

CURRICULUM VITAE

VIJAY KUMAR SAMNOTRA

A. PROFESSIONAL EXPERIENCE

- 1. Consultant with United Nations Environment Programme tasked with the preparation of the report entitled “Strategic and Functional Review of the Cartagena Convention Secretariat” which was presented and approved at the 19th Meeting of on the Action Plan for the Caribbean Environment Programme (26-30 July 2021)**
- 2. Senior Adviser to the United Nations Resident Coordinator in India on Climate Change and Urbanization (from March 2018 to December 2018)**

Coordinated the project on Circular Economy in India leading to the publication of “Ahead of the Curve”; Drafted the plan to make the United Nations in India carbon neutral; Advised the UN Resident Coordinator on all issues relating to Climate Change and Urbanization issues in his interactions with the United Nations Secretary-General’s Office; Drafted the UN-India partnership proposal on climate change, innovation and urbanization.

- 3. Head, United Nations Environment Programme’s Country Office in India (from May 2016 to 30 September 2017)**

Description of Duties

Establish India Country Office; Develop the Host Country Agreement with the Ministry of External Affairs; Develop Strategic Plan for engaging with the Ministry of the Environment, Forests and Climate Change and other line ministries; Prioritize working partnerships with the Civil Society and the Private Sector.

Summary of Achievements

- Developed collaborative activities/projects with FICCI, Ministry of Railways, National Bank of Rural Development (NABARD) on climate finance, Delhi Jaal Board on water conservation, waste management, green technologies through Memoranda of Understanding.**
- Developed a project on Solid Waste Management in Varanasi with ICLEI.**
- Draft Host Country Agreement with the Government of India in collaboration with the Ministry of Environment, Forests and Climate Change**

- 4. Chief, Programme Support Unit, Division of Environmental Policy Implementation, UNEP (July 2007 to May 2016)**

Description of Duties

Develop Division’s programme of work and costed work plans in accordance with UNEP’s Medium-Term Strategy and Plan; Monitor the implementation of Division’s Programme of

work; Review project proposals for resource mobilization; ensure policy and programme coherence through enhanced coordination and collaboration between branches/units and other UNEP divisions to reduce overlaps and duplication.

Summary of Achievements

- Coordinated UNEP's Ecosystem Management Subprogramme (one of UNEP's seven thematic programmes);
- Coordinated preparation of costed work programme of the division;
- Contributed to the preparation of UNEP's medium term strategy and strategic framework for various bienniums;
- Established and refined systems for review and monitoring legal instruments; Conceptualized the legal instruments monitoring system
- Acted as the focal point for UNEP's inputs to the Brussels Action Plan for the LDCs. Drafted UNEP's inputs to the Brussels Action Plan for the LDCs.
- Contributed to the finalization of UNEP's Climate Change Strategy and preparations for the Secretary-General's High Level event on Climate Change in New York and the 13th Conference of the Parties to the UNFCCC in Bali.

5. Senior Programme Officer, Capacity Building Branch, Division of Environmental Policy Implementation, UNEP (June 2005 to July 2007)

Description of Duties:

Operationalize implementation of the Bali Strategic plan on Technology Support and Capacity building; Liaise with key stakeholders, government officials, UN agencies etc in the development and implementation of Capacity building programmes; Facilitate activities and work of the interdivisional working groups on capacity building to enhance Divisions's role of clearing-house for capacity building and support interdivisional collaboration.

Summary of Achievements:

- Developed proposals for the implementation of the Bali Strategic Plan (BSP) for submission to UNEP's Governing Council in Dubai in February 2006 after extensive consultations with governments, UN agencies.
- Implemented BSP pilot projects in six African countries to build political support and awareness of BSP and facilitate development of capacity building action plans for these countries on priority activities.
- Conducted needs assessment for environmental capacity building and technology support at the regional level.
- Wrote policy papers for submission to UNEP's Senior Management on raising resources - financial and human - for the implementation of the Bali Strategic Plan.
- Wrote paper on the lessons learnt on the implementation of the pilot projects in Africa.
- Wrote briefs on the establishment of database for monitoring the implementation of BSP.
- Was the focal point for reporting on the progress made in the implementation of the Brussels Programme of Action for the LDCs, LLDCs and SIDS.

6. **Head, Interlinkages and Synergies Unit, Division of Environmental Conventions, UNEP, (March 2001- June 2005)**

Description of Duties:

Coordinate all work on linkages and synergies within the Division; Provision of programmatic support to Multilateral Environmental Agreements (MEAs); Strategic Interventions for promoting interlinkages and synergies among MEAs; Development and implementation of a systematic approach for coordination among MEAs; Coordination of work of technological and assessment panels of MEAs; Assist the Director in organization of the work of the Division.

