

**St. Vincent and the Grenadines  
Unleashing The Blue Economy of the Caribbean (UBEC) Project**

**Terms of Reference**

**Prepare a Strategic Action Plan (SAP) for fisheries and aquaculture to  
implement the Fisheries and Aquaculture Policy for Saint Vincent and the  
Grenadines**

SVGUBEC-C-IC-20

**Context**

The fisheries and aquaculture sectors are an important source of food security and jobs in SVG. The contribution of fisheries to the SVG economy is estimated to range from 0.5 percent to 1.7 percent of the GDP, employing about 2500 persons, representing 2.9% of the total labour force in the country, of which 3.5% are women. Total landings on average are estimated at 1,414 tonnes annually. The fisheries sector in SVG is primarily artisanal, mainly using traditional gear, methods, and vessels with inshore pelagics, being the more significant catch estimated at 45% of annual landings including Tuna, mackerel, in addition to lobster and conch. The fisheries sector is currently governed by the Fisheries Act (Cap59) and the High Sea Fishing Act (Cap61). In 2018, SVG published the Fisheries and Aquaculture Policy but similar to fisheries services in neighboring countries, SVG's fisheries administration remains under-resourced with limited human and financial capacity to implement activities identified within the policy.

To leverage the fisheries sector's full potential and set the sector on a climate-resilient growth path that reduces pressure on stocks, and allows for their recovery and adaptation to climate change, the sector will require: (i) enhanced capacity to enforce legislation, better manage fishery stocks, and meet quality standards on land and at sea to secure local and export markets; (ii) strengthening the value chain and promoting linkages with the tourism sector for increased job and income opportunities; (iii) diversifying fisheries markets by stimulating aquaculture production, through improved regulations, zoning, and technology; (iv) protection and restoration of key marine habitats that support fisheries; and (v) improving data collection, analysis and information management.

The St. Vincent and the Grenadines Government, in cooperation with the World Bank, is committed to achieving the above goals and further enhancing effective management of St. Vincent and the Grenadines oceanic and coastal fisheries resources through the World Bank funded Unleashing the Blue Economy in the Caribbean (UBEC) Project<sup>1</sup>. This will be facilitated through: (i) enhanced compliance with measures to prevent deter and eliminate Illegal, Unreported and Unregulated fishing, (ii) development of sanitary and phytosanitary standards and measures for increased production of high quality of seafood for both domestic and export markets, (iii) sustainable development of SVG marine resources through expansion of its coastal marine fisheries and aquaculture subsectors in a sustainable and responsible manner. The lead agency for the SVG

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<sup>1</sup> Full details of the project can be found here.

<https://documents.worldbank.org/en/publication/documents-reports/documentdetail/099350001212226584/project0inform0an00ubec0000p171833>

UBEC fisheries project activities is the Ministry of Agriculture, Forestry, Fisheries, Rural Transformation, Industry and Labour, Fisheries Service.

A key element of UBEC is to provide support to strengthening National Policies, Institutions and Capacity Building aimed at creating the enabling environment for sustainable growth in the fisheries and aquaculture sector by supporting the development and/or implementation of sectoral standards, policies, and/or operational guidelines to improve the business climate and create the necessary incentives for sustainable use of natural resources and resilience to climate change. These would be backed by activities aimed at understanding the resource base and building human and institutional capacity to implement blue economy policies. Specific policy related activities supported by the project include the modernization of fisheries legislation and policy frameworks for priority offshore and coastal fisheries orienting them towards providing greater value for the country and coastal communities, including policies related to inter alia; food safety and hygiene, development of seafood exports, Monitoring, Control and Surveillance of illegal fishing including data management systems for licensing, registration and production values for better management of the fisheries stock, strengthening the protected area system, community buy-in to conservation and management; promotion of safe and responsible fisheries diversification and livelihood improvement (including through fleet modernization) in small-scale coastal fisheries. Training to help implement new approaches will also be supported.

