



Africa Institute for Environmentally Sound Management of Hazardous and Other Wastes

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TERMS OF REFERENCE FOR THE TRAINING ON THE METODOLOGY OF INVENTORY OF PLASTIC WASTE BY THE NATIONAL EXPERT

1. Background:

The Secretariat of the Basel Convention (**SBC**) on the Control of Transboundary Movements of Hazardous Wastes and their Disposal, a Multilateral Environmental Agreement (MEA), which is administered by the United Nations Environment Programme (**UNEP**), an international inter-governmental organisation established by the General Assembly of the United Nations (UN) and the Basel Convention Regional Centre for Training and Technology Transfer for African countries, (BCRC-South Africa) / Stockholm Convention Regional Centre for Capacity-building and the Transfer of Technology for the African countries (hereinafter referred to as the "Africa Institute"), co-operated with respect to the implementation of the Basel Convention's Programme of Work (PoW), in particular activity No. 20 on technical guidelines and on activity No. 24 on national reporting. In this regard, in the implementation of the project entitled "Testing of inventory guidance of plastic waste and testing of technical guidelines on the ESM of plastic waste" in Kenya (hereinafter referred to as the "Project").

2. Objectives:

In decision BC-15/13, the Conference of the Parties (COP) to the Basel Convention took note of the practical guidance on the development of inventories of plastic waste and requested Secretariat of the Basel Convention (SBC) to pilot test this guidance with a view of preparing a revised guidance. SBC has also developed a toolkit for the preparation of the inventory of plastic waste arising from different sources, to facilitate implementation of the methodologies proposed in the guidance. This project aims to improve the applicability of the guidance and its associated toolkit.

The technical guidelines on the environmentally sound management (ESM) of plastic waste, which was adopted by COP-16, in 2023 is the second document, which is planned for the pilot testing. Selected pilot parts from the above-mentioned guidelines are waste prevention and minimisation and the ESM (handling, separation, collection, packaging, compaction, transportation and storage, and environmental sound disposal, which includes recycling operations).

The objectives of this contract will therefore more specifically contribute to the following;

- a) Pilot testing of the practical guidance on developing inventories of plastic waste in Kenya.
- b) Pilot testing of selected sections of the technical guidelines on the environmentally sound management of plastic waste - the version adopted by the Conference of the Parties to the Basel Convention at its sixteenth meeting in 2023 - of plastic waste in Kenya.
- c) Evaluate the status of management of plastic waste on the basis of the information and recommendations contained in the selected parts of the guidelines;
- d) Provide feedback on the usefulness and completeness of the tested parts of the document.

3. Scope of Work:

Pilot testing of the guidance on inventory

- a) Organise training for a national inventory team on the application of the methodology in collaboration with SBC/UNEP.
- b) Implement measures for gathering data to develop the inventory using the methodology and associated toolkit (plastic put on the market and plastic waste generated), including through: desktop research, interviews, questionnaires and consultative meetings to consult potential data holders, site-visits; compile and analyse the collected data, and in consultation with SBC/UNEP, prepare a report documenting the inventory process of plastic waste in the target country, its results, challenges in applying the methodology and recommendations on improving the guidance and toolkit.
- c) Collect data, including through surveys, consultations and site-visits, to improve the accuracy of the inventory of plastic waste in the target country and understand its management, including on the quantities of plastic product manufactured, the types of plastic products imported, their polymer content and fate upon becoming waste (options, practice and available facilities for plastic waste

recovery and disposal and situation on transboundary movements) for the most significant categories of plastic products put on the market, and prepare a report thereon.

d) Prepare case-studies on the inventory of plastic waste in the target country.

3.1 Pilot testing of the technical guidelines on the ESM of plastic waste

a) Identify the sections of the technical guidelines on the ESM of plastic waste to be pilot tested in consultation with SBC/UNEP and the national consultative working group.

b) Collect information to assess the status of implementation of the sections in the target country and in consultation with the SBC/UNEP, prepare a report on the assessment, including barriers to implementation and recommendations on measures and policies that could be put in place to address these barriers.

c) Prepare case-studies on pilot testing of the technical guidelines on the ESM of plastic waste in the target country.

4. Deliverables:

The National Expert is expected to:

a) Support the International Consultant with the training of the national inventory team.

b) Report on the inventory of plastic waste for Kenya, which should include information about the most significant categories of plastic products put on the market and the management of waste generated from such products - i. e. 1 (one) report.

c) Case-study on the inventory of plastic waste in Kenya - i. e. 1 (one) case study.

d) Report on the pilot testing of the technical guidelines on the ESM of plastic waste in Kenya - i. e. 1 (one) report.

e) Case-study on the pilot testing of the technical guidelines on the ESM of plastic waste in the target country - i. e. 1 (one) case study.

5. Qualifications:

The lead applicants should possess the following qualifications:

- BSc degree in Environmental studies, Chemistry, Social Science, Business related or related field.
A master's degree in these fields would be an added advantage
- Demonstrated a strong understanding of Multilateral Environmental Agreements (MEAs), particularly within Kenya. Familiarity with plastic waste management issues in Kenya will be an added advantage.
- A minimum of 5 years of practical experience in working with MEAs, in Africa. Work done within Kenya will be an asset.
- Familiarity with Kenya's cultural context would be useful.
- Excellent communication, facilitation, and interpersonal skills.
- Ability to work collaboratively with diverse stakeholders and manage complex relationships.

6. Duration:

The consultancy is expected to last approximately five (5) months, with a tentative start date in late June 2026.

7. Reporting:

The consultant will be directly supervised by the Africa Institute and the National Coordinator working closely with the project team. During the consultancy, the Consultant will be expected to attend meetings for general information exchange, to provide updates on the progress of the works and discuss feedback as required. This will include, but not be limited to, the introductory briefing meeting and the consultancy closeout meeting.

8. Functional competencies:

- Ability to plan and execute assigned tasks in a multi-stakeholder environment
- Ability to understand market dynamics of plastic material flows in Kenya
- Ability to maintain strong relationships with project stakeholders
- Ability to work well with tight deadlines - ability to manage a pre-determined workload within the project timeline while maintaining optimal quality of work

- Strong interpersonal, communication, and diplomatic skills
- Excellent technical writing and reporting skills with proven ability to prepare technical reports that are clear, concise, and meaningful
- Proficiency in the use of Microsoft Office Suite

9. Application Process:

Interested and qualified candidates should submit their applications which should include the following:

- Technical Proposal for implementing the assignment
- Financial Proposal for the Assignment

Please quote **“The training on the methodology inventory of plastic waste by the National Expert”** on the subject line.

Applications must be emailed to Ms. Neo Masha at nmasha@dfre.gov.za no later than 18 June 2026.

10. Closing Date

The closing date for applications is 18 June 2026 at 13:00 Pretoria Time. Late submissions will not be considered.