



**Regional Activity Centre
for Sustainable Consumption
and Production**

Regional Activity Center for
Sustainable Consumption and Production (SCP/RAC)
UN Environment/ Mediterranean Action Plan

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Terms of Reference (ToR) for the selection of an independent expert to provide external assistance to SCP/RAC on Marine Litter prevention activities: capitalization process of plastic waste prevention initiatives in islands and support to Mediterranean countries in tackling plastic pollution.

Warning: due to the current situation of the COVID19 and unpredictable future events, the following TORs are not binding and can be modified in agreement with the selected expert



Background

About the position

The Regional Activity Centre for Sustainable Consumption and Production (SCP/RAC) is seeking an independent expert to support SCP/RAC in the development of current projects focusing on Marine Litter and plastic pollution prevention in the Mediterranean. In particular, the expert will provide external support SCP/RAC in the capitalization process of initiatives tackling plastic pollution in Mediterranean Islands. The expert will also be involved in specific activities, led by SCP/RAC and aiming at providing policy support to Southern Mediterranean countries in fighting against plastic pollution.

The duration of this consultancy is estimated until the end of December 2021, with a total expected dedication of at least 70 full-time working days.

About SCP/RAC

The Regional Activity Centre for Sustainable Consumption and Production (hereinafter SCP/RAC) is a centre for international cooperation on development and innovation based on the sustainable consumption and production approach (hereinafter SCP).

The Centre is one of the Regional Activity Centres established in the framework of UNEP/[Mediterranean Action Plan \(hereinafter UNEP/MAP\)](#), the programme of UN Environment established to support the member countries of the Barcelona Convention for the Protection of Marine Environment and the Coastal Region of the Mediterranean. The Centre also operates in support of the Stockholm Convention, an international agreement involving 180 countries to fight against the generation of persistent organic pollutants, highly polluting and toxic substances. SCP/RAC has the mandate from the Barcelona and Stockholm Conventions to provide assistance to their Contracting Parties in fulfilling their commitments under those treaties, particularly through the support to the countries to shift to sustainable consumption and production patterns and circular economy.

In the performance of its mandate, SCP/RAC fosters the introduction of solutions on eco-innovation, marine litter/plastic pollution prevention, circular economy and safe alternatives to toxic chemicals through the provision of advisory services, technical assistance, innovative training materials, networking services and accompaniment in the implementation of measures. SCP/RAC also leads a comprehensive support programme for the creation and development of green, circular business models and enterprises.

Marine litter and plastic pollution prevention has become a key area of work of the centre, through different initiatives at regional, national and local levels. With the ultimate goal of achieving a good environmental status of the Mediterranean Sea, SCP/RAC implements a comprehensive approach based on:

- Reducing plastic use and preventing leakage into the environment
- Reducing toxicity and increasing durability of plastic products
- Adopting a life-cycle thinking to evaluate and promote alternative options
- Innovating through sustainable business models

The Centre is based in Barcelona and it is legally hosted by the Catalan Waste Agency, a public service agency considered a reference organization in waste prevention and management and the promotion of circular economy.

Framework of the assignment of this ToR

Beyond Plastic Med initiative and the CapiMed-Islands project

The Mediterranean Sea is one of the most affected by marine litter, especially plastics. This issue has huge impacts in the Mediterranean islands' communities, including biodiversity. Islands and related MPAs host remarkable habitats and species highly sensitive to marine litter. Inappropriate and poor management of waste generated by seasonal tourism and increasing single-use plastics consumption impacts key economic sectors in the Mediterranean islands, especially fisheries and tourism. Plastic pollution on coastal zones can discourage tourists leading to reduced jobs and revenues and increased costs related to litter removal.

During the first semester of 2020, [Beyond Plastic Med \(BeMed\)](#) launched a call for projects to support Mediterranean islands in tackling plastics and marine litter and selected 5 projects across the region.

The Mediterranean is benefitting from many initiatives in relation to marine litter assessment and management. More broadly, islands and MPAs are increasingly working as a network towards sustainable development, sharing best practices and joining forces.

Yet, projects and interventions are often scattered, resulting in: small scale impact, no use of harmonized approaches in terms of monitoring and mitigation, insufficient replicability of successful measures, low uptake by local managers of tools to tackle effectively marine litter, and low impact at regional policy processes, among others. Results and outputs of these projects are often available only at local level, fragmented and spatially restricted to the northern part of the basin, so basin-scale conclusions cannot be derived. This may be a threat for the current BeMed programme on reduction of plastics in islands.