### **The assignment**

The mandate for this assignment comes from the St. Vincent and the Grenadines Fisheries Act (Cap 59), the Fisheries Regulations (1987), the High Seas Fishing Act (Cap 61) and the Fisheries and Aquaculture Policy (2018), wherein the Fisheries Division is tasked as the lead agency with the management and enforcement of fisheries and aquaculture polices and regulations within the fisheries and aquaculture sectors and in which management and development of fisheries to ensure sustainable use of fisheries resources is promoted. Specifically, the Fisheries Services of SVG is seeking the services of a fisheries expert to:

### **Prepare a Strategic Action Plan (SAP) to implement priority activities in line with the 2018 Fisheries and aquaculture policy for St. Vincent's and the Grenadines.**

### **Background Policy**

The National Fisheries and Aquaculture Policy of 2018 was developed with due regard to the Government's international and regional obligations for sustainable fisheries development. The policy provides a framework for the formulation of strategies designed to address the important issues, challenges and opportunities facing the industry, including sustainable use of living marine resources; ecosystem protection; Illegal, Unreported and Unregulated fishing (IUU fishing); climate change; globalization; trade expansion; economic efficiency; integration with tourism and environmental policies; industry structure and governance, and its contribution to food and nutrition security, food safety and poverty reduction (National Fisheries and Aquaculture Policy 2018). The 2018 policy provides guidance on the goals, strategies and activities required to achieve the goals but recognizes the need to further prioritize actions and to develop a monitoring and reporting framework to measure progress towards achieving each goal.

## **Fisheries Laws**

The primary fisheries legislation in Saint Vincent and the Grenadines includes the Fisheries Act (Cap 59) and Regulations (1987) (part of the OECS harmonized legislation) and the High Seas Fishing Act (Cap 61) which promotes management and development of fisheries to ensure sustainable use of fisheries resources. Additionally, this is complemented by another important piece of legislation: the Maritime Areas Act of 1983 which declares the Exclusive Economic Zone (St. Vincent Fisheries Department 1999).

While legislation is approved, it is outdated and is in need of review<sup>2</sup>. Amendments to legislation and accompanying regulations are in progress to facilitate SVG achieving progress in certain policy objectives. In addition, SVG been identified by the European Commission as a non-cooperating third party in the fight against IUU fishing. This has led to prohibition on the import of SVG fisheries products into the European Union. SVG has also made the implementation sanitary standards and measures to improve seafood safety a priority as well as to further develop export markets. Other issues listed by SVG in the UBEC project documentation as a priority and which need to be considered in the SVG SAP include;

- 1) safety at sea,
- 2) training of fisherfolk and fish workers in sanitary standards,
- 3) navigation and seamanship,
- 4) the development of the FAD fishery to reduce pressure on highly utilized nearshore fishery resources
- 5) increasing socio-economic benefits to small scale fisherfolk, and
- 6) actions to increase compliance and enforcement through synergistic arrangements with the Fisheries Services, Maritime Administration, Port Authority, Customs and Excise, the SVG Coast Guard Service and the National Parks Rivers and Beaches Authority and aid in the prevention, deterrence and elimination of illegal, unreported and unregulated fishing.

An overarching issue remains the allocation of sufficient trained human resources to effectively implement the fisheries policy and associated strategic Action Plan. Accordingly, training of personnel within government and SVG's private sector will be required to support implementation of the SAP.

## **Objective of the consultancy assignment**

The objectives of this assignment will be to prepare a Draft Fisheries and Aquaculture Strategic Action Plan (SAP) to implement priority activities in the Fisheries and Aquaculture Policy for Saint Vincent and the Grenadines in a pragmatic and phased manner.

This assignment will:

- 1) Review the UBEC Project documentation (Components 1, 2) to identify areas under each component of the project relevant to this assignment.
- 2) Consult extensively with stakeholders nationally and regionally to develop a clear understanding of common fisheries and aquaculture priorities for SVG and OECS.

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<sup>2</sup> Following the drafting of these terms of reference FAO and GoSVG have been engaged in review of the Fisheries Act and regulations. The consultants will ensure that their reviews are based on the current Act as well as the "in prep" draft Act and regulations under review.

