

TERMS OF REFERENCE

Full Socio-Economic Assessment

Marine Conservation areas

Tanzania Scaling-Up Sustainable Marine Fisheries and Aquaculture Management Project (TASFAM)

Issuing Authority: Ministry of Blue Economy and Fisheries (MBEF) — Zanzibar

1. Background and Context

1.1 Project Overview

The Tanzania Scaling-Up Sustainable Marine Fisheries and Aquaculture Management Project (TASFAM) is a World Bank-financed operation designed to improve the sustainability, productivity, and governance of marine fisheries and aquaculture in Tanzania. The project is implemented by the Government of Tanzania through the Ministry of Livestock and Fisheries (MLF) on Mainland Tanzania, the Ministry of Blue Economy and Fisheries (MBEF) in Zanzibar, and the Deep-Sea Fishing Authority (DSFA) as a co-implementing agency. TASFAM operates across 17 coastal districts on Mainland Tanzania and 11 districts in Zanzibar, including both Unguja and Pemba islands.

A central pillar of TASFAM is the establishment, expansion, and strengthened management of Marine Parks and Marine Reserves (Mainland Tanzania) and MCAs (Zanzibar). These measures are essential for the long-term health of Tanzania's coastal and marine ecosystems. However, they may restrict community access to marine resources — through no-take zones, gear restrictions, seasonal closures, access limitations, or through the operationalization or increased enforcement of restrictions already legally in force — with potential adverse consequences for the livelihoods, incomes, and food and nutrition security of fishing-dependent communities.

1.2 Process Framework

The TASFAM Process Framework (PF) is the governing instrument that establishes the participatory process to be followed whenever project activities restrict — or operationalize or increase the enforcement of restrictions on — community access to marine resources in legally designated Marine Parks, Marine Reserves, or MCAs, or through the implementation of Fisheries Management Plans (FMPs). The PF has been prepared consistent with World Bank Environmental and Social Standard 5 (ESS5) on Land Acquisition, Restrictions on Land Use, and Involuntary Resettlement, and forms part of the project's Environmental and Social Commitment Plan (ESCP).

The PF establishes the following mandatory sequence at each MCA site. The Rapid Assessment is always conducted; the Full Socio-Economic Assessment is conditional on the Rapid Assessment concluding that livelihood impacts are likely.

1. **Rapid Socio-Economic Assessment** — a screening exercise to determine the likelihood and nature of adverse livelihood and food security impacts, identify preliminary PAP categories, and recommend whether a Full Assessment is required.
2. **Full Socio-Economic Assessment** (undertaken where the Rapid Assessment screening concludes that livelihood impacts are likely) a comprehensive household-level baseline, including a complete listing of all affected households (rather than partial sampling) to support PAP identification, and entitlement determination, as well as gender and vulnerability analysis and quantified impact estimates.
3. **Site-Specific Action Plan** — co-designed with PAPs, containing the livelihood and food security measures they have selected to offset adverse impacts.
4. **World Bank Clearance and Public Disclosure** — both the Full Assessment and Action Plan must be cleared by the World Bank and publicly disclosed before any restrictions are enforced.
5. **Action Plan Implementation and Monitoring** — livelihood support measures are delivered and monitored through a grievance-accessible framework.

1.3 Rationale for the Full Socio-Economic Assessment

It is the second step in the site-level sequence and is conditional: it is triggered when the preceding Rapid Assessment screening concludes that proposed or enforced restrictions are likely to cause livelihood or food security impacts, or when site complexity warrants comprehensive evidence from the outset.

The Full Assessment must produce:

- A statistically representative, quantified socio-economic baseline at household level for all communities within and adjacent to the MCA (minimum coverage: all communities within 5km of MCA boundaries with demonstrable fishing or fishing-related activity in the affected zone).
- A full list, based on reliable data of every individual and household eligible for assistance under the TASFAM PF, with eligibility verified against clear criteria.
- A quantified analysis of expected impacts on PAP households in terms of income, livelihoods, food and nutrition security.
- A comprehensive gender analysis disaggregating livelihood impacts by gender and identifying gender-responsive mitigation measures.
- A vulnerability assessment identifying and classifying the most severely affected PAPs.
- A co-designed, site-specific Action Plan with livelihood measures selected by PAPs themselves, aligned with available TASFAM project activities.
- A monitoring and evaluation framework and grievance redress mechanism for implementation of the Action Plan.

1.4 Relationship to the Rapid Assessment and Existing Third-Party Studies

Where a Rapid Assessment has already been completed, the Full Assessment shall be built on its findings. The Consultant shall review the Rapid Assessment report at the outset of the assignment and ensure the Full Assessment addresses all gaps identified therein.

Where third-party baseline studies (e.g., conducted by WCS, WWF, or other conservation organisations) exist for the site, the Consultant shall review them and clearly document them in the Inception Report: (i) which sections of the Full Assessment may be informed by these studies; (ii) what primary data collection remains necessary; and (iii) how existing study data will be integrated with newly collected data. The formal acceptance of any third-party study as equivalent to the Rapid Assessment for a specific site is subject to explicit prior written confirmation by the World Bank Task Team and shall not be assumed.

These third-party studies shall also be considered and drawn upon at the Rapid Assessment screening stage, not only in the Full Assessment, and shall be referenced in both ToRs where relevant

2. Objectives of the Consultancy

2.1 Primary Objectives

- To evaluate marine resource use rights and legal arrangements under which the MCA is established and how these interact with existing marine and coastal access rights and community access patterns, including whether there are historical injustices or legacy issues associated with the site.
- To establish a robust and comprehensive socio-economic baseline at household level, covering all communities within and adjacent to the MPA/MCA with demonstrable fishing or fishing-related activity in the restricted zone.
- To identify, assess, and quantify the anticipated socio-economic impacts — positive and negative — of proposed or enforced restrictions on livelihoods, incomes, food and nutrition security, and social well-being, disaggregated by gender, livelihood category, and vulnerability status.
- To prepare a participatory, site-specific Action Plan co-designed with PAPs, containing livelihood and food security measures, with the dedicated goal of restoring or improving PAP livelihoods before the enforcement of access restrictions, with particular focus on women and vulnerable groups.

