



## Mekong River Commission For Sustainable Development

# TERMS OF REFERENCE

## 1. CONSULTANCY SUMMARY

|                              |  |
|------------------------------|--|
| <b>Title</b>                 | : <b>International Consultant for Developing the Guideline on Groundwater Management</b>   |
| <b>Consultancy Type</b>      | : Special Service Agreement (SSA) - home-based, daily rate: one-time assignment, 1 TOR, number of consultancy days within 08 calendar months |
| <b>Division</b>              | : Planning Division  |
| <b>Duration</b>              | : <b>12 working days, from April 2024 to November 2024</b>   |
| <b>Duty Station</b>          | : Home-based   |
| <b>Reporting to</b>          | : Director of Planning Division (PD) through Agriculture and Irrigation Specialist   |
| <b>Expected Deliverables</b> | : Final draft Technical Guideline on Sustainable Groundwater Use and Management for Agriculture in the Lower Mekong Basin (English)          |

## 2. INTRODUCTION AND BACKGROUND

The MRC implements a set of activities to identify practical knowledge on surface and groundwater capacity and to evaluate the potential of agricultural water use in the Lower Mekong Basin (LMB). As agricultural water use can be comprised of surface and sub-surface water use, both should be regularly monitored for sustainable use.

The Project on Sustainable Groundwater Use and Management for Agriculture (SGUMA) has been implemented under Activity 3.2.1.1 “Coordinate development of guidance on sustainable transboundary groundwater management and support implementation through country-to-country capacity building” of the MRC Strategic Plan 2021 - 2025. The project was divided into three phases. The SGUMA project phase 1 was completed in November 2020 by focusing on the secondary data collection and analysis in each member country. The SGUMA project Phase 2 began in November 2020 by focusing on conducting case studies (Pilot projects) at a selected area in each member country.

The SGUMA-Phase 3 started in April 2022 and aims to develop the conceptual groundwater model, the numerical groundwater model and a technical guideline on sustainable groundwater management for agriculture. In order to achieve the overall goal of Activity 3.2.1.1, the SGUMA – Phase 3 was divided into three sub-Phases as described below:

1. SGUMA–Phase 3.1 focused on the data collection, data formatting, and conceptualization of two transboundary aquifers for the purpose of developing a numerical model of groundwater flow. Phase 3.1 was conducted from April 2022 to November 2022;
2. SGUMA–Phase 3.2 focused on the development of a numerical model of groundwater flow and the prediction of groundwater demand and availability until 2040 in the two

transboundary aquifers. Phase 3.2 was conducted from March 2023 to November 2023;

3. SGUMA–Phase 3.3 will focus on the development of the technical guideline on sustainable groundwater use and management for agriculture in LLMB. Phase 3.3 will be conducted from April 2024 to November 2024.

This Terms of Reference (TOR) is only designed for the international consultant of the SGUMA-Phase 3.3. The International consultant will request support in developing the technical guideline on sustainable groundwater use and management for agriculture in the LMB. The outputs from Phase 3.3 will be useful for the groundwater inventory, study, use and management in the LMB.

### 3. OBJECTIVES OF THE CONSULTANCY

The objective of the international consultancy for the SGUMA-Phase 3.3 is to provide technical support to the MRC Secretariat and national teams to develop the Technical Guideline on Sustainable Groundwater Use and Management for Agriculture in the Lower Mekong Basin.

### 4. EXPECTED RESULTS

The first draft of the Technical Guideline on Sustainable Groundwater Use and Management for Agriculture in the Lower Mekong Basin will incorporate findings from SGUMA Phases 1, 2, 3.1, and 3.2, as well as other related publications.

### 5. DELIVERABLES AND TENTATIVE TIMELINES

| <b>Deliverables and Expected Quality</b>  | <b>Number of Days</b> | <b>Deadline</b> |
|---|-----------------------|-----------------|
| - Review related documents (including reports from SGUMA Phases 1, 2, 3.1, and 3.2, and related publications)<br>- Provide technical support in developing the first draft of technical guideline | 8                     | August 2024     |
| - Finalise the final draft version of the technical guideline based on comments from Member Countries   | 4                     | October 2024    |
| <b>Total Number of Days</b>   | <b>12</b>             |                 |

### 6. REQUIRED TASKS AND RESPONSIBILITIES

The tasks and responsibilities of the International Consultant for Sustainable Groundwater Use and Management for Agriculture – Phase 3.3 include:

- Review reports and related documents from the previous phases of SGUMA project;
- Work closely with the MRC Secretariat and national teams in developing the draft technical guideline;
- Provide technical support to the MRC to develop the draft technical guideline;
- Review and proofread the draft and final draft of the technical guideline.

### 7. PAYMENT MODALITY

Payment will be made based on the actual number of working days and the work deliverables with the MRC’s daily timesheet and invoice templates provided by the consultant. Tasks will

be assessed and technically approved by the PD’s Agriculture and Irrigation Specialist prior to payment.

| Milestone   | Percent of payment | Target date   |
|---|--------------------|---------------|
| After signing the contract and submitting of original invoice   | 30%                | April 2024    |
| <input type="checkbox"/> Review reports and related documents from the previous phases of this project (SGUMA)<br><input type="checkbox"/> Review and provide input to the first draft technical guideline. | 40%                | August 2024   |
| Submit the final draft version of the technical guideline (English version) and accepted by the MRC Secretariat   | 30%                | November 2024 |

**8. INTELLECTUAL PROPERTY RIGHTS**

Intellectual property rights - IPR: Information, data, database, knowledge resources in the forms of briefings, reports, proceedings, articles, essays, etc. issued by and for the MRC Secretariat will be the MRC Secretariat property.

Any utility, announcement, and disclosure that is without the MRC Secretariat's highest levels of authority permission is considered illegal and will be charged by relevant local and international legal procedures.

**9. DECLARATION OF NON-FRAUDULENCE AND PROTECTION OF PERSONAL DATA**

The Subscriber shall adhere to the MRC’s relevant rules and regulations of the MRC on personal data protection, business exclusion, and fraud prevention and anti-corruption principles, and shall be under strict disciplinary measures should any violation occur.

**10. WORKING ARRANGEMENT**

**Communication Line:** The consultant will work under the overall supervision and guidance of the Director of the Planning Division"and Chief River Basin Planner. He/she will directly work with and report to the Agriculture and Irrigation Specialist of the Planning Division.

**11. QUALIFICATIONS AND REQUIREMENTS**

The International Consultant should meet the following academic qualifications and requirements as a minimum:

- Master’s degree or higher in hydrogeology, groundwater management, or water management with a special focus on groundwater resources or any other closely related field.
- Minimum 10 years of demonstrable experience in the technical area of water management, international waters, or related fields.
- Previous proven experience in carrying out transboundary aquifer guidelines and policy development is preferable.
- Previous experience of working in the Lower Mekong Basin will be an added advantage.

- Practical experiences with good knowledge of the Mekong riparian countries or similar tropical regions are an advantage.
- Excellent writing and verbal communication skills in English.
- Compliance with all MRC's rules and regulations regarding consultancy management and contract monitoring and closure

## 12. SIGNATURE BLOCK

MRCS:

Full Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Incumbent's Full Name:

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Incumbent's Signature: \_\_\_\_\_

Date:

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