- 3) In close collaboration with the SVG Fisheries Services and other relevant parties, carry out a fisheries legislation and regulatory review and gap analysis to identify priority gap filling actions associated with SVG fisheries priorities as identified in the UBEC project documentation including inter alia:
  - a) MCS measures within Fisheries Services, St. Vincent and the Grenadines Maritime Administration, St. Vincent and the Grenadines Port Authority, St. Vincent and the Grenadines Customs and Excise Department and the SVG Coast Guard Services to prevent, deter and eliminate IUU Fishing.
  - b) Development and implementation on of sanitary standards and other measures to improve seafood safety and facilitate seafood exports.
  - c) Compliance with international reporting obligations to RFMOs and decisions of Market States to restrict entry of SVG seafood products
  - d) Safety at sea
- 4) Review and assess weaknesses with respect to SVG international reporting obligations and what measures can be taken to mitigate such weaknesses
- 5) Carry out a SWOT analysis of the 2018 fisheries policy document giving due consideration to constraints in human resources in the SVG fisheries service and taking a pragmatic approach to priority enabling activities required to support the SAP
- 6) Carry out a training needs assessments to:
  - a) effectively implement MCS measures within Fisheries Services, St. Vincent and the Grenadines Maritime Administration, St. Vincent and the Grenadines Port Authority, St. Vincent and the Grenadines Customs and Excise Department and the SVG Coast Guard Services to prevent, deter and eliminate IUU Fishing.
  - b) develop and implement sanitary standards and other measures to improve seafood safety and facilitate seafood exports.
  - c) enhance compliance with international reporting obligations to RFMOs
- 7) Prepare a list of training courses (including subject content, duration, topics to be covered) to support implementation of the SAP for review with Fisheries Division.
- 8) Prepare a detailed costed work plan with delivery milestones for each SAP priority activity.
- 9) Prepare briefing material and cabinet papers in line with SVG government processes to facilitate approval of any necessary changes to the legislation, regulations and staff training and staffing needs associated with implementation of the SAP.
- 10) Prepare a draft SAP with costed and phased activities with emphasis on short term (Years 1-5) implementation closely aligned to SVG priorities identified in the UBEC project documentation and the 2018 fisheries policy documentation.
- 11) Present the draft SAP to the SVG Fisheries Services, OECS and other UBEC partners (as appropriate) seeking feedback and agreement to finalize the SAP.

### **Scope of services and deliverables for assignment implementation**

To achieve this assignment the consultant will:

- (i) In close cooperation with SVG Fisheries, lead the process of the assignment review and approval of review recommendations.
- (ii) Engage with key Ministry of Agriculture, Forestry, Fisheries, Rural Transformation, Industry and Labour and Project staff to ensure a full understanding of the assignment expectations.

- (iii) Engage with staff of the other key ministries and agencies as required including regional agencies involved in implementation of the 2018 fisheries policy.
- (iv) Lead the process of resource planning in accordance with a program agreed with the Fisheries Department including the preparation of draft and draft final Strategic Action Plans with associated costed work plans and milestones.
- (v) Work directly with the Fisheries services, OECS and CRFM (amongst others) to present draft capacity building plans associated with implementation of the SAP and obtain feedback and input into the draft SAP.
- (vi) Ensure the involvement of designated Fisheries Services management and technical officers and project management staff in all the assignment outputs prior to submitting any final reports, draft capacity building plans and training schedules related to the SAP.
- (vii) Ensure effective day to day administration of the assignment, ensuring files and records are established and maintained in electronic form, all of which are to be provided to the Project Manager and PIU Fisheries Expert as agreed throughout the duration of the assignment.
- (viii) Ensure to the extent possible that opportunities are taken to mentor Fisheries Services staff in the technical aspects of the assignment.

The consultancy will consist of the following proposed phases and outputs (the timing and duration of which are to be confirmed and agreed upon during the inception phase):

Phase 1: Inception

The consultant will:

**Desk Reviews**

- Undertake a literature review of all relevant reports and papers (including draft papers and reports that informed the 2018 SVG fisheries and aquaculture policy paper) on the governance and management of the fisheries relevant to SVG and the role such fisheries play in SVG related to domestic food security, income generation and livelihood improvement.
- Prepare an up to date organizational chart for SVG Fisheries Services. The chart should list the numbers of staff in SVG fisheries and their key duties / responsibilities in the fisheries service.
- Prepare a brief summary of regional agencies and development partners providing support to SVG fisheries and in particular to implementation of the 2018 fisheries and aquaculture policy and development of the Strategic Action Plan.

Output: Draft Review Report including a draft SWOT analysis to implement the fisheries and aquaculture SAP including identification of SAP short term focus areas.

**Meetings and inception workshop**

- Work with the Fisheries Services and UBEC Project Manager and PMU Fisheries Expert to undertake an inception workshop involving key staff with the aim of ensuring full agreement on the assignment scope, timetable, and deliverables.

