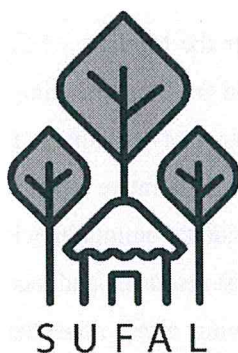


Sustainable Forests and Livelihoods (SUFAL) Project



Terms of Reference (TOR)

for

Consulting Services for Dolphin Conservation Program

(Package no: SD45A)

Consultant Type: Consulting Firm

Contract Type: Lump-sum

Selection Method: Consultant Qualification Selection (CQS)

Forest Department

A handwritten signature in black ink, consisting of a stylized 'S' followed by a circular flourish.

Terms of Reference (TOR)

Consulting Service for Dolphin Conservation Program

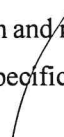
(Package no. SD-45A)

1. Background of the Project

Bangladesh Forest Department (BFD) under the Ministry of Environment, Forest and Climate Change has received IDA loan of US\$175.00 million and GOB contribution of US\$3.85 million for a period of 6.5 years (01 July 2018 to 31 December 2024) to implement Sustainable Forests & Livelihoods (SUFAL) Project. The overall objective of the project is to improve collaborative forest management and increase access to alternative income generation activities for forest-dependent communities in targeted sites. This will be achieved by: (i) improving public sector management of forest resources and increasing participation of communities in forest conservation and restoration and, (ii) reducing direct dependence and exploitation of forest resources by offering alternative livelihood sources to dependent communities and improving the enabling environment for trees outside forests. Together, these will result in the eventual improvement of forest cover and ecosystem functions, coastline protection and increased employment opportunities for some of the poorest and most vulnerable communities, including women and small ethnic communities. Project will implement a number of activities which are grouped under following four components:

- Component-1: Strengthening Institutions, Information Systems and Training
- Component-2: Strengthening Collaborative Forests and Protected Areas Management
- Component-3: Increasing Access to Alternative Income Generating Activities (AIGAs) Forest Extension Service & Trees Outside Forests (ToF)
- Component-4: Project Management, Monitoring, and Reporting

One of the important activities of SUFAL project is to carry out endangered species conservation program in the wildlife habitat and Protected Areas (PA), including Dolphin. The project is planning to hire a consulting firm (consultant) to raise and improve awareness of stakeholders and engage them effectively in the conservation of Dolphins, their habitat, reducing threats to maintain viable population, and sustainable use of the aquatic resources in and around their habitats. The consultant will conduct necessary awareness activities, in the community level on the issue of the drivers of habitat destruction i.e., over exploitation of fish resources, pollution, fishing with destructive gears, fish catch by poisoning, reckless handling of by catch small fishes, releasing of entangled Dolphins in the designated areas of the country. The consultant will also need to take few specific conservation measures formation and mobilization of Wildlife Response Team (Dolphin) and Co-management committee (CMC) etc. The specific objectives and scope of services of the assignment are presented below.



2. Objectives of the Assignment

The overall objectives of this assignment are:

- (a) Dolphin population survey in Meghna, Jamuna, Halda and major rivers in Barishal Division;
- (b) Conservation measures by involving the local community.

The specific objectives of the assignment are as follows:

- a. To conduct a population survey for exploring the current status of Dolphins for further conservation.
- b. To form three Co-Management Committees (CMC) at Nagarbari-Mohanganj, Shilonda-Nagdemra and Najirganj Wildlife Sanctuaries and to operationalize the committees following “PA Management Rules, 2017”.
- c. To form and operationalize 3 (three) Wildlife Response Teams (Dolphin) in connection with the newly formed Co-Management Committee (CMC) in the dolphin sanctuaries.
- d. To form and operationalize 15 (Fifteen) Wildlife Response Teams (Dolphin) in the areas other than the Dolphin Sanctuaries following population survey result.
- e. To arrange training and awareness programs involving local communities on dolphin conservation.


