

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



Ministry of Fisheries, Marine Resources and Agriculture
Male', Republic of Maldives

**TRANSFORMING FISHERIES SECTOR MANAGEMENT IN SOUTH-WEST
INDIAN OCEAN REGION AND MALDIVES PROJECT
(TransFORM, SWIOFish5) - P179242**

Terms of Reference

Project Manager

A. BACKGROUND

The Government of the Republic of Maldives through the Ministry of Fisheries, Marine Resources and Agriculture is implementing Maldives –Transforming Fisheries Sector Management in South-West Indian Ocean Region and Maldives Project financed by the World Bank. The project will be managed by the Project Management Unit (PMU) set up within the Ministry of Fisheries, Marine Resources and Agriculture. The project will be implemented in accordance with the Project Implementation Plan (PIP), Project's Procurement Manual, and the Project's Financial Management Manual all of which are consistent with the World Bank's guidelines and procedures on procurement and financial management.

The aim of the Project to strengthen regional, evidence-based fisheries management in the South-West Indian Ocean Region and to improve competitiveness in the fisheries sector in the Maldives. The project comprises of the following components.

COMPONENT 1: Enhance Evidence-based Management Advice to the Fisheries Sector in the South-West Indian Ocean Region (*implemented by the IOC*)

- 1.1. Promoting the Development and Coordination of Relevant Innovative Regional Research with a Focus on Capacity Development Programs and Initiatives
- 1.2. Coordinating and Consolidating Regional Cooperation for Evidence-based Advice on Management of Fisheries and Other Uses of Marine and Coastal Ecosystems
- 1.3. Linking and Coordinating the Fisheries Initiatives and Programs in the Region

COMPONENT 2: Supporting Maldives as the Catalyst for Strengthened Regional Capacity for Fisheries Governance and Management

- 2.1. Improved and Innovative Implementation, Enforcement and Monitoring of Fisheries Management Plans and Sharing Results with SWIO Countries
- 2.2. Augmented Comprehensive Quarantine, Disease Surveillance and Management and Experience Sharing with SWIO Countries
- 2.3. Skills and Capacity Building for Supporting Enterprise Development in Fisheries Sector
- 2.4. Augmentation of Project Management Capacity of MoFMRA including Building Capacities for Enhanced Regional Cooperation

COMPONENT 3: Enhanced Competitiveness and Private Sector Participation for improving Business Climate for Fisheries in Maldives and the South-West Indian Ocean Region

- 3.1. Decarbonization of the Fisheries Sector
- 3.2. Diversification/Expansion of Fisheries Sector through Facilitating Small and Medium Enterprise Businesses

B. OBJECTIVES OF ASSIGNMENT

The Project Management Unit (PMU) wishes to contract a Project Manager. The Project Manager will work for PMU, which has been established to support the implementation of the project. The Project Manager will be responsible for the overall management and coordination of the Project Management Unit (PMU) in implementation of the project. S/he will be responsible for the quality of technical, operational, organizational and administrative activities needed for efficient program implementation.

C. OVERALL RESPONSIBILITY

The overall responsibilities of the Project Manager include, but are not limited to the following:

1. Operational management of the projects according to the Financing Agreements, Project Appraisal Document, Project Implementation Plan, financial Management Manual, Procurement Manual and Environmental and Social Management framework of the Projects to produce the envisaged outputs and outcomes;
2. Ensure all implementation arrangements of project activities are carried out smoothly, in collaboration with the Component Coordinators and stakeholder agencies;

3. Identification and resolution of implementation problems, with the guidance of the Component Coordinators, Permanent Secretary of MoFA, Ministry of Finance, other partner agencies, and the World Bank;
4. The Project Manager shall be responsible for planning, management and reporting on progress of implementation of the Project in accordance to the guidelines set by the World Bank and the Government of Maldives, and liaise with the all partners in implementation (Contractors, suppliers, Project Managers), staff of PMU, Project Steering Committee (PSC), Minister, Permanent Secretary and Delegated officials of the MOFMRA on all aspects of Project implementation throughout the duration of the project.
5. The Project Manager would establish a monitoring, evaluation and knowledge management system for the project and ensure the submission of all the progress reports on time to PSC, Minister of MOFMRA and the World Bank.
6. Oversee the PMU's Management, PMU staff and their activities, and oversight of all staff outputs.

