



Consultancy

Western Pacific East Asia

Improved Tuna Monitoring Activity

End of Project Gap Analysis

The Western and Central Pacific Fisheries Commission was established to ensure, through effective management, the long-term conservation and sustainable use of highly migratory fish stocks in the western and central Pacific Ocean. The Commission's Secretariat which is located in Pohnpei, Federated States of Micronesia now invites applications for the consultancy to undertake an end of project gap analysis of the Western Pacific East Asia - Improved Tuna Monitoring Activity that will be used to inform future work.

Recognizing the importance to the WCPFC of continuing to improve tuna data from these Vietnam, Indonesia and the Philippines, the Government of New Zealand is providing NZD 4.91 million over 7 years for the Western Pacific East Asia Improved Tuna Monitoring (WPEA-ITM) Activity spanning from 2018-2025. The goal of the WPEA-ITM is to improve monitoring and management of tuna catches in Indonesia, Philippines and Vietnam and contribute to reduced Illegal, Unreported and Unregulated (IUU) fishing.

The WPEA-ITM Activity is being managed by the WCPFC Secretariat, working closely with the national fisheries authorities in the three countries, and with the Pacific Community (SPC) playing a critical implementation role.

The key objective of the End of Project Gap and Transition/Exit Analysis is to inform the design and implementation of a possible future phase of the project and the development of transition/exit strategies by each participating country. The End of Project Gap Analysis will consider the progress of the WPEA-ITM activities, recommendations from the Mid-Term Evaluation and consultations with relevant stakeholders to recommend, cost and assess activities that should continue after the WPEA-ITM project concludes. These recommendations will be assessed by the WCPFC Scientific Committee.

The Term of Reference (TORs) for the End of Project Gap Analysis of the Western Pacific East Asia – Improved Tuna Monitoring Activity can be found at <http://www.wcpfc.int/vacancies-opportunities>.

If needed, additional information can be obtained from the Finance and Administration Manager (Aaron Nighswander) at Aaron.Nighswander@wcpfc.int.

Applications for the consultancy should include the following:

- Cover letter including proposed methodology, including timeframes, for the evaluation and a capacity statement against the knowledge, skills and experience required in the ToR (under “Consultant/Team Requirements”);
- Financial proposal; and
- CV for the nominated consultant/s.

All submissions shall be submitted by **3 March 2023** to:
Aaron.Nighswander@wcpfc.int.



Terms of Reference for the End of Project Gap Analysis of the *Western Pacific East Asia – Improved Tuna Monitoring Activity*

3 February 2023

Prepared by: Lars Olsen, WPEA-ITM
Project Manager

About this document

This document specifies the terms of reference for the end of project evaluation of an Activity in the fisheries sector.

The document guides the Western and Central Pacific Fisheries Commission (WCPFC) and Respondents in the procurement of the services required to conduct an End of Project Gap Analysis of the New Zealand Aid Programme Activity *Western Pacific East Asia - Improved Tuna Monitoring (Activity)*.

Goals and Outcomes

The key objective of the End of Project Gap Analysis is to inform the design and implementation of a possible future phase of the project.

This will be done by considering the progress of the WPEA-ITM activities, recommendations from the Mid-Term Evaluation and consultations with relevant stakeholders to recommend, cost and assess activities that should continue after the WPEA-ITM project concludes. These recommendations will be assessed by the WCPFC (including Science Committee and Technical & Compliance Committee).

A list of indicative activities for consideration from the Mid-Term Evaluation is included in Appendix A. The requirements for the final report are set out in Appendix B. It should be noted that the list of activities in Appendix A are indicative and the consultant should verify which are relevant and which are not with the stakeholders, given this End of Project Gap Analysis is to inform the design and implementation of a possible future phase of the project.

Scope of the Gap Analysis

The gap analysis will cover the period from December 2018 to December 2025, but will be forward looking. The geographic focus will

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be the East Asian countries that participate in the project, Indonesia, Philippines and Vietnam. The target groups are the key implementing agencies in the three partner countries, SPC scientists, the WCPFC Secretariat, and NZ MFAT staff who have been involved with the Activity.

