St. Vincent and the Grenadines

Unleashing the Blue Economy Project (UBEC) Terms of Reference SVGUBEC-C-LCS-3

Preparation of a Fisheries Fleet Management Policy.

1. BACKGROUND

The Fisheries and Aquaculture sector plays a pivotal role in ensuring food security and employment opportunities within the boundaries of St. Vincent and the Grenadines (SVG). SVG's vast marine territory includes a 2,000 km² inshore fishing area and a substantial Exclusive Economic Zone (EEZ) spanning 36,300 km², offering substantial potential for fisheries production. SVG has a traditional domestic fishing industry with approximately 1200 registered vessels and about 2,500 employed individuals.

The sector focuses on small-scale and artisanal fishing practices, utilizing conventional methods and vessels. The domestic nearshore fishing fleet consists mainly of open wood or fiberglass boats using outboard engines with a few larger long-liners. Key fisheries in SVG encompass small coastal pelagic species (comprising around 50% of the total catch by weight), large regional and open-ocean pelagic species, demersal species, and deep slope species. The sector plays a vital economic role, accounting for approximately 1% to 1.5% of the Gross Domestic Product (GDP), with estimated fish landings reaching approximately 2.9 million lbs valued at EC\$ 19.2 million. Importantly, for the period of 2018 to 2022, SVG was a net importer of fish and fish products, with imports averaging about 1.09 million lbs at a value of EC\$ 6.4 million, while fish exports averaged 1.1 million lbs valued at EC\$ 13.1 million.

SVG also had a high Seas fishing fleet which were foreign owned vessels registered in SVG and had fishing licences to harvest tuna and tuna like species. The high seas fishery for tuna and tuna-like species are managed regionally by the International Commission for the Conservation of Atlantic Tunas (ICCAT). ICCAT is responsible for the conservation of tunas and tuna-like species in the Atlantic Ocean and adjacent seas. SVG is a Contracting Party to ICCAT and as such is obligated to take all action necessary to ensure the enforcement of the ICCAT Convention.

The principal legal and regulatory framework for management and development of fisheries Saint Vincent and the Grenadines fisheries resources includes inter alia;

- I. The Maritime Areas Act (1983) Act No. 15 of 1993¹, that declares and establishes the marine area of SVG;
- II. The Fisheries Act (1986)¹ and Regulations (1987)¹, which form part of the OECS harmonized legislation, covering: fisheries access agreements, local and foreign fishing licensing, fish processing establishments, fisheries research,

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¹ Under revision

- fisheries enforcement and the registration of fishing vessels and specifies Conservation and Management Measures (CMMs) for different fisheries,
- III. The Fish Processing Regulations of 2001¹ for monitoring and controlling the quality of fish and fish products leaving and entering the country including provisions for the control of marketing, handling, transporting and storage of fish and the operation of fish processing establishments,
- IV. The High Seas Fishing Act of 2001¹, which provides the legal basis for the regulation of SVG registered vessels fishing on the high seas and the provision of information in order for Saint Vincent and the Grenadines to meet its international reporting obligations as a Contracting Party to the International Commission for the Conservation of Atlantic Tunas (ICCAT).

In addition, in 2016 Saint Vincent and the Grenadines acceded to the FAO Port State Measures Agreement to prevent, deter and eliminate Illegal, Unreported and Unregulated Fishing. Notwithstanding, various shortcomings in the governance frameworks include: inadequacy of the legal framework and MCS systems; limited fisheries inspectors and inspection programmes; lack of clear and transparent registration and fishing license procedures; and lack of a deterrent sanctioning system. Other identified shortcomings include compliance with international obligations including: recommendations and resolutions of ICCAT; inconsistence with recommendations and resolutions of the FAO International Plan of Action against IUU fishing (IPOA-IUU Fishing); and FAO Guidelines for Flag State Performance. As a consequence of the shortcomings referred to above, Saint Vincent and the Grenadines has been identified as not meeting its obligations to discharge its duties under international law as a flag, port, coastal or market State and to act to prevent, deter and eliminate IUU fishing.²

