

Consultancy for a desktop analysis of the economic benefits to Jamaica of the presence of the headquarters of the International Seabed Authority (ISA) in Jamaica

TERMS OF REFERENCE

ORGANIZATIONAL CONTEXT

The International Seabed Authority (ISA) is an autonomous international organization established under the 1982 United Nations **Convention on the Law of the Sea** (UNCLOS) and the **1994 Agreement** relating to the Implementation of Part XI of the United Nations Convention on the Law of the Sea (1994 Agreement). ISA is the organization through which States Parties to UNCLOS organize and control all mineral-resources-related activities in the Area for the benefit of mankind. In so doing, ISA has the mandate to ensure the effective protection of the marine environment from harmful effects that may arise from deep-seabed related activities.

ISA which has its headquarters in Kingston, Jamaica, came into existence on 16 November 1994, upon the entry into force of UNCLOS.

BACKGROUND

ISA became fully operational as an autonomous international organization in June 1996, when it took over the premises and facilities in Kingston, Jamaica, previously used by the United Nations Kingston Office for the Law of the Sea. As host country, Jamaica is obligated to provide all facilities to ISA, which has a similar status to a diplomatic mission in Jamaica. The relationship between Jamaica and ISA is governed by a headquarters agreement (adopted 26 August 1999). ISA's use and occupation of its headquarters building in downtown Kingston is governed by a supplementary agreement done on 17 December 2003.

PURPOSE

ISA is interested in identifying key economic benefits of having its headquarters in Jamaica and how they have positively (or negatively) impacted Jamaica. Accordingly, ISA seeks to engage the services of a consultant to prepare a desktop analysis of the estimated net economic benefits of ISA to Jamaica.

SCOPE OF WORK

The consultant is expected to prepare a brief analysis of the main economic benefits for Jamaica of the presence of the headquarters of ISA in Jamaica. The analysis is to be based on data available in the secretariat and any other relevant sources and should attempt to identify and quantify (estimate) the main inflows of benefits to the Jamaican economy, including employment of nationals, expenditure by internationally recruited staff, purchase of goods and services, contribution to the economy by delegates from member States. The study should also identify possible costs to Jamaica, including (for example) tax and duty waivers. Summary tables must be provided in the report, which must be in a format that is easy to read by a general reader. The report should identify which sectors of the economy benefit most (and least) from the presence of ISA. Some of the key areas on which data will be available include, but are not limited to, the following:

- a. Salaries paid to General Services and National Staff and International Staff**
- b. Staff expenses in Jamaica (International)**
 - Education costs
 - Rent
 - Fuel, lubricants, electricity, and related utility, such as internet, telephone
 - Household purchases
 - Car purchases
 - Maintenance
 - Tickets and transport
 - Other related
- c. Contracts to local vendors**

d. Banking and related

- Private investments (By ISA Staff) if any.
- ISA Investment in the Jamaican Bank
- ISA Bank Account with Jamaican local banks

e. Conferences and meetings

- Two sessions per year
- Payment to General Temporary Assistance
- Payment to transport and reception
- Rental of venues
- Hotels and related
- Catering Services
- Expenditures by delegates
- Transport and tickets (including air services)

f. Any other related data deemed pertinent to the exercise

The collection of data from the secretariat will be supported by the secretariat. All such data will be aggregated and no confidential data on individual salaries and expenditures will be provided. The consultant may wish to develop a data collection questionnaire as part of the methodology for this consultancy.

Timeline

The work will be undertaken based on the following anticipated timelines

| | Deliverable | Timeline (Day) |
|----|--------------------|-----------------------|
| D1 | Data collection | 14 |
| D2 | Draft report | 10 |
| D3 | Final report | 6 |

QUALIFICATIONS

A master's degree in Economics, International Relations, International Development, Social Sciences, Financing, or a related field is required.

MODALITY OF WORK

The Consultant will report to and receive guidance from the Senior Policy Officer / Special Assistant to the Secretary-General who, after close consultation and cooperation with the relevant offices within the Secretariat will review and approve the deliverables/outputs.

All Deliverables should be submitted in English. The final report should be no more than 20 pages, including summary tables, formatted for MS Word. Supplementary working materials should be provided in the form of Excel spreadsheets. The consultant is also required to produce a summary of the report in PowerPoint and will be invited to present the final report to senior staff.

The work shall be performed at the consultant's home base; the consultant (unless based in Jamaica) will be required to meet remotely with ISA Secretariat staff on issues related to the deliverables.

REMUNERATION

Total remuneration, inclusive of all costs, will be US\$ 5,000

APPLICATION

Application should be submitted no later than 3 February 2022 by sending CV, cover letter and detailed proposal, including proposed methodology, to eosg@isa.org.jm.