



Africa Institute for Environmentally Sound Management of Hazardous and Other Wastes

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**TERMS OF REFERENCE FOR A NATIONAL CONSULTANT: BASELINE DATA COLLECTION FOR
THE GLOBAL ELECTRONICS MANAGEMENT (GEM) PROGRAMME**

COUNTRY OF ASSIGNMENT: ONE CONSULTANT FOR EACH OF THE FOLLOWING COUNTRIES

Botswana, Eswatini, Lesotho, Mozambique, Namibia, and South Africa

1. Background:

The Global Environment Facility (GEF)-funded Global Electronics Management (GEM) programme, entitled "Promoting circularity and resource efficiency in the electronics value chain across southern African countries," aims to significantly reduce the generation of electronic waste and enhance circularity in the electronics sector. The programme will create an enabling environment through policy development, market incentives, and improved infrastructure to foster responsible electronics management throughout the value chain.

The programme will be implemented in six Southern African Development Community (SADC) countries namely; Botswana, Eswatini, Lesotho, Mozambique, Namibia, and South Africa. It addresses critical environmental challenges, including pollution from hazardous substances (e.g., POPs, uPOPs, mercury) and greenhouse gas emissions, while promoting socio-economic benefits through the formalization of jobs, including those in the informal sector, with a specific focus on gender equality.

To ensure that interventions are strategically targeted and evidence-based, each participating country will undertake a comprehensive national baseline assessment. This consultancy pertains specifically to Namibia, where the selected consultant will be responsible for establishing a robust baseline that will serve as a reference point for measuring the programme's progress and impact.

The baseline assessment will provide critical insights into the current state of the electronics value chain in Namibia from importation and production to consumption, collection, recycling, and disposal. It will also

identify key stakeholders, infrastructure, policy gaps, and opportunities for improvement. The findings will directly inform national strategies and policy development, ensuring that interventions are aligned with both local realities and regional objectives.

2. Objective of the Consultancy:

The objective of this consultancy is to conduct a comprehensive baseline assessment and situational analysis of the electronic value chain in Namibia, covering both Electrical and Electronic Equipment (EEE) and Waste Electrical and Electronic Equipment (WEEE). The assessment must go beyond compiling existing reports and literature. It should generate new, original insights through robust and verifiable data collection, including fieldwork, stakeholder interviews, and direct observations.

The consultant is expected to apply rigorous methodologies to collect both quantitative and qualitative data that accurately reflect current practices, volumes, flows, and conditions across the value chain from import and production to consumption, collection, recycling, refurbishment, and disposal. All findings must be substantiated with clear evidence and traceable sources to ensure credibility and utility for policy development and project implementation.

This baseline will serve as a critical foundation for measuring the GEM programme's progress and impact, guiding national interventions, and informing strategies to promote circularity and resource efficiency in the electronics sector.

3. Scope of Work:

The National Consultant will work under the supervision of the Africa Institute and in close collaboration with the national focal point in Namibia. The scope encompasses the entire electronics value chain, from import and production to consumption, collection, and end-of-life management identifying all key actors, flows, policies, gaps, and opportunities.

4. Deliverables:

The National Consultant will be responsible for producing a comprehensive Baseline Report for Namibia as per the objective of the Consultancy and this must include and not be limited to the following components:

4.1 Policy, Legislative, and Institutional Landscape (I think this should be removed because the

- An inventory of national standards relevant to the management of the electronics value chain.
- An analysis of existing gaps in policies governing the management of the electronic value chain and recommendations

4.2 Infrastructure, Technology and End-of-life Management Assessment

- Analysis of available systems and technologies for the lifecycle management of electronics
- Identification and assessment of existing formal and informal collection points, take-back schemes, and recycling/treatment facilities.
- Documentation of technologies and processes used in recycling
- Assessment of the country's capacity to handle hazardous components (e.g., mercury-containing lamps, PCB-containing capacitors).

4.3 Electronics Flow Analysis

- Determination of the flow patterns of electronics into Namibia including countries of origin of imports, volumes of imports and routes
- Estimation of the volume and types of new and used Electrical and Electronic Equipment (EEE) placed on the market.
- Estimation of the stock of electronics in use in households, businesses, and government.
- Estimation of the amount of electronic waste generated annually.

4.4 Socioeconomic and Gender Dimensions

- An assessment of the general level of consumer awareness regarding e-waste hazards and recycling options
- Where possible, provide sex-disaggregated data and a preliminary analysis of the different roles, risks, and opportunities for men and women in the value chain.

4.5 Data availability and monitoring capacity

- Identification of gaps in the national capacity to monitor e-waste flows and measure progress.

5 Qualifications:

The ideal candidate should possess the following qualifications and work experience:

- Essential: An advanced university degree (Master's degree or equivalent) in Environmental Science, Environmental Engineering, Natural Resource Management, Waste Management, Economics, Statistics, Public Policy, or a related field.

- Desirable: Specialized training or certifications in circular economy, chemical/waste management, data analysis, or monitoring and evaluation.
- A minimum of 5 years of proven professional experience in conducting research, baseline studies, or environmental assessments, preferably within the waste management, environmental governance, or natural resource sectors.
- Demonstrated experience in quantitative and qualitative data collection and analysis, including designing surveys, conducting key informant interviews, and facilitating multi-stakeholder workshops.
- Specific experience with e-waste management, the electronics value chain, circular economy principles, or chemicals/hazardous waste (particularly related to the Basel, Stockholm, or Minamata Conventions in the SADC region).
- Experience working on international donor-funded projects, particularly those supported by the GEF, UN agencies, or other multilateral institutions.
- Ability to work collaboratively with diverse stakeholders and manage complex relationships
- Familiarity with Southern Africa's cultural context would be useful
- Ability to work independently with minimal supervision, and to deliver high-quality outputs within strict deadlines.
- Strong organizational and planning skills.

6 **Duration:**

The consultancy is expected to last approximately 8 weeks, with a tentative start date in December 2025.

7 **Reporting:**

The National Consultant will report directly to the designated supervisor at the Africa Institute and work closely with the national focal point in Namibia. The consultant will be required to participate in periodic update meetings and a final debriefing workshop to present key findings.

8 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 “National Consultant: Baseline Data Collection” on the subject line.

Applications must be emailed to Ms Neo Masha at nmasha@dfre.gov.za with a copy (cc) sent to Ms Daphney Tshipepele at: dtshepepele@dfre.gov.za.

9 Closing Date

The closing date for applications is 5 December 2025 at 13:00 Pretoria Time. Late submissions will not be considered.