Terms of Reference

GENERAL INFORMATION

Title: Village Outreach (2 Locations)
Project Name: ATSEA Phase 2
Reports to: NPC ATSEA-2 Project
Duty Station: Waan sub district, Merauke
Expected Places of Travel (if applicable): Refers to UNDP rules and regulations if there are unforeseen travels
Duration of Assignment: 80 working days within September 2022 – February 2023

REQUIRED DOCUMENT FROM HIRING UNIT

TERMS OF REFERENCE

CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select:
(1) Junior Consultant
(2) Support Consultant
(3) Support Specialist
(4) Senior Specialist
(5) Expert/ Advisor

CONFIRMATION OF CATEGORY OF INTERNATIONAL CONSULTANT, please select:
(6) Junior Specialist
(7) Specialist
(8) Senior Specialist

APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

P11 or CV with three referees
Copy of education certificate
Completed financial proposal
Completed technical proposal (if applicable)

Need for presence of IC consultant in office:
X partial, the position is field based with quarter coordination in site office (Dobo).
☐ intermittent (explain)
☐ full time/office based

Provision of Support Services:
Office space: ☐ Yes  X No
Equipment (laptop etc): ☐ Yes  X No
Secretarial Services: ☐ Yes  X No
If yes has been checked, indicate here who will be responsible for providing the support services:

Name: Dwi Ariyoga Gautama
Title: NPC ATSEA-2 Project

Signature: ____________________
# I. BACKGROUND

The Arafura and Timor Seas (ATS) is part of the North Australian Shelf large marine ecosystem (LME), which is a tropical sea lying between the Pacific and Indian Oceans and extending from the Timor Sea to the Torres Strait and including the Arafura Sea and Gulf of Carpentaria. The region is adjacent to the Coral Triangle\(^1\), which hosts the world’s highest marine biodiversity and contains some of the most pristine and highly threatened coastal and marine ecosystems. At the regional scale, the ecosystems of the ATS play an important economic and ecological role in the littoral nations bordering the Arafura and Timor Sea: Indonesia, Timor-Leste, Australia, and Papua New Guinea.

The marine environment in the ATS region is in serious decline, primarily as a result of overharvesting and other direct and indirect impacts of anthropogenic stresses and global climatic changes. Fisheries in the ATS region represent an extremely complex productive, socioeconomic sector, with multiple actors, target species sought, and technology used. The main characteristics of depletion of shared ATS transboundary stocks by fishery were assessed as part of the ATS transboundary diagnostic analysis (TDA) in 2012. In addition to climate change, unsustainable harvesting, illegal unreported unregulated (IUU) fishing, and bycatch are having significant impacts on the populations of key marine species in the ATS region, particularly globally threatened coastal marine megafauna including migratory, rare, and threatened species of turtles, dugongs, seabirds/shorebirds, sea snakes, cetaceans, sharks and rays. Lastly, potential sources of marine pollution in the ATS region include marine debris, marine based pollution from oil and gas activities, as well as waste from fishing and shipping vessels.

This project will cover the five priority transboundary environmental problems identified by the TDA: (i) unsustainable fisheries and decline and loss of living coastal and marine resources; (ii) modification, degradation and loss of coastal and marine habitats; (iii) marine and land-based pollution; (iv) the decline and loss of threatened and migratory species; and (v) impacts of climate change on the ATS.

This project is building upon the foundational results realized in the first phase of the ATSEA program, which applied the tried and tested GEF International Waters focal area approach, starting with a participatory transboundary diagnostic analysis (TDA) and followed by development of a regional strategic action program (SAP) and national action programs (NAPs). This second phase of the ATSEA program, is designed to support the initial implementation of the ATS SAP, endorsed through Ministerial Declaration in 2014.

In this context, the services of a Village outreach are required. Under the guidance and supervision of the Project Manager / National Project Coordinator, the Individual Consultant will support the ATSEA-2 Project implementation of the activities that fall under the ATSEA-2 output and which includes several activities in Tabonji sub district and Waan sub district, Merauke.

He/she will work in close collaboration with ATSEA-2 project staff and project partners and will maintain close communication over operational issues as well as strategic opportunities arising from project implementation.