- Present the review report to SVG Fisheries and seek feedback from Fisheries Services staff on the SWOT analysis and potential for engaging with regional agencies and other development partners.
- In collaboration with SVG Fisheries staff, identify the strengths and weaknesses of the existing evidence base and the HR capacity of the Fisheries Services to implement fisheries and aquaculture SAP and where training and capacity building is urgently needed.
- Confirm with SVG Fisheries that the policy vision, goals and identified key issues and strategy elements in the 2018 policy document remain valid and whether there are any post 2018 changes that need to be considered when preparing the Strategic Action Plan including deficiencies in current legislative frameworks, HR capacity and training, and COVID related issues.
- In collaboration with the SVG Fisheries Services review the extensive range of activities listed in the 2018 fisheries policy documentation and, based on a pragmatic approach, agree on priority activities to be considered in Phase 1 of UBEC and those which can be addressed in UBEC Phase II or by SVG in collaboration with other development partners.
- Agree with SVG Fisheries Services on the priority to be placed on strategies to achieve specific policy goals, any additional supporting evidence to be collected, a costed work plan to support SAP implementation, staffing needs and training to support SAP implementation and a list of deliverables.

Output: Inception workshop report, assignment work plan and deliverables.

## Phase 2: Updating of the SVG Fisheries and Aquaculture Policy information

The consultant will:

- Update elements of the 2018 policy document, specifically section 4 of the policy document with updated text on; production, infrastructure, fish processing, sanitary measures, MPAs and biodiversity conservation, and climate change resilience. The update should also take into consideration any relevant regional post 2018 publications such as; the Caribbean Community Common Fisheries Policy (CCFP) and subsidiary protocols under the CCFP, as well as findings contained within the third CRFM Strategic Plan 2022 – 2030.
- Consult with key national agencies technical staff involved with the prevention, deterrence and elimination of IUU Fishing in order to assess the current status of SVG compliance with international reporting obligations to RFMOs.
- Undertake a legal and regulatory framework gap analysis related to: (i) IUU fishing, (ii) Sanitary measures and other actions that support issuance of health and catch certificates and which contribute to meeting Market State

requirements for seafood imports, (iii) compliance with international reporting obligations, and (iv) enhancing safety at sea for fisherfolk.

- Prepare a draft list of activities to be considered in Years 1-5 of SAP implementation including the rationale for why specific activities should be considered as a priority for Years 1-5.

Output: Report listing activities to be considered in Years 1-5 of the SAP and the rationale why they should be considered as a priority and how they might be scheduled.

Phase 3: Prioritization of goals and actions in the SVG fisheries and aquaculture SAP:  
The consultant will:

- In close collaboration with the SVG fisheries services, the consultant will facilitate a workshop to review the 2018 policy and the report on activities to be considered in Years 1-5. With the support of SVG Fisheries Service, rank activities according to priority for the short (1-5 years) and medium term (5-10 years). The consultant in collaboration with SVG Fisheries Services will take a pragmatic approach to prioritization and selection of actions with due consideration given to constraints of the SVG Fisheries Services human resources and skills / experience in the department.
- Year 1-5 emphasis will include priorities identified in the UBEC project documentation. Actions will be grouped around specific priorities identified and reported in the UBEC Project documentation<sup>3</sup> and which include, food safety and hygiene, IUU fishing, compliance with international reporting obligations and safety at sea.
- Map the proposed activities to the 2018 policy document goals and strategic actions.
- Prepare a draft report on agreed activities to be carried out in the short term (Years 1-5) and their relationship to 2018 policy document goals and strategic actions. The report will include the rationale for each set of activities.
- Agree with SVG Fisheries Services on the steps to be taken to finalization of the SAP work plan

Output: Report on agreed priorities for short term and medium term actions

Phase 4: Preparation of the SVG fisheries and aquaculture SAP  
The consultant will:

- Prepare a draft SVG Fisheries and aquaculture Strategic Action Plan containing detailed costed work plans with milestones for Years 1-5 activities

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<sup>3</sup> UBEC PAD Annex V Saint Vincent and the Grenadines Program Details

Output: SVG Fisheries and aquaculture Strategic Action Plan containing detailed costed work plans with milestones for Years 1-5 activities

- Prepare a draft SVG Fisheries Strategic Action Plan containing detailed costed work plans with milestones for Years 1-5 activities
- Prepare draft terms of reference for national and international consultants required to support implementation of the SVG SAP during Years 1-5.
- Present the findings of the Draft SAP to SVG Fisheries Services and other UBEC partners (as appropriate) to seek feedback on the Draft SAP
- Based on feedback from SVG Fisheries Services and other UBEC partners (as appropriate), prepare a draft final report “SVG Fisheries Strategic Action Plan” to SVG Fisheries Services for finalization.
- Output: SVG Fisheries and Aquaculture Strategic Action Plan containing detailed costed work plans with milestones for Years 1-5 activities, terms of reference for national and international consultants

### **Deliverables**

Based on the work activities undertaken through this consultancy, the following reports will be submitted to Fisheries Division:

Deliverable 1: Inception workshop report, assignment work plan and deliverables.

