**GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED**

**Background**

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country’s long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh’s REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management
processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

The establishment of a national forest monitoring system for REDD+ requires the use and integration of various types of data from different sources. Ground field inventory data mainly correspond to dendrometric parameters and socio-economic data. Remote sensing data are mainly based on satellite images. In consequence, qualitative and quantitative information of different size and format are integrated together through an appropriate database management system. In addition, various stakeholders are involved in the contribution and process for monitoring forest and need access part/or all the information. An appropriate database management system should ensure an appropriate storage of the data and meta-data, their integration, analysis, accessibility and dissemination. A webplatform has been developed to provide access to the land monitoring activities.

**Required Tasks**

Under the overall supervision of the FAO Representative, the direct supervision of the Project CTA, the functional guidance of the NPD and in close collaboration with national and international consultants in the project team, the incumbent will be responsible for the following tasks:

- Prepare the inception report for database development and maintenance.
- Provide the technical assistance and support to FD in the areas of capacity building, multi-user database development, data sharing and data processing.
- Support the collection, harmonisation, archiving and management of all existing forest monitoring database in the Forest Department.
- Develop a multi-user functional database management system for FD forest monitoring and assessment data.
- Support the development and maintenance of the website and webportal;
- Support the maintenance of Server and Network of the Forest Department.
- Provide training to the national team in the development and maintenance of the database and formulating SQL queries.
- Prepare a database maintenance manual to ensure the sustainability of the forest data information and archiving systems.
- Report any technical problems related to the data, database and web portal to the CTA and the NPC.
- Describe all work performed in the form of a terminal report at the end of the recruitment period — to be submitted to the CTA for technical clearance. The report should contain: 1. an ample descriptions of data processing to facilitate future repetitions of the work and; 2. recommendations for possible improvements of the database application including a description of any technical problems and any ‘bugs’ encountered during the work.
- Support the procurement of appropriate system and equipment for the forest monitoring information system;
- Support trainings to the national personnel, planning and implementing the activities in connection with the creation of the Forest Information System (FIS).
- Support the development of a data management system that allow the accessibility of the necessary data to the different stakeholders;
- Collect and review comprehensively all existing forms of record keeping systems and relevant documents.
- Archive and organize all available field inventory data for Bangladesh (from permanent sample plots, destructive measurements, national forest assessment etc.).
- In close collaboration with the national counterpart personnel, design a preliminary database structure and present it for review and comments by concerned parties (professionals from forestry and other concerned institutions).
- Support the installation of the database management system in government offices.
- Ensure the adequate training is provided for the maintenance of the database system.
- Configure the informatics system to adequately perform.
- Fine-tuning of the informatics system taking into consideration the national context and capacities.
- Support training on open software for field data collection and calculation.
- Review existing data sharing standards.
- Prepare and submit end of consultancy report.
- Perform any other tasks required, under the direction of the National Project Coordinator.

### KEY PERFORMANCE INDICATORS

<table>
<thead>
<tr>
<th>Expected Outputs:</th>
<th>Required Completion Date:</th>
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<tbody>
<tr>
<td>• Inception report with detailed work schedule;</td>
<td>By NTE</td>
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<td>• Quarterly reports and end of mission report;</td>
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<td>• Assessment of the data management capacities;</td>
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<td>• Training materials and proceedings;</td>
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<td>• Forest Information System operational;</td>
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<td>• Descriptive documentation of the structure and functions of the database</td>
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<td>management system;</td>
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<td>• Installation of the database management system;</td>
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<td>• Evaluation of the performance of the database management system;</td>
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<td>• Forest monitoring data are available on the webplatform;</td>
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<td>• Compatibility of data for the data analysis process ensured;</td>
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<td>• Final consultancy report.</td>
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### Requirements:

- University degree in IT, programming and informatics;
- Relevant experience related to GHG inventory preparation;
- Working knowledge of English.
- Excellent knowledge of GIS, postGIS, postGress, MySQL;
- Excellent knowledge in software development and demonstrated attention to user-friendliness and customer experience;
- Extent and relevance of academic achievements in subjects relevant to IT development;
- Demonstrated experiences in developing countries;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.

### Application Guidelines:

All applicants are requested to send their Personal Profile Form (PPF) or Personal History Statement (PHF) to the following address:
FAOBD-Vacancies@fao.org by close of business on 19 April 2017.

PPF is available to this link: http://www.fao.org/employment/irecruitment-access/en/

PHF is available to this link: http://www.fao.org/bangladesh/fao-in-bangladesh/employmentprocurement/en/

Subject must refer “Application for the position of National Consultant: Data Management System, Integration and Documentation.”

Candidates not possessing the requisite qualifications should not apply as their application will not be considered.

Any persuasion will disqualify the candidate; only short listed candidates will be invited for the interview.

All recruitment to FAO posts are made on a competitive and transparent basis. Candidates are encouraged to apply directly to FAO and follow the instructions on this website. Please note that no intermediary is allowed to expedite or facilitate such process. All those who represent themselves as such are fraudulent and should be reported to FAO immediately.

Women candidates are strongly encouraged to apply.