

TERMS OF REFERENCE (ToR)

CONSULTANCY

“Environmental and Social Management Framework, Gender Assessment, and other Safeguard Documents for the Blue Action Fund Project “Waves of Change: Strengthening Marine Conservation and Livelihoods in the Mar Tropical de Grau National Reserve in Peru through 2029.”

INTRODUCTION:

The World Wildlife Fund (WWF) Peru, in partnership with CARE Peru and with funding from the Blue Action Fund (BAF), is currently designing a five-year project proposal entitled “Waves of Change: Strengthening Marine Conservation and Livelihoods in the Mar Tropical de Grau National Reserve in Peru through 2029.”

The Mar Tropical de Grau National Reserve (RNMTG) protects a representative sample of tropical marine ecosystems in Peru, encompassing the tropical-temperate transition zone (Eastern Tropical Pacific Province and the Southeastern Temperate Pacific Province). This unique ecological setting allows the reserve to contribute to the continuity of ecological processes and the promotion of the sustainable use of natural resources. Its management is characterized by the active participation of various stakeholders through dialogue platforms, participatory mechanisms, and inter-institutional cooperation. These collaborative efforts have led to shared commitments and joint actions. The reserve is supported by a management committee that represents the diverse range of actors involved. This committee aims to improve coordination between authorities and other key stakeholders in areas such as combating illegal fishing, enforcing seasonal bans, managing environmental impacts, regulating tourism activities, and implementing fisheries management measures. All of these efforts seek to support the recovery of marine biodiversity for the benefit of local artisanal fisheries, food security, and the overall well-being of the Peruvian population.

The general objective of the project is to strengthen the effective management of the RNMTG by promoting multilevel collaboration aligned with the Global Biodiversity Framework (GBF). To achieve this, the project focuses on: (1) improving enabling conditions for management; (2) strengthening local organizations and communities; (3) consolidating ecological connectivity and enhancing area management; and (4) promoting monitoring and knowledge generation.

As part of its development, the project requires the preparation of an Environmental and Social Safeguards Assessment, a Gender Assessment, and other complementary management instruments, all of which must be developed in accordance with the guidelines of the BAF, WWF and CARE Peru. BAF, as the donor entity, has provided a preparation grant to support the development of these instruments.

The project focuses on the four designated areas of the RNMTG and seeks to contribute to its effective management in coordination with relevant authorities, enhance ecological connectivity, and strengthen the livelihoods of local communities that depend on the ecosystem services of the protected area.

The Environmental and Social Safeguards Assessment and Gender Assessment, and other safeguards instruments will be developed in parallel with the overall project proposal, and their findings must be directly integrated into the planned activities. Therefore, close coordination with the project development team will be essential to ensure their proper and timely incorporation.

THEORY OF CHANGE (ToC)

This consultancy is part of the proposal “Waves of Change: Strengthening Marine Conservation and Livelihoods in the Mar Tropical de Grau National Reserve in Peru towards 2029,” in compliance with the safeguard requirements established by the donor, Blue Action Fund.

The purpose of the consultancy is to support the preparation of the safeguard documentation requested by the donor. To this end, it will focus on the collection and analysis of information regarding the social and environmental context of the intervention area, as well as materials from the project’s partner organizations, in order to develop risk mitigation strategies and tools, stakeholder engagement mechanisms, a gender plan, among other risk management instruments. This documentation will be essential for the design of the project’s final proposal (Full Proposal), which has a significant social component and requires a comprehensive and participatory approach.

OBJECTIVE OF THE CONTRACT

The overall objective of the consultancy is to carry out the necessary assessments to comply with the Environmental and Social Management System (ESMS) of the Blue Action Fund, by verifying the results of the safeguard screening and scoping processes, as well as preparing the instruments that incorporate the mitigation measures outlined in the system.

To carry out these assessments, it will be necessary to collect and analyze both secondary information and field data in order to design risk mitigation strategies and establish indicators to measure the socioeconomic impact of the project’s activities. The analysis must be based on specialized literature, available statistics, and existing studies, and should include a participatory process and broad engagement with key stakeholders. In addition, the assessments will be conducted through field visits to the intervention areas and consultations with local communities, government authorities, and other relevant groups that could potentially be affected by the implementation of the project.

