**Reorganization of the state enterprise “Ukrainian Sea Port Authority” (**SE “USPA”**)**

With the establishment of the Ukraine Maritime Administration, The Ministry of Infrastructure of Ukraine is seeking the services of a Consultant to review the organization and responsibilities of the Ukrainian Seaport Authority and general port management organization in Ukraine. The consultant should compare it with best practices and developments in other counties. This goal is to provide a prospective view and identify possible new operational structure and responsibilities for the SE "USPA" This report should outline the proposed scope of activities, goals of reorganization, responsible specialists and work schedule. In addition the Consultant should prepare a detailed methodology, work plan for reorganization of SE "USPA".

The Consultant is required to undertake the following activities and tasks:

1. Review of relevant existing material (Law of Ukraine “On Sea Ports of Ukraine”, Act of Cabinet of Ministers of Ukraine dated 11.07.2013 No. “On approval of the Strategy for the development of Ukrainian seaports till 2038”, Statute of the
SE “USPA”).
2. Arrange meetings with key stakeholders (Ministry of Infrastructure of Ukraine, private cargo terminal owners and operators, shipowners, local authorities, trade unions, railroads and key commodity shippers).
3. Conduct a functional audit of the SE “USPA”
4. Conduct an audit of organizational and staff structure of the ‘’USPA”.
5. Review of the existing data about an organization of management of ports' strategic infrastructure.
6. Review a Quality Management System of the “USPA”.
7. Create a new scheme of cooperation between the “USPA” and port community representatives (art. 18 of the Law of Ukraine “On Sea Ports of Ukraine”). Interviews of stevedoring companies, cargo owners, private transport operators and industry associations to determine gaps and problematic areas in a cooperation between the SE "USPA" and different stakeholders.