Deliverable 2: Report including a draft SWOT analysis to implement the fisheries and aquaculture SAP including identification of SAP short term focus areas.

Deliverable 3: Report listing activities to be considered in Years 1-5 of the SAP and the rationale why they should be considered as a priority and how they might be scheduled.

Deliverable 4: Report on agreed priorities for short term and medium term actions

Deliverable 5: SVG Fisheries and aquaculture Strategic Action Plan containing detailed costed work plans with milestones for Years 1-5 activities

Deliverable 6: SVG Fisheries and Aquaculture Strategic Action Plan containing detailed costed work plans with milestones for Years 1-5 activities, terms of reference for national and international consultants.

Deliverable 7: Final report with annexes describing the work completed during this consultancy.



### **Qualification requirements for the consultants**

The successful consultant will hold tertiary legal qualifications relevant to the assignment, along with the following relevant experience:

- University degree and a post-graduate qualification in marine resources management or equivalent qualification.
- Minimum of 10 years of international experience (expert level) in Managing and Coordinating fisheries projects.
- Working knowledge (minimum 3 years related experience) and involvement in Caribbean national and regional fisheries policy and planning.
- Working knowledge (minimum of 5 years related experience) of the legal and regulatory frameworks related to prevention, deterring and eliminating of IUU fishing
- Working knowledge (minimum of 3 years related experience) of the work of the Caribbean Regional Fisheries Mechanism (CRFM), The Western and Central Atlantic Fisheries Commission (WECAFC), The International Commission for the Conservation of Atlantic Tunas (ICCAT) and FAO.
- Working knowledge of International Instruments to prevent, deter, eliminate IUU Fishing including inter alia, the FAO Port State Measures Agreement, the FAO Compliance Agreement, EU regulations (EC) No. 1005/2008 establishing a Community system to prevent, deter and eliminate IUU fishing (EU IUU Regulation) and associated implementing regulations / tools, (EC) No. 178/2002, (EC) No. 882/2004 and (EC) No. 884/2004, referred to as the “hygiene package”.
- Working knowledge of international reporting obligations for RFMOs
- Working knowledge of FAO small-scale fisheries and safety at sea
- Experience from the Caribbean an advantage.
- Fluency in English (oral and writing).
- Experience in planning and management of projects involving, Fisheries MCS, Seafood safety and safety at sea an advantage

### **Duration of the assignment**

The assignment is expected to commence as soon as negotiations are concluded, be completed within 12 calendar months of commencement of work, and will require the following inputs:

At least 50 percent of the total TA input should be in SVG to aid local capacity building. Initial desk review work and all draft and final report writing is to be completed at home office.

### **Project support**

SVG Fisheries Services will aid and validate requests for necessary and available data and reports as required from other SVG government agencies, regional and international agencies and partners, and other organizations.

The consultant will support the consultancy team with ongoing practical guidance and expertise relevant to these TOR for the duration of the assignment. The consultant should familiarize themselves with the World Bank PROP Project documentation

(PAD), relevant SVG, regional and international (ICCAT, WECAFC, OECS, CRFM, FAO, FFA and SPC) legislation, policy and planning documentation.

### **Confidentiality**

It is a requirement of this assignment that confidential knowledge gained of SVG's fisheries, aquaculture and fisheries and aquaculture development activities is not to be broadcast, shared, or communicated in any way. No public comment is to be made on any matter relating to the SVG government, the PROP, or this assignment on social media or in any other form or report or the like without the prior approval in writing of the UBEC Project Manager and the SVG Fisheries Services. This provision does not apply when the provision of information is a requirement under any law and the Project Manager has been notified of the requirement to release information and has been provided an opportunity to seek advice that either validates or disputes that requirement.

The SVG Fisheries Services will provide office space and logistics support while the Consultant is in SVG.

### **Reporting requirements**

The successful candidate will report to the Project Manager in St. Vincent and the Grenadines UBEC Project Management Unit (UBEC PMU) and Chief Fisheries Officer, SVG Fisheries Services. The successful candidate will provide progress reports to the Project Manager in St. Vincent and the Grenadines Project Management Unit (UBEC PMU). All reporting is to be in the English language. The working language of the assignment is English.