to step into an execution role in 'exceptional circumstances', which are assessed on a case-by-case basis. Hence, whenever a project involves GEF funding, the exceptional circumstances where there is a clear and well-founded rationale for UNDP to perform certain execution functions **should always be well documented and transparently disclosed, discussed, and agreed upon with the GEF Secretariat at the project concept (PIF) stage before CEO Endorsement, regardless of whether the execution services are intended to be funded from the GEF grant or non-GEF resources.** See the UNDP-GEF ProDoc template guidance for further information.

- Consult with the RTA on the latest guidance regarding UNDP providing support services to the Implementing Partner. If the costs for UNDP to provide support services are to be charged to the GEF project budget, the UNDP support services must be approved by the GEF Secretariat before CEO endorsement.
- Consult with CO Head of Procurement Unit/Operations Manager and Regional Procurement Advisors on envisaged procurement/contracting project procurement requirements, identified risks, development of optimal procurement strategies, development of project procurement plans and opportunities to incorporate sustainable procurement considerations and indicators to the project.

h. Other required studies

In addition to the above-mentioned Gender Analysis and Action Plan, Comprehensive Stakeholder Engagement Plan, Environmental and Social Management Framework, Process Framework (if required) and Livelihood Action Framework (if required), the following plans, documents and studies will be prepared:

- Ethnic Minority People Plan (EMPP) (if required);
- Records of stakeholder consultations during PPG phase
- Peatland baseline inventory and condition report
- Hydrological baseline report
- Biodiversity baseline report
- Protected area management effectiveness baseline report
- Tracking tool for GEF-7 and GEF-8 PA projects in the BD focal area
- Socioeconomic and livelihoods baseline report
- Knowledge, attitudes, and practices (KAP) survey framework
- Climate and disaster risk assessment report
- Greenhouse gas emissions baseline and estimated mitigation report
- FAO NEXT tool calculations
- Monitoring, reporting, and verification (MRV) system framework
- Policy and institutional analysis report.
- Peatland finance baseline report
- Report on international peatland ecosystem and resource management
- Report on low impact livelihood engagements implementable in permafrost peatland ecosystems

Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes

Based on the technical studies and reviews undertaken under **Component A**, the UNDP-GEF Project Document will be developed, and the GEF CEO Endorsement Request will be prepared. See additional guidance notes below.

The GEF PPG Team Leader will be responsible for consolidating and finalizing all required materials.

a. Stakeholder Engagement Plan:

At a minimum, the Plan must include the following elements:

- Stakeholders who have been and will be engaged (based on stakeholder analysis), including potentially marginalized or disadvantaged groups/individuals and stakeholders that will be involved in particular project outputs/activities (the 'who');
- Key stakeholder objectives and interests (the 'why');
- Steps and actions to achieve meaningful consultation and inclusive participation, including information dissemination and any special measures required to ensure inclusive participation of marginalized disadvantaged groups/individuals the dissemination of information (the 'how');
- Breadth and depth of stakeholder engagement throughout the project cycle and decisions that need to be made through stakeholder engagement (the 'what');
- Timeline for engagement activities and how they will be sequenced, including information disclosure (the 'when');
- Indicators of stakeholder engagement and monitoring plan on progress and issues that arise;
- Roles and responsibilities for ensuring effective stakeholder engagement through the implementation of the Plan, including the role of stakeholder representatives and whether stakeholder engagement facilitators are required; and
- Resource requirements and associated budget.
- A project-level Grievance Redress Mechanism (GRM) will be described in the Comprehensive Stakeholder Engagement Plan and established in the first year of project implementation. See the UNDP guidance on GRM and sample TOR.
- A Comprehensive Stakeholder Engagement Plan is required (based on comprehensive stakeholder analysis).

See the UNDP SES Toolkit, which contains guidance on Stakeholder Engagement, the standard SEP template, and the GEF guidelines on stakeholder engagement.

b. Gender Action Plan and Budget

The gender analysis conducted in **Component A,** along with relevant findings from the stakeholder analysis and background studies, will form the basis of a Gender Action Plan to guide gender mainstreaming during project implementation. The Gender Action Plan must include indicators, targets, timeframe, responsible party, and budget, which are linked to the project's components/outputs, outcomes, and activities. As part of preparing the Gender Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender mainstreaming actions.

See the guidance available here.

c. Social and Environmental Standards: Screening and Management Measures

In line with the assessments conducted during **Component A** (above) and UNDP's Social and Environmental Standards (SES) policy and all associated SES Guidance Notes, the SESP will be updated. All risks identified in the SESP will be reflected in the risk table and risk section of the ProDoc, and in the Project's Risk Register.

The SES Framework(s) will identify the required management plans that will be prepared during project implementation.

See the SES Guidance Note on Assessment and Management for further guidance. Please contact UNDP for additional information as needed.

d. GEF _8 Core Indicators

The CEO endorsement-stage data for the relevant Core Indicators and sub-indicators will be prepared. For GEF Trust Fund projects, the completed GEF-8 Core Indicators Worksheet - with both the original PIF-stage data and the CEO endorsement-stage data—will be annexed to the ProDoc. LDCF/SCCF projects will use the CCA Results Framework worksheet.

As part of the GEF Core Indicators requirement, the required METTs will be prepared in the GEF-8 Excel template; the relevant details will be included in the GEF-8 Core Indicators template, and the final Excel METT file will be submitted to UNDP (not be annexed to the ProDoc).

The relevant Core Indicators will be included in the project's Results Framework at the Objective level, where appropriate. See the GEF Guidelines on Core Indicators and Sub-indicators.

e. Completion of the required official endorsement letters

These letters include the official letters on the co-financing guarantee(s) from participating government institutions, bilateral development partners, multilateral development partners, NGOs, the private sector, or others who wish to provide cash or in-kind contributions to the project.

A GEF OFP endorsement letter will also be required for any new participating countries to a global or regional program/project not included in the PIF/PFD submission.

Updated GEF OFP endorsements letters are also required if the requested GEF grant amount has changed since PIF/PFD approval.

f. Mandatory Annexes

In addition to the documents listed above, the following Annexes should be prepared by the GEF PPG team:

- GEF budget template
- Project map and Geospatial Coordinates of project sites
- Multi-Year Work Plan
- Social and environmental screening report
- UNDP Risk Register
- Overview of Technical Consultancies
- Terms of reference for Project Board and Project Team
- Stakeholder engagement plan

- Environmental and social management framework
- Gender analysis and gender action plan
- Additional agreements: co-financing letters
- Private sector due diligence Risk Assessment Tool (if required)
- GEF-8 results measurement framework worksheet
- GEF Taxonomy worksheet
- Completed partners capacity assessment tool (PCAT) and HACT micro assessment
- UNDP Quality Assurance report
- Procurement Plan

Upon a request from the RTA during the PPG implementation, the PPG team may be required to prepare additional annexes.

g. Project Management Arrangements

Based on the stakeholder analysis and consultations undertaken in **Component A** above, agreement(s) on project management and governance arrangements—including roles, responsibilities, and accountabilities of lead and partner Agencies—will be secured early in the project development phase and will be fully detailed in the ProDoc. Standard text from the governance and management arrangement from the GEF-8 template should never be removed.

Component C: Validation Workshop and Report

A validation workshop will be held with relevant stakeholders to present, discuss and validate the project activities and the final draft of the UNDP-GEF project document. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

IV. Total Budget and Work Plan for GEF PPG

Quantum Project ID:	01005272	**Project Title:**	**Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions**
Quantum Award ID:	1537495	**Award Title:**	PIMS-10140-Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions
Business Unit:	UNDP-CHN		
PIMS number:	10140		
Implementing Partner:	UNDP China		

