

TERMS OF REFERENCE (ToR)

Assessment of Institutional Roles and Responsibilities in responding to Environmental Offences in Suriname

1. Background

The Nationale Milieu Autoriteit (NMA), established under the Environmental Framework Act (EFA) (S.B. 2020 No. 97 as amended by S.B. 2024 no. 56), is mandated to regulate, monitor, and enforce environmental compliance in Suriname.

Effective response to environmental offences (milieudelicten)—including illegal dumping, hazardous substance misuse, and pollution incidents due to non-compliance—requires coordinated actions and efforts among multiple national actors such as:

- Korps Politie Suriname
- Openbaar Ministerie Suriname
- Nationaal Coördinatie Centrum voor Rampenbeheersing
- District Commissioners (DC's)
- Relevant Ministries (OGM, NH, EZ, RO, Juspol)
- Specialized agencies (e.g., Maritime Authority, National Security Directorate)

Currently, coordination challenges exist due to:

- Lack of a standardized **national Standard Operating Procedure (SOP)**
- Unclear delineation of roles and responsibilities
- Gaps in operational readiness and communication protocols

To address this, the NMA intends to develop a **National SOP for Environmental Offence Response**, starting with a structured **institutional assessment**.

2. Objective of the Assignment

General Objective

To assess and map the roles, responsibilities, mandates, and operational capacities of key actors involved in responding to environmental offences in Suriname.

Specific Objectives

- Identify legal mandates and institutional responsibilities of each actor
- Assess current procedures for detection, reporting, response, and enforcement
- Identify overlaps, gaps, and coordination bottlenecks
- Evaluate communication and information-sharing mechanisms

- Provide evidence-based inputs for developing a **National SOP**
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3. Scope of Work

The assignment will be carried out by a team of 2-3 **selected students (research assistants)** under supervision of the NMA.

Key Tasks

Task 1: Desk Review

- Review the chapter “Handhaving en Toezicht” of the EFA including the respective acts and regulations in article 47 and the designated enforcers or actors.
- Review the Report “Instelling Milieucontroleurs” available at the Law Division of the NMA.
- Analyze existing protocols, guidelines, and institutional mandates from before mentioned enforcers and actors
- Review past environmental incident or offence cases

Task 2: Stakeholder Mapping

- Identify and categorize stakeholders involved in environmental crime response
- Develop institutional profiles per stakeholder

Task 3: Data Collection

- Conduct:
 - Key Informant Interviews (KIIs)
 - Structured questionnaires
 - Focus group discussions (where relevant)

Stakeholders include (as mentioned previous):

- Law enforcement
- Prosecutorial authorities
- Emergency response agencies
- Environmental regulators
- Local government authorities

Task 4: Institutional Analysis

- Map roles and responsibilities across the response chain:
 - Detection
 - Reporting

- Investigation
- Enforcement
- Remediation
- Follow up
- Assess:
 - Capacity (human, technical, legal)
 - Coordination mechanisms
 - Decision-making processes

Task 5: Gap Analysis

- Identify:
 - Legal gaps
 - Operational inefficiencies
 - Institutional overlaps
 - Missing coordination frameworks

Task 6: Reporting

- Prepare a comprehensive assessment report
- Provide structured input for SOP development

4. Methodology

The study will apply a mixed-method approach:

- Legal and policy analysis
- Qualitative interviews
- Stakeholder validation sessions
- Comparative analysis (best practices where applicable)

All tools (questionnaires/interview guides) will be developed and approved by the NMA prior to deployment.

5. Deliverables

Deliverable	Description	Timeline
Inception Report	Methodology, tools, stakeholder list	Week 2
Data Collection Report	Summary of interviews and findings	Week 5

Draft Assessment Report	Institutional mapping + gap analysis	Week 7
Final Report	Validated report with SOP inputs	Week 9
Presentation	Workshop-ready stakeholder presentation	Week 10

6. Duration

Total duration: **10 weeks**

7. Institutional Arrangement

- The assignment will be led by the NMA
- Students will function as **Research Assistants**
- Each student/team will be assigned specific stakeholder groups
- NMA will provide:
 - Technical guidance
 - Data collection tools
 - Access to stakeholders (official letters)

A **Lead Supervisor (NMA)** will oversee quality assurance.

8. Required Qualifications (Master Students)

- Background in:
 - Law
 - Public administration
 - Criminology or related fields
 - Skills:
 - Research and analytical skills
 - Interviewing and reporting
 - Basic understanding of governance systems
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9. Ethical Considerations

- Confidentiality of stakeholder inputs must be ensured
- Informed consent required for interviews
- Data must be used solely for policy development purposes

10. Expected Outcome

The assignment will result in:

- A clear **institutional mapping of roles and responsibilities**
- Identification of operational and legal gaps
- A strong analytical basis for developing a **National SOP for Environmental Crime Response**
- Strengthened collaboration between NMA and key enforcement partners

11. Link to Policy and Legal Framework

This assessment supports implementation of:

- Environmental Framework Act (including enforcement provisions)
- National environmental governance strengthening
- Integrated enforcement and compliance systems

12. APPLICATION PROCESS

Interested candidates shall submit a motivation letter and a curriculum vitae to the email address: secretariaat@nmasuriname.org with the subject reading as follows: **“Application for : ‘Assessment of Institutional Roles and Responsibilities in responding to Environmental Offences in Suriname’**

- Submission Deadline: Date 12 mei, 15u Suriname time.
- Any letter that arrives after the deadline for submission shall not be considered.