



Pacific
Community
Communauté
du Pacifique



MEMORANDUM OF UNDERSTANDING

On the

Coping with Climate Change in the Pacific Island Region (CCCPir) Program

*Among the Government of Vanuatu, the Pacific Community (SPC)
and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ)*

Article 1: Purpose & Scope

SPC/GIZ Pacific German Regional Programme "Coping with Climate Change in the Pacific Island Region (CCCPir)" is a 10-year regional project ending on December 31, 2018, financed by the Government of the Federal Republic of Germany through the Federal Ministry for Economic Cooperation and Development (BMZ). The Programme aims to strengthen the capacities of the Pacific Community's island member countries and regional organisations to cope with the impacts of climate change.

Based on paragraph 2 of the Arrangements by way of exchange of Notes between the Government of the Federal Republic of Germany and the Secretariat of the Pacific Community and on section 4, paragraph 6 of the Implementation Agreement between the Pacific Community (SPC) and Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, the Government of the Republic of Vanuatu and the SPC/GIZ Pacific German Regional Programme "Coping with Climate Change in the Pacific Island Region (CCCPir)" (the "Programme") conclude the following Memorandum of Understanding (MoU) concerning Technical Cooperation, for the period of January 2016 to December 2018. This Memorandum of Understanding sets out the roles and responsibilities and expresses the commitment of each cooperating partner.

This MoU is a continuation of the MoU concluded between the Ministry of Public Utilities, SPC and GIZ on 21 November 2011, and the original MoU concluded between the NACCC of Vanuatu and the SPC/GTZ Regional Program Adaptation to Climate Change in the Pacific Island Region (ACCPir) concluded on 15 August 2009.

Article 2: Cooperating Partners

- The Government of the Republic of Vanuatu through the Ministry of Climate Change (MCC)
- The Pacific Community (SPC)
- and
- The Government of the Federal Republic of Germany through the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Shall jointly promote the Pacific German Regional Programme "Coping with Climate Change in the Pacific Island Region (CCCPir)" (the "Programme") to achieve the mutually agreed overall Program Goal and its implementation actions.

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Article 3: Principles of Cooperation

The cooperating partners recognize that

- The Programme objectives and targeted outputs are in line with the national policies of the Government of the Republic Vanuatu related to adaptation to climate change and sustainable development, and that the jointly elaborated fields of cooperation are important for the well-being of the people of Vanuatu.
- The cooperation aims at strengthening the self-help capacities of the people of Vanuatu in general and individuals in particular.
- All assistance and support granted in this cooperation requires full participation of beneficiaries and strengthens local ownership of development activities
- The inputs supplied for the Programme shall be at the exclusive and unrestricted disposal of the programme and its staff for the fulfillment of their tasks throughout the life of the Programme, and afterwards become the property of the Government of the Republic of Vanuatu.
- Internationally recognized good governance practices are applied to all assistance and support

Article 4: Roles and Responsibilities

The **Government of the Republic of Vanuatu**, through the Ministry of Climate Change, shall

- Assign a competent focal point and an alternate for the CCCPIR Programme and support his/her performance;
- Act as Chair of the National CCCPIR Project Steering Committee when such a committee is established
- Promote and enable coordination, cooperation and alignment with other relevant national programmes, projects, initiatives, organizations and partners;
- Provide appropriate office space, logistical and communication support;
- Provide DUTY and VAT exemption on the purchase and import of project equipment, materials and personal effects of the long-term expatriate technical advisor;
- Assure that appropriate contributions from relevant sectoral Ministries are provided for the successful implementation of the Programme;
- Afford the Programme and its staff every assistance in carrying out relevant tasks and place at their disposal all relevant documents, data and records;
- Secure rights to access and utilize the equipment, materials, data and information supplied or generated within the Programme cooperation;
- Make every effort to provide appropriate manpower and other inputs to successfully implement the Programme;
- Proactively facilitate cooperation, dissemination and exchange of information, and know-how among its Ministries, departments and units, including to relevant non-government organizations;
- Make every effort to sustain activities following the completion of the Programme, including the institutionalization of relevant Programme results.