For this reason, SCP/RAC and SMILO decided to join forces to propose a capitalization process that would tackle these limitations through the CapiMed-Islands project. Both organizations build on their solid experience on (plastics) marine litter and sustainable development in islands and MPAs, particularly on [Plastic Busters MPAs](#) initiative, as well as on the [SMILO](#) network and waste related actions.

The purpose of the project is to achieve a long-term impact on the reduction of marine litter by capitalizing the collaborative achievements of plastics prevention Mediterranean island projects supported by BeMed.

In order to achieve this, three levels of intervention are planned pursuing the following specific objectives:

- TO FOSTER COLLABORATION among island-based BeMed projects selected in the current call for proposals in order to facilitate a coherent and complementary approach.

- TO TRANSFER individual project approaches, results, and lessons learnt to other islands to build capacity, as well as to support the creation of new islands partnerships.
- TO MAINSTREAM projects and programme results into national and regional policies, particularly within the Barcelona Convention framework and joining forces with other capitalization processes (in particular from Plastic Busters MPAs project).

SCP/RAC support to Mediterranean countries in addressing plastics and marine litter

Following the Regional Plan on Marine Litter Management in the Mediterranean adopted by the Contracting Parties to the Barcelona Convention under the LBS Protocol, SCP/RAC provides support to Mediterranean countries in preventing land-based marine litter sources of pollution, particularly plastics. The support provided by the Centre mainly aims at developing policy guidance and strengthening the national regulatory frameworks, eg through the ban of single-use Items of concern, the development of EPR Schemes or voluntary agreement. The EU-funded projects [Marine Litter Med](#) and [WES](#) have provided significant opportunities to undertake this work. In particular, during the first phase of the EU-funded Marine Litter Med project, SCP/RAC supported 3 countries in tackling single-use plastic bags (i.e. Tunisia, Egypt and Lebanon) and 2 countries (i.e. Morocco and Algeria) in promoting EPR. A brief summary of results and links to reports can be found here: <http://www.cprac.org/ca/arxiu-de-noticies/generiques/scp/rac-provided-tailored-support-to-five-mediterranean-countries-in-fi>

Specific support to countries is tailored to their needs, which particularly focus on the prevention of single-use plastic products (particularly bags) and the promotion of extended producers' responsibility for beverage containers.

Description of work

In the framework of this assignment, the expert shall undertake the following activities.

Activity 1. Animate the BeMed islands community within the CapiMed-Islands project

As part of the Community Building component, and supported by the SCP/RAC team, the expert will screen selected project applications to cluster types of interventions and approaches they would apply. Based on that, the expert will propose a harmonized approach, facilitating existing methodologies as well as best practices. The expert will follow up through regular exchange with project beneficiaries through 1-to-1 calls and group meetings, thus building a BeMed-Islands community which may lead to joint actions.

The expert may be requested to attend a maximum of 2 face-to-face meetings.

The visibility of the community and programme will be reinforced through a living Communications brief and related tools, such as maps and infographics to be used by all projects. The expert will conceive such brief and will coordinate with a graphic designer for the production.

Main deliverables Activity 1:

- 1.1. Report on potential synergies among BeMed projects and support needs
- 1.2. Report on collaborative actions by BeMed projects
- 1.3. Communication brief report and tools

Activity 2. Support the “mainstreaming” component of the CapiMed-Islands project

Individual projects may be limited in impacting regional and national policies and plans due to scattered intervention. A structured, programme approach will increase the visibility and the chance of including projects outcomes in larger processes.

In this sense, the expert will be in charge of drafting a mainstreaming strategy and a policy brief in relation to main Mediterranean political processes related to biodiversity, plastics and circular economy.

Main deliverables Activity 2:

- 2.1. BeMed mainstreaming strategy report, with clear messages and targeted audience
- 2.2. Policy brief on plastics prevention in Mediterranean islands

Activity 3. Expert support to Mediterranean countries in addressing plastics and marine litter

Within the Marine Litter Med and WES projects, the expert will be requested to support SCP/RAC team in providing tailored support to a number of Mediterranean countries. The concrete tasks shall be determined upon agreement with the participating countries, which may be: Morocco, Algeria, Tunisia, Jordan and Lebanon.

The support may concern the supervision of national consultants’ work, organization of meetings and events and advise to public authorities, among others.

Deliverables of this activity are to be determined at a later stage, according to the available days of the experts for this assignment.

