TOR for National Company (Annex 1 to contract)

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Programme:	Integrated Biodiversity Management, South Caucasus (IBiS)
PN:	15.2101.2-002.00
Title	Development of amateur (non-commercial) fishing and hunting permits online management system
Period:	Aug 22, 2018 – Oct 19, 2018

1. Brief programme information

The biodiversity of the South Caucasus is of global importance, but the huge variety of species and the proper functioning of the ecosystems are under threat. There is considerable pressure from the exploitation of natural resources by the local population, private industry and governments.

In each of the three countries of the South Caucasus – Georgia, Armenia and Azerbaijan – there are National Biodiversity Strategy and Action Plans (NBSAPs) and initial sectoral strategies for managing biodiversity and ecosystem services. As yet, however, these are unable to withstand the challenges posed by the conflicting interests of different sectors (forestry, pasture farming, agriculture, nature conservation and tourism). There is a lack of coordination between the various state and non-state actors and population groups (e.g. shepherds and farmers). In addition, there is not enough reliable data available on the different sectors to support planning and decision-making processes.

Within the framework of the Caucasus Initiative of the German government, the programme cooperates primarily with the environment ministries of the three different countries of the South Caucasus. The programme follows a multi-level approach. At national level, it promotes the development or revision of biodiversity strategies and regulations, particularly in forest and pasture management, and in erosion control. The experience gained from the pilot measures at district, municipal and local levels are incorporated into this process. As part of these pilot measures, relevant actors are provided with the skills needed to implement integrated approaches for sustainable management of biodiversity and ecosystem services.

The module objective of the programme is to promote better coordination of biodiversity and ecosystem services management across sectors on the basis of solid data. The programme comprises four areas of intervention with the following objectives:

A. Instruments and coordination processes for the sustainable management of biodiversity and ecosystem services at local level are tested.

B. The implementation capacity of line ministries, their subordinate bodies and of training institutions regarding the management of biodiversity and ecosystem services is improved.

C. The perception of the general public towards the importance of biodiversity and ecosystem services is more positive.

D. The regional exchange on sustainable management of biodiversity and ecosystem services is improved.

IBiS follows up on the achievements of the programmes "Sustainable Management of Biodiversity, South Caucasus" and "Integrated Erosion Control in Mountainous Regions", and is due to last four years (from December 2015 to November 2019). The programme is implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH on behalf of the German Federal

Ministry of Economic Cooperation and Development (BMZ) with co-funding in Armenia and Georgia from the Austrian Development Cooperation (ADC).

2. Context

Sufficient and comherencive information is a key for efficient and transparent dicision making and management including the integrated management of biodiversity sector. The Ministry of Nature Protection, considering the RA Governmental Programme objectives is aimed to take care activities towards minimizing the risks during the permits provision processes and digitalizing those processes is aiming to create and amateur fishing and hunting permits online management system. It will create more transparency during the process; will make it more efficient from the management point of view, as they will have possibility to monitor the situation and make well justified decisions, also allocate less resources for that processes.

As GIZ IBiS program is collaborating with MoNP in order to help them build capacities for better managing their resources and decision-making processes. MoNP has requested GIZ IBiS program to support them develop online payment and management system for amateur fishing and hunting permits.

The consultancy will be carried out in close coordination with the coresspondent subordinate bodies of the RA Ministry of Nature Protection, such as Bioresources management agency, Department of Environment protection policy, Department of Biodiversity and forest policy, Legal department, Department of Internatioanal cooperation.

IBiS programme will assist consulting company in discussing the electronic system development process and final result with the relevant authorities on national level that the documents developed has the most possible ownership by the correspondent partner organizations.

3. Objectives and tasks

The objective of the assignment is to develop fishing and hunting permits online management system based on the provided demo idea in annex 1.

The Company is expected to fulfil the following tasks in close cooperation with relevant partner representatives:

TASK 1. **Develop amateur fishing and hunting permits online management system** based on following considerations:

- Existing processes and schemes at the MoNP, based on which the permits provision for the amateur fishing and hunting is managed (to be provided by MoNP);

- Respective legal regulations based on which that field is coordinated (list to be provided by MoNP);

- The system should consider all the environmental aspects and regulations in that field, to ensure the sustainable management of the natural resources, for e.g. automatically limit the application's permit issuing function if the allowed limits of fishing or hunting of certain species is over, etc.;

- To have the map of allowed fishing/hunting areas (information will be provided by MoNP);

- Developments and standarts in the framework of "Digital transformation agenda" of Digital Armenia Foundation;

- In the future, links may be created between the system and the database that are currently in the process of development and/or the ones that already exist at MoNP;

- The system should consider different user groups and rights (according to the processes defined in MoNP, e.g. managers, applicants, inspection, etc.) and should be available for general public;

- The system should be integrated with bank, post office payment possibilities as well as with online payment systems such as edram, Telcell, ArCa, etc. so that customers are able to pay for permits;

- The system should have the possibility to manually add already approved permits for those who have not used the system.

TASK 2. **Installation**. This task is to install developed fishing and hunting permits online management system in MoNP server and open URL access to it.

TASK 3. **Testing and debugging**. Every single aspect/function/scenario in the system should be tested and debugged. The final debugged system should be presented to MoNP and GIZ IBiS program. The developed system should be presented as well to the correspondent stakeholders during the event/workshop and being updated based on the feedbacks received.

TASK 4. **Developing a comprehensive user manual.** The user manual should be prepared in Armenian language and contain but not be limited to (a) detailed description of the existing functions and data organization in the system; (b) detailed description of the operation of each functionality with appropriate screenshots; (c) description of dataflow within the system with its demonstration example, etc.

TASK 5. **Reporting.** This task should include the preparation of comprehensive report about the performed development such as the components of the system (OS, database and its structure, programming languages used, web server, etc.) as well as detailed description on how to install it.

TASK 6. **Future technical maintenance proposal.** This task is to prepare detailed proposal on system additional permits development and technical maintenance.

4. Expected outputs

The expected outputs of the assignment are:

Output 1. Fully operational (tested and debugged) fishing and hunting permits management online system with up-to-date database to be presented discussed with stakeholders.

Output 2. Presentation of the final system to MoNP and GIZ IBiS and other stakeholders with testing of the system with different user authorization rights and with all possible scenarios.

Output 3. Fully operational (tested and debugged) fishing and hunting permits management online system with up-to-date database installed on MoNP server with URL access (finalised based on the comments received from stakeholders

Output 4. Comprehensive user manual of the system in Armenian language.

Output 5. Final report on performed developments, including proposal for further technical

maintenance and development.

Output 6. Complete source codes of the system.

Reports are to be prepared according to the official IBiS report format.

All documents shall be delivered electronically in Armenian language to GIZ IBiS.

The consultant shall report to Team Leader IBiS Armenia.

The consultant works in close cooperation with IBiS Advisors Mushegh Mkrtchyan and Astghik Danielyan.

5. Time frame and work schedule

The assignment need to be implemented during the period Aug 22, 2018 – Oct 19, 2018, and should cover up to 45 working days as follows:

Task1	Up to 22 working days
Task2	Up to 5 working days
Task3	Up to 8 working days
Task4	Up to 4 working days
Task5	Up to 3 working days
Task6	Up to 3 working days

A detailed time and work plan will be discussed and agreed with the consulting company based on the provided technical proposal.