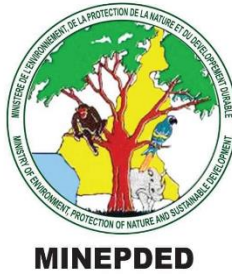


REPUBLIQUE DU CAMEROUN  
Paix – Travail – Patrie  
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MINISTERE DE L'ENVIRONNEMENT,  
DE LA PROTECTION DE LA NATURE  
ET DU DEVELOPPEMENT DURABLE  
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SECRETARIAT GENERAL  
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PROJET DE BIOSECURITE  
AU CAMEROUN  
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REPUBLIC OF CAMEROON  
Peace – Work – Fatherland  
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MINISTRY OF ENVIRONMENT,  
PROTECTION OF NATURE AND  
SUSTAINABLE DEVELOPMENT  
-----  
SECRETARIAT GENERAL  
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CAMEROON BIOSECURITY  
PROJECT  
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## **CAMEROON BIOSECURITY PROJECT**

***THE IMPLEMENTATION AND INSTITUTIONALIZATION OF A NATIONAL MONITORING AND  
MANAGEMENT FRAMEWORK FOR LIVING MODIFIED ORGANISMS AND INVASIVE ALIEN SPECIES***

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### **TERMS OF REFERENCE(S)**

#### **OF PUBLISHED ACTIVITIES FOR RECRUITMENT OF CONSULTANTS UNDER PROJECT COMPONENT 3**

- C.1.1. CONSULTANCY TO DELIVER A TRAINING COURSE IN LMO DETECTION,  
DIAGNOSTICS AND MONITORING OF BIOLOGICAL INVASIONS.***
- C.3.1 CONSULTANCY TO UPDATE AND PROVIDE GUIDANCE OPTIONS TO  
FACILITATE THE IMPLEMENTATION OF NATIONAL BIOSECURITY  
COMMUNICATIONS AND AWARENESS-RAISING PLAN.***
- C.5.1 CONSULTANCY TO DEVELOP A BIOSECURITY INFORMATION SYSTEM  
THAT FACILITATES THE COLLECTION, MANAGEMENT AND EXCHANGE  
OF INFORMATION ON BIOSECURITY.***

Cameroon occupies a central position in the Central African sub-region and experiences a high rate of movement of people, goods and services, including trade in biological products. Cameroon is rich in biodiversity and such biological introductions have led to a continuous flow of non-native biological organisms. These tend to persist in the environment and become invasive. In order to deal with this situation, the country has begun to develop and integrate the management of Invasive Alien Species (IAS) into a global biosecurity approach, as part of the *Cameroon Biosecurity Project*. This project is being implemented with the technical and financial support of the United Nations Environment Programme (UNEP) and the Global Environment Facility (GEF).

The first phase of execution of the project was titled: “*Development and Institution of a National Monitoring and Control System (Framework) for Living Modified Organisms (LMOs) and Invasive Alien Species (IAS)*”, and it had as objective to strengthen national capacities in order to prevent and control the introduction, establishment and spread of invasive alien species (IAS) and the management of LMOs through the implementation of a risk-based decision-making process. The first phase of execution of the project resulted in the development of several key biosecurity deliverables such as technical and training manuals, and survey reports accompanied by training on key biosecurity thematic issues such as detection, diagnostics and monitoring of biological invaders, risk analysis, contingency planning and emergency response, commodity audit systems, inspection systems and methods etc. This phase also led to the development of the report on the review of existing Biosecurity agencies, guidelines and procedures and policies, a biosecurity policy guidance document, a draft Biosecurity Law and its enabling instruments namely; a draft decree creating the national Biosecurity Agency and a draft order creating an Ad Hoc Biosecurity Committee. This phase of project execution ended in December 2018.

The second phase of execution of the Cameroon Biosecurity Project titled: “*Implementation and Institutionalization of a National Monitoring and Management Framework for Living Modified Organisms and Invasive Alien Species*” has as objective to strengthen institutional biosecurity framework in the management of living modified organisms and invasive alien species through a coordinated risk analysis measure. In this regard, the project also seeks to support the process and take it to the next level with the development of a National Biosecurity Strategy (NBS) through a consultative process with key stakeholders and the review and updating of the 2003 National Biosafety Law and its enabling instrument. This activity was commissioned as part of Component 3 of the project, which focuses on the integration of Biosecurity Capacity into national regulatory, institutional and educational systems.