The expert would be active in a maximum of two countries.

Means and modalities of work

- The expert will start the work after the validation of the offer by the contractor, expected by mid-april 2021, until the end of December 2021.
- The expected dedication is at least 70 working days, to be distributed along the contract duration in agreement with SCP/RAC.
- The expert will work under the supervision and coordination of the Policy Area team of SCP/RAC.
- The expert will work with his/her own means remotely.
- Working languages will be English and French.

- The expert will participate in internal CapiMed-Islands project meetings, as well as those required under the task 3. In case international and national travel is involved, travel and accommodation expenses will be covered by SCP/RAC.

Eligibility

The expert applicant must fulfill the following requirements:

- Be an individual consultant and able to comply with national fiscal context and rules for receipt of international funds from Spain.
- Have a bank account whose holder name must be the same as the applicant.
- Partnership and subcontracting are not allowed.
- Availability travel across the Mediterranean region (in case COVID-19 restrictions allow it – travels might be very limited during 2021)

Experience

- Academic background in public policy, law, environmental science, engineering, communications or similar and 10 years of professional experience.
- Fluent communication in English (oral and written) and good command of French (at least reading).

The expert shall fulfill all or some of these criteria:

- Solid experience on communication and stakeholders' engagement in international projects.
- Solid experience on plastic waste management/Marine Litter/Plastic pollution prevention
- Experience in working with public administrations and in circular economy/sustainable consumption and production policy instruments
- Experience in Mediterranean and regional frameworks relevant to the topics of this call
- Experience in the MENA and Balkans regions will be considered as an asset.
- Experience in capitalization processes will be considered as an asset.

How to apply and selection process

Candidates should submit the following documents. **The official forms to be submitted can be downloaded [here](#).**

- 1) **Technical offer** (maximum 1 page): the candidate should answer to the 2 questions listed in the template of the technical offer.
- 2) **Profile and project references** (maximum 2 pages): the expert should submit a brief professional background, including project references on the topic. CV shall be included as annex.

- 3) **Financial offer:** the consultant(s) should state the personnel dedication expressed in days (1 day = 8 working hours) and per activity, as well as a lump sum for other costs related to the implementation of work.

The maximum amount considered is **14.990€ (VAT excluded)**

Important information regarding the consideration of the added-value tax (VAT)

1. Applicants legally registered in Spain: This is a provision of services and therefore VAT applies. Offers must include Spanish VAT number, and financial offer clearly indicate total before VAT, VAT amount, and total including VAT. This information should be equally reflected in the invoices.
2. Applicants legally registered in a EU Member State, other than Spain: they must be registered in the VIES registry (VAT Information Exchange System). Offers must include EU VAT number (including country code), and financial offer indicate total before VAT, along with the statement "both provider and client are registered in the VIES system and therefore VAT is not included in the offer". This information should be equally reflected in the invoices.
3. Applicants legally registered in a EU Member State exempted of VAT: they must submit official proof of exemption of VAT. Financial offers must include the statement "the provider is exempted of VAT as for [legal document]". This information should be equally reflected in the invoices.
4. Applicants legally registered in a non-member country of the EU: The provider is liable for paying taxes related to the provision of services as per tax regulations in its country. Financial offer must comprise that cost, and invoices submitted with all taxes included.

- 4) **Bank form** filled in, signed and stamped by the bank (if the stamp is not possible, the candidate will annex a digital certificate)

Offers must be sent to pfernandez@scprac.org with copy to mouters@scprac.org with the subject "Plastics prevention activities - external support" before **6th of April 2021, midnight (CET)**.

All candidates will be notified upon the reception of the offers.

Offers will be assessed according to the following criteria and scores:

Points	Criteria
Maximum 30 points	Technical offer
Maximum 50 points	Profile and project references
Maximum 20 points	Financial offer

The Contractor may contact candidates to convene an interview to facilitate the evaluation

If you have questions concerning these ToR, please contact: pfernandez@scprac.org.

Selection and payments

The winning candidate will be notified by email on the selection of the offer. From that moment on, work can start according to the calendar.

Payments will be done upon approval of the following deliverables:

- 1.1. Report on potential synergies among BeMed projects and support needs (expected by May 2021): 30%
- 1.3. Communication brief report and tools (expected by July 2021): 35%
- Final deliverables 35%

Payments will be done in a period of 60 days after reception and validation of the invoice. The Contractor is not responsible for banking costs that might be applied by the consultant(s) bank, neither for changes in currency exchange.