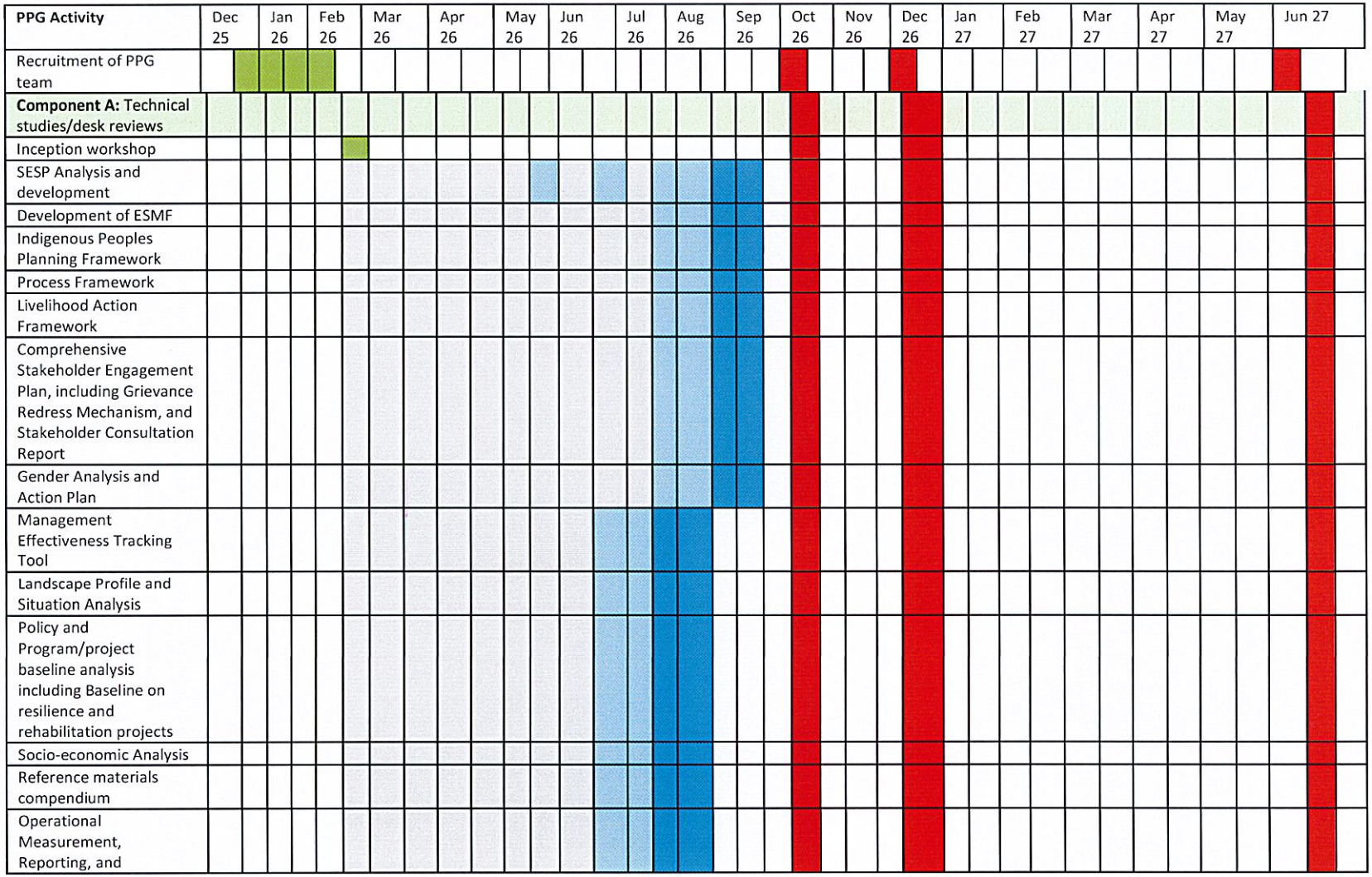
GEF Outcome/Quantum Activity	Responsible Party	Fund ID	Donor Name	Quantum Budgetary Account Code	QUANTUM Budget Description	Amount US$	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project	**UNDP**	**62000**	**GEF TRUSTEE**	71200	International Consultants	**62,250**	**1**
				71300	Local Consultants	**61,800**	**2**

Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions				71400	Contractual Services – Individual	**29,900**	**3**
				71600	Travel	**34,800**	**4**
				74100	Professional Services	**3,500**	**5**
				72400	Communic & Audio Visual Equip	**2,750**	**6**
				75700	Training, Workshops and Confer	**5,000**	**7**
					PROJECT TOTAL	**200,000**	

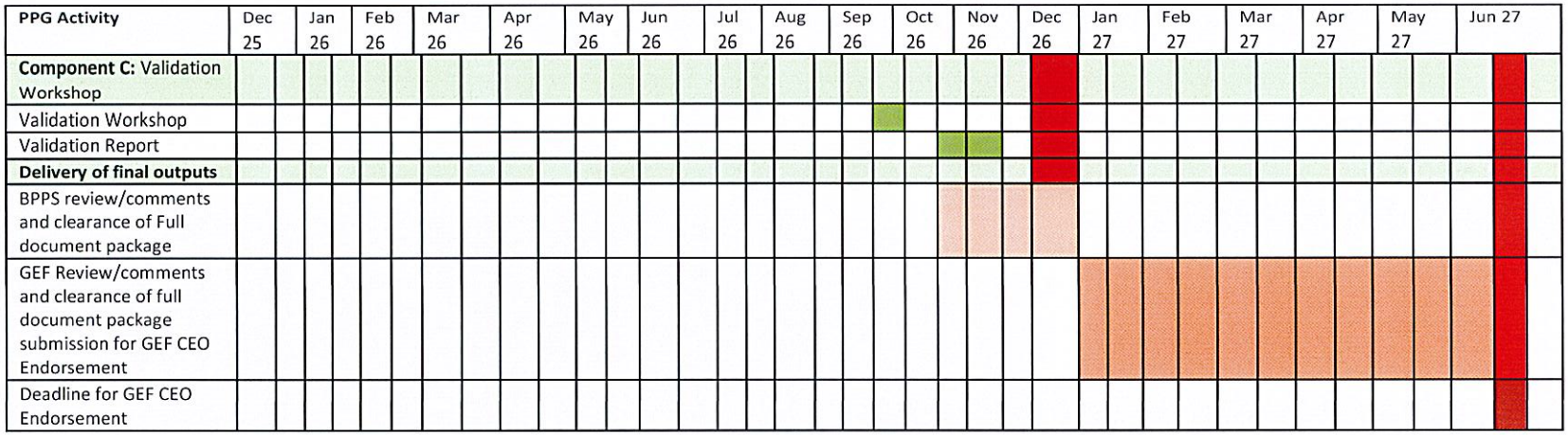
Budget Note No.	**Budget Note** *Budget note should detail the use of the use of the budget. For example, outputs/deliverables of the consultants must be clear. Include cost breakdown and calculation basis (e.g., daily fee and number of days/weeks, unit cost and quantity)*
1	**Consultant 1:** International Project Development Specialist (GEF PPG Team Leader); Type: IC; Cost per person-day: USD 650; Number of person-days needed: 65 = **Total Cost USD 42,250** **Consultant 2:** International Environmental and Social Safeguards Specialist; Type: IC; Cost per person-day: USD 500; Number of person-days needed: 40 = **Total Cost USD 20,000**
2	**Consultant 3:** National Peatland Ecosystem and Resource Management Expert (National Team Leader); Type: NC; Cost per person day: 350 US$; Number of person days needed: 44 = **Total Cost USD 15,400** **Consultant 4:** National Gender and Stakeholder Engagement Specialist; Type: NC; Cost per person day: 250 US$; Number of person days needed: 25 = **Total Cost USD 6,250** **Consultant 5:** National Climate Change Specialist; Type: NC; Cost per person-day: 250 US$; Number of person days needed: 35 = **Total Cost USD 8,750** **Consultant 6:** National Wetland and Climate Change Policy Specialist; Type: NC; Cost per person-day: 250 US$; Number of person days needed: 36 = **Total Cost USD 9,000** **Consultant 7:** Subnational Peatland Ecosystem Specialist in Heilongjiang; Type: NC; Cost per person day: 200 US$; Number of person days needed: 46 = **Total Cost USD 9,200** **Consultant 8:** Subnational Peatland Ecosystem Specialist in Qinghai; Type: NC; Cost per person day: 200 US$; Number of person days needed: 41 = **Total Cost USD 8,200** **Consultant 9:** Interpreter/Translator; Type: NC; Cost per person day: 714.25 US$; Number of person days needed: 7 = **Total Cost USD 5,000**
3	**National Coordinator:** Type: NPSA; Cost per person day: 260 US$; Number of person days needed: 115 = **Total Cost USD 29,900**
4	**National return mission travel** including tickets and DSAs for the mission team consisting of PPG Consultants; 1 Return trip USD 1,370; 9 return trips tickets *2 missions; = **Total Cost USD 24,660** **International return travel** tickets for 2 Consultants; 1 Return trip USD 2,535*2 * 2 missions; = **Total Cost USD 10,140**

5	**Professional Services** for conducting micro-assessment for IP during the PPG as part of assessing partner's capacity; = **Total Cost USD 3,500**
6	**Mobile, land telephone charges, connectivity, courier charges etc. = Total Cost USD 2,750**
7	**Workshops:** Inception Workshop; 1 workshop; unit cost USD 2,500; = **Total Cost USD 2,500** Verification Workshop; 1 workshop; unit cost USD 2,500; = **Total Cost USD 2,500**

V. GEF PPG ACTIVITIES TIMEFRAME



PPG Activity	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	Jan 27	Feb 27	Mar 27	Apr 27	May 27	Jun 27
Verification (MRV) systems																			
Vulnerability, impact and applicability analysis including Climate Change impact analysis and World Bank Climate and Disaster Assessment																			
Landscape Financing Analysis																			
Financial Modality Survey for Long-term Sustainable Financing																			
Private Sector Engagement Framework																			
FAO NEXT tool tCO2eq Calculations and Results Summary																			
Project Maps and coordinates																			
Field Mission																			
Component B: Formulation of GEF ProDoc, GEF CEO Endorsement Request Form, etc.																			
UNDP Project Document (ProDoc) Main text.																			
Total Budget and Work Plan																			
Maps and Coordinates (Annex)																			
Multi-Year Work plan (Annex)																			
UNDP Risk Register (Annex)																			
ToR for Key Staffs and Consultancies (Annex)																			
GHG Emission Reduction calculation (Annex)																			
GEF CEO Endorsement Request																			


PPG Activity
Dec 25
Jan 26
Feb 26
Mar 26
Apr 26
May 26
Jun 26
Jul 26
Aug 26
Sep 26
Oct 26
Nov 26
Dec 26
Jan 27
Feb 27
Mar 27
Apr 27
May 27
Jun 27
Component C: Validation Workshop
Validation Workshop
Validation Report
Delivery of final outputs
BPPS review/comments and clearance of Full document package
GEF Review/comments and clearance of full document package submission for GEF CEO Endorsement
Deadline for GEF CEO Endorsement

VI. Mandatory Annexes

Annex 1: GEF CEO PIF/PPG Approval Letter



M.Sc. Carlos Manuel Rodriguez
CEO and Chairperson

November 17, 2025

Ms. Nancy Bennet
GEF Executive Coordinator
United Nations Development Programme (UNDP)
New York City, USA

Dear Ms. Bennet,

I am pleased to inform you that I have cleared the project concept detailed below for inclusion in the upcoming work program. I have also approved your request for Project Preparation Grant.

