

Consultancy Announcement

Terms of Reference National Legal Drafting Expert

Overview

Project Title	:	Reducing uses and releases of chemicals of concern, including POPs, in the textiles sector (GEF ID 10523)
Executing Agency	:	Basel Convention Regional Centre for Southeast Asia - Stockholm Convention Regional Centre in Indonesia (BSCRC-SEA)
Post Title	:	National Legal Drafting Expert (NLDE)
Estimated Months FTE	:	4 Months
Project Activity	:	2.3.3.
Estimated Duration	:	April 2026 until July 2027
Location	:	Pakistan

Introduction

The objective of this consultancy announcement is to inform the opening of a post of National Legal Drafting Expert (NLDE) to undertake and conduct the project as aforementioned above at the National level.

The expert will provide specialized support in drafting and/or updating national legal texts to control and manage POPs and other chemicals of concern used in the textile sector. This position ensures legal outputs are consistent with international obligations and adapted to the national legal context.

The objective of this project is significant and documented reductions in use, releases, and exposure to chemicals of concern (CoCs) including POPs in the textiles sector in selected countries (Bangladesh, Indonesia, Pakistan, and Viet Nam).

The project consists of the four following components:

- Component 1 : Information sharing and chemical management pilots on priority CoCs including POPs in textiles facilities
- Component 2 : Eco-innovative strategies towards a non-toxic and circular textiles' economy
- Component 3 : Knowledge management for scaling up
- Component 4 : Monitoring and Evaluation

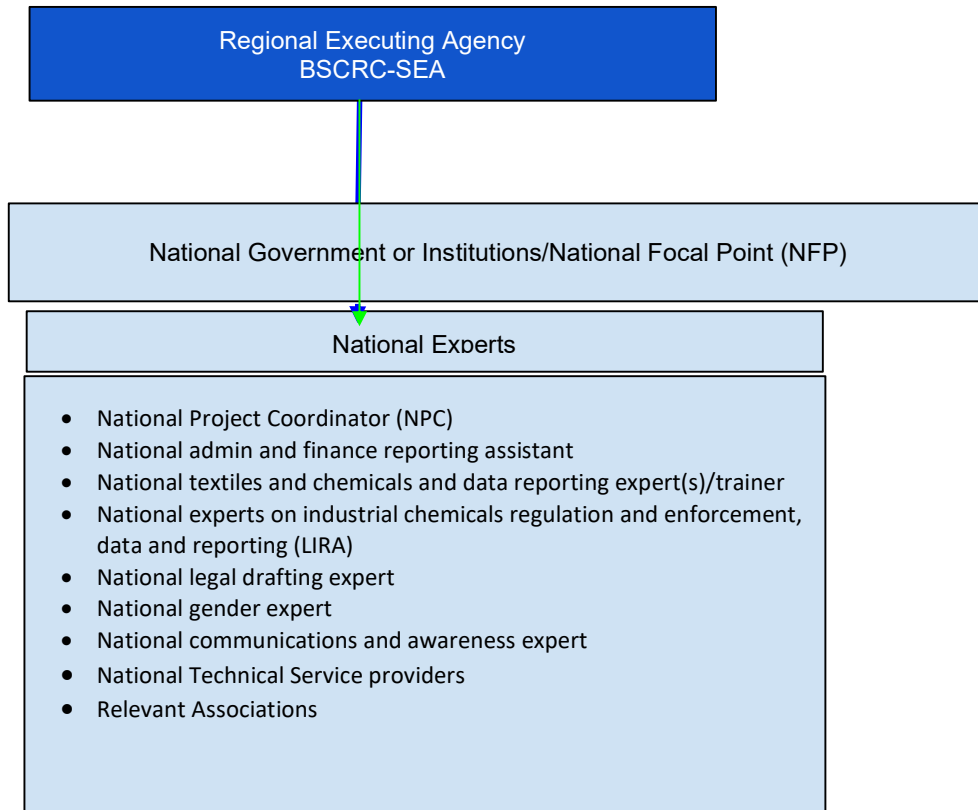
Below is the organogram of the project, showing all stakeholder involved in the implementation of this project. At National level all Experts including NLDE be supervised by the National Government or Institution (National Focal Point) and Project Coordinator Executing Agency (EA). The NLDE will also be supervised by a lead consultant (global) and their work will be supported by other National Experts and technical experts under NPC coordination.

