

SABA BANK MANAGEMENT UNIT

Terms of Reference

BACKGROUND

With the Saba Bank now a protected area conforming to the SPAW Protocol, it is necessary to start the active management of the area to ensure its wise use and to protect and monitor its ecosystem services. The main stakeholders of the Bank, the artisanal fishermen mostly based on Saba, have been asking for the management to start, because they are worried about the Bank's resources and want to be sure that current regulations are enforced and evaluated to see if they can be improved to ensure the sustainability of the stocks

A management plan for the Saba Bank has already been drafted based on the findings of various surveys on the bank, both of its biodiversity and its fisheries. This provides the basis for these terms of reference

GOVERNANCE

The Saba Bank Management Unit is envisaged as a separate unit within the Saba National Marine Park, with daily management by the Saba Conservation Foundation. A steering group consisting of SCF manager, EL&I and the island government is responsible for the overall management and planning. The unit will also report to the steering committee and the EEZ committee. The steering group will convene at least twice a year to evaluate and direct the program. Every two years the program will be evaluated externally. Activities outside of the program are at the discretion of the Saba Marine Park manager on advice by the steering group. The budget will be established on a yearly basis by the steering committee and at the minimum will include finances for the staff, monitoring equipment, office overhead, boat maintenance and operational costs ... The program officer is responsible for the budget, the Saba marine park manager will oversee the expenditures. Any cases of conflict of interest of unit staff will be discussed, evaluated and judged by the steering committee.

HUMAN RESOURCES

A minimum of two staff members will be needed for the Saba Bank Management Unit. Aside from this core staff, the unit would need to depend on support from the SCF staff and volunteers. The core staff would consist of one ranger and one program officer, subject to direction by the Saba Marine Park manager. The unit staff will be employed by the SCF. The program officer will be expected to participate in training as appropriate.

TASKS

1. Surveillance of Saba Bank at least 3 times weekly (circumstances permitting at the discretion of the SCF manager)
2. Locate and remove lost traps (ghost traps)
3. Liaise, consult with fishermen in regular meetings and engage them in the management
4. Monitoring of fish landings

5. Reporting on violations of the fishery regulations to the proper authorities (INCL. coastguard, police, public prosecutor)
6. Establishment and maintenance of database, administration and monthly reporting to steering committee on activities.
7. Boat and equipment maintenance
8. Monitoring of relevant parameters (e.g. marine habitats, marine traffic, fishing efforts etc.), in accordance with the Monitoring Plan for CN.
9. Establish and carry out public awareness and sensitization programs on better use of the natural resources of the Saba Bank.
10. Assist in the logistics of approved scientific research projects on the Saba Bank
11. Report twice a year to the steering committee and the EEZ Commission

OPERATIONAL BUDGET

Expenses	Unit	#	Unit rate (\$)	Costs (\$)	
					exch. rate: 1,2500
Human Resources					
Salaries (gross amounts)					
SCF management support	per year	1	1.250,00	\$15.000,00	
Unit Head	per year	1	39.000,00	\$39.000,00	= \$ 2500 bruto loon
Ranger	per year	1	39.000,00	\$39.000,00	+ 30% werkgeverslasten
Coast Guard Liaison (travel)	per year	1	375,00	pm	
Travel (seminars, exchange, training)	per trip	2	2.500,00	pm	
Subtotal Human Resources				\$93.000,00	
Office & maintenance					
Boat costs (gasoline, maintenance, parts, repairs, etc.)	Per month	12	2.000,00	\$24.000,00	
Office use (phone/electricity/supplies)	Per month	12	375,00	\$4.500,00	
Boat insurance	per year		4.000,00	\$4.000,00	
Miscellaneous				\$5.000,00	
Subtotal office				\$37.500,00	
Total yearly operational costs				\$130.500,00	Mar-Dec 2012: ¾=
					\$97.875,00