BE-CLME+ Project: Promoting National Blue Economy Priorities Through Marine Spatial Planning in the Caribbean Large Marine Ecosystem Plus (GEF Project ID 10211)

Terms of Reference for a Consultancy to conduct a Seafood Value Chain Carbon Footprint Analysis

1.0 Background & Justification.

1.1 The BE-CLME+ Project is a regional initiative aimed at promoting blue economy development in the Caribbean region through Marine Spatial Planning (MSP) and Marine Protected Areas (MPAs), Ecosystem Approach to Fisheries (EAF), development of climate-smart sustainable fisheries value chains, and knowledge management in Barbados, Belize, Guyana, Jamaica, Saint Lucia, and Panama. The Caribbean Regional Fisheries Mechanism (CRFM) is the Executing Agency for the project, while the Development Bank of Latin America and the Caribbean (CAF) and the Food and Agriculture Organization (FAO) of the United Nations are the Global Environment Facility (GEF) Co-Implementing Agencies.

1.2 The 2023-2024 BE: CLME+ Project Workplan & Budget was approved by the Regional Steering Committee on 29th September 2023, and calls for a regional consultancy to conduct Value Chain Carbon Footprint Analysis under Component 2 of the project.

1.3 In the process to develop and promote fisheries value chains, it is necessary to minimize risks, improve efficiency, cut costs, and become more resilient by taking action on value chain and supply chain carbon emissions and resource use. In this regard, the project will evaluate the fisheries value chains carbon footprint, leading to climate mitigation action plans which will be instrumental to guarantee the long-term competitiveness of fisheries production and added value products for local markets and particularly for exports to key markets. This activity will include the development and application of the required analysis tools and development of the mitigation action planning framework.

1.4 The fisheries sector main source of fuel for fishing vessels is fossil fuel, contributing to global GHGs/CO_2 emissions. Hence, the sector produces a carbon footprint along the seafood value chain from harvest to consumption. The analysis will identify areas of carbon emissions associated with equipment use such as boats, vehicles, refrigeration, and organization, as well as overlooked areas of inefficiency, enabling the implementation of more sustainable practices to reduce emissions. The benefits of this analysis are the introduction of climate action initiatives within the value chain, increase competitiveness, compliance with climate standards and policies, and innovation contributing to the long-term sustainability of marine resources while reducing environmental impact of fishing activities.

1.5 Currently, the CRFM is conducting a carbon footprint assessment on a seafood processing entity in Belize named the National Fishermen Cooperative Society (NFCS) Limited. This activity is under the project titled "Internalizing climate action best practices in the fisheries industry, through a carbon footprint assessment, and the preparation of GHS emissions' mitigation recommendations for a small-scale fishing enterprise." The aim is to promote assessment on carbon footprint and carbon neutral certification in the fisheries sector. Under the BE-CLME+ project, a similar element exists for two of the six participating countries. These countries would have the opportunity to become carbon assessed and potentially receive certification based on international standards. Therefore, it is the

intention to utilize the results and lessons learnt in Belize within the framework of the BE-CLME+ project.

2.0 Objective of the Consultancy.

2.1. The goal of this Consultancy is to encourage the adoption of industry best practices and technologies, enhancing the overall sustainability of the fisheries and the creation of economic opportunities within the blue economy. Specifically, to conduct a comprehensive seafood Value Chain Carbon Footprint Analysis and the preparation of an Action Plan within the context of promoting Blue Economy development and Inclusive Seafood Value Chains. The analysis will focus on assessments of the Carbon Footprint of the value chain associated with one (1) large-scale fishery and one (1) small-scale fishery in coordination with CRFM/PMU and covering at least two (2) project participating countries.

2.2 The analysis will primarily focus on identifying specific nodes and critical activities within the seafood value chain that contribute to carbon emissions and their environmental impacts, with the aim of identifying opportunities for reduction of carbon footprints and advancing Blue Economy development. The analysis will involve collection and analysis of available data and information, and engaging key stakeholders to gather insights into their current practices, successes, and challenges in reducing carbon footprints.

