

Republic of Kenya



**MINISTRY OF AGRICULTURE LIVESTOCK AND FISHERIES
STATE DEPARTMENT OFFISHERIES AND THE BLUE ECONOMY**

**TERMS OF REFERENCE FOR
LEADTECHNICAL CONSULTANT**

NAME	
Job Title: Lead Technical Consultant	
Department: State Department of Fisheries and the Blue Economy (SDF-BE)	
Project Name: Kenya Marine Fisheries and Socio-Economic Development Project (KEMFSED)	
Location: Nairobi	
Expected Start Date of Assignment: January 2018	Duration: One (1) Year
Reports to: Name: Susan Imende	Title: PPA Team Leader

1. Background:

On May 2, 2016, in the Executive Order No. 1/2016, the Government of Kenya made a clear commitment towards a new approach, the blue economy, and taking into cognizance the importance of the sector to fuel the country's economic growth, created the State Department for Fisheries and the Blue Economy. The coastal and marine space on which a blue economy is potentially founded contains a myriad of different uses, some currently destructive or unsustainable, while others are renewable, some mutually exclusive and others compatible. More broadly, a blue economy approach is understood as encompassing a better integrated approach to these sometimes-conflicting uses of marine resources, living and non-living (including shipping, fossil energy and mining), and renewable or exhaustive. Too often, priority tends to be given to activities that generate short-term benefits but also have destructive and counter-productive longer-term consequences. In contrast, a blue economy approach is more proactive and embodies the need to focus on longer term sustainability. The Presidential Blue Economy Committee established in September 2016, while recognizing the many sectors in blue economy prioritized fisheries and aquaculture; and maritime shipping and logistic services as priority sectors that

would deliver fast socio-economic benefits to the communities in the coastal areas. To strengthen fisheries governance for sustainable utilization and enhanced revenues for the government and employment creation, the government enacted the Fisheries Management and Development Act 2016 in September, 2016. The Act established institutions that would strengthen the governance of the fishing industry and aquaculture, and enable investments along the fishery value chains for socio-economic benefits. The institutions established include the Kenya Fisheries Service, Kenya Fish Marketing Authority and the Fish Levy Trust Fund.

In order to attain economic benefits from the coastal and marine resources, the Government of Kenya (GoK) through the State Department for Fisheries and the Blue Economy (SDF&BE) has requested the World Bank to support the proposed Kenya Marine Fisheries and Socio-Economic Development Project (KEMFSED).

The Government of Kenya has received Project Preparation Advance from the World Bank towards preparing the Kenya Marine Fisheries and Socioeconomic Development Project (KEMFSED). The KEMFSED project covers a period of 5 years. The development project's overall goal is to enhance economic benefits and coastal livelihoods from marine fisheries and coastal aquaculture while safeguarding associated ecosystems' integrity. The implementing agencies will be the State Department for Fisheries & the Blue Economy (SDF & BE) on behalf of the Government of Kenya. In Kenya, 5 counties along the Coast have been selected to be beneficiaries for the project namely Kwale, Mombasa, Kilifi, Lamu, and Tana River Counties.

1.1 Program Components

The project comprises of the following four components:

Component 1: Governance and management of marine fisheries and aquatic resources which aims to strengthen marine fisheries and coastal aquaculture governance so as to control over-fishing, maintain or improve stock productivity and enhance associated ecosystem integrity.

Sub-component 1 will focus on coordination and institutional strengthening to ensure fisheries and aquaculture resources are safeguarded in the context of implementing the blue economy framework. Sub-component 2 will be on strengthening existing Fisheries Information System (FIS) to ensure availability of integrated sectoral information to communicate the importance of fisheries and aquaculture sector in broader coastal developments. Sub-component 3 will aim at improving management of inshore/small scale fisheries. Sub-component 4 will aim at improving management of offshore fisheries.

Component 2: Promote investment in marine fisheries and coastal aquaculture which aims to promote efficient utilization and value-addition of the resources by increasing investment in the marine fisheries and aquaculture sector. Sub-component 1 will focus on improving the business environment and private sector investment in the fishery and aquaculture sector whereas sub-component 2 will focus on modernizing fisheries infrastructure to enhance value addition.

Component 3: Strengthening Marine Fisheries and Aquaculture-based Livelihoods for Coastal Communities which aims to enhance social and economic benefits that coastal communities derive from sustainable use of marine living resources.

Sub-component 1 will be on strengthening capacity of coastal communities on entrepreneurial and organizational skills and sub-component 2 will aim at enhancing access to finance and grant support.

Component 4: This will be on project management which covers establishment and operationalization of a project secretariat, fiduciary, environmental and social safeguards, and monitoring and evaluation.

2. Objective and Scope of the Assignment

The objective of this consultancy is to participate as lead technical consultant in the Project Preparation Team (PPT) for the KEMFSED project to: (i) support the Project Coordinator of the PPT in managing PPA related project preparation activities; (ii) prepare the Project Implementation Manual (PIM); (iii) undertake other relevant ad-hoc activities as requested by the Project Coordinator. Specifically, this includes: (i) supporting the Project Coordinator in supervising individual consultants and consultancy firms recruited to conduct preparatory studies, and ensuring timely delivery of high quality products; and drafting the PIM by ensuring outcomes of all preparatory studies are accurately reflected, and by closely collaborating with all relevant stakeholders including the World Bank, to ensure that the final PIM is of high quality.

