INSTITUTE OF MARINE AFFAIRS

A Statutory Body established by Act of Parliament, No. 15 of 1976

Expression of Interest

The Institute of Marine Affairs (IMA) invites Expressions of Interest (EOI) from qualified and experienced consultants to undertake a consultancy for the Marine Pollution Surveillance Programme and the National Sargassum Detection Programme for the Exclusive Economic Zone of Trinidad and Tobago.

Background

The Marine Space Remote Sensing and Trajectory Modelling project is Public Sector Investment Programme (PSIP) funded by the Government of the Republic of Trinidad and Tobago. This project first received funding allocation in the fiscal 2022/2023, it was proposed to assist with equipping and operationalisation/launching of three programmes all focused on varying phenomena that affect the marine space/exclusive economic zone (EEZ) of Trinidad and Tobago (figure 1 below). Specifically, as it relates to monitoring programmes for oil spills, sargassum influxes and ocean health.

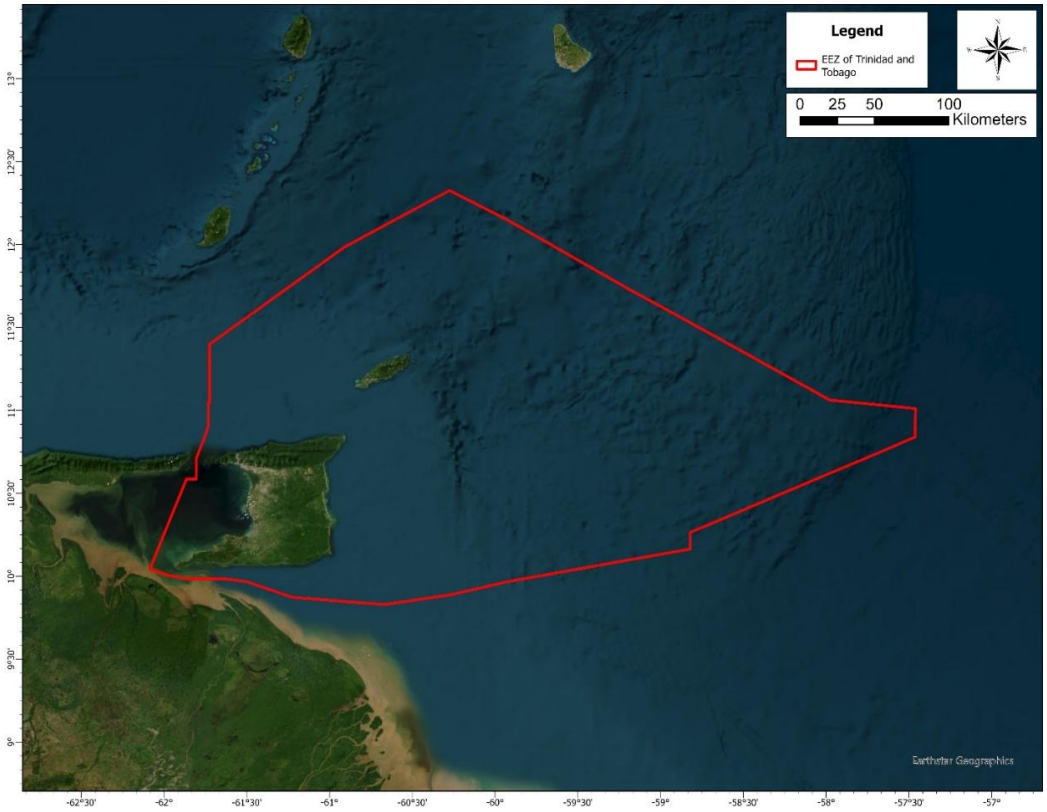

Figure 1: Map of the EEZ of Trinidad and Tobago.

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The first Programme under this project, is the Marine Pollution Surveillance Programme which has been utilising freely available satellite imagery, both optical and SAR to monitor, detect and report oil spills in the EEZ of Trinidad and Tobago. The contracted consultant will receive training where necessary on the SOP, data management and the reporting mechanism for this Programme, as well as the process for drafting the monthly compilation report.

The second Programme, to be operationalised under this project is the National Sargassum Detection Programme. This programme will also utilise freely available satellite imagery, for analysis to identify the presence of sargassum mats on the ocean's surface in the EEZ of Trinidad and Tobago. This programme's launch, and community engagement events will all transpire during the contract period, and as such the consultant will support these events as outlined in the scope of services below. In addition, will assist in conducting ground validation, UAS volumetric analyses fieldtrips and promotion of the citizen science initiatives. The contracted consultant will receive training where necessary on the SOP, data management and the reporting mechanism for this Programme.

Consultancy Objective

The objective of this consultancy is to perform as an Analyst for the Marine Pollution Surveillance Programme and the National Sargassum Detection Programme within the Exclusive Economic Zone of Trinidad and Tobago.

Scope of Work

Analysts involved in both Programmes, will operate 7 days a week dependent on when scheduled, based on satellite acquisitions for the EEZ and in accordance with the IMA's SOPs and Geomatics Technical Manual (revised ed.). Analysts will be supported in the Programmes by the Remote Sensing Research Officer, Geospatial Technician, and analysts from the MEEI (oil spills), ODPM and TTMS (sargassum) and as such will perform rotational monitoring duties. Aside from the monitoring duties, Analysts will perform other duties as itemised below, supporting the wider project throughout the contract period.

Monitoring duties on weekends will only span for analysis of imagery and reporting and the time spent once reported, will be compensated as time in return.