3. Scope of Services

a. Baseline and Population Survey:

- i. Review the all available documents regarding dolphin population, habitat, ecology etc.
- ii. Conduct baseline and population survey for both sanctuary(Nagarbari-Mohanganj, Shilonda-Nagdemra and Najirganj Wildlife [Dolphin] Sanctuary) and selected sites (Annexure-1).

b. Formation of three Co-Management Committees in the Sanctuary areas

- i. Conduct a baseline survey in the adjacent areas of **Nagarbari-Mohanganj, Shilonda-Nagdemra and Najirganj Wildlife [Dolphin] Sanctuary** areas to identify key villages and to assess people's knowledge, attitude and perception (KAP) towards dolphin conservation.
- ii. Constitute 3 (three) Co-Management Committees (CMC) and other committees as per “Protected Area Management Rules, 2017” following the findings/results of the baseline survey and aware and interact the roles and responsibilities of newly formed CMCs.
- iii. Undertake all necessary steps to operationalize the CMCs in the sanctuary areas, including hiring three offices for three CMCs (each with a minimum of two rooms with toilets, etc.) with necessary stationaries, furniture etc. as well as train the CMC members (Office bearers and other executive members) on wildlife conservation in general with particular emphasis on Dolphin;
- iv. Identify community-based organizations (CBOs) in the villages nearby the sanctuaries (if there is any); If found, review the Terms of References of the CBOs to find out the relation of those CBOs to dolphin conservation;
- v. Establish a formal linkage between the identified community-based organizations (CBOs) and newly developed Co-Management Committees;




- vi. Mentor and monitor the CMCs and CBOs so that the organizations can operate independently beyond the project period.

c. Wildlife Response Teams (Dolphin) in the Dolphin sanctuary areas:

- i. As per instruction and approval of PMU, the consultant shall prepare a Team Formation Guideline for the Wildlife Response Teams (Dolphin). The team formation guideline shall include the rationale of forming the team, team formation process and methodology, command area, team management, roles and responsibilities of the team;
- ii. The Wildlife Response Team (Dolphin) consists of 10 members including 1 member from the Forest Department who will be nominated by the divisional forest officer(s) (DFOs). The team will be formed by the consulting firm and will be approved by the respective Divisional Forest Officer (DFO).
- iii. Based on the findings of the baseline survey the consultant shall form 3 (three) Wildlife Response Teams (Dolphin) from the members of Village Conservation Forums (VCFs) following "PA Management Rules, 2017".
- iv. The consultant shall ensure that concerned forest staff and Wildlife Response Teams (Dolphin) members get appropriate training on rescuing stranded dolphins and the safe release of the dolphin and other wild animals.
- v. Provide financial support for patrol boat (engine boat) hiring (3 boats for 30 days intermittent spread over period of consultancy) for the Wildlife Response Teams (Dolphin) to patrol periodically in the three sanctuaries. The patrolling procedure will be followed according to the Standard Operating Procedure (SOP) contained in the Wildlife Conservation Handbook (Dolphin) as mentioned in the paragraph 3.e(ii);
- vi. As per instruction and approval of PMU, the consultant shall provide patrolling allowance (BDT 500 x 2 persons x 30 days x 3 Sanctuaries), vests, raincoats, whistles, torchlights, ID cards, Wildlife Conservation Handbook (Dolphin) in Bangla, meeting registers and any other necessary things that are required to motivate and operationalize the teams;
- vii. The firm shall arrange a provision for the Wildlife Response Teams (dolphin) to organize monthly meeting including logistics in the adjacent areas of dolphin habitats.

d. Baseline survey and Preparation of Dolphin Extended Action Plan in selected sites:

- i. Conduct a baseline survey in the selected areas (Annexure-1) to identify key villages and to assess people's knowledge, attitude and perception (KAP) towards dolphin conservation;
 - ii. Consultant shall develop an extended conservation action plan for the Selected areas (Annexure-1).
- 

- iii. The draft extended conservation action plan need to be validated locally and at national level through workshops and FGDs.