3. Detailed Description of Tasks

Objective 1 – Support Project Preparation

- a) Assist the Project Coordinator in developing the detailed design of the project, and all project documents (e.g., procurement plan, communications plan);
- b) Support the Project Coordinator and other key stakeholders in ensuring the project (and various studies as per their mandate) is developed through a consultative process, and by reflecting best practices and lessons learned from similar projects, particularly in Kenya;
- c) Develop and maintain a road map outlining key preparatory tasks and deliverables required to develop the project design; and monitor and ensure road map targets, timeline and deliverables are being met;
- d) Maintain strong linkages and communication within the PPT, the World Bank task team and other stakeholders as needed for meeting road map targets;
- e) Work closely with the Project Coordinator and procurement specialists of the PPT, and provide support to the procurement processes of individual consultants and consultancy firms as needed;
- f) As advised by the Project Coordinator and in coordination with other team members, provide technical oversight and provide guidance to recruited consultants and

- consultancy firms to ensure associated deliverables are of high quality, delivered according to their timeline, and are as per their scope as identified in the ToR;
- g) Support individual consultants and consultancy firms, and the PPT in organizing meetings, missions, and workshops, as needed to advance project preparation;
 - h) Monitor project preparation progress against targets and deadlines;
 - i) Review other government or development partner projects and activities that may be relevant to this project, and ensure the various efforts are complementary and not duplicative;
 - j) Participate in technical project discussions, project preparation missions and negotiations, and other events as identified by the Project Coordinator; and
 - k) Undertake other relevant ad-hoc activities as requested by the Project Coordinator.

Objective 2 – Prepare the Project Implementation Manual (PIM)

- a) Under the guidance of the Project Coordinator and the World Bank team, prepare the draft PIM by obtaining information from various studies, and ensure its consistency with the Project Appraisal Document (which is being prepared by the World Bank).
- b) Revise the draft PIM based on feedback and comments received from all stakeholders, and ensure the document is consistent with the World Bank requirements for a condition of negotiations/effectiveness;
- c) Draft Terms of Reference (ToR) for key Project Coordination Unit personnel for the implementation of the Project; and
- d) Undertake other relevant ad-hoc activities as requested by the Project Coordinator.

4. Expected Deliverables and timeline

The Lead Technical Consultant would be responsible for providing the following outputs:

Expected Output	Timing / Deadline
Project Preparation	
Develop a road map outlining key preparatory tasks and deliverables required for effective preparation of the PPA and the Project	Within 2 weeks of contract signing
Update roadmap and present to Project Coordinator	Consistently every two weeks
Participate in stakeholder workshops for the various consultancies and contribute to the consultation reports	Within one week after each stakeholder workshop
Provide technical input in collaboration with the Project Coordinator on PPA draft reports submitted by other consultants	Within one five days after receipt of draft reports
Project Implementation Manual (PIM)	
Submission of inception report outlining plan for	Within two weeks of contract signing

delivering PIM	
Submission of the draft PIM with subsequent incorporation of feedback received	TBD during negotiations
Present draft PIM during two workshops with all relevant stakeholders and subsequently incorporate comments received	TBD during negotiations
Submission of final draft PIM	TBD during negotiations
Submission of final PIM	TBD during negotiations

5. Assignment Period

The duration of the consultancy is one year (twelve months), with a possibility of contract extension for another year, subject to satisfactory performance. The assignment is expected to commence in January 2018.

6. Reporting, accountabilities and location

The Consultant will be based at State Department of Fisheries and the Blue Economy offices in Nairobi and will report to Acting Director General (Project Coordinator) and work closely with the World Bank Team for guidance and advice.

7. Qualifications and experience required

(i) Education

- Postgraduate degree or equivalent in a discipline related to fisheries management, fisheries or aquatic sciences, marine and fisheries ecology, aquaculture, mariculture, or equivalent field
- At least ten years of demonstrable relevant professional experience

(ii) Work Experience

- The Expert will have not less than 10 years' continuous experience in the public sector and demonstrated experience in GoK and donor funded projects and capacity building
- Experience and knowledge in project development procedures and legislations of the GoK will be required. Minimum experience in the last 3 years in project proposal development in the public sector for large donor/GoK funded project
- Must have good knowledge of project development policies and procedures of multilateral financial institutions especially the World Bank

(iii) Competencies

- Proven track record in working effectively within multidisciplinary teams
- Computer proficiency in standard computer office applications

- Excellent communication, interpersonal and team working skills
- Excellent oral and written skills in English
- Strong report writing and analytical skills

8. Inputs provided by the Client

The client shall be responsible for the provision of office space and furniture, and supporting office equipment. The client shall include the consultant in all its procurement arrangements concerning field visits and study tours, as applicable. All such inputs shall be approved by the KEMFSED Project Coordinator. Where travelling individually on programme duties, expenses will be incurred and reimbursed accordingly, in accordance with GOK procedures. All individual travel shall be approved by the KEMFSED Project Coordinator.

9. Terms of payment

Payment will be made monthly at the end of each month upon submission of completed timesheets, and based on performance (Time-Based Form of Contract).

10. Selection method

The consultant selection will follow the World Bank's Procurement Regulations for Investment Project Financing (IPF) Borrowers for Individual Consultants.