



ANNEX II: TERMS OF REFERENCE

Strengthening Climate Change Adaptation Capacity of Transport Systems in the Mediterranean Arab countries - 06 - PRO611TUD-2025

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1. BACKGROUND INFORMATION

1.1. Partner country

Southern and Eastern Mediterranean Arab countries, including Algeria, Egypt, Jordan, Libya, Morocco, Mauritania, and Tunisia. Particular attention will be given to Maghreb countries for awareness-raising due to varying levels of maturity in adopting climate change adaptation measures.

1.2. Contracting authority

The Secretariat of the Union for the Mediterranean (UfMS) will serve as the contracting authority for this assignment.

1.3. Relevant background and current situation in the sector

The Mediterranean basin is recognized as a significant climate change hotspot, experiencing more rapid and intense climate and environmental changes than the global average. The transport sector in this region is highly vulnerable to the escalating frequency and intensity of extreme weather events. Extreme weather events impose **high social, economic, and environmental costs on the transport system** in the Mediterranean region. According to the First Mediterranean Assessment Report issued by MedECC¹ in 2020:

- **Flooding** from high precipitation and extreme storms, potentially combined with landslides, poses major risks to all transport modes, including road, railway, urban mobility and port infrastructure.
- **Rising sea levels** and increased wave activity leading to erosion threaten vital coastal transport infrastructure such as coastal roads, railways, seaports, and airports. A majority of Mediterranean seaports could face high inundation risk by 2100, disrupting operations and damaging infrastructure.
- **Rising temperatures**, heatwaves, and hotter, drier summers will impact roads and railways, leading to pavement damage, damage to tracks (e.g., buckling) and electricity catenaries, damage to bridges and other critical transport components, and increased landslides, affecting operational efficiency and safety.
- **Droughts:** While less direct, droughts can impact inland waterways and hydropower availability for electrified rail systems.

The current situation necessitates urgent action to assess and address these vulnerabilities and integrate climate-proofing measures into both existing and future transport infrastructure and planning. Furthermore, the existing transport infrastructure, largely built for past climatic conditions, is susceptible to exacerbation of shortfalls (e.g., aging, insufficient funding) by unstable global weather patterns.

There is a recognized need to develop comprehensive national transport policies that consider climate change impacts and promote resilient infrastructure.

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¹ MedECC: Mediterranean Experts on Climate and environmental Change (MedECC)



The initiative will be divided into **two phases**.

The **first phase** will include a **report on the status of transport adaptation to climate change** in the region and five **awareness-raising conferences** for public decision-makers and sectoral actors in the Arab countries,

The **second phase** will include **i) capacity building seminars**, focusing on impacts, vulnerabilities, risks, and adaptation measures, covering objectives, scenarios, information needs, vulnerability assessment, risk analysis, and adaptation options, **ii) regional workshops on case studies and best practices** in climate change adaptation within the transport sector, **iii) a Mediterranean Conference** on adaptation to climate change in transport, serving as a platform for discussion and public presentation of initiative results, **iv) one concluding session** targeting also the **capitalization** of results and exploring possibilities for continued collaboration at national, regional, and international levels, and **v) monitoring** of activities, effective **dissemination** of results, and comprehensive **evaluation** of the initiative's impact.

This assignment refers to the first phase of the initiative.

The overall implementation period of the initiative will extend from 2026 to 2028, for a total duration of 27 months for the two Phases: Phase 1 will cover an implementation period of 15 months and Phase 2 the following 12 months.