Specific Objective 1: To conduct the planning, research, meetings, and stakeholder engagement processes necessary for the development of an Environmental and Social Assessment, a Gender Analysis, and other safeguard documents covering the target communities of the project titled “Waves of Change: Strengthening Marine Conservation and Livelihoods in the Mar Tropical de Grau National Reserve in Peru towards 2029.”

Specific Objective 2: Prepare the Environmental and Social Assessment, Gender Analysis, and other documents as needed per WWF Peru, CARE Peru and BAF.

8. Implement field activities: Conduct workshops, interviews, or other activities proposed in the methodology with identified stakeholders.					X	X	X	X	X				
9. Systematize the information obtained from workshops and interviews with stakeholders.					X	X							
10. Presentation of the information recorded in the field.						X	X						
Specific Objective 2: Prepare the Environmental and Social Assessment, Gender Analysis, and other documents as needed per WWF Peru, CARE Peru and Blue Action Fund.													
11. Prepare the results of the Environmental and Social Assessment, the safeguard documents of the environmental and social management								X	X				
Activities	Weeks												
	1	2	3	4	5	6	7	8	9	10	11	12	
frameworks, and the gender report.													
12. Submit the first draft of the Environmental and Social Assessment findings to discuss recommendations with WWF and CARE Peru, and partners.								X					
13. Submit the first draft of the (i) Environmental and Social Management Plan, (ii) Grievance Mechanism, (iii) Stakeholder Engagement Plan, (iv) Access Restriction Framework, (v) Section D: Environmental & Social Assessment Results and Section E: Development of Safeguard Instruments within the BAF's E&S Development Tool , (vi) its summary, and other/s documents as needed per WWF Peru, CARE Peru and BAF.									X				
14. Submit the first draft of the Gender Analysis and Gender Plan.									X				
15. Deliver the baseline data and the proposed indicators.									X				
16. Share and validate information with relevant project stakeholders (workshops).										X	X		
17. Incorporate feedback into the BAF's E&S development tool and safeguard documents and deliver the final products.											X	X	

DELIVERABLES

About the Deliverables:

- The deliverables must be submitted in editable format to facilitate review and the incorporation of suggestions by the WWF Peru team.
- In all cases, reports should be clear and well-written in english and spanish, with proper technical language, grammar, and spelling, and include well-designed, legible graphics.
- Additionally, all information presented must be properly referenced as appropriate, specifying the sources used.
- The bibliographic information gathered should include graphs, tables, photos, and/or images, all duly referenced.
- Deliverables are expected as described in the “Expected Deliverables” section of this document.
- Regarding the Gender Analysis: It must include at least the minimum information indicated in the guidelines/documents WWF and CARE Peru, and BAF.
- All deliverables must have a user-friendly (summary) version as well as the final document.

Schedule of Contract Activities (Contract Duration)

Ref	Deliverables	Delivery Date	Disbursement
1	DELIVERABLE 1 - Work Plan and Methodology for the Social and Environmental Risk Analysis	Within 8 days after signing the contract	20%
2	<p>DELIVERABLE 2 Preliminary submission of the following safeguards instruments and supporting documents:</p> <ul style="list-style-type: none"> • Environmental and Social Assessment (ESA) • Environmental and Social Management Plan (ESMP) • Stakeholder Engagement Plan (SEP) • Grievance Mechanism (GM) • Access Restrictions Framework (ARF) • Other/s as determined per WWF and CARE Peru, and BAF • Sections D: Environmental & Social Assessment Results and E: Development of Safeguard Instruments within the BAF’s E&S Development Tool 	Last week of January 2025	35%

3.	<p>DELIVERABLE 3 – Final Documents*</p> <p>Safeguard instruments and summary documentation of the ESA results in BAF’s E&S development Tool (Sections D: Environmental & Social Assessment Results and E: Development of Safeguard Instruments).</p>	last week of February 2026	45%
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Final documents must have been validated by the various project stakeholders.

