

Questions and Responses

Strategic Human Resources Plan of the IPCC Secretariat

RFQ 2431-24

Question 1.

Is the intention that assessment of the current structure and human resources is confined to the 15 current staff members referred to in the Terms of Reference?

Response: Indeed, the assessment intention is confined to the current IPCC secretariat, as referred to in the ToRs.

Question 2.

Approximately how many external stakeholders need to be engaged in consultations and / or surveys?

Response: The main stakeholders are: Secretariat staff (15 people), Secretariat Management (Secretary and Deputy Secretary), Representatives from WMO management, Representative from UNEP Management, the Chair of the IPCC, IPCC Vice Chairs (3 people), IPCC Working Group Co-Chairs (8 people), Technical Support Unit Representatives (approximately 12 people).

Question 3.

Are there specific considerations driving the suggested project duration of 6 months? Will WMO consider a shorter timescale if this is possible?

Response: The timeline for this assignment was guided by the need to conduct a thorough assessment of requirements, gaps and needs, develop a draft HR strategy, and incorporate feedback through a review and comment process.

Question 4.

What are the long-term expected outcomes that the IPCC staff members hope to achieve after the successful engagement? (e.g., improved efficiency, strengthened collaboration, flexible workforce)?

Response: In the long term, our goal is to have a team of highly skilled human resources capable of providing efficient and effective support to the IPCC.

Question 5.

Are there specific performance metrics or benchmarks that the IPCC hopes to co-create/achieve?

Response: As a UN organization, IPCC secretariat follows UN rules for staff performance evaluation.

Question 6.

What has been the major drivers causing organizational challenges to maintain the mandate and flexibility?

Response: Organizational challenges in maintaining the IPCC's mandate and flexibility arise from evolving scientific knowledge, maintaining of the policy relevance of the IPCC, adherence to the UN rules and regulations, resource limitations, political pressures, rapid technological change, and a complex governance structure, with all of this affecting the workload of the secretariat which demands striking a balance between adhering to core mandate of the IPCC and adapting to a dynamic environment.

Question 7.

What has been the major changes to the current workplan compared to earlier years?

Response: The current IPCC cycle includes but is not limited to a greater emphasis on cross-cutting themes, enhanced inclusivity, enhanced stakeholder engagement, improved document management and author collaborating tools, streamlined author nomination and review processes, and a stronger focus on regional and sector-specific impacts, and increased policy relevance of the IPCC assessment reports.

Question 8.

Has the IPCC Secretariat engaged consultancies in the past on organizational design?

Response: No.

Question 9.

Who are the main stakeholders that the consultancy would engage with throughout the project?

Response: The main stakeholders are: Secretariat staff Secretariat Management (Secretary and Deputy Secretary), Representatives from WMO management, Representative from UNEP Management, the Chair of the IPCC, IPCC Vice Chairs, IPCC Working Group Co-Chairs, Technical Support Units.

Question 10.

To what degree do you expect the consultancy to engage with workgroups and task force in the IPCC?

Response: As outlined above, they are one of the stakeholders.

Question 11.

Who are the main stakeholders (besides the Secretariat members) that you envision the consultancy to engage with?

Response: See above.

Question 12.

Is the survey expected to be distributed to external stakeholders outside the Secretariat?

Response: This can be discussed during the inception phase.

Question 13.

Will the assessment include reviewing documents and work plans for the IPCC as a whole (the Secretariat, Panel, Bureau and Executive Committee)?

Response: The workplan/ timeline for the AR7 is yet to be finalized. It is expected to be approved by the Panel in February 2025.

Question 14.

We acknowledge that the strategic HR plan will be submitted in month 3, and that the consultancy will incorporate the feedback within 15 days after feedback has been received. How much time is the Secretariat expecting to review the draft strategy?

Response: At least a month.

Question 15.

Is there any existing workforce data that can be used as a baseline for comparison? For example, organogram, jobs, skill taxonomy.

Response: See link: <https://www.ipcc.ch/secretariat/>

Question 16.

When is the expected start date of the consultancy project?

Response: We intend to have the consultancy on board by January 2025.

Question 17.

What are the available financial resources?

Response: We cannot respond to this question at this stage. We expect to receive a financial proposal alongside the technical one.

Question 18.

Could you provide an estimate of the budget you can allocate for this 6-month engagement?

Response: We cannot respond to this question at this stage. We expect to receive a financial proposal alongside the technical one.

Question 19.

Would you favour the formation of a team or the engagement of a contractor?

Response: The TORs imply the need for a contractor with qualified personnel capable of completing the assignment effectively.

Question 20.

Beyond the 15 FTE size of the IPCC Secretariat, do you envisage further FTEs to be evaluated, for instance for what concerns workforce needs and skill gaps?

Response: Per the ToRs, one of the objectives of the assignment is to identify critical workforce needs and skill gaps within the Secretariat in alignment with the 7th assessment cycle of the IPCC.

Question 21.

Would you be open to a shorter duration of the project (less than 6 months) if the full scope of the project is covered?

Response: The timeline for this assignment was guided by the need to conduct a thorough assessment of requirements and gaps, develop a draft strategy, and incorporate feedback through a review and comment process.