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The **Pacific Community (SPC)**, in line with its Corporate Plan and other strategies and programmes and in accordance with the Implementation Agreement entered into with the GIZ on 22.07.2014 shall

- Designate an individual/unit to be the main contact for the implementation of the Vanuatu Programme;
- Promote and enable coordination, cooperation and alignment with other relevant regional and national programmes, projects, initiatives of SPC and other partners (ADB, EU, FAO, World Bank, USAID and others);
- Provide technical and advisory expertise from relevant SPC divisions and units;
- Ensure that the know-how, successes, lessons learned and Program outputs are incorporated into regional strategies and into international communications;
- Support the monitoring of Programme activities;
- Make every effort to promote and facilitate sustainability of activities following the completion of the Programme.

The **Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH**, in accordance with the Implementation Agreement entered into with SPC shall:

- Provide a long-term programme advisor to be based in Port Vila;
- Provide a national counterpart to the programme advisor to ensure program management capacity and skills transfer
- Facilitate and support the establishment of a national CCCPIR project Steering Committee inclusive of key Government Agencies to allow Government input into the CCCPIR Project decision making
- Provide long-term international and regional expertise in project management, climate change adaptation, and other related fields;
- Provide short-term international, regional, and national experts for various specific activities as and when required;
- Grant assistance and provide equipment, materials, training, extension aids as well as plan, implement, monitor, evaluate and disseminate programme activities.

Article 5: Reporting

- By 15th December 2016, 2017 & 2018 SPC and GIZ provide the Government of the Republic of Vanuatu (through the Ministry of Climate Change) with a comprehensive annual report on progress and achievement of the Programme.

Article 6: Governance Arrangements

This Memorandum of Understanding will be governed by the following considerations:

- This MoU becomes effective immediately upon its signing by the appropriate officer of each of the signatory institutions;
- This MoU will not prevent either party from entering into similar and separate agreements with other institutions;

- Disputes and disagreements relating to this MoU will be resolved through negotiations between GIZ, SPC and the Government of the Republic of Vanuatu.

Article 7: Confidentiality and Intellectual Property

- (a) Nothing in this MOU shall be construed as granting or implying rights to, or interest in, intellectual property of the cooperating partners, except as otherwise provided below.
- (b) In the event that the cooperating partners foresee that intellectual property that can be protected shall be created in relation to a particular activity, project or programme to be carried out under this Memorandum of Understanding, the cooperating partners shall negotiate and agree on terms of its ownership and use in a separate agreement.
- (c) Any exchange of information among SPC, GIZ and Government of the Republic of Vanuatu under this MoU, whether in relation to scientific research, financial management or other information will be subject to any reasonable conditions of confidentiality that the party disclosing the information wishes to impose, notwithstanding other areas of cooperation stated in this MoU.
- (d) Any publication arising out of joint research and work undertaken by the GIZ, SPC and the Government will be guided by the principles of publication and information sharing of the leading partner of that activity.
- (e) Relevant results out of the work of the Programme shall be published in coordination with and acknowledgement of the Government of the Republic of Vanuatu, SPC, GIZ and other relevant partners.

Article 8: Privileges and Immunities

Nothing in this Memorandum of Understanding shall be deemed to be a waiver, express or implied, of any of the privileges and immunities of the Pacific Community.

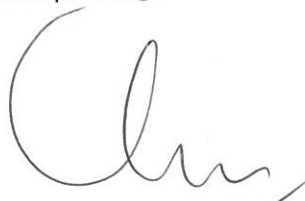
Article 9: Conclusion and Signature

Any other matter not being covered by this MoU may be incorporated into this agreement at a later stage upon unanimous agreement by all Cooperating Partners


23 February 2016



MR JESSE BENJAMIN
Director General
Ministry of Climate Change(GoV)



DR COLIN TUKUITONGA
Director General
the Pacific Community



DR WULF KILLMANN
Program Director
GIZ- CCCPIR

Annex I

Job Description

Local Program Coordinator SPC/GIZ Coping with Climate Change in the Pacific Island Region

A. Context

The Pacific Island Region's ability to adapt to climate change is challenged by its vulnerable geographical characteristics, the lack of human and financial resources, and nascent national institutional structures. Limited capacity of the agriculture, forestry, fisheries, tourism and energy sectors to adequately respond to climate change (CC) and to reduce greenhouse gas (GHG) emissions jeopardises sustainable development efforts.

