



TERMS OF REFERENCE

NAME:	TBD
ASSIGNMENT:	To write and develop content for the lesson learned document of IUCN Dhamra port engagement through review of published documents and individual interviews.
REQUIREMENT:	Person should have communication background with at least 5 years of progressive work experience of writing on environmental issues and have published report/communication products as first author.
PROJECT MANAGER:	Vipul Sharma/JS Rawat
LOCATION:	Delhi, India
DURATION:	3 Months (Date to be determined)

BACKGROUND/CONTEXT

The agreement between IUCN and The Dhamra Port Company Limited (DPCL), a joint venture of Tata Steel and Larsen & Toubro, is an encouraging step forward in promoting corporate environmental responsibility. IUCN and DPCL, have worked together in two phases. The first focused on avoiding, minimizing and mitigating the impacts of the development on turtles and improving the project's environmental performance including secondary developments. The second phase centered on development of a sound Environmental Management Plan and continued conservation of Olive Ridley turtles through research and conservation actions, including addressing fishery by-catch among other activities.

IUCN and DPCL wish to document the process and outcomes of their engagement on the Dhamra Port project. The specific objective is to document the process of organizing the IUCN and Dhamra Port engagement to provide learning about the design, architecture and management of the project. The outcomes of this work will guide similar projects in the future. The process review will also analyze and document key success factors for similar activities as well as the challenges and limitations and recommendations for overcoming them.

OBJECTIVE(S)

The specific objective is to document the process and implementation of the IUCN and Dhamra Port engagement to provide learning about the design, architecture and management of the project. The document should be written in a popular style that tells the story of the engagement with a dramatic flow, and capturing the positions of key individuals and organizations.

The consultant will be responsible for the following tasks:

- Perform a thorough desk review of files and documents (hard and electronic);



- Develop interview questions and methodology for key stakeholders;
- Perform and document interviews (in person and by telephone) with organizations and individuals;
- Travel to the Dhamra Port to review the site and perform interviews;
- Produce a draft report of not more than 30 pages of text, (excluding any pictures and diagrams) based on the table of contents provided in work plan.
- Based on the comments received, produce a final, line edited document ready for layout;
- Compile and organize images and diagrams related to the report, with captions;
- Write a short (double sided A4) fact sheet summarizing the report.
- Coordinate and communicate regularly with the Project Manager on a weekly basis.