

## TERMS OF REFERENCE

### **Self-evaluation on the relevance of the Forest Products Annual Market Review to the needs of member States and challenges in the forest sector**

#### I. Purpose

The purpose of this evaluation is to review the relevance, coherence, efficiency and sustainability of the Forest Products Annual Market Review (FPAMR) conducted by UNECE to the needs of member States in capturing and conceptualizing shifting trends affecting sustainable forest management and forest products markets for informing policy decisions in the UNECE region as mandated by the Committee on Forests and the Forest Industry (COFFI).

The results of the evaluation are expected to further upscale the FPAMR in terms of visibility, further analysis and partnerships with the view to better inform discussions under COFFI and the policies in the area of sustainable forest management and forest products markets in the UNECE region.

The outcomes of the evaluation will also be used to further strengthen the sections methods and processes of intergovernmental cooperation and collaboration between UNECE and FAO in supporting the subprogramme's Integrated Programme of Work related to sustainable production and consumption of wood products.

#### II. Scope of activities for evaluation

The evaluation will look into the activities associated with the Forest Products Annual Market Reviews over the period from 2018 to 2021. The period was chosen since the secretariat significantly changed the style, content, approach and length of the publication in 2020 and feedback on the changes made would be useful. COVID-19 brought with it a lot of constraints for the production of the publication in 2020 and 2021. The evaluation will cover:

- Content of the publication
- Coordination of the research work
- Implementation by the secretariat
- Liaison and collaboration with partner organization at national and international levels
- Reporting to the UNECE COFFI and the FAO European Forestry Commission
- Internal reporting

In addition, the universally recognized values and principles of human rights and gender equality need to be integrated into all stages of the evaluation, in compliance with the United Nations Evaluation Group's revised gender-related norms and standards. Therefore, the evaluation will assess how gender considerations, women empowerment and the perspectives of vulnerable groups were included in the process of conducting the Forest Products Annual Market Reviews and, if needed, it will make recommendations on how gender and vulnerabilities considerations can be better included in future activities.

### III. Background

The Forest Products Annual Market Review is the flagship publication of subprogramme 7. The objectives of the [Forest Products Annual Market Reviews](#) are to provide general and statistical information on the forest products markets in the UNECE region of Europe, North America and Eastern Europe, Caucasus and Central Asia. The Reviews are written in mid-year in preparation for the annual Market Discussion during the COFFI, which takes place during the autumn. They contain general overviews of forest products markets in the region, highlights of key issues and policies, as well as descriptions of the current economic situation. The substantive first chapter outlines the major policy and economic situation in the world and in the UNECE region and is followed by standard market chapters that examine the market development and their drivers for roundwood, sawn softwood, sawn hardwood, wood-based panels, paper and pulp, certified forest products, forest sector carbon markets, value-added forest products and tropical timber. For each sector, production, consumption and trade are considered and relevant developments in the markets and policies are included. The Reviews do not cover all topics every year.

The Reviews are one of the main outputs of Subprogramme 7 “Forests and the Forest Industry”, which is the UNECE part of the Joint UNECE/FAO Forestry and Timber Section. Subprogramme 7 monitors and analyses developments in markets, notably topical and policy relevant aspects, and provides a forum for discussion between governments and stakeholders at the annual UNECE COFFI.

### IV. Issues

The evaluation will answer the following questions:

#### ***Relevance***

1. Is the work conducted in the framework of the Forest Products Annual Market Reviews relevant for advancing intergovernmental efforts towards evidence-based policies for sustainable production and consumption of forest products and sustainable forest management?
2. To what extent does the FPAMR contribute to the achievements of the SDGs?
3. To what extent is the FPAMR adapted to capture emerging trends and challenges in the area of sustainable production and consumption of forests products and sustainable forest management?
4. To what extent does the analysis conducted in the framework of the Forest Products Annual Market Reviews integrate gender, human rights and disability perspectives?

#### ***Coherence***

1. To what extent is the publication ensuring coherent treatment of the issues surrounding sustainable forest management and forest products and their trade?
2. To what extent does the work conducted contribute to creating synergies between national, regional and global levels?
3. To what extent do the partnerships created within the FPAMR contribute to ensuring policy coherence and the achievement of the SDGs?

#### ***Efficiency***

1. Were there sufficient resources available to achieve the intended outcomes, including in a timely manner?
2. Does the work strike a good balance between the use of RB and XB?
3. Have the available resources been used efficiently to deliver expected outputs?