2.2 Secondary Objectives

- To map resource use patterns, food and nutrition security dependence, and economic dependence on marine resources — covering fishing activities and all fishing-related activities (pre-harvest: bait

collection, gear and vessel repair; post-harvest: processing, drying, trading) and their seasonality, to inform evidence-based management strategies.

- To assess the functionality of SFCs, community participation in decision-making, and grievance redress mechanisms, and to propose strengthening measures for PF implementation.
- To strengthen social inclusion by identifying barriers and opportunities for women, youth, and other vulnerable users, applying coastal/marine-relevant vulnerability categories — subsistence fishers versus commercial fishers; seasonal versus permanent resource users; women engaged in post-harvest value chains; female-headed households; migrant/transient fishers; elderly fishers; and households with no alternative livelihood.
- To develop a socio-economic Monitoring and Evaluation (M&E) framework with SMART key performance indicators, based on the collected baseline, compatible with the monitoring systems of the relevant MPA/MCA management authority.

3. Scope of Work

This ToR provides an umbrella framework for undertaking a series of site-specific socio-economic assessments across Marine Conservation Areas (MCAs) supported under the TASFAM Project. Individual study will be undertaken within every MCA listed below as determined by project implementation priorities and the screening outcome of the process framework.

The scope of the overall assignment covers the following Conservation areas:

Existing MCAs

- Menai Bay Conservation Area (MBCA)
- Mnemba Island Marine Conservation Area (MIMCA)
- Changuu and Bawe Islands Marine Conservation Area (CHABAMCA)
- Pemba Channel Conservation Area (PECCA)
- Tumbatu Marine Conservation Area (TUMCA)

MCAs Under Establishment

- North East Pemba Marine Conservation Area (NEPCA)
- South East Pemba Marine Conservation Area (SEPCA)

For each site-specific study, the geographic scope shall extend beyond the boundaries of the MPA or MCA, where relevant, to include affected coastal communities, landing sites, markets, Beach Shehia Fisheries Committee (SFCs) jurisdictions, and other stakeholder groups that demonstrate socio-economic dependence on the fisheries resources, marine ecosystems, and value chains associated with the protected area.

3.2 Target Populations and Stakeholders

- **Households:** All households in the geographic scope, with oversampling of fishing households and likely PAPs.
- **Artisanal Fishers:** All gear types, fleet segments, vessel owners, and crew members.
- **Value-Chain Actors:** Fish traders, processors (particularly women), pre-harvest workers (bait collectors, gear and vessel repairers), transporters, and service providers.
- **Organized Groups:** SFCs, women's groups, youth cooperatives, and other community-based organizations.
- **Project Affected Persons (PAPs):** Project Affected Persons (PAPs): All individuals and groups who are likely to be adversely impacted by access restrictions — including subsistence fishers versus commercial fishers, seasonal versus permanent resource users, women engaged in post-harvest value chains, pre- and post-harvest workers, and those with customary rights who may not be permanent residents.

- **Vulnerable groups:** (see item on vulnerability below)
- **Institutions:** Government officials, MPA/MCA management authorities, traditional leaders, private sector actors, and civil society organizations.

3.3 Thematic Scope

Livelihoods and Economy: Detailed analysis of livelihood and income sources at household level, household assets, expenditure patterns, seasonality of economic activities, food and nutrition security (including the specific role of fish as a protein and nutritional source), and resilience to economic and environmental shocks. The analysis shall cover fishing activities and all fishing-related activities, including pre-harvest activities (bait collection, gear repair, boat building) and post-harvest activities (fish processing, drying, salting, smoking, trading).

Resource Access and Use: Mapping fishing grounds by gear type, catch profiles (species, volume, value), and fishing effort — capturing seasonality through monthly data (fishing days per week, weeks per month across all 12 calendar months). Analysis of landing, processing, and marketing routes and infrastructure. Quantification of community dependence on the restricted zone for both commercial income and food and nutrition security. Documentation of both formal MCA boundaries and boundaries as currently known or enforced by communities (noting any discrepancy).

Impact Assessment of Access Restrictions: Characterization of the type, timing, and extent of anticipated restrictions — including both new restrictions and the operationalization or increased enforcement of existing restrictions (e.g., buoy installation, deployment of patrol vessels, increased ranger presence). Identification of all individuals and groups that may be impacted and eligible for assistance. Quantification of potential losses, including income, fishing time, food and nutrition security, and safety implications (e.g., longer travel to alternative grounds). Where the enforcement mechanism may or may not result in changed fishing behaviour, the Consultant shall model scenarios and present a range of impact estimates.

Governance and Social Dynamics: Review of the legal framework governing the MPA/MCA and fisheries and coastal access rights, including customary and statutory rights and village/community sea tenure. Assessment of BMU/SFC functionality, community participation in decision-making, gender composition, benefit-sharing mechanisms, and conflict resolution processes. Analysis of social inclusion, including gender roles in the value chain, youth engagement, and specific constraints and opportunities faced by vulnerable groups.

Vulnerability categories: Identify the vulnerability categories most relevant to a coastal/marine context, such as subsistence fishers versus commercial fishers, seasonal versus permanent resource users, or women engaged in post-harvest value chains.

Safeguards and Resilience: Assessment of community knowledge and use of the project's Grievance Mechanism (GM) which is already established under the TASFAM project and is referenced consistently in both the Rapid and Full Assessment ToRS. Evaluation of SEA/SH risk perceptions and awareness of safe referral pathways. Analysis of climate change stressors, community perceptions, and existing resilience strategies.

Livelihood Restoration: Identification and feasibility assessment of acceptable, sustainable, and market-oriented livelihood restoration and diversification options. Analysis of skills and inputs already possessed by PAPs, along with those needed for proposed livelihood activities. The consultant will develop, evaluate and cost concrete livelihood restoration options in a participatory manner.

Cut-off date. A clear cut-off date for PAP eligibility shall be established and widely communicated to prevent speculative influx and opportunistic claims.

