



TERMS OF REFERENCE

Individual Consultancy for a Case Study on the Implementation of the Electronic Monitoring Program (EMP) for Belize’s High Seas Fishing Vessels

1. Introduction

On November 4th, 2021, the Government of Belize signed the Blue Loan Agreement (BLA) and Conservation Funding Agreement (CFA), collectively known as the Blue Bonds Agreement, in collaboration with the Belize Blue Investment Company (BIC) and the Nature Conservancy (TNC). The BLA and the CFA are contingent on eight primary Conservation-Commitments/Targets to be delivered by the Government of Belize (GOB) by the 8th anniversary of the agreements. Clause 3 of the CFA obliges Belize to take measures to improve its fisheries governance framework, consistent with transparent, science based, socially responsible international best practices.

One major component of the Belize Blue Bond was the establishment of the Belize Fund for a Sustainable Future (Belize Fund) which have two funding programs: (1) the Grants Award Program (GAP), and (2) the Government Strategic Allocation (GSA) with the latter being coordinated by the Blue Bond and Finance Permanence Unit (BBFP) established under the Office of the Prime Minister. This entails close coordination with key government agencies to ensure the realization of Milestones and other Conservation Commitments as outlined in the BLA and the CFA. Hence, the GSA annual submission prepared by the Government of Belize is designed to ensure the successful and timely delivery of Belize’s conservation commitments taking into consideration the timebound milestones and baselines needed for the realization of Belize’s obligations under the BLA and CFA.

These milestones and commitments are essential in supporting sustainable fisheries management and growth in Belize’s blue economy. The need for improved governance and management structures signals the challenges confronted by the sector and the opportunity to address them. Under component 2 of the GSA project submission titled “Electronic Observer Program for High Seas Fisheries”, the Belize High Seas Fisheries Unit (BHSFU) seeks to address these challenges and increase transparency in its monitoring, control and surveillance framework. The Improved governance frameworks and enhanced institutional capacity will enable the government’s ability to effectively monitor and ensure compliance of the fisheries laws which is vital for safeguarding Belize’s valuable high seas fisheries. This will be achieved through the implementation of an electronic monitoring program that will equip Belize’s distant water fishing vessels with electronic monitoring equipment.



To assess the effectiveness, challenges, and impacts of this initiative, a case study is to be conducted, providing insights that can inform future policies and improvements in fisheries governance.

2. Objective

The objective of this consultancy is to conduct a comprehensive case study on the implementation of the EMP onboard Belize's high seas fishing vessels. The study will evaluate the effectiveness, operational challenges, and overall impact of EMP on compliance, fisheries management, and sustainability.

3. Scope of Work

The consultant will be responsible for:

1. Literature Review

- Review relevant policies, regulations, and international frameworks governing EMS and fisheries management.
- Analyse reports, publications, and data on EMS implementation in Belize and other relevant case studies globally.

2. Stakeholder Engagement

- Conduct interviews with key stakeholders, including government agencies (e.g., Belize High Seas Fisheries Unit, Blue Bond and Finance Permanence Unit, Belize Fund, Ministry of Blue Economy etc.), vessel operators, fisheries observers, EM Service Providers, and Regional Fisheries Management Organizations (RFMOs).
- Gather perspectives on the implementation process, technical aspects, operational challenges, and compliance requirements.

3. Data Collection and Analysis

- Assess the effectiveness of EMS in monitoring fishing activities and enforcing regulations.
- Identify key strengths and challenges encountered during implementation (technical, financial, regulatory, operational, etc.).
- Evaluate the impact of EMS on data reporting, compliance, and fisheries management decision-making.

4. Comparative Analysis

- Compare Belize's EMS implementation with similar initiatives in other countries.
- Highlight best practices and lessons learned from international experiences.

5. Case Study Report

- Develop a detailed case study report that includes:
 - Background on EMS and its role in fisheries management



- Findings from stakeholder interviews and data analysis
 - Key challenges and lessons learned
 - Recommendations for improving EMS implementation in Belize
 - Future directions or recommendations
- Present the findings to key stakeholders through a workshop or validation meeting.

