

STATEMENT OF WORKS

RAS/00/G31 – Reducing Environmental Stress in the Yellow Sea Large Marine Ecosystem

Description: *Developing a Regional Agreement for Sustainable Use of Fisheries Resources in the Yellow Sea Large Marine Ecosystem.*

Objective: I - Fisheries Component

Sub-Objective: D – Regional Agreements and National Laws & Management Plan

TOR Code: TOR01D1204regagree

1. Background

In the approved Implementation Plan of the UNDP/GEF Yellow Sea Project, “Reducing Environmental Stress in the Yellow Sea Large Marine Ecosystem,” one of the activities of the Fisheries Component is to develop a regional fisheries management/implementation plan for the sustainable use of fisheries resources.

The development objective of this task is to achieve, through development of a regional agreement for the exploitation of fisheries resources, and by proposing measures for strengthening laws and regulations, sustainable management of fisheries and mariculture activities in the Yellow Sea.

The specific objectives of this task are for the development of regionally agreed methods of managing fisheries and mariculture activities in the Yellow Sea, enhancing co-operative mechanisms for regional monitoring and enforcement, upgrading of skills of managers and enhancing mutual understanding and trust amongst the participating national ministries.

The details of this task are described hereunder:

2. Description of Required Services

A competent incumbent, selected through the required United Nations bidding procedure will be contracted to assess information on national laws & regulation, and national responsibility of regional and international conventions, and from this information, develop a proposal for regional fisheries management for the sustainable use of fisheries resources in the Yellow Sea.

The incumbent shall carry out the following activities:

- 1) Prepare a report summarizing the existing national laws, regulations, regional and international conventions as it applies to the Yellow Sea and including an analysis of:
 - a. The feasibility of a regional agreement on sustainable use of fisheries resources; and
 - b. Highlighting the legislative issues.
- 2) Prepare a draft plan for a regional agreement on sustainable use of fisheries resources for presentation to the respective governments, inclusive of;
 - a. Measures for overcoming the legislative issues;
 - b. Proposal of measures for strengthening laws and regulations;

- c. Suggestions of ways to improve and strengthen enforcement.
 - d. The feasibility of implementing the FAO 'Code of Conduct for Responsible Fisheries' in a regional management plan for fisheries resources in the Yellow Sea.
- 3) Present the draft plan at the meeting of the Regional Working Group (RWG) - Fisheries. The preliminary document will be reviewed with all members of the RWG and the Project Management Office.
- 4) Based on the comments of the Regional Working Group, revise the guidelines for presentation to the next meeting of the Regional Working Group, for finalisation and implementation.
- 5) Prepare a draft plan for a national fisheries management/implementation plan;
 - a. Including a national recovery plan;
 - b. Identifying national requirements;
 - c. Targets for a national Strategic Action Programme (SAP).
- 6) Present the draft plan at the next meeting of the Regional Working Group (RWG) - Fisheries. The preliminary management plan document will be reviewed with all members of the RWG and the Project Management Office, and a national SAP will be developed by national focal points based on the draft plan.
- 7) Incorporating the national SAP developed in item 6), prepare a draft regional SAP for regional management of sustainable fisheries in the Yellow Sea;
 - a. Including a regional recovery plan;
 - b. Identifying regional requirements;
 - c. Targets for a regional Strategic Action Programme (SAP).
- 8) Present the draft plan at the meeting of the Regional Working Group (RWG) - Fisheries. The preliminary regional SAP document will be reviewed with all members of the RWG and the Project Management Office.

3. Expected Outputs/Results

The final product (report) should be a set of reports as listed below:

- (i) A report detailing the existing national laws, regulations, regional and international conventions as it applies to the Yellow Sea; Including:
 - a. An analysis of the information and describing the feasibility of a regional agreement on sustainable use of fisheries resources; and
 - b. Describing the feasibility of implementing the FAO 'Code of Conduct for Responsible Fisheries' in a regional management plan.
- (ii) A report specifying a draft plan for a regional agreement for sustainable use of fisheries resources, proposing measures for:
 - a. strengthening laws and regulations, and
 - b. Improving and strengthening enforcement.
- (iii) A report summarizing the comments and recommendations on the draft plan for regional agreement made by the Regional Working Group Meeting.

- (iv) A report detailing a draft plan for a regional fisheries management/implementation plan incorporating:
 - a. A regional recovery plan for fisheries resources,
 - b. Identifying regional requirements for regional fisheries management, and
 - c. Proposing targets for a regional Strategic Action Programme (SAP) for management of sustainable fisheries.
- (v) A report summarizing the comments and recommendations on the draft fisheries management/implementation plan report made by the Regional Working Group Meeting.
- (vi) A report describing a SAP for the regional management of sustainable fisheries in the Yellow Sea.
- (vii) A report summarizing the comments and recommendations on the regional SAP report made by the Regional Working Group Meeting.
- (viii) Project progress reports and financial report as provided by the PMO.

