

Terms of Reference



GENERAL INFORMATION

Title: Information Gathering on Maritime Crime in North Sulawesi Province of Indonesia

Project Name: Global Maritime Crime Programme (GMCP).

Reports to: Mr. Shanaka Jayasekara (Programme Coordinator for Southeast Asia and the Pacific) and UNODC Indonesia Country Manager.

Duty Station: Home Based.

Expected Places of Travel (if applicable): No travels will be involved.

Duration of Assignment: 28 working days from June - December 2021

REQUIRED DOCUMENT FROM HIRING UNIT

	TERMS OF REFERENCE
5	CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select: (1) Junior Consultant (2) Support Consultant (3) Support Specialist (4) Senior Specialist (5) Expert/ Advisor CATEGORY OF INTERNATIONAL CONSULTANT, please select: (6) Junior Specialist (7) Specialist (8) Senior Specialist
<input checked="" type="checkbox"/>	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

<input checked="" type="checkbox"/>	CV / P11 with three referees
<input checked="" type="checkbox"/>	Copy of education certificate
<input checked="" type="checkbox"/>	Completed financial proposal
<input checked="" type="checkbox"/>	Completed technical proposal

Need for presence of IC consultant in office:

☒ partial (explain): The contractor will be homebased during his/her consultancy. No requirement to attend daily to the office. However, to be available for any meetings requested by the supervisor.

☐ intermittent (explain):

☐ full time/office based (needs justification from the Requesting Unit)

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: < Enter name>

I. BACKGROUND

The Global Maritime Crime Programme (GMCP) of UNODC supports member states to respond to maritime crime challenges including increase the operational capacity of member states, enhance information-sharing mechanisms and provide frontline support in developing policy designed to counter maritime crime.

There are a multitude of ready and able maritime law enforcement entities to help respond to these current and evolving challenges. However, it found out that information regarding maritime crime happened in the border area between Indonesia and Philippine particularly in the border area between North Sulawesi Province of Indonesia and Zamboanga of Philippine is lacking.

In order to provide near real time information for decision and policy makers at relevant maritime agencies at the HQ in Jakarta, GMCP of UNODC plans to conduct information gathering exercise on the ground particularly in the border area between North Sulawesi of Indonesia and Zamboanga of Philippine. The information collected will be used as well internally for GMCP to prioritize works, change current strategies and design future responses.

Furthermore, the information collected will be used to support current Sulu and Celebes Seas Contact Group meeting which meet periodically to discuss current threats in the area, share information and plan joint operations when necessary. Sulu and Celebes Seas Contact Group meeting is a mechanism supported by GMCP involving relevant maritime agencies from Indonesia, Malaysia and the Philippine.

II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

Scope of Work

The maritime crime scenario in Southeast Asia particularly in the border area is complex. The region is, by geographic nature, a maritime region. Historic licit routes for trade are used similarly for criminal intention including trafficking of drugs and precursors, weapons, persons and contraband. Armed robbery at sea and to a lesser degree kidnaping for ransom continue to plague the region – particularly in the border area.

The information collected will be useful not only for Indonesian maritime stakeholders but also for GMCP of UNODC particularly since the information will be used to support current activity supported by GMCP, the Sulu and Celebes Seas contact group meetings.

Specific task to be performed by the national consultant:

Under the supervision of Mr. Shanaka Jayasekara, Programme Coordinator UNODC of GMCP for Southeast Asia and the Pacific and overall supervision of the Country Manager of Indonesia, the consultant will carry out the following activities:

- Collect information on maritime crime happened in North Sulawesi Province of Indonesia, including but not limited to trafficking of drugs and precursors, weapons, persons and contraband as well as armed robbery. Information collected also includes:
(i) modus operandi used by the criminals, (ii) volume of drugs or goods

smuggled into Indonesia from Philippine or vice versa, (iii) profile of the criminals, (iv) route used by the criminals and (v) identification of vessel types used by criminals. The information will be collected from open sources, including local newspaper, local radio, local television and on-line media based in the district/province.

- Compile a report on the findings that will be shared to GMCP of UNODC every two months.

