

COAST Enhancement of fisherfolk and fishing vessel registries (Grenada)

Terms of Reference

1. CONTEXT

Increased temperatures and severe weather events impact fisheries resources and economic viability. In the face of climate change, severe weather events will increasingly impact fisheries resources, coral reefs, and the economic viability of the sector overall. In response to this threat, COAST was established by the US State Department, World Bank, CCRIF SPC, and CRFM to provide financial protection for fishing communities. COAST is a parametric insurance product designed to quickly deploy funds and resources into the recovery efforts of fishing communities immediately after a payout is triggered by a tropical cyclone or adverse weather event. Parametric Insurance provides quick payouts based on predefined conditions. Grenada has maintained a COAST insurance policy since 2019 which was triggered for the first time in 2024.

Effective implementation of COAST payouts in Grenada, requires the Government of Grenada's Fisheries Division to maintain a registry of all licensed fishers and to ensure details of bona fide fishers are included in the list of policy beneficiaries. One of the key lessons learned from a post disaster assessment of the COAST policy payout following Hurricane Beryl was the challenge Grenada's Fisheries Division faced in managing, operating and maintaining the fishery registry. Chief among the challenges include the availability of adequately trained staff to collect, enter, maintain and sanitize the register at regular intervals, as well as secure robust database that supports remote access, accommodates additional fields, enhances usability, and integrates a secure, robust backup system.

Grenada's fishery registry has approximately 835 vessels and 2500 registered fishers. The original data entered into the registry came from a fisheries census more than twenty years ago. Updates to account for new entrants and removal of retired vessels and fishers was carried out every 2-3 years. However, the limited number of fishery extension workers in the Division of Fisheries since 2016 has prevented any updates of data since this time. While there is a data manager with oversight of the registry, the information is maintained on an old desktop pc in a non-secure location and without procedures for regular and secure back up.

Maintaining an up-to-date fisheries registry is critical for rapid payouts following a triggering of the policy. However, the registry, especially when coupled to other fisheries data is essential for effective fisheries management and reducing risks of illegal, unreported and unregulated fishing.

2. THE ASSIGNMENT

A consultant is required to prepare a costed work plan and to make recommendations to comprehensively overhaul the Grenada's fisheries registry so that it is fit for purpose and can be populated with an up-to-date list of current registered fisherfolk, fisherfolk profiles, fishing vessels and licenses held.

3. SCOPE OF SERVICES

- Home-based reviews
- Participate in an inception meeting

- Preparation of technical reports
- Carry out data collection, analysis, capacity building, policy drafting etc
- Carry out site visits
- Coordinate / facilitate workshops

4. SCOPE OF WORK (TASKS OR ACTIVITIES) & DELIVERABLES

Task 1: Project Inception meeting - The IC arrange an inception meeting with FD and other invited participants to discuss the scope of work to be carried out. Discussion points will include:

- Review of the UBEC Project documents, COAST reports, the Grenada COAST Rapid Impact Assessment Report and other relevant documents made available by FD;
- Gap analysis of the current fishery registry, data collection methods and entry of records to the data base, database / system security and backup, and recommendations for their improvement;
- The overall objectives of the registry overhaul and follow up work;
- Agree work schedules and timing of in country visits;
- Agree allocation of time for desk reviews and stakeholder consultations;
- Confirm FD national counterparts to facilitate collection and analysis of information;
- Confirm any “on the job” training of staff;
- Seek clarification on any new issues pertinent to the assignment and confidentiality of information.
- The time frame to complete the consultancy

Deliverable 1 Summary report on feedback from stakeholders

Task 2: Evaluation of existing registry data availability, data quality, upkeep and security - The objective of these activities will be to carry out a comprehensive assessment of information housed within the fisheries registry and its fit for purpose nature to support effective fisheries management and as a secure registry of COAST beneficiaries. Work will include:

- Consultations with data managers to review the utility of the current equipment, systems for registering of fisherfolk and fishing vessels; quality of data; registry updates; and security / back up of data; make recommendations for improving the registry and security of data;
- Review fisherfolk registry data; design a cost-effective way to bring the registry up to date and estimate the time and costs for such actions; make recommendations how to complete the updates.
- Provide justification and recommendations on how the Government of Grenada can prepare an inventory of assets (type, location and present value) operated by individual fishing boats; estimates of the time and costs to prepare an inventory of fishing assets.
- Provide justification and recommendations on how the registry can best accommodate a COAST beneficiary list.
- Provide recommendations on other relevant data to be associated with the fisheries registry and COAST beneficiary list.
- Provide recommendations and costing for a secure database for housing fisheries registry and COAST beneficiary data and which includes secure cloud-based backup data.