In response, the regional SPC/GIZ programme 'Coping with Climate Change in the Pacific Islands Region (CCCPIR)' aims at strengthening the capacities of regional organisations in the Pacific Islands region and its member states to adapt to climate change and mitigate its causes.

The programme generates outputs for 15 independent member states of the Pacific Community (SPC).

To achieve the overall objective, the programme works within 6 components:

1. strengthening regional advisory and management capacity;
2. mainstreaming climate considerations and adaptation strategies;
3. implementing adaptation and mitigation measures;
4. sustainable tourism and climate change;
5. sustainable energy management;
6. education and climate change.

The results in each of these 6 components target the strengthening of expertise, capacity and coordination of key actors at different levels and in different sectors. The implementation of pilot measures with communities, the development of national frameworks and the strengthening of roles of regional organisations as service providers to the countries are all interlinked. The challenge of inadequate human and financial capacity in the countries is eased through a regional approach that promotes effective exchange of information, experiences, technical expertise and advisory support.

CCCPIR has been operational in Vanuatu since 2009, with an overall term through 2018 funded through the German Ministry of Economic Cooperation BMZ. To date, the CCCPIR programme has achieved high levels of success and is fully integrated into the programming of the Ministry of Climate Change as well as numerous technical line agencies.

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The German Agency for International Cooperation, GIZ, is a government-owned corporation with international operations. GIZ implements commissions on behalf of the German federal government, the European Union and other national and international, public and private-sector clients. GIZ furthers political, economic, ecological and social development worldwide.

B. Objectives of the Position

The main objective of the position is to work closely with the GIZ international technical advisor in Vanuatu to:

Support the coordination, implementation, monitoring and reporting of the SPC/GIZ CCCPIR Program in Vanuatu

For its Regional Programme "Coping with Climate Change in the Pacific Island Region (CCCPIR)", GIZ is looking for a highly qualified programme coordinator for Vanuatu. The project is jointly implemented by the Government of Vanuatu, the Pacific Community (SPC) and GIZ.

In Vanuatu, the programme has been supporting the piloting and upscaling of community-level strategies for adaptation to climate change in natural resource sectors, and achieved great success in mainstreaming climate change considerations into national and sectoral policies and plans.

C. Tasks

The following tasks are required from the program coordinator

- Support management of the 2016 DEZA-GIZ El Niño Response Program including:
 - Support the recruitment of Ministry of Agriculture Risk and Resilience Unit (RRU) staff, and development of a detailed DEZA implementation plan;
 - Support consultant-led development of Standard Operating Procedures for Government and Non-Government food security stakeholders before, during and after a disaster event;
 - Ensure that monthly coordination meetings of Food Security stakeholders, including private sector and civil society are taking place;
 - Support consultant-led development of a Medium-term Food Security Implementation Action Plan, including climate and disaster risk activities;
 - Ensuring that Ministry of Agriculture Staff implement the DEZA II program at the community level according to the agreed logical framework
 - Monitor, Evaluate and Report on DEZA implementation status and lessons learned to GoV, GIZ and relevant donors;
 - Promote the work of the DEZA project among local, regional and international media;
- Support management of the 2016-2017 Green Climate Fund Readiness Project for Vanuatu including
 - Supporting the recruitment of a national GCF coordinator;
 - Supporting the development of TORs for and recruiting GCF activity consultants;
 - Serving as key liaison between NAB, GIZ Fiji and GIZ HO on the readiness implementation and reporting;

