

Terms of reference



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GENERAL INFORMATION

Title: Specialist for Blue Economy Development Index (National Post)

Project Name: Archipelagic and Island States Forum

Reports to: Expert Associate – Data and Information System

Duty Station: Home Based

Expected Places of Travel (if applicable): N/A

Duration of Assignment: From March to November 2021 (95 working days)

REQUIRED DOCUMENT FROM HIRING UNIT

X	TERMS OF REFERENCE
	CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select:
	(1) Junior Consultant
	(2) Support Consultant
	(3) Support Specialist
X	(4) Senior Specialist [x]
	(5) Expert/ Advisor
	CATEGORY OF INTERNATIONAL CONSULTANT, please select:
	(6) Junior Specialist
	(7) Specialist
	(8) Senior Specialist
X	APPROVED e-requisition

Need for presence of IC consultant in office:

☐ partial (for discussion and consultation)

☒ intermittent : the works doesn't require a full attendance of the staff, but advisory and consultation on regular basis during the contract.

☐ full time/office based

Provision of Support Services:

Office space: ☐ Yes ☒ No

Equipment (laptop etc): ☐ Yes ☒ No

Secretarial Services ☐ Yes ☒ No

If yes has been checked, indicate here who will be responsible for providing the support services: AIS Project

I. BACKGROUND

The AIS Forum Secretariat launched the Blue Economy Development Index (BEDI) during the 2nd Ministerial Meeting in 2019. In 2020, the index development has entered phase 1 where the work

focuses on collecting initial data for 10 archipelagic and island states and developing the BEDI online platform. As a continuation of the program, in 2021, the AIS Forum Secretariat will elevate the BEDI phase 2 where it will expand data collection and further develop the features of the online platform. It will further analyse the effectiveness of this index, so that it can be utilized in achieving the goals of sustainable ocean economy among archipelagic and island states.

The BEDI is an index that takes a holistic approach to coastal and marine resource use by using social, economic and environmental indicators to track changes over time at both national and international levels. Presently, the BEDI is being constructed to support the development of archipelagic and island states, which are a group of nations whose ongoing development is linked to the health of coastal and marine ecosystems. It is hoped the BEDI will be used as a policy and management tool by archipelagic and island states to collectively work toward operationalizing the blue economy through the utilization of coastal and marine resources sustainably and equitably while maximizing economic benefits.

The BEDI was created to help facilitate a global paradigm shift to a blue economy model of coastal and marine resource development through the achievement of four main goals. The first goal is to enhance the ability to monitor the development of the blue economy at national and international scales. The second goal is to aid in the development of solutions to identified problems in the ongoing development of the blue economy. The third goal is to aid in the development of scientifically informed policy frameworks. The fourth and final goal of the BEDI is to encourage diplomatic relations between nations engaged in the blue economy.

The framework for the BEDI includes a central algorithm with eight unique parameters that measure social, economic and environmental factors, which are split under four indicators and two domains. Using the core algorithm to analyse the data, each parameter is plotted onto a modified Eisenhower Matrix that indicates what areas of a nation's blue economy are strong and what areas need improvement. In the 2021 BEDI will feature an expanded country list as more data becomes available.

II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

Scope of Work

The Senior Specialist will ensure the following objectives are adequately met:

- The consultant will be required to: collect data mining, data analysis during the BEDI development process, development of the relevant qualitative and quantitative methods, and manage development of the data collection strategy and instruments;
- The specialist is expected to work with web developer to create BEDI online platform. Write the body of the report that highlights key findings from the analysed data and future steps to be taken for the next iteration of BEDI; and
- The specialist will support the implementation of the BEDI project and provide technical advice to develop a medium-term plan for BEDI. Also, increase support for its ongoing development of BEDI, and improve monitoring efforts amongst AIS participating countries to widen the scope of the report.