Monitoring and Evaluation: Design of an M&E framework with SMART indicators, based on the collected baseline, to monitor the socio-economic impact of restrictions on local communities and the implementation of the Action Plan. The M&E framework should be integrated with the MPA/MCA management authority's existing monitoring system where possible.

4. Approach and Methodology

4.1 Overall Research Design

The study will employ a mixed-methods approach, integrating quantitative and qualitative techniques to ensure a comprehensive understanding of the socio-economic landscape. The design will combine:

- A statistically representative household survey, stratified by village, gender of household head, and livelihood type, with oversampling of high-dependence and vulnerable sub-groups (e.g., women fish processors, youth crew members, small-scale traders).
- In-depth qualitative research including KIIs, FGDs, and participatory mapping and appraisal tools.
- A landscape approach to assess impacts across the broader area — including associated mainland communities, markets, and landing sites that demonstrate significant socio-economic dependence on the fishing grounds and supply chains originating from the MCA.

4.2 Sampling Strategy

To control opportunistic immigration and provide a robust basis for PAP identification, and eligibility determination, a complete list of PAPs shall be developed across all communities within the geographic scope. Every household with demonstrable fishing or fishing-related activity in the affected zone shall be included, with eligibility verified against clear criteria.

A statistically representative household survey may still be used for the detailed socio-economic baseline (income, expenditure, food security depth analysis); where used, the Inception Report must specify the statistical parameters (confidence level typically 95%, margin of error typically 5%, and design effects) and justify the sample sizes.

4.3 Data Collection Instruments

All instruments shall be developed in English, translated into Swahili (and Pemba dialect for Pemba sites), and field-tested (a focused pilot rather than an extensive exercise, to avoid delays) to confirm that translations, context-specific terminology, and marine-livelihood modules perform as intended, and approved by the Implementing Agency (MLF / MBEF) and the World Bank in the Inception Report before deployment. Key instruments include:

- **Household Questionnaire:** Covering demographics; comprehensive livelihood profiles; asset ownership (including fishing assets); income by source and by zone; fishing effort by month (days per week, weeks per month for each of the 12 calendar months); fish value chain roles (including pre- and post-harvest); food and nutrition security (Food Consumption Score (FCS), Household Food Insecurity Access Scale (HFIAS), fish as a proportion of food and protein consumed based on 7-day recall); expenditure; access to services (including electricity and enrolment in government social protection programmes such as Tanzania Social Action Fund (TASAF)); impact of restrictions on income and food security; coping strategies; livelihood preferences; and awareness of the GM and SEA/SH reporting channels.
- **User-Group and Enterprise Questionnaires:** Tailored modules for fishers, traders, processors, and pre-harvest workers to capture production, operational costs, revenues, seasonality, post-harvest practices, perceived impacts of restrictions, skills possessed and needed, and needs for training or finance.
- **Qualitative Guides:** Semi-structured KII and FGD guides for distinct groups — including fishers by gear type, women processors and traders, pre-harvest workers, youth, SFC leaders, traders, and government officials — covering livelihoods, zone dependence, food security, impact of proposed or enforced restrictions, SFC capacity and specific PF responsibilities, and livelihood alternatives.
- **Participatory Mapping and Appraisal Tools:** Seasonal calendars (fishing effort and income by zone across all 12 months); wealth ranking (community-led classification of households by socio-economic status, using cards or counters); fishing zone mapping (participants mark current fishing zones by gear type and seasonality on a printed or hand-drawn map of MCA boundaries, overlaid with proposed restriction or enforcement areas); livelihood mapping; and trend analysis.
- **PAP Enumeration Form:** For the full enumeration and eligibility verification of all PAPs across all affected communities.

4.4 Data Management and Analysis

- **Data Collection:** Digital data collection tools (KoboToolbox or SurveyCTO) shall be used. A rigorous Quality Assurance plan shall be implemented, including back-checks (minimum 10% of completed questionnaires), spot-checks, and high-frequency data review.
- **Data Processing:** Datasets shall be cleaned, labeled, and organized. Sampling weights shall be constructed and documented to ensure representativeness. All microdata shall be anonymized to protect respondent confidentiality before submission to the Client, consistent with data protection requirements, to enable use in World Bank reporting (including to PROBLUE).

- **Analysis:** Spatial analysis using GIS to map the impacted villages, resource dependence and social vulnerability. Quantitative analysis to estimate potential income losses and food and nutritional security impacts — including scenario modelling where enforcement outcomes are uncertain. An equity lens shall be applied throughout, disaggregating findings by gender, youth, and other vulnerability criteria.

4.5 Ethical Considerations

Strict adherence to the principle of informed consent for all research participants. Guarantees of confidentiality and anonymity for all individuals and households. Survivor-centered protocols for handling any disclosures related to SEA/SH, consistent with the project's GM procedures. Culturally appropriate engagement with traditional authorities and recognition of seasonal and customary resource access rights. Female researchers shall conduct all women-only FGDs. No persons under 18 shall be interviewed without parental presence and consent.

5. PAP Eligibility and Action Plan

5.1 PAP Eligibility and Cut-off Date

The Consultant shall propose clear criteria for identifying PAPs and defining eligibility for project support, in close alignment with the TASFAM PF. PAP categories shall include, at a minimum: primary artisanal fishers; secondary artisanal fishers; subsistence fishers; fish traders; fish processors; pre-harvest workers (e.g., bait collectors) whose activity directly supports fishing in the restricted zone; boat owners; paid crew; women fish vendors; and food-security-dependent households whose primary source of fish or protein comes from the restricted zone without fishing it commercially. A clear cut-off date for eligibility shall be established and widely communicated, consistent with the PF, to prevent speculative influx and opportunistic claims. The cut-off date will recognize who is a current resource user at a given date (e.g., the date of the baseline census of affected resource users), rather than to physical presence in a project area in the way a Resettlement Action Plan would define it. Eligibility shall be verified through cross-referencing SFC membership lists, landing site registers, and Shehia records.