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- Promoting awareness of the GCF Readiness Project among members of the NAB, NAB Secretariat and stakeholders;
- Ensuring that the GCF Readiness workplan and budget are adhered to;
- Assisting with logistics and arrangements for GCF related activities, trainings and workshop.
- Source, as needed, technical expertise for the Vanuatu Ministry of Climate Change & Disasters, the National Advisory Board on Climate Change & Disaster Risk Reduction, the Ministry of Agriculture and other stakeholders with regard to integrating adaptation to climate change into Vanuatu's strategies and sector programmes;
- Source, as needed, technical expertise to stakeholders at provincial level, in cooperation with civil society and the Department of Local Authorities, for integrating climate change into provincial planning processes and documents;
- Source, as needed, technical assistance to stakeholders on community level for implementation of pilot projects on adaptation to climate change in selected areas with special focus on gender aspects and participatory approaches;
- Continue capacity development, with a specific focus on climate change coordination around the National Advisory Board in Climate Change & Disaster Risk Reduction, the Vanuatu Climate Action Network, the Vanuatu Humanitarian Team and other networks and agencies;
- Support the financial and administrative management (including budget planning, forecasting, expenditure monitoring) of the GIZ contribution to the CCCPIR program in accordance to GIZ rules and regulations in close collaboration with the GIZ staff based in Vila and Suva;
- Contribute to project's Information & Knowledge Management (IKM), including Public Relations (PR) and awareness building, web-based communication, Monitoring and evaluation (M&E);
- Report to GIZ, the Government of Vanuatu and various stakeholder groups on the progress of CCCPIR implementation as is necessary to meet programme obligations and agreement with partners;
- Draw up reports and presentation documents as required
- Prepare appropriate input for various project/programme reports including annual reports, and contribute to the other reports required by the programme manager and GIZ Head Office
- Support cooperation, regular contact and dialogue with partners, cooperates with local communities, relevant organisations, non-governmental agencies and individuals in the project/programme environment and with other projects to improve and maintain good working relationships
- Support supervision and management of staff and interns working in the Vanuatu GIZ Office.

D. Required Qualifications

Qualifications

- University degree or equivalent experience in programme management, political science, natural resource management or similar fields;

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Experience

- At least 3 years of professional working experience;
- At least 1 year experience as a long term or short term programme coordinator with focus on capacity building and process orientation;

Other knowledge, additional competences

- Sound knowledge and working experience on climate change (with a focus on adaptation);
- Sound knowledge and working experience in ICT;
- Knowledgeable and experienced in policy and management;
- Experienced in the application of participatory approaches and project implementation at community level;
- Excellent communication skills;
Preparedness and experience to work in a team;
- Excellent knowledge of the English and Bislama language. A good working knowledge of other major local languages/dialects in Vanuatu will be an added asset;
- Experience with an international working environment, is capable of working within an inter-cultural environment;
- Proven ability to work independently with high standards of confidentiality and loyalty.

E. Reports to:

The CCCPIR Vanuatu Technical Advisor; for contractual and disciplinary issues to the CCCPIR Program Director.

F. Duty Station:

Port Vila, Vanuatu with travel required throughout Vanuatu, the Pacific Region and Internationally

Annex II

Job Description

Vanuatu Technical Advisor SPC/GIZ Coping with Climate Change in the Pacific Island Region

Background

The Pacific Island Region's ability to adapt to climate change is challenged by its vulnerable geographical characteristics, the lack of human and financial resources, and nascent national institutional structures. Limited capacity of the agriculture, forestry, fisheries, tourism and energy sectors to adequately respond to climate change (CC) and to reduce greenhouse gas (GHG) emissions jeopardises sustainable development efforts.

In response, the regional SPC/GIZ programme 'Coping with Climate Change in the Pacific Islands Region (CCCPIR)' has the overall objective the strengthening of capacities of regional organisations in the Pacific Islands region and its member states to adapt to climate change and mitigate its causes are strengthened.

