



Terms of Reference

Independent Contractor – Protected Area Management Planning

Professional services to guide and develop protected area management plans, processes, and mechanisms for the YUS Conservation Area, Morobe Province, Papua New Guinea

Contract Duration: 15 Months (October 2023 – December 2024)

Background and Rationale:

The YUS Conservation Area is the first protected area of its type in Papua New Guinea, established in 2009 and re-designated in 2020 as a Category VI protected area encompassing the entire 163,000-hectare landscape. Located on the Huon Peninsula in PNG's Morobe Province, the YUS Conservation Area provides protection for a wide range of habitats and species including the endangered Matschie's tree kangaroo, eastern long-beaked echidna, and bird of paradise species. The YUS landscape supports the well-being and livelihoods of about 15,000 indigenous people living among 50 villages within the protected area.

Comprised of land pledged for conservation by the area's customary clan landowners, the YUS Conservation Area is managed by the local communities with the support of the PNG government and the technical organization, Tree Kangaroo Conservation Program (TKCP), via the YUS Conservation Area Management Committee governing body. With PNG's recent updates to its national policy on protected areas, the YUS Conservation Area serves as a national model for community-based conservation.

The YUS Conservation Area's management plan is primarily comprised of ward-level Land Use Plans developed by local communities among the 18 wards within YUS, and complemented by landscape-level action plans in response to broader conservation threats and trends identified through the monitoring of key species, habitats, bylaw violations, resource availability, and land use.

Following the recent landscape-level designation, there is need to adjust and refine the protected area's management structures, systems, and processes to more fully align and respond to the communities' plans and priorities for the protection and sustainable management of natural resources throughout the YUS Conservation Area. Recent Protected Areas Management Effectiveness (PAME) assessments indicate that, while structures and processes are in place to connect community interests with government/stakeholder support, they are not fully functioning in accordance with their design. As a result, government/stakeholder services and support are not clearly aligned with community plans and needs regarding conservation, development, and sustainable resource management.

The YUS Conservation Area Management Committee is designed to provide YUS community members, via their landowner representatives, with direct participation and access to all levels of government to ensure stakeholder accountability. However, as the first - and until recently, the only - Conservation Area of its type in Papua New Guinea, the roles and responsibilities of each YUS Conservation Area Management Committee member have not been fully and collectively understood or fulfilled. As a result, the Committee has not developed specific, actionable plans in response to the communities' ward Land Use Plans or other identified management priorities, and each of its members have therefore not been held duly accountable for providing appropriate resources and support according to their respective mandates. To date, Committee members'

commitments and support have generally been limited, inconsistent, and/or disassociated with the YUS Conservation Area's management due to the lack of specificity and accountability.

The Protected Area Management Planning Consultant (Consultant) will need to have thorough knowledge and understanding of government structures and culture in Papua New Guinea, as well as familiarity with the landscape planning approach and community-based conservation. The Consultant must excel in collecting and synthesizing input from an array of stakeholders, facilitating group dialogue and workshops, conducting policy research, assessing governance and management structures, and identifying and conveying implications for landscape management. It is expected the Consultant will have a higher degree (Master's degree or higher) in a relevant field of study. Knowledge of Tok Pisin is advantageous but not essential. The Consultant may be based internationally, with visits to PNG throughout the consultancy in relation to key activities/deliverables.

This consultancy and its associated activities are part of TKCP's capacity-building initiative to Strengthen Community-Based Governance and Management for Papua New Guinea's YUS Conservation Area. It is funded with the contribution of the European Union and the ACP Group of States through the IUCN's Biodiversity and Protected Area Management (BIOPAMA) Programme.

Scope of Work:

In order to clarify, refine, and realign the function of the YUS Conservation Area Management Committee to fulfill its intended role, and to strengthen its members' individual and collective accountability to its constituent communities of YUS, TKCP is seeking the support of a Protected Area Management Planning expert to lead and facilitate refinement of the YUS Conservation Area's mechanisms and processes for governance and management in direct support of the 18 current (third cycle) YUS ward-level Land Use Plans.

Complementary to a concurrent process of community dialogue, listening, and engagement, the Consultant will review, analyse, clarify, and define Key Stakeholder Roles, Responsibilities, and Accountability Measures in relation to the management of the YUS CA and the benefits that it provides to communities. Consideration will be given to the YUS Conservation Area Management Committee's structure, process, and function including provision of concrete recommendations and facilitation for implemented change.

Consultant Objective 1: Clarify the function of the YUS Conservation Area Management Committee (CAMC) with regard to responsive management and improved accountability to YUS landowners and communities.

