



TERMS OF REFERENCE

Technical Assistant for the Development and Implementation of a Pilot Project for the Management of Sargassum and Plastics and Other Wastes in Belize

1. PROJECT TITLE

SICA AZUL, an Intersectoral Management for the Protection of the Marine Environment

2. GENERAL BACKGROUND

Currently, the massive invasion of sargassum has had significant social, economic and environmental effects in the member countries of the Central American Integration System (SICA) and the Caribbean, including the reduction of tourism, negative effects on the fishing sector, loss of employment, the high cost of cleaning beaches, and contamination of aquifers since 2014. Coupled with this, 11 million tons of plastic waste are thrown into the oceans, causing serious damage to the oceans, their biodiversity and human health itself.

Belize is no stranger to these problems, currently reporting significant issues due to the massive invasion of sargassum and its impacts, as well as pollution issues by waste and plastic waste.

In this sense, the regional environmental strategy (ERAM), which is approved by the Council of Ministers of Environment of the SICA region and executed by the Central American Commission for Environment and Development (CCAD), establishes in its strategic line of environmental quality, wastewater management and waste management to mitigate pollution. Furthermore, in its line of seas and biodiversity, it establishes the sustainable management of marine-coastal areas,

To put these strategic lines into action, the CCAD implements an integrated portfolio of projects that support specific activities. In a first phase, the Circular Caribbean project, implemented by the German Technical Cooperation (GIZ), in coordination with the CCAD, has developed actions at the regional, national and local levels, with the participation of public and private sectors, civil society and citizens, to prevent the entry of waste into the seas of Central America and the Caribbean.

In its "Pilots" line of action, it has worked with countries in the development of projects with local governments for marine-coastal areas, creating waste management systems or strengthening them, raising awareness in communities and generating scientific information for decision-making on the issue of waste.

On the other hand, the Integrated Management of the Basin to the Reef project of the Mesoamerican Reef Ecoregion has developed the strategic actions and





dialogue to implement an integrated management approach of natural resources from the basin to the sea.

As part of the follow-up to this process, the SICA AZUL project, a regional and local initiative in Belize and Guatemala, is currently being implemented.

The SICA AZUL project is part of the set of projects of the XVIII Joint Commission for Cooperation between the Countries of the Central American Region and the Republic of China (Taiwan) which seek to strengthen SICA intersectoral initiatives for the development of the region. One of them is the protection of the marine environment, worked on jointly by OSPESCA, CCAD and CAC

Through the SICA AZUL project, the CCAD seeks the development of national actions in Belize to carry out the Sustainable Management of Sargassum program and the reduction of plastic pollutants and other waste in the coastal and marine zone. With the leadership of the Department of Environment of the Ministry of Sustainable Development and Climate Change of Belize, actions have been planned to make the management of sargassum and plastics effective.

Technical assistant will be contracted to facilitate the implementation of the activities planned by Belize for the above-mentioned programs in several selected regions of Belize's territory, which will serve as a basis for mitigating pollution in the marine-coastal areas and the proper management of their natural resources.

3. PARTICIPATING INSTITUTIONS

The project is executed by the Regional Directorate of SICA/CCAD, in coordination with SICA/CAC and SICA/OSPESCA and with the participation of the authorities of the Ministry of Environment and Natural Resources of the 8 countries of the SICA region.

The administration of the funds of the pilot project will be carried out by the International Regional Organization for Agricultural Health (OIRSA), in accordance with the OIRSA-OSPESCA Agreement.

4. OBJECTIVES

The objective of the consultancy is to develop and implement the pilot activities for the Sustainable Management of Sargassum and the reduction of plastic pollutants and other waste in the coastal and marine zone, as proposed by the Department of Environment of Belize within the framework of the SICA AZUL project.

5. SCOPE AND FOCUS OF TECHNICAL ASSISTANT CONSULTANT

Technical Assistant will develop the work plan along with its timeline and implement these actions in coordination with the DoE and CCAD.

6. FUNCTIONS





The Technical Assistant will carry out the following activities:

6.1 General Responsibilities

- Preparation and implementation of work plan
- Review technical information and documents and advise the DOE
- Preparation of progress and final report
- Preparation of meeting minutes, as required
- Coordination of meetings, workshops, field activities and other related activities
- Drafting of Terms of References for required services/consultancy
- Ensure the procurement of required goods and services
- Make presentations to different stakeholders, as required.
- Other duties assigned from time to time.

6.2 Promote science-based decisions for sargassum management that involves:

- Assist in the identification of adequate equipment and its specifications for procurement.
- Coordinate the development and implementation of water, air and heavy metal monitoring plan for the identified points/location. The Assistant will participate and abide by all necessary measures for the collection, analysis of samples and reporting.
- Development of the Terms of Reference for consulting services for the development of a rapid study on the socio-economic impacts of sargassum, including collection of information related to the volume and quantity of sargassum produced/collected.

6.3 Coordination for the development of capacities in the management of sargassum

- Organize technical exchange mission for the sharing of experiences and knowledge at national level and/or binational (for example with Mexico).
- Compile and prepare report on the mission results.

6.4 Coordination for the cleaning of sargassum and plastic on impacted communities.

- Coordinate the identification of final disposal sites for sargassum in each identified community.
- Identification and procurement of appropriate equipment for the collection of sargassum that is supported by results in Section 6.3.
- Investigate, train and implement data collection system for capturing data on amount/volume of sargassum collected.