1.4. Related programmes and activities

This initiative is strategically aligned with several key regional and international frameworks and mandates:

- The **UfM Ministerial Conference on Transport** (February 2023) endorsed the **Regional Transport Action Plan (RTAP) for the Mediterranean Region until 2027**, which aims to help UfM countries mitigate risks, consider adaptation options, build resilience, future-proof national transport policies, and strengthen preparedness and evidence-based policy-making at a regional level. This initiative directly contributes to the implementation of RTAP objectives.
- This initiative supports the **UN 2030 Agenda and its transport-related Sustainable Development Goals (SDGs) and targets**, the **Paris Agreement**, and the latest provisions and strategies from international organisations such as IMO, ICAO, OTIF, and UNECE-ITC. Regarding **UNECE Recommendations**, the initiative builds upon the recommendations from the Mediterranean Conference held in Marseille in May 2023, which focused on climate change adaptation in transport infrastructure. This conference, co-organized by UNECE's Group of Experts on Assessment of Climate Change Impacts and Adaptation for Inland Transport, UNESCWA, and the French Ministry of Ecological Transition, highlighted the critical need for adopting and disseminating climate change adaptation actions in transport infrastructure.
- The initiative also aligns with the **European Green Deal**, particularly its objectives for the transport sector as outlined in the EU's Sustainable and Smart Mobility Strategy (December 2020), and the EU's "Renewed partnership with the Southern Neighbourhood" and "Economic and Investment Plan for the Southern Neighbours" (February 2021), and the Global Gateway Communication (December 2021).
- It is fully aligned with the **Master Plan for Spanish Cooperation for Sustainable Development**



and **Global Solidarity 2024-2027**, specifically Spain's sectoral priorities on “**Ecological Transition**” and its support for **SDG 13 “Combating climate change: adaptation and mitigation”**. Spain is committed to mobilising resources for climate change mitigation and adaptation, focusing on vulnerable developing countries to increase their resilience, improve disaster risk reduction, and support technological innovation and capacity building.

- Finally, the initiative is fully aligned with the “**Masar al'an/Masar ahora**” **Regional Cooperation Programme for the Arab countries** of the Spanish Agency for International Development Cooperation (**AECID**), which supports the transition to a resilient and sustainable production and consumption model through climate action.

NB: The activities to be undertaken under the present contract provided in section 4.1 shall contribute to these programmes and plans, as well as to those described in section 1.3 “Relevant background and current situation in the sector”.

2. OBJECTIVES & EXPECTED OUTPUTS

2.1. Overall objective

The overall objective of this initiative is to **equip the public administrations of the targeted Mediterranean countries with the necessary capacities to adapt their transport systems to climate change**. This will contribute to achieving a more climate-resilient regional transport system across the Mediterranean.

2.2. Specific objective(s)

The assignment aims to achieve the following specific objectives:

- To **strengthen the technical and institutional capacities of public administrations** in Mediterranean countries to effectively adapt their transport systems to the challenges posed by climate change.
- To **cultivate and reinforce expert networks**, facilitating the systematic exchange of knowledge, experiences, and best practices in transport system adaptation to climate change.
- To **enhance the capacities for concrete action** in developing and implementing robust policies and measures related to climate change adaptation within the transport sector.
- To **raise awareness** among decision-makers and sectoral stakeholders regarding the urgency of assessing climate change impacts on transport systems and identifying effective, implementable adaptation actions.
- To **provide instruments** for assessing risks and vulnerabilities, as well as adaptation programmes and policies, and to train on their application and contextualisation in the Mediterranean region.
- To **facilitate the participation** of the public administrations of the beneficiary countries in existing international working groups on the adaptation of the transport system to climate change.
- To **contribute to the establishment of working groups** dedicated to fostering the adaptation of the Mediterranean transport system to climate change.

2.3. Expected outputs and deliverables to be achieved by the contractor

The selected contractor will be responsible for delivering the following key outputs:

- **Report on Regional Status:** A concise report detailing the current status of transport adaptation



to climate change across the beneficiary countries.

- **Awareness-raising Conferences:** Five (5) one-day awareness-raising conferences specifically tailored for public decision-makers and key sectoral actors in the beneficiary countries.

