



## UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

### TERMS OF REFERENCE FOR PERSONNEL UNDER INDIVIDUAL SERVICE AGREEMENT (ISA)

<b>Title:</b>	Metrological Gaps Consultant (MGC)
<b>Main Duty Station and Location:</b>	Bogota, Colombia
<b>Mission/s to:</b>	n/a
<b>Start of Contract (EOD):</b>	15 September 2020
<b>End of Contract (COB):</b>	15 January 2021
<b>Number of Working Days:</b>	Regular
<b>Project:</b>	180283- Quality Programme for the Chemical Value Chain

#### ORGANIZATIONAL CONTEXT

The United Nations Industrial Development Organization (UNIDO) is the specialized agency of the United Nations that promotes industrial development for poverty reduction, inclusive globalization and environmental sustainability. The mission of UNIDO, as described in the [Lima Declaration](#) adopted at the fifteenth session of the UNIDO General Conference in 2013, is to promote and accelerate [inclusive and sustainable industrial development](#) (ISID) in Member States. The relevance of ISID as an integrated approach to all three pillars of sustainable development is recognized by the 2030 Agenda for Sustainable Development and the related Sustainable Development Goals (SDGs), which will frame United Nations and country efforts towards sustainable development in the next fifteen years. [UNIDO's mandate is fully recognized in SDG-9](#), which calls to “Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation”. The relevance of ISID, however, applies in greater or lesser extent to all SDGs. Accordingly, the Organization’s programmatic focus is structured in four strategic priorities: [Creating shared prosperity](#); [Advancing economic competitiveness](#); [Safeguarding the environment](#); and [Strengthening knowledge and institutions](#).

Each of these programmatic fields of activity contains a number of individual programmes, which are implemented in a holistic manner to achieve effective outcomes and impacts through UNIDO’s four enabling functions: (i) technical cooperation; (ii) analytical and research functions and policy advisory services; (iii) normative functions and standards and quality-related activities; and (iv) convening and partnerships for knowledge transfer, networking and industrial cooperation. Such core functions are carried out in Departments/Offices in its Headquarters, Regional Offices and Hubs and Country Offices.

## PROJECT CONTEXT

In order to consolidate UNIDO/SECO interventions on trade standards compliance within one tool, adding the benefit of a global component facilitating synergies and enhancing coherence among the interventions, UNIDO and SECO have developed a coherent programmatic approach: the Global Quality and Standards Programme (GQSP). The GQSP supports selected countries to align the demand for and supply of quality services required to prove and verify the quality of products. It will have two components (1) Global Knowledge Management (C1) and (2) Country Projects.

The project “Quality Programme for the Chemical Value Chain” has been developed to be considered under component 2 and its overall objective is to foster Colombia’s integration into the regional and multilateral trading systems, through the strengthening of the National Quality Subsystem (SICAL) within the framework of the priorities of the 10 industrial groups that compose the Chemical Value Chain and the increase and improvement of MSME’s<sup>1</sup> capacities to comply with technical requirements, international quality, private and sustainability standards required for trade facilitation. The project includes three complementary outcomes that are aligned to the Global Quality and Standards Programme (GQSP), to be implemented over a period of four years:

Outcome 1: The sustainability and technical competence of the National Quality Subsystem SICAL are improved in the relevant areas to strategic sectors of the Chemical Value Chain to improve its competitiveness and favorize its access to new markets.

Outcome 2: The capacity of the MSMEs of the Chemical Value Chain to comply with technical regulations, international quality, private and sustainability standards is enhanced.

Outcome 3: The awareness for quality is enhanced for the improvement of quality and competitiveness.

## FUNCTIONAL RESPONSIBILITIES

The results of the consultancy will cover activities mainly, but not limited to Outcome 1, in particular those related to the strengthening of the National Metrology Institute of Colombia, the increased supply of metrological goods and services and the application of the Metrological gaps methodology in strategic sectors such as the chemical sector. The consultancy activities will be carried out jointly with technical experts of the National Metrology Institute of Colombia (INM). The MGC will conduct his/her activities under the supervision of UNIDO’s DTA/DTI/QIS Project Manager, and under the joint coordination of the INM’s Directorate of Innovation and Technological Services and the GQSP Colombia Project Management Unit (PMU) led by the Project Manager, the National Technical Coordinator (NTC) and the National Quality Specialist (NQS). In addition, the MGC should collaborate with other consultants to ensure secure, integrated and coherent activities contemplated in the production of other related outputs.