e. Awareness among Mass People

- i. Prepare conservation education and public awareness plan based on the findings of the base-line and KAP survey and get approval from the Project Director;
- ii. As per instruction and approval of PMU, the consultant shall prepare 300 copies (each containing minimum of 40 pages) colored Wildlife Conservation Handbook (Dolphin) in Bangla which shall contain the ecological importance of dolphins, importance of dolphin conservation, dolphin biology, mortality, behavior, and rescue and release protocol, Standard Operating Procedure (SOP), Procedure of sustenance of the Wildlife Response Team (Dolphin) ”.
- iii. The consultant shall provide support and produce outreach materials such as leaflet (500 nos), posters (500 nos), T-shirt(500 nos) and cap (500 nos) etc. The consultant needs to show innovativeness in preparing outreach materials. Each of the designs of the materials has to be approved by the Project Director;
- iv. The consultant shall also undertake different group meetings/workshops/field meeting/street meetings etc in the dolphin areas(Three Sanctuaries) with consultation of DFOs to raise and develop an awareness of dolphin conservation. The audience should primarily be targeted to fisher-folks, village market/bazar/haat leaseholders, local government officials (UP Chairman, members etc.), school children and teachers, religious leaders, law enforcement agency members, local CBOs, community youths depending on the community structure. The local government officials and other stakeholders shall also be targeted as an audience.
- v. The consultant shall also arrange to observe Freshwater Ganges River Dolphin day (24 October) in the sanctuary areas and other dolphin areas (Halda, Pabna and Barishal);
- vi. The consultant shall place permanent signboards (containing pictures and awareness messages on dolphin conservation) in all above mentioned areas. The number of the signboards will be Three in Three Sanctuaries and size will be Minimum 10 Feet x 8 Feet. The content and design of the display will be approved by the Project Director. The location of the signboard placement will be finalized according to the suggestion of the concerned DFO. The geographical coordinates of the locations will be recorded.
- vii. Sensitize local fishermen on the ecological importance and legal protection of dolphins and their habitat.
- viii. Arrange training for local fishermen on the safe release of dolphins.
- ix. Engage local communities in the protection of dolphin habitats through CBOs, CMCs, etc.



4. Indicative key experts for the assignment

SN	Key Position	Minimum Educational Qualifications	Specific Expertise and Experiences
1.	Team Leader (Wildlife Conservation Expert) (1 Person)	<ul style="list-style-type: none"> Master's degree in Zoology /Wildlife Biology/ Marine Biology/Wildlife Conservation. PhD will be an added advantage. 	<ul style="list-style-type: none"> Seven (7) years of field experience in natural resource management Having at least 3 (three) years' experience in working on wildlife conservation program with special emphasis on cetacean biology.
2.	Wildlife Biologist (Dolphin) (1 persons)	Master degree in Zoology/Wildlife	<ul style="list-style-type: none"> Three (03) years of experience in wildlife conservation program.
3.	Conservation Education and Public Awareness expert (1 person)	Master's degree in Mass communication/ Journalism/ Communication outreach etc.	<ul style="list-style-type: none"> Seven (7) years of experience in conservation education and mass communication & outreach activities. Proven record of managing projects in similar environment. Demonstrated knowledge and understanding of effective communication Working experience on knowledge, attitudes and perception (KAP) survey

Non-key experts (Field facilitator cum data enumerator) need to be proposed by the consultant as per requirement.

5. Transfer of Knowledge (seminar/consultation workshop/training)

This Consultancy is expected to foster capacity development and knowledge transfer through learning by doing and train the forest employees and sanctuary dependent fisher folks etc. It will utilize internationally accepted, culturally appropriate, and gender sensitive methods and approaches compatible with the national financial and economic analysis framework along with traditional knowledge. The consultant shall arrange 1(One) dissemination workshop(Providing Bag and necessary materials) with all concerned stakeholders at Forest Department Headquarters before finalization of final report.

