

**TERMS OF REFERENCE**  
**International Consultant to Draft the 6<sup>th</sup> CEDAW State Report**

<b>TERMS OF REFERENCE</b>	
Hiring Office:	UNFPA
Purpose of consultancy:	<p>Maldives has made remarkable strides in gender equality and women’s empowerment over the past decade. In a record time, gender parity in education has been achieved and has also made praise-worthy advancements in reducing maternal mortality and providing antenatal care. Thereby, even with the geographic dispersion, every child in the Maldives is born in a health facility. The positive changes in women’s education and health, has also had positive impacts on other developmental goals such as women in formal employment, and poverty reduction.</p> <p>The Government of Maldives, accepting the crucial role of women in both private and public domains and in its efforts to stay abreast of targets set forth in the SDGs and carry the agenda forward; primarily Goal 5, on Gender Equality and Empowerment of women and its commitments to treaties such as the Convention on Elimination of all forms of Discrimination Against Women (CEDAW) has taken necessary steps.</p> <p>Maldives is an upper middle income country with its population dispersed in 187 islands. In 2014, the Census counted 402,071 people of which 63,637 are foreigners and 58 percent of the women are in their reproductive age (15 to 49). It is also the time where 67 percent of the people are in the working age group (15-64) – meaning the country is going through the demographic dividend period. In fifty years’ time the population is expected to reach just under a million with almost half of the population being foreigners (Population Projections, NBS, 2018).</p> <p>The CEDAW 4<sup>th</sup> and 5<sup>th</sup> report was submitted on 13 December 2012, reviewed on 27 February 2015 at the sixtieth session of CEDAW. The 6<sup>th</sup> report is due in March 2019.</p> <p>The purpose of this assignment is to support the Ministry of Gender and Family to review the literature, conduct consultations and draft the 6<sup>th</sup> CEDAW State report.</p>
Scope of work:	<p><b>Scope and diversity of assignment:</b></p> <p>In collaboration with the Ministry of Gender and Family,</p> <ul style="list-style-type: none"> <li>• To review existing literature during reporting period to 'bridge' the gap between the last report done in 2012,</li> </ul>

<i>(Description of services, activities, or outputs)</i>	<p>the recommendations shared in 2015 and the current situation. So, the consultant should identify the key achievements, challenges and trends over the past 6 years.</p> <ul style="list-style-type: none"> <li>• To conduct atoll consultations to collect and validate field data and enhance the analysis of CEDAW implementation;</li> <li>• To draft the full government report on CEDAW implementation;</li> <li>• To present the highlights of the CEDAW report and elicit feedback through a validation workshop with key stakeholders;</li> <li>• To finalise the revision of the draft report incorporating the comments from the validation workshop</li> </ul> <p><b>Output:</b></p> <ul style="list-style-type: none"> <li>• Workplan by the Consultant</li> <li>• Draft chapters of CEDAW Report are presented for comments by Ministry of Gender and Family and UN</li> <li>• Powerpoint Presentation for the Validation Workshop</li> <li>• Final Draft Revision of GOM Report to CEDAW</li> <li>• Mission Report and Notes on the Way Forward</li> </ul>
Duration and working schedule:	20 workings days over 3 months, of which 10 working days based in Male'
Place where services are to be delivered:	Ministry of Gender and Family and UNFPA
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	Consultant is expected to work independently from August to October 2018
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The Consultant will be briefed and debriefed by Ministry of Gender and Family and UNFPA
Supervisory arrangements:	The consultancy will be managed by UNFPA.
Expected travel:	One mission envisaged including field visits to the islands.
Required expertise, qualifications and competencies, including language requirements:	<p><b>Primary expertise required:</b></p> <ul style="list-style-type: none"> <li>• Master's Degree in Social Policy, gender studies, social science, or related fields.</li> <li>• Experience of writing CEDAW reports</li> <li>• At least 5 years' experience in development planning, social policy analysis, monitoring, research and</li> </ul>

	<p>evaluation, monitoring and evaluation theory, methodology, technology and tools</p> <ul style="list-style-type: none"> <li>• Good understanding on human rights principles</li> <li>• Excellent communication and analytical skills in English Language and demonstrated ability to transfer and impart knowledge.</li> </ul> <p><b>Functional Competencies</b></p> <ul style="list-style-type: none"> <li>• Good analytical, writing, and presentation skills. Fluency in reading, writing, and speaking in English</li> <li>• Computer skills, Excel and various office applications. Demonstrated experience in knowledge and information management.</li> </ul> <p><b>Behavioural Competencies:</b></p> <ul style="list-style-type: none"> <li>• Demonstrated ability to work in a multicultural environment and establish harmonious and effective working relationships, both within and outside the organization.</li> <li>• Proven leadership, teamwork, and interpersonal skills. Ability to work under limited timing would be an asset.</li> </ul>
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p><b>International Consultant:</b></p> <ul style="list-style-type: none"> <li>• Prepare the workplan and undertake literature review</li> <li>• Coordinate with the focal point at the Ministry of Gender and Family for data collection</li> <li>• Consult with relevant stakeholders including some beneficiaries</li> <li>• Present CEDAW report at the validation meeting</li> <li>• Maintain close contact by email with UNFPA</li> <li>• Communicate any complications regarding the assignment as soon as possible</li> </ul> <p><b>Ministry of Gender and Family</b></p> <ul style="list-style-type: none"> <li>• Convene the Gender Focal points</li> <li>• Provide the relevant documents including updated data as required</li> <li>• Provide logistic support including organizing meetings</li> <li>• Monitor and facilitate the progress of the assignment</li> <li>• Facilitate necessary contacts</li> <li>• Organize the consultative meetings and the final validation meeting</li> <li>• Approve final deliverables</li> </ul> <p><b>UNFPA</b></p> <ul style="list-style-type: none"> <li>• Provide contacts and any available resources</li> <li>• Guide the Consultant on issues important to UNFPA’s mandate</li> <li>• Make payment</li> </ul>

<p>Other relevant information or special conditions, if any:</p>	<p>The other conditions that may apply in the undertaking of the assignment include:</p> <p><b>Basis of payment:</b> Payments will be made in two installments</p> <ol style="list-style-type: none"><li>1. 40% Upon completion of the first draft chapters of the state report</li><li>2. 60% Upon completion of final CEDAW State report</li></ol> <p><b>Format of outputs:</b> Editable electronic form i.e. MS Office Word format.</p> <p><b>Language of reports/publications and other documentation and working language in country of assignment:</b> English</p> <p><b>Ownership of output:</b> MOGF/UNFPA</p>
<p>Signature of Requesting Officer in Hiring Office: _____</p> <p>Date: _____</p>	