

**Mediterranean Dialogue for Waste Management
Governance (MED4WASTE)
(C_B.4.2_0034-4)
ToR for Waste Management expert**

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1. About EDAMA

EDAMA in Arabic means “sustainability”. EDAMA Association is a Jordanian NGO established in 2009. As a Business Association, we are here to cultivate an environment where innovative solutions for energy and water independence and environmental conservation emerge.

Advancing Jordan's movement towards a green economy is an ambitious and priority goal. To be achieved, we need robust knowledge hubs, multi-stakeholder dialogue avenues, and private sector mobilization. EDAMA's niche is in providing a platform agile and inclusive enough to involve a large number of public, private and NGO sector representatives. These key players together discuss and shape the future development of the Energy, Water, and Environment (EWE) sectors in Jordan.

2. About the Project:

Key Information:

Acronym: MED4WASTE.

Full title: Mediterranean Dialogue for Waste Management Governance.

Thematic objective: Environmental protection, climate change adaptation and mitigation (Address common challenges in environment).

Priority: Reduce municipal waste generation and promote source separated collection and the optimal exploitation of its organic component.

Donor: ENI CBC MED-EU.

Partners: University of Vic – Central University of Catalunya, Spain, Jordan, Lebanon, Italy, Spain, Tunisia, and Greece.

Project Duration: 24 Months.

Project Start Date: 1st October 2021 - Project End Date: 30th September 2023.

MED4WASTE aims to facilitate new governance models for integrated & efficient urban waste management (WM) policies across the Mediterranean, with particular emphasis on organic waste & circular economy (CE) which can be done through:

1- To build on and improve existing knowledge to foster capitalisation of social innovative, integrated, and efficient practices from public, private, and social sectors in waste management across the MSB, with special focus on waste prevention, circular economy practices and on the organic component.

2- To offer guidance and training for public administrations and relevant private and social stakeholders, to apply transferring actions and exploitation measures and to support planning, adapting, and re addressing of waste management plans, policies and other management actions and normative drivers.

3- To support dissemination of results and increase awareness among key stakeholders, promote cross border and cross-sectorial networking and foster long-term commitment of decision and policy makers promoting an environmental, socio-economic, and institutional transition towards green growth in the Mediterranean Sea Basin.

PART A: INFORMATION FOR THE SERVICE

1. INFORMATION ON THE SUBMISSION OF Applicants.

Subject of the contract:

- The subject of this TOR is the employment of a Waste Management, as indicated in the technical information in point 2 of this section.

ToR Timeline:

Milestone	Date	Time (Jordan's time)
Release of ToR	11/06/2023	14:00
Deadline for questions	22/06/2023	13:00
Release answers	25/06/2023	14:00
Deadline for offer	25/06/2023	16:00

Any Application received after this deadline will be automatically rejected.

Address and means of submission of the Application:

The application will be submitted to the EDAMA Association (Email: info@edama.jo).

3.Introduction:

Significant increases in the amount of solid waste in many municipalities of Jordan, particularly the municipality of Byrain, have put pressure on the city in recent years because of the influx of Syrian refugees and continued urban and economic expansion. The infrastructure as well as the level and quality of services provided by the municipality in the area of managing, collecting, and transporting municipal solid waste are of concern due to the ongoing rise in operational costs and the rapid depreciation of the available equipment, vehicles, and tools, which places a significant financial burden on the financial budgets of the municipality of Byrain, which is already considered to have limited resources.

The cooperation between MedCities, its partners, and the municipality of Byrain aims to develop a waste management plan that directs Byrain towards a circular economy approach, leading the city towards a more sustainable waste management system. Since the financial is one of the most important aspects of sustainable development, a strategic directive proposal is needed to achieve financial sustainability for the solid waste management system.

Accordingly, MedCities is implementing a financial development project to strengthen the capabilities of Byrain Municipality for financial aspects related to SWM.

The financial development project will be based on two pillars. The first pillar is to determine the actual costs of solid waste management by considering expenses and implementation costs. This results in good financial resources and actions that convert into more effective collection service delivery, a cleaner city, and satisfied residents.

The second pillar is the user charges system, in fact, there is no "best" way to charge the user; the decision depends on the legal and institutional arrangements in place and, to some extent, on accepted practice. The basic principle is to adopt approaches that are already within the control of local governments, and the availability of a suitable user database/registry is critical.

It will be planned as a financial development project to prepare a financial report for the Solid Waste Management of the Municipality of Byrain. Managers, accountants, and other staff members involved in planning and management processes in SW will

collaborate and be involved in financial reporting in order to carry out on-the-job training and practice preparing such reports independently. At the same time, the service provider will improve the user charges system for solid waste management operations, particularly the commercial sector, which is associated with financial reporting.