The consultant's scope of work is understood to cover all activities necessary to accomplish the stated objective of the consultancy, as listed below:

- Function as an Analyst in the Marine Pollution Surveillance Programme, when scheduled based on satellite acquisition scheduling for the EEZ of Trinidad and Tobago.

- Prepare and perform secondary spatial analyses for monthly oil spill compilation reports, as assigned by the Remote Sensing Research Officer.

- Offer support when the IMA receives requests for oil spill detection, tracking and reporting for environmental incidents through the UN International Disaster Charter.

- Receive training and perform as an analyst to support IMA's role in the MEEI's SAR tower project (if operationalized in the contract period).

- Function as an Analyst in the National Sargassum Detection Programme, when scheduled based on satellite acquisition scheduling for the EEZ of Trinidad and Tobago.

- Assist in the planning, coordination and execution of the launch of the National Sargassum Detection Programme.

- Assist in the planning, coordination and execution of the two community engagement events (one in Trinidad and one in Tobago) for the promotion of the associated citizen science initiative involved in the National Sargassum Detection Programme.

- Assist with marketing and promotion of the citizen science initiative through the use of the beach signage distributed nationally, on the IMA's social media pages.

- Assist with ground validation trips to beaches inundated with sargassum, and creation of content for the promotion of the citizen science initiative.

- Assist and conduct volumetric analyses using UAS for Sargassum at selected inundated beaches during the highest forecasted influx period (2-5 fieldtrips).

- Prepare monthly Analysts schedules for both the Marine Pollution Surveillance Programme and the National Sargassum Detection Programme based on the satellite acquisition calendars

Adherence to the internally established SOPs for spatial data management, including the UAS SOP, and revised Geomatics Technical Manual.

Qualifications and Experience

The successful consultant should have at minimum, the following qualifications and experience:

i. A BSc degree in Geography or Geomatics or Environmental Studies, **OR** currently enrolled in a MSc degree in Geography, Geomatics or Environmental Studies.
ii. Background in GIS, with experience in Remote Sensing
iii. Must be proficient with ArcGIS Desktop (ArcMap and ArcGIS Pro).
iv. At least two (2) years relevant work experience with proven ability to workflows for oil spills, and sargassum detection and reporting.
v. Demonstrated experience in the utilisation of remote sensing indices and different types of satellite imagery including both optical and SAR imagery.
vi. Particular experience in identification of false positives of oil spills, including natural seeps and sargassum.
vii. Familiarity with accessibility, browsing and download processes for open-access satellite imagery for products from Landsat and Copernicus - Sentinel 1 and 2.

viii. Sound knowledge and wide experience in the applied use of ocean variables like wind speed and direction, and surface currents.
ix. Knowledge of and experience in the Caribbean region and at least two years' work experience in the Caribbean Region.
x. Strong analytical skills, initiative, and demonstrated problem-solving skills.
xi. Sound time-management and prioritisation skills.
xii. Excellent command of written and spoken English.
xiii. Working knowledge of Microsoft Office, ArcGIS and other relevant software.

Reporting Requirements and Time Schedule for Deliverables

The consultants will report to the Project Lead (Remote Sensing Research Officer), and will be required to submit deliverables in accordance with the following schedule and as determined when scheduled for monitoring duties:

Deliverable	**Estimated submission timelines**
Marine Pollution Surveillance Reports	Within 24hrs of satellite product ingestion
National Sargassum Detection Reports	Within 24hrs of satellite product ingestion
Monthly Oil Spill Compilation Reports – 15 monthly reports to be completed during the contract period.	3-5 days after assignment, minimum one report due per contract month.
Data created and compiled through both Programmes	Upon submission of reports
Monthly duties summarisation report	Due the 25th of every month

Format, Presentation and Review of Deliverables

a) The consultancy's progress and deliverables will be closely monitored and reviewed by the IMA. The deliverables must be of high quality.
b) Each deliverable (where applicable) must be produced in English and submitted as an electronic file as stipulated by the IMA's SOPs and other

agreed upon format, that contains the complete version of the respective reports and spatial files.

c) Attendance and participation in Programmes, and Geomatics Unit meetings as well as ad-hoc in-person and/or virtual meetings with the project team.

Schedule of Payment

Payment terms will be based on achievement of project deliverables on a monthly basis. The IMA wishes to receive the most competitive cost proposal for the services described herein, and the payment schedule is presented below:

Payment Schedule	
Deliverable	**% Payment**
Monthly Duties Summarisation Report	8.33%

Duration

The consultancy will span 12 months from the contract signing date.

Submission Requirements

Interested applicants are required to submit the following:

1. Technical Application comprising
   i. A Cover letter acknowledging the consultant's ability to provide the services outlined herein with the official signature of the applicant. This should be maximum two pages.
   ii. Consultant's technical experience.
      a) Consultant's Curriculum Vitae
      b) Description of consultant's experience in similar projects including contract value and country of assignment (five pages maximum)
      c) Three client/past employers' references including all contact information – Name, Location, Telephone number, and Email.
   iii. Comments or suggestions on the ToR.

Submission Deadline Extended

The deadline for submission has now been extended to **January 28th, 2026**. Submissions must be received no later than **23:59 Trinidad and Tobago Local Time (11:59 pm. AST) on January 28th 2026,** via Email to **IMA.Procurement@gov.tt.** or delivered to the Institute of Marine Affairs, Hilltop Lane, Chaguaramas.

For further information, please contact IMA.procurement@ima.gov.tt.