The service will be paid for based on the submission of the deliverables specified below. Payments might be totally or partially withheld if the contractual results have not been reached in conformity with the detailed terms of reference. Payments are based on the approval of these deliverables. Partial payment has to be determined according to the partial implementation of the outputs (deliverables).

The expected **deliverables** of this contract are as follows:

1. **Inception Report**
2. **Report on the Status of Transport Adaptation to Climate Change in the region**
3. **Event Reports of the 4 Awareness-raising Conferences in West-Med Arab countries**
4. **Event Report of the Awareness-raising Conference in East-Med Arab countries.**

3. ASSUMPTIONS & RISKS

3.1. Assumptions underlying the project

- The assignment implicitly assumes continued political will, commitment from participating national administrations to engage in and implement adaptation measures in the transport sector.
- It also assumes that the sustained promotion of knowledge exchange and sharing of good practices will effectively contribute to strengthening the adaptation capacities of the target countries.
- Finally, it is assumed that the assignment will be carried out with the continued interest and participation of regional and international experts and organizations in supporting the initiative.

3.2. Risks

- Situations of national instability or security concerns in participating countries could compromise the safety of participants or hinder their ability to attend and engage in program activities. Mitigating measures would include flexible event scheduling and consideration of alternative, safe locations.
- Some administrative structures responsible for transport infrastructure in the beneficiary countries may have limited human and technical capacities, potentially affecting their ability to effectively assume and implement climate change adaptation functions. The awareness-raising days will be specifically designed to highlight the necessity of adaptation, regardless of current technical capacities, and subsequent activities will aim to raise awareness of required knowledge and facilitate future implementation.
- A lack of consistent engagement from key stakeholders, including transport authorities, private operators, and research institutions, could limit the effectiveness of the foreseen activities. Proactive engagement strategies will be crucial.
- The success of the assignment will additionally depend on the credibility of the project team and its ability to cooperate with the targeted stakeholders.



4. SCOPE OF THE WORK

4.1. General

4.1.1. Description of the assignment

Overall, the initiative involves the design, development, and implementation of a comprehensive capacity-building programme. This will primarily be achieved through the creation and facilitation of structured platforms for knowledge exchange and the dissemination of best practices, specifically through workshops, seminars, and conferences. These platforms will focus on enhancing awareness, transferring knowledge on assessment and planning tools, and consolidating regional expert networks in the context of climate change adaptation for the transport sector.

The initiative's phase 1, which is the object of this assignment, will kick start the project by compiling the state-of-the art on transport adaptation to climate change across the beneficiary countries, before focusing on awareness-rising activities through five conferences in Arab countries, four in Western Mediterranean countries and one in an Eastern Mediterranean country.

4.1.2. Geographical area to be covered

Southern and Eastern Mediterranean Arab countries, including Algeria, Egypt, Jordan, Libya, Morocco, Mauritania, and Tunisia. Special attention will be given to Maghreb countries for certain activities.

4.1.3. Target groups

The primary target groups for this assignment include:

- **Public Administrations and Operators:** Government staff and entities responsible for transport policy, planning, management, and operations across all modes of transport (road, rail, maritime, air) in the Southern and Eastern Mediterranean Arab countries.
- **Private Sector Actors:** Relevant private companies and operators within the transport sector who are involved in infrastructure development, maintenance, and service provision.
- **Research and Training Centres:** Academic institutions and research bodies focusing on transport, climate change, and environmental studies.
- **International Organizations and Associations:** Other regional and international bodies pertinent to transport and climate change adaptation.

4.2. Specific work

The contractor shall undertake the following specific activities:

- **Report on the Status of Transport Adaptation to Climate Change in the region (Report Preparation):**
Conduct a comprehensive assessment and prepare a brief, analytical report providing an overview of the current status of climate change adaptation measures, policies, and challenges within the transport sector across the beneficiary countries. This report will serve as a foundational document for subsequent activities.