The gap analysis shall be conducted against the criteria set out in this Terms of Reference including an assessment of

- the relevance and priority of the proposed future activities set out in the Mid-Term Evaluation, particularly in relation to the WPEA-ITM project objectives and outcomes, along with identification of any new activity if necessary to accomplish the project objectives;
- the willingness and ability of each country to self-fund/perpetuate the relevant activities without outside funding/support;
- activities/items that will need continued external support including:
 - Cost estimates for the next 3-5 years (starting 2025).
 - Other needs for the next 3-5 years (starting 2025) such as
 - Expertise
 - Communication/buy in
 - If/when/how each item can be mainstreamed into national budgets (with no outside support)

Analysis to include the development of participating countries' transition/exist strategies and a recommendation on a possible new phase of the activity with an indicative timeframe.

Services

The Services and outputs the successful Respondent will be responsible to provide and deliver are as follows:

No.	Services/ output	Inputs/tasks	Due date
1	<i>Gap Analysis work plan</i>	<i>Desk top review of relevant materials</i> <i>Briefing with WCPFC and MFAT on WPEA-ITM Activity and midterm evaluation recommendations</i> <i>Propose and agree a final End of Project Gap Analysis plan with WCPFC and MFAT</i>	Mid to late March 2023)

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2	<i>Submit Draft Report</i>	<i>Carry out consultations and review of materials as agreed in End of Project Gap Analysis workplan</i> <i>Draft End of Project Gap Analysis Report prepared and submitted to WCPFC and MFAT</i>	Late May 2023
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No.	Services/ output	Inputs/tasks	Due date
3	<i>Modify and submit the Final End of Project Gap Analysis Report</i>	<i>Draft End of Project Gap Analysis Report is reviewed by WCPFC (including the participating countries and SPC) and MFAT (2 week period allowed)</i> <i>Draft is modified to respond to comments and required improvements</i> <i>A Final End of Project Gap Analysis report is submitted to WCPFC and MFAT</i>	End of June 2023)

The dates indicated above are preferred, taking into account expected procurement timeframes. Respondents should, however, submit a proposal reflecting their own availability, including the possibility of completing work in an earlier time frame.

Methodology

Respondents are invited to submit their own methodology for the achievement of the Services. The methodology used must:

- Generate credible evidence that corresponds to the gap analysis's purpose and the questions being asked;
- Proactively identify and manage any potential risks, including the procedural risks that relate to the delivery of this international assignment due to restrictions derived from the COVID-19 pandemic;
- Comply with the requirements of the New Zealand Aid Programme policies (see [NZ MFAT Tools and Guides](#)) including [MFAT Supplier Code of Conduct](#); and
- Demonstrate good value for money in line with the New Zealand Aid Programme's Value for Money Guideline.

It is anticipated that the work will be mostly desk-based, but will

include consultations with the three partner countries (Indonesia, Philippines and Vietnam); and either online or in person, depending on the location of the consultant with NZ MFAT, the WCPFC Secretariat and WPEA Project Manager, and the SPC. Activity Respondents should note that MFAT will acquire all intellectual property rights in relation to the End of Project Gap Analysis outputs.

Schedule and budget

Budget

- The contract price consists of lump sum payments based on milestones
- The approved budget allocated for the End of Project Gap Analysis is USD 30,000 including consultant fees, travel costs to each of the three WPEA countries, research and contingency.
- Payment will be made upon receipt of invoices in line with the agreed payment schedule.

An indicative schedule of milestone payments is below:

Output	Description	Target delivery date	Indicative % of fees
1.Contract signing	Signature of contract and the provision of an invoice	February 2023	20%
2.Evaluation plan	Document review, briefing and finalized End of Project Gap Analysis plan; and the provision of an invoice	Mid to late March 2023)	15%
3.Draft report	Preparation of draft report and submission to WCPFC and MFAT. Presentation to WCPFC and MFAT in order to discuss report and plan next steps; and the provision of an invoice	Late-May 2023)	35%
4.Final report	Review Draft report by WCPFC and MFAT; Reviewers finalize and submit final report; and the provision of an invoice	End of June 2023)	30%

Consultant/Team Requirements

The successful Respondent will provide the following knowledge, skills and experience to provide the Services required. The Respondent will also need to work in close collaboration with Activity stakeholders.

Role	Knowledge, skills and experience
<i>Consultant/Team</i>	<p><i>Previous experience in the evaluation of development activities, preferably gained in the East Asian fisheries sector.</i></p> <p><i>Excellent research, analysis, and writing skills.</i></p> <p><i>Excellent written and spoken English and cross-cultural communication skills.</i></p> <p><i>Knowledge, experience, and understanding of East Asian region's political, economic, social and cultural context</i></p> <p><i>Understanding of gender, human rights, and environmental issues in activity design and implementation.</i></p>

Proposer(s) are invited to submit a capacity statement and provide curriculum vitae for each nominated consultant for the evaluation.