5.2 Action Plan

A core deliverable of this consultancy is the development of a detailed, actionable site-specific Action Plan, co-designed with PAPs through a documented two-stage participatory consultation process (Workshop 1: baseline validation and preliminary priorities; Workshop 2: Action Plan co-design and PAP endorsement). The Action Plan shall:

- Include a detailed entitlements framework translating impact assessment findings into a menu of tailored support packages for different PAP categories, informed by local preferences, individual skills and inputs, and market demand. Support packages may include investment in existing livelihoods (e.g., gear selectivity upgrades, post-harvest handling improvements), livelihood diversification (e.g., eco-tourism services, aquaculture pilots), and access arrangements to alternative resource use areas where lawful and ecologically sustainable.
- Include specific provisions for highly vulnerable PAPs — prioritised access to livelihood support aligned with TASFAM project activities; transitional support measures consistent with project scope; and a case management approach for households with no viable alternative.
- Include gender-responsive measures, including dedicated enrolment targets for women in each livelihood programme, women-only training sessions where appropriate, and women's representation in Action Plan monitoring committees.
- . The schedule shall clearly sequence Action Plan activities with the enforcement of restrictions, and include verification that funds for implementation are secured before restrictions are enforced. "Implementing partners" here refers to the entities responsible for delivering specific livelihood measures (which may include conservation NGOs such as WCS/WWF, service providers, or government agencies); these shall be specified by name in the Action Plan.
- Include an M&E framework with clear SMART outcome indicators¹ — both quantitative and qualitative.

¹ Specific — The indicator clearly defines what is being measured, leaving no ambiguity about what data needs to be collected or what the target refers to.

- Propose a Grievance Redress Mechanism with defined first points of contact, response timelines, escalation pathways, anonymous reporting options, and a non-retaliation policy.

6. Key Tasks and Responsibilities

6.1 Responsibilities of the Consultant

1. Inception Phase: Conduct a thorough review of the TASFAM PF, ESS5, and all relevant project documents. Review the Rapid Assessment report (if completed) and any third-party baseline studies, documenting their status per Section 1.4. Finalize the methodology, sampling strategy, data collection instruments, stakeholder analysis, stakeholder engagement plan, detailed workplan, and protocols for ethics and quality assurance in an Inception Report. The Inception Report must be approved by the Client and the World Bank before fieldwork commences.

2. Fieldwork: Recruit, train (minimum 3-day training), and supervise enumerators. Conduct all surveys, KIIs, FGDs, participatory mapping and appraisal exercises, and stakeholder workshops per the approved methodology. Ensure gender-separated sessions for all fisher and trader groups; assign female enumerators to female-headed households and women-only FGDs. Implement rigorous quality control and secure data management throughout.

3. Analysis and Reporting: Perform data analysis to generate baseline profiles, estimate income and food security impacts, map vulnerability, and assess the feasibility and costing of restoration options. Develop the PAP eligibility criteria and entitlements framework. Prepare draft site-specific Action Plan. Facilitate validation workshops with communities, local authorities, and other stakeholders to review, refine, and obtain PAP endorsement of the Action Plan. Finalize all reports and the Action Plan for public disclosure and implementation.

4. Capacity Building: Provide targeted training to staff from MLF/MBEF and BMUs/SFCs on practical aspects of Action Plan implementation, community engagement, and monitoring.

5. Reporting, Language, and Data Management: All reports shall be submitted in English. Consistent with Section 4.3, all data collection instruments and community-facing materials (including key summaries) shall be translated into Swahili, given that English is not widely spoken at the impact sites

7. Deliverables and Timeline

The total duration of the assignment is estimated at 5 months (approximately 100 working days) from the date of contract signing.

Timeline	Deliverable	Key Contents
Month 1 (10 days)	Inception Report	Finalised methodology; sampling frame and calculations; data collection instruments (English/Swahili); detailed workplan; stakeholder analysis and engagement plan; ethics and QA plan. Must be approved by Client and World Bank before fieldwork commences.
Month 2 (40 days)	Baseline Socio-Economic and Livelihood Assessment Report	Comprehensive analysis of baseline conditions — livelihoods, income, food and nutrition security, fishing

Measurable — The indicator can be quantified or objectively assessed, meaning data can be collected and compared against a baseline or target.

Achievable (sometimes "Attainable") — The target set for the indicator is realistic and can actually be reached given the resources, timeline, and context of the project.

Relevant — The indicator directly relates to the objective or outcome it is intended to track, ensuring it measures something that actually matters for the project's goals.

Time-bound — The indicator specifies a timeframe within which the target should be achieved, providing a clear deadline for measurement and accountability.

		effort and zone dependence, fish value chain (including pre- and post-harvest), gender analysis, and governance assessment — supported by cleaned and complete datasets, codebooks, spatial maps, and a technical note on sampling and weighting.
Month 3 (15 days)	Socio-Economic Impact Assessment Report	Quantified income and food security impact estimates by PAP category and gender; subgroup analyses; proposed PAP eligibility criteria; preliminary entitlements framework; proposed number of Action Plans to be prepared for each site with clear rationale.
Month 4 (15 days)	Draft Action Plan(s)	Site-specific draft Action Plan(s) for each community/landscape — including implementation schedule, detailed budget, M&E framework, and GRM. Stakeholder validation activities (Workshop 2: Action Plan co-design and PAP endorsement) duly documented and included as annexes.
Month 5 (20 days)	Final Consolidated Report and Package	An integrated final report combining the baseline, impact assessment, and finalised/validated Action Plan(s). Includes presentation decks, community-friendly summaries in Swahili, and a monitoring toolkit for handover.
End of Contract	Complete Digital Database and Data Package	Delivery to the Client of all raw and cleaned data (Stata/R, CSV), analysis scripts/code, anonymization notes, metadata, questionnaire/instrument files, and the confidential PAP Register.

8. Stakeholder Engagement, Inclusion, and Communication

The Consultant shall design and implement a highly participatory and inclusive consultation plan with methodologies tailored to each stakeholder group. **A stakeholder analysis and stakeholder engagement plan must be prepared and shared with the Client as part of the Inception Report.** The plan must ensure that women, youth, pre- and post-harvest workers, subsistence-dependent households, and other vulnerable or marginalised users can participate meaningfully and safely. All activities shall be coordinated with BMUs/SFCs and traditional authorities to ensure cultural appropriateness and local ownership.