The outputs from the above activities shall inform the deliverables outlined below.

4. Delivery and Payment Schedule

All payments are contingent upon the satisfactory completion and formal written approval of deliverables by the Contracting Authority. The Contracting Authority reserves the right to request revisions prior to approval.

#	Deliverable	Description	Timeline	% Payment	Payment Condition
1	Inception Report	Detailed methodology, workplan, timeline, stakeholder mapping	4 weeks after contract signing	15%	Upon submission and formal approval of inception report
2	Stakeholder Engagement Summary	Summary of consultations, interviews, and preliminary insights	6 weeks after contract signing	20%	Upon submission and acceptance of stakeholder engagement report
3	Draft Case Study Report	Preliminary report with findings, analysis, and initial recommendations	8 weeks after contract signing	30%	Upon submission and review of draft report
4	Final Case Study Report	Final comprehensive report incorporating stakeholder feedback	12 weeks after contract signing	35%	Upon submission and approval of final case study, summarized report and presentation of findings
	Summarized Report	A summarized/user-friendly version of the Case Study developed as a communication and knowledge management tool that can be shared publicly			
	Presentation of Findings	A workshop to present key findings and recommendations			



5. Duration

The consultancy is expected to be conducted over a period of **three (3) months**.

6. Qualifications and Experience

The consultant should have:

- A postgraduate degree in fisheries management, marine conservation, environmental science, policy analysis, research, communications or a related field
- At least five (5) years of demonstrated professional experience in fisheries governance, compliance monitoring, marine conservation, research, communications or a related field
- Proven experience in conducting at least two (2) similar assignments, such as case studies, policy analyses, or impact assessments
- Demonstrated experience working with government agencies, fisheries institutions, or international organizations
- Strong analytical and report writing skills, evidenced by submission of at least one (1) relevant sample report or publication

Additional Experiences

- Familiarity with regional or international fisheries governance frameworks (e.g., RFMOs)
- Experience in stakeholder engagement and conducting structured interviews or consultations
- Experience working in Small Island Developing States (SIDS) or Caribbean contexts, preferably Belize

7. Reporting and Supervision

The consultant will report to the Belize High Seas Fisheries Unit (BHSFU) and work closely with the Blue Bond and Finance Permanence Unit (BBFP). Regular progress updates and meetings will be scheduled to ensure alignment with project goals.

8. Confidentiality and Data Protection

The consultant must maintain confidentiality regarding all data and information collected during the assignment and ensure compliance with relevant data protection policies.



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9. Intellectual Property Rights

All outputs produced under this consultancy will be the property of the Belize High Seas Fisheries Unit, Government of Belize.

10. Evaluation Criteria

Each individual consultant will be evaluated using a scored evaluation matrix with a maximum score of 100 points. Only consultants who achieve the minimum technical score of 70 points will be deemed technically responsive and eligible for further consideration.

Among those consultants, the contract will be recommended for award to the consultant achieving the **highest combined technical and financial score**, based on the weighting below:

- **Technical Proposal (70%)** – including technical expertise and relevant experience, proposed methodology and approach, and previous work and references
- **Financial Proposal (30%)** – all-inclusive and submitted as a password-protected document

Financial proposals will only be opened for consultants who meet the minimum technical score.

11. Applications

Interested individual consultants may submit their package via email as outlined below.

Email should have the following subject line:

- Subject: *[Consultant Name] –EMP Case Study*

Technical and Financial Proposals should be two separate documents. **Financial Proposals must be password protected.** Only consultants who successfully pass the Technical Evaluation will be requested to provide the password to access their Financial Proposal. Financial proposals must be all inclusive. Emails should be sent to: info@bhsfu.gov.bz

12. Additional Information

Clarifications: Questions or inquiries should be sent to info@bhsfu.gov.bz

Extended Deadline: All submissions must be received by **10:00 a.m. on May 15th, 2026.**

Late submissions: WILL NOT be accepted.