It is in this regard, that the Project Management Unit requires the services of the following consultants to carry out the following activities under the project component 3:

- a. Two (02) National consultants to deliver a training course in LMOs detection, diagnostics and monitoring of biological invasions. **(Activity C.1.1).**
- b. Two (02) National consultants to update and provide guidance options to facilitate the implementation of National Biosecurity Communications and Awareness-raising plan. **(Activity C.3.1).**
- c. Two (02) National consultants to develop a Biosecurity information system that facilitates the collection, management and exchange of information on biosecurity. **(Activity C.5.1)**

## 1. Expected Deliverables

The recruited consultants **shall work as a team** under the supervision of the Project Management Unit. The expected outputs shall be developed in **English or French**. The following outputs shall be expected:

- i. *Activity C.1.1 - Consultancy to produce and deliver a training course in LMOs detection, diagnostics and monitoring of biological invasions.*
  - Delivery of a three-day training course for 30 participants including a course evaluation of relative capacity before and after the course based on the existing training of trainer's manual (in MS Word and PowerPoint formats).
  - Training report
- ii. *Activity C.3.1 – Consultancy to update and provide guidance options to facilitate the implementation of National Biosecurity Communications and Awareness-raising plan.*
  - Updated Biosecurity Communication and Awareness Raising Plan including options to guide the implementation of communication and awareness raising activities for different stakeholder categories (*particular attention should be taken on gender categories etc.*) Identifying its strengths, weaknesses, and gaps as well as considering any changes in the biosecurity landscape since the plan was last updated.
  - Consultancy report
- iii. *Activity C.5.1 Consultancy to develop a Biosecurity information system that facilitates the collection, management and exchange of information on biosecurity.*
  - Biosecurity information system: *The primary output is the establishment of a biosecurity information system that integrates citizen science data collection, modern ICT tools, and agreed protocols. This system serves as a centralized*

*platform for collecting, managing, analyzing, and disseminating biosecurity-related data, focusing on species, pathways, and ecosystems. The system may include web-based portals, mobile applications, databases, and visualization tools.*

- *Agreed protocols and guidelines: Through stakeholder consultation, agreed protocols and guidelines are developed to ensure consistent data collection, monitoring, and reporting. These protocols outline the standard operating procedures for citizen scientists, including species identification methods, data collection techniques, and adherence to ethical considerations. The agreed protocols provide a framework for harmonized data collection and facilitate data comparability. These protocols and guidelines will:*
  - *Identify key stakeholders and their roles.*
  - *Cover the data collection methodologies, species identification, and the use of the biosecurity information system.*
  - *Prescribe the data management, analysis, visualization (statistical modelling or spatial analysis) and validation processes.*
  - *Cover the periodicity of reporting and information dissemination.*
  
- *Consultancy report*

## **2. General Qualifications**

Candidates should possess the following skills:

- Good understanding of the objectives of the Cameroon Biosecurity Project;
- Educated at least to Bachelor's level in a relevant discipline and / or have carried out similar activities in recent years and/or have carried out similar activities in recent years;
- ○ An understanding of the institutional biosecurity environment in Cameroon and the different roles in technical decision-making;
- ○ Detailed understanding of the cross-sectoral nature of biological invasions, their causes, consequences and management through the application of risk assessment-based decisions;
- Awareness of the international standards developed for risk analysis particularly – Cartagena Protocol on Biosafety, International Plant Protection Convention guidelines;
- Communication skills of the highest order;
- Facilitation skills of a high order;
- Report writing skills;
- Sufficient IT skills to use the software necessary for the activity;

- Ability to work on technical issues with the minimum of supervision;
- The ability to write to a high standard in English and/or French.

### 3. **Specific Requirements**

#### *i. Activity C.1.1 - Consultancy to produce and deliver a training course in LMOs detection, diagnostics and monitoring of biological invasions.*

- Have taken part in the Training of Trainers or national training course in detection, diagnostics and monitoring of biological invasions.
- An understanding of capacity levels in Cameroon in detection, diagnostics and monitoring of a wide range of taxa.
- Detailed understanding of the cross-sectoral nature of biological invasions, causes, consequences and management through the application of risk assessment-based decisions.
- Experience of undertaking sampling a wide range of taxa (in an inter-disciplinary team).
- Experience of developing and implementing monitoring protocols for a wide range of taxa.
- Experience in the use of a range of traditional and modern diagnostic tools.
- Experience of using a range of high- and low-tech tools for LMO detection.