A critical component of the engagement plan is dedicated consultations with local communities on the TASFAM PF, with the goals of: (i) assessing whether existing co-management arrangements are working effectively; (ii) ensuring the PF process is responsive to local needs; and (iii) securing community commitment to the Action Plan. The Consultant shall document these consultations and propose specific, actionable recommendations to strengthen the PF.

The Consultant shall document community awareness, accessibility, and usage of the existing project GM, and propose adjustments to ensure broader access — including for women and vulnerable groups. The Action Plan shall integrate GM procedures for handling grievances related to eligibility and entitlements, with mechanisms to track resolution and ensure feedback to communities.

The Consultant shall prepare accessible, non-technical summaries of key findings and the draft Action Plan in Swahili for dissemination to affected communities. Feedback meetings shall be held with communities before the finalization of the Action Plan and before any restrictions are enforced.

9. Qualifications and Experience

9.1 Firm-Level Requirements

The Consulting Firm shall be required to meet the following minimum requirements:

- The firm shall demonstrate a portfolio of **at least 5 assignments** in the preparation of RAPs, ARAPs, TRPs, or equivalent social safeguards instruments for World Bank-financed or equivalent projects in Sub-Saharan Africa.
- Experience in the fisheries, coastal, or blue economy sector is an advantage.
- The firm shall have demonstrated experience working with communities dependent on natural resources, particularly in contexts involving temporary or permanent displacement.

9.2 Key Personnel – Minimum Qualifications and Experience

The proposed team shall include a minimum of the following key personnel. Each position carries the mandatory minimum qualifications and experience requirements set out below.

Position 1: Senior Social Safeguards Specialist / Team Leader

Role: Overall responsibility for the quality, coherence, and timely delivery of the TRP. The Team Leader will coordinate all specialists, liaise with the Client and the World Bank, and ensure compliance with ESS5 and national legislation.

Minimum Qualifications and experience:

- Master's degree (or equivalent postgraduate qualification) in Social Sciences, Sociology, Anthropology, Development Studies, Environmental and Social Management, Law, or a closely related field. A Bachelor's degree with exceptional demonstrable experience may be considered.
- At least **5 years** of professional experience in social safeguards, resettlement planning, or social impact assessment, of which at least **3 years** must be directly related to the preparation or implementation of RAPs, ARAPs, or TRPs.
- Demonstrated experience on at least 3 World Bank-financed projects (or projects applying equivalent international standards such as IFC Performance Standards) involving resettlement or livelihood restoration.
- Proven track record of managing multidisciplinary teams and coordinating complex stakeholder engagement processes.
- Familiarity with World Bank Environmental and Social Framework (ESF), specifically ESS5 (Land Acquisition, Restrictions on Land Use and Involuntary Resettlement), and its application in Sub-Saharan Africa.

Desirable qualifications:

- Prior experience in coastal, fisheries, or blue economy projects is a strong advantage.
- Experience working in East Africa, and preferably in Tanzania or Zanzibar, is desirable.

Position 2: Socioeconomic Survey Specialist

Role: Design and implementation of the household census and socioeconomic survey of all Project Affected Persons (PAPs), including data analysis and reporting.

Minimum Qualifications and experience:

- Bachelor's degree (minimum) in Economics, Statistics, Social Sciences, Development Studies, or a related field. A Master's degree is an advantage.
- At least 5 years of professional experience in socioeconomic surveys, household census design, or social impact data collection.

- Demonstrated experience conducting PAP censuses and socioeconomic assessments for at least 2 resettlement or safeguards assignments, preferably under World Bank or other international financing standards.
- Proven experience working in low-income or informal community settings, with specific experience in fishing communities or coastal livelihood contexts considered a strong advantage.
- Proficiency in use of digital data collection tools (e.g., Kobo Toolbox, ODK, or equivalent) and statistical analysis software (e.g., SPSS, Stata, R, or equivalent).
- Experience in designing gender-sensitive and inclusive survey instruments that capture data on vulnerable groups.

Desirable qualifications:

- Formal training or certification in survey methodology, quantitative and qualitative data collection, or social research methods is an advantage.
- Experience in Tanzania or the East African coast is desirable.

Position 3: GIS / Mapping Specialist

Role: Production of all spatial outputs required for the TRP, including site maps, PAP location maps, temporary relocation site layout plans, and any other geographic visualisations.

Minimum Qualifications and experience:

- Bachelor's degree (minimum) in Geographic Information Systems, Geomatics, Surveying, Environmental Science, Urban Planning, or a related field.
- Formal certification or demonstrated proficiency in GIS software (e.g., ArcGIS, QGIS, or equivalent) is required.
- At least 3 years of professional experience in GIS mapping, spatial data analysis, or land surveying.
- Demonstrated experience producing spatial outputs for at least 2 social safeguards, resettlement, or infrastructure projects, including PAP location maps, asset inventories, or site layout plans.
- Proficiency in GPS data collection in the field and integration of field data into GIS platforms.

Desirable qualifications:

- Experience producing maps that meet the standards required by the World Bank or similar development finance institutions is an advantage.
- Familiarity with coastal or marine spatial planning environments, including bathymetric data and coastal zone mapping, is desirable.

Position 4: Local Community Engagement Officer

Role: Facilitation of all community consultations, stakeholder engagement sessions, and grievance redress activities at both landing sites. The Officer will serve as the primary interface between the project team and affected communities, local government, BMUs, and fisheries committees.

Minimum Qualifications and experience:

- Bachelor's degree (minimum) in Social Work, Community Development, Sociology, Public Administration, Communication, or a related field.
- Native or near-native fluency in Kiswahili (spoken and written) is mandatory.
- Familiarity with the cultural, social, and institutional context of Zanzibar's coastal fishing communities is essential.
- At least 3 years of professional experience in community engagement, social mobilisation, or participatory development work.
- Demonstrated experience working directly with Beach Management Units (BMUs), Zanzibar fisheries committees, or equivalent local governance structures in fishing communities.
- Proven track record of facilitating inclusive community consultations, including with women, youth, and other vulnerable groups.