Project Organogram

Project-Level Coordination Framework

National Organogram

National-Level Delivery Framework



Scope of Work

The scope of work of the National Legal Drafting Expert is to develop and/or update national regulations, guidance, annexes, or other legal or regulatory texts based on the national Roadmaps (Output 2.3).

Specifically, the activity which will be carried out under Output 2.3 is as follows:

2.3.3. Drafting and submission of new policies, regulations and guidelines on chemicals Governments and legal experts will update legal texts to support chemical reporting and management, based on the agreed Roadmaps. Types of policy instrument to be updated will include existing draft legislations (e.g., Pakistan draft regulations on chemicals & textiles), Globally Harmonized System (GHS), and others.

Description of Required Services for this Position

The Legal Expert responsibilities include working closely with Ministry of Climate Change and Environmental Coordination under the overall guidance and supervision of the National Focal Person (NFP) and National Project Coordinator (NPC). The objective of this assignment is to develop or convert the already-developed legislation, guidelines, plan or strategy for chemicals of concern including POPs use in textile sector into a properly structured legal document, using clear, consistent, and enforceable legal language, without altering the substantive technical content of the rules.

Main Functions and Deliverables

- Introductory meetings with the NPC, project regional technical coordinator and other project team for taking advices and understanding scope of work.
- Collect and review newly developed regulation (reporting, use & restriction, registration, and license etc), guidelines (ESG disclosure, BAT and Environment permitting system and any other), strategy, procedure or plan (enforcement, monitoring, and inspection, any other) for managing chemical of concerns including POPs in textile sector prepared under Component 2 Activity 2.3.
- Convert the all documents into formal legal language appropriate for a statutory instrument (rules/regulations), ensuring clarity, precision, and legal enforceability in context of Pakistan's administrative and legal infrastructure.
- Structure the document in accordance with standard legal drafting practices,
- Ensure consistency with:
 - ✓ Existing national environmental and chemical-related laws and policies
 - ✓ Relevant sectoral legislation
 - ✓ International obligations related to chemicals management (where applicable)

- Ensure that the legal drafting does not change the intent, scope, or technical substance of the already-developed documents.
- Present the draft documents in expert committee/Workshops and higher authorities and incorporate comments and feedback provided by them.
- Prepare final drafts suitable for vetting, approval, and notification by the competent authority.

Expected Outputs and Deliverables and Payment

The Expert will keep liaison with the NFP and NPC at Ministry of Climate Change & Environmental Coordination on daily basis to get and share updates on the following deliverables.

No	Deliverable	Payment Breakdown	Timeline
1.	Review and update National Integrated Chemical Management and Safety Framework of Pakistan	15%	June, 2026
2.	Gap analysis of policies and regulations of chemical management in the textile sector	10%	June, 2026
3.	Review and finalize roadmap on chemical management in the textile sector	10%	July, 2026
4.	Review and update the reporting rules on regulating and managing chemical of concern including POPs in textile sector	15%	August, 2026
5.	Legal & Administrative Review of Environment Permitting System (EPS) for chemical management in textile sector	15%	October, 2026
6.	Legal & Administrative Review of Best available Practices (BAT) for chemical management in textile sector	15%	December, 2026
7.	Identify and review any other legal document(s) prepared under component 2.3 during the course	20%	June, 2027

	of the project		
Total		100%	

Required Qualification

- Advanced university degree in law with specialization in environmental and/or administrative law, or degree in environmental science/management with specialization in environmental law and/or policy and governance.
- Minimum 5 years of professional legal experience including legal drafting.
- Demonstrated experience with environmental legislation, particularly related to hazardous chemicals.
- Strong analytical, consultation, and legal writing skills.
- Fluency in National Urdu and English.