Expected Outputs and deliverables

- thorough inception report for developing result analysis, the knowledge management approach, and the soft launch plan based on consultations with all relevant stakeholders;
- progress report of the BEDI Project;
- provide presentation of the BEDI report at the international AIS Forum event;

- provide strategic development approach for dissemination of BEDI in archipelagic and island states
- final report including preparation of launch of the BEDI website based on the work-plan.

Deliverables/ Outputs	Completion deadline
1. collect and Interpret the data analysis for BEDI Draft 1 documents and build the dissemination strategy for BEDI	(15 working days) 30 May 2021
2. Providing data validation results for refinement of BEDI Draft 1 and wiring data analysis and interpretation for BEDI website	(14 working days) 30 June 2021
3. Writing data analysis and interpretation for BEDI Draft 2 documents, validating data results for refinement of BEDI Draft 2 and integrate the analysing of the data with website/online platform of BEDI	(14 working days) 30 July 2021
4. Writing the interpretation of data analysis for BEDI Draft 3 documents and the online platform	(15 working days) 30 August 2021
5. Publishing of the 2021 BEDI Report based on the timeline devised in the work-plan, launching BEDI website based on the work-plan, and providing final report that outlines the deliverables and lessons learned, which can be used in future AIS Secretariat program offerings	(17 working days) 30 Sept 2021
6. Present the 2021 BEDI Report at the international AIS Forum and submitting final report from AIS participating country meetings that highlight key findings to inform the development of the 2021 BEDI Report	(20 working days) 30 November 2021

III. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications:

Master's degree in the area of Fisheries and Marine Science, Marine Economics, Marine Management, data analytics or any other relevant field.

Years of experience:

- At least 5 years of professional experience in conducting research in Sustainable Ocean Economy/Development;

Competencies and special skills requirement:

- Demonstrate experience in marine science/sustainable development research;
- Have a conceptual and practical knowledge of archipelagic or island states social-economy
- Have a practical knowledge the principles of index development and the Blue Economy;
- Experience in proofreading and editing documents;
- Possess good analytical skills
- Publication of at least 10 papers in refereed journals in the related field is an advantage
- Fluency in English with excellent written communication skills, and strong experience writing and developing documents.

IV. WORKING ARRANGEMENTS

Institutional Arrangement

Under the supervision of the Senior Advisor for Natural Resources Governance and Project Coordinator of the AIS Forum Secretariat, the Consultant must ensure the completion of the above deliverables in high quality.

Duration of the Work

The assignment will be delivered within 8 months in intermittent scheme with total of 95 days. The payment will be made to the consultant at each payment schedule, upon technical clearance from Senior Advisor for Natural Resources Governance or Project Coordinator of the AIS Forum Secretariat.

Duty Station

The duty station/location for the consultant will be home based.

Travel Plan

There is no travel plan for the duration of the assignment.

V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the following methodologies:

Cumulative analysis

When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable, and

b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

** Technical Criteria weight; 70%*

** Financial Criteria weight; 30%*

Only candidates obtaining a minimum of 70 point would be considered for the Financial Evaluation

Criteria	Weight	Maximum Point
	100%	100
Criteria Technical: qualification requirements as per TOR:	70%	
<ul style="list-style-type: none"> Master's degree in the area of Fisheries and Marine Science, Marine Economics, Marine Management, data analytics or any other relevant field 		10
<ul style="list-style-type: none"> At least 5 years of professional experience in conducting research in Sustainable Ocean Economy/Development 		20
<ul style="list-style-type: none"> Have an extensive conceptual and practical knowledge of archipelagic or island states social-economy 		10
<ul style="list-style-type: none"> Have a practical knowledge the principles of index development and the Blue Economy; 		15
<ul style="list-style-type: none"> Publication at least 10 papers in refereed journals in the related field is an advantage. 		15
Criteria Financial: Brief Description of Approach to Assignment	30%	
<ul style="list-style-type: none"> Is providing the financial proposal that meets the value for money? 		30