- 1.1: Conduct a review and preliminary analysis of mandated roles and responsibilities for each level of government, and draft an associated YUS Conservation Area Management Committee membership framework. The review process will reflect on the experiences and actions of the YUS Conservation Area Management Committee (as the first of its kind in PNG) over the past 13 years and, where possible, lessons gleaned from the Managalas Conservation Area Management Committee thus far (as the only other such committee in PNG, being established in 2017). Where appropriate, the consultant may also draw upon examples of best practices from community protected area management globally. The framework will serve as basis for 1.2.
- 1.2: Facilitate discussions among the YUS Conservation Area Management Committee to define and affirm members' respective roles and responsibilities with regard to YUS Conservation Area Management, including oversight and the provision of services and support for environmental protection and community well-being.
- 1.3: Building on the decisions and directives forthcoming from 1.1 and 1.2, and in accordance with core policies, Develop the YUS Conservation Area Management Committee Handbook which will outline the Committee's purpose, structure, function, member roles and responsibilities, and key processes in support of responsive, adaptive management and full accountability to the YUS communities. This should include performance metrics to support the measurement and evaluation of YUS CAMC deliverables. Particular focus should be given to the linkages and procedures supporting community engagement and representation – particularly via integration with Ward Development Committees and

Ward Development Plans – in guiding the Committee’s action planning and in providing sufficient access for feedback and accountability. The Handbook will include specific reference to and description of the relevant government timelines and processes for planning and resource allocations and will determine the timing of YUS Conservation Area Management planning (both ward-level and landscape-level) necessary to enable their integration as originally intended.

- 1.4: With the Committee’s roles, responsibilities, and processes clarified and affirmed, the Consultant will facilitate the YUS Conservation Area Management Committee’s Action Planning process. The Committee’s Action Plan should include the commitment of specific resources, technical assistance, and financial support according to identified objectives, targets, and activities at the ward and landscape levels. As with the ward Land Use Plans, the YUS Conservation Area Management Action Plan will be documented, signed, and posted throughout the YUS Conservation Area for purposes of awareness and accountability.

Consultant Objective 2: Develop, refine, and publish the YUS Conservation Area Management Plan, with clearly defined stakeholder roles, responsibilities, and actions in response to ward Land Use Plans and primary conservation threats.

- 2.1: Assemble, review, consolidate, and synthesize key management plans, policies, and procedures produced throughout the course of consultation among the YUS Conservation Area Management Committee, key stakeholders, and YUS community members. This includes an assessment of past management goals and planned activities with reflection as to their implementation and effectiveness. Extract and refine information from pre-existing documents (i.e., original YUS Landscape Plan, current ward land use plans, YUS Conservation Area core foundational documents, 2017 policy directive outlining implications of the PNG Protected Areas Policy on the YUS Conservation Area’s governance and management, etc.)
- 2.2: Produce a comprehensive and cohesive YUS Conservation Area Landscape Management Plan to outline the YUS Conservation Area’s scope, goals, structure, stakeholders, conservation threats, action plans, evaluation metrics, and stakeholder commitments. This will include alignment of the plan with other relevant frameworks include international obligations, national policies and plans. This Plan will replace and improve upon the existing management plan(s), which are comprised of the original YUS Landscape Plan (2013-2015) and the 18 respective ward Land Use Plans (2021-2025). By integrating all of the 18 ward Land Use Plans and the Committee’s Action Plan, the new YUS Conservation Area Landscape Management Plan will further strengthen the clarity and alignment of, and accountability for, each stakeholder’s role and contribution toward the shared objectives and actions supporting the management of the protected area. The Plan will be published and distributed widely and will serve as the central document guiding management activities and actions to which stakeholders are accountable.

Consultant Deliverables:

1. Detailed consultant work plan and timeline for Protected Area Management Planning
2. YUS Conservation Area Management Committee analysis report, with draft membership framework
3. Member consultation reports for YUS Conservation Area Management Committee member roles, responsibilities, and contributions.
4. YUS Conservation Area Management Committee Handbook
5. YUS Conservation Area Management Committee Action Plan
6. YUS Conservation Area Landscape Management Plan

Expected Timeline:

| Deliverable | Tentative Timeframe |
|---|----------------------------|
| Detailed work plan and timeline | October 2023 |
| YUS CAMC analysis report & membership framework | December 2023 |
| CAMC Member Consultations: Roles & Responsibilities | November 2023 – Jan 2024 |
| YUS CAMC Membership Handbook | March 2024 |
| YUS CAMC Action Plan | May 2024 |
| YUS Conservation Area Landscape Management Plan | October 2024 |
| Project Reflection, Recommendations, and Next Steps | December 2024 |

Expression of Interest:

For further information or to submit an Expression of Interest, please contact TKCP's Governance & Engagement Manager Alfred Mark by email alfred.mark@treekangaroo.org or phone **(+675) 472 7304**.

Qualified candidates are asked to submit an Expression of Interest, and Financial Proposal to TKCP by **15th September 2023**. Financial proposals should be all-inclusive and take into account various expenses, including contractor's time, resources, travel, and accommodation to be incurred by the contractor during the contract period. TKCP will assist with securing the appropriate visa if required. All EOI's must include, but are not limited to, a cover letter explaining qualifications, statement describing the approach to be utilized to complete the scope of work identified above, CV, listing of similar work undertaken, and contact details of references.

All applicants are encouraged to review the TKCP website www.treekangaroo.org and Facebook page www.facebook.com/TKCPPNG.