To address these short comings in a phased manner and to assist in the discharge of its duties under international law, the Government of SVG (GoSVG) Fisheries Services seeks the services of firm to assist with the drafting of a Fisheries Fleet Management Policy document that will assist the GoSVG to: (i) establish a pathway to effectively enforce legislation and regulations for the management of the fishing Fleets, (ii) effectively discharge its duties under international law as flag, port, coastal or market State by taking action to prevent, deter and eliminate IUU Fishing, and (iii) to provide the framework for fishing vessels to operate in a safe and responsible manner in line with the FAO Code of Conduct for Responsible Fisheries. Key aspirations of the policy will be to:

- Ensure the GoSVG effectively discharges its duties under international law as flag, port, coastal or market State by acting to prevent, deter and eliminate IUU Fishing.
- ii. Ensure that the Saint Vincent and the Grenadines fishing fleets are managed by the Fisheries Services as the competent authority;

² 1 Council Regulation (EC) No. 1005/2008 establishing a Community system to prevent, deter and eliminate illegal, unreported and unregulated fishing, amending Regulations (EEC) No. 2847/93, (EC) No. 1936/2001 and (EC) No. 601/2004 and repealing Regulations (EC) No. 1093/94 and (EC) No. 1447/1999. https://www.fao.org/faolex/results/details/en/c/LEX-FAOC166947

- iii. Facilitate the GoSVG in fulfilling its reporting obligations under national and international law and obligations as a Contracting Party to ICCAT;
- iv. Ensure that vessels suspected of engaging in IUU Fishing are deprived being registered and licensed to fish by the GoSVG and denied access to ports and port services;
- v. Ensure that SVG fishing fleets comply with Conservation and Management Measures;
- vi. Inform adjacent departments on the co-benefits associated with fishing fleets compliance with national and international instruments;
- vii. Guide investments in fleet and port development in accordance with the values articulated in the policy in accordance with principles of sustainability and blue growth; and
- viii. Strengthen the capacity of the Fisheries Services to effectively implement and monitor the policy.
- 2. THE ASSIGNMENT: Fisheries Services are seeking the services of a Consultancy Firm to: (i) assist in drafting a fisheries fleet management policy document, (ii) assist in preparing a pragmatic costed action plan to effectively implement the policy, and (iii) provide training support to the Fisheries Services during policy development.
- 3. ASSIGNMENT OBJECTIVES: The primary objective of this consultancy is to prepare a comprehensive Fisheries Fleet Management Policy and a costed action plan that:
 - Elucidates the principles and values of the GoSVG to guide the sustainable exploitation of living marine resources and development of the fishing fleets for all Vincentians;
 - Ensures that the SVG fishing fleets are managed by the Fisheries Services as the competent authority;
 - Ensures that SVG fishing fleets operate safely and responsibly guided by the FAO Code of Conduct for Responsible Fisheries and the principles of blue growth;
 - Stipulates capacity building measures of the GoSVG and in particular the Fisheries Services to effectively monitor and implement the policy;
 - Stipulates capacity building measures to professionalize the workforce of SVG fishing fleet crews, improve their socio-economic resilience and reduce their vulnerability to natural disasters;
 - Stipulates measures to ensure SVG fishing fleets operate in compliance with all relevant Conservation and Management Measures (CMMs), including those approved by the International Commission for the Conservation of Atlantic Tunas (ICCAT), amongst others;
 - Promotes investments in fleet modernization and sustainable development;

4. SCOPE OF SERVICES: Work modalities associated with this assignment include:

- Review and analysis of information including but not restricted to: National legislation and regulations relevant to fisheries, marine and coastal environments; documentation relating to Council Regulation (EC) No. 1005/2008, IPOAs / NPOAs (IUU Fishing, Compliance), ICCAT communiques to GoSVG, FAO Port State Measures Agreement, and *in prep* legislation and regulations associated with fisheries, etc.
- Inception workshop, meetings and field missions
- In country and virtual stakeholder consultations
- Consultations with subregional and regional stakeholders, RFMOs, FAO and others (as appropriate)
- Policy and legal gap analyses
- Training and awareness raising
- Preparation of draft policy documents, costed work plans, progress and final reports
- Presentation of findings to government, parliament and cabinet and other relevant stakeholders and compilation of feedback
- Preparation of technical reports

5. TASKS AND DELIVERABLES

Task 1 – Project Inception meeting: The firm will undertake a literature review of relevant reports and studies including those made available by the Fisheries Services. The firm will contact the Fisheries Services to discuss the scope of work to be carried out during the consultancy and seek preliminary clarifications on issues to be addressed during inception.