Qualifications:

The incumbent selected to carry out this task should have the following qualifications:

- Extensive knowledge of the regional and national laws, regulations, as it relates to the Yellow Sea.
- Knowledge of regional and international conventions as it applies to fisheries, and fisheries law particularly in this area.
- Ability to access necessary fisheries legislation-related information through databases, information centres, and other relevant ministries/institutions in the country.
- With appropriate qualifications and available time.
- Knowledge of financial accountability and report writing.

4. Deliverables and Deadlines

The commissioned assignment will be carried out from November 2005 through July 2006, according to the following schedule:

<u>Task</u>	<u>Deadline</u>
Contract signature	December, 2005
Progress report and interim financial statement submitted to PMO/UNOPS	February, 2006
Report detailing the existing national laws, regulations, regional and international conventions as it applies to the Yellow Sea for review at 3 rd Regional Working Group Meeting; Draft plan for a regional agreement for sustainable use of fisheries resources, proposing measures for strengthening laws and regulations, and improving and strengthening enforcement;	May, 2006

for review at 3 rd Regional Working Group Meeting.	
Based on the comments from the 3 rd Regional Working Group Meeting, revise draft plan and present for review at 4 th Regional Working Group Meeting for finalisation; Prepare a draft plan for a regional fisheries management/implementation plan including a regional recovery plan, identifying regional requirements, and targets for a regional Strategic Action Programme (SAP) for review at 4 th Regional Working Group Meeting for finalisation;	May, 2007
Based on the comments from the 4 th Regional Working Group Meeting, revise draft plan and present for review at next Regional Working Group Meeting for finalisation and for incorporation into a national SAP;	May, 2008
Incorporate the national SAP developed (above) and develop a draft regional SAP for regional management of sustainable fisheries in the Yellow Sea for presentation at the 5 th Regional Working Group Meeting.	May 2009
Final Report and Final financial statement submitted to PMO/(UNOPS)	July, 2009

5. Monitoring/Progress Control

The PMO will assume overall supervision and co-ordination of this task. Programmatic guidance should be sought from the Project Manager, Mr. Yihang Jiang (yihang@yslme.org), copied to Mr. Jeff Archer (jeff@yslme.org) at the Yellow Sea PMO. All deliverables should be submitted to Mr. Jeff Archer. The format of the progress, final and financial reports should follow the templates included in Appendix 2 and the schedule as above.

6. Expected Outputs/Results

The final product (report) should be a set of reports as listed below:

- (i) A report summarizing existing national laws, regulations, regional and international conventions applied to the Yellow Sea, highlighting the legislative issues, and including a study of the feasibility of a regional agreement on sustainable use of fisheries resources;
- (ii) A proposed plan for a regional agreement on sustainable use of fisheries resources for presentation to the respective governments, including measures for overcoming the legislative issues, measures for strengthening laws and regulations, suggestions of ways to improve and strengthen enforcement, and the feasibility and mechanism of implementing the FAO 'Code of Conduct for Responsible Fisheries' in a regional management plan for fisheries resources in the Yellow Sea.

- (iii) A list of data and information sources to indicate the sources of the data and information collected in item (i) and (ii), location of these data and information centres, conditions of access to data and information by different users;
- (iv) A summary of the comments from the Regional Working Group for the Fisheries Component of the YSLME.
- (v) A proposal for a national fisheries management/implementation plan including a recovery plan, identifying the requirements and describing targets for a Strategic Action Programme (SAP).
- (vi) A proposal for a regional fisheries management/implementation plan including a regional recovery plan, identifying the regional requirements and describing targets for a regional Strategic Action Programme (SAP);
- (vii) Project progress reports and financial report as described in the Section on Monitoring/Progress Control and shown in Appendix II.

Three copies of each report will be submitted to the Yellow Sea Project Management Office (PMO) on the due date which is at least three weeks in advance of the RWG Meeting at which it will be reviewed. The contracted institution(s) should then incorporate the comments from the RWG Meeting into the final report(s) that is due in April, 2006.

Interested parties should provide

1. A detailed bid for the contract based on the format of the Breakdown of Costs table in Appendix I.
2. A detailed workplan, describing the flow of work and the schedule of activities.
3. A list of investigators involved in the contract.
4. The resume of the principal scientist
5. The name of the person and/or institution signing the contract
6. The account details for this person/institution

Appendix I

BREAKDOWN OF COSTS (USD)

There may be travel costs associated with this task, as outlined in the budget below. Travel costs associated with the missions should be included in the fees below. [Name of institution(s)] will make its own travel arrangements unless otherwise agreed in advance with the PMO. Please provide detailed information on the costs to be incurred by incumbent.