Decision Sought:	Project Identification Form (PIF) Clearance for Work Program Inclusion and Project Preparation Grant Approval
GEFSEC ID:	11989
Agency(ies):	UNDP
Agency(ies) ID:	10140 - UNDP
Focal Area:	Multi Focal Area
Project Type:	Full-sized Project
Country(ies):	China
Name of Project:	Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions
Indicative GEF Project Financing:	$7,105,936
Indicative Agency Fee:	$675,064
PPG:	$200,000
PPG Agency Fee:	$19,000
Funding Source:	GEF Trust Fund

Break-down:		Project Financing Amount (US$)	Agency Fee (US$)				Total Project Cost (US$)
Agency	Trust Fund		20% to be committed at Council approval (US$)	50% to be committed at first disbursement (US$)	30% to be committed at mid-term review (US$)	Total Agency Fee (US$)	
UNDP	GEF TF	7,105,936	135,013	337,532	202,519	675,064	7,781,000
Total		**7,105,936**	**135,013**	**337,532**	**202,519**	**675,064**	**7,781,000**

Break-down:		PPG Fee (US$)	Total (US$)
Agency	Trust Fund		
UNDP	GEF TF	200,000	19,000	219,000
Total		**200,000**	**19,000**	**219,000**

This PIF clearance and PPG approval are based on the understanding that the project is in conformity with GEF Trust Fund focal area strategies and with GEF policies and procedures. Please ensure that your final project document, having fully addressed all Secretariat, STAP, Convention Secretariats and Council comments, will be endorsed within 18 months of Council approval of the work program.

Sincerely,

M. Sc. Carlos Manuel Rodriguez
Chief Executive Officer and Chairperson
Global Environment Facility

Copy to: Country Operational Focal Point, Trustee

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Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)

Position, Type, and Cost	Role, Deliverables and Qualifications
Consultant 1: International Project Development Specialist (GEF PPG Team Leader) **Type:** IC **Cost per person-day:** USD 650 **Number of person-days needed:** 65	**Role** The International Project Development Specialist will be the GEF PPG Team Leader and will be responsible for quality assurance and timely preparation of all reports and documentation, including the finalized UNDP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project-specific Annexes and supporting documentation for the project "Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions". S/he will be responsible for managing all consultants on the GEF PPG Team and coordinating the Team's work. In addition, PPG team lead will also coordinate with the UNDP Country Office to ensure optimal coordination and communication with the project's baseline initiatives in order to optimize intervention coherence. **Responsibilities and Deliverables** 1. **Management of the GEF PPG Team** a. Define and submit a detailed methodology and work plan in consultation with the other consultants with clear delegation of responsibilities for the International Consultant (IC) and National Consultants (NCs); b. Create and maintain reporting lines in close collaboration with Programme Officer and RTS/RTA; c. Ensure that project development is participatory, gender-responsive and based on extensive stakeholder engagements; and d. Verify and ensure that all project components are technically sound and cost effective. e. Identify and propose additional studies as required and assign to the PPG Team Members their respective contributions; f. Populate a shared online folder with the respective project documentation and maintain updated versions of the documents at the various stages of the project development cycle, including the work plan as per 1a 2. **Preparatory Technical Studies and Reviews (Component A):** With inputs from the other consultants, as detailed in their respective TORs: a. Compile baseline/situational analysis for the full-size project (FSP) with agreed input from the PPG Team consultants. This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate; b. Together with the National Team Leader and the National Coordinator, design and participate in the PPG field mission; c. Oversee the stakeholder analysis and consultations (including the PPG field mission), with support from national consultants, and ensure that they are complete and comprehensive including consultations with the Government entities, private sector and local communities including ethnic minorities; d. Oversee the preparation of the gender analysis and gender action plan and ensure the findings and actions are meaningfully integrated into the project's strategy, theory of change and results framework; e. Ensure action points, including risk assessments, from the SES pre-screening (prepared at the concept stage) are fully implemented during the PPG, and update that screening in an iterative process throughout the PPG, and as appropriate; f. Oversee the identification of the project sites, with documentation of selection criteria and making sure that geo-referenced data and maps are clearly presented both for targeted protected areas and broader landscapes, as applicable;

	g. Ensure the design of appropriate project knowledge management processes and platforms, ensuring appropriate linkages to existing mechanisms and knowledge sharing in project landscapes; h. Co-lead with the National Team Leader and oversee the identification of opportunities for private sector engagement and co-financing, and support private sector due diligence using the UNDP Risk Assessment Tool, as needed; i. Ensure the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process; j. Together with the National Climate Change Specialist, assess suitability of the World Bank climate and Disaster tool as well as other available climate screening tools (in accordance with the guidance in GEF Scientific and Technical Advisory Panel (STAP) guidance on climate risk screening) and complete a screening of the proposed project interventions/practices using the selected tool to identify climate risks and vulnerabilities of proposed interventions; and provide recommendations to make the proposed inventions climate-resilient and climate-smart; k. Oversee completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. 3. **Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):** With inputs from the national consultants, as detailed in their respective TORs, and based on international best practice: a. Develop, present and articulate the project's theory of change; b. Develop the Results Framework in line with UNDP-GEF policy; c. Develop a detailed Monitoring and Evaluation Plan and Budget; d. Develop the Risk Register in coordination with other consultants; e. Oversee and ensure the preparation of a Comprehensive Stakeholder Engagement Plan; f. Oversee and ensure the preparation of a Gender Analysis and Gender Action Plan and Budget; g. Oversee and ensure the updating of the SESP based on assessments undertaken during Component A, and ensure the development of required environmental and/or social management plan(s) as required; h. Oversee the preparation of the required GEF tracking tools and GEF Core Indicators and ensure these are supported by robust and validated data; i. Work with the UNDP Country Office to select indicators for the respective outcomes of the UNDP Strategic Plan Integrated Results and Resources Framework (IRRF) as necessary j. Facilitate discussions as needed to obtain all co-financing letters to be secured by UNDP; k. Prepare the indicative procurement plan; l. Prepare Total Budget and Work Plan (TBWP) and Indicative Procurement Plan; m. Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes, using the templates.[2] n. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement 4. **Validation Workshop (Component C):** a. Co-Lead as agreed with the National Team Leader the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans; b. Oversee all necessary revisions that arise during the workshop; and c. Ensure completion of Validation Workshop Report. 5. **Final Deliverables:** a. Inception report.

[2] Please verify with the UNDP-GEF team that the correct templates are being used.

	b. Field mission report. c. Consolidation of all technical and consultation inputs and comments including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance including Project Budget and Budget Notes (GEF Budget Template); Total Budget Work Plan conversion table; UNDP Risk Register; Project Results Framework; GEF Project Taxonomy Worksheet; Response to Project Reviews (GEF Sec/STAP/Council/Lead Agency); Response to Project Reviews (UNDP PTA); GEF Core Indicator Worksheet; Overview of Technical Consultancies and Subcontracts; Project Activities; Monitoring Plan and Multi-year workplan); d. Completion of the GEF CEO Endorsement Request; e. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes. f. All documentation from the GEF PPG process (including technical reports, meeting minutes, etc.); and g. Validation Workshop Report. **Qualifications** • Master's degree or higher in a relevant field, such as natural resource management, environmental management, development studies or any other related areas; • Minimum 10 years of demonstrable experience in the technical area of Peatland ecosystem management and/or restoration, climate change and in preparing high quality project documents, particularly for UNDP and GEF projects; • Demonstrated understanding of the GEF rationale and procedures, and demonstrated experience in formulation of GEF-funded project proposals, using the logical framework and the results-based management approaches; • Demonstrated ability to work independently and deliver high quality outputs in a timely manner; • Previous working experience with GEF project agencies, such as UNDP or World Bank, and familiarity with GEF and UNDP policies, procedures and practices are assets; • Excellent analytical, writing, advocacy, presentation, and communications skills are required; • Excellent written and oral communication skills in English; • Experience in working with Chinese government agencies or elsewhere in Asian context is an asset.
Consultant 2: International Environmental and Social Safeguards Specialist **Type:** IC **Cost per person-day:** USD 500 **Number of person-days needed:** 40	**Role** The International Environmental and Social Safeguards Specialist will lead the development of mandatory safeguards-related annexes for the project "Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions" related to the application of social and environmental safeguards to ensure they are in adherence to UNDP's SES and specific requirements of the GEF. The consultant is to conduct the design phase version of the Social and Environmental Screening Procedures (SESP), develop the Environment and Social Management Framework (ESMF) and a project specific Grievance Redress Mechanism (GRM) as well as the Ethnic Minority Peoples Plan (EMPP) and associated FPIC Modality, the Process Framework (PF) and the Livelihood Action Framework (LAF). The consultant will advise and guide the project development team on the application of these standards during the project development phase as appropriate and ensure that SES principles are fully embedded in the project's Gender Analysis and Action Plan, Comprehensive Stakeholder Engagement Plan, as well as other plans developed during the PPG phase. S/he will work in close collaboration with the PPG team, in particular the PPG Team Leader, and the National Gender and Social Engagement Specialist. **Responsibilities and Deliverables** 1. **Preparatory Technical Studies and Reviews (Component A):** The International Environmental and Social Safeguards Specialist will complete the tasks below: a. Familiarize other PPG team members with UNDP's SES and specific requirements;