3.0 Key Activities will include, but not be limited to those listed below.

3.1 Participate in a briefing session with the CRFM/PMU to review the Terms of Reference and obtain clarification and additional direction as required.

3.2 In collaboration with the CRFM/PMU, develop the selection criteria based on a participatory ranking or scoring method to identify one (1) large-scale fishery and one (1) small-scale fishery to be subject to Carbon Footprint Analysis and the two corresponding project countries. Such selection must be based on criteria that are objective, transparent and equitable, and that will contribute to the overall achievement of the broader goals of the project.

3.3 Develop the necessary characterization of the fisheries value chains to be assessed for Carbon Footprint, in line with applicable existing international methodologies like ISO 14064-1:2018, including a flow diagram of the processes and connectivity between the different components of the value chain and identification of the critical points along the chain that are most relevant for CO_2 emissions and Carbon Footprint Analysis.

3.4 Analyse the Carbon Footprint of the selected fisheries utilizing established standards/conventional methodologies (i.e. ISO 14064-1:2018), tools and programs and identify major sources of carbon emissions, describing data types and sources, assumptions, conversion factors, etc. in collaboration with project partners.

3.5 Make qualifying explanatory statements or recommendations on a potential declaration of achievement of carbon neutrality and/or carbon measured certification for the selected fisheries as per the guidelines of ISO 14068-1:2023.

3.6 Catalogue global best practices to reduce the Carbon Footprint for fisheries activities.

3.7 Develop a Plan of Action to reduce the Carbon Footprint for each of the selected fisheries based on global best practices and guidelines of ISO 14068-1:2023.

3.8 Develop an outline for a monitoring and evaluation plan for ongoing monitoring and reporting of data to assess the effectiveness of the plan of action (emission reducing strategies) including sustainability initiatives, reduction in illegal, unreported, and unregulated fishing (IUU) and Sustainable Development Goals (SDG's).

3.9 This consultancy should engage with stakeholders for the value chains selected, including project partners, the private sector, government, and non-government agencies to investigate opportunities or an entry point for potential donors that may support any Carbon Footprint mitigation plan or carbon offset.

3.10 The private sector and fisher folk organizations (national and regional) should be consulted as part of the carbon footprint analysis as part of the process in forming alliances between the two entities aimed at seafood value chain development.

3.11 Build capacity with the FDs and private sector/communities/fisherfolks for the reduction of GHG emission in small-scale fisheries.

3.12 Consult with the CRFM/PMU and be informed of the Environmental and Social Safeguards (ESS) triggered by the BE: CLME+ Project and identify where carbon footprint assessments may be in violation of ESS and make specific recommendations to ensure carbon footprint analysis is in compliance with ESS triggered by the BE: CLME+ Project.

3.13 In coordination with the CRFM/PMU, organize and convene virtual national workshops in each project country and a virtual regional workshop to present results of the carbon footprint analysis and to discuss synergies with other national and regional activities and projects.

3.14 Develop at least one (1) communication and visibility material for each country plus one (1) which integrates the results from both countries for regional dissemination. These materials will be submitted to the CRFM/PMU for review, vetting and onward communication via the CRFM's Knowledge Management and Information System and broader regional network.

3.15 Prepare and submit final consultancy report (including annexes of technical report as well as GHG inventories as per the guidelines of ISO 14064-1:2018) to the CRFM Secretariat.

4.0 Expected Outcomes and Deliverables.

4.1 The consultant(s) are expected to deliver the following products:
Product 1: Inception Report outlining criteria for selection the fisheries to be assessed, the 2 countries, methodology, and timeline. The report should include a summary of global best practices to reduce the carbon footprint for fisheries.

Product 2: Draft Report – Analysis of the Carbon Footprint of the 2 selected fisheries (GHG inventories as per ISO 14064-1:2018) meeting the requirements as expressed in Section 3 of these Terms of Reference.

Product 3: Draft Plan of Action for the Reduction of the Carbon Footprint and carbon neutrality (based on the guidelines of ISO 14068-1:2023) for each of the selected fisheries based on global best practice including an outline of a monitoring and evaluation plan.