<u>Item</u>	<u>Unit Cost (USD)</u>	<u># of Units</u>	<u>Total Cost (USD)</u>
TOTAL AMOUNT REQUESTED			

Appendix II
Report Formats

PROGRESS REPORT

SECTION 1 – BACKGROUND INFORMATION

1.1 PROJECT TITLE: ___REDUCING ENVIRONMENTAL STRESS IN THE YELLOW SEA LARGE MARINE ECOSYSTEM___

1.2 CONTRACT NUMBER: __ TOROIIA31201a_stockassess _____

1.3 RESPONSIBLE OFFICE: Yellow Sea Project Management Office, Ansan, Korea.

1.4 CONTRACTOR (SUPPORTING ORGANIZATION):

1.5 REPORTING PERIOD: (The number of months covered by this report) _____

1.6 FOCAL POINT NAME: _____

SECTION 2 – PROJECT STATUS

2.1 Status of the Implementation of the Activities and Outputs Listed Under the Workplan (check appropriate box)

- Project activities and outputs listed in the Project Workplan for the reporting period have been completed and the Contractor is satisfied that the project will be fully completed on time (give reasons for minor variations as Section 3 below).
- Project activities and outputs listed in the Project Workplan for the reporting period have been altered (give reasons for alterations: lack of finance; project reformulated; project revisions; other at Section 3 below).
- Project activities and outputs listed in the Project Workplan for the reporting period have not been fully completed and delays in project delivery are expected (give reasons for variations as Section 3.1 and new completion date in Section 3.2 below).
- Insufficient detail provided in the Project Workplan.

2.2 List Actual Activities/Outputs Achieved in the Reporting Period: (check appropriate box)

(a) Meetings (duplicate this box for each meeting individually)
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<input type="checkbox"/> Inter-ministry Mtg	<input type="checkbox"/> Expert Group Mtg	<input type="checkbox"/> Training Seminar/Workshop	<input type="checkbox"/> Others
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Title: _____
 Venue and Dates: _____
 Covered By: _____
 Organized by: _____
 Report issued as doc. No./Symbol _____
 Languages _____ Dated: _____
 For training seminar/workshop, please indicate: No. participants _____ and attach **annex**
 Giving names and nationalities of participants.

(b) **PRINTED MATERIALS** (Duplicate this box for each printed item)

Report to IG Mtg. Technical Publication Technical Report Others

Title: _____

Author(s)/Editor(s)

Publisher

Symbol (UN/UNEP/ISBN/ISSN)

Date of Publication

(when technical reports/publications have been distributed, **attach distribution list**)

(c) **TECHNICAL INFORMATION** **PUBLIC INFORMATION** (Posters, leaflets, broadcasts, etc)

Description:

Dates: _____

(d) **SERVICES**

Description:

Dates _____

(e) **OTHER OUTPUTS**

SECTION 3 – PROJECT STATUS

3.1 Summary of the Problems Encountered in Project Delivery (if any)

3.2 Actions Taken or Required to Solve the Problems (identified in Section 3.1 above)

Signed: _____

Name: _____

Designation: _____

SUGGESTED FINAL REPORT TABLE OF CONTENTS

- I. Background of assignment
- II. Methods used to carry out assignment
- III. Existing methods of assessing fisheries stocks – Regionally & Internationally
- IV. Location of data & info and access to each site by the public
- V. Regional Stock assessment – Major problems and priorities
- VI. Summary of Jan, 2006 Joint Stock Assessment Survey
- VII. Proposed method(s) for regional stock assessment
- VIII. Recommendations for joint-regional stock assessment
- IX. Summary
- X. Progress and Financial Summary Reports

Annex containing:

Persons / institutions / websites visited or interviewed
List of References

PROJECT EXPENDITURE REPORT

Project statement of allocation (budget), expenditure and balance (Expressed in USD) covering the period

From.....**To**..... **Supporting**
Organization...UNDP/GEF.....

Project Title...*Reducing Environmental Stress in the Yellow Sea Large Marine Ecosystem*...

Project Commencing..... (Date) **Project Ending**..... (Date)

Object of Expenditure	Project Budget Allocation Amount (1)	Expenditure incurred from ... to Amount (2)	Unspent balance of budget Amount (3)
..... (USE ITEMS ACCORDING TO THE BUDGET CATEGORIES IN ACCORDANCE WITH THE SIGNED MEMORANDUM OF UNDERSTANDING OR CONTRACT)			
GRAND TOTAL			

Signed _____

Designation _____

Duly authorized official _____