An inception meeting with the Fisheries Services and other invited participants shall be convened by the firm to discuss the scope of work to be carried out in the study. Background information to be reviewed includes but not restricted to:

- i. Review of documents associated with fleet management;
- ii. SVG policy and governance frameworks for fisheries and the marine and coastal environment; regional and international agreements related to fisheries;
- iii. The number and type of stakeholder consultations;
- iv. The scope of work and time frame to complete the consultancy;

The inception mission will also be used to: (i) confirm the Consultant's programme of work, (ii) agree on consultations to be held nationally, (iii) agree work schedules and timing of in country visits, (iv) agree allocation of time for desk reviews and stakeholder consultations, (v) confirm the Fisheries Services national counterparts to

facilitate collection and analysis of information, (vi) address "on the job" training and involvement of national personnel in the assignment, and (vii) seek clarification on any new issues pertinent to the assignment and confidentiality of information.

Deliverable 1. An agreed Inception workshop report and assignment work plan.

Task 2 – Design of a policy communication strategy and plan: The firm will:

- Develop a detailed communication plan outlining how the policy will be shared with different stakeholders; Identify key messages, target audiences, and communication channels; prepare a briefing note to cabinet on the rational for the new fleet management policy and how it will be promulgated;
- Assist the Fisheries Services in developing a stakeholder engagement plan to communicate the new policy to various stakeholders designated by the Fisheries Services; gather feedback and address concerns to enhance the policy's acceptance and effectiveness;
- Design and implement training to educate relevant personnel about the new policy; conduct awareness raising sessions to ensure that all stakeholders understand the policy's importance and implications.

Deliverable 2 – A summary report with agreed communications and training plans, as annexes.

Task 3 – A Snapshot of priority fisheries and fishing fleets in SVG: The firm will:

- Prepare a snapshot of SVG fishing fleets, (vessels, harvested species, production, catch value, areas of operation etc.), and the characteristics of IUU fishing taking place within the fisheries;
- Review current characteristics of fishing vessels and crews and prepare specific recommendations for fleet modernization and workforce training.

Deliverable 3. A snapshot report describing the characteristics of SVG fishing fleets, their needs to develop the fisheries in a safe and responsible manner and recommendations regarding fleet modernization, training and sustainable development.

Task 4 – Gap Analysis of policy and governance framework for fleet management: The firm will assist DoF to:

- Identify international fisheries instruments that have been ratified or acceded to by SVG and capacity needs for effective implementation;
- Review and assess SVG fishing and fishing vessel registries and provide recommendations for their enhancement;

- Identify gaps, weaknesses, and inconsistencies in the current legal and regulatory framework (gap analysis) for fleet management;
- Assess compliance with Conservation and Management Measures and make recommendations to bring SVG fishing fleets into compliance;
- Review of terms and conditions of licenses and whether such terms and conditions are adequate for effective MCS&E;
- Assess potential loop holes in the governance frameworks regarding licensing and vessel ownership;
- Consult with the Fisheries Services on the findings of the gap analysis and provide recommendations on proposed changes to policy and governance frameworks for the management of fishing fleets.
- Review and assess best international/regional/national practices employed for fleet management;
- Recommend cost effective measures that can be implemented in the short to medium term to facilitate the implementation of measures to support the fleet management policy.

Deliverable 4. Gap analysis of the governance framework.

Task 5 – Assessment of "fit for purpose" nature of SVG MCS&E capacity: The firm will:

- Assess the fit for purpose nature of national MCS&E tools, systems / processes and infrastructure giving due regard to transboundary and or highly migratory nature of some fish stocks and the transboundary nature of IUU Fishing;
- Review of: data management Systems for real-time tracking of vessel activities;
 Fleet composition detail; the use of geospatial tools to map fishing effort; use of ER-EM tools;
 Standard Operating Procedures (SOPs) for MCS&E activities.
- Prepare clear recommendations for capacity building to combat IUU fishing including the number and types of training required for relevant personnel to address gaps;

Deliverable 5. A report on SVG MCS&E capacity

Task 6 – Assessment of the Fisheries Services capacity to implement the policy: The firm will assist:

 Complete a capacity needs assessment of the relevant line ministries regarding the availability of human resources, their skill levels and training to effectively implement fleet management measures and make recommendations for priority capacity building actions: **Deliverable 6.** A summary report on the Fisheries Services capacity to implement the policy with recommendations to address gaps in capacity.