#### ***Sustainability***

1. To what extent are the outputs delivered within the context of FPAMR sustainable?
2. To what extent is the FPAMR considered as a reference source by stakeholders?
3. To what extent does the FPAMR and the discussion around it contribute to soliciting broad

engagement from different stakeholders from governments, private sector and academia beyond the publication date?

## V. Methodology

The evaluation will adopt a theory-driven, utilization-focused and gender and human rights responsive approach. The evaluator is required to use a mixed-method approach, including qualitative as well as quantitative data gathering and analysis as the basis for a triangulation exercise of all available data to draw conclusions and findings.

The evaluation will be conducted on the basis of:

1. A desk review of all relevant documents over the period including:
  - All relevant documents including materials developed in support of the activities (agendas, plans, participant lists, background documents, final reports and publications)
  - Reports of the Forest Products Annual Market Reviews; Reports on annual work programme implementation
  - Proposed programme budgets covering the evaluation period
  - Relevant UN and UNECE resolutions on the matter
2. A tailored questionnaire will be developed by the evaluator in consultation with UNECE to assess the views of stakeholders: experts, members of the Forest Products Annual Market Reviews process, staff from UNECE, other regional commissions and relevant counterparts in the United Nations System and other international organizations.
3. The questionnaire will be followed by interviews of selected stakeholders from ministries, private sector and academia (methodology to be determined by the evaluator in consultation with UNECE). These will be carried out via phone or other electronic means of communication. Results of the survey will be disaggregated by gender.

The report will summarize the findings, conclusions and recommendations of the evaluation. An executive summary (max. 2 pages) will sum up the methodology of the evaluation, key findings, conclusions and recommendations.

All material needed for the evaluation will be provided to the consultant. In addition to the documents mentioned above in 1), the Programme Manager will provide the list of persons to be interviewed by phone. UNECE will provide support and further explanation to the evaluator as needed.

The evaluation will be conducted in accordance with the [UNECE Evaluation Policy](#). A gender-responsive methodology, methods and tools, and data techniques are selected. The evaluation findings, conclusions and recommendations reflect a gender analysis.

## VI. Evaluation schedule<sup>1</sup>

26 April 2022	ToR finalized
10 May 2022	Evaluator selected
16 May 2022	Contract signed. Evaluator starts the desk review
17 June 2022	Evaluator submits inception report including survey design
30 June 2022	Feedback on inception report from the Programme Manager and PMU
11 July 2022	Launch of data gathering and conduct of interviews, as needed
22 August 2022	Evaluator submits draft report to the Programme Manager and PMU
05 September 2022	Feedback on draft report from the Programme Manager and PMU
19 September 2022	Evaluator submits final report

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<sup>1</sup> Final timetable to be agreed following engagement of the evaluator

## *VII. Resources*

Mr. Florian Steierer, Economic Affairs Officer, will manage the evaluation with the support of other Forests and the forest industry subprogramme staff. The Programme Management Unit (PMU) will provide guidance to the Programme Manager and evaluator as needed on the evaluation design, methodology and quality assurance of the final draft report.

## *VIII. Intended use / Next steps*

The evaluation will be consistent with the UNECE Evaluation Policy. The results of the evaluation will be used in the planning and implementation of future activities of the Forests and the forest industry subprogramme in support of the realization of the 2030 Agenda for Sustainable Development and Paris agreement.

A management response to the evaluation will be prepared by UNECE, and relevant recommendations implemented as scheduled in the management response. Progress on implementation of recommendations will be available on the UNECE public website.

## *IX. Criteria for evaluation*

The evaluator should have:

- An advanced university degree or equivalent background in relevant disciplines, with specialized training in areas such as evaluation, project management and social statistics.
- Knowledge of and experience in working with marketing and/or market assessment / economics / forests policy and its monitoring.
- Relevant professional experience in design and management of evaluation processes with multiple stakeholders, survey design and implementation, project planning, monitoring and management, gender mainstreaming and human-rights due diligence.
- Demonstrated methodological knowledge of evaluations, including quantitative and qualitative data collection and analysis for end-of-cycle project evaluations.
- Fluency in written and spoken English.

Evaluators should declare any conflict of interest to UNECE before embarking on an evaluation project, and at any point where such conflict occurs.

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