TERMS OF REFERENCE

Activity Title:	Development of the National Industry Policy of the Solomon Islands
Estimated Duration:	7 Months
Activity No. & Budget:	Act.235_National Industry Policy_SI $40,000
Location:	Honiara
Estimated Start Date:	Sept 2026-March 2027
Reporting to:	Director, Industrial Development Division (IDD), Ministry of Commerce, Industry, Labour and Immigration (MCILI) and Trade in Goods Activity Lead Alipate Tavo

I. BACKGROUND

The Government of the Solomon Islands, through the Ministry of Commerce, Industry, Labour and Immigration (MCILI), seeks to develop its first National Industry Policy. The policy will provide a strategic framework to promote value addition, productivity, export-oriented industrialisation, import substitution, employment creation, sustainable production, and greater integration of Solomon Islands businesses into regional and international markets.

While more than 2,500 companies are formally registered in the Solomon Islands, only a small proportion are engaged in manufacturing activities. Manufacturing contributes approximately 9.6 per cent of Gross Domestic Product (GDP), indicating significant potential for industrial growth and economic diversification. The proposed policy will support government efforts to increase domestic value addition, strengthen manufacturing, improve competitiveness, and create an enabling environment for investment and industrial development.

The development of the policy was endorsed by Cabinet in 2024 and aligns with the objectives of the Solomon Islands Trade Policy Framework and the Solomon Islands National Development Strategy (NDS) 2016-2035. The activity also contributes to PACER Plus Investment Output 6.1, which seeks to improve policy and regulatory frameworks to support a transparent and predictable investment environment.

Key Reference Documents

1. Solomon Islands National Trade Policy Framework.
2. Solomon Islands National Development Strategy (NDS) 2016-2035.
3. PACER Plus Investment Output 6.1 Framework.
4. Cabinet approval for the development of the National Industry Policy (2024).

II. OBJECTIVE & SCOPE

The main objectives of the consultancy are to:

1. Develop a comprehensive National Industry Policy to promote industrial development, value addition, manufacturing growth, and economic diversification in the Solomon Islands.
2. Support the improvement of the enabling environment for manufacturing, investment, MSME participation, technology adoption, and access to business support services.
3. Strengthen institutional, policy, environmental sustainability, and governance frameworks to support inclusive and sustainable industrialisation.

To achieve the above objectives, the Consultant is required to:

1. Undertake a comprehensive assessment of the industrial sector, including opportunities, constraints, competitiveness issues, investment requirements, and priority growth sectors.
2. Conduct stakeholder consultations with relevant government agencies, private sector organisations, industry associations, SMEs, investors, women-led businesses, youth groups, resource owners, and provincial stakeholders.
3. Prepare an Inception Report outlining methodology, workplan, stakeholder engagement approach, and policy development framework.
4. Develop and present a Draft National Industry Policy and facilitate necessary validation consultations.
5. Finalise and submit the National Industry Policy incorporating stakeholder feedback and recommendations for implementation, monitoring and evaluation.
6. Ensure the National Industry Policy incorporates gender equality, disability and social inclusion (GEDSI), climate resilience, environmental sustainability, youth participation and good governance principles throughout its framework and recommendations.

III. DELIVERABLES

The Consultant will deliver the following outputs, to be approved by the Activity Supervisor according to the timelines detailed below:

1. Inception Report, including methodology, work plan, and consultation strategy.
2. Draft National Industry Policy incorporating sector analysis, stakeholder consultations and strategic policy recommendations.
3. Final National Industry Policy and Validation Workshop Report

All outputs shall be provided in relevant Microsoft Office formats or other formats agreed with the PPIU.

IV. TIME AND PAYMENT SCHEDULES

The activity is expected to be completed within a maximum period of 7 months

No.	Deliverables	Month	Indicative Timeframe	Payment Schedule
1	Inception Report and Workplan	September 2026 —October 2026	2 months	20%
2	Draft National Industry Policy	November 2026 —January 2027	3 months	40%
3	Final National Industry Policy (incorporating stakeholder feedback, implementation recommendations) and Validation Workshops Report	February — March 2027	2 months	40%
			7 months	100%

The payment schedule reflects the payment milestones outlined in the project proposal.

All project-related travel requires prior approval from the Activity Supervisor. Expenses will be reimbursed according to policies and procedures detailed in the PPIU Operations Manual.

V. REPORTING

- The activity will be supervised by the Director, Industrial Development Division (IDD), Ministry of Commerce, Industry, Labour and Immigration (MCILI) and Trade in Goods Activity Lead, Alipate Tavo.
- Ministry of Foreign Affairs and External Trade (MFAET) remains the PACER Plus focal point and, supported by the PACER Plus National Coordinator, should be copied in all essential correspondence.
- The Consultant will work closely with the Ministry of Commerce, Industry, Labour and Immigration (MCILI), the Ministry of Foreign Affairs and External Trade (MFAET), PACER Plus Implementation Unit (PPIU), and other key stakeholders throughout the assignment.
- Regular progress meetings will be conducted to discuss achievements, constraints, support requirements, and emerging issues.

VI. QUALIFICATIONS, SKILLS AND EXPERIENCE REQUIRED OF CONSULTANT(S)

Preference will be given to Solomon Islands nationals or Solomon Islands consultancy firms. Where the required expertise is not available nationally, suitably qualified regional consultants or consultancy firms with demonstrated experience in the Solomon Islands and the Pacific Islands region may be considered.

1. Qualifications

- Postgraduate qualification in Economics, Industrial Development, Public Policy, International Trade, Commerce, Business Development, Development Studies, or a related field.

2. Skills & Experience

- Demonstrated experience in drafting national policies, industrial strategies, trade or investment policy frameworks in the Solomon Islands or the Pacific region.
- Strong knowledge of industrialisation, manufacturing development, value addition, export development, and private sector growth.
- Experience conducting stakeholder consultations and facilitating validation workshops.
- Experience working with government ministries, development partners, private sector organisations and SMEs.
- Knowledge of climate resilience, environmental sustainability, GEDSI and inclusive economic development approaches.
- Demonstrated experience delivering comparable policy assignments in Pacific Island countries.

3. Personal Specifications

- Excellent command of English (oral and written).
- Strong analytical, research, consultation and report-writing skills.
- Ability to work independently and collaboratively with diverse stakeholders.
- Ability to work under pressure and meet strict deadlines.