#### *ii. Activity C.3.1 – Consultancy to update and provide guidance options to facilitate the implementation of National Biosecurity Communications and Awareness-raising plan.*

- Have knowledge of risk assessment methodologies and be able to apply them in the context of biosecurity.
- Experience in developing and implementing communication strategies and public awareness campaigns related to biosecurity or similar fields.
- Skilled in engaging with a wide range of stakeholders, such as government agencies, industry representatives, scientific experts, NGOs, and the public.

#### *iii. Activity C.5.1 Consultancy to develop a Biosecurity information system that facilitates the collection, management and exchange of information on biosecurity.*

- Have a strong technical background in information systems development, database management, and data exchange protocols.

- Proficient in relevant programming languages, database management systems, and software development methodologies.
- Have experience in designing and developing information systems tailored to the needs of biosecurity.
- Capable of integrating the new biosecurity information system with existing databases, information systems, and data sources.
- Have expertise in data exchange standards, APIs (Application Programming Interfaces), and interoperability frameworks to enable seamless data sharing and integration.
- Have experience in conducting rigorous testing and quality assurance processes to ensure the functionality, reliability, and security of the biosecurity information system.
- Capable of providing training and capacity building to end-users and administrators of the biosecurity information system. They should develop user manuals, conduct training sessions, and provide ongoing support to ensure smooth adoption and effective utilization of the system.

#### 4. Duration of the activities

- *Activity C.1.1 - Consultancy to produce and deliver a training course in LMOs detection, diagnostics and monitoring of biological invasions – March 2024 to 31st of July 2024.*
- *Activity C.3.1 – Consultancy to update and provide guidance options to facilitate the implementation of National Biosecurity Communications and Awareness-raising plan – March 2024 to 31st of July 2024.*
- *Activity C.5.1 Consultancy to develop a Biosecurity information system that facilitates the collection, management and exchange of information on biosecurity – March 2024 to 31st of July 2024.*

#### 5. Remuneration

- *Activity C.1.1 - Consultancy to produce and deliver a training course in LMOs detection, diagnostics and monitoring of biological invasions, **08 person.days per national consultant** at **US\$ 500/person.day.***
- *Activity C.3.1 – Consultancy to update and provide guidance options to facilitate the implementation of National Biosecurity Communications and Awareness-raising plan, **08 person.days per national consultant** at **US\$ 500/person.day.***

- *Activity C.5.1 Consultancy to develop a Biosecurity information system that facilitates the collection, management and exchange of information on biosecurity, 08 person.days per national consultant at US\$ 500/person.day.*

## **6. Application Process**

Candidates who wish to be considered for the position should submit the following:

- Cover Letter.
- Curriculum Vitae.

Please subject your email with the following:

- **Application for Consultancy C.1.1** for the Consultancy to produce and deliver a training course in LMOs detection, diagnostics and monitoring of biological invasions.
- **Application for Consultancy C.3.1.** for the Consultancy to update and provide guidance options to facilitate the implementation of National Biosecurity Communications and Awareness-raising plan.
- **Application for Consultancy C.5.1.** for the Consultancy to develop a Biosecurity information system that facilitates the collection, management and exchange of information on biosecurity.

***N.B/ Candidates may apply for more than one consultancy position.***

The above documents should be submitted via email to [cameroonbiosecurity.project@minepded.gov.cm](mailto:cameroonbiosecurity.project@minepded.gov.cm) and [biosecproject.minepded@yahoo.com](mailto:biosecproject.minepded@yahoo.com) with copy to: [rntep@yahoo.fr](mailto:rntep@yahoo.fr), [rigobert.ntep@minepded.gov.cm](mailto:rigobert.ntep@minepded.gov.cm) and [declanambe@yahoo.co.uk](mailto:declanambe@yahoo.co.uk).

Telephone enquiries may be directed to: Tel: +(237) 696 86 66 19.

**Deadline: Applications must be submitted by 3:00 pm on the fourteenth (14<sup>th</sup>) day after the publication date of this announcement.**

Applications will be evaluated and processed within **one (01) week from the deadline of submission.**

Candidates shortlisted will be interviewed and successful candidates notified thereafter.