Desirable qualifications:

- Experience supporting or implementing Grievance Redress Mechanisms (GRMs) at community level is an advantage.
- Knowledge of local Zanzibar dialects is a strong advantage.

- Prior involvement in at least 1 World Bank-financed or equivalent project involving community engagement or social safeguards implementation is desirable.

Position 5: Gender and Vulnerability Specialist (*This position may be combined with another role, provided the combined workload is manageable and the individual meets the minimum requirements for both positions.*)

Role: Integration of gender-sensitive approaches and vulnerability analysis throughout the TRP process, including the census, entitlement framework design, livelihood restoration planning, and stakeholder engagement.

Minimum Qualifications and experience:

- Bachelor's degree (minimum) in Gender Studies, Social Sciences, Sociology, Development Studies, Public Health, or a related field. A Master's degree is preferred.
- At least 4 years of professional experience in gender-sensitive social assessment, vulnerability analysis, or inclusive development programming.
- Demonstrated experience designing and implementing targeted support measures for vulnerable groups, including female-headed households, elderly persons, persons with disabilities, and others at risk of disproportionate project impacts.
- Experience integrating gender considerations into social safeguards instruments (RAPs, ARAPs, TRPs, or equivalent) under World Bank ESS standards or IFC Performance Standards.

Desirable qualifications:

- Formal training in gender analysis frameworks or vulnerability assessment methodologies is an advantage.
- Knowledge of gender dynamics within fishing communities and coastal livelihoods, including women's roles in fish processing, trading, and household economies, is a strong advantage.
- Experience in East Africa, and particularly in Tanzania or Zanzibar, is desirable.

All key personnel must demonstrate sufficient proficiency in **English** to read, write, and communicate technical content, as all formal deliverables (reports, plans, and correspondence with the Client and the World Bank) shall be prepared in English. Proficiency in **Kiswahili** (the local working language) is required for all personnel involved in direct community engagement, field data collection, and stakeholder consultations. For positions where Kiswahili fluency is listed as mandatory under the individual role requirements, this general requirement does not reduce that obligation.

10. Selection Criteria

Proposals will be evaluated based on:

- **Technical Approach and Methodology (40%):** Quality, feasibility, and appropriateness of the proposed methodology, sampling strategy, and workplan.
- **Team Experience and Qualifications (30%):** Relevant experience of the firm and key personnel, including local presence and knowledge of the Tanzanian context.
- **Safeguards and Quality Assurance (15%):** Robustness of the proposed QA plan, ethical protocols (including SEA/SH), and demonstrated understanding of World Bank ESS5 and Process Framework requirements.
- **Value for Money and Schedule (15%):** Reasonableness of the proposed budget and ability to adhere to the delivery schedule.

11. Payment Schedule

Payment Tranche	Condition for Payment	Percentage
1	Upon submission and approval of the Inception Report	20%
2	Upon completion of all baseline fieldwork and submission of cleaned datasets and associated documentation	30%
3	Upon submission of the draft Impact Assessment Report and draft Action Plan(s)	30%
4	Upon acceptance of the Final Consolidated Report, finalised Action Plan(s), and complete data package	20%

12. Supervision and Reporting

The Consultant reports to the TASFAM Social Safeguards Officer at MBEF. The Ministry will be responsible for introducing the Consultant to the relevant Districts and facilitating coordination with other relevant authorities. The Final Report and Action Plan shall be publicly disclosed in accordance with the World Bank Access to Information Policy.

13. Disclosure

Although the Consultant is free to discuss with the authorities and any partners in the TASFAM Project area anything relevant to the assignment, the Consultant is not authorized to make any commitments on behalf of the Government of Tanzania or the project.

14. Annexes

The proposal submitted by the Consultant should include, as annexes, the following draft documents and templates:

- Draft survey instruments (household, user-group, enterprise questionnaires) and qualitative guides (KIIs/FGDs) in English.
 - A detailed draft sampling plan, including power calculations and a site stratification schema.
 - An outline of the enumerator training curriculum and a sample QA checklist.
 - A template for the entitlements framework and an outline for the Action Plan.
 - A draft SEA/SH protocol consistent with World Bank requirements, applicable national laws and regulations, and good international practice — including clear guidance for enumerators on the ethical handling of SEA/SH-related disclosures, referral procedures, do-no-harm principles, and coordination with the project GM.
 - Report outline — see Annex A below.
-

Annex A: Full Socio-Economic Assessment — Report Outline Template

The Final Consolidated Report shall follow the structure below. Section lengths are indicative.. All reports shall be submitted in MS Word (editable) and PDF, with key summaries translated into Swahili.

Cover Page

- Title: Full Socio-Economic Assessment and Action Plan — [MPA/MCA Name], [District/Region], Tanzania
 - Prepared by: [Consultant name/firm; team members]
 - Prepared for: Ministry of Livestock and Fisheries (MLF) / Ministry of Blue Economy and Fisheries (MBEF) — TASFAM
 - World Bank Project Reference: Tanzania Scaling-Up Sustainable Marine Fisheries and Aquaculture Management Project (TASFAM), a World Bank-financed project
 - Date of submission; Report version
 - Disclosure classification: Public upon World Bank clearance
-

Acronyms and Abbreviations

Executive Summary (maximum 6 pages)

- Summary of all TASFAM project activities at this site that may impose or operationalize restrictions — including new restrictions and enforcement/operationalization changes (e.g., buoys, patrol vessels)

- MPA/MCA overview and purpose of the assessment
- Methodology summary (mixed-methods)
- Key socio-economic baseline findings
- Total PAPs enumerated — by category and gender
- Summary of impact severity by PAP category (income and food security)
- Action Plan headline — key livelihood measures agreed with PAPs and alignment with TASFAM project activities
- Conditions that must be fulfilled before restrictions are enforced
- World Bank clearance status

1. Introduction and Background (5–8 pages)

1.1 TASFAM project background — objectives, components, implementing agencies (MLF and MBEF for MPA/MCA activities), World Bank financing