Task 7 – Reducing vulnerability of fishing fleets to natural disasters: The firm will:

• Conduct an assessment (Risk Assessment) of priority fisheries to identify preventative, adaptive and responsive measures to the vulnerability of fishing vessels and crews to natural disasters. The assessment should address: Infrastructure and vessel Design Improvements; Fleet Modernization incentives; Safety Equipment; Early Warning and Communication Systems; Communication Infrastructure; Training and Capacity Building in maritime safety, survival techniques, and use of safety equipment; Disaster Preparedness; Affordable parametric or conventional insurance policies; Fit for purpose nature of Landing Sites; licensing and inspection regimes, fleet registries, accident / incident reporting systems.

Deliverable 7. A report containing preventative, adaptive and responsive measures to reduce the vulnerability of fishing vessels and crews to natural disasters.

Task 8 – Design of M&E system for policy implementation: The firm will:

- Design a system for monitoring and evaluating policy compliance including plans for regular assessments to measure the effectiveness of the policy and identify areas for improvement.
- Identify specific indicators or metrics that will be used to measure the success of the Fisheries Fleet Management Policy once implemented.
- Set up a mechanism for ongoing feedback from stakeholders;
- Develop methods to clearly communicate the consequences of non-compliance with the policy; Establish an enforcement mechanism to address violations and ensure accountability.
- Develop a plan for periodic reviews of the policy to ensure it remains relevant and effective; Update the policy as needed based on changes in technology, regulations, or organizational requirements.

Deliverable 8. A summary report with a detailed M&E plan as an annex.

Task 9 – Formulation of a Draft Policy document for Fleet Management, costed action plan and timeline for implementation: The firm will:

- Evaluate the findings of tasks 1 to 6 and to make policy recommendations to enhance SVG capacity to manage national fishing fleets:
- Prepare the underlying rationale for a fisheries fleet management policy, and a draft a set of actions to address shortcomings (Zero Draft Policy document);

- Convene meetings, present the findings and seek feedback from the Fisheries Services and others to prepare a zero+1 draft policy document;
- Ensure the policy aligns with organizational goals, regulatory requirements, and industry best practices;
- Address issues raised by the Fisheries Services and others and, where appropriate, finalize and submit the "Final Draft Fleet Management Policy Document" to the Fisheries Services;
- Prepare a costed work plan and a costed multi-year work plan to effectively implement the policy in a pragmatic and phased manner, outlining responsibilities, timelines, and milestones.
- Ensure the policy complies with relevant laws, regulations, and industry standards; Seek legal review to confirm that the policy aligns with legal requirements.
- Elaborate how the Fisheries Fleet Management Policy will align with or integrate into existing national and regional policies related to fisheries, marine conservation, or economic development.
- Prepare a final report detailing the actions completed with the Final Draft Policy document and costed multi-year work plan attached as annexes.

Deliverable 9 – Draft final policy document "SVG Fisheries Fleet Management Policy", Costed multiyear action plan and M&E to monitor policy implementation.

6. ASSIGNMENT DURATION AND DELIVERABLE SCHEDULE

The assignment is expected to have a duration of twelve (12) months.

	Key Deliverables	Deadlines ³ (from assignment commencement)
Deliverable 1: An Inception Report and Detailed Work Plan with schedule	Inception report document with work plans and recommendations for the Fisheries Services approval.	2 weeks after signing the contract
Deliverable 2: Provision of technical assistance to Fisheries in promulgating the new fleet management policy	Develop a communication plan outlining how the policy will be shared with different stakeholders and conduct awareness sessions including gathering feedback and addressing concerns to enhance the policy's acceptance and effectiveness.	Month 2
Deliverable 3:	A report document describing the characteristics of Saint Vincent and the	Month 3

³ These are indicative deadlines and do not reflect amount of consultancy time envisaged to complete the TOR. Deadlines and timetable will be finalized during project negotiations.