Please submit your Cover Letter and CVs to: secretariat@rc-sea.org on or before 23rd April, 2026.

Annex I: Task Logframe Please submit your Cover Letter and CVs to: secretariat@rc-sea.org on or before 23rd April, 2026.

Workplan		Target / Milestone		MoV	NWG	NFP	RPM	MO	APA	TKML	GECR	GECET	NAFRA	NTC	RECRE	NICRE	NLDE	RGSE	NGE	ILO	NEACR	NMC
Comp/Output	Activity	Mid	End				1101	1102	1301	1104	1102	1103	1202	1203	1207	1208	1209	1213	1214	2101	2203	2208
Component 2			* 8 brands or global initiatives increase their ambition around chemicals and POPs * 4 new govt policies/ strategies submitted	* Govt Regulations & similar Corporate sustainability reports, business strategies	I	C	S	I	S	A	R	R	I	R	R	R	R	I	I	C	I	I
Output 2.3	<i>National regulations for textile SMEs submitted for adoption and implemented by national stakeholders</i>	* At least 4 national consultations and/or capacity evaluations * 4 national roadmaps endorsed (covering chemicals management & or circular textiles)	* 5 updated draft laws, regulations, policies, or strategies (Pakistan = 3; Bangladesh =2, see Table xx) * At least 500 companies accessing compliance services	* Meeting/ assessment reports * Roadmaps * Draft laws, regulations, policies, and/or implementation plan	I	C	S	I	S	A	R	R	I	R	R	R	R	I	I	C	I	I
2.3.1	Developing and adopting national circular textiles, policy and enforcement roadmaps				A	C	S	I	S	C	C	C	I	R	C	R	I	C	C	I	I	I
2.3.2	Developing guidance to support the agreed country roadmaps			** Required for 3.3.	I	C	S	I	S	A	R	I	I	C	R	R	I	R	R	C	I	I
2.3.3	Drafting and submission of new policies, regulations and guidelines on chemicals.				A	C	S	I	S	C	R	I	I	R	C	C	R	I	I	I	I	I
2.3.4	Compliance promotion and enforcement actions				A	C	S	I	S	C	R	I	I	R	R	C	C	C	C	C	R	R
(R) Responsible	The individual or team who performs the work to complete the task. They are responsible for the execution and technical delivery.																					
(A) Accountable	The individual/ Bodies ultimately answerable for the correct and thorough completion of the task. There must be only one person assigned this role per activity/task.																					
(S) Support	Individuals or teams who provide resources or active assistance to the "Responsible" party to facilitate the completion of the work.																					
(C) Consulted	Subject matter experts or stakeholders whose opinions and expertise are sought during the process. This involves two-way communication before a final decision or action is taken.																					
(I) Informed	Parties who are kept updated on progress, milestones, or completion. This is typically one-way communication and does not require active participation.																					

Annex II: Work Plan

Workplan		Y1				Y2				Y3				Y4				Y5			
Comp/Output	Activity	Y1 Q1	Y1 Q2	Y1 Q3	Y1Q4	Y2 Q1	Y2 Q2	Y2 Q3	Y2 Q4	Y3 Q1	Y3 Q2	Y3 Q3	Y3 Q4	Y4 Q1	Y4 Q2	Y4 Q3	Y4 Q4	Y5 Q1	Y5 Q2	Y5 Q3	Y5 Q4
Output 2.3	<i>National regulations for textile SMEs submitted for adoption and implemented by national stakeholders</i>																				
2.3.1	Developing and adopting national circular textiles, policy and enforcement roadma	x	x	x	x	x	x	x	x	x											
2.3.2	Developing guidance to support the agreed country roadmaps						x	x	x	x	x	x									
2.3.3	Drafting and submission of new policies, regulations and guidelines on chemicals.												x	x	x	x	x	x			
2.3.4	Compliance promotion and enforcement actions												x	x	x	x	x	x			

