

Terms of Reference
Regional Project Management Unit
Arafura and Timor Seas Ecosystem Action Phase 2 (ATSEA-2)

GENERAL INFORMATION

Reference: VA-2021- 25
Deadline of Application: November 4, 2021
Title: Consultant for Stock-taking Review of ATS SAP Implementation
Category: Specialist
Project Name: GEF/UNDP/PEMSEA ATSEA-2
Reports to: Regional Project Manager
Duty Station: Home Based
Duration of Assignment: 23 working days (November 15 to December 17, 2021)

BACKGROUND

The Arafura and Timor Seas (ATS) Strategic Action Program (SAP) was developed in 2012 and formally adopted through a Ministerial Declaration in 2014, with corresponding National Action Programs (NAPs) in Indonesia and Timor-Leste. The ATS SAP was designed to address the priority transboundary problems identified in the Transboundary Diagnostic Analysis (TDA) for the ATS region, which was completed in 2012.

The 10-year vision for the ATS and the long-term objective of the SAP is ‘to promote sustainable development of the Arafura-Timor Seas region to improve the quality of life of its inhabitants through restoration, conservation and sustainable management of marine-coastal ecosystems’. In particular, the SAP focuses on five environmental quality objectives:

- Recovering and sustaining fisheries
- Restoring degraded habitats for sustainable provision of ecosystem services
- Reducing land-based and marine sources of pollution
- Protecting key marine species
- Adaptation to the impacts of climate change

These ecosystem-based objectives are envisioned to be achieved through seven environmental targets and two governance targets (See Annex 1 on detailed targets).

After the adoption of the ATS SAP under the ATSEA-1 Project in 2014, there was a 5-year gap with the ATSEA-2 Project which commenced in 2019. ATSEA-2 is the 2nd phase of the GEF-financed, UNDP-supported ATSEA program, and is designed to enhance regional collaboration and coordination in the ATS region, which is composed of Australia, Indonesia, Papua New Guinea (PNG), and Timor-Leste. The key mandate of ATSEA-2 is to support the implementation of the ATS SAP.

To date, no review has been undertaken on the status of implementation of the ATS SAP. In line with the ongoing SAP implementation under the ATSEA-2 Project, it is important to take stock of

what have been accomplished thus far, including related initiatives undertaken by ATS countries during the gap years of ATSEA-1 and ATSEA-2. This stock-taking review is, therefore, intended to compile information on the status and key initiatives undertaken towards achieving the SAP commitments as well as to assess gaps and relevance of the 10-year targets in order to better inform and guide the ongoing implementation of the ATS SAP as well as to contribute to the scheduled updating of the ATS TDA and SAP in 2022 to 2023, and provide initial insights for the planned development of an ATS SAP Monitoring System.

To facilitate the stock-taking review, the ATSEA-2 Regional Project Management Unit (RPMU) will:

- 1) hire a consultant with scientific and technical qualifications to consolidate and analyze the progress made at the regional and country level towards achieving the objectives and targets of the ATS SAP,
- 2) propose recommendations on possible measures and considerations to facilitate effective implementation of the ATS SAP and to serve as inputs to the updating of the ATS TDA and SAP, and
- 3) provide insights or suggestions that will be useful in the development of an ATS SAP monitoring system.

This Terms of Reference (TOR) has been prepared for a consultant to coordinate and lead the stock-taking review of the ATS SAP implementation in collaboration with the RPMU and the National Coordination Units (NCUs), and relevant partners.

SCOPE OF WORK, DUTIES AND RESPONSIBILITIES AND DELIVERABLES

Scope of Work:

Under the guidance of the Regional Project Manager (RPM) and in close cooperation with the Policy and Result-based Management Specialist and M&E Specialist, the consultant will be responsible for writing the Stock-taking Report on ATS SAP Implementation in collaboration with the RPMU and the NCUs in Indonesia, Papua New Guinea and Timor-Leste, as well as with the focal point in Australia.

Duties and Responsibilities:

- I. Scope of Work 1: Stock-taking Review (max 10 Man-Days)
 - (1) Develop a provisional work plan for the Stock-taking review;
 - (2) Prepare a provisional outline for the *Stock-taking Report on ATS SAP Implementation*;
 - (3) Present the proposed provisional work plan and report outline at an Inception Meeting with the RPMU and NCUs to agree on proposed activities, coordination arrangements, and requirements for documents/references; and
 - (4) Gather available information including the existing monitoring reports from ATSEA-2, Review of NAP Implementation in Indonesia, thematic and governance assessment reports under ATSEA-2, Theory of Change document, as well as other relevant reports/documents from the different focal agencies in ATS member countries pertaining to programs and initiatives in the ATS region.

(5) Conduct interviews with key persons involved in ATSEA (i.e., key government officials, former ATSEF members, NPBs, RPMU and NCUs).

Deliverables:

- Provisional work plan and outline for the Stock-taking Report
- List of key documents/references for the review
- Interview Guide and list of possible interviewees
- Summary of interviews

II. Scope of Work 2: Writing of the Report (max 10 Man-Days)

(6) Draft the full report in accordance with the agreed outline and based on information generated through desktop review as well as from the interviews. The draft report shall also include key recommendations to inform further SAP implementation, as well as for consideration in the updating of TDA and SAP, and development of ATS SAP Monitoring System.

