TERMS OF REFERENCE FOR AN IOTC PILOT PROJECT ON VESSEL MONITORING SYSTEM

Date: 13 September 2023

The document has been produced in response to the recommendation of the CoC20, which was endorsed by the Commission (S27):

Para 42: The CoC20 **NOTED** the progress of the VMS Working Group and **CONSIDERED** Pilot Project options and the next steps regarding a draft Resolution and the recruitment of a VMS Consultant.

Para 45: The CoC20 **NOTED** support for the Pilot Project for CPCs, in order to appreciate the implications of such a system.

Para 49: The CoC20 **RECOMMENDED** that the Commission (S27) endorse the CoC20 proposal that the IOTC Secretariat prepare a Terms of Reference for an IOTC Pilot Project on VMS, taking into consideration the experience of GFCM to date.

Source: *IOTC–2023–CoC20–R*

Para 83: The Commission **ENDORSED** the recommendations arising from the Report of the 20th Session of the Compliance Committee as its own.

Source: *IOTC–2023–S27–R*

Assignment title	PROPOSE, DESIGN AND IMPLEMENTATION OF AN IOTC VMS PILOT PROJECT
Contract duration	Maximum 230 working days over 2023/2025 @ 1,000 Euros / day
Assignment location	Home/Office/Secretariat based
Financed by	[TBD]

September 2023

GENERAL DESCRIPTION OF TASKS AND OBJECTIVES TO BE ACHIEVED

Background and Rationale

A consultant was recruited to provide guidance to the Commission on VMS, Options Paper for Strengthening the IOTC Vessel Monitoring System (Options Paper). The VMS Working Group has since convened six times as detailed in the Reports of its Meetings and as summarised in IOTC-2023-COC20-12 *Progress reports of the VMSWG*.

The Twenty-seventh Session of the Commission tasked the IOTC Secretariat to prepare the Terms of Reference for an IOTC Pilot Project on VMS.

Objective

To provide the Commission with a proposal for the design and plan for the implementation of an IOTC Pilot Project on VMS, outlining the requirements and associated costs that will be incurred. The VMS Pilot Project shall provide an effective platform to test the feasibility, assess any potential risks and identify the costs of a regional IOTC VMS,

Reports guidelines

The consultant(s)/VMS provider shall produce reports on his/her proposal, design and implementation plan of the IOTC VMS Pilot project. In doing so, the consultant(s)/VMS provider shall take into account reports and other materials already available to the IOTC, which makes specific reference to the elements agreed by the VMS Working Group in its various meetings, including and not limited to the agreed objectives, the scope and application of VMS, the two agreed methods of reporting (Partially Centralised and Shared Decentralised) and the VMS requirements described.

The reports shall comprise the following:

A. **Proposal, design and requirements of the IOTC VMS Pilot project:**
    1. Introduction and objectives of the IOTC Pilot Project on VMS.

    2. Background – baseline, options, scope and application and methods already agreed by the VMS Working Group (and the proposed changes to Resolution 15/03), the Compliance Committee and the Commission.

    3. VMS overview of volunteer CPCs.

NOTE: CPCs to volunteer for the IOTC VMS Pilot project for the two types of reporting methods.

    4. Design of the IOTC Pilot Project on VMS - Formulate and design a technical proposal for an IOTC Pilot Project on VMS, including technical requirements, operating procedures, data collection, data policy, data security and confidentiality requirements, including legal, physical and procedural safeguards. Additionally, an information sharing agreement describing the protocols for sharing VMS data with the IOTC Secretariat and among CPCs, if applicable and required (flag State, port State, market State and coastal State).

NOTE: The Proposal for the IOTC VMS Pilot Project will be reviewed and validated by the VMS Working group, which will the basis for the consultant/VMS provider to draft the IOTC VMS Pilot Project implementation plan.

B. **Implementation plan of the IOTC VMS Pilot Project (including budget proposal):**

1. Formulate a detailed plan for the implementation of the Pilot Project on VMS, including:

    i. Operation, maintenance and support requirements,

    ii. Specifications of the functionalities for the IOTC VMS Pilot Project,

    iii. VMS data, vessel VMS device (MTU) and communication (VMS provider/CPCs), technical specifications/requirements for implementation of the IOTC VMS Pilot project,

    iv. Timeframe for implementation (estimation 2 years).

    v. Associated costs for implementation in term of infrastructure (secure office and hardware), VMS software, staffing requirement and training of the IOTC Secretariat during the Pilot Project, communication costs, any other extra costs and data security elements.

Cost consideration should be conducted based on the VMS options (Partially Centralised and Shared Decentralised) and hosting of the VMS system during the implementation of the Pilot Project for in-house or externally hosted VMS system.

Cost shall take into consideration the following elements: IT costs: inter alia software, maintenance, upgrades and operation; maintaining a secure database and IT hardware; managing, storing and processing the data; extra costs: including any additional costs not considered above, existing data confidentiality rules/requirements of the IOTC and whether any additional data rules or specifications may be required for the Pilot Project.

NOTE: Once the implementation plan with budget is delivered and endorsed by the Commission, a dedicated budget shall be made available by the Commission for the implementation of the IOTC VMS Pilot Project or budget provided under external funding.

