

## TERMS OF REFERENCE

### **Independent Evaluation of the Vessel Monitoring System (VMS) Transponder Installation Process**

#### **1. Background**

The International Organization for Migration (IOM) is the United Nations (UN) agency on migration. IOM has been working closely with the Government of Sri Lanka to address complex migration related challenges since establishing their presence in Sri Lanka in 2002. As part of IOM's support to improve maritime border management capabilities of Sri Lanka, IOM is supporting the Department of Fisheries and Aquatic Resources (DFAR) to introduce a comprehensive Vessel Monitoring System (VMS) covering the multi-day fishing vessel fleet in Sri Lanka. Under this project 4200 VMS transponders are being installed on multi-day fishing vessels scattered across the fisheries harbours. The project has now completed more than 50% of the transponder installations. In this context, services of an independent evaluation team/evaluation firm are being sought to conduct an independent evaluation of the VMS transponder installation process as a quality assurance measure.

#### **2. Nature of the Consultancy**

Conduct an independent evaluation of the VMS transponder installation process and to assess the conformity with the VMS transponder installation and commissioning protocol mutually agreed between the VMS service provider, Department of Fisheries and Aquatic Resources (DFAR) and IOM.

**Objective:** Assess the level of conformity of the VMS transponder installation procedure with the recommended VMS transponder installation protocol, identify any technical/procedural gaps and provide recommendations to improve quality assurance

**Beneficiary:** Department of Fisheries and Aquatic Resources

#### **3. IOM Project/s to which the Consultancy is contributing:**

2.1 Strengthening the capacity to mitigate illegal, unreported and unregulated fishing practices through introduction of an integrated vessel monitoring system (VMS)

#### **4. Tasks to be performed under this contract:**

In close coordination with the IOM project manager, Project Steering Committee (PSC), the DFAR and other project stakeholders, the selected evaluation firm is expected to;

- 4.1 Study the number of completed VMS transponder installations /their geographic distribution and select a suitable sample size of multi-day fishing vessels that has been fixed with VMS transponders to be assessed under the evaluation exercise.
- 4.2 Work in consultation with IOM and DFAR to develop an appropriate evaluation methodology/ criteria.
- 4.3 Conduct field visits to fisheries harbours to physically check the installed VMS transponders in the sample batch and interview relevant vessel owner/skipper/crew

- 4.4 Conduct a comprehensive evaluation of the sample batch of transponder installations in line with the finalized methodology to verify whether installation protocol elements have been duly carried out by the VMS installation service provider.
  - a. VMS transponder mandatory hardware/ software checks
  - b. Availability of duly completed VMS transponder installation reports
  - c. Physically verify whether transponder details/vessel details indicated in the VMS monitoring software matches the installed transponders
  - d. Accuracy of the vessel/ vessel owner information on the VMS transponder installation report and the VMS monitoring software
  - e. Availability of VMS operational manuals/ notices and their placement in the vessel
  - f. Status of delivery of VMS transponder user training to the vessel owner/skipper/crew
  - g. Verify satellite transmission records/bills of the sample batch
  - h. Any post-installation technical issues reported and the response time of the VMS service provider in case of such events
- 4.5 Document any technical/ procedural gaps identified during the evaluation for the attention of the IOM project manager
- 4.6 Provide recommendations to improve the overall quality of VMS transponder installation process as applicable

## **5. Tangible and measurable output of the work assignment**

- 5.1 Prepare evaluation methodology/criteria based on the VMS transponder installation protocol and evaluation scope as per the terms of reference
- 5.2 Develop a comprehensive evaluation report on VMS installation process with recommendations to improve quality assurance (where applicable)

## **6. Realistic delivery dates and details as to how the work must be delivered.**

- 6.1 Submission of the draft evaluation report on or before 20 April 2023
- 6.2 Submission of the final evaluation report on 30 April 2023

All draft reports shall be submitted to the IOM Project Manager in English in electronic form (MS Word format) while the final report is to be in both MS Word and PDF formats. No report or document should be shared, published, or distributed to third parties without the written approval of IOM.

## **7. Performance indicators for evaluation of results**

- 7.1 Submission of deliverables are met as per item 5 above
- 7.2 The final evaluation report is endorsed by the IOM project manager
- 7.3 Submission of a comprehensive list of site visits conducted, vessels inspected and personnel interviewed

## **8. Duration of Consultancy:**

Maximum of 3 months from the date of notice of award