Product 4: Final Report - Analysis of the Carbon Footprint of the selected fisheries and Plan of Action for the Reduction of the Carbon Footprint for each of the selected fisheries based on global best practice including an outline of a monitoring and evaluation plan and feedback from the CRFM/PMU.

Product 5: Materials consistent with Section 6.0 of these Terms of Reference

5.0 Project Schedule and Milestones.

Deliverable	Date	Payments
Product 1: Inception Report	0.5 month after contract signature	10% of contract value
Product 2: Draft Report – Analysis of the Carbon Footprint of the 2 selected fisheries	3 months after contract signature	30% of contract value
Product 3: Draft Plan of Action for the Reduction of the Carbon Footprint for each of the selected fisheries based on global best practice, including an outline of a monitoring and evaluation plan	5 months after contract signature	20% of contract value
Product 4: Final Report - Analysis of the Carbon Footprint of the selected fisheries. Final Plan of Action for the Reduction of the Carbon Footprint for each of the selected fisheries based on global best practice, including an outline of a monitoring and evaluation plan.	7 months after contract signature	40% of contract value
Product 5: Materials consistent with Section 6.0 of Terms of Reference		

6.0 Reporting Requirements.

6.1 The consultant will present the deliverables following the schedule established in section 5 of these terms of reference. The deliverables must include reports in Word, PowerPoint presentation, and other documents used as the basis of the analysis (including other formats such as Excel spreadsheets, etc. as applicable) and a folder with the list of bibliographic references used to develop the analysis. All materials must be delivered in English and in Spanish, in the case of materials used for the carbon footprint analysis in Panama. Product 4 must be delivered in both English and Spanish. All reports, studies, plans, drawings, source code, technical data, specifications, and any other material prepared by or worked upon by the consultant exclusively for the CRFM under this Agreement are the sole and exclusive property of the CRFM and as such the CRFM has exclusive title, rights, and interest in all such material including the right of dissemination, reproduction, and publication. The consultant will also work closely with the Regional Project Coordinator and the Seafood Value Chain Specialist of the BE: CLME+ Project on the assignment.

7.0 Acceptance Criteria.

7.1 Payments will be authorized once the CRFM accepts the products specified by the TOR. The CRFM will have up to three weeks to provide written comments/recommendations to the consultant(s) reports. Unless previously determined, the CRFM will generally accept the deliverables once the consultant or consulting firm confirms the following: (i) receipt and additional inclusion of comments/recommendations in a revised version and (ii) provision of date for presentation of the revised versions of the submitted deliverables. The consultant(s) are expected to include these comments two weeks after receipt.

8.0 Consultant's Effort and Required Skills

8.1 Applicants should meet the following requirements:

- At least a master's degree or higher in environmental or natural science, Marine/Fisheries Biology, Climate, Environmental Engineering, or any other relevant or related field.
- Minimum of 5 years' experience in or equivalent combination of training and experience in carbon footprint assessments analysis and accounting based on the ISO 14064 standards.
- Training in carbon footprint analysis, statistical analysis, data collection, project management, including the use of software such as R, Python, Stata or similar will be an asset.
- Ability to work with senior government officials, non-governmental organizations (NGOs), and local communities.
- Multi-lingual skills (English and Spanish) and multi-cultural or cross-cultural experience appreciated.
- Excellent communication skills via written, spoken, and graphical means, including the ability to communicate scientific results and practices to technical and non-technical audiences.
- Experience preparing reports, presentations, and other communications.
- Work experience in any of the project countries or within the region.

9.0 Application and Selection Procedure.

9.1 Interested consulting firms are invited to submit their Proposal outlining observations on these Terms of Reference, understanding of the objectives of the assignment, details of methodology to be applied, proposed work plan and timeline, personnel to be involved, skills and Curriculum Vitae of all proposed team members, declaration of availability, declaration of no conflict of interest, and tax-inclusive price proposal and all other associated costs.

9.2 Proposals will be evaluated using a Quality and Cost-Based Selection procedure, in which the Technical Proposal can be awarded a maximum of 70% of the evaluation score and price a maximum of 30% of the evaluation score.

9.3 Please submit your application in PDF format by **30 August 2024** to jobs@crfm.int, and secretariat@crfm.int.