2. Implementation of the Pilot Project on VMS in accordance to the plan by the consultant(s) / VMS provider.

KEY PERFORMANCE INDICATORS

Tasks:	Working days (indicative)	Required Completion Date:
Kick off meeting (virtual) with IOTC Secretariat and other meetings as required by the project	10	4th quarter2023
Technical proposal and design for an IOTC Pilot project on VMS *To be reviewed an adopted by the WG. Presentation at VMS WG meeting and availability for questions from VMSWG Members. Will serve to formulate the IOTC VMS Pilot Project implementation plan.*	45	1st Quarter 2024
Detailed plan for the implementation of the Pilot project on VMS	15	2nd quarter 2024

Presentation at CoC/SCAF/Commission meetings for endorsement. Budget to be allocated by the Commission or budget provided under external funding		CoC21 / SCAF21/S28
Implementation of the IOTC VMS pilot project with volunteer CPCs.	100 to 150 (TBD)[1]	3rd quarter 2024 (July 2024) to (June 2025) 2nd quarter 2025
Mid-term report on the implementation of the IOTC VMS Pilot Project	5	1st quarter 2025
Final report on the implementation of the IOTC VMS Pilot Project	5	End 2nd quarter 2025
	Max 230	

The implementation calendar may be changed and agreed at the kick off meeting (virtual) with the IOTC Secretariat.

---

[1] Depending of the number of volunteer CPCs.

Annex:

1.1. IOTC

The IOTC is an intergovernmental organization established under Article XIV of the FAO Constitution. The IOTC agreement was concluded in 1993 and entered in force in March 1996. The IOTC is mandated to manage tuna and tuna-like species in the Indian Ocean and adjacent seas with primary objective the conservation and optimum utilization of the stocks for long term sustainability.

Since 1998, the members of the IOTC have dedicated most of their effort to the scientific component of fisheries management, to manage the tuna and tuna-like resources. Since the mid 2000's, more emphasis has been placed on the compliance component of this tuna RFMO. A Compliance Section has been created to assist the Compliance Committee in the task of assessing and reviewing all aspects related to the compliance with IOTC conservation and management measures and to provide support to Contracting and Cooperating non-Contracting Parties (CPCs) in the implementation of Monitoring, Control and Surveillance (MCS) tools adopted by the IOTC Members (e.g. IUU vessel lists, authorized & active vessels lists, documents on board, marking of fishing vessels and gears, Vessel Monitoring System, fishing logbooks, regional observers scheme, transhipments programme, catch certification/trade documentation schemes).

The CoC16 noted paper IOTC-2019-WPICMM02-VMS Study, which provided options for strengthening the IOTC VMS and further noted paper IOTC-2019-CoC16-05a, which summarised the work of the Steering Group, and subsequently recommended the formation of a VMS Working Group (VMSWG). CoC16 (CoC16.33 Para 109) recommended the establishment of a VMS Working Group, to progress the work associated with strengthening the IOTC VMS, as per the ToR in Appendix 8 of IOTC-2019-CoC16-R. This was subsequently endorsed by S23 (IOTC-2019-S23-RE_Rev1_FINAL).

To date, the VMS Working Group has held six meetings, the last one being on 14 February 2023. The reports of all meetings of the VMS Working Group are available in IOTC-2023-VMSWG. Given the necessity to continue discussions, a seventh meeting is scheduled for the 26 September 2023.

The objective of the proposed activities is to design, propose and implement an IOTC VMS Pilot Project.

2. Scope of work

Consultant(s)/VMS provider are required to implement the IOTC VMS Pilot Project. The consultant(s) /VMS provider are recruited to provide reports on the IOTC VMS Pilot Project and implement the VMS Pilot Project.

3. Duration

A maximum of 230 working days over 2023 to 2025 (inclusive of days for presentations, as required, to IOTC's VMS Working Group, CoC, SCAF and Commission meetings).

The implementation calendar may be changed and agreed at the kick off meeting (virtual) with the IOTC Secretariat.

Activity	Timing / Deadline
Start of contract	Fourth quarter of 2023 or upon signature of contract.
End of contract	Second quarter of 2025

4. Deliverable

- Draft report on design & technical proposal for an IOTC Pilot project on VMS,
- Detailed plan for the implementation of the Pilot project on VMS,
- Implementation of the IOTC VMS pilot project with volunteer CPCs,
- Mid-term report on the implementation of the IOTC VMS pilot project;
- Final report on the implementation of the IOTC VMS pilot project.

5. Supervision responsibility

The consultant(s) /VMS provider will work under the supervision of the IOTC Secretariat.

6. Consultant(s) /VMS provider Qualifications

Profile and specific qualifications of the Consultant(s):

- Demonstrable experience in setting, designing, managing and operating of VMS and/or VMS Pilot Project at national level or regional level;
- Degree or equivalent in a discipline related to science or fisheries management or living marine resources management or computer science or related field pertinent to the study; or a minimum of 15 years' experience related to VMS;
- Demonstrable experience working with/for RFMOs in the field of MCS/VMS will be an added advantage;
- Strong report writing and analytical skills; and
- Proficiency in English and French.