Summary of Achievements:

- **Conceptualized and wrote the Programme of Work for the Division for bienniums 2001-3, 2004-5, 2006-7**
- **Drafted UNEP's strategy for improving programmatic and administrative support to MEAs**
- **Represented Executive Director in meetings of various Conference of Parties and Bureaux of MEAs**
- **Successfully organized 9th and 10th Meeting of MEA Secretariats.**
- **Drew up terms of reference for UNEP's Interdivisional Task Force in support of MEAs and Desk Officer system for coordinated follow-up with MEAs.**
- **Wrote discussion papers on improving global environmental governance of MEAs for intergovernmental discussions on international environmental governance.**
- **Successfully implemented project on "Harmonization of National Reporting of Biodiversity-related MEAs" with World Conservation Monitoring Centre.**
- **Chaired interagency Issues Management Group of United Nations Environmental Management Group on Harmonization of National Reporting.**
- **Conceptualized and implemented project on synergistic implementation of decisions of Conference of Parties of MEAs called the "Issue-based Modular Project". This was the first project of its kind in UNEP that was implemented in close consultation with the Secretariats of the multilateral environmental agreements.**
- **Represented Director in the meetings with donors and the Committee of Permanent Representatives to UNEP in Nairobi and made presentations on on-going projects and programme of work.**
- **Represented the UNEP Executive Director in meetings of the Conferences of Parties of MEAs and spoke at the Plenary on his behalf.**
- **Wrote discussion and strategy papers, articles and speeches for the Executive Director.**

7. **Senior Programme Officer, Policy Coordination and Interagency Affairs, Division of Policy Development and Law, UNEP, (August 1999 – March 2001)**

Description of Duties:

Development of UNEP's policy for strategic partnership with regional intergovernmental bodies/groupings, regional financial institutions, parliamentarians; cooperation with relevant intergovernmental bodies on national sustainable development strategies;

initiatives relating to least developing countries and developing regions; drafting speeches, articles, forewords and editorials on behalf of the Executive Director.

Summary of Achievements:

- Organized in close consultation with sister UN agencies, the first meeting of UN Environmental Management Group (EMG) in Geneva and wrote discussion papers for the meeting
- Coordinated preparations for UNEP's first global ministerial environmental forum in Malmo, Sweden which included drafting papers for ministerial discussions.
- Wrote the Annual Report for UNEP for the year 2001.
- Represented the Executive Director at the first meeting of the Eminent Persons on Interlinkages and Synergies organized by United Nations University in Tokyo and presented a paper on behalf of UNEP.
- Prepared discussion and strategy papers for the Executive Director.
- Continued to work closely with UNEP's Executive Director in the preparation of his speeches, articles and editorials.
- Drafted policy papers on strategic partnerships with regional intergovernmental bodies such as the African Ministerial Conference on the Environment (AMCEN).

8. Speech Writer to the Executive Director of UNEP (Elizabeth Dowdeswell + Klaus Toepfer) (October 1993 to August 1999)

Description of Duties:

Write speeches for the Executive Director on diverse topics for global audiences and for delivery at various UN fora; write features articles; provide creative and intellectual inputs on various information related policy issues.

Summary of Achievements:

- Drafted speeches for the Executive Director for speeches at the ECOSOC, the World Bank and UN General Assembly
- Wrote articles, forewords, editorials and op-eds on behalf of the Executive Director
- Wrote the media policy for UNEP for discussion by the Senior Management Group
- Acted as the Special Assistant to the Executive Director for some time and gained valuable experience on overarching administrative and policy issues
- Prepared policy briefs for the Executive director in collaboration with UNEP divisions and sister UN agencies

9. Worked with the Ministers of Environment and Forests (Ms Maneka Gandhi and Mr Kamal Nath)

Assisted the Ministers in drafting discussion papers on Public Liability Insurance Bill that was approved by the Parliament; Accompanied and assisted the Minister in preparing India's position during the negotiations in London leading to the important "London Amendment" to the Montreal Protocol on Ozone Depleting Substances. Accompanied the Minister for the biannual ESCAP Environment Minister's Meeting in Bangkok – wrote

briefing notes for meetings with various country delegations. Coordinated actions on Ban on Ivory Trade in the country. Assisted the Minister in the administration and oversight of the Indian Forest Service cadre. Coordinated the establishment of citizen grievance redressal cell in the Ministry.

10. **Senior Sales Officer, Tata-Fisons Rallis India Limited**

Supervising the sales force in the northern region of India and responsible for the achievement of sales of fertilizers and pesticides in that region and promotion of new products. Responsible for organizing sales campaigns in various sub-regions of the northern states. Coordination with various research laboratories, universities and institutions of excellence in promoting environmentally safe practices in pesticide and fertilizer use.

11. **Lecturer in English Literature, Dayal Singh College, University of Delhi**

Taught under-graduate Classes

Education:

- **St. Stephens' College, University of Delhi - Masters in English Literature (May 1975 - Apr 1977)**
- **St. Stephens' College, University of Delhi - Bachelor of Arts (Honors) in English Literature (Apr 1972 -May 1975)**