1.2 Legal and policy framework

- TASFAM Process Framework obligations (with explicit statement that the PF applies to both new restrictions and the operationalization/increased enforcement of existing restrictions)
- World Bank ESS5
- Relevant national legislation (Fisheries Act; Marine Parks and Reserves Act; Zanzibar legislation as applicable)

1.3 MPA/MCA profile

- Name, gazettement status, total area, no-take zone area (if applicable)
- Formal boundaries and boundaries as currently known/enforced by communities (note any discrepancy)
- Ecological significance and management authority
- All existing restrictions currently in force and current enforcement status
- All proposed new restrictions or enforcement changes (with enforcement mechanism described)

1.4 Project activities at this site requiring PF application

- Comprehensive list of all TASFAM activities that may impose or operationalize restrictions, with description of each

1.5 Scope of the assessment

- Villages and landing sites covered; geographic rationale (minimum: all communities within 5km of MPA/MCA boundaries with demonstrable fishing or fishing-related activity in the restricted zone)

1.6 Relationship to the Rapid Assessment and third-party studies

- What the Rapid Assessment found; what this Full Assessment builds on; what gaps it fills
- Status of any third-party baseline studies per the criteria in the ToR

1.7 Assessment team and fieldwork dates

2. Methodology (8–12 pages)

2.1 Research design — mixed-methods rationale; integration of quantitative and qualitative approaches

2.2 Quantitative household survey

- Instrument design and modules covered
- Sample frame; sample size determination (confidence level, margin of error, design effect); sampling strategy (stratified random sampling, oversampling rationale)
- Administration; digital platform used; pilot results
- Data quality assurance measures (back-checks, spot-checks, high-frequency review)
- Anonymization approach and data protection
- Limitations

2.3 Qualitative methods

- Key Informant Interviews — informant categories, numbers, selection rationale
- Focus Group Discussions — groups covered, gender-separation approach, numbers
- Participatory mapping and appraisal tools — seasonal calendars, wealth ranking, fishing zone mapping, livelihood mapping, trend analysis
- Workshop 1 (baseline validation) and Workshop 2 (Action Plan co-design) — design, participants, facilitation

2.4 PAP census — enumeration approach; eligibility criteria; cut-off date; verification process

2.5 GIS and spatial mapping — data sources; software; maps produced

2.6 Gender-sensitive data collection — specific measures taken

2.7 Data integration and analysis — how quantitative and qualitative data were combined; software used

2.8 Ethical considerations — consent procedures; anonymization; child protection; SEA/SH protocols

2.9 Limitations and data gaps

3. Socio-Economic Baseline — Community Profile (12–18 pages)

3.1 Demographic overview

- Summary table by village: total population; total households; fishing households; % fishing households; % female-headed households; primary livelihood

3.2 Household composition

- Average size; dependency ratio; age structure; education by gender; migration patterns

3.3 Housing and productive assets

- Dwelling materials; land access; fishing gear and vessel ownership; durable assets

3.4 Access to services

- Water; sanitation; electricity; health (distance and quality); education by gender; financial services (banks, SACCOs, mobile money); enrolment in government social protection programmes (e.g., TASAF)

3.5 Food and nutrition security

- Food Consumption Score (FCS) distribution; Household Food Insecurity Access Scale (HFIAS); dietary diversity; fish as % of food and protein consumed (7-day recall); months of food insecurity per year; seasonal patterns

3.6 Poverty indicators

- Wealth ranking results; proportion of households below national poverty line; poverty headcount by village and gender of household head

3.7 Social capital and safety nets

- Savings groups and cooperatives; community associations; informal support systems; formal social protection coverage

4. Livelihood and Economic Baseline (12–18 pages)

4.1 Livelihood systems overview

- Table: Livelihood Source | % of HH as Primary | Average Monthly Income (TZS) | % of Total HH Income | Seasonal?

4.2 Fishing-specific baseline

- Gear types; fleet segments; fishing effort by month (days per week, weeks per month for all 12 calendar months); fishing zones mapped against MPA/MCA boundaries; catch volumes; proportion sold vs. consumed; fishing income by gender (median, range)

4.3 Pre- and post-harvest activities

- Pre-harvest roles (bait collection, gear repair, boat building): actors, income, seasonality, zone dependence
- Post-harvest roles (processing, drying, salting, smoking, trading): actors (disaggregated by gender), income, seasonality, zone dependence

4.4 Fish value chain

- Full chain from landing to final sale; income at each node by gender; key markets; price trends; women's specific roles and income contribution

4.5 Non-fishing livelihoods

- Types, seasonality, income levels, accessibility constraints, relevance as potential alternatives

4.6 Household income and expenditure

- Total income; fishing income as % of total; income from the restricted zone specifically; expenditure breakdown; net disposable income

5. Gender Analysis (6–10 pages)

5.1 Women's participation in the fishing economy

- Numbers and proportions in each value chain node (fishing, pre-harvest, processing, trading); types of activity; average income

5.2 Women's economic assets and control

- Gear and vessel ownership; income control; credit access; market space; barriers

5.3 Gender-differentiated impact of restrictions

- Income loss estimates disaggregated by gender; specific activities disrupted; second-order impacts; food security and nutritional implications for both female-headed and male-headed households where fish is a primary protein source

5.4 Women's voice and agency

- BMU/SFC membership and leadership; participation in consultations; cultural and social norms affecting participation

5.5 Gender-responsive recommendations for the Action Plan

6. PAP Identification, Census, and Eligibility Verification (10–14 pages)

6.1 PAP eligibility criteria applied — each criterion and its evidence basis; cut-off date established and communicated

6.2 PAP census results

- Table: PAP Category | # Male | # Female | Total | % of Total PAPs | # Highly Vulnerable | Average Monthly Income Loss (USD)
- Categories to include: primary artisanal fishers; secondary artisanal fishers; subsistence fishers; fish traders; fish processors; pre-harvest workers; boat owners; paid crew; women fish vendors; food-security-dependent households; other

6.3 PAP distribution by village

- Table: Village | PAP Category | # PAPs | % of Village Fishing HH

6.4 Vulnerability assessment results

- Scoring distribution; profile of highly vulnerable PAPs; priority sub-groups requiring enhanced support