Expected Outputs and Deliverables

- Information gathering on maritime crime happened in North Sulawesi Province of Indonesia from open sources available particularly from local media both printed and electronic is conducted.
- Report regarding maritime crime in North Sulawesi Province is submitted every two months in Bahasa Indonesia and English.

III. WORKING ARRANGEMENTS

Institutional Arrangement

The consultant will perform his/her work under the supervision of the Regional Programme Coordinator of Southeast Asia and the Pacific of the Global Maritime Crime Programme of UNODC. In addition, the UNODC Country Manager of Indonesia will provide overall guidance and supervision to the consultant. Additional support will be provided under the guidance of National Programme Officer of Global Maritime Crime Programme.

Duration of the Work

28 working days from 1st June -31st December 2021

Deliverable	Description of task (deliverable)	Working days	To be accomplished by (date)	Reviewed and Monitored By
1	<p>Information gathering on maritime crime in North Sulawesi of Indonesia is completed.</p> <p>The information will include but not limited to trafficking of drugs and precursors, weapons, persons, and contraband as well as armed robbery. Information collected also includes: (i) modus operandi used by the criminals, (ii) volume of drugs or goods smuggled into Indonesia from Philippine or vice versa, (iii) profile of the criminals, (iv) route used by the criminals and (v) identification of vessel types used by criminals. The information will be collected from open sources, including</p>	24	31 December 2021	NPO GMCP; Regional Programme Coordinator GMCP.

	local newspaper, local radio, local television, and on-line media based in the district/province.			
2	Reports on maritime crime in North Sulawesi is submitted in Bahasa Indonesia and English. The report will be submitted every two months.			NPO GMCP; Regional Programme Coordinator GMCP.
	<ul style="list-style-type: none"> First report: Period of June-July 2021 	1	30 July 2021	
	<ul style="list-style-type: none"> Second report: Period of August-September 2021 	1	30 Sept 2021	
	<ul style="list-style-type: none"> Third report: Period of October-November 2021 	1	30 Nov 2021	
	<ul style="list-style-type: none"> Fourth report: Period of December 2021 	1	31 Dec 2021	

Duty Station

The consultant will be home based during this consultancy with periodic meetings in UNODC offices as requested. The meetings with supervisors can be done virtually as well. There will be no travel involved.

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications:

Bachelor's degree in any majors preferably in social science, politics, management, communications, forestry or law.

Working Experience:

- Currently live in North Sulawesi Province and has minimum of 10 years of work experience.
- Experience as community empowerment facilitator or in the issue of community development or communication or in conducting data collection or survey.
- Experience in dealing with counterparts from various cultural backgrounds.

Competencies and special skills requirement:

- Demonstrated ability to work in harmony with person of different ethnicity and cultural background;
- Ability to work under pressure and handle multi-tasking situations; and
- Understand English and national language written and spoken skills;

- Strong motivation and good team player.

V. EVALUATION METHOD AND CRITERIA

Individual consultant will be evaluated based on the following methodology:

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
<u>Technical</u>		
Criteria A: qualification requirements as per TOR:	70%	70
1. Bachelor's degree in any majors preferably in social science, politics, management, communications, forestry or law.	25 %	25
2. Currently live in North Sulawesi Province and has minimum of 10 years of work experience.	25%	25
3. Experience as community empowerment facilitator or in the issue of community development or communication or in conducting data collection or survey.	15%	15
4. Experience in dealing with counterparts from various cultural backgrounds.	5%	5
Criteria B: Brief Description of Approach to Assignment.	30%	30
• Understand the task and applies a methodology appropriate to the task as well as strategy in a coherent manner.	10%	10
• Important aspects of the task addressed clearly and detailed.	10%	10
• Logical, realistic planning for efficient project		

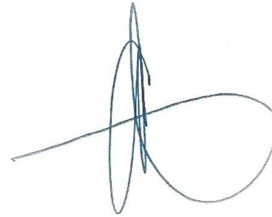
implementation.	10%	10	
Criteria C: Further Assessment by Interview (if any)	-	-	

Prepared by



Fatimana Agustinanto
National Programme Officer

Approved by



Collie Brown
Country Manager