	b. Participate in the PPG field mission; c. Review the SES pre-screening undertaken during the PIF development, hold consultations with the project's SES-TA on project risks and prepare the UNDP Social and Environmental Screening Procedure (SESP) and Environmental and Social Management Framework (ESMF), and support the detailed assessment of environmental and social project risks including consultations with local stakeholders in line with UNDP requirements; d. Advise on stakeholder and local community engagement needs for the PPG and review and quality assure the Gender Analysis and Action Plan and the Comprehensive Stakeholder Engagement Plan (CSEP) for the PPG including alignment between the SEP and the Ethnic Minority Peoples Plan (EMPP) to ensure appropriate mechanisms for the application of Free, Prior and Informed Consent (FPIC) can be implemented, as needed; e. Support the assessment of the potential impacts of the project on rights and interests, lands, territories, resources, and traditional livelihoods of ethnic minorities and determine when FPIC applies in accordance with national contexts and preferences in line with UNDP requirements; f. Support the application of Free, Prior and Informed Consent (FPIC) in line with UNDP requirements; g. Support the gathering and assessment of all necessary information, and prepare the Environmental and Social Management Framework (ESMF) in line with UNDP requirements; h. Complete the environmental and social risk entries in the Risk Register in line with UNDP requirements; i. Provide guidance to the National Consultants to collect the needed information and documentation to prepare the Ethnic Minority Peoples Plan (EMPP) that considers cultural geography (intangible culture) and addresses potential risks including economic displacement and community rights (as applicable) in line with UNDP requirements; j. Work together with National Consultants to collect the needed information and documentation to prepare the Grievance Redress Mechanism (GRM) in line with UNDP requirements; k. Work together with National Consultants to collect the needed information and documentation to prepare additional safeguards-related studies that are determined to be needed for the preparation of the ProDoc and CEO Endorsement Request as guided by the PPG Team Leader in line with UNDP requirements. 2. **Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):** The International Environmental and Social Safeguards Specialist will complete the tasks below: a. Finalize and quality assure the design phase version of the SESP, based on assessments undertaken during Component A and detailed development of project interventions, and identify management measures to mitigate risks to be incorporated into the ProDoc; b. Develop the ESMF in line with UNDP requirements; c. Develop the Grievance Redress Mechanism (*to be included in the Comprehensive Stakeholder Engagement Plan*) in line with UNDP requirements; d. Develop and provide guidance to collect all required data for the Ethnic Minority Peoples Plan in line with UNDP requirements; e. Prepare the Process Framework in line with UNDP requirements; f. Prepare the Livelihood Action Framework (LAF) in line with UNDP requirements; g. Provide specialist inputs, advice, quality assurance review and/or feedback on relevant sections of the ProDoc to ensure alignment with and consideration of safeguards, including but not limited to: Comprehensive Stakeholder Engagement Plan; Grievance Mechanism; Gender Analysis and Action Plan; Risk Register and "Risks and Assumptions" section; Relevant project Outcomes and/or Outputs; Terms of Reference for the project management; h. Develop additional safeguards-related studies that are determined to be needed for the preparation of the ProDoc and CEO Endorsement Request as guided by the PPG Team Leader in line with UNDP requirements.

	i. Ensure alignment between the project activities and safeguard plans for development during implementation, including technical specialists and budget provisions for all required actions. 3. **Validation Workshop (Component C):** a. Participate in the validation workshop (on-line) to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on SESP and any management plans; and b. Support all necessary revisions on safeguards that arise during the workshop, as appropriate. 4. **Final Deliverables:** a. Inception report; b. PPG field mission report; c. Finalized design phase version of the Social and Environmental Screening (SESP) in line with UNDP requirements; d. Finalized Environmental and Social Management Framework (ESMF) in line with UNDP requirements; e. Finalized and quality assured of an operational Grievance Redress Mechanism (GRM) in line with UNDP requirements (*to be included in the Comprehensive Stakeholder Engagement Plan*) f. Finalized and quality assured FPIC and Ethnic Minority Peoples Plan in line with UNDP requirements; g. Finalized and quality assured Process Framework in line with UNDP requirements; h. Finalized and quality assured the Livelihood Action Framework (LAF) in line with UNDP requirements; i. Quality assurance review of the Gender Analysis and Action Plan and the Comprehensive Stakeholder Engagement Plan, which include gender-responsive consultation and consultations with local communities and any Ethnic Minorities present within the demonstration landscape in line with UNDP requirements; j. Appropriate inputs to and quality assurance review of the Comprehensive Stakeholder Engagement Plan to reflect safeguards and cross reference the Ethnic Minority Peoples Plan regarding FPIC processes within the demonstration landscapes in line with UNDP requirements; ~~k. Finalized and quality assured Risk Mitigation Strategy;~~ l. Finalized and quality assured UNDP Risk Register (environmental and social risks); m. Appropriate inputs to the final UNDP-GEF ProDoc and CEO ER based on guidance from the PPG Team Leader. n. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes **Qualifications** • Master's degree in a relevant field related to international development, such as social inclusion, gender and development, social and environmental sustainability, indigenous peoples engagement or any other related fields; • At least 10 years of experience related to social and environmental standards and impact assessment in an international development context; • Specific technical expertise in the SES thematic area of Social and Environmental Screening and Assessment, with prior experience in indigenous peoples/ethnic minorities and social inclusion an asset; • Prior experience in the safeguards assessments and processes of international organizations and donors, including UNDP; • Experience in advising on and/or completing consultations with indigenous peoples/ethnic minorities, FPIC, protection of cultural heritage, and/or community engagement is highly desired; • Excellent analytical, writing, advocacy, presentation, and communications skills are required;

	• Excellent written and oral communication skills in English; • Experience in working with Chinese government agencies or elsewhere in Asian context is an asset.
Consultant 3: National Peatland Ecosystem and Resource Management Expert (National Team Leader) **Type:** NC **Cost per person day:** 350 US$ **Number of person days needed:** 44	**Role:** The National Peatland Ecosystem and Resource Management Expert (National Team Leader) is to assist the International Team Leader in developing the UNDP Project Document and CEO Endorsement Request for the project "Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions". In addition, the National Team Leader is required to coordinate with PPG team members, government entities and relevant stakeholders to ensure that all deliverables are completed on time and with high quality. In addition, the consultant will also engage in a subset of individual assignments which include preparing a situation analysis, site descriptions etc. The sections below provide more details on the specific tasks of the National Team Leader. **Responsibilities and Deliverables:** 1) **Management of the GEF PPG Team:** The National Team Leader will assist the International Team Leader to complete the tasks below: a. Coordinate the GEF PPG Team's National Consultants, ensuring that the PPG Team works in accordance with the defined detailed methodology and work plan and in accordance with the clear delegation of responsibilities for the PPG team; b. Ensure that project development and consultancy interventions of the National PPG Team are participatory, gender-responsive, and based on extensive stakeholder engagements; and c. Through early review of drafts and through consultations with the respective consultants, verify and ensure that consultancy inputs to all project components are technically sound. 2) **Preparatory Technical Studies and Reviews (Component A):** With inputs from the national consultants, as detailed in their respective TORs, the National Team Leader will complete the tasks below: a. In coordination with the Subnational Peatland Ecosystem Specialists, other PPG consultants, and relevant stakeholders, compile all relevant information needed for site-specific Landscape Profiles and Situation Analysis of each of the project sites, including biodiversity/ecosystem descriptions, Global Environmental benefits/importance, climate change related projection data, land use, and socio-economic conditions and other relevant information needed in support for the project documentation. b. Together with the International Team Leader and the National Coordinator, design and participate in the PPG field mission c. d. In coordination with the Subnational Peatland Ecosystem Specialists in Heilongjiang and Qinghai, lead the identification of the project sites geo-referenced data and maps and ensure that they are clearly presented both for targeted protected areas and broader landscapes, as applicable. e. In coordination with the Subnational Peatland Ecosystem Specialists in Heilongjiang and Qinghai, prepare the baseline management effectiveness tracking tool (METT) assessments using the GEF-8 BD tracking tool for each of the protected areas under the project and evaluate the enforcement mechanisms and existing operational plans, participation of law enforcement agencies, and potential conflicts with local communities. f. Support the National Climate Change Specialist in reviewing climate trends and evaluate future climate risks (Climate and Disaster Assessment), including peatland vulnerability to climate change, the probability of natural disasters caused by climate change and the rating of the risk at the project site level. g. Verify necessary information and integrate it into Prodoc text, including the project's CO2 mitigation results (using the FAO NEXT tool tCO2eq), gender considerations, safeguards, stakeholder engagement details, etc, to ensure the Prodoc fully satisfied all requirements.