6.5 Coordination to strengthen governance.



- Development of Terms of Reference for a consultancy to update the Summary Jurisdiction (Littering Offenses) (Violation Tickets) Regulations.
- Coordinate and ensure procurement of services.
- Ensure the revision, validation and acceptance of deliverables.

6.6 Coordination on awareness issues

- Coordinate and procure services for the implementation of educational and public awareness activities as proposed by the DOE.
- Coordinate and prepare minutes of meetings, as required

7. DELIVERABLES

The technical assistant must deliver the following products:

7.1 Work plan and work schedule

7.2 Progress reports based on the implementation of:

a) *Promotion of science-based decisions for the management of sargassum*

For the fulfillment of this product, the document(s) submitted must contain the following elements:

1. Certificate of laboratory analysis report.
2. Water quality, air and heavy metal monitoring plan
3. Study on the socio-economic impact in relation to the volume and quantity of sargassum produced.

b) Capacity building for sargassum management.

The product will contain a review and analysis of the available information related to:

1. Regional exchange between Belize and Mexico results report, agenda and attendance list.

c) Cleaning communities of sargassum and plastic.

1. Report of identified sites of final disposal of sargassum together with the description of the conditions met for this purpose.
2. Report on the procurement and delivery/donation of machines for the beach cleaning from sargassum based on the experience with Mexico.

d) Strengthening governance.

1. Updated proposed regulation.



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e) Sensitization

1. Educational packages for schools on waste prevention and management.

7.3 Final consultancy report with results obtained and follow-up opportunities for future projects.

8. GENERAL CONSIDERATIONS

- Technical assistance must have the necessary working tools for the execution of the technical assistance and the established results.

9. SOURCE OF FUNDING

The financial resources for the contracting of this technical assistance consultant comes from the SICA AZUL project, an intersectoral management for the protection of the marine environment, granted to the China-Taiwan Fund, through component OE1: Contribute to the ecological stability of the marine coastal zone of the SICA region through the management of sargassum and plastic waste.

10. PLACE AND DEADLINE

The technical assistance will compile and develop the outputs described in item 7 for Belize.

The contracting period will be twelve (12) months from the signing of the contract, under these terms of reference, which in turn will be an integral part of the contract. The duty station is at the Department of the Environment's main office in Belmopan, Belize.

11. SUPERVISION AND COORDINATION

The technical assistance consultant will be under the general direction of the Chief Environmental Officer, the local focal point of Belize and supervision of the Executive Secretariat CCAD., to whom he/she must inform of any situations arising in the development implementation and progress of the latter, as well as the delivery of the corresponding reports.

In evaluation of performance according to the products to be delivered by the technical assistant, there will be direct participation by the DOE.

The SICA/CCAD will facilitate coordination with the environmental authorities when necessary. The SICA/CCAD will provide the conditions and provide the necessary logistical support for the development of the functions established in these Terms of Reference.



12. ECONOMIC CONDITIONS

The Consultant must submit a curriculum vitae for the respective evaluation. And the payment of which will be in accordance with the delivery of the products indicated in the table below, with the prior approval of the Department of the Environment and the Central American Commission for Environment and Development of the SG-SICA:

The maximum value of technical assistance is stipulated at fourteen thousand and four hundred United States dollars (USD 14,400). The consultant shall be responsible for any tax or other fee due to the Government of Belize.

Product	Delivery Date	US \$
1. Submission and approval of monthly report or completion of activity(ies) as per approved workplan	Monthly payment with progress report	1,200

13. QUALIFICATION AND EXPERIENCE

13.1 Academic Degree

- a) Bachelor's degree in biology, environmental engineering, agricultural or industrial engineering or career related to technical assistant job description. Postgraduate studies in related areas is a plus.

13.2 Experience and Skills

- a) At least three (3) years of experience in work on the marine-coastal environment, knowledge of sargassum issue.
- b) Knowledge of the areas of waste and pollution management.
- c) Experience in planning, execution and monitoring of projects related to sargassum and waste management or other related projects.

13.3 Specific expertise

- a) Experience of working with interdisciplinary and inter-institutional teams in the Central American region, including Belize.
- b) Good personal and institutional relations at international, national and local levels.
- c) Management of information and communication technologies.
- d) Proven experience in the preparation of technical reports.

14. EVALUATION CRITERIA

Criteria	Value
Academic degree	15%



<p>Bachelor's degree in biology, marine biology, environmental/agronomic engineering or related to care (12%) Postgraduate degree in areas related to the project objectives. (+3%)</p>	
<p>Experience and Skills Experience in planning, execution and monitoring of projects related to sargassum and waste Management or other related projects (20%) At least three (3) years of experience in work on marine-coastal ecosystem. (10%) Knowledge of sargassum, pollution and waste management issues in Belize (10%)</p>	50%
<p>Specific expertise Experience in the preparation of technical reports. (15%) Experience of working with interdisciplinary and inter-institutional teams in the SICA region with emphasis on the beneficiary countries of the project and in Belize (10%) Management of personal and institutional relationships at international, national and local levels (10%)</p>	35%

15. INTELLECTUAL PROPERTY

The data and results generated by this technical assistance are for the exclusive use of the project "An Intersectoral Management for the Protection of the Marine Environment (known as SICA AZUL)."

José Infante
 Director Regional
 SICA/OSPESCA