COMBO PROJECT
CONSERVATION, IMPACT MITIGATION AND BIODIVERSITY OFFSETS
RECONCILING ECONOMIC DEVELOPMENT AND BIODIVERSITY CONSERVATION IN UGANDA

**TERMS OF REFERENCE FOR CONSULTING SERVICES
FOR THE PRODUCTION OF A POPULAR ENGLISH VERSION OF THE NATIONAL ENVIRONMENT
ACT NO.5 OF 2019 AND TRANSLATION INTO THREE LOCAL LANGUAGES**

1.0. Introduction

Between 2016 and 2020, Wildlife Conservation Society (WCS) and its partners Forest Trends and Biotope, signed a Memorandum of Understanding with the National Environment Management Authority (NEMA) for the implementation of the COMBO Project "Conservation, Mitigation of Impacts and Biodiversity Offsets".

The second phase of the COMBO Programme ('COMBO+'), funded by the Agence Française de Développement (AFD) and the Fonds Français pour l'Environnement Mondial (FFEM), will take place in the period 2021-2025. The expected outputs of COMBO+ include; a popular English version of the National Environment Act No.5 of 2019 and three local language translations of the popular version. The languages will be Luganda, Ateso and Runyoro. The popular English version and its translations will be disseminated at district level as an awareness raising tool to enable local communities easily understand the importance of environmental compliance as a means to protect the environment.

The project seeks a consultancy to achieve the project output. The consultancy is open to firms, individuals or groups of individuals who can undertake the assignment.

2.0. Tasks of the consultant/Firm

a) Produce the popular English version of the National Environment Act No.5 of 2019
b) Submit the popular English version to the client for review
c) Translate the popular version into three local languages namely; Luganda, Ateso, and Runyoro
d) Design, proofread and edit the drafts
e) Present the first drafts to the client
f) Incorporate the comments from the supervisory team
g) Submit the revised versions
h) Submit the final report

3.0. Tasks of the Client
The tasks of the client will include:
a) Participate in the procurement process for the consultant(s) and undertake quality control for the required tasks.
b) Review and check for consistency and completeness of the preliminary reports and the final documents/translated versions and engage the consultants appropriately.

4.0. Consultant(s) Qualifications and Eligibility conditions
a) Degree in Communications, Media Studies, Law, English Language and Literature, environment management or related field. Training in Journalism and/or Education will be an added advantage
b) Experience in writing policy briefs
c) Work experience in translating documents from English to one or two local languages
d) At least five years' experience in proofreading and editing text and/or documents
e) At least five years' experience in production and review of environment related legal documents/literature
f) Ability to meet tight deadlines

5.0. Key Deliverables
The deliverables for this assignment are as follows:

a) Inception report
b) Popular English version of the National Environment Act developed/produced
c) Submission of English Version to client; copy returned to consultant
d) Popular version of the National Environment Act translated into three local languages
e) Submission of translated versions to client; copy returned to consultant
f) Final documents designed in an easy to read format submitted

6.0. Tenure
The Consultancy will be for the duration 60 days running in 4 months unless otherwise advised by WCS.

7.0. APPLICATION RULES
All applicants must meet the minimum requirements described above. Expression of interest shall include the following:

- *Curriculum vitae* (max. 5 pages) with inclusion of three contacts to obtain professional references
- Example of similar work, describing the activities carried out and results achieved

Interested parties should e-mail their applications in *pdf format by **April 15,2022 to:** wcsuganda@wcs.org copy in bkyasiimire@wcs.org and lkiggwe@wcs.org