

MOF/PEMSEA ODA PROJECT
REDUCING MARINE PLASTICS IN THE EAST ASIAN SEAS REGION

VA/ODA PROJECT/2025-003

Title:	Consultant for Developing Pilot Project Concepts on Innovative Solutions and Best Practices on Marine Plastics Management in the four project sites of Timor-Leste
Type:	National consultant (a Timorese only)
Duration:	April-December 2025
Closing Date:	14 March 2025

BACKGROUND

PEMSEA is an international organization specializing in integrated coastal and ocean governance for the Seas of East Asia. It is a partnership arrangement comprised of 11 Country Partners and 20 Non-Country Partners with a collective commitment to the implementation of the Sustainable Development Strategy for the Seas of East Asia (SDS-SEA). The SDS-SEA represents a consensus among Partners on the shared vision, objectives and action programs of PEMSEA for sustainable development of the Seas of East Asia. PEMSEA also works closely with educational institutions, Regional Centers of Excellence and ICM Learning Centers to build a critical mass of broad-based, trained and educated coastal and ocean managers to undertake the enormous tasks in the region. PEMSEA Resource Facility (PRF) provides secretariat, communications and technical services and assistance to partners to implement the Sustainable Development Strategy for the Seas of East Asia Implementation Plan 2023-2027.

The MOF/PEMSEA Project on Reducing Marine Plastics in the East Asian Seas Region is a US\$9M six-year (2023-2028) project funded by the Ministry of Oceans and Fisheries (MOF) of RO Korea and implemented by PEMSEA. The project is being implemented at 6 municipalities and cities in the Philippines, namely: Municipality of Bulan, Sorsogon; City of Puerto Princesa, Palawan; City of Calbayog, Samar; Municipality of Daanbantayan, Cebu; City of Dipolog, Zamboanga del Norte and City of Tandag, Surigao del Sur and 4 municipalities in Timor-Leste, namely: Municipalities of Dili, Atauro, Manatuto and Liquica.

The objectives of the project are to: i) enhance local governance on marine plastics management through the development of sound baseline data/information to strengthen data management and analysis and help inform solid/plastic waste management policies and programs in respective towns and cities; ii) demonstrate best practices and innovative solutions in marine plastics management, bringing together best practices and working models of innovative solutions within country and other parts of the region; iii) establish beach monitoring system of marine plastics and litter for long-term tracking of occurrence and trend to determine types of plastics, sources and flow; and iv) strengthen capacity, awareness and communication on marine plastic management through behavior change, citizen science empowerment and partnerships among stakeholders.

Component 2 Demonstration of Good Practices and Innovative Solutions aims to showcase and test some of the best available solutions through the pilot projects to reduce marine plastic pollution and implement effective marine plastic management. It seeks to:

- Demonstrate technologies and practices that address various aspects of the plastic lifecycle, including prevention, collection, segregation, recycling, and upcycling.
- Develop site-specific interventions to tackle unique local challenges in marine plastics management.
- Foster partnerships among local government units (LGUs), private sectors, and civil society organizations to enhance the replicability and scalability of the solutions.

This announcement calls for a consultant to develop concepts for pilot projects for the four sites of Timor-Leste under Component 2. Upon the approval of the Regional Steering Committee meeting, the concepts will form the foundation for further development into detailed project designs for implementing sustainable and impactful interventions at the local sites.

SCOPE OF WORK AND DELIVERABLES

Scope of Work

The Consultant, under RPMU's guidance, will develop pilot project concepts on innovative solutions and good practices in the four project sites of Timor-Leste. Tasks include:

- a) Prepare a draft outline and work plan including methodologies for the preparation and completion of the assignment upon the signing of the Contract. Submit annotated table of contents of a pilot project concept.
- b) Conduct desktop research on currently available innovative solutions and good practices applicable to Timor-Leste, including major outcomes of the national baseline assessment report and encompassing the life cycle of plastics including prevention, collection, segregation, recycling and upcycling.
- c) Develop a template for the pilot project concept and circulate it to the local project focal points, i.e., Directors of Environment/SMASA, at the project sites for their preparation of the concepts.
- d) Collect the accomplished templates for the pilot project concepts from the local project focal points and provide guidance and inputs to the submitted templates.
- e) Conduct consultations with the local project focal points and gather their inputs and suggestions to prepare the draft pilot project concepts.
- f) Draft the pilot project concepts reflecting the inputs and suggestions of the local project focal points on innovative solutions and good practices applicable to the four project sites.
- g) Organize a stakeholder consultation workshop in Dili, Timor-Leste in August 2025 in collaboration with the RPMU:
 - Present the pilot project concepts of project sites of Timor-Leste.
 - Facilitate the discussions on the pilot project concepts.
 - Draft consultation meeting report.
- h) Based on the review and findings of the Workshop, refine the draft pilot project concepts for the four sites on innovative solutions and good practices and submit the final draft to the RPMU for review and acceptance.
- i) Attend the 3rd Regional Steering Committee meeting, if requested, to support the discussion and

finalization of the pilot project concepts.

Expected Outputs and Deliverables

The Consultant is required to submit the following:

- Draft outline and work plan for the preparation of the pilot project concepts.
- Template for the pilot project concept to be circulated to the local project focal points.
- Report of the Stakeholder Consultation Workshop.
- Final draft of pilot project concepts on innovative solutions and good practices of the four project sites of Timor-Leste.

WORKING ARRANGEMENTS

Institutional Arrangement

The Consultant will regularly communicate with National Project Coordinator, the Chair of the National Project Board of Timor-Leste and the RPMU to report on progress, address emerging challenges and in seeking approval and acceptance of the above-mentioned outputs and deliverables. The consultant should visit the four project sites for consultation at least two (2) times per site during the duration of the consultancy assignment.

Duration of the Work

Expected duration of work is from April – December 2025.

Duty Station

The Consultant is primarily home-based with possible weekly meetings at the PEMSEA Office in MALFF, in Dili, Timor-Leste.

Qualifications of the Consultant

- This post is for a Timorese Citizen only.
- Extensive experience in project development, management and implementation on environmental issues such as plastics management, solid waste and marine litter management, marine science in Timor-Leste is required with proven track record of report publication.
- More than 10 years of experience in environment, solid waste management, plastics management, development studies and other related fields.
- Post Graduate Degree in environmental engineering, chemical engineering, solid waste management, environmental science, marine science and other related fields is required.
- Relevant experience in leading multidisciplinary teams and dialoguing with a diverse range of stakeholders.

- Fluency in written and spoken English is a must.

Financial Proposal

Applicants must submit a financial proposal which delineates a detailed budget plan based on the expected outputs and work schedule, clearly showing a logical framework or activity plan to achieve the outputs and deliverables.

Submission of Application

Applicants are requested to submit:

1. Duly accomplished Letter of Confirmation of Interest and Availability.
2. Detailed Curriculum Vitae, indicating all past experience from similar projects, as well as the contact details (email and telephone number).
3. Brief description of why the applicant is considered as the most suitable for the assignment.
4. A sample publication or report from the previous work to demonstrate the writing ability.
5. A description of the methodology, on how the consultant will approach and complete the assignment.
6. Financial proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs.

Applicants are requested to submit the application requirements via email to wtshin@pemsea.org. Kindly indicate the vacancy reference number when applying in the subject line.

Additional Considerations

Applications received after the closing date will not be considered. Only those candidates that are shortlisted will be notified.

For more information on the Marine Plastics ODA Project, please visit www.pemsea.org
