



Terms of Reference: Hiring a Consultant to Undertake a Strategic Assessment of the Needs to strengthen the Inspection Capacity of the Marine Conservation Areas

Contracting Body:	Ministry of Land and Environment National Administration of Conservation Areas (ANAC)
Application deadline:	30th September 2020
Starting Date:	10th October 2020
Target Areas:	Quirimbas, Bazaruto, REM-RMPPO, First and Second Islands, Marromeu and Pomene
Duration:	2 months

1. Context

Mozambique is endowed with a diversity of natural resources, habitats and species. To manage this diversity of resources, the National Administration of Conservation Areas (ANAC) was set up. It is the main body responsible for the supervision, monitoring and management of the conservation areas (ACs) and for supervising the partnerships established with NGOs in the framework of international cooperation. ANAC was set up in 2011 as a parastatal institution, and it is guided by its Statutes and by its strategic plan for the period of 2015-2024.

To preserve the natural resources and to use them sustainably, a network of conservation areas (ACs) was established which covers about 25% of the surface area of the country. The conservation areas under the direct management of ANAC are the following (the marine areas are identified in bold type):

National Parks (9) - **Quirimbas**, Gorongosa, Mágoè, Bazaruto, Limpopo, Zinave, Chimanimani, Banhine and Gilé

- Special Reserves (3) - Niassa, Maputo, Chimanimani and **Ponta do Ouro**
- National Reserves (2): Marromeu and Pomene
- Environmental Protection Areas (2): **First and Second Islands** and Maputo
- Community conservation areas (3): Mitchéu, Tchuma Tchato and Chipanje Chetu



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As for the areas that are not under the direct management of ANAC, there are 17 official hunting areas and 50 game farms.

In each of these conservation areas, there is a corps of wardens, generally composed by a Head of Inspection and a variable number of wardens. The Head of Inspection responds to the Administrator of the Conservation Area. The hunting areas and game farms have their own teams of wardens, who are guided by a manager. In the community areas it is the Natural Resource Management Committee which manages the area, including its protection.

Protection and inspection activities are assisted by the Natural Resources and Environment Protection Police (PPRMNA), which was set up in 2013 with the mandate of protecting the natural resources and of intervening, if necessary, inside the ACs when requested to do so, and outside them in a routinely base. ANAC also coordinates with the Environmental Quality Agency (AQUA) for inspection actions in zones adjacent to the conservation areas. For investigating crimes against wildlife, ANAC also interacts and coordinates its activities with the Criminal Investigation Services (SERNIC).

In the fight against poaching and trafficking of wild life products, including marine wild life, in the context of the legal framework, through Article 63B of Law no. 5/2017 of 11 May, ANAC acts as an assistant to the Public Prosecutor's Office, and should collaborate with the Attorney-General's Office of the Republic of Mozambique.

For the inspection of wildlife, the ACs coordinate their activities with the central level, through the Protection and Inspection Services, represented by a Director of Services. The sector has 2 departments, namely i) Protection and Inspection, and ii) Information and Research. Currently, the Protection and Inspection Service (SPF) is responsible for managing the Dog Unit that is working at Maputo International Airport, and for the Unit of Coordination and Operations against Poaching in the region of the Greater Lebombo Conservancy (GLC). The SPF is also responsible for investigation and action, in coordination with other authorities, of activities against the illegal trafficking of wildlife products domestically and internationally.

For the marine areas in particular, ANAC coordinates with the relevant authorities, namely: the Coastal, Lake and River Police, the Ministry of National Defence – Navy, the National Maritime Institute (INAMAR), and the Inspection Sectors in the Ministry of the Sea, Inland Waters and Fisheries (MIMAP).

In addition to coordination with the corps of wardens of the ACs, and the law enforcement bodies mentioned above, the Inspection Services are responsible for coordinating the initiatives to strengthen inspection capacity with the cooperation partners at domestic and international level.

To strengthen the protection of wild-life, since 2018 Mozambique has been implementing the GEF-6 project (known as ProBio), *entitled Strengthening the Conservation of Globally Endangered Species in Mozambique, through improving the inspection of biodiversity and the expansion of community conservation units around the conservation areas*. The project, in addition to actions to protect biodiversity, also directly supports measures that help Mozambique implement commitments within the scope of Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES).



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Attaining the goals laid down by ProBio in the component of Protecting Wildlife involves implementing the main Inspection Pillars established in the Strategy of the Sector for fighting against poaching and the illegal trade in wildlife products, which has been in force in the sector since 2016. It should be stressed that the guiding document reflects the main components advocated in SADC' Strategy for Application of the Law in the fight against poaching (2016-2021).