	h. Provide relevant input towards the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. 3) **Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):** The National Team Leader will need to complete tasks below: a. In coordination with the Subnational Peatland Ecosystem Specialists in Heilongjiang and Qinghai, prepare a **Peatland Baseline Inventory and Condition Report,** including spatial extent, typology, and condition of peatland ecosystems in the target sites, with GIS-based peatland baseline maps. b. In coordination with the Subnational Peatland Ecosystem Specialists in Heilongjiang and Qinghai, prepare a **Hydrological Baseline Report,** to support restoration design, and including surface and subsurface hydrology, and priority areas for restoration. c. Prepare a **Biodiversity Baseline Report**, including information on habitat integrity, indicator species, and threat mapping of the target PAs, and justification of proposed new PA. d. In coordination with the Subnational Peatland Ecosystem Specialists in Heilongjiang and Qinghai, prepare a **Protected Area Management Effectiveness Baseline Report,** supported by baseline assessments of the target PAs using the **GEF BD Tracking Tool**. e. Support the National Climate Change Specialist in the FAO NEXT tCO2eq calculations and Results summary (or similar GEF recognized tCO2eq calculations). f. Support the development and finalization of SESP, ESMF, Gender Action Plan (GAP), Stakeholder Engagement Plan and other relevant tools. g. Develop and finalize the relevant documentation for the GEF Core Indicators and ensure these are supported by robust and validated data. h. Review and assist as agreed with the PPG Team Leader with the synthesis of all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes, using the templates.[3] i. Support the resolving of comments and address all feedback as necessary until final GEF CEO Endorsement. 4) **Validation Workshop (Component C):** National Team Leader will need to assist International Team Leader to complete tasks below: a. Co-Lead, as agreed with the International PPG Team Leader, the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans. b. Assist the PPG Team Leader, as agreed, with the preparation of necessary revisions that arise during the workshop; and c. Provide input, as required, to the completion of the Validation Workshop Report. d. Participate in internal UNDP briefings and clearance processes as required by UNDP. 5) **Final Deliverables:** a. Inception report; b. PPG field mission report c. Peatland Baseline Inventory and Condition Report, including maps and coordinates; d. Hydrological Baseline Report; e. Biodiversity Baseline Report; f. Protected Area Management Effectiveness Baseline Report, including METT assessments using the GEF-8 BD tracking tool; Inputs to the climate screening of the project summarizing potential climate impacts and risks to project landscape, assessing vulnerabilities of proposed project interventions and recommendations to improve climate-resilience of proposed interventions; g. Inputs to the GHG emissions avoided or carbon sequestration estimates using FAO NEXT or similar tools; h. Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader including input to Social and Environmental Screening Procedures; draft

[3] Please verify with the UNDP-GEF team that the correct templates are being used.

	input to Risk Mitigation Strategy; draft input to Overview of Technical Consultancies and Subcontracts; draft input to Project Activities and Monitoring Plan. i. Upon request from the UNDP CO and Regional Technical Adviser during the PPG implementation, the PPG team may be required to prepare additional annexes. **Qualifications** • Advanced degree in natural resource management & biodiversity, climate change, environment and wetland study, economics science or relevant field is preferable. • At least 7 years of relevant professional experience in peatland ecosystem and natural resource management. • Demonstrated understanding of the GEF rationale and procedures, and demonstrated experience in formulation of GEF-funded project proposals, using the logical framework and the results-based management approaches. • Working experience in undertaking climate and disaster risk assessments and developing climate scenario projections. • Strong networking and interpersonal skills. • Knowledge and experience in protected areas management and planning will be an advantage. • Experience working in land use planning, connectivity and ecological corridor establishment is desirable. • Strong analytical skill. • Ability to work in multidisciplinary and multicultural team. • Strong motivation and ability to work and deliver under pressure and short deadlines. • Excellent analytical, writing, advocacy, presentation, and communications skills are required. • Excellent written and oral communication skills in English.
Consultant 4: National Gender and Stakeholder Engagement Specialist **Type:** NC **Cost per person day:** 250 US$ **Number of person days needed:** 25	**Role** The National Gender and Stakeholder Engagement Specialist will work closely with International Social and Environmental Safeguards Specialist and will develop mandatory project Annexes related to gender mainstreaming, stakeholder engagement, livelihoods, and behavioural changefor the project "Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions". The Consultant will work under the guidance of the International Team Leader and in close coordination with the National Team leader. **Responsibilities and Deliverables** 1) **Preparatory Technical Studies and Reviews (Component A):** The National Gender and Stakeholder Engagement Specialist will complete the tasks below: a. Prepare the Gender Analysis and Gender Action Plan, ensuring that they are culturally sensitive and adequately include relevant ethnic groups as well as vulnerable groups; b. Participate in the PPG field mission; c. Conduct targeted local survey work to enable the development of a comprehensive gender analysis; d. Prepare a Socioeconomic and Livelihood Baseline Report, including a local socioeconomic analysis aimed at understanding readiness for Ethnic Minorities and local communities to engage in the project; e. Undertake relevant document reviews and consultations needed for the stakeholder analysis and develop it into the Stakeholder Consultation Report and Comprehensive Stakeholder Engagement Plan, as well as work closely with the GEF PPG Team Leader to ensure its findings are meaningfully integrated into the project documents; f. Prepare a Knowledge, Attitudes, and Practices (KAP) Survey Framework; g. Support the work of the International Safeguards Specialist by providing inputs to the SESP, ESMF, the Ethnic Minority Peoples Plan, the Process Framework and the Livelihood Action Framework and FPIC Modality as required; h. Prepare the Records of Stakeholder Consultations during PPG phase annex; i. Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team

	Leader, such as the Description of Project Activities and Overview of Technical Consultancies and Subcontracts. j. Prepare inputs and support the development of final PPG deliverables, as agreed with the PPG Team Leader, including the Overview of Technical Consultancies and Subcontracts and, Description of Project Activities. 2. **Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):** a. Prepare a **Gender Analysis and Gender Action Plan**; b. Prepare a **Socioeconomic and Livelihoods Baseline Report**, supporting design of incentive mechanisms, and including information on household income sources, grazing practices, peat extraction, gender-disaggregated livelihood roles; c. Prepare the **Records of Stakeholder Consultations during PPG Phase** annex, compiling information throughout the project preparation phase and coordinating inputs from the other PPG consultants; d. Develop a **Comprehensive Stakeholder Engagement Plan** (including a GRM section) with appropriate budget and identification of project interventions; e. Prepare a **Knowledge, Attitudes, and Practices (KAP) Survey Framework**, emphasizing measurement of behavioural change and learning, identifying target stakeholder groups, drafting guiding questions, etc. f. Support International Safeguards Specialist in the development of the Ethnic Minority Peoples Plan, the Environment and Social Management Framework, the Process Framework and the Livelihood Action Framework; g. Provide agreed inputs to the project's Peatland Baseline Inventory and Condition Report and Risk Mitigation Strategy; h. Contribute to the preparation of the project management arrangements with input to the Description of Project Activities and Overview of Technical Consultancies and Subcontracts; i. Contribute to the formulation of the Social and Environmental Screening Procedures with a special regard to stakeholder engagement. 3. **Validation Workshop (Component C):** a. Contribute to the validation workshop; and b. Support all necessary revisions that arise during the workshop, as appropriate. 4. **Final Deliverables:** a. Inception report; b. Field mission report c. Gender Analysis and Gender Action Plan; d. Comprehensive Stakeholder Engagement Plan (including a GRM section) with input from national technical specialists and under the guidance of the International expert on environmental and social Safeguards; e. Socioeconomic and Livelihoods Baseline Report; f. Knowledge, Attitudes, and Practices (KAP) Survey Framework; Records of Stakeholder Consultations during PPG phase annex, including detailed documentation of consultations with local communities in support of FPIC; g. Gender considerations fully mainstreamed into the project document, including inputs to the gender-responsive theory of change; the project's results framework ensuring that gender-responsive outcomes, baselines, targets, and indicators are included; ensure that all applicable indicators are disaggregated by sex and other relevant, intersecting forms of identity; h. Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader; i. Upon request from the UNDP Regional Technical Adviser/Regional Technical Specialist during the PPG implementation, the PPG team may be required to prepare additional annexes. **Qualifications**