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\(^1\) The Coral Triangle is a marine area located in the western Pacific Ocean, and including the waters of Indonesia, Malaysia, the Philippines, Papua New Guinea, Timor-Leste and Solomon Islands.
II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

Scope of Work

Under the guidance and supervision of the National Project Coordinator, the Individual Consultant will provide the following tasks:

1. Arrange outreach program related to initiation and management plan of Marine Protected Area (MPA) in Kolepom Island, specific in Tabonji sub-district area and Waan sub-district.
2. Surveillance data collection on the community-based surveillance (Pokwasmas) in sub-district.
3. Mapping alternative livelihood supply chain in sub-district.
4. Facilitate the training on the alternative livelihood in 2 villages under sub-district.

Expected Outputs and deliverables

The specific outputs/deliverables expected from the consultant are the following:

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Estimated number of working days</th>
<th>Completion deadline</th>
<th>Review and Approvals Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Payment will be made upon the submission and approval of following outputs:</td>
<td>5 wds</td>
<td>30 September 2022</td>
<td>National Project Coordinator ATSEA-2</td>
</tr>
<tr>
<td>• Draft TOR related to travel arrangement and outreach material that distribute sub-districts</td>
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<tr>
<td>• Draft TOR for managing fisheries surveillance data collection for Pokwasmas in 2 villages are available.</td>
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| 2nd Payment will be made upon the submission and approval of following outputs: | 25 wds | 30 October 2022 | National Project Coordinator ATSEA-2 |
| • Report of outreach program to support initial MPA establishment in Sub district | | | |
| • Report on the fisheries surveillance data collection in 2 village | | | |

| 3rd Payment will be made upon the submission and approval of | 25 wds | 30 December 2022 | National Project Coordinator ATSEA-2 |
| • Identification report on the local supply chain for alternative livelihood from fisheries processing product, farming and other local resources | | | |

| 4th Payment will be made upon the submission and approval of | 25 wds | 20 February 2022 | National Project Coordinator ATSEA-2 |
| • Activity report on the facilitating fisheries processing capacity building in 2 villages | | | |
### III. WORKING ARRANGEMENTS

**Institutional Arrangement**

The IC will be reporting to National Project Coordinator in seeking approval and acceptance of the above-mentioned outputs, upon securing endorsements from National Project Director (NPD) ATSEA-2. The IC is expected to be in regular contact with Field Facilitator in Merauke and update and report on his/her progress on a weekly basis.

**Duration of the Work**

Expected duration of work is from September 2022 – February 2023 for 80 working days. The IC is expected to support the deliverables on a part-time basis.

**Duty Station**

The IC will be home based in sub-district, Merauke with regular coordination with NCU in Merauke.

**Travel Plan and logistic in village**

Travel is arranged for every 3 months of project implementation from home based in Sub-district to Merauke district. The cost of travel and logistics during the project implementation the village should be provide it in financial proposal.

### IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

The Individual Consultant should possess the following minimum qualifications:

**Academic Qualifications:**
- Bachelor’s degree in Economic, Political/Social Sciences, anthropology, fisheries, marine science, or any other related Degree or equivalent relevant works.

**Minimum experience requirement:**
- 1 years of relevant working experience in facilitating program implementation with local government in village level
- Experience with community empowerment in coastal community, prefer in Merauke
- Experience with technical issues related to Marine and fisheries sector.

**Language Requirements:**
- Excellent written and spoken skills in Indonesian.

**Competencies and special skills requirement:**
- Strong leadership and good communication skills;
- Ability to plan, organize, implement and report on work;
- Ability to work under pressure and tight deadlines;
- Proficiency in the use of office IT applications and internet in conducting research;
- Good presentation and facilitation skills;
- Demonstrates integrity and ethical standards;
- Positive, constructive attitude to work.
V. EVALUATION METHOD AND CRITERIA

Lowest price and technically compliant offer

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

a) responsive/compliant/acceptable, and

b) Offering the lowest price/cost

*responsive/compliant/acceptable* can be defined as fully meeting the TOR provided

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Weight</th>
<th>Maximum Point</th>
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</thead>
<tbody>
<tr>
<td>Technical</td>
<td>70</td>
<td>100</td>
</tr>
<tr>
<td>Qualification Requirements as per TOR:</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>1. Bachelor’s degree in Economic, Political/Social Sciences, anthropology fisheries, marine science, or any other related Degree or equivalent relevant works.</td>
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