6. List of Reports, Schedule of Deliverables and Period of Performance

SN	Deliverables	Payment Schedule	Payment Percentage
1.	<ul style="list-style-type: none"> Inception Report which will include the detailed workplan/s and detailed work methodology 	Within 1 st month of signing contract	10%
2.	<ul style="list-style-type: none"> Team Formation Guideline and Wildlife Conservation handbook(Dolphin) preparation; 	Within 3 rd month of signing contract	5%
3.	<ul style="list-style-type: none"> KAP survey report at the dolphin sanctuary area and of the areas other than sanctuary Baseline survey at the dolphin sanctuary area and of the areas other than sanctuary; 	Within 5 th month of signing contract	25%

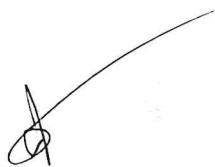
SN	Deliverables	Payment Schedule	Payment Percentage
	<ul style="list-style-type: none"> Population survey report for the dolphin sanctuary area and of the areas other than sanctuary; 		
4.	<ul style="list-style-type: none"> Report on formation and operationalized the newly formed three CMCs based on PA Rules 2017; Wildlife Response Team (Dolphin) Formation for both sanctuaries and other selected areas; Training completion report. Commence of Patrolling and Report. 	Within 6 th month of signing contract	20%
5.	<ul style="list-style-type: none"> Report on Patrolling and meetings; Extended Conservation Action Plan. 	Within 10 th months month of signing contract	10%
6.	<ul style="list-style-type: none"> Conservation education and public awareness program (Day observation, Meeting/workshop/street meeting/field meeting, training, Mass awareness program, education outreach materials etc.); 1(One) dissemination workshop with all concerned stakeholders at Forest Department Headquarters before finalization of final report. 	Within 11 th month of signing contract	20%
7.	<ul style="list-style-type: none"> Compiled final report by incorporating comments from the workshop. 	Within 12 th month of signing contract	10%

7. Institutional Arrangements

All technical reports as well as the progress reports will be submitted to the Project Director. The Project Director (PD) will provide the necessary information as per the requirement of the Consultant. PD will also inform all cost centers to provide necessary data and documents as needed for conducting a field survey. The consultant will keep close coordination with the Conservator of Forests, Wildlife and Nature Conservation Circle and concerned Divisional Forest Officers.

8. Duration of the Assignment

The basic consideration and the essence of the contract shall be strict adherence to the quality and time schedule for performing the consultancy service. The duration of the consultancy services will be 12 (Twelve) months.



Annexure-1: Selected Sites:

Sl No.	Name of the Sites	Region
1.	Halda River	Chattogram(Hathajari)
2.	Halda River	Chattogram(Raozan)
3.	Halda River	Chattogram(Fatikchari)
4.	Paikergachha, Dud Kumar River	Kurigram
5.	Chilmari, Brahmaputra	Kurigram
6.	Godagari, Padma	Chapai Nawabganj
7.	T-Bandh, Padma	Rajshahi
8.	Bhairab bridge, Meghna	Brahmanbaria
9.	Meghna*	Noakhali
10.	Meghna*	Laxmipur
11.	Tetulia and Meghna*	Bhola
12.	Agunmukha, Bura Gauranga and Andharmanik*	Patuakhali
13.	Bishkhali, Gabkhan, Kocha and Payra *	Borguna
14.	Kritonkhola, Sugandha and Sandha*	Barisal
15.	Kocha and Kaliganga*	Pirojpur

*The sites will be selected after conducting the population survey (Ref : 3(a)(ii)).

Criteria/ qualification requirement of the Consultant (The qualification requirements will not be part of the ToR but will be used in REOI and Evaluation)

- A registered consulting firm with 10 years of working experience in natural resource management.
- Specific experience of minimum 05 years in conducting wildlife population survey/estimation.
- Experience in conducting KAP survey will be preferred
- Experience of working under donor funded projects will be added advantage.
- The consulting firm will have sufficient and relevant managerial, financial and organizational capabilities and logistics for the assignment.