- **Awareness-raising for Decision-Makers (5 Conferences):**
 - **Objective:** To raise awareness among public decision-makers and sectoral actors on the urgent need to assess the impacts of climate change on transport systems and to identify effective adaptation actions.
 - **Format:** Five (5) one-day conferences in the beneficiary countries with national, regional, and international expert participation.
 - **Content:** The conferences will cover key topics including:
 - Detailed climate change impacts on transport infrastructure and services (e.g., roads, railways, ports).
 - Presentation of existing tools and methodologies for vulnerability and risk assessment specific to transport.
 - Introduction to tools for planning and programming adaptation actions at national and regional levels.
 - Discussion on the crucial role of administrations in conducting national vulnerability assessments and programming effective adaptation measures.
 - **Participants:** National, regional, and international experts will be invited to participate and present.

4.3. Project management

4.3.1. Responsible body

The Secretariat of the Union for the Mediterranean (UfMS), specifically its relevant Transport & Urban Development Division, will be responsible for managing this contract and overseeing the project's implementation.

4.3.2. Management structure

The UfMS will coordinate cooperation with the Spanish Agency for International Development Cooperation (AECID) and its "Masar al'an/Masar ahora" programme. Project implementation will be subject to coordination committees under the Masar al'an/Masar now programme and regular meetings to follow up on project implementation according to programmatic requirements. Coordination mechanisms with Spanish Cooperation Offices (OCE) will also be established. The UfMS will be the contracting authority, indicating its central role in managing the technical assistance contract.

All issues related to the technical elements in relation to this contract, mainly the specific activities as outlined in sections 4.1 and 4.2. of these Terms of Reference, shall be taken by the project manager nominated by the contracting authority pursuant to special conditions of contract Article 2.1. The project manager will ensure these tasks in accordance with UfM internal rules and procedures.

4.3.3. Facilities to be provided by the contracting authority and/or other parties

N/A



5. LOGISTICS AND TIMING

5.1. Location

The assignment will be in the Contractor's home office in direct coordination with the project team at the UfM Secretariat through conversations or e-mails.

Awareness-raising Conferences will be held in the beneficiary countries.

The Contractor will be expected to be available for possible meetings and consultations at the Secretariat in Barcelona.

Six meetings will be held throughout the assignment (three in person and three online): kick-off meeting (in person), three-month follow-up meeting (online), six-month follow-up meeting (online), nine-month follow-up meeting (in person), twelve-month follow-up meeting (online), and final meeting (in person).

5.2. Start date & period of implementation of tasks

The intended start date for the implementation of this assignment is 2 January 2026 and the period of implementation of the contract will be 15 months from this date.

The submission of the *Report on the Status of Transport Adaptation to Climate Change in the region* is scheduled for the end of Q2 2026.

Awareness-raising conferences in Western Mediterranean Arab countries will have to be scheduled for the second half of 2026 (Q3 & Q4), while the Awareness-raising conference in one Eastern Mediterranean Arab country will have to be scheduled in Q1 2027.

6. REQUIREMENTS

6.1. Personnel

The contractor must propose a team of highly qualified national, regional, and international experts with proven experience in climate change adaptation, transport planning and infrastructure, vulnerability and risk assessment, capacity building, and knowledge dissemination. Key personnel should possess strong facilitation and communication skills.

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the country, shall only be able to provide input as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well on any potential interference or conflict of interest of the proposed expert in his/her function as expert and his/her present or previous functions working as civil servant. Moreover, proof should be submitted that the expert is seconded or on personal leave.

The selection procedures used by the contractor to select the experts who provide input to the contract must be transparent, must guarantee the absence of professional conflicting interests and the absence of any discrimination based on former or current nationality, gender, place of residence,



or any other ground. The findings of the selection panel must be recorded.

The Organisation & Methodology must include a paragraph demonstrating that a gender sensitive experts' selection procedure has been applied².