To achieve the overall objective, inputs are made within 6 components: component 1 on strengthening regional advisory and management capacity; component 2 on mainstreaming climate considerations and adaptation strategies; component 3 on implementing adaptation and mitigation measures; component 4 on sustainable tourism and climate change; component 5 on sustainable energy management; and component 6 on education and climate change.

The results in each of these 6 components target the strengthening of expertise, capacity and coordination of key actors at different levels and in different sectors. The implementation of pilot measures with communities, the development of national frameworks and the strengthening of roles of regional organisations as service providers to the countries are all interlinked. The challenge of inadequate human and financial capacity in the countries is eased through a regional approach that promotes effective exchange of information, experiences, technical expertise and advisory support.

CCCPIR has been operational in Vanuatu since 2009, with an overall term through 2018 funded through the German Ministry of Economic Cooperation BMZ. To date, the CCCPIR program has achieved high levels of success and is fully integrated into the programming of the Ministry of Climate Change as well as numerous technical line agencies.

The German Agency for International Cooperation, GIZ, is a government-owned corporation with international operations. GIZ implements commissions for the German federal government and other national and international, public and private-sector clients. GIZ furthers political, economic, ecological and social development worldwide.

Job Description

For its Regional Programme "Coping with Climate Change in the Pacific Island Region (CCCPIR)", GIZ is looking for a highly qualified technical advisor on climate change for Vanuatu. The project is jointly implemented by GIZ, the Government of Vanuatu and the Pacific Community (SPC).

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In Vanuatu, the programme has been supporting the piloting and upscaling of community-level strategies for adaptation to climate change in natural resource sectors, and achieved great success in mainstreaming climate change considerations into national and sectoral policies and plans.

The major tasks and responsibilities of the incumbent are to assist the Vanuatu Programme Coordinator in:

- Overseeing and facilitating the strategic and programmatic development of the CCCPIR Program in Vanuatu, including facilitation of the CCCPIR program steering committee
- Providing technical assistance to the Vanuatu Ministry of Climate Change & Disasters, the National Advisory Board on Climate Change & Disaster Risk Reduction, the Ministry of Agriculture and other stakeholders with regard to integrating adaptation to climate change into Vanuatu's strategies and sector programmes
- Providing technical assistance to stakeholders at provincial and community levels to integrating climate change into development planning processes
- Overseeing the management and coordination of GIZ's portfolio in Vanuatu including the DEZA Cyclone and El Niño programs, the Green Climate Fund Readiness programs, Loss & Damage programs and others.
- Undertaking ongoing capacity development with stakeholders, with a specific focus on local GIZ staff, the Secretariat of the National Advisory Board in Climate Change & Disaster Risk Reduction, the Vanuatu Climate Action Network, the Vanuatu Humanitarian Team and other networks and agencies.
- Overseeing the financial, administrative and office management of the GIZ contribution to the CCCPIR program in close collaboration with the GIZ staff based in Vila and Suva
- Contributing to project's Information & Knowledge Management (IKM), including Public Relations (PR) and awareness building, web-based communication, Monitoring and evaluation (M&E)
- Reporting to the Government of Vanuatu, GIZ and various stakeholder groups on the progress of CCCPIR implementation as is necessary to meet program obligations and agreement with partners.
- Managing staff and interns working in the Vanuatu GIZ Office.

Necessary Skills

The technical advisor should possess the following knowledge, skills and experiences:

- Advanced university degree in Environment, Natural Sciences or similar fields
- At least 6 years of professional working experience in a similar position
- Extensive experience as a long term or short term technical advisor with focus on capacity building and process orientation
- Sound knowledge and working experience on climate change (with a focus on adaptation)
- Sound knowledge and working experience in ICT
- Knowledgeable and experienced in environmental policy and natural resources management

- Experienced in the application of participatory approaches and project implementation on community level
- Excellent communication skills and proficient team spirit
- Excellent knowledge of the English and Bislama language. A good working knowledge of other major local languages/dialects in Vanuatu will be an added asset.
- Experience with an international working environment, is capable of working within an inter-cultural environment
- Proven ability to work independently with high standards of confidentiality and loyalty

The duty station is Port Vila, Vanuatu. Extensive travel has to be undertaken in the country, the Pacific and internationally.

