

TERMS OF REFERENCE

ACTIVITY NO. 1.3.2.2.8: DEVELOPING THE MANAGEMENT REGULATION FOR THE THAI THUY PROTECTED AREA IN THAI BINH PROVINCE

Procurement package	Developing the management regulation for the Thai Thuy Wetland Protected Area in Thai Binh province
Position:	02 National Consultants
Work place:	Hanoi and travels to Thai Binh
Project code and title:	00088048/Conservation of Critical Wetland Protected Areas and Linked Landscapes
Duration of assignment:	45 working days (September to December, 2019)

1. INTRODUCTION

The Project “Conservation of Critical Wetland Protected Areas and Linked Landscapes” (the “Wetland Project”) is being funded by Global Environment Facility (GEF) through the United Nations Development Program (UNDP), being implemented in 4 years from 2015 to 2018. The project will provide technical assistance to the Government of Viet Nam in establishing new wetland conservation areas, strengthening systemic, institutional and operational capacities for effective management of wetlands and mitigation of existing and emerging threats to biodiversity from connected landscapes.

The project was ratified in the Prime Minister Decision 1131/QĐ-TTg dated on 7 September 2012 and the project document was approved by the Ministry of Natural Resources and Environment of Viet Nam (MONRE) in Decision No. 837/QĐ-BTNMT dated April 13, 2015. The Institute of Strategy and Policy on Natural Resources and Environment (ISPONRE) is the project’s national Implementation Partner while the Biodiversity and Nature Conservation Agency (BCA) is the Co-Implementing Partner. The project pilots the establishment of wetland protected areas (WPA) in two provinces of Thua Thien Hue and Thai Binh.

Currently, the establishment of Thai Thuy WPA is under progress. Once the Thai Thuy WPA is established, Thai Thuy management board shall be set up in order to operate the WPA to achieve the desired objectives. The project shall support of the management board of Thai Thuy WCA by developing a management regulation for Thai Thuy WPA. Therefore, the project is looking for two national consultants to implement the activity “Developing the management regulation for the Thai Thuy wetland protected area in Thai Binh province”

II. Assignment objectives

This assignment is to develop the management regulation for Thai Thuy WPA for a feasible support to the management of wetland biodiversity after the Thai Thuy WPA is established.

III. Scope of work

3.1. Inception report

To develop an inception report which describes the specific tasks, results, and schedule of specific tasks and deliverables in designing the contents of the management regulation for Thai Thuy WPA.

3.2. Management Regulation for Thai Thuy WPA

3.2.1. Review scientific, practical, legal basis for development of the management regulation for the Thai Thuy WPA

- Studying the current regulations on the management of protected areas within the system of special-use forests and marine protected areas;
- Review existing management regulations of a number of protected areas;

3.2.2. Development of the Management Regulation for Thai Thuy WPA

- Objective of the management regulation;
- Scope of adjustment and subject of application;
- Provisions under the regulations for managing three zones and the linked landscapes, including prohibited and conditional activities;
- Implementation of other activities in the management plan of Thai Thuy WPA: Protection, restoration of unique, important and important wetland ecosystems and endangered, precious and rare species prioritized for protection; Investigation, research and scientific experimentation and observation of the diversity of animals, plants, ecosystems and living environment; Activities of propaganda, education, training and awareness raising for environmental protection and biodiversity conservation for stakeholders, especially the local community; Developing ecotourism services and controlled exploitation of natural resources and livelihoods for the local people; Support biodiversity conservation activities in the buffer zones and linked landscapes of the Thai Thuy wetland reserve;
- Responsibilities of the management board and local authority and interagency cooperation in managing the Thai Thuy WPA;
- Roles and participation of local people in the management of Thai Thuy WPA;
- Resources for implementing the management regulation (if available).

3.3 Stakeholder consultation on the contract deliverables:

During the implementation of the contract, the consultant shall conduct field trips to Thai Binh to work with stakeholders for consulting on relevant contents, overview on pressures and threats; current management status of Thai Thuy WPA, shortcomings, limitations and causes; Especially, to consult with the Management Board of Tien Hai Nature Reserve on the proposed way to manage Thai Thuy WPA (from 5-8 working days). Expenses for the field surveys (including per diem and traveling expenses) are included in the contract price.

During the implementation of the contract, the consultant shall participate in stakeholder meetings/workshops to get inputs for finalizing the Management Regulation of Thai Thuy WPA at central and local level as required and agreed upon by the sub PMU, PMU or UNDP. Budget for participation in these meeting/workshops will be paid from other project budget line.

IV. Deliverables and deadline for submission

- (1) Inception report: submitted to the sub PMU in two weeks since contract signing.
- (2) Draft 1 of the Management Regulation for Thai Thuy WPA: submitted to the sub PMU in two months since contract signing.
- (3) Management Regulation for Thai Thuy WPA (*revised and finalized upon inputs and comments*): submitted to the sub PMU in four months since contract signing.

All deliverables must be in both Vietnamese and English.

All reports must be reviewed and approved by the sub PMU and the PMU.

V. Working time

- The consultant is responsible for performing the work described above and under the direct supervision of the sub PMU.
- The consultant work part-time; maximum time of all activities is 45 working days in 4 months from the date of signing the contract.
- Team leader/consultant 1 has 27 working days to complete the work (including field survey in Thai Binh).
- Consultant 2 has 18 working days to complete the work (including field survey in Thai Binh).

VI. Qualifications and experiences requirement

The project is looking for a team of two national consultants that have relevant capability and experiences for this assignment, including:

6.1 Team leader (27 working days): Take overall responsibility for the entire work under the contract and coordination of team members; Develop the inception report; Responsible for finalizing the Management Regulation for Thai Thuy WPA and the quality of all deliverables before the PMU and the sub PMU.

- Master's degree in biology, environment, forestry or related fields, preferably a PhD in the related field;
- At least 8 years of working experience related to biodiversity conservation or management activities in the protected areas;
- Having experiences in the area of environment and biodiversity and conservation management solutions in wetland areas in the Red River Delta, preferably in Thai Binh province;
- Having experience in working in Thai Thuy wetland area;
- Good skills in research, analysis, information synthesis, and planning and report writing;
- Good communication, organization and presentation skills; good skills in working with local authorities;
- Teamwork ability and good English; Good computer skills.

6.2 Consultant 2 (18 working days): work under the assignment of team leader; Review scientific, practical and legal basis to develop the management regulation for protected areas; Develop a framework of management regulation for Thai Thuy WPA and complete the contents of the Draft at the request of the Team Leader.

- Master's degree in biology, environment, forestry or related fields, preferably a PhD in the related field;
- At least 5 years of work experience related to biodiversity and environmental conservation; Priority is given to experience on issues related to environment and biodiversity and conservation management solutions for wetland areas in the Red River Delta, preferably in Thai Binh province;

- Experience in developing documents related to the establishment and operation of wetland protected areas;
- Good research, analysis, information synthesis, and planning and writing skills;
- Good communication, organization and presentation skills; good working skills with local authorities;
- Teamwork ability and good English; Good computer skills.

7. Payment

The project will sign a contract with each consultant.

- Payment of 20% to each consultant when the Inception Report is accepted by the sub Project Management Board;
- Payment of 40% of the contract value after the Draft Management Regulation for Thai Thuy WPA is accepted by the sub Project Management Board;
- Payment of 40% of the contract value after the Management Regulation for Thai Thuy WPA revised upon comments and inputs is accepted by the sub Project Management Board.

The detailed terms and payment schedule and other payments are specified in the consultant contract.

8. Application: CV with signature and indication of the applied position.