



Document: **Terms of Reference
Technical Expert for: Drafting of procedures in
accordance with article 35 par. 1c and permit
conditions in accordance with article 35 par. 2 of the
EFA.**

Period: **August - October 2026**

Version: **001**

Datum: **Juni 2025**

A. Introduction

Environmental management and protection are primary responsibilities of the government of Suriname. Article 6(g) of the Constitution stipulates that the State shall create and promote the conditions necessary for the protection of nature and the preservation of ecological balance. To carry out this core responsibility as efficiently and effectively as possible, institutional structures and legislation are required to ensure responsible environmental management.

Following extensive preparations that began in 2000 and numerous consultations with public and private organizations, the National Assembly unanimously approved and adopted the Environmental Framework Act (EFA) on 26 March 2020. Subsequently, the Act was published in the Official Gazette of the Republic of Suriname on 7 May 2020 (S.B. 2020 No. 97). In 2024 (S.B. 2024 No. 56), an amendment was enacted, adding the Ministry of Environment as the policy authority.

B. Background

The Environmental Framework Act established a National Environmental Authority (NEA) for the entire territory of Suriname. The NEA became operational on the 26th July 2024 and functions as a governmental instrument for the prevention and monitoring of environmental pollution. The NEA is also responsible for overseeing the sustainable management of the natural environment while taking into account and respecting the interests and rights of Indigenous peoples and other tribal communities.

To guarantee the above, implementing regulations were developed and finalized in 2019 by NIMOS, the predecessor of the NEA, pursuant to the Act. These regulations are based, among others, on Articles 27, 28, 29, 35 and 36 of the Environmental Framework Act. One of the regulations which were developed is the Hazardous Substance Decree in accordance with article 35 of the EFA. Article 35 provides the legal basis for the issuance of a permit for any activity or process involving the storage, handling, use, or processing of a hazardous substance. This permit must be obtained at the NEA. In addition, this article requires the drafting of procedures governing the import, export, safe storage, handling, transport, use, and disposal of hazardous substances.

There is currently a need to further elaborate and clarify the provisions contained in Article 35 of the Environmental Framework Act within the Concept Hazardous Substances Decree.

In this context, the NEA seeks to engage a qualified expert to draft the permit conditions and regulations (*voorschriften*) and the procedures as mentioned before.

C. Objective of the Consultancy

The objective of this consultancy is to draft the procedures referred to in Article 35, paragraph 1(c) and the permit conditions relating to the permits specified in Article 35, paragraph 2, of the Environmental Framework Act. The consultancy shall establish clear and uniform procedures and conditions applicable to all categories/types of hazardous substances as classified under nine hazardous classes of the United Nations Hazard Classification System. These procedures and conditions need to be enforceable, considering any necessary compliance structure.

D. Tasks

The Consultant shall undertake the following activities:

1. Make a comparison of procedures and permit conditions for hazardous substances in countries with similar legislation as the EFA in Suriname;
2. Review the existing NEA guidelines, namely:
 - a. Guidelines for Chemical Storage Facilities;
 - b. Petroleum Products Guidelines;
 - c. General Gold Dressing Agents (GDA) Guidelines;
 - d. Guidelines for the import, transport, storage, handling and export of Radioactive sources;
 - e. Minimum Requirements for Gold Trading and Purchasing Companies;
 - f. Environmental, Health and Safety Guidelines for Gold and Silversmith Operations.
3. Use the guidelines listed under 1, together with relevant international guidelines and standards, as the basis for drafting processes and permit conditions.
4. Draft the following procedures mentioned in article 35 par. 1c, in accordance with the United Nations Hazard Classification System.

Processes pursuant to Article 35, paragraph 1(c), to be followed for:

- i. Import;
 - ii. Export;
 - iii. Safe storage;
 - iv. Handling;
 - v. Transportation;
 - vi. Use;
 - vii. Processing; and
 - viii. Disposal of hazardous substances.
5. Draft the following permit conditions mentioned in article 35 par.1c, in accordance with the nine hazardous classes of the United Nations Hazard Classification System.

Permit conditions pursuant to article 35 paragraph 2 for activities when a hazardous substance is:

- i. Stored;
 - ii. Handled;
 - iii. Used;
 - iv. Processed.
6. Draft supporting documents regarding the permits, such as SOP's, standardized templates and permitting framework.
 7. Carry out the assignment in close collaboration with representatives of the NEA.
 8. Provide practical recommendations regarding the implementation of these procedures and permit conditions.

E. Deliverables

The following should be delivered in Dutch

- I. Draft Procedures for each activity listed in Article 35, paragraph 1(c), to be incorporated in the Hazardous Substance Decree.
- II. Final procedures for each activity listed in Article 35, paragraph 1(c) to be incorporated in the Hazardous Substance Decree.
- III. Draft Permit conditions and regulations for each activity specified in Article 35, paragraph 2, to be incorporated in the Hazardous Substance Decree.
- IV. Final permit conditions and regulations for each activity specified in article 35 paragraph 2 to be incorporated in the Hazardous Substance Decree.
- V. A draft permitting framework including permit application requirements, assessment criteria, permit validity, renewal procedures, reporting obligations
- VI. Draft Standard Operating Procedures (SOPs) for the NEA covering the review, evaluation, approval, amendment, suspension, and revocation of hazardous substances permits.
- VII. Draft Standardized templates and forms, including:
 - Permit application form;
 - Permit template;
 - Inspection checklist;
 - Compliance monitoring checklist;
 - Reporting templates for permit holders.
- VIII. Finale documents of the draft documents listed under **V** through **VII**

F. Payment Schedule

Deliverable	Payment
Draft procedure art 35 (1c) for hazardous substance decree	10 %
Final procedure art 35 (1c) for hazardous substance decree	10 %
Draft Permit conditions and regulations art. 35 (2) for hazardous substance decree	20 %
Final Draft Permit conditions and regulations art. 35 (2) for hazardous substance decree	20 %
Draft documents Mentioned under E. Point V- VII	20 %
Final documents Mentioned under E. Point V- VII	20 %

G. Duration of the Consultancy

The duration of this consultancy shall be two (2) months, commencing in august 2026 and ending in October 2026.

H. Evaluation Method and Selection criteria

The individual consultant offerors will be evaluated based on the following methodology:

Cumulative analysis.

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable;
- Having received the highest score out of a pre-determined qualification, technical and financial criteria specific to the solicitation.

Total of a 100 points can be received. Only candidates obtaining a minimum of 60 points of the total qualifications and technical points would be considered for the Financial Evaluation.

Qualifications and technical Criteria – Maximum 100 points:

- Criteria A: Qualifications:
 - A1: Education - Max 20 points;
 - A2: Work experience - Max 40 points;

- A3: Skills – Max 20 points;
- Criteria B: Technical proposal with methodology – max. 20 points.

The Financial Evaluation will be done based on the lowest bid receiving the highest scores out of 100 points.

I. Qualifications

The consultant is required to have the following qualifications:

- A Master's degree or equivalent academic qualification in Environmental Sciences or a related field;
- Knowledge of hazardous substances in accordance with the United Nations Hazard Classification System;
- A minimum of ten (10) years of experience in the development of procedures and regulatory requirements;

J. Application procedure

The applicant shall submit a proposal that indicates the all-inclusive fixed total contract price supported by a technical proposal and breakdown of costs.

This proposal shall be submitted to secretariaat@nmasuriname.org. Submission is available until the 14th of August 2026