CONSIDERATIONS

- **Blue Action Fund Environmental and Social Management System:**

BAF requires all its projects to comply with the World Bank Environmental and Social Framework (WB ESF 2017), including Environmental and Social Standards (ESS) 1–10, the World Bank Group Environmental, Health and Safety Guidelines (EHSGs), as well as other standards and guidelines listed in Annex A of the BAF ESMS Manual.

These standards are designed to guide the identification of risks and impacts and aim to avoid, mitigate, and manage such risks and impacts as part of a sustainable way to implement projects.

In order to make these standards more relevant and practical for conservation projects, the BAF has developed Safeguard Principles and Requirements based on the World Bank ESF, which include:

- Principle 1: Environmental and social risk assessment and management
- Principle 2: Stakeholder engagement
- Principle 3: Health, safety, and protection of communities and project personnel
- Principle 4: Protection, conservation, and sustainable management of the environment, biodiversity, and natural resources
- Principle 5: Livelihoods and access restrictions
- Principle 6: Gender equity and vulnerable groups
- Principle 7: Cultural heritage
- Principle 8: Indigenous Peoples
- Principle 9: Grievance management
- Principle 10: Human rights

Blue Action Fund Documents/Tools:

The main Safeguard Instrument for the implementation of the BAF’s ESMS and the standards and guidelines contained therein is the project’s Environmental and Social Management Plan (ESMP). This constitutes the

framework safeguard instrument and will contain references to other relevant instruments and protocols, which may be annexed to the ESMP.

Examples of other Safeguard Instruments include:

- SEP – required for all projects
- GM – required for all projects
- Process Framework – required for projects that generate access restrictions with the potential for economic displacement
- Free, Prior, and Informed Consent (FPIC) Protocol – required in projects working in Indigenous Peoples' territories, but also used as a best practice for community engagement
- Chance Finds Procedure – required in projects involving earthworks that may discover or affect physical cultural heritage
- Environmental and Social Code of Practice – required in projects that include small-scale construction, renovations, or livelihood development activities involving construction
- Gender Guide – to ensure gender equity in project implementation and an equitable distribution of benefits.

Templates for all these documents are available on the BAF website and must be used to prepare the deliverables for this consultancy. WWF will provide these to you.

The consulting team must complete the following documents, adapted to the specific risks and impacts identified for the project, in line with the requirements defined in the BAF ESMS

Provisional safeguard instruments, using the templates and guidelines from the BAF ESMS and also considering the information from the ESMS tool (screening and scoping) developed by WWF and CARE and validated by BAF:

- ESMP
- SEP with a gender approach, including documentation of stakeholder engagement meetings, interviews, etc., conducted during the assessment
- GM
- ARF
- Other/s as determined per WWF Peru, CARE Peru and BAF.

General ESA Report, including:

- Approach and findings
- Documentation of the methodology
- All primary data collected
- References secondary information

Gender Analysis Report, including:

- Baseline data on gender dynamics and the situation of women (roles and responsibilities, access to services such as education and health, women's political participation and diversities, economic

empowerment and access to decent work, gender-based violence, differential impact on women and diversities in emergencies based on previous cases)

- Recommendations for project design to ensure the improvement of women's conditions and equitable access to and benefits from resources
- Guidelines on how to address cases of gender-based violence
- All primary data collected
- List of references / literature

Gender Action Plan, including:

- Results, activities, and goals
- Gender-related indicators to be incorporated into the project logical framework, to address the key recommendations identified through the analysis

CONSULTANT PROFILE (Individual or legal entity)

The consultancy is aimed at a consultant or consulting team that includes two specialists:

- One with experience in conservation, natural resource management, and sustainable use, and;
- One with experience in gender, social and environmental safeguards, community engagement and livelihoods.

Education

The lead consultant and expert must hold at least a master's degree or postgraduate studies in environmental sciences, natural resource management, anthropology, social sciences, or another closely related field.