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Annex III

National Programme Steering Committee for the SPC-GIZ Coping with Climate Change in the Pacific Island Region

Background

The Government of Vanuatu is leading the implementation of the national component of the regional SPC/GIZ programme 'Coping with Climate Change in the Pacific Islands Region (CCCPIR)' in the Republic of Vanuatu. CCCPIR aims at strengthening the capacities of regional organisations in the Pacific Islands region and their member states to adapt to climate change and mitigate its causes.

To achieve the overall objective, the programme works within 6 components:

1. strengthening regional advisory and management capacity;
2. mainstreaming climate considerations and adaptation strategies;
3. implementing adaptation and mitigation measures;
4. sustainable tourism and climate change;
5. sustainable energy management;
6. education and climate change.

The results in each of these 6 components target the strengthening of expertise, capacity and coordination of key actors at different levels and in different sectors. The implementation of pilot measures with communities, the development of national frameworks and the strengthening of roles of regional organisations as service providers to the countries are all interlinked. The challenge of inadequate human and financial capacity in the countries is eased through a regional approach that promotes effective exchange of information, experiences, technical expertise and advisory support.

CCCPIR has been operational in Vanuatu since 2009, with an overall term through 2018 funded through the German Ministry of Economic Cooperation BMZ. Day-to-day management and administration of the programme is handled by GIZ staff including the long-term technical advisor and local programme coordinator as well as Fiji-based administrative and technical staff.

An extension MoU signed among the Government, SPC & GIZ on 25 February 2016 stipulates the creation of a national CCCPIR project Steering Committee inclusive of key Government Agencies to allow Government input into the CCCPIR Project decision making.

Proposed Steering Committee Members

Chair:

- Director General, Ministry of Climate Change

Members:

- Head, Curriculum Development Unit, Ministry of Education

- Director, Department of Livestock, Ministry of Agriculture
- CC&DRR Policy Analyst, Department of Strategic Planning, Policy & Aid Coordination
- Director, VMGD, Department of Meteorology
- Head, Risk & Resilience Unit, Ministry of Agriculture
- Head, Secretariat of the National Advisory Board on CC & DRR
- Head, Project Management Unit of VMDG
- CCCPIR Vanuatu Programme Coordinator
- CCCPIR Vanuatu Technical Advisor

Tasks of the Project Steering Committee

- Ensure that the CCCPIR programme aligns with Government of Vanuatu policies and strategic priorities and meets the overall regional project mandate;
- Review and provide guidance on the strategic direction, governance processes, programmes and the key interventions and deliverables relating to the CCCPIR Programme;
- Review and endorse CCCPIR programme reports;
- Review and endorse CCCPIR workplans;
- Assist, where appropriate, through their skills, experience, influence, networks and professional work to advance the mission, vision and values of the CCCPIR programme;
- Ensure the effective and transparent communication relating to matters pertaining to the CCCPIR programme to all stakeholders;
- Act as liaison between CCCPIR and the National Advisory Board on Climate Change & Disaster Risk Reduction;
- Any other business brought before the PSC by one of its members.

Meetings of the Project Steering Committee

- The PSC will be expected to meet formally at least once every 6 months;
- The members of the PSC will be expected to communicate via e-mail and telephone on urgent project-related matters;
- Formal meetings will be scheduled and arranged by CCCPIR GIZ staff in consultation with, and at the request of, the other PSC members (with tentative dates for the following meeting being agreed under Any other Business)
- Meetings of the PSC will normally be summoned by at least two weeks' notice via e-mail;
- The PSC will establish its own Rules of Procedure, based on the principle of consensus.
- Secretariat to the steering committee meetings will be CCCPIR GIZ staff
- Quorum requirement will be satisfied if a majority of members are present

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