Performance Standards

General

All Services must be provided in a professional manner and in accordance with the WCPFC's and MFAT's reasonable expectations.

In respect of Implementation, the Consultant must meet or exceed the applicable targets stated in the Results Framework

The Services will also be delivered in a manner which provides the best outcomes in terms of the Evaluation Criteria specified by the [OECD DAC Network on Development Evaluation](#): relevance, coherence, efficiency, effectiveness, impact and sustainability.

Background

Brief history of the programme/Activity

The tuna fisheries in the Pacific Ocean waters of Indonesia, the Philippines and Vietnam represent around 30% of the annual catches of key tuna species in the Western and Central Pacific Ocean. The lack of accurate data on catch, effort and the composition of catches in these waters has been highlighted as a key uncertainty in stock assessments at the Western and Central Pacific Fisheries Commission (WCPFC) for a number of years.

In an effort to improve understanding of these fisheries and increase the accuracy of data available for stock assessments, a series of projects have been implemented since 2000 to support data collection in Indonesia, Philippines and Vietnam. These projects have included the Indonesia and Philippines Data Collection Project (IPDCP), the West Pacific East Asia Oceanic Fisheries Management Project (WPEA-OFM), and the Sustainable Management of Highly Migratory Fish Stocks in the West Pacific and East Asian Seas (WPEA-SM). The WPEA-SM project, implemented by the WCPFC Secretariat and the UNDP, working closely with national project coordinators in the three countries, terminated on 27 April 2019.

Since these projects were first instituted in 2000, significant progress has been made on data collection, data analyses and verification, and the provision of catch estimates. Consequentially, the uncertainty in WCPO tuna stock assessments associated with tuna data in these three countries has been reduced.

Recognizing the importance to the WCPFC of continuing to improve tuna data from these three countries, the Government of New Zealand is providing NZD 4.91 million over 7 years for the Western Pacific East Asia Improved Tuna Monitoring (WPEA-ITM) Activity. The goal of the WPEA-ITM is to improve monitoring and management of tuna catches in Indonesia, Philippines and Vietnam and contribute to reduced Illegal, Unreported and Unregulated (IUU) fishing.

The WPEA-ITM Activity is being managed by the WCPFC Secretariat, working closely with the national fisheries authorities in the three countries, and with SPC FAME playing a critical implementation role.

The WPEA-ITM Activity commenced in 2017, but the full implementation of planned activities was delayed due to capacity constraints associated with the cross over with the WPEA-SM project, administrative and pandemic related delays. However, since April-May 2019, when the MOUs between WCPFC and the three countries were completed and the WPEA-SM project wrapped up, implementation of the WPEA-ITM activities has gathered momentum. The Activity is currently scheduled to end in March 2025.

Relevant reports/documentation / information

Relevant documents will be provided to the consultant/team prior to the evaluation. These key documents will form the basis of the document review and include:

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- Activity Design Document for *Western Pacific East Asia Improved Tuna Monitoring Activity*
- Activity Progress Reports for Years 1,2, 3, and 4
- Mid-Term Evaluation Report

Other key documents will be provided at the commencement of the evaluation.

Governance and management

The contract will be managed by the Executive Director of the WCPFC.

Appendix A: Indicative future activities for consideration from the Mid-Term Evaluation

Candidate activities for support under the WPEA-ITM or a future phase of the WPEA

Based on the Activity's experiences to December 2020, the purpose of the MTE was to assess possible refinements to planned activities to be considered for implementation in the time remaining for the project (currently March 2023). In addition, a key objective of the Evaluation was to inform the design and implementation of a possible future phase of the project. Activities for on-going support, and for consideration under a future WPEA-related initiative, include:

Indonesia

Fishery monitoring and analysis

- Improve operational level catch and effort data reporting by gear type including raising awareness among vessel operators regarding logsheet data fields and their completion.
- Maintain support for at least 13 enumerators in Indonesia through until the end of the Project. Indonesia should take responsibility for 50% of their costs in the final year of the WPEA-ITM.
- Increase sampling from the LL fishery, for which there are few samples with the result current available data may not be representative of the fishery,
- investigate the on-going reduction in samples from the PS fishery to determine if it reflects a relative downturn in catch or reduced access to landings by the port samplers,
- Explore means to improve sampling from Kendari for the P&L fishery,
- Investigate apparent annual fluctuations in HL samples from Sorong over the past 2 years,
- Continue efforts to increase coverage for weight frequency data,
- Support efforts to achieve 50% coverage for operational level catch and effort data reporting for PS, LL, and P&L fleets to WCPFC by 2025>
- Strengthen the representativeness of port landings (including size composition, numbers, and weight of fish) and operational level reporting for LL fishery by increasing monitoring sites, for example Ambon Kendari, Sorong and Gorontalo, and other sites where port sampling is yet to commence.
- Continue to support efforts to provide annual catch and effort estimates and operational level data by geographic area and gear type (including renewing efforts for the HL fishery to re-establish levels achieved prior to 2018).
- Support on-going efforts to maintain recent enhancements, such as weight frequency data, including for P&L and PS sampling from Kendari and weight frequency data from the HL fishery from Nutrindo (NFI).
- Inventory all data generated under Indonesia's fishery monitoring activities and expand the data audit to cover all data received and processed as opposed to that selectively made available to WCPFC
- Continue work to characterize Indonesia's tuna fisheries including improved data on species composition by gear type thereby reducing the "other species" component with particular attention to sharks.
- Investigate the differences in species composition at different landing sites (for example differences between Kendari and Sodohoa) to describe the reasons for differences (for example composition of gear types landing at each site, selective unloading, or fleets using the same port operating in different regions (AW/EEZ, etc.).
- Continue to support efforts to fully characterize Indonesia's "other commercial" fisheries.
- Explore possibilities for providing dedicated support for a pilot program for EM in Indonesia.

Fishery management support

- Tailor stock assessment capacity building to utilize data generated from the Indonesian fishery, including from the WPEA, to inform national decisions regarding the conservation

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and management of tuna resources within Indonesia's EEZ including in relation to on-going work associated with harvest strategies.

- Support Harvest strategy capacity building for Indonesia to effectively participate in the WCPFC Harvest Strategy process and to inform National Managements decisions.

At-sea observer programme

- Provide support for strengthening the Indonesian national observer programme for tuna fleets operating in the WCPFC area. Develop a strategy and operational plan inclusive of capacity building needs.

Data systems

- Develop a strategy, and provide support, for the continued integration of WCPFC-related tuna fisheries databases (e.g., TUFMAN2) to Pusdatin.
- Consider supporting a formal training gap and needs analysis (fisheries data and fisheries data management)
- Continue development and associated training for database systems TUFMAN2 and DORADO including, where appropriate, translation of related documentation.

Communications and outreach

- Commission an NGO to run a series of educational workshops for fishing vessel owners and captains relating to WCPFC reporting requirements and CMM obligations.

General capacity building

- Continue to support project-related attachments at SPC for up to 4 weeks (rather than 5 days), sponsored by the Activity.

Philippines

Fishery monitoring and analysis

- Support detailed analysis of size, catch and effort data maintained by NSAP (for example, coverage by month and size class distributions, potential of standardization of effort for each gear) to support national stock assessments and harvest strategy work.
- Support SPC staff to work with NFRDI staff to investigate apparent trends in fisheries (e.g., differences in the areas fished, the fishing methods and seasonality).
- Continue to support efforts to increase the coverage of operational data for each gear type (PS, RN and, when operating in the WCPFC Convention Area, LL) so that the trend for each gear type is towards 100% coverage.
- Support efforts to increase the coverage of logsheet or operational data for other fisheries (including HL, HK, and troll).
- Strengthen efforts to maintain species composition and species size distribution data collection by gear type and region, from archipelagic waters, the EEZ and HSP1.
- Support more detailed analysis of tuna size and catch/effort (CPUE) from NSAP data (e.g., coverage by month and size class distributions, the potential of standardisation of effort for each gear). Explore the apparent variability in trends that possibly relate to differences in the areas fished, the fishing methods and seasonality.
- Continue to support efforts to fully characterise Philippines "other commercial" fisheries.

Fishery management support

- Tailor stock assessment capacity building to utilise data generated from the Philippine fishery, including from the WPEA, to inform national decisions regarding the conservation and management of tuna resources within Philippine's EEZ.
- Support Harvest strategy capacity building for Philippines to effectively participate in the WCPFC Harvest Strategy process and to inform National Managements decisions.