Deliverable 2 A report on the design, operation and security of a new fisheries registry database that can accommodate and transmit COAST beneficiary data securely.

Task 3: Expanding the number and type of fish workers eligible as COAST Beneficiaries - Under the World Bank UBEC project, technical assistance has been provided to support expanding the list of eligible COAST beneficiaries to include a broader spectrum of workers in the fisheries and aquaculture value chain. This activity will include:

- Consultations with Government of Grenada decision makers to agree on the range of fish workers to be considered as eligible beneficiaries of COAST
- Preparation of definitions of each category of fish worker eligible under COAST
- Assess how information on each type of beneficiary can be collected; estimate the number and gender of each beneficiary group; recommend the type of beneficiary data to be entered into the registry and how such data can be maintained up to date.

Deliverable 3. A report recommending the number and type of beneficiaries to be included in COAST and how beneficiary data can be added to the registry and maintained.

Task 4 – Preparation of a costed work plan to carry out a comprehensive update of information in the Fisheries Registry and eligible COAST Beneficiaries- This activity will include:

- Consultations with the Department of Fisheries (DoF) and other relevant stakeholders to assess the current fisheries registry. This includes reviewing the existing data fields, identifying gaps or inconsistencies, and providing concrete recommendations for enhancing the structure and content of the registry.
- Develop a detailed and costed work plan to guide the registry overhaul. This will involve: (i) estimating the time and resources to update the records of all registered fishers and fishing vessels., (ii) collecting and entering information on additional beneficiaries of the COAST insurance program who are not yet captured in the registry, and (iii) ;, and (iii) Testing the accuracy and completeness of the updated registry through targeted field visits and direct consultations with beneficiaries.

Deliverable 4. A report containing a costed work plan for overhaul of the fisheries registry and associated data.

Task 5 – Draft revisions to the COAST Operations manual

Prepare draft revisions to the COAST Operations manual governing the collection, maintenance and management of the fisheries registry and registry data.

Deliverable 5. Updated COAST Operations manual and final report.

5. MINIMUM QUALIFICATIONS

The Consultant must have the following qualifications and experience:

- A postgraduate degree in fisheries management, or a related field.

Professional Experience

- At least 7-10 years of experience in fisheries management in small scale fisheries.
- Demonstrated expertise in setting up fisheries licensing systems, fisheries databases and registries.

Technical Experience

- Strong analytical, facilitation, and reporting skills
- Proven project management capabilities and responsibility for ensuring compliance and ensuring the overall quality and timeliness of deliverables.
- Excellent team leadership skills, including the ability to lead the team by coaching and mentoring team members to achieve individual inputs, and managing diverse intercultural teams of national and international experts under challenging circumstances.
- Experience working with fisheries stakeholders and local communities on natural resources management and ecosystem services is strongly preferred.

Data Analysis and Research Skills:

- Proficiency in data analysis and research methodologies relevant to small-scale fisheries.
- Ability to gather and analyze data to inform the development of fisheries licensing systems.

Communication Skills:

- Strong written and verbal communication skills to prepare comprehensive reports and communicate findings and recommendations effectively.
- Excellent written and oral communication skills.
- Ability to prepare comprehensive high-quality reports, policy documents, and strategic plans.

6. SPECIFICATIONS OF THE CONSULTANCY:

- Type: Individual consultant
- Duration: 50 days over a period of six months
- Location: The consultant will work from his/her own base of operation and should travel to Grenada, as required.

DELIVERABLES AND TIMING

Tasks	Timeline	Payment Schedule
Deliverable 1. An agreed Inception workshop report and assignment work plan	1 month after contract signing	20%
Deliverable 2. A report on the design, operation and security of a new fisheries registry database that can accommodate and transmit COAST beneficiary data securely	2 months after contract signing	30%
Deliverable 3. A report recommending the number and type of beneficiaries to be included in COAST and how beneficiary data can be added to the registry and maintained	3 months after contract signing	10%
Deliverable 4. A report containing a costed work plan for overhaul of the fisheries registry and associated data	4 months after contract signing	20%
Deliverable 5. Updated COAST Operations manual and final report	5 months after contract signing	20%