

The Regional Organization for the Conservation of the Environment of the Red Sea and Gulf of Aden (PERSGA)

Terms of Reference (ToR)

Individual Consultant to develop PERSGA environmental and social risk management procedural manual and support project ESS implementation and monitoring team

Under the Project

Sustainable Fishery Development in the Red Sea and Gulf of Aden (SFISH)

Program/Project Number:	P178143
Activity Code:	PERSGA-2210-CS-INDV
Contract Duration	One year
Expected Start Date of Assignment	31 August 2023
Contract type	Lump-sum
Payment method	Deliverables-linked payment

1. Background

The Regional Organization for Conservation of the Marine Environment of the Red Sea and Gulf of Aden (PERSGA) is an intergovernmental organization established since 1995. PERSGA institutional framework is based on the Regional Convention for the Conservation of the Red Sea and Gulf of Aden Environment (Jeddah Convention 1982), which joins seven member states, including Djibouti, Egypt, Jordan, Saudi Arabia, Somalia, Sudan, and Yemen. Rational use of marine resources and the protection of coastal marine environment from pollution and overexploitation are central objectives of Jeddah Convention (1982) and its derived Regional Protocols and Action Plan.

The announced consultancy is needed in the framework of implementation of the regional project “Sustainable Fisheries Development in the Red Sea and Gulf of Aden”, referred to hereafter as the Project or SFISH, which is supported by the World Bank and executed by PERSGA in the region. The project development objectives is to strengthen capacities and regional collaboration in management of marine fisheries and aquaculture in the Red Sea and Gulf of Aden region. The SFISH project regional component focuses specifically on: i) Strengthening PERSGA Regional Information Management System (RIMS), monitoring network and institutional capacity; ii) strengthening PERSGA platforms for capacity development and regional coordination mechanisms for sustainable fisheries and aquaculture; iii) enhancing citizens, private sector and development partners engagements in sustainable fishery through effective communication and awareness strategies.

To achieve its mission, PERSGA implement multilinked programs, projects and activities that address various subjects, aspects and instruments linked to marine conservation and resources

management (such as fisheries, aquaculture biodiversity, protected areas coastal management, land-based and marine pollution, adaptation to climate change, etc.) which involve wide range and varied stakeholders in the region. In its efforts to effectively perform in all these areas and ensure sustainability, PERSGA needs to develop an elaborate environmental and social framework and build its capacity for adequate performance in environmental and social risk management practices (ESRMP). Capacity building for PERSGA staff as well as the key stakeholders involved in implementation of the ESS activities is required to ensure that all interventions are developed and implemented in a sustainable manner. Moreover, monitoring of the ESRMP is an important element that needs to be routinely done to ensure compliance at all implementation levels. Therefore, PERSGA needs to develop an ESRMP manual to facilitate its capacity building activities, and also undertake a training program to build capacity of its staff and key stakeholders to ensure smooth implementation of the ESRMP component of its interventions across the region at international standards. It is expected that the manual will be of great use and benefit to PERSGA staff as well as key stakeholders at national counterparts, who wish to carry out in house training.

Also, in this context, and based on the World Bank ESS guidelines, the current SFISH project has developed its own Environmental and Social Commitment Plan (ESCP), which sets out material measures and actions that the PERSGA shall carry out or cause to be carried out, including, as applicable, the timeframes of the actions and measures, institutional, staffing, training, monitoring and reporting arrangements, and grievance management. The ESCP also sets out the environmental and social (E&S) instruments that shall be adopted and implemented under the project in a manner acceptable to PERSGA. In this connection, the PERSGA PCU staff assigned for ESS would need technical assistance and training to ensure performance and effectiveness.

Therefore, this consultancy assignment will focus on two objective-based components:

- A- Develop Environmental and Social Risk Management (ESRM) manual for PERSGA work, and building relevant organization institutional and staff capacity in this area.
- B- Provide technical support to the SFISH project PCU staff in charge of implementing and monitoring ESS procedures adopted for the project. These are chiefly based on the project ESCP, and associated Stakeholders Engagement Plan (SEP), Labor Management Procedures (LMP) adopted for the project, and other targeted measures and actions.