All experts must be independent and free from conflicts of interest in the responsibilities they take on.

6.1.1. Experts

Minimum requirements for individual experts are not defined.

It is the responsibility of the Contractor to compose and propose an expert team which has an appropriate mix of categories of experts that are necessary and meet the needs of this assignment and based on the requirements as stated above. The Organisation and Methodology should demonstrate how the Contractor will comply with these requirements to accomplish the desired outputs.

The Contractor shall present one assigned team of experts who shall agree to deliver their services along the lines of the described above.

6.1.2. Support facilities & backstopping

The costs for support facilities, including backstopping, are included in the tenderer's financial offer.

6.2. Office accommodation

Office accommodation for each expert providing input to the contract is to be provided by the contractor.

6.3. Facilities to be provided by the contractor

The contractor shall ensure that experts are adequately supported and equipped. In particular, it must ensure that there is sufficient administrative, secretarial, and interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support their work under the contract and to ensure that its employees are paid regularly and in a timely fashion.

The contractor's financial offer should cover all supplies, services, documentation, and logistical support required for the success of the contract.

If the contractor is a consortium, the arrangements should allow for the maximum flexibility in project implementation. Arrangements offering each consortium partner a fixed percentage of the work to be undertaken under the contract should be avoided.



6.4. Equipment

No equipment is to be purchased on behalf of the Contracting Authority / beneficiary country as part of this service contract or transferred to the Contracting Authority / beneficiary country at the end of this contract. Any equipment related to this contract which is to be acquired by the beneficiary country must be purchased by means of a separate supply tender procedure.

7. REPORTS

7.1. Reporting requirements

The contractor will submit the following reports in English (or as agreed) in one original and two copies:

1. Inception Report

Report of maximum 12 pages, to be produced after one month from the start of implementation (contract signature). This report shall describe initial findings, progress in project preparation, any encountered or expected difficulties, the work programme, and staff travel.

2. Report on the Status of Transport Adaptation to Climate Change in the region

Report of maximum 60 pages on the status of transport adaptation to climate change in the beneficiary countries. Submission deadline: six months from the start of implementation (contract signature).

3. Event reports of the four Awareness-raising Conferences in West-Med Arab countries

Detailed reports on each conducted conference, including participant lists, agendas, key discussions, and outcomes. Submission deadline: one month after each conference.

4. Event report of the Awareness-raising Conference in East-Med Arab countries

Detailed report on the conducted conference, including participant list, agenda, key discussions, and outcomes. Submission deadline: one month after the conference.

7.2. Submission and approval of deliverables (reports)

The deliverables (reports) referred to above must be submitted to the project manager identified in the contract. The project manager is responsible for approving the deliverables.

All deliverables should be submitted in English, in electronic and hardcopy formats (one original and 2 copies).

8. MONITORING AND EVALUATION

8.1. Definition of indicators

- **Quantitative Indicators:** Number of participants in each conference; number of expert networks established or strengthened; number of adaptation measures or policies identified or proposed; number of reports produced and disseminated.
- **Qualitative Indicators:** Judgments on increased awareness, level of knowledge transfer and capacity enhancement perceived by participants; effectiveness of knowledge exchange among experts; stakeholder satisfaction and engagement; quality of expert contributions.

² Note that gender balance refers not only to numerical parity, but also to the level of employment and remuneration, roles and functions.



8.2. Special requirements

The monitoring and evaluation process will assess the program's effectiveness in achieving its specific objectives and contributing to the overall goal of a more climate-resilient regional transport system. This will involve regular reviews, feedback mechanisms from participants and stakeholders, and potentially an independent evaluation at the end of the initiative to assess its impact and sustainability.

The project will ensure close coordination and adherence to the strategy of the *Masar al'an / Masar now* programme and the AECID. A dedicated follow-up plan, evaluation plan (with indicators), and communication and visibility plan will be defined and implemented to ensure coherence and measure success.

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