4. objective:

We are seeking a highly motivated and experienced Waste Management

- Strengthen municipal staff's ability to create a financial report for solid waste management to support decision-making and budget planning in the municipality. The

primary objective is to assess the cost of solid waste management and services per ton of waste, cost recovery, and to recommend financial management improvements.

- Reviewing the mechanism to calculate the quantities and fees imposed on the commercial sector in the municipality of Byrain for collection, transportation, and landfilling services, as well as offering proposals and recommendations for improving current Municipal Council Decision No. 3/18 of 2022.

5. Scope

The approach for improving the Municipal Council Decision No. 3/18 of 2022 involves the following phases in order to respond to the objectives and achieve the desired results:

Reviewing the Local Administration Law No. 22 of 2021, by-law Nuisance Prevention and Waste Fees Collection No. 68 of 2016, and Municipal Council Decision No. 3/18 of 2022.

Interviews with the related department in the Byrain municipality to discuss the existing situation with waste management fees and explore potential improvement actions.

Conducting financial analysis research using the full cost analysis method to determine the real costs of solid waste management and its distribution to municipal services, and include the following criteria:

Focuses on all aspects of MSW management.

Identifies all operations and activities to be costed.

Specify which costs must be included.

Infrastructure, vehicles, equipment, and property inventories used in MSW activities.

Determines the human resources that are involved in the MSW management process.

Utilizes and augments accessible financial data.

Incorporates appropriate shares of indirect expenses for MSW management actions.

The classification of professional licensing categories in accordance with the criteria that the service provider considers appropriate or to enhance the classification system outlined in Municipal Council Decision No. 3/18 of 2022.

Gather random samples from different classifications of professional licensing categories and calculate the quantities of waste generated (Determining the quantities of waste that are produced daily for each classified commercial facility, institution, or place accurately and not in an approximate manner). The best way to obtain statistically accurate data on the generated waste of local government solid waste services is to survey 15% - 20% of local generators for each category.

Finding an equation for pricing fees (user charges) with different variables (depending on the price of a ton (referring to no. 3), and the quantities of waste generated (referring to no. 5), or any other variable so that the tariff system accomplishes the following:

Reasonable and fair.

Efficient (a high ratio of fees collected to fees billed).

Capable of differentiating between and within user categories in order to enable social tariff scaling.

Users will find it simple to understand.

Users will appreciate the convenience of a clear, straightforward, and efficient payment mechanism.

Legally enforceable.

Preparing the first draft of the report and discussing it with the related department in the municipality of Byrain.

Preparing the final report of the project according to the feedback from the related department in the municipality of Byrain and the waste producers during the consultative sessions.

Conduct 1 day of training for municipal staff involved in the new fees system, how to gradually implement new fees, and how to persuade service recipients and earn their support.

6. Expected Outcome

- Knowing the real cost of solid waste management and distributing it to the main services.
- Knowing the cost of waste per ton.
- Improving the tariff system by creating a pricing equation for commercial waste fees which improves Municipal Council Decision No. 3/18 of 2022.
- Provides recommendations for the improvement of the SW financial management system.

7. Qualifications:

- Over 6 years of professional experience in Solid Waste Management in Jordan.
- At least 2 years of solid experience in SWM Financial Management.
- At least 2 years of professional experience in providing trainings in related fields to Solid Waste Management.
- Experience working on projects and coordinating with the government, NGOs, or other international organizations would be an asset.
- Outstanding skill in writing reports, and fluency in both English and Arabic

Article 8: Timeline:

Task	Number of working days
Reviewing the Local Administration Law No. 22 of 2021, by-law Nuisance Prevention and Waste Fees Collection No. 68 of 2016, and Municipal Council Decision No. 3/18 of 2022.	1
Interviews with the related department in the Byrain municipality to discuss the existing situation with waste management fees and explore potential improvement actions	1
Conducting financial analysis research using the full cost analysis method to determine the real costs of solid waste management and its distribution to municipal services.	2
The classification of professional licensing categories in accordance with the criteria that the service provider considers appropriate or to enhance the classification system outlined in Municipal Council Decision No. 3/18 of 2022	1
Gather random samples from different classifications of professional licensing categories and calculate the quantities of waste generated (Determining the quantities of waste that are produced daily for each classified commercial facility, institution, or place accurately and not in an approximate manner). The best way to obtain statistically accurate data on the generated waste of local government solid waste services is to survey 15% - 20% of local generators for each category	5



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Finding an equation for pricing fees (user charges) with different variables (depending on the price of a ton (referring to no. 3), and the quantities of waste generated (referring to no. 5), or any other variable so that the tariff system accomplishes the following	3
Preparing the first draft of the report and discussing it with the related department in the municipality of Byrain	3
Preparing the final report of the project according to the feedback from the related department in the municipality of Byrain and the waste producers during the consultative sessions	2
Conduct 1 day of training for municipal staff involved in the new fees system, how to gradually implement new fees, and how to persuade service recipients and earn their support	2
Total	20