	• Master's degree or higher in a relevant field, such as social studies, sociology, anthropology, gender studies, gender and development, women and environment, or women and sustainable development; • Minimum 7 years of demonstrable experience in the technical area of gender mainstreaming and community development; • Demonstrated understanding of the links between sustainable development, social and gender issues; • Demonstrated experience in carrying out socially-inclusive consultations with stakeholders, specifically with women and vulnerable groups; • Experience with project development and results-based management methodologies is highly desired; • Experience working on GEF projects an advantage; • Strong analytical skill; • Ability to work in multidisciplinary and multicultural team; • Strong motivation and ability to work and deliver under pressure and short deadlines; • Excellent analytical, writing, advocacy, presentation, and communications skills are required; • Excellent written and oral communication skills in English.
Consultant 5: National Climate Change Specialist **Type:** NC **Cost per person-day:** 250 US$ **Number of person days needed: 35**	**Role** The National Climate Change Specialist will serve as a member of the national PPG expert team and work under the overall guidance of the International Team Leader and the coordination of the National Team Leader, the specialist will be responsible for leading all technical work related to climate change mitigation, GHG emissions analysis, and carbon calculation for the project. The core focus will be on quantifying the greenhouse gas benefits of proposed peatland conservation, restoration, and sustainable management activities. A primary task will be the application of the FAO's NEXT and other relevant recognized methodologies to estimate emission reductions and carbon sequestration in tCO2eq. The expert will ensure that all climate-related aspects of the project are technically robust, aligned with GEF and national requirements, and accurately integrated into the project documentation. **Responsibilities and Deliverables** 1) **Preparatory Technical Studies and Reviews (Component A):** The National Climate Change Specialist will complete the tasks below: a. Collect, compile and review all relevant data required for GHG calculation at the project sites, including peatland types and extent, degradation status, land use status and change, management practices, hydrological conditions, climate parameters, and relevant socio-economic information. b. Participate in the PPG field mission; c. Development of baseline and with-project scenarios data, ensuring consistency with proposed project interventions related to peatland conservation, restoration and sustainable use. d. Apply the FAO NEXT tool (or other GEF-recognized GHG calculation tools, as agreed) to estimate: 1) GHG emission reductions (tCO_2eq); 2) Carbon sequestration and enhanced carbon stocks, where applicable; 3) Avoided emissions resulting from reduced peat degradation, drainage, fire risk and unsustainable land use practices. e. Clearly document assumptions, parameters, activity data, emission factors and uncertainties used in the GHG calculation process, ensuring transparency and reproducibility of results. f. Analyse and summarize the relative contribution of different project interventions (e.g. hydrological restoration, ecosystem rehabilitation, grazing management, low-impact livelihood practices) to climate change mitigation outcomes. g. Ensure consistency between GHG calculation results and the project's climate risk screening, adaptation considerations and overall results framework. h. Assess climate and disaster risks and document the findings and recommendations into a Climate and Disaster Risk Assessment Report;

	i. Prepare a Monitoring, Reporting, and Verification (MRV) System Framework; 2) **Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):** The National Climate Change Specialist will complete the tasks below: a. Prepare a **Climate and Disaster Risk Assessment Report**, using the World Bank climate and disaster tool as well as other available climate screening tools (in accordance with the guidance in GEF Scientific and Technical Advisory Panel (STAP) guidance on climate risk screening. The report should provide guidance on climate-resilient design parameters and restoration strategies. b. Prepare a **Greenhouse Gas Emissions Baseline and Mitigation Estimates Report**, supported by the FAO NEXT tool. The report should provide validated GHG calculation results and concise technical summaries for inclusion in: 1) UNDP-GEF Project Document (ProDoc); 2) carbon accounting assumptions for the MRV system; 3) GEF Core Indicator 6 (Greenhouse gas emission mitigated); 4) GEF CEO Endorsement, if necessary. c. Prepare a **Monitoring, Reporting, and Verification (MRV) System Framework**, integrating biodiversity and carbon MRV, and identifying key metrics. d. Prepare tables, figures and explanatory text related to GHG calculation in line with UNDP and GEF technical and formatting requirements. e. Support the National Team Leader in responding to technical comments and requests for clarification from UNDP, the GEF Secretariat, STAP and other reviewers related to climate change mitigation and GHG estimates. f. Provide technical inputs, as required, to the Social and Environmental Screening Procedures (SESP), risk analysis, safeguards instruments and project monitoring framework with respect to climate change mitigation aspects. 3) **Validation Workshop (Component C):** a. Participate in the project Validation Workshop and support the presentation and explanation of climate change mitigation benefits, GHG accounting methodology and key assumptions to stakeholders. b. Revise GHG estimates and related documentation based on feedback received during the validation workshop and UNDP internal review processes. c. Provide technical inputs, as required, to the Validation Workshop Report and UNDP internal clearance processes. 4) **Final Deliverables:** a. Inception report; b. Field mission report; c. Climate and Disaster Risk Assessment Report; d. Greenhouse Gas Emissions Baseline and Mitigation Estimates Report, detailing the GHG calculation approach, including the description of baseline and project scenarios, data sources, key assumptions, and analysis, and finalized GHG calculations summary with FAO NEXT Excel spreadsheets, presenting the projected net GHG emission reductions/sequestration in tCO2eq over the project lifetime and prediction, clearly disaggregated by key activity/component. e. Monitoring, Reporting, and Verification (MRV) System Framework; f. Upon request from the UNDP CO and Regional Technical Adviser during the PPG implementation, the PPG team may be required to prepare additional annexes. **Qualifications** • Advanced university degree in climate change, environmental science, ecology, natural resource management, forestry, agriculture, geography or a related field. • Minimum of 5 years of demonstrated professional experience in climate change project development, GHG inventory, or carbon accounting, preferably in the land-use, forestry, or wetland/peatland sectors. • Demonstrated experience in applying FAO NEXT, EX-ACT, IPCC methodologies or other internationally recognized GHG calculation tools.

	• Experience in working on GEF, UN, or other multilateral-funded projects is highly desirable, with an understanding of GEF climate change mitigation indicators and reporting requirements. • Familiarity with China's national climate policies, NDCs, and MRV (Measurement, Reporting, and Verification) systems is a significant advantage. • Strong data analysis, modelling, and quantitative skills, with proficiency in handling complex datasets. • Strong analytical and problem-solving skills. • Ability to work in multidisciplinary and multicultural team and can deliver high-quality outputs under tight timelines. • Excellent written and oral communication skills in English.
Consultant 6: Wetland and Climate Change Policy Specialist **Type:** NC **Cost per person-day:** 250 US$ **Number of person days needed:** 36	**Role:** The Wetland and Climate Change Policy Specialist will serve as a member of the national PPG expert team and work under the overall guidance of the International Team Leader and the coordination of the National Team Leader. The specialist will be responsible for leading all technical work related to policy, legislation, peatland finance, and standards analysis for the project. The core focus will be on identifying policy gaps, proposing enabling policy frameworks and mainstreaming actions, developing policy and market-based incentive interventions that support the conservation, restoration, and sustainable management of permafrost peatlands in China. The specialist will also review ongoing and planned government and donor projects and programs related to the project's area of intervention and determine the gaps and overlaps in said projects/programs (i.e. the project's baseline). The specialist will also propose mid-term and end-of-project targets and indicators for monitoring changes in the national and local policy and legislative frameworks. **Responsibilities and Deliverables:** 1) **Preparatory Technical Studies and Reviews (Component A):** The Wetland and Climate Change Policy Specialist will complete the tasks below: ▪ Conduct a comprehensive review and gap analysis of existing national and provincial policies, laws, regulations, market-based incentives and standards related to wetland conservation, peatland management, climate change adaptation and mitigation, biodiversity conservation, and sustainable land use in the project area. ▪ Participate in the PPG field mission; ▪ Identify key policy barriers and enabling factors for effective peatland conservation and restoration, including institutional arrangements, financing mechanisms, land tenure issues, and cross-sectoral coordination challenges, including how peatland conservation can be integrated into the 15th Five-Year Plan, and how peatland conservation clauses can be integrated into the Heilongjiang and Qinghai Wetland Conservation Regulations. ▪ Review ongoing and planned Government and donor projects and programs related to the project's area of intervention, with a specific reference to existing peatland conservation and restoration investments. ▪ Analyse the alignment between current policy frameworks and market-based incentives and the proposed project interventions and identify opportunities for policy mainstreaming and integration. ▪ Develop a policy and market-based incentives baseline and monitoring framework to track policy changes and impacts throughout the project lifecycle. ▪ Propose specific policy and market-based incentive interventions, including the development or revision of policies, regulations, standards, and guidelines that support the project's objectives. ▪ Ensure that policy and market-based incentive recommendations are gender-responsive, socially inclusive, and consider the needs and rights of local communities and indigenous peoples. ▪ Identify and prepare the legal and policy information needed for the Project's SES related documentation with a particular reference to gaps that may exist with UNDP's Environmental and Social Management Framework (ESMF), Strategic Environmental and

