

## Term Of Reference (TORs)

# Establishing Center of Excellence for Earth Observation Operational Services

## 1. BACKGROUND

- Space has played significant role with enormous increased number of activities including new advancements in space engineering and its applications.
- Among the key fundamental factors is the structural and financial implications of establishing a center of excellence capable to operationally generate services and products.
- The task is to undertake a study on the governance and institutional arrangement and come up with a provisional budget for establishing the center of excellence to developing an operational services from Earth Observation.

## 2. THE STUDY

### a. Overall Objective

The creation of a national center of excellence for operational services from earth observation is an ambitious goal, which can respond to the challenges of national development plans or environmental monitoring and risk reduction. Spatial technology is a major vehicle for the development of our societies, but it requires far more cooperation and funding, and strategy to express its full potential for the development. The sustainability of center depends on strategies and implementation plan and the financial implications, thus, the study is aimed at developing these issues of governance, structure, financial implications and sustainability plan. It will also work on the implementation and sustainable development of the project results and applications, as well as the establishment of the dissemination platform in both hardware and software

## b. Major duties and responsibilities:

The development plan/Study will also work on the implementation and sustainable development of the project results and applications, as well as the establishment of the dissemination platform in both hardware and software.

- Under the supervision of NARSS and the World Bank project:
  1. To develop an overall, top-level action plan that depicts how can we establish center of excellence capable to develop operational services with clear timelines;
  2. To develop detailed three-tier levels of Action Plan of a functional center of excellence: (1) Immediate/Short-, (2) Medium-, and (3) Long-term plans
  3. Viable structure and architecture of an operational center
  4. In each area, develop the relationship of the action plan to NARSS overall framework;
  5. To Propose measurable indicators to evaluate and assess performance of the center activities;
  6. To Develop a comprehensive communication and engagement plan for all relevant stakeholders that support the operation of the center;

## 3. EXPECTED RESULTS

- Expected results from the consultant(s) are:
  1. Detailed Report for the Action Plan;
  2. Detailed report for the Implementation framework including architecture and structure of the center of excellence;
  3. Communication and engagement plan of the center

## 4. QUALIFICATIONS AND EXPERIENCE OF THE CONSULTANT(S) FIRMS

The Consultant(s) should have core competencies and proven experiences in Earth Observation applications with additional experience in strategic planning

### a. Educational qualifications and Work experience

- Master degree or equivalent in Earth Observation, additional qualifications in Project Management, Strategic Planning or other relevant field is an added advantage;

In addition he must have at least 10 years' experience with or more in the following areas:

- Managerial experience in the field of space development and international cooperation;
- Knowledge of the issues in the earth observation applications;
- Proven ability to draft, edit and produce reports and results-focused reports

- Proven experience working with Government, international organizations on project planning, management or execution;
- Working experience with the project stakeholder institutions and agencies

#### b. Other relevant skills

- The other relevant skills of the consultant(s) are:
  - Computer literacy;
  - Working knowledge of programme/project management, implementation, monitoring and evaluation;
  - Management experience, excellent interpersonal skills and ability to work in a multi-cultural environment;
  - Excellent drafting and reporting skills;
  - Good planning and organizational skills
  - Experience on project/programme financial planning and execution.
  - Excellent spoken and written English or French, with a working knowledge of the other language.

### 5. TERMS AND CONDITIONS OF SERVICE

#### a. Contract and Duration of the study

- The Consultant(s) will sign a **consultancy service contract** with the National Authority for Remote Sensing and Space Sciences;
- The study should be delivered and completed not later than November 28<sup>th</sup>, 2017.

#### b. Responsibilities of NARSS

- NARSS shall be responsible for:
  - Payment according to the terms and condition of the contract;
  - Arrangement for mission for benchmarking;

### c. Reporting Process

- The Consultant(s) will undertake desk study and followed by ground truthing verification missions.
- The adoption of the report will be organized as follows:
  - The Consultant(s) will present draft conclusions of the study to NARSS, which after review will make comments to the consultant(s) to finalize the draft final conclusions of the study;
  - The draft final conclusions will be reviewed and might include comments for further amendments