Recognising the specific characteristics of the marine areas and the need to improve the response capacity and the functioning of the inspection sector of these areas, ANAC intends to hire a consultant to undertake a **Strategic Assessment of the Needs for Strengthening the Capacities of the Inspection Area of the Marine Conservation Areas**. This assessment should extend to wetlands, and also to those covering a considerable extent of river basins, namely: the Marromeu National Reserve and the Pomene National Reserve.

2. Purpose of the provision of services

To support ANAC in undertaking an analysis of the needs for the inspection services of the marine areas. The analysis, among other aspects, should:

- Be aligned with the principles laid down in the security plans, when available;
- Respond to the challenges of protection and of fighting against the traffic in wildlife products in the terrestrial and marine ecosystems;

- 2.1. To draw up guidelines for the development of the capacities in means and equipment compatible with the exercise of inspection in the marine areas.

3. Specific Responsibilities:

- 3.1. To consult the various stakeholders who take part in the protection and inspection of natural resources, so as to establish integrated functional approaches;
- 3.2. To present proposals for functional mechanisms of communication and surveillance and/or inspection of the marine environment, including technological resources;
- 3.3. To present a draft plan to develop capacities in means of functional inspection for the marine conservation areas;
- 3.4. To review the current model of work uniform for marine areas;
- 3.5. To facilitate a workshop for consolidating and validating the results of the analysis undertaken.

4. Duration of the work: 60 days.

5. Dates and form of delivery of the work: The final version of the work shall be delivered in electronic and digital format (in 3 copies)

6. Monitoring and supervision of the development of the activities: The work shall be supervised and accompanied so as to guarantee its quality and alignment with the directives of ANAC, through in-person supervision, regular meetings (in person and by telephone) between the consultant and members



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of the ANAC-Inspection team and of the ProBio project. A presentation in a workshop, seminar or technical meeting shall be held to validate the final product.

7. Profile of the consultant

The team of consultants should have at least the following profile:

- 7.1. The leader of the team should have a proven history of at least ten years' experience, in the area of the Management of Protected Areas, the management of natural resources, the Application of the Law or Protection and Inspection of Wild Life with experience in marine areas (experience in the country is an advantage), or similar areas; demonstrated experience in directing work on surveying needs of protected marine areas;
- 7.2. At least 1 member of the team with specific training in the field of application of the law, political science or military science, preferably specialising in marine environments;
- 7.3. Familiarity with modern techniques, methods and technological resources for monitoring illegal activities in marine environments;
- 7.4. Present references (at least 3) from similar work;
- 7.5. The team must not include specialists who have been involved in illegal activity in any part of the world;
- 7.6. Experience of work in the SADC region on similar tasks is an advantage;
- 7.7. Capacity to lead work teams, and openness towards responding positively to different and critical points of view concerning individual performance;

Skills, knowledge and attitudes

- Proven strong communication skills,
- Excellent analytical skills, organizational and discussion facilitation;
- Excellent oral and written communication skills Portuguese and the ability to communicate in English are mandatory.



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COMPETENCIES

<p>Competencies:</p> <p>List all competencies to be assessed as per the JD's and the various levels</p>	<p>Corporate competencies</p> <ul style="list-style-type: none"> • Demonstrates integrity in accordance with the values and ethics of the United Nations; • Demonstrates sensitivity and adaptability to diversity of gender, race, religion and nationality; • Treats people fairly without favouritism; • Excellent analytical and organizational skills. <p>Functional Skills</p> <ul style="list-style-type: none"> • Knowledge management and learning; • Promotes knowledge sharing and learning culture in the office; <p>Development and operational effectiveness</p> <ul style="list-style-type: none"> • Ability to build and maintain effective partnerships, advocate effectively and communicate sensitively with stakeholders. <p>Management and leadership</p> <ul style="list-style-type: none"> • Focus on impact and results for recipients to respond positively to requests; • Excellent interpersonal skills; • Approaches consistent work, energy and positivity and constructive attitudes; • Demonstrate strong communication skills oral and written; • Demonstrate resourcefulness, initiative and maturity in the treatment of issues; • Results driven, ability to work under pressure and to meet required deadlines;
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	<p>Communications and Networking:</p> <ul style="list-style-type: none"> • Excellent written communication skills, with analytical capacity and ability to synthesize project outputs and relevant findings for the preparation of quality reports; • Maturity and confidence in dealing with senior and high-ranking members of national and international institutions, parliament, government and non-government; and, • Substantial level of self-organization, being methodical, sets priorities, meets deadlines and pays attention to details.
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DELIVERABLES