	Deadlines ³ (from assignment commencement)		
A snapshot report describing the characteristics of the fishing fleet of Saint Vincent and the Grenadines	Grenadines' national fleet, the potential for IUU fishing to occur in each fishery and existing MCS&E systems and tools available to monitor the fleet activities.		
Deliverable 4: A National level Fleet Management Gap Analysis	A report document identifying gaps, weaknesses and inconsistencies in the current state of national fishing fleet management, and identifying areas that need improvement along with actionable insights to optimize fleet performance, while ensuring compliance with fisheries management and policies.	Month 6	
<u>Deliverable 5:</u> A report on SVG MCS&E capacity	Assessment of "fit for purpose" nature of SVG MCS&E capacity	Month 6	
Deliverable 6. A summary report on the Fisheries Services' implementation capacity	Assessment of the Fisheries Services' capacity to implement the policy	Month 8	
Deliverable 7. A summary report on measures to reduce the vulnerability of SVG fleets	A report containing preventative, adaptive and responsive measures to reduce the vulnerability of fishing vessels and crews to natural disasters.	Month 8	
Deliverable 8. A summary report with a detailed M&E plan as an annex	Design of M&E system for policy implementation	Month 12	
<u>Deliverable 9:</u> Final report	A final draft policy document, "Saint Vincent and the Grenadines Fleet Management Policy," and costed multiyear action plan to implement the policy	Month 12	

Reporting Requirements The Firm will report to the Project Manager in SVG Project Management Unit (UBEC PMU). The Firm will submit progress reports to the Project Manager in SVG Project Management Unit (UBEC PMU).

Special Requirements The Consultancy Firm must work in close collaboration with SVG Fisheries Services and key national, sub regional and regional stakeholders.

Duration of Consultancy The duration of the contract is 12 months. The Consultancy Firm must be fully available during the period earmarked for the consultancy.

7. QUALIFICATIONS AND EXPERIENCE

The following requirements are a broad description of the likely expertise needed for this consultancy assignment. The Consulting firm may propose additional experts in the Technical Proposal as may be needed to fulfil this TOR.

The Consultancy Firm is expected to:

- be a firm or an association of consultants with appropriate and sufficient capabilities, resources, and experience to execute the full extent of the scope of services to a very high quality;
- collaborate with national firms, consultants and/or associates familiar with the local legislation, regulations, environmental and social conditions, and other relevant local knowledge;
- c) have a proven record in successfully completing similar assignments in the fisheries sectors (particularly in the Caribbean region);
- d) formulate a dedicated assignment team comprised of experts with relevant technical expertise in fisheries policy, governance (legislative and regulatory) frameworks, MCS and fisheries management. In addition, the team must be well-balanced with excellent skills in written and spoken English skills; report writing and publishing, project management, analytics, and team building.

The following expertise is required although alternative combinations of roles may be considered. The firm is expected to choose a team leader from among one of the four technical key experts required for this task.

Specialty **Minimum Qualifications** Desirable Experience Team Leader International; at least 10 years Experience in donorwill of experience in leading be funded and working responsible for multidisciplinary project teams with international the overall on analytical (assessments, organizations such performance. reviews, etc.) or technical as the World Bank, timeliness and assistance activities related to FAO, USAID, etc. quality all of oceanic fisheries. • Previous experience as outputs; lead lead author on peer An advanced university degree the project (master's degree reviewed fisheries team equivalent) in a relevant publications. throughout the discipline in line with one of of scope the specialist positions below. services; Proven project management facilitate capabilities and responsibility stakeholder for ensuring compliance and consultation ensuring the overall quality activities; and and timeliness of deliverables.

be the key point of communication for the SVG Project Management Unit. The Team Leader can also be any of the key specialists below.

- Excellent team leadership skills, including ability to lead the team by coaching and mentoring team members to achieve individual inputs, and managing diverse intercultural teams of national and international experts under challenging circumstances.
- Excellent oral and written communication and presentation skills (in English), and an ability to prepare and manage the development of high-quality reports, project documentation, and communications materials.
- Demonstrated experience working with international development organizations, with experience in Caribbean SIDS highly preferred.
- Good knowledge and understanding of international development.
- The ability to behave in a professional, client-focused, and service-oriented manner.

Senior Fisheries policy and governance framework specialist

- An advanced university degree (master's degree or higher preferred) in fisheries policy and governance and or a degree in fisheries law.
- Minimum of 7 years of experience (expert level).
- Significant professional (postgraduate) experience in fisheries development, policy and planning processes.
- Fisheries development and management experience.
 Experience in the fisheries of Small Island Developing States (especially in the Caribbean region) preferred.
- Experience in donorfunded projects and working with development partners, such as World Bank, FAO, USAID, etc.
- Demonstrated experience working in developing countries with experience in Caribbean SIDS preferred.
- Regional approach in fisheries management
- Good knowledge of regional fisheries

- Previous experience in preparing training needs and HR capacity needs assessments for the fisheries sector.
- Experience working with government officials responsible for fisheries development, fisheries policy fisheries and planning, governance frameworks and drafting fisheries laws, regulations and related documents.
- A high level of analytical skills in reviewing policy and fisheries governance frameworks, preparing gap analyses and drafting fisheries policy documents.
- Experience working with fisheries stakeholders and local communities on natural resources management and ecosystem services strongly preferred.
- Experience working with domestic and high seas fisheries, with sedentary and highly migratory / transboundary fisheries species.
- Experience working with a diverse range of fisheries stakeholders and local communities on natural resources management and ecosystem services strongly preferred.
- Strong report writing skills and excellent communication (verbal and written) skills.
- Demonstrated knowledge and understanding of natural resources management,

- management
 organizations and
 process with
 experience with FAO,
 CRFM, OECS, WECAFC
 highly preferred
- Previous experience as lead author on peer reviewed fisheries publications

	community-based natural	
	resources management, conservation and biodiversity	
	in international development	
	context.	
Senior Fisheries Monitoring	 University degree and a post- graduate qualification in 	 Experience in donor- funded projects and
Control and	marine resources	working with
Surveillance	management or equivalent	development
specialist	qualification.	partners, such as
	• Minimum of 7 years of	World Bank, FAO, USAID, etc.
	experience (expert level) as an MCS Specialist at a senior level	Demonstrated
	within the fisheries sector,	knowledge and
	including several years in	experience working in
	planning and/or managing	Caribbean SIDS.
	national monitoring, control,	 Previous experience as lead author on peer
	and surveillance operations at a senior level.	reviewed fisheries
	• Working knowledge	publications
	(minimum 3 years related	
	experience) and involvement in Caribbean national and	
	regional fisheries	
	management policy and planning.	
	 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.	
	 Previous experience in fleet 	
	management and their	
	compliance with conservation and management measures.	
	 Previous experience in design 	
	of training programs for MCS personnel.	
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- Experience from the Caribbean an advantage.
- Fluency in English (oral and writing).

Senior Fisheries Management specialist

- An advanced university degree (master's degree or higher preferred) in natural resources management or related field.
- Minimum 10 years of experience (expert level).
- Significant professional (post-graduate) experience in fisheries development, small-scale fisheries, fishing fleet development, and fisheries management in national and international contexts. Experience in the fisheries of Small Island Developing States (especially in the Caribbean region) preferred.
- Experience working with government officials responsible for fisheries management and multistakeholder partnerships required.
- Experience in carrying out capacity needs assessments for designated national fisheries authorities.
- Experience working with various stakeholder groups and local communities on fisheries resource management strongly preferred.
- Strong report writing skills and excellent communication (verbal and written) skills.

- Experience in donorfunded projects and working with development partners, such as World Bank, FAO, USAID, etc.
- Demonstrated experience working in developing countries with experience in PICs preferred.
- Regional approach in fisheries management
- Good knowledge of regional fisheries management organizations and process with experience with FAO, CRFM, OECS, WECAFC highly preferred
- Previous experience as lead author on peer reviewed fisheries publications.
- Previous experience in DRM and DRR in the fisheries sector would be an asset,

international development	•	Demonstrated and understa natural management, c based natural management, conservation	nding of resources ommunity- resources and	
		biodiversity international de	in evelopment	

In addition to the above required key experts, proposing entities should also include all non-key experts in their technical proposal, in the personnel work plan and in their financial proposal in accordance with their proposed approach and methodology, to meet the required scope of services.