

Terms of Reference - Short Term Consultant (KAP survey)

“Enhancing Resilience and Strengthening Livelihoods of Small-scale Fishery Communities in Ayeyarwady Region” Project

Title : Short Term Consultant for KAP survey - Knowledge, Attitude and Practices related to Small-scale fisheries, illegal fishing, fishery resource management, and conservation
Duty Station : Bogale
Period : Starting from July to August 2024
Duration : Approximately 15 working days

Terms of Reference

Introduction

Kyal Sin May is a community-based organization established in 2013, with an office located in Bogale. It is a women's organization comprising rural women, registered at the regional level for basic accounting and financial management, undertaking local development initiatives. KSM works in the fields of humanitarian assistance, nutrition and food security, agricultural production, safe migration, capacity strengthening for Women Self-Help Groups (WSHGs), and encouraging women's involvement in local governance in Bogale Township, Ayeyarwady Region. The Projects are funded by various donors, including UNFAO, LIFT, and others.

The project aims to improve the resilience of 25 small scale fishery communities and in order to enhance their livelihood resilience and promote awareness on fishery resources management link to EAF in Bogale Township, Ayeyarwady Region.

The key outputs of the project

Output (1) Institutional Capacity of SSF organizations are strengthened and developed the community action plan for sustainable fishery production and resilience to shocks.

Output (2) Increased awareness and capacity of SSF communities through Peers to Peers (P2P) learning Platform

Output (3) SSF households' knowledge of and skills in improved hygienic seafood production.

Output (4) Generate progress reports (qualitative and quantitative) of the project activities.

Objective of the Assignment

The main purpose of this consultancy is to:

- (a) To measure the level of knowledge, attitude and practices of small-scale fishers on fishery resources management link to ecosystem approach to fisheries (EAF), illegal fishing, local conservation practices, safety at sea, post-harvest practices and food hygiene.
- (b) Conduct a desk review, developed appropriate tools (questionnaire), supervised field level survey relevant to the KAP of small-scale fishers;
- (c) Train enumerators/project staffs for ensuring quality of data to be collected.

(d) Analysis the data, draft and finalize the survey report according the KSM technical supervision.

Scope of Services

The consultant will coordinate with the Project Manager of Kyal Sin May and the project team. The Consultant is expected to deliver the following outcomes:

- (1) Develop the KAP Methodology relevant to small-scale fisheries and develop appropriate tools and instruments for gathering information;
- (2) Conduct a desk review (small-scale fishery, resource management, illegal fishing, conservation, safety at sea, etc.) relevant to the KAP survey; (inception report need to be submitted)
- (3) Measure the level of knowledge, attitude and practices related to small-scale fisheries, illegal fishing, fishery resource management, and conservation;
- (4) Assess the fish processing knowledge, attitude and practices of the targeted community in terms of food safety and hygiene;
- (5) Measure the level of knowledge, attitude and practices related to Safety at Sea;
- (6) Identify knowledge gaps, cultural beliefs, or behavioral patterns and practices that create barriers to safety at sea, hygienic seafood production, community-based resource management and conservation;
- (7) Conduct KAP survey, Train data enumerators/project staffs and ensure quality of data being collected; and
- (8) Analysis the data, drafting and finalizing the survey report.

Expected Outputs and Deliverables

The Consultant is expected to deliver the following outcomes:

- (1) Developed KAP Methodology (appropriate tools and questionnaire), an action plan for survey work and submit an inception report;
- (2) Completed data collection training for enumerators and data analysis;
- (3) Developed draft survey report and consult with project technical team; and
- (4) In time submission of final report to project team and technical team.

Duration of Work and Duty Station

The contract duration will be from July to August 2024. The total working days should not exceed 15 days during the assignment period. The consultant will be based in Bogale and will carry out some visits to targeted villages within Bogale Township.

Qualifications of the Successful Individual Contractor

The successful individual contractor should have:

- (1) Relevance of education Master's degree in fishery, sociology, development studies, or other relevant fields
- (2) At least 3-year work experience in fishery and development research

- (3) Experience in KAP survey
- (4) Experience in conducting relevant surveys/assessments in the fishery sector
- (5) Experience in data analysis and reporting (minimum 2 proven examples)
- (6) Extensive experience in training delivery (minimum 3 proven examples)
- (7) Good knowledge of MS Office and data analysis software
- (8) Good written and spoken in English.

Budget and Resources Required

The consultant should clearly mention the total consultancy fee (professional fees) and logistic costs for conducting the survey in the financial proposal. KSM's project team will organize the trainees and arrange the venues, accommodations, logistics, and administration, and will also assist in conducting the trainings for enumerators. The consultant is responsible for paying all taxes lawfully imposed upon them with respect to this assignment. The payment will be made in installments based on satisfactory completion of the following:

| Payment Schedule | Deliverable | | Approximate date of deliverable |
|-------------------------------|--------------------|--|--|
| 1 st Payment (40%) | 1 | (a) Developed KAP Methodology (appropriate tools and questionnaire) and an action plan for survey work. (b) Conducted desk review, developed questionnaires and tools for field level survey and submission of inception report. (c) Developed the schedule of survey work agreed by project technical team. | 1 st to 2 nd week of July 2024 |
| 2 nd Payment (40%) | 2 | (a) Conducted data collection training (in person) for field level data collection activities. (b) Submission of draft report | 1 st to 2 nd week of August 2024 |
| 3 rd Payment (20%) | 3 | (a) Submission of final report and approved from relevant technical person. | End of August 2024. |

Submission of Proposal

The Kyal Sin May (KSM) is an equal opportunity organization, and qualified women, persons with disabilities and diverse gender identities are encouraged to apply.

At KSM, we are committed to the safeguarding and protection of the communities, staff and other people we work with. We will do everything possible to ensure that only those who can promote a working environment free from abuse or harm to anyone that works with or comes into contact with

KSM are recruited. This post is subject to a range of vetting checks.

Interested candidates are requested to submit an **“Expression of Interest with Quotation”** and **“Personal Curriculum Vitae”** for this consultancy to Kyal Sin May Rural Development Association (KSM), **No. (577), Ward 7, Marga Street No. 14, Bogale Township, Ayeyarwady Region.**

The applications must be received by e-mail to kyalsinmay.bgl@gmail.com . Please put the words **“Expression of Interest for Short Term Consultant for KAP survey - related to small-scale fisheries”** in the subject of your email.

Application Deadline: No later than **5:00 P.M, 3rd July 2024 (Wednesday)**

Further information can be requested to the following focal person.

E-mail: pyaemoon@gmail.com