Deliverables:

- Draft *Stock-taking Report on the ATS SAP Implementation*

III. Scope of Work 3: Finalization of the Report (max 3 Man-Days)

(7) Disseminate the draft report to RPMU and NCUs, and organize a review meeting to validate the information, findings and recommendations of the stock-taking report (at least 2 rounds or review of the draft report); and

(8) Submit the revised final report to the RPMU for review/approval.

Deliverables:

- Final *Stock-taking Report on the ATS SAP Implementation*

Expected Outputs and Deliverables:

Deliverables	Expected No. of Working Days	Completion Deadline
1st Payment will be made upon the submission and approval of the following: <ul style="list-style-type: none"> • Provisional work plan and outline for the Stock-taking Review of the ATS SAP Implementation • List of key documents/references for the review • Interview Guide and list of possible interviewees • Summary of interviews 	10 Man-days	November 26, 2021
2 nd Payment will be made after the submission of the Draft Stock-taking Report on the ATS SAP Implementation	10 Man-days	December 10, 2021
3 rd Payment will be made upon the submission and approval of the final Stock-taking Report on the ATS SAP Implementation	3 Man-days	December 15, 2021

WORKING ARRANGEMENTS

Institutional Arrangement

The Consultant will be coordinating regularly with the Policy and Result-based Management Specialist and M&E Specialist, as well as with the Regional Project Manager in seeking approval and acceptance of the above-mentioned outputs.

Duration of the Work

Expected duration of work is from November 15 – December 17, 2021 spread over 23 working days.

Duty Station

The Consultant will be home based with regular coordination with the Policy and Result-based Management Specialist, M&E Specialist, and the Regional Project Manager.

REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications:

- Advanced university degree (Master's or PhD) in environmental management, international development or related disciplines.

Experience requirement:

- At least 10 years working experience in international waters project, or involvement with inter-governmental and multilateral cooperation initiatives focusing on environmental/ocean and coastal governance/management
- Familiarity with TDA/SAP and its process
- Experience in stock-taking reviews and monitoring of strategic plans/programs
- Strong analytical skills and experience in writing and consolidating technical reports;
- Knowledge of and experience working in the ATS region would be an advantage.

Other requirements:

- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- High motivation and ability to work and deliver under tight deadlines without compromising the quality of outputs;
- Able to work independently with little or no supervision;
- Demonstrates integrity and ethical standards;
- Positive, constructive attitude to work;
- Strong communication skills with relevant stakeholders
- Overall computer literacy, including proficiency in various MS Office applications (Word, Excel, etc.);

Language Requirements:

- Fluency in English with excellent written communication and oral presentation skills, and strong experience writing reports is required

SUBMISSION OF TENDER

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) of the Candidate;
- (3) Brief description of why the individual considers him/herself as the most suitable for the assignment;
- (4) A description of the methodology, on how they will approach and complete the assignment; and
- (5) Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs.

Applicants are requested to submit the tender and requirements via email to infoatsea2@pemsea.org with copy to recruitment@pemsea.org

Kindly indicate the vacancy reference number and title of requirement when applying (in the subject line) by email.

Additional Considerations:

Bid applications received after the closing date will not be considered. Only those candidates that are shortlisted will be notified. Applicants from the ATSEA region are highly preferred.

As part of GEF/UNDP/PEMSEA ATSEA-2 Project's commitment to gender equality and social inclusion, female candidates are always strongly encouraged to apply.

For more information on ATSEA and ATSEA-2, please visit www.atsea-program.com and www.pemsea.org

ANNEX 1: ATS SAP ENVIRONMENTAL AND GOVERNANCE TARGETS

ENVIRONMENTAL TARGETS

TARGET 1.1: IUU fishing reduced in the ATS by 15-20%

TARGET 1.2: Ecosystem Approach to Fisheries Management applied across the ATS

TARGET 2.1: Enhanced management and protection of 20% of marine and coastal habitats (including mangroves, coral reefs and seagrass beds)

TARGET 3.1: Reduction of the ecologically harmful impacts of nutrients in coastal waters from base year

TARGET 3.2: Reduction in the incidence and impacts of marine-based pollution from base year

TARGET 4.1: Enhanced protection of 10-20% of important habitats for threatened and migratory marine species; 20% decrease in direct and indirect harvesting of threatened and migratory species

TARGET 5.1: Increased understanding of climate change impacts and incorporation of that knowledge into management plans and strategies, including establishment of management plans for more than 60% at-risk coastal villages

GOVERNANCE TARGETS

TARGET 6.1: A regional mechanism for cooperation

TARGET 6.2: A Stakeholder Partnership Forum of experts and practitioners involved in research and capacity development activities relevant to the SAP and NAPs

LINK TO FULL ATS SAP: <http://diktas.iwlearn.org/atsea/publication-1/atsea-strategic-action-programme>