



**STAR-Fish – “Sustainable Technologies for Adaptation and Resilience in Fisheries”
Global Affairs Canada (GAC) - P012938**

**TERMS OF REFERENCE FOR ENVIRONMENTAL AND SOCIAL SAFEGUARD
SPECIALIST**

BACKGROUND

The Caribbean Regional Fisheries Mechanism (CRFM) was established in 2003 as an institution of CARICOM, to promote and facilitate the conservation, management and responsible utilization of the region's fisheries and other living marine and aquatic resources for the economic and social benefits of the people of the region. The CRFM consists of three bodies – the Ministerial Council; the Caribbean Fisheries Forum; and the CRFM Secretariat. The members of the CRFM are: Anguilla, Antigua and Barbuda, The Bahamas, Barbados, Belize, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, Montserrat, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, Trinidad and Tobago and the Turks and Caicos Islands.

The Global Affairs Canada (GAC), under the leadership of the Minister of Foreign Affairs; the Minister of Export Promotion, International Trade and Economic Development; and the Minister of International Development, is responsible for advancing Canada's international relations, including, *inter alia*: Developing and implementing foreign policy; Fostering the development of international law, international trade and commerce; Providing international assistance (encompassing humanitarian, development, and peace and security). Global Affairs Canada manages Canada's relations with foreign governments and international organizations, engaging and influencing international players to advance Canada's political, legal and economic interests, including poverty reduction, the empowerment of women and girls, the promotion of a rules-based international order, international peace and security, human rights, inclusive and accountable governance, peaceful pluralism, inclusion and respect for diversity, and environmental sustainability. GAC Overseas Development Assistance (ODA) approved countries are Belize, Dominica, Grenada, Guyana, Jamaica, St. Lucia, St. Vincent and the Grenadines, and Suriname

The STAR-Fish – “Sustainable Technologies for Adaptation and Resilience in Fisheries” project has been approved by GAC with the CRFM as Project Executing Agency. The overall objective of the project is to enhance sustainable economic growth through building (or improving) resiliency of the Caribbean fisheries sector. It will address two broad development issues: 1) the need to build competitiveness and unleash key economic drivers by contributing to sustainable growth of the economies of CARICOM Member States; and 2) to advance climate adaptation by assisting to reduce vulnerability to disaster risk and the effects of climate change, and to ensure effective management of the natural resources across Member States.

This project seeks to demonstrate that the cost of energy in the fisheries sector in CARICOM, particularly for fish processing – cooling, cleaning, drying and freezing, can be reduced substantially through the application of existing renewable energy technologies. It contributes to the implementation of the CRFM's 2022-2030 Strategic Plan, Strategic Goal 4, Section 4.1c: “Increased use of renewable energy and energy efficient harvesting, processing, and cold storage systems, and reduction of the region's reliance on fossil fuels in fisheries and aquaculture”.

The CRFM is seeking a highly qualified Environmental and Social Safeguard Specialist who will monitor, assess and coordinate safeguard implementation to ensure the successful delivery of the project in the target countries.

OBJECTIVES OF THE CONSULTANCY

The Environmental and Social Safeguard Specialist will assess environmental and social risks, recommend solutions, ensure compliance with the relevant environmental and social safeguard policies and standards, as well as, provide technical support for the implementation of the project and its activities.

OVERALL DUTIES AND RESPONSIBILITIES

It is considered that there are no significant environmental effects that are potentially associated with the project; however, guided by the GAC's Environmental and Social Safeguard and Gender Policies the Environmental and Social Safeguard (ESS) Specialist will identify Environmental and Social risks to ensure quality of implementation of GAC's Environmental and Social Performance Standards (ESPSs) to help manage and improve project performance through a risk and outcome-based approach as part of the project cycle.

The ESS Specialist shall ensure that the environmental assessments, social safeguards, (including gender, stakeholder engagement, and grievance redress mechanism), and planning and design outputs of the project will comply with and meet the legal and technical requirements of GAC's Safeguard Policies and those of the CRFM. Specifically, the ESS Specialist will:

- monitor, review and ensure consistency of project activities with the GAC's ESS Policy, Gender Policy and Environmental and Social Management System (ESMS), relevant international policies and standards; and related CRFM policies.
- monitor and review domestic ESS Policies and regulations of CRFM Member Countries, and to examine their applicability vis-à-vis GAC's ESS Guidelines.
- ensure logical sequence and presentation of the main provisions of the GAC's Guidelines.
- support utilisation of GAC's ESS Guidelines in a user-friendly form to facilitate interpretation and compliance of its intended users.

The ESS Specialist will implement the policies, regulations, and procedures approved by the Project Steering Committee and the CRFM Operations Manual. He/she will liaise with GAC and CRFM for safeguard matters, as well as any other implementing partners.

The ESS Specialist will support preparation of progress reports and provision of regular updates to the project coordinator, CRFM's management and the Project Steering Committee (PSC) on all aspects of Project activities. The ESS Specialist will be engaged part-time and will report to and be directly supervised by the Project Coordinator (PC).

SPECIFIC RESPONSIBILITIES AND TASKS

The ESS Specialist will be specifically responsible for the following roles/responsibilities:

- Under the overall supervision of the Project Coordinator (PC), the ESS Specialist will work on the following tasks related to the implementation of the project:
 - stock-taking of domestic environmental and social safeguard policies and regulations of CRFM Member Countries;
 - stock-taking of international ESS policies and standards. This will include due consideration and efforts to harmonize the provisions of the GAC Guidelines with that of the Member country's ESS Policies and regulation while also adhering to international ESS standards; and

- Support the development of terms of reference (TORs) and recruiting consultants/partners to ensure that they conduct work on specific activities and objectives consistent with GAC guidelines.