Professional Experience

- The team leader (international or national expert) must demonstrate:
- At least 7 years of relevant experience in environmental assessments, socioeconomic analysis, development of environmental and social safeguards, environmental and social impact assessments (ESIA), and environmental and social management frameworks (ESMF);
- Work experience in developing ESMFs and designing mitigation measures for projects related to protected area management and natural resource management;
- Experience in designing, managing, or monitoring conservation and/or natural resource management projects;
- Experience working on the northern coast of Peru and/or with fishing communities is valued; • Proficiency in English and Spanish (mandatory).

The gender, inclusion, diversity, and environment specialist:

- Minimum of 5 years of experience conducting participatory diagnostics, gender analyses, and/or social project impact assessments;

- Knowledge in the design and implementation of environmental and social safeguards;
- Knowledge of gender approach theory and practice, including participatory tools and methodologies for gender analysis;
- Proven work with coastal communities;
- Knowledge of GBV (gender-based violence) prevention and response systems.

If other professionals are included to complement the activities to be developed, these professionals must have:

- At least 3 years of experience in environmental assessments, socioeconomic analyses, and environmental and social management plans;
- Additional training that complements the skills of the lead expert and consultant;
- Demonstrated experience facilitating participatory processes and involving local communities.

Application Requirements

- a) Submit a financial proposal, which must include a detailed budget and the corresponding activity schedule.
- b) Curriculum vitae (personal or institutional CV), including that of any professional staff who will complement the team.
- c) A sample of an Environmental and Social Management Framework (ESMF) developed by the lead expert consultant.

All applications must be sent to the following email address: servicios@wwfperu.org, with the following subject line: "Consultancy for the "Environmental and Social Management Framework, Gender Assessment, and other safeguard documents for the BAF Project 'Waves of Change: Strengthening Marine Conservation and Livelihoods in the Marine Tropical National Reserve of Grau in Peru towards 2029.'"

Annex 1: WWF Administrative Requirements for Service Contracting

The financial proposal must be detailed (including travel, if applicable), specifying fees (indicating the rate) as well as consultancy expenses (meals, accommodation, transportation, and others). If travel or workshops are included, the cost structure for consultancy expenses must be reasonable and aligned with the organization's rates. THE CONTRACT (Consultancy) will be signed as an all-inclusive cost based on the total approved budget in the economic proposal evaluation and must be fully supported by an expense voucher: Fee Receipt or Invoice issued to WWF. Payments are made per deliverables; therefore, NO advance payments will be scheduled upon signing THE CONTRACT, nor will any upfront payments be granted.

Payments will be made according to the terms established in THE CONTRACT and must be approved by authorized personnel, who have been previously authorized by the Project Manager via WWF's internal document approval: Agreement Information Form (AIF).

THE CONSULTANT must have a valid Accident Insurance policy covering the project execution area for the duration of the consultancy.

THE CONSULTANT must submit their financial proposal including applicable taxes.

THE CONSULTANT will not carry out activities on WWF premises unless coordination requires it; WWF will NOT provide any materials or equipment to the consultants.

If THE CONSULTANT is a public or government employee, they must have explicit authorization from their immediate supervisor, documented according to formal requirements, before signing THE CONTRACT.

THE CONSULTANT may not assign or subcontract any part of this contract without prior written consent from WWF.

THE CONSULTANT acknowledges that the work performed was specifically commissioned and created for WWF, and will be considered a Work Made for Hire; therefore, the consultant transfers and assigns to WWF all rights, title, and interest worldwide in the work, including any resulting copyrights.

THE CONSULTANT will be hired as an independent contractor and does not have an employer-employee relationship, partnership, joint venture, or agency with WWF. Neither party is authorized to create obligations, express or implied, on behalf of the other except those explicitly stated in THE CONTRACT.

Additional requirements may be requested according to the primary donor's demands.

- Virtual certification that the consultant and consulting team are not listed in the Judicial Power's Register of Alimony Debtors with Outstanding Payments (REDAM): <https://casillas.pj.gob.pe/redam/#>
- Submit a sworn statement declaring no involvement in cases related to gender-based violence