

TERMS OF REFERENCE*

1. Background

Initiated at the Santa Cruz Presidential Summit on Sustainable Development and reiterated at the Quebec Summit (2002), the Inter-American Biodiversity Information Network (IABIN) establishes cooperative linkages with national, regional, and global initiatives; recommends standards for network adoption; evaluates software tools for possible network-wide use; develops pilot projects; and seeks support for projects that build capacity within participating countries and institutions. The Global Environmental Facility (GEF) through its implementing agency, the World Bank, provides funds for this project. The GS/OAS is the executing agency.

IABIN will provide the infrastructure and biodiversity information content required by the countries of the Americas to improve decision-making. The objectives of this regional initiative include developing an Internet-based platform to provide greater and more useful access to scientifically credible biodiversity information currently existing in individual institutions and agencies in the Americas. Also, providing the tools necessary to draw biodiversity knowledge from existing databases. IABIN is helping to fulfill the mandate of the Clearinghouse Mechanism of the Convention on Biological Diversity by providing the mechanism in the Americas to promote and facilitate technical and scientific cooperation in the biodiversity arena.

2. Objective

The consultant will primarily work in conjunction with the IABIN PDF Team in the definition of the structure and function of the network, and the preparation of the Project Appraisal Document (PAD) and Project Plan Implementation (PIP) to be submitted to the GEF. The incumbent will also provide support to other activities involved in the execution of the IABIN project, as necessary. In addition, the incumbent is responsible for translating, editing, and formatting IABIN Phase I report into Spanish and distribute it to all focal points in the hemisphere.

3. Responsibilities of the Consultant

During the period of this Contract, the Independent Contractor performs the following duties in the Unit for Sustainable Development and Environment of the Organization of American States.

- Provide a peer-review to assess IABIN Phase II subregional and regional reports that indicate cost sharing agreements, Memorandum of Understanding (MOU), and letters of intent.
- Update matrix-format based on Internet research to facilitate the analysis, comparison, and integration of information of existing bioinformatics infrastructure in the Americas. Matrix will include the strengths and weaknesses of each Internet site by institution, by country, and by sub-region, tabulating the various types of data for incorporation into the Network.
- Translate and do quality assurance on Project Appraisal Document (PAD) and Project Plan Implementation (PIP).
- Identify initiatives that could serve as prototypes of how information can be incorporated into the IABIN Network.
- Assess existing knowledge and skills of biodiversity information providers, managers, and users, and identify the needs for training in the different topics of interest. Incumbent will also identify the institutions and personnel who can provide the training.
- Update content and quality of IABIN Webpage and Development Gateway portal.
- Work with project team to establish a fund raising strategy. Help to establish the IABIN Foundation and seek donors and private sector.