At-sea observer programme

- Provide annual capacity building (briefer and de-briefer training, data processing and analytics) and on-going mentoring support to the FOP to maintain accreditation to the WCPFC ROP.

Data systems

- Maintain support, including capacity building, for the on-going integration of SPC data systems into NSAP programmes

General capacity building

- Continue to support project-related attachments at SPC for up to 4 weeks (rather than 5 days), sponsored by the Activity.

Vietnam

Fishery monitoring and analysis

- Support D-Fish/MARD and Fish Port Management efforts to strengthen/reform the legal framework for tuna fishery data collection (data forms, gears, samples, catch estimate methods, etc.) covering landings, port sampling and observer data consistent with WCPFC data protocols.
- Provide on-going support D-Fish, Sub-D-Fish and Fish Port Management offices to secure resources for collecting and processing port sampling data (length frequency/species composition data) consistent with WCPFC requirements with a focus on HL and PS vessels in Binh Dinh and GN vessels in Khanh Hoa.
- Maintain support for at least 12 enumerators in Vietnam through until the end of the Project. Vietnam should take responsibility for 50% of their costs in the final year of the WPEA-ITM.
- Continue to revise national logbooks to incorporate WCPFC data requirements for operational data.
- Continue work to characterize Vietnam's tuna fisheries including improved data on species composition by gear type thereby reducing the "other species" component.
- Improve operational level catch and effort data by gear type including raising awareness among vessel operators regarding logsheet data fields and their completion.
- Strengthen processes and systems to increase the scope and quality of operational level data from Vietnamese PS, LL/HL and GN
- Support efforts to achieve 50% coverage for operational level catch and effort data from PS, HL/LL and GN fleets by 2025.
- Support efforts to achieve 50% coverage for sampling of port landings from PS, HL/LL and GN fleets by 2025.
- Enhance capacity of data collection for staffs working at local ports.

Fishery management support

- Tailor stock assessment capacity building to utilize data generated from the Vietnamese fishery, including from the WPEA, to inform national decisions regarding the conservation and management of tuna resources within Vietnam's EEZ.
- Support Harvest strategy capacity building for Vietnam to effectively participate in the WCPFC Harvest Strategy process and to inform National Managements decisions.

At-sea observer programme

- Renew efforts to establish a national observer programme for Vietnamese tuna fleets. Support the finalization of an Observer Program Development Strategy and operational plan inclusive of capacity building needs.
- Explore possibilities for providing dedicated support for a pilot program for observers in association with Vinatuna.

Data systems

- Develop and strategy, and provide support, for the integration of WCPFC-related tuna fisheries databases (e.g., TUFMAN2) to VNFishBase.
- Consider supporting a formal training gap and needs analysis (fisheries data and fisheries data management)
- Continue development and associated training for database systems TUFMAN2 and DORADO including, where appropriate, translation of related documentation.

Port State controls

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- Build capacity and develop tools for implementing PSMA to monitor tuna imported to Vietnam.

Communications and outreach

- For Vietnam, provide support to the National Coordinator to raise awareness about the WCPFC and advertise WPEA-ITM fishery monitoring activities.
- Commission an NGO to run a series of educational workshops for fishing vessel owners and captains relating to WCPFC reporting requirements and CMM obligations.

General capacity building

- Continue to support project-related attachments at SPC for up to 4 weeks (rather than 5 days), sponsored by the Activity.

Appendix B: Reporting Requirements

End of Project Gap Analysis Report

The End of Project Gap Analysis report must meet quality standards as described in the [Evaluation Policy for the New Zealand Aid Programme](#) and should not be longer than 25 pages. The report must include a one to two page evaluation summary written in plain and simple language.

The End of Project Gap Analysis will consider the progress of the WPEA-ITM activities, recommendations from the Mid-Term Evaluation and consultations with relevant stakeholders to recommend, cost and assess activities that should continue after the WPEA-ITM project concludes. These recommendations will be assessed by the WCPFC Scientific Committee.

The findings, conclusions and recommendations must be based on clear evidence presented in a way that allows readers to form their own views on the validity and reliability of the findings, including assessing the vested interests of sources. Where there is conflicting evidence or interpretations, the report should note the differences and justify the findings.

The report will be presented via an online forum to the staff from MFAT, WCPFC Secretariat, SPC and national implementing agencies that are involved in the Activity. This presentation will involve shared discussion of the report's findings, their implications for a possible future phase of the Activity, and next steps.