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<sup>1</sup> Micro, small and medium enterprises.

<b><u>MAIN DUTIES</u></b>	<b>Concrete/ measurable Outputs to be achieved</b>	<b>Expected duration</b>	<b>Location</b>
Provide inputs for the development of documents related with the identification of metrological gaps methodology	Advice provided Substantive working documents prepared.  Aid memoires  Metrological gaps methodology tools analyzed and adjusted	Entire duration	<i>In situ</i>
Jointly develop and analyze with the INM experts, the methodological documents and collect information with special focus in metrological gaps for the paintings and coats sector.	Identified products; analytical Matrix of standards, regulations and technical documents; critical points and variables, sectoral characterization, product characterization and formulation of metrological gaps		<i>In situ</i>
Establish and maintain relations and exchange of information with local stakeholders and other partners under the guidance of the INM's Directorate of Innovation and Technological services and the GQSP Colombia's PMU.	Effective relationships ensured between actors  Aid-memoir of meetings, interviews and working groups		<i>In situ</i>
Participate and support the execution of technical working groups, technical events, interviews, meetings trainings and other activities related to the implementation of the metrological gaps methodology	Visit reports, Attendance lists and documents (presentations, photos, training materials, acts, aid the memoire, etc.)		<i>In situ</i>
Provide support and technical inputs for the formulation of the methodology-derived action plan focused on the chemical value chain specifically on paints and coatings	Action plan established, updated, approved, and monitored for closing metrological gaps in the chemical value chain specifically on paints and coatings		<i>In situ</i>

<b><u>MAIN DUTIES</u></b>	<b>Concrete/ measurable Outputs to be achieved</b>	<b>Expected duration</b>	<b>Location</b>
Support the reporting and communication activities related with the implementation and results of the methodology	Metrological gaps report, publication of the implementation results, socialization events report and link with national authorities		
Provide support in other UNIDO-related activities as deem required by the PM.	Other implementation activities conducted.		<i>In situ</i>

The final version of the documents must be organized following the instructions and templates provided by the National Metrology Institute of Colombia (INM) and revised by the PMU. Finally, the MGC will contribute in the review of final reports of documents that will be edited by INM & PMU, taking into consideration the technical inputs developed by other consultants within the framework of this project. This review is an ongoing process throughout the duration of the ISA and will not require extra days.

#### **REQUIRED COMPETENCIES**

##### **Core Values**

**WE LIVE AND ACT WITH INTEGRITY:** work honestly, openly and impartially.

**WE SHOW PROFESSIONALISM:** work hard and competently in a committed and responsible manner.

**WE RESPECT DIVERSITY:** work together effectively, respectfully and inclusively, regardless of our differences in culture and perspective.

##### **Key Competencies**

**WE FOCUS ON PEOPLE:** cooperate to fully reach our potential –and this is true for our colleagues as well as our clients. Emotional intelligence and receptiveness are vital parts of our UNIDO identity.

**WE FOCUS ON RESULTS AND RESPONSIBILITIES:** focus on planning, organizing and managing our work effectively and efficiently. We are responsible and accountable for achieving our results and meeting our performance standards. This accountability does not end with our colleagues and supervisors, but we also owe it to those we serve and who have trusted us to contribute to a better, safer and healthier world.

**WE COMMUNICATE AND EARN TRUST:** communicate effectively with one another and build an environment of trust where we can all excel in our work.

**WE THINK OUTSIDE THE BOX AND INNOVATE:** To stay relevant, we continuously improve, support innovation, share our knowledge and skills, and learn from one another.

#### **MINIMUM ORGANIZATIONAL REQUIREMENTS**

**Education:** Advanced university degree in Chemistry, Chemical engineering or related (e.g. Industrial Engineering) with extensive experience in chemical Industry, specifically in the painting and coats sector.

**Technical and Functional Experience:**

A minimum of two (2) years of professional and practical experience in the chemical industry with proven and extensive experience in paintings and coats. Demonstrated experience in operations, S&OP, quality and technical issues related with paintings production. Strong grasp and knowledge of national and international regulations and standards. Comprehensive and integral understanding of the dynamics of the paintings industry. Computer literacy (MS Office, data base management) is required. Solid track record in comparable assignments will be added advantage

**Languages:** Fluency in written and spoken Spanish and English are required. Fluency and/or working knowledge of another official UN language is an asset.