2. Tasks and Responsibilities of the Consultant

In this context, the regional consultant will work directly with PERSGA, Project Coordination Unit “PCU” and in close collaboration with the PCU staff engaged in implementing and monitoring ESS to undertake the following tasks and responsibilities:

Task A: Develop PERSGA ESRM Manual, training modules and provide training

- i) Undertake diagnostic assessment and review of the relevant PERSGA policies, guidelines and procedures with the view to assess the adequacy and gaps regarding applicable ESRM policy, procedures, practices and capacity development needs that satisfy PERSGA requirements and objectives.
- ii) Undertake literature review and develop a tailored PERSGA ESRM manual, based on internationally acceptable standards and best practices for such similar circumstances, in terms of

PERSGA mission, mandate, extents of intervention programs, projects, subprojects, activities, stakeholders etc.

ii) Ensure that all the relevant aspects of environmental and social risk assessment and management are captured and that the manual is drafted in a reader friendly format and design, with logical flow and consistency of the content. At the bare minimum, the structure and content of the manual should at least capture the following topics (among others)

- ESRM policy and explicit standards and commitment to disclosure of information
- Procedures for projects/ sub projects environmental and social risk and impact screening and categorization
- Preparation and requirements for environmental and social risk and impact assessment and studies
- Triggering safeguard policies
- Preparation of environmental and social risk management plans
- Mainstreaming ESS (at all levels: institutional, program, project, subproject levels)
- Monitoring and evaluation of environmental and social risk aspects, including for compliance/review of projects highlighting key monitoring indicators, defining compliance levels, etc.
- Implementing and preparing corrective action plans; updating management plans
- Impact analysis (how to do this for general, low risk and high risk); involvement of stakeholders- especially coastal and marine sectors in impact identification
- Any other topics/issues that the consultant may identify and consider relevant in PERSGA ESRM manual.

iii) Develop training modules and conduct regional TOTs workshop for PERSGA staff and representative associate specialists in PERSGA member states

The training modules and workshop to be based particularly on the Manual developed, in order to build required capacities and skills, acquire background concept and knowledge to enable effective implementation by the relevant staff. The training modules will also be used as standard package for systematic training and orientation of recruited PERSGA staff and teams of national partner institutes being engaged in PERSGA projects in the region.

B) Provide technical backstopping and training to the SFISH Project’s team on ESS aspects

i) Referring to the SFISH project ESCP, the consultant will identify training needs, prepare training program and deliver required training to the SFISH PCU team.

ii) Upon request, the consultant will provide expert advice to the Project’s ESS team during his consultancy service period (either from home-based or during his in-situ visits to PERSGA). This is expected to be through providing advice as needed for unclear cases infrequently met, and periodic check to help ensuring quality and accuracy of the project ESS in effect, considering targeted standards, measures and actions.

3. Key Deliverables and Tentative Timing

No.	Deliverable	Time
1	Inception report which includes a summary of the context and work plan, the scope of the work, capacity building work; outlines of methodology and tools to be used, taking into consideration	Three weeks from contract
2	Provide training to SFISH PCU team based on required needs of the Project ESCP and associated documents (SEP, LMP, gender actions, etc.) implementation and monitoring	Two months from contract
3	Assessment report on the relevant PERSGA policies, guidelines and procedures with the view to assess the adequacy and gaps regarding applicable ESRM policy, procedures, practices and capacity development needs that satisfy PERSGA requirements and objectives	Four months from contract
4	Draft PERSGA ESRM manual, based on internationally acceptable standards and best practices and tailored as required for PERSGA mission, mandate, extents of intervention programs, projects, subprojects, activities, stakeholders etc. (draft	Six months from contract
5	Final ESRM manual document	Eight months from contract
6	Drafting training package including training modules on the ERSM manual	Nine months from contract
7	Regional training workshop on PERSGA's ERSM manual	Ten months from contract
8	Progress reports	Every three months during the contract period
9	Final Consultancy Report including summary of all consultancy outputs and recommendations	Twelve months from contract

4. Duty station and duration

Duty station: Home based with in-situ field visits to PERSGA HQ in Jeddah, Saudi Arabia, for consultations and provision of technical training and advice. The consultancy will be completed over 12 months, during which the consultant is expected to utilize about 60 actual working days.

5. Qualification, Skills and Experience

The following qualifications and experience are required to be met by the consultant:

- A post graduate qualification (MSc., PhD) in environmental and social safeguards or other relevant discipline.
- An internationally recognized certification in ESS or equivalent qualifications
- At least 15 years combined experience in practical environmental and social risk assessment and management, including consulting in the development or revision of guideline manuals, preferable at regional or international organization.
- Have experience with projects engaged with international organizations would be an asset. Experience with working in World Bank funded projects ESS planning, management and capacity building would be preferable.
- Excellent oral and written communication/documentation in the development of ESS reporting guidelines in the English language.
- Excellent communication in Arabic language is preferable.

Application procedure and closing date

- Interested applicant should submit Expression of Interest (EoI) letter and CV to the following email address: procurement@persga.org
- Applications should be received no later than **21 August 2023 (23:59 Riyadh Time Zone)**
- EoI letter should indicate the vacancy title and Activity Code mentioned above.