6.5 Impact quantification

- Methodology for estimating income loss; estimated average monthly income loss by PAP category; total income loss across all PAPs; food security and nutritional deficit impact (with scenario range where enforcement outcomes are uncertain)

6.6 PAP Register note

- Statistical summary only in this report; full confidential PAP Register submitted separately to Client and World Bank

7. Governance, Institutions, and Grievance Assessment (6–8 pages)

7.1 MPA/MCA management authority — mandate; staffing; budget; current enforcement practice; planned enforcement changes; community relations; capacity gaps

7.2 BMU/SFC assessment — one subsection per BMU/SFC: establishment; members (M/F); meeting frequency; activities; financial status; trust level; capacity for PF implementation

7.3 Village Councils and local government — role and capacity

7.4 Community awareness and attitudes

- Awareness of existing restrictions and planned enforcement changes; spectrum of views disaggregated by gender and livelihood group; existing tensions or conflicts

7.5 Existing grievance mechanisms — description; awareness; accessibility; gender-sensitivity; gaps

7.6 Proposed Grievance Redress Mechanism for Action Plan phase

- First contact points; submission methods; response timelines; escalation pathway; anonymous reporting; non-retaliation policy; GRM register

8. Stakeholder Consultation Summary (5–8 pages)

8.1 Overview of all consultations — type, date, location, number of participants by gender

8.2 Summary of KII findings — key themes by informant category

8.3 Summary of FGD findings — key themes by group type and gender

8.4 Summary of participatory mapping and appraisal outputs — seasonal calendars; wealth ranking results; fishing zone maps

8.5 Workshop 1 outcomes — key concerns raised; preliminary livelihood priorities identified; how community input was incorporated

8.6 Workshop 2 outcomes — livelihood measures selected by PAPs; agreements reached; endorsement documented

8.7 How community input shaped the Action Plan

9. Site-Specific Action Plan (12–18 pages)

This is the core ESS5 compliance deliverable. It must be co-designed with PAPs and endorsed before restrictions are enforced. The Action Plan may also be issued as a stand-alone document (Annex O).

9.1 Guiding principles — ESS5; TASFAM PF; community participation; proportionality; gender responsiveness; adaptive management; alignment with available TASFAM project activities

9.2 Agreed restrictions and phasing

- Table: Restriction Type | Geographic Scope | Enforcement Mechanism | Effective Date | Phase-in Period | Community Communication Plan

9.3 Livelihood measures selected by PAPs

- Table: # | Livelihood Measure | PAP Categories Targeted | Gender Focus | Responsible Party (MLF or MBEF) | Implementation Partner | Start Date | End Date | Budget (USD)
- Measures shall be aligned with available TASFAM project activities (primarily the business incubation facility); measures outside project scope shall not be presented to communities as available options

9.4 Provisions for highly vulnerable PAPs

- Prioritised access to livelihood support; transitional measures consistent with project scope; case management approach

9.5 Gender-responsive measures

- Enrolment targets for women in each livelihood programme; women-only sessions where appropriate; women's representation in monitoring committees

9.6 Roles and responsibilities matrix

- Table: Party | Role | Specific Actions | Timeline

9.7 Implementation timeline — monthly milestones; sequencing of Action Plan activities relative to enforcement of restrictions

9.8 Total Action Plan budget — itemised by measure and responsible party; confirmation that funds are secured before restrictions are enforced

9.9 Monitoring and evaluation framework

- Table: Outcome | Indicator | Baseline Value | Target | Data Source | Frequency | Responsible Party
- Framework to be integrated with MPA/MCA management authority's monitoring system where possible

9.10 Grievance Redress Mechanism (as per Section 7.6)

9.11 Community endorsement documentation — reference to signed minutes and attendance (full documentation in Annex I)

10. Conditions Precedent to Enforcement of Restrictions (2–4 pages)

No fishing access restriction — whether new or resulting from the operationalization or increased enforcement of existing restrictions — may be implemented at this MPA/MCA until ALL of the following conditions are met:

Condition	Status at Submission	Report	Responsible Party	Target Date
Full Assessment report cleared by World Bank			Client + WB	
Action Plan cleared by World Bank			Client + WB	
Action Plan publicly disclosed			Client	
First tranche of livelihood measures operational			MLF / MBEF	
GRM established and functional			District Council	
PAP Register finalised and shared with World Bank			Consultant	
BMU/SFC capacity strengthened for PF role			MLF / MBEF	
Communities formally informed of restriction timeline			MPA/MCA management authority	

11. Conclusions and Recommendations (3–5 pages)

11.1 Summary of baseline findings

11.2 Summary of PAP impacts and vulnerabilities — income and food/nutrition security

11.3 Overall site readiness for restriction enforcement — assessment against conditions in Section 10

11.4 Residual risks and proposed mitigation measures

11.5 Recommendations for adaptive management

Annexes to the Report

- Annex A: Household survey questionnaire — full instrument (English and Swahili)

- Annex B: KII guides — versions by informant type (as used in the field)
 - Annex C: FGD guides — versions by group type (as used in the field)
 - Annex D: Participatory mapping and appraisal outputs — seasonal calendars; wealth ranking results; fishing zone maps; livelihood maps
 - Annex E: PAP eligibility criteria and vulnerability scoring rubric
 - Annex F: PAP Register (CONFIDENTIAL — submitted separately to Client and World Bank only)
 - Annex G: GIS maps (MPA/MCA boundaries; fishing zones overlaid with proposed restrictions; PAP distribution by village; livelihood zones)
 - Annex H: Workshop 1 attendance list and minutes
 - Annex I: Workshop 2 attendance list, minutes, and PAP endorsement statement
 - Annex J: Statistical tables from household survey (full tabulations)
 - Annex K: KII respondent list
 - Annex L: FGD participant summary
 - Annex M: Photographs (with consent documentation)
 - Annex N: References and secondary data sources
 - Annex O: Action Plan — standalone document
 - Annex P: Disclosure-ready non-technical summary (English and Swahili)
-