	Social Assessment (SESA), the Ethnic Minority Peoples Plan (EMPP), the Process Framework (PF) and the Livelihood Action Framework (LAF), in necessary. ▪ Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader. 2) **Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):** The Wetland and Climate Change Policy Specialist will complete the tasks below: ▪ Develop and finalize the **Policy and Institutional Analysis Report**, including the policy baseline, gap analysis, and proposed policy interventions. ▪ Prepare a **Peatland Finance Baseline Report**, supporting project design of market-based mechanisms. ▪ Design the project's policy-specific outputs, outcomes, and indicators related to policy development, mainstreaming, and implementation, and integrate them into the project's results framework. ▪ Prepare the relevant policy-related annex, detailing the enabling policy environment, institutional arrangements, and coordination mechanisms for project implementation. ▪ Provide technical inputs to the Social and Environmental Screening Procedures (SESP), risk analysis, and safeguards instruments with respect to policy and institutional aspects. ▪ Support the National Team Leader in responding to technical comments and requests for clarification from UNDP, the GEF Secretariat, STAP, and other reviewers related to policy and institutional issues. 3) **Validation workshops (Component C):** ▪ Participate in the project Validation Workshop and support the presentation and explanation of the policy analysis, proposed policy interventions, and institutional arrangements to stakeholders. ▪ Revise policy recommendations and related documentation based on feedback received during the validation workshop and UNDP internal review processes. ▪ Provide technical inputs, as required, to the Validation Workshop Report and UNDP internal clearance processes. 4) **Final Deliverables:** ▪ Inception report. ▪ PPG field mission report. ▪ Policy and Institutional Analysis Baseline Report, including a situation and gap analysis, including a pathway analysis for peatland integration and mainstreaming. ▪ Peatland Finance Baseline Report, supporting project design of market-based mechanisms. ▪ Project-related annex, providing detailed information on the enabling policy environment, institutional arrangements, and coordination mechanisms. ▪ Technical inputs to the SESP, risk analysis, and safeguards instruments related to policy and institutional aspects. ▪ Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader ***Qualifications:*** ▪ Master's degree or higher in environmental policy, sustainable development, or other related fields. ▪ Minimum 7 years of demonstrable experience in the technical area of environmental law and other related fields such as environmental policy review and development, with a specific focus on wetland and climate change policy and legislation. ▪ Familiar with China's national and provincial policy frameworks related to wetland conservation, climate change, biodiversity, and sustainable development, including relevant laws, regulations, and standards. ▪ Demonstrated experience working on policy and programmatic issues, particularly related to Land Use Planning, biodiversity conservation and management (preferably in

	peatland areas), and the inclusion of local governments and civil society organizations including community organizations in national and local planning processes. ▪ Experience in working on GEF, UN, or other multilateral-funded projects is highly desirable. ▪ Ability to work in multidisciplinary and multicultural team. ▪ Strong motivation and ability to work and deliver under pressure and short deadlines. ▪ Excellent analytical, writing, advocacy, presentation, and communications skills are required. ▪ Excellent written and oral communication skills in English.
Consultant 7: Subnational Peatland Ecosystem Specialist in Heilongjiang and International Peatland Specialist **Type:** NC **Cost per person day:** 200 US$ **Number of person days needed:** 46	**Role** The Subnational Peatland Ecosystem Management Specialist in Heilongjiang and the International Peatland Specialist will serve as a member of the national PPG expert team and work under the overall guidance of the International Team Leader and the coordination of the National Team Leader. The specialist will be responsible for baseline surveys, need assessments, intervention design, and monitoring and evaluation (M&E) framework development related to peatland conservation, sustainable management and restoration in the Lesser Khingan Mountains and other targeted permafrost peatland landscapes. The Specialist will also be responsible for providing scientific and technical expertise to ensure that project strategies are ecologically sound, based on a robust understanding of the current peatland status, and aligned with both national conservation priorities and international best practices in peatland management. **Responsibilities and Deliverables** 1) **Preparatory Technical Studies and Reviews (Component A):** The Peatland Ecosystem Specialist will complete the tasks below: a. Support and contribute to baseline surveys and assessments of peatland ecosystems in the Lesser Khingan Mountains project sites, including peatland types, extent, hydrological conditions, vegetation communities, biodiversity values, degradation status and key ecosystem functions. b. Participate in the PPG field mission. c. Compile and analyse existing data and studies, and where necessary support field-based information collection, to characterize drivers and pressures of peatland degradation, such as overgrazing, drainage, infrastructure development, climate change and other anthropogenic impacts. d. Provide technical inputs to the design of peatland protection, restoration and sustainable management interventions, including hydrological restoration, vegetation rehabilitation, grazing management, erosion control and other nature-based solutions suitable for permafrost peatland ecosystems. e. Ensure that proposed interventions are consistent with international best practices and adapted to local ecological, climatic and socio-economic conditions of the Lesser Khingan Mountains region. f. Drawing on international peatland ecosystem and resource management practices, prepare a report summarizing global experiences relevant for China of climate adaptive, nature-based restoration solutions, with a specific reference to habitat degradation due to overgrazing, peat extraction and infrastructure. g. In coordination with the National Gender and Stakeholder Engagement Specialist and drawing on international peatland ecosystem and resource management practices, prepare a report summarizing global experiences relevant for China of low impact livelihood engagements implementable in permafrost peatland ecosystems. h. 2) **Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):** The Peatland Ecosystem Specialist will complete the tasks below: a. Provide written technical inputs to the ProDoc, including sections related to baseline conditions, project rationale, intervention logic, monitoring framework and sustainability.

b. Support the integration of peatland restoration and management measures into local management actions and broader landscape-level planning, as relevant.
c. Provide peatland-specific technical inputs to risk analysis, safeguards instruments, and climate resilience considerations related to proposed interventions.
d. Support the development of a results-based Monitoring and Evaluation (M&E) framework for peatland-related project outcomes and outputs, including the identification of appropriate baselines, targets, indicators and means of verification.
e. Contribute to the development and validation of GEF Core Indicators and project-specific indicators related to land degradation, biodiversity conservation and sustainable land management, ensuring data robustness and consistency.
f. Provide technical inputs to the Management Effectiveness Tracking Tool (METT) assessment, as relevant to peatland-related protected areas and management measures.

3) **Validation Workshop (Component C):** The Peatland Ecosystem Specialist will complete the tasks below:
a. Participate in the Validation Workshop and support the presentation and discussion of peatland baseline conditions, proposed interventions and monitoring indicators with stakeholders.
b. Revise technical inputs based on feedback from the Validation Workshop, UNDP internal reviews, and comments from the GEF Secretariat or STAP, as required.
c. Support the National Team Leader and International Team Leader in addressing technical comments related to peatland ecology, restoration design and monitoring indicators until final GEF CEO Endorsement.

4) **Final Deliverables:**
a. Inception report.
b. PPG field mission report.
c. Heilongjiang section of the Peatland Baseline Inventory and Condition Report.
d. Heilongjiang section of the Hydrological Baseline Report.
e. Heilongjiang section of the Biodiversity Baseline Report.
f. Heilongjiang section of the Protected Area Management Effectiveness Baseline Report. The baseline reports for Lesser Khingan Mountain Peatlands will serve as the definitive baseline for the project's results framework, including:
   - Detailed information containing geo-referenced data maps, peatland status and degradation trend, analysis of degradation drivers, and carbon stock capacity (with support of National Climate Change Specialist).
   - Indicative management and technical interventions for project site and landscape level.
   - Comprehensive Project M&E Framework and Baseline data, MTR and TE target: A finalized M&E framework document, including the result framework with defined indicators, detailed monitoring protocols, data collection tools, and a plan for data management.
g. Report on global experiences regarding peatland ecosystem and resource management practices.
h. Report on global experiences on low impact livelihood engagements implementable in permafrost peatland ecosystems.
i. Substantial Technical Inputs to the ProDoc and Annexes: High-quality written contributions to the ProDoc, specifically for the strategy, results framework, and monitoring sections, and technical inputs to annexes, such as METT, etc.
j. Upon request from the UNDP CO and Regional Technical Adviser during the PPG implementation, the PPG team may be required to prepare additional annexes.

Qualifications
- Advanced university degree in peatland ecology, wetland science, ecology, natural resource management, environmental science or a related field.
- At least 5 years of relevant professional experience in peatland ecosystems, wetland conservation, ecological restoration or sustainable land management.
- Experience working in Lesser Khingan mountains an advantage.