The consultant will produce the following deliverables:

- Inception report and work plan: the consultant will prepare and present an inception report, including the proposed roadmap to be validated by ANAC and ProBio PMU.
- Detailed report on a SWOT diagnosis of the sector containing consolidated results of the analysis undertaken of the current capacities of the inspection sector of the marine conservation areas;
- Presentation of a guide for standardization of the means of inspection of marine areas, including technological resources and infrastructures. The infrastructure approach should be limited to the packaging needs of the work resources and equipment;
- Presentation of the specific needs for skills (profile) and training/capacity building priority for wardens of marine conservation areas. The document should present a proposal for specific modules for the development of such capacities for marine area wardens;
- Action Plan for strengthening inspection capacities of marine conservation areas with a calendar for short, medium- and long-term implementation. The proposal should include an estimated budget;

Proposal for a model uniform for marine areas.

SELECTION PROCESS

The consultant shall submit a technical proposal detailing how he/she proposes to undertake the required activities as well as a workplan, schedule, and a competitive financial proposal.



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The selection of the evaluation team will be done following UNDP's procurement rules and regulations. UNDP will assess the consultants' profile, qualifications, and skills to ensure high level consultants are recruited using the below evaluation criteria.

Work Plan and Timetable

The duration of the contract will be 60 days for the consultant, including the preparation of the work-plan, consultation meetings, report drafting, feedback, editing and report finalisation.

Application Evaluation Process

<i>Profile of the Legal Advisory Specialist</i>	<i>Max 100 points</i>
1. Qualifications	25
2. Experience, skills, knowledge and attitudes	25
3. Technical proposal	30
4. Work Plan and schedule	20

Individual consultants will be evaluated based on the cumulative analysis methodology (weighted scoring method), where the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

Technical Criteria weight: [70%].

Financial Criteria weight: [30%]

Only Individual Consultants obtaining a minimum of 70 points on the Technical evaluation would be considered for the Financial Evaluation.

Financial Criteria

The following formula will be used to evaluate financial proposal:

$p = y (\mu/z)$, where



- p = points for the financial proposal being evaluated;
- y = maximum number of points for the financial proposal;
- μ = price of the lowest priced proposal;
- z = price of the proposal being evaluated.

UNDP is applying fair and transparent selection process that would consider both the technical qualification of Individual Consultants as well as their price proposals. The contract will be awarded to the candidate obtaining the highest combined technical and financial scores.

UNDP retains the right to contact references directly.

Payments will be made only upon confirmation of UNDP on delivering on the contract obligations in a satisfactory manner.

Individual Consultants are responsible for ensuring they have vaccinations/inoculations when travelling to certain countries, as designated by the UN Medical Director. Consultants are also required to comply with the UN security directives set forth under dss.un.org

Due to large number of applications we receive, we will be able to inform only the successful candidates about the outcome or status of the selection process.

SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENTS

Presentation of Offer

- Duly accomplished letter of confirmation of interest and availability
- Personal CV or P11, indicating all experience from similar projects, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references;
- Brief description of why the individual considers him/herself as the most suitable for the assignment, and a methodology and work plan on how they will approach and complete the assignment;
- Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs. If an offeror is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

Schedule of payments

The contract will be performance-based. Payments will be made against the following deliverables:



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Key Deliverables	Payment schedule/amounts
1. Inception report and workplan	30% of total payment
2. Draft report 1) of a guide for standardization of the means of inspection of marine areas, including technological resources and infrastructures 2) specific needs for skills (profile) and training/capacity building priority for wardens of marine conservation areas 3) Action Plan for strengthening inspection capacities of marine conservation areas with a calendar for short, medium- and long-term implementation 4) Proposal for a model uniform for marine areas	50% of total payment
3. Final report	20% of total payment

12. Approval

This TOR is prepared by:

Name and Position

Lolita Hilário Fondo, Project Manager

Date of signing

17-09-2020

This TOR is cleared by:

Name and Position

Eunice Mucache, HoU, ENRCCR

Date of signing

17-Sep-2020

This TOR is Approved by:

Name and Position

Francisco Roquette, Deputy Resident Representative (P/O)

Date of signing

17-Sep-2020