SCOPE

- At project inception, develop an Environmental and Social Screening Checklist for the project, to be applied to all project activities, and identifying mitigating and corrective measures which may be required.
- Recommend further environmental assessment(s) including direct, indirect, and induced impacts in terms of magnitude, extent and duration that may be expected to occur due to Project/ Project activities.
- Lead the development of a grievance redress mechanism (GRM)
- Develop proposed measures to avoid, reduce, mitigate, manage and/or compensate for such impacts, including the institutional arrangements and required capacity for the implementation of all such measures and monitor their effectiveness and suggest changes to the arrangements as well as capacity strengthening measures, if necessary.
- For all physical works and on a case-by-case basis, develop an Environment Management Plan in accordance with national laws and GAC requirements.
- If any new construction must take place, prepare a corresponding Construction Validation Plan for said construction.
- Ensure that any energy conversions to be supported by the project will be consistent with the International Energy Agency's (IEA's) energy efficiency policy recommendations to improve energy efficiency across all sectors, such that they would be expected to have positive impacts on the environment by contributing to reduction of fossil fuel utilisation and, consequently, reduction in greenhouse gas emissions.
- Assist in drafting of technical TORs to ensure consistency with GAC's ESS guidelines.
- Assist in preparation of the project's annual work plans and budget allocations.
- Maintain a professional and productive working relationship with CRFM, GAC, governments of project countries, and all other project partners.
- Participate in Project Steering Committee meetings and provide secretariat support as required.
- Assist with convening the project's Project Steering Committee (PSC) and ensure the PSC provides timely and effective inputs to project implementation processes.
- Support regional project workshops, meetings, draft the agenda, and record decisions of meetings as required.
- Participate in the public relations and awareness raising activities for the project.
- Review reports and other products of project Consultants to ensure consistency with GAC's ESS guidelines.
- Actively participate in meetings with stakeholders as required.
- Support communications and linkages at regional, national, and local levels, as re quired.
- Maintain good communications with project partners and others.
- Participate in any Mid-Term Evaluation and Terminal Evaluation, as required by GAC.

- Assist with preparation of the Terminal Report.

Relationships

The ESS Specialist will:

- Present project environmental and social safeguard reports to the CRFM Management and the Project Steering Committee
- Maintain an excellent working relationship with the PSC.
- Be accountable to the CRFM for the achievement of ESS objectives, results, and all technical aspects of project execution.
- Maintain regular communication with regional and national project partners interested in furthering the project outcomes.
- Work in collaboration with the Project Coordinator and project support staff.
- Work in collaboration with consultants and project partners.

EXPECTED RESULTS

- An Environmental and Social Screening Checklist for the project, to be applied to all project activities, and identifying mitigating and corrective measures which may be required.
- Environment Management Plans for all physical works, and on a case-by-case basis, in accordance with national laws and GAC requirements.
- Construction Validation Plans for any new construction.
- Ensure consistency of energy conversions, supported by the project, with the International Energy Agency's (IEA's) energy efficiency policy recommendations to improve energy efficiency and contribute to reduction of fossil fuel utilisation and, consequently, reduction in greenhouse gas emissions.
- Ensure consistency of technical TORs with GAC's ESS guidelines.
- Ensure reports and other products of project Consultants are consistent with GAC's ESS guidelines.

METHODOLOGY

- The ESS Specialist will be supervised by the Project Coordinator in the implementation of the project, and will operate under the overall authority of the Executive Director of the CRFM.
- The ESS Specialist will be employed on a contractual part-time basis.¹ This part-time employment will be over a 38-month period, with performance evaluated annually in accordance with the contractual and human resource policies of the Caribbean Regional Fisheries Mechanism (CRFM) the Project Executing Agency.
- The ESS Specialist should plan the activities prior to the work for the timely achievement of the outputs. For the efficiency of work and in order to facilitate timely and effective consultation, the ESS Specialist will report to the Project Coordinator.
- The ESS Specialist will participate in meetings of the CRFM Senior staff and communicate frequently with the Secretariat's staff to ensure the activities of the project are properly

¹ part-time refers to employment scheduled for between 20 and 30 hours per week (exact time to be negotiated/agreed between the parties)

integrated and coherent with the overall work programme and projects of the CRFM, and feedback, lessons and comments can be exchanged and action taken for timely improvement and delivery of the expected outputs.

QUALIFICATIONS AND WORK EXPERIENCES

- Advanced qualifications (master's degree or equivalent) in Environmental and Social Sciences, Resource/Environmental Economics, Natural Resources Management or relevant scientific discipline is preferred.
- At least seven (7) years of relevant experience in the field of:
 - (a) environmental and social risk analysis, impact assessment and risk management,
 - (b) project management,
 - (c) environmental and social management planning and
 - (d) consultation processes.
 - (e) Design and implementation of mitigation strategies in areas of environmental and social risk

Individuals with previous work experience in the similar field in the Caribbean will have an added advantage.

- Demonstrated work experience and familiarity with the Caribbean economic, environmental and social development issues and challenges, and Caribbean fisheries and/or energy sectors would be highly desirable
- Technical knowledge and good understanding of the international standards of Environmental and Social Safeguard laws and policies (and specifically, those of GAC) as well as the ability to customize these in consideration to the respective ESS policies and guidelines of CRFM member countries.
- Good communication skills both in writing and oral including networking and interpersonal skills.
- Professional certification to carry out environmental and/or social consultancy would be an asset.
- Organizes and prioritizes work schedule to meet client needs and deadlines.

COMPETENCIES

- Strong technical expertise in environmental and social risk assessment, regulatory and institutional arrangements, and development of risk management interventions
- Strong technical writing skills in English
- Demonstrated ability to work in a team
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Demonstrates integrity and ethical standards