	• Demonstrated experience in peatland baseline assessments, ecosystem condition analysis and restoration planning, preferably in alpine or permafrost regions. • Good understanding of GEF-funded project design, results-based management (RBM) approaches and monitoring and evaluation frameworks. • Knowledge of protected area management, landscape-level planning and integration of ecosystem restoration into management frameworks is an asset. • Strong analytical and technical writing skills. • Ability to work in multidisciplinary and multicultural team and can deliver high-quality outputs under tight timelines. • Excellent written and oral communication skills in English.
Consultant 8: Subnational Peatland Ecosystem Specialist in Qinghai **Type:** NC **Cost per person day:** 200 US$ **Number of person days needed:** 41	**Role** The Subnational Peatland Ecosystem Management Specialist in Qinghai will serve as a member of the national PPG expert team and work under the overall guidance of the International Team Leader and the coordination of the National Team Leader. The specialist will be responsible for baseline surveys, need assessments, intervention design, and monitoring and evaluation (M&E) framework development related to peatland conservation, sustainable management and restoration in the Qilian Mountains and other targeted permafrost peatland landscapes. The Specialist will be responsible for providing scientific and technical expertise to ensure that project strategies are ecologically sound, based on a robust understanding of the current peatland status, and aligned with both national conservation priorities and international best practices in peatland management. **Responsibilities and Deliverables** 1) **Preparatory Technical Studies and Reviews (Component A):** The Peatland Ecosystem Specialist will complete the tasks below: a. Support and contribute to baseline surveys and assessments of peatland ecosystems in the Qilian Mountains project sites, including peatland types, extent, hydrological conditions, vegetation communities, biodiversity values, degradation status and key ecosystem functions. b. Participate in the PPG field mission. c. Compile and analyse existing data and studies, and where necessary support field-based information collection, to characterize drivers and pressures of peatland degradation, such as overgrazing, drainage, infrastructure development, climate change and other anthropogenic impacts. d. Provide technical inputs to the design of peatland protection, restoration and sustainable management interventions, including hydrological restoration, vegetation rehabilitation, grazing management, erosion control and other nature-based solutions suitable for permafrost peatland ecosystems. e. Ensure that proposed interventions are consistent with international best practices and adapted to local ecological, climatic and socio-economic conditions of the Qilian Mountains region. 2) **Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):** The Peatland Ecosystem Specialist will complete the tasks below: a. Provide written technical inputs to the ProDoc, including sections related to baseline conditions, project rationale, intervention logic, monitoring framework and sustainability. b. Support the integration of peatland restoration and management measures into local management actions and broader landscape-level planning, as relevant. c. Provide peatland-specific technical inputs to risk analysis, safeguards instruments, and climate resilience considerations related to proposed interventions. d. Support the development of a results-based Monitoring and Evaluation (M&E) framework for peatland-related project outcomes and outputs, including the identification of appropriate baselines, targets, indicators and means of verification. e. Contribute to the development and validation of GEF Core Indicators and project-specific indicators related to land degradation, biodiversity conservation and sustainable land management, ensuring data robustness and consistency.

	f. Provide technical inputs to the Management Effectiveness Tracking Tool (METT) assessment, as relevant to peatland-related protected areas and management measures. 3) **Validation Workshop (Component C):** The Peatland Ecosystem Specialist will complete the tasks below: a. Participate in the Validation Workshop and support the presentation and discussion of peatland baseline conditions, proposed interventions and monitoring indicators with stakeholders. b. Revise technical inputs based on feedback from the Validation Workshop, UNDP internal reviews, and comments from the GEF Secretariat or STAP, as required. c. Support the National Team Leader and International Team Leader in addressing technical comments related to peatland ecology, restoration design and monitoring indicators until final GEF CEO Endorsement. 4) **Final Deliverables:** a. Inception report. b. PPG mission report. c. Qinghai section of the Peatland Baseline Inventory and Condition Report. d. Qinghai section of the Hydrological Baseline Report. e. Qinghai section of the Biodiversity Baseline Report. f. Qinghai section of the section of the Protected Area Management Effectiveness Baseline Report. The baseline reports for Qilian Mountain Peatlands, it will serve as the definitive baseline for the project's results framework, including: ▪ Detailed information containing geo-referenced data maps, peatland status and degradation trend, analysis of degradation drivers, and carbon stock capacity (with support of National Climate Change Specialist). ▪ Indicative management and technical interventions for project site and landscape level. ▪ Comprehensive Project M&E Framework and Baseline data, MTR and TE target: A finalized M&E framework document, including the result framework with defined indicators, detailed monitoring protocols, data collection tools, and a plan for data management. g. Substantial Technical Inputs to the ProDoc and Annexes: High-quality written contributions to the ProDoc, specifically for the strategy, results framework, and monitoring sections, and technical inputs to annexes, such as METT, etc. h. Upon request from the UNDP CO and Regional Technical Adviser during the PPG implementation, the PPG team may be required to prepare additional annexes. **Qualifications** • Advanced university degree in peatland ecology, wetland science, ecology, natural resource management, environmental science or a related field. • At least 5 years of relevant professional experience in peatland ecosystems, wetland conservation, ecological restoration or sustainable land management. • Experience working in Qilian mountains an advantage. • Demonstrated experience in peatland baseline assessments, ecosystem condition analysis and restoration planning, preferably in alpine or permafrost regions. • Good understanding of GEF-funded project design, results-based management (RBM) approaches and monitoring and evaluation frameworks. • Knowledge of protected area management, landscape-level planning and integration of ecosystem restoration into management frameworks is an asset. • Strong analytical and technical writing skills. • Ability to work in multidisciplinary and multicultural team and can deliver high-quality outputs under tight timelines. • Excellent written and oral communication skills in English.
Consultant 9: Interpreter/translator	**Role**

Type: NC **Cost per person-day:** USD 714.25 **Number of person-days needed:** 7	The interpreter/translator will provide professional linguistic support and deliver accurate and culturally appropriate language solutions between English and Chinese for the PPG team and local stakeholders during the PPG phase for the project "Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions". Detailed scope of work includes: encompassing facilitation of consultations, preparation of project-related documents, and support for validation processes. S/he will work in close collaboration with the PPG team and national counterparts and will proactively identify potential language barriers and mitigate risks of miscommunication. **Responsibilities and Deliverables: interpretation and translation** 1. Support the coordination and liaison with counterparts (government departments, non-governmental organizations, donor agencies, private sector, UNDP CO and UN agencies) through delivering professional English-Chinese translation and interpretation services to ensure clear and effective communication. 2. Provide online interpretation services during meetings/workshops to facilitate real-time interaction among participants: including but not limited to inception workshop, field mission, validation workshop and LPAC. 3. Provide online interpretation services and translation services for counterparts during field mission. Detailed scope of work includes but not limited to: documents translation, meeting interpretation, interview with local stakeholders. 4. Provide translation services for meeting materials, as well as other documents or materials required for project development. 5. Provide translation and/or interpretation services for the PPG team's monitoring, updating, and sharing information on progress of deliverables on quarterly basis. **Qualifications:** • Master's degree in a relevant field related to Interpretation and Translation, Linguistics, English or any other related fields; • At least 10 years of experience related to interpretation and translation. • Professional written and oral communication skills in English. • Experience in social sciences and environmental domain translations; prior service as an interpreter/translator in government agencies, international organizations or for foreign affairs activities, and conferences. • Excellent analytical, writing, advocacy, presentation, and communication skills. • Knowledge of the UN Agencies and Chinese government agencies. • Experience in working with Chinese government agencies and the UN Agencies is an asset.
Position: **National Coordinator** **Type:** National Personnel Service Agreement **Cost per person-day:** 260 $ USD **Number of person-days needed:** 115	**Role** The National Coordinator will work under supervision of Programme Manager and will be responsible for coordinating the national PPG process for the project "Integrated Management of Permafrost Peatland in Northern China for Biodiversity Conservation and Climate Actions". Detailed scope of work includes: liaising with the consultants and national counterparts, ensuring the timely provision of inputs to the development of the project from project partners; and ensuring that online consultations take place in a coordinated and effective manner considering time zone differences and stakeholders' schedules. **Responsibilities and Deliverables** 1. <u>PPG coordination support</u> a. Coordination and liaison with counterparts (government departments, non-governmental organizations, donor agencies, private sector, UNDP CO and UN agencies); b. Coordination and liaison with PPG Team's consultants; c. Participate in the PPG field mission. d. Organize meetings and technical discussions, prepare activity arrangements (program and budget), invitations and materials needed for the meetings and discussions; e. Document the proceedings during stakeholder consultations and workshops; f. Support PPG Team in monitoring, updating, and sharing information on progress of deliverables on quarterly basis;

	g. Provide research support for Project Document preparation and undertake secondary data gathering, as needed; and h. Other tasks deemed necessary for project delivery and completion. 2. **Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):** a. Support the PPG Team Leader in preparing the Project budget, Multi-Year Work Plan and, Monitoring & Evaluation Plan; b. Work and coordinate with the PPG Team and Government Experts on the PPG capacity assessment; c. Lead in collecting co-financing letters; d. In coordination with PPG team, facilitate internal travel procedure and ticket issue, select meeting/workshop venue through procurement process, distribute invitation and management of participant confirmation. e. Support the PPG team leader in the formulation of PPG related documents as needed. 3. **Validation Workshop (Component C):** a. Contribute to both the inception and validation workshop; b. Document the proceedings of the validation workshop. **Qualifications:** • Secondary education is required, or a University Degree in Business Administration, Public Administration, Natural Resource Management, Environment, Urban Planning or equivalent field will be given due consideration, but it is not a requirement; • Experience in one or more of the related technical areas of natural resource management, biodiversity conservation and spatial planning is an asset; • Experience in the use of computers, office software packages (MS Word, Excel, etc.) and web-based management systems; • Knowledge of monitoring and evaluation tools; • Knowledge of project management processes; • Knowledge of procurement procedures of national / international organizations; • Familiarity with UNDP and GEF; • Excellent written and oral communication skills in English.