



ToR for Strategic Network Collaboration

Preface:

Due to the evolving constraints of the COVID-19 pandemic the face-to-face events and milestones set in this ToR might need to be revised and changed. For further information, please contact the Project Manager(s) or send an email to the [IMPEL Secretariat](#).

ToR Reference No.: 2020/04	Author(s): Jenny van Houten
Version: 3	Date: 23/04/2020
TERMS OF REFERENCE FOR WORK UNDER THE AUSPICES OF IMPEL	

1. Work type and title

1.1 Identify which Expert Team this needs to go to for initial consideration	
Industry and air	<input type="checkbox"/>
Waste and TFS	<input checked="" type="checkbox"/>
Water and land	<input type="checkbox"/>
Nature protection	<input type="checkbox"/>
Cross-cutting tools and approaches	<input type="checkbox"/>
1.2 Type of work you need funding for	
Exchange visits	<input checked="" type="checkbox"/>
Peer reviews (e.g. IRI)	<input type="checkbox"/>
Conference	<input checked="" type="checkbox"/>
Development of tools/guidance	<input type="checkbox"/>
Comparison studies	<input type="checkbox"/>
Assessing legislation (checklist)	<input checked="" type="checkbox"/>
Other, (please describe):	<input type="checkbox"/>
1.3 Full name of work (enough to fully describe what the work area is)	
Intercontinental Strategic Network Collaboration for the control of transboundary movements of waste.	
1.4 Abbreviated name of work or project	
Strategic Network Collaboration.	



2. Outline business case (why this piece of work?)

2.1 Name the legislative driver(s) where they exist (name the Directive, Regulation, etc.)	
<ul style="list-style-type: none"> • 1st Basel Convention, European Waste Shipment Regulation (WSR). • 2nd Hong Kong Convention, European Ship Recycling Regulation. • 3rd Third country list European WSR. • 4th Waste Framework Directive. • 5th Extended Producer Responsibility (e.g. WEEE, Packaging). 	
2.2 Link to IMPEL MASP priority work areas	
1. Assist members to implement new legislation.	<input checked="" type="checkbox"/>
2. Build capacity in member organisations through the IMPEL Review Initiatives.	<input type="checkbox"/>
3. Work on 'problem areas' of implementation identified by IMPEL and the European Commission.	<input checked="" type="checkbox"/>
4. Other, (please specify):	<input type="checkbox"/>
2.3 Why is this work needed? (background, motivations, aims, etc.)	
<p>A large part of the work of the IMPEL Waste & TFS cluster is focussing on compliance of transboundary movement of waste. Because a large volume of waste shipments is destined for countries outside Europe it is important to have good contacts with the authorities in these destination countries. Most IMPEL members have minimal contact with these far away countries. Environmental damage such as e-waste dumping in Africa and plastic dumping in Asia is unfortunately quite common and we see a high number of structural illicit traffic taking place. The market is dynamic and as a result of recent political developments such as the import ban in China and European authorities struggle to keep up with what is the situation in practice. In these cases, international collaboration is essential.</p> <p>Also, IMPEL Waste & TFS participants are facing differences between the European WSR and the Basel Convention such as the classification of waste and export and import restrictions. Furthermore, in case of an illegal shipment there is a lack of structural good collaboration between all the authorities of countries on different continents. Only good alignment and communication can prevent problems and illegal shipments, a level playing field, improve notification procedures, repatriations of waste to the country of origin and prosecution of waste crime.</p> <p>To assist the members of IMPEL the Waste & TFS, the Expert Team aims to support the cluster and it's projects with strategic structural efficient collaboration with the TFS networks outside Europe. An example of these networks is the Asian Network for prevention of illegal transboundary movement of hazardous wastes.</p>	
2.4 Desired outcome of the work (what do you want to achieve? What will be better / done differently as a result of this project?)	
<p>Build partner relationships with sister networks of environmental authorities and enforcement bodies outside Europe on the field of enforcement and the compliance of waste shipments. Examples of these networks are the port environmental network of Africa, the Asian Network for prevention of</p>	



illegal transboundary movement of hazardous wastes. These networks may vary in status and members as long as they are useful for the goals of the IMPEL Waste & TFS activities and projects.

The goal is a better collaboration and alignment of activities in the field of compliance of the legislation that is applicable on different types of waste shipments. The authorities in the networks can use each other's knowledge and tools and participate in the activities that are organised. Also, a better understanding of each other's activities, applicable legislation and recycling capacity and licenced facilities are desired. In case of illegal shipment perhaps it is needed to assist authorities of waste from countries of destination to the country of origin. Of course, the contacts with the Basel Convention Secretariat and Regional Centres and the European Commission are essential for the collaboration too.

2.5 Does this project link to any previous or current IMPEL projects? (state which projects and how they are related)

Previous projects of IMPEL Waste & TFS with common goals and links to this ToR are the IMPEL-TFS EU Asia Collaboration, IMPEL-TFS EU Africa Collaboration and enforcement projects like IMPEL-LIFE+ SWEAP.

3. Structure of the proposed activity

3.1 Describe the activities of the proposal (what are you going to do and how?)

Exchange of representatives of IMPEL Waste & TFS experts to the networks outside Europe. The exchanges can be persons of the Expert Team but also other representatives of the IMPEL Waste & TFS projects with a link to the network or IMPEL project managers. Furthermore, the Expert Team will maintain the contacts throughout the year, try to build new relationships and assist members of IMPEL in their work by providing the useful contacts and information that has been gathered. The participants will share the knowledge gathered and pursue the goals of IMPEL members in the events outside Europe.