D. SCOPE OF SERVICES

The work of the Project Manager will include the following tasks, among others:

1. Assume operational management of the projects in line with the Project Financing Agreement, Project Appraisal Document, Financial Manual, Procurement Plan, and the Environmental and Social Management Framework.
2. Ensure PMU staff carry out tasks outlined in their respective TOR's, Annual Work Plan and budget in a timely manner, conduct staff appraisal and provide feedback
3. Liaise with Project Stakeholders and Component Coordinators to ensure the timely implementation of Project Activities and relevant stakeholder activities and supervision activities according to the Project Documents, and approval by the Project Steering Committee and the World Bank
4. Ensure the Projects are developed in line with the Government Policies, World Bank requirements, and Safeguard policies
5. Liaise with Project Stakeholders and Component Coordinators to ensure the timely generation of (i) terms of references for consultancies and non-consultancy service providers, and (ii) specifications for goods and equipment to be procured under the project
6. Participate with document review, evaluation and other relevant committees that maybe formed under the Projects as required

7. Ensure coordination within the PMU for World Bank review missions, independent review missions, and/ or reviews carried out by other relevant Government of Maldives authorities as required
8. Ensure information, reports, and other documentation requests by the Minister/Permanent Secretary for review and or presentation to Project Steering Committee and Technical Committees are provided in a timely manner
9. Ensure all relevant information, documents and reports are made available for review during World Bank review missions, by independent reviewers and/or review by other relevant Authorities of Government of Maldives
10. Report to Ministry of Fisheries, Marine Resources and Agriculture, Ministry of Finance and Treasury, the World Bank and other authorized institutions in accordance with all relevant regulations as may be required
11. Provide overall policy and technical direction to facilitate the implementation, management and monitoring of environmental and social safeguards of all Project activities, including conducting baseline studies
12. Project documents such as Project Implementation Plan (PIP), Financial Management Manual, Procurement Plan, Environmental and Social Management Framework (EMSF) and other documents to be updated for project beneficiaries and overall program.
13. Review and comment on audit reports, take necessary actions to address audit issues raised and obtain comments from World Bank.
14. Ensure Audit, Monitoring and Evaluation and other relevant reports are compiled.

E. QUALIFICATIONS AND EXPERIENCE

1. A Master's Degree in Project Management, Business Management, Business Administration, Development Studies, Fisheries, Natural Science or in a related field with ten (10) years of experience in management / supervisory responsibilities.
2. Candidates with work experience as a Project Manager in development projects funded by international agencies will be an added advantage.
3. Work experience in implementing or managing government or donor funded projects and other relevant institutions; work experience in/ with World Bank or Asian Development Bank funded activities will be an asset;

4. Demonstrates good oral and written communication skills in substantive and technical areas. A thorough knowledge or demonstrated ability to rapidly acquire knowledge about technical assessments, research processes, procedures for performance monitoring and evaluation;
5. Knowledge and understanding of technical, commercial and legal aspects of procurement of externally financed projects will be an added advantage
6. Experience in consulting with public or private sectors would be an additional advantage.
7. Should have strong leadership, management, and proactive interpersonal communication skills in presenting, discussing and resolving difficult issues, and have ability to work efficiently and effectively with a multidisciplinary team.
8. Excellent writing, editing and analytical skills and capability of working independently. Fluent in written and spoken English and Dhivehi;
9. A high level of computer literacy is required. Familiarity with programs like Word, Excel and PowerPoint are required.
10. Experience and understanding of project management procedures, such as financial management, business planning, project evaluation, environmental management, as well as institutional reforms. Demonstrates openness to change and ability to manage complexities
11. Willingness to travel to islands of Maldives where the project is being implemented (for short or longer durations, as per demand of the Project) is a must.

The short-listed candidate will be requested to participate in personal interviews and submit the names and contact details of personal referees who can attest to their ability.

F. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is 36 months from the commencement of the works with potential extension based on performance. The successful candidate is expected to commence the services in September 2023.

This position is based at the PMU Office of the Ministry of Fisheries, Marine Resources and Agriculture in Male' with travel to Islands or field visits as maybe required.

G. REMUNERATION AND OTHER BENEFITS

1. MVR 33,600 - 38,600 per calendar month as remuneration for the services provided by the Project Manager.

2. Training and travel expenses under the PMU as budgeted under the Project and approved by implementing agency.
3. S/he shall participate in the “Maldives Retirement Pension Scheme” as required by the Maldives Pension Law and its regulations.
4. S/he will be given an allowance called “Ramadan Allowance” as per the rules of the Implementing Agency, prior to the beginning of the month of Ramadan. The allowance will be entitled only to Muslims.

H. Project Manager’s Reporting Obligations

1. Report directly to the Project Director, on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Implementing Agency.
2. The Project Manager is expected to report to work on week days from 0800 – 1400 hours other than public holidays and provide services to the Client for an average of 35 hours a week.
3. The Project Manager shall provide all the necessary reports and updates to the Project Steering Committee or its designate and donor agencies whenever needed.
4. The Project Manager is required to report to work in official attire.

I. Services and Facilities Provided by the Implementing Agency

1. Office space and other facilities such as computers will be provided as required.
2. Transport for official travel between Malé and islands; food and accommodation allowances will be provided from the project.