



TERMS OF REFERENCE

Title of consultancy:	Video Production for the Project “Advancing the Nagoya Protocol in countries of the Caribbean Region”.
Unit:	Biodiversity and Rights (UB&D)
Technical supervision:	Melesha Banhan, Project Coordinator
Communication advice:	Nancy Arroyo Monge, Biodiversity and Rights Unit Technical Officer
Geographical coverage:	Antigua & Barbuda, Barbados, Grenada, Republic of Guyana, Jamaica, St. Lucia, Federation of St. Kitts & Nevis, Republic of Trinidad & Tobago
Duration:	4 months
Dates:	May 1 st to August 31 st , 2016

1. Technical Requirements

- Extensive experience in communication, audiovisual production, or related fields (at least 5 years).
- Extensive knowledge of specialized packages: video editing, graphic design, photography.
- Ability to work with multidisciplinary and multicultural groups.
- Demonstrated creativity and innovative spirit.
- Person or company with positive attitude and able to contribute to teamwork.
- Must have the necessary professional equipment for recording interviews (camera and professional audio and lighting).

2. Background

The Nagoya Protocol on Access to Genetic Resources arising from their utilization is an international agreement which aims at sharing the benefits arising from the utilization of genetic resources in a fair and equitable way. The Convention on Biological Diversity (CBD) adopted the Nagoya Protocol at its tenth meeting on 29 October 2010 in Nagoya, Japan, and the protocol entered into force in October 2014.

The Caribbean islands are of critical importance for global biodiversity conservation as large percentages of each species group are endemic to the region and often to particular islands and levels of endemism are very high in the region: thus, 50 per cent of the plant life of the Caribbean is unique. These high valued genetic resources in the Caribbean are under threat due to land degradation, climate change, and pollution from nutrients, unsustainable use and invasive alien species. The Nagoya Protocol offers the opportunity to make the best possible use of these genetic resources, generate and share benefits derived from their utilization, and return some of the revenue generated from these activities to the protection of the resources and the development of the countries where they were sourced.

To support countries of the Caribbean to facilitate access to their genetic resources and benefit sharing in a fair and equitable way, in line with the Convention on Biological Diversity and the Nagoya Protocol, the International Union for Conservation of Nature, Regional Office for Mexico, Central America and the Caribbean (IUCN-ORMACC) executes the project: “Advancing the Nagoya Protocol in countries of the Caribbean Region”.



Specifically, the Project objective seeks the uptake of the Nagoya Protocol and implementation of key measures to make the protocol operational in Caribbean countries. The project aims to overcome barriers linked to poor understanding of the Nagoya Protocol and ABS and the implications of protocol ratification and requirements for implementation.

The successful implementation of the ABS Project depends on frequent and strong communication efforts of its activities and initiatives to a wide range and diverse set of stakeholders and other individuals and organizations. Therefore, it is important to produce high quality communication products that will increase visibility and ensure the objectives of the Project and its messages are disseminated in the most appropriate manner. It is anticipated that this video production will be one of the primary visibility materials to ensure the project achieves its communication objectives.

3. Objective:

Production of an introductory as well as an extended video for the project “Advancing the Nagoya Protocol in countries of the Caribbean Region”.

4. Activities and responsibilities:

Specific duties and responsibilities

1. Provide the appropriate human and technological equipment for recording interviews (technical staff, lights, wireless microphones).
2. Hold coordination meetings with the technical supervisor to define content and structure of the video.
3. Submit a draft script for IUCN review and integrate corrections, feedback and comments to the script.
4. Edit the video as set out in the script that was approved.
5. Inclusion of music (as necessary) based on stock.
6. Spanish subtitling (includes the interviews transcription).*
7. Post Production (curtains, simple animations if it's needed, graphic design, photos).

* The Spanish translation of the script to use in the subtitles will be given to the consultant.

5. Products

1. First script draft for the video.
2. Final script with the IUCN ORMACC approval.
4. An introductory video of maximum 5 minutes long for the project “Advancing the Nagoya Protocol in countries of the Caribbean Region”.
5. An extended video of maximum 30 minutes long for the project “Advancing the Nagoya Protocol in countries of the Caribbean Region”

It is expected that all materials will be recorded with high definition professional camera, professional audio and professional lighting equipment and other equipment as needed.

The final expected products:



- HD master files English version
- HD master files with Spanish subtitles
- MP4 files for presentations (English and Spanish)
- Lighter mp4 files for web (English and Spanish)

The final product will be generated in close collaboration and communication with IUCN staff and will therefore require editing, and correction of style from IUCN ORMACC to ensure consistency. The consultancy will be supervised by Melesha Banhan with close links to María Pía Hernández, UB&D Coordinator.

6. CONTRACT PERIOD

Four (4) months starting on May 1st, 2016.

7. CONTACT INFORMATION

All bids, including financial costs and CVs/Company profile (maximum of 3 pages) questions or inquiries can be directed to:

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Deadline for submission of bids is April 30th 2016