3.2 Describe the products of the proposal (what are you going to produce in terms of output / outcome?)

- Conference reports, presentations, participant lists and contact persons.
- Insight in applicable legislation in countries of destination and licenced facilities in countries of destination.
- A better knowledge of each other's possibilities and limitations in enforcement and prosecution of waste crime.
- Assistance of IMPEL members in general or on a case by case-based situation.

3.3 Describe the milestones of this proposal (how will you know if you are on track to complete the work on time?)

- **Autumn 2020:** participation of IMPEL Waste & TFS in the annual conference of the Asian Network for the prevention of illegal transboundary movement of hazardous wastes.
- Participation in other relevant activities to be approved by the Expert Team.



3.4 Risks (what are the potential risks for this project and what actions will be put in place to mitigate these?)

One of the risks is that we are depending on other networks to build a relationship for collaboration and that we might have different goals. Second risk is the lack of capacity within environmental authorities.

4. Organisation of the work

4.1 Lead (who will lead the work: name, organisation and country) – this must be confirmed prior to submission of the TOR to the General Assembly)

The IMPEL Waste & TFS Expert Team.

Coordination:

- Jenny van Houten, Human Environment and Transport Inspectorate (ILT), NL.
- Allison Townley, Department of Agriculture, Environment and Rural Affairs, UK.

4.2 Project team (who will take part: name, organisation and country)

- The IMPEL Waste & TFS Expert Team (Switzerland, Slovenia, Malta, Germany, Sweden, United Kingdom, The Netherlands, Italy).
- Depending on the event other IMPEL Waste & TFS participants are invited to participate in the exchanges to benefit from the network contacts and to share the workload.

4.3 Other IMPEL participants (name, organisation and country)

4.4 Other non-IMPEL participants (name, organisation and country)

IMPEL Waste & TFS seeks alignment of the activities with the following organisations:

- UNEP Secretariat of the Basel Convention and Hong Kong Convention.
- Basel Convention Regional Centres.
- European Commission.

5. High level budget projection of the proposal. In case this is a multi-year project, identify future requirements as much as possible

	Year 2020 (exact)	Year 2021	Year 3	Year 4
How much money do you require from IMPEL?	6 450 EUR	19 350 EUR		
How much money is to be co-financed?				
Total budget	6 450 EUR	19 350 EUR		



6. Detailed other costs of the work for year 2020

6.1 Are you using a consultant?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
6.2 What are the total costs for the consultant?	N/a.
6.3 Who is paying for the consultant?	N/a.
6.4 What will the consultant do?	N/a.
6.5 Are there any additional costs (NOT included in point 5)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If your answer is 'Yes', please describe:
6.6 What are the additional costs for?	N/a.
6.7 Who is paying for the additional costs?	N/a.
6.8 Are you seeking other funding sources?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If your answer is 'Yes', please describe:
6.9 Do you need budget for communications around the project? If so, describe what type of activities and the related costs.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If your answer is 'Yes', please describe:

7. Communication and follow-up (checklist)

	What		By when
7.1 Indicate which communication materials will be developed throughout the project and when?	TOR ^{✓*}	<input checked="" type="checkbox"/>	April 2020
	Interim report ^{✓*}	<input type="checkbox"/>	
	Project report ^{✓*}	<input checked="" type="checkbox"/>	Autumn 2020
	Progress report(s) [✓]	<input type="checkbox"/>	
	Press releases	<input type="checkbox"/>	
	News items for the website ^{✓*}		When necessary



<p><i>(all to be sent to the Communications Officer at the IMPEL Secretariat)</i></p>	<p>News items for the e-newsletter <input checked="" type="checkbox"/></p> <p>Project abstract^{✓*} <input checked="" type="checkbox"/></p> <p>IMPEL at a Glance[✓] <input type="checkbox"/></p> <p>Other, (give details): <input type="checkbox"/></p> <p><input type="checkbox"/></p>	<p>When necessary</p>
<p>7.2 Milestones / Scheduled meetings (for the website diary).</p>	<p>See 3.3.</p>	
<p>7.3 Images for the IMPEL image bank.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p>	
<p>7.4 Indicate which materials will be translated and into which languages.</p>	<p>N/a.</p>	
<p>7.5 Indicate if web-based tools will be developed and if hosting by IMPEL is required.</p>	<p>N/a.</p>	
<p>7.6 Identify which groups/institutions will be targeted and how.</p>	<p>N/a.</p>	
<p>7.7 Identify parallel developments / events by other organisations, where the project can be promoted.</p>	<p>TBD.</p>	

[✓]) Templates are available and should be used. *) Obligatory

8. Remarks

Is there anything else you would like to add to the Terms of Reference that has not been covered above?

Prefer a long-term approach for 4 years.

In case of doubts or questions please contact the [IMPEL Secretariat](#).

Draft and final versions need to be sent to the [IMPEL Secretariat](#) in Word format, not in PDF.


Thank you.



Annex I – Detailed costs

Detailed Event Costs

Strategic Network Collaboration

		Event	Number of days	Inter continental travel (maximum per round trip) 2 500 €	Hotel (maximum per night) 120 €	Catering (maximum per day) 25 €	Total costs per Event
Description of Event	First Visit	5	5 000,00 €	1 200,00 €	250,00 €	6 450,00 €	
Location	Asia, tbc						
Month	tbd						
Number of Participants	2						
Description of Event							
Location							
Month							
Number of Participants							
Description of Event							
Location							
Month							
Number of Participants							
Total Costs			